



**AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
February 22, 2018
7:00 p.m.**

The City of Helotes City Council will meet for a Regular Meeting on Thursday, February 22, 2018 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This is an open meeting, subject to the open meeting laws of the State of Texas.

1. Call to Order.
 - Invocation.
 - Pledge of Allegiance.

OPEN SESSION:

2. Citizens to be Heard. *The City Council shall not discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The Council will accept comments from citizens of the City of Helotes and its Extraterritorial Jurisdiction (ETJ) only. Comments are limited to three (3) minutes, and this time is not transferable. Each person may only speak once. No profanity or threats will be tolerated.*

CONSENT AGENDA (ITEM NOS. 3 - 5):

All Consent Agenda items listed below are considered routine by City Staff and are intended to be enacted by one motion. There will be no separate discussion of these items, unless a Councilmember requests it, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

3. Approval of the minutes of the Regular Meeting dated February 8, 2018. (Staff)
4. Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation (EDC) for the quarter ending December 31, 2017. (Staff)
5. Approval of the City of Helotes Police Department Racial Profiling Report dated February 12, 2018 for the 2017 Calendar Year. (Staff)

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Helotes City Hall is wheelchair accessible, and accessible parking spaces are available. In compliance with the Americans with Disabilities Act, the City of Helotes will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received forty-eight (48) hours prior to the meeting. Please contact the City Secretary's Office at 210.695.5911 or by facsimile at 210.695.2123.

ITEMS FOR INDIVIDUAL CONSIDERATION:

6. Discussion of and direction on an Ordinance of the City Council of the City of Helotes, Texas amending Chapter 66 *Signs* of the Municipal Code of Ordinances; declaring a public purpose; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; and adopting an effective date. (Staff)
7. Discussion of and action on the EDC Fiscal Year Ending (FYE) 2018 Strategic Work Plan, as mandated by Article IV, Section 4.1 of the EDC Bylaws. (Staff)
8. Discussion of and action on the Old Town Helotes Special District Pedestrian Bridge Project, including, but not limited to, the completion of pedestrian bridge structural revisions, a Conditional Letter of Map Revision (CLOMR), and a Letter of Map Revision (LOMR) for modification of the Federal Emergency Management Agency (FEMA) effective Flood Insurance Rate Map (FIRM) and the lowering of the proposed elevation of the pedestrian bridge to a height comparable to the existing vehicular bridge. (Staff)

Adjourn into Closed Session.

9. Closed Session in accordance with Texas Government Code 551.071 *Consultations with Attorney* and 551.087 *Deliberation Regarding Economic Development Negotiations*. In addition to the matters listed below, any matter scheduled for Open Session may be discussed in Closed Session, as appropriate and authorized by law:
 - Texas Government Code 551.071 *Consultation with Attorney* and 551.087 *Deliberation Regarding Economic Development Negotiations* on the City of Helotes Economic Development Corporation's (EDC) modification and/or removal of the U.S. Fish & Wildlife Service Critical Habitat designation from 15030 Bandera Rd., Helotes, TX 78023 for economic development purposes.

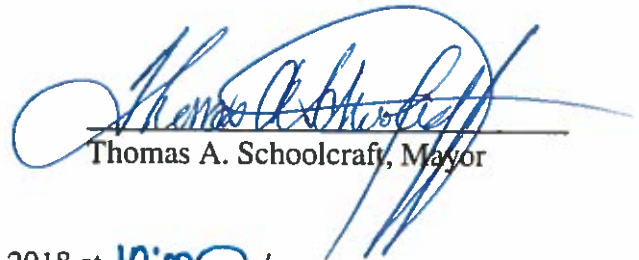
Adjourn into Open Session.

10. Discussion of and action on the City of Helotes Economic Development Corporation's (EDC) modification and/or removal of the U.S. Fish & Wildlife Service Critical Habitat designation from 15030 Bandera Rd., Helotes, TX 78023 for economic development purposes. (Staff)

Adjourn meeting.

The City Council reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting be open to the public, in accordance with Texas Government Code, Chapter 551 *Open Meetings*, Subchapter D *Exceptions to Requirement that Meetings be Open*. No action may be taken in Closed Session.

City of Helotes City Council
Regular Meeting Agenda
February 22, 2018



Thomas A. Schoolcraft, Mayor

I certify that this Agenda was posted on February 16, 2018 at 10:00 a.m. / p.m.



Celina Perez, City Secretary

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, February 8, 2018 at 7:00 p.m. in the City Hall Council Chamber, 12951 Bandera Road, Helotes, Texas. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present: Thomas A. Schoolcraft, Mayor
Bert Buys, Mayor Pro Tem
Alex Blue
Cynthia Massey

Absent: Edward Villanueva
Paul Friedrichs

Staff Present: Rick Schroder, City Administrator
Celina Perez, City Secretary

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. and welcomed Boy Scouts from Troop 655.

Council Member Blue led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

OPEN SESSION:

2. Citizens to be Heard.

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 3 – 6): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Mayor Pro Tem Buys, second by Council Member Massey, to approve items 3, 4, 5, and 6 on the consent agenda. Motion to approve carried unanimously.

3. Approval of the minutes of the Regular Meeting dated January 25, 2018. (Staff)**

4. Approval of the City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated January 31, 2018. (Staff)**

5. Approval of a Resolution of the City Council of the City of Helotes, Texas authorizing the closure of portions of Old Bandera, Bandera (S.H. 16), Leslie, Signal**

CONSENT AGENDA Cont.:

Hill and Rainbow Ridge Roads during certain hours for the 52nd Annual Helotes Cornyval Parade; approving a route for the Cornyval Parade to commence on Leslie Road and travel North on the Southbound lanes of S.H. 16 and merge on to Old Bandera Road at the South end of Old Bandera Road; establishing the Parade disbanding area along Antonio Drive and at the Church of Jesus Christ of Latter-Day Saints located at 13153 Antonio Drive, Helotes, Texas 78023; and approving notification to the State of Texas, acting by and through TxDOT, of the Parade and street closures. (Staff)

6. ** **Approval of amendments to the City of Helotes Purchasing Policies and Procedures Manual. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Discussion of and action on a request by SK & A Architecture for approval of a conceptual design plan, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 *Old Town Helotes Special District*, for the Hultz Retail Shell Building located at 14789 Old Bandera Road, Helotes, TX 78023, more particularly described as BCAD Prop. ID No. 242066. (Applicant)**

(Note: On February 6, 2018, the Planning & Zoning Commission recommended approval of the site plan, building design and exterior lighting for Hultz Retail Shell Building, on the following conditions:

- Exterior lighting be full cut-off; and
- Dimension standards for impervious cover be limited to 60% of the property, instead of the applicant's proposed 70%.)

Motion was made by Mayor Pro Tem Buys, second by Council Member Massey, to discuss and act on this item as written.

Motion to approve the Planning & Zoning Commission recommendation as presented, carried unanimously.

8. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas authorizing the posting of a memorial roadway sign designating Business Parkway as "Adair Memorial Parkway"; incorporating recitals, providing for severability; and adopting an effective date. (Staff)**

Motion was made by Council Member Massey, second by Mayor Pro Tem Buys, to discuss and act on this item as written.

Discussion included that the City has no procedure and criteria requirements in place to process citizen or group requests for memorial roadway sign designations. If this request is approved, it

would allow for other individuals to submit future memorial roadway designation requests. Council agreed that Stewart Adair supported the community; however, by approving the request of one person, the request of others would have to be approved, which is not a precedence that Council wants to set.

Motion to approve failed unanimously.

Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:30 pm.

ATTEST:

Thomas A. Schoolcraft, Mayor

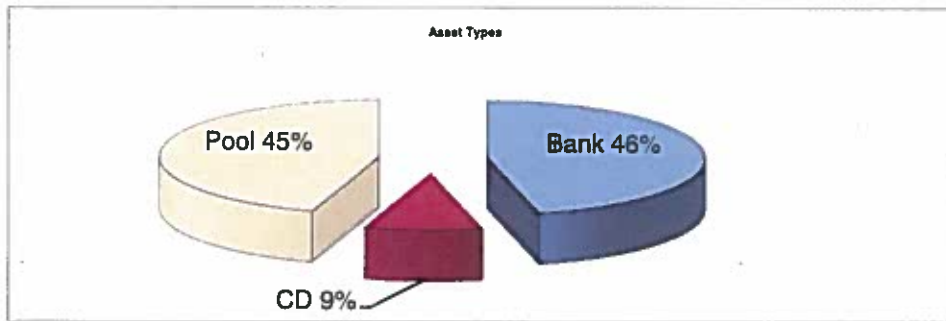
Celina Perez, City Secretary

DRAFT

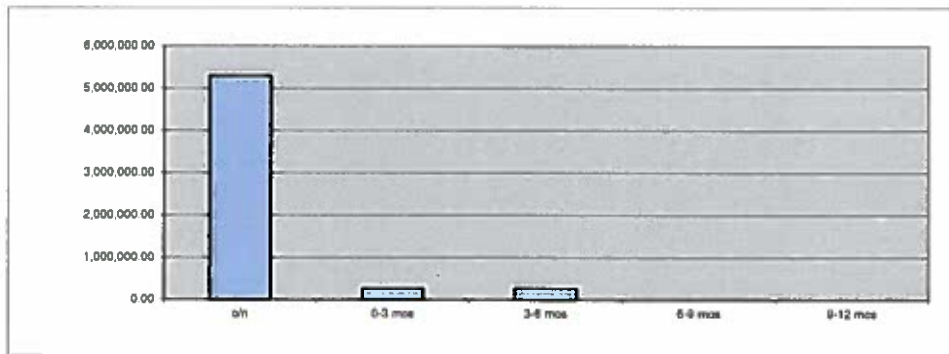
**CITY OF HELOTES, TEXAS
 QUARTERLY INVESTMENT REPORT SUMMARY
 period ending 12/31/2017**

Beginning Book Value	\$ 6,035,482.87
Beginning Market Value	\$ 6,035,482.87
Beginning Weighted Average Maturity	30 days
Beginning Yield	1.0357%
Ending Book Value	\$ 5,787,794.21
Ending Market Value	\$ 5,787,794.21
Ending Weighted Average Maturity	5 days
Ending Yield	1.2100%
Unrealized Gain/(Loss)	\$ -
Change in Market Value	\$ (247,688.66)
Benchmark Yield (6 Mth. T-Bill)	1.5000%

Allocation by Type of Investment



Allocation by Maturity Date



**CITY OF HELOTES, TEXAS
QUARTERLY INVESTMENT REPORT
as of
12/31/17**

Purchase Date	Security	Coupon or Avg. Rate	Maturity Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change in Market	Period Earnings
Bank Checking Accounts													
N/a	PayPal	0.0000%	01/01/18	0.00%	\$ (8.62)	100.000	1	\$ (8.62)	\$ (8.62)	\$ (8.62)	\$ (8.62)	\$ -	\$ -
N/a	Farm Bureau Bank	0.0000%	01/01/18	0.00%	\$ -	100.000	1	\$ 8.22	\$ 8.22	\$ 8.22	\$ 8.22	\$ -	\$ -
N/a	Frost Operating Fund (T-Bill - 0.35%)	0.9900%	01/01/18	0.99%	\$ 307,968.23	100.000	1	\$ 581,862.73	\$ 581,862.73	\$ 307,968.23	\$ 307,968.23	\$ (273,894.50)	\$ 594.06
N/a	Frost State Foreclosure Fund	0.0000%	01/01/18	0.00%	\$ 9,037.73	100.000	1	\$ 9,037.73	\$ 9,037.73	\$ 9,037.73	\$ 9,037.73	\$ -	\$ -
Subtotal Checking Accounts					\$ 316,997.34			\$ 590,900.06	\$ 590,900.06	\$ 317,005.58	\$ 317,005.58	\$ (273,894.50)	\$ 594.06
Bank Money Market Accounts													
N/a	Generations FCU	0.3500%	01/01/18	0.3500%	\$ -	100.000	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N/a	Frost General Fund	1.0900%	01/01/18	1.0900%	\$ 1,759,825.34	100.000	1	\$ 178,693.60	\$ 178,693.60	\$ 1,759,825.34	\$ 1,759,825.34	\$ 1,581,131.74	\$ 1,315.88
N/a	Frost Interest & Sinking Fund	1.0900%	01/01/18	1.0900%	\$ 284,212.70	100.000	1	\$ 116,982.39	\$ 116,982.39	\$ 284,212.70	\$ 284,212.70	\$ 167,230.31	\$ 218.24
N/a	Frost Capital Fund	1.0900%	01/01/18	1.0900%	\$ 86,803.42	100.000	1	\$ 170,223.74	\$ 170,223.74	\$ 86,803.42	\$ 86,803.42	\$ (83,420.32)	\$ 361.23
N/a	Frost Court Bldg. Security Fund	1.0900%	01/01/18	1.0900%	\$ 9,345.33	100.000	1	\$ 6,655.10	\$ 6,655.10	\$ 9,345.33	\$ 9,345.33	\$ 2,690.23	\$ 10.41
N/a	Frost Court Technology Fund	1.0900%	01/01/18	1.0900%	\$ 2,219.65	100.000	1	\$ 1,732.11	\$ 1,732.11	\$ 2,219.65	\$ 2,219.65	\$ 487.54	\$ 5.43
N/a	Frost Police Training Fund	1.0900%	01/01/18	1.0900%	\$ 2,676.74	100.000	1	\$ 2,670.90	\$ 2,670.90	\$ 2,676.74	\$ 2,676.74	\$ 5.84	\$ 5.84
N/a	Frost School Safety Fund	1.0900%	01/01/18	1.0900%	\$ 18,488.48	100.000	1	\$ 6,672.30	\$ 6,672.30	\$ 18,488.48	\$ 18,488.48	\$ 11,814.18	\$ 22.13
N/a	Frost Public Access (PEG) Fund	1.0900%	01/01/18	1.0900%	\$ 72,093.75	100.000	1	\$ 45,218.74	\$ 45,218.74	\$ 72,093.75	\$ 72,093.75	\$ 26,874.01	\$ 131.41
N/a	Frost Street Maintenance Fund	1.0900%	01/01/18	1.0900%	\$ 94,161.09	100.000	1	\$ 94,348.62	\$ 94,348.62	\$ 94,161.09	\$ 94,161.09	\$ (185.53)	\$ 214.26
N/a	Frost EMS Medical Billing Fund	1.0900%	01/01/18	1.0900%	\$ 27,168.50	100.000	1	\$ 59,999.85	\$ 59,999.85	\$ 27,168.50	\$ 27,168.50	\$ (32,831.35)	\$ 49.39
N/a	Frost Securities Clearing Fund	1.0900%	01/01/18	1.0900%	\$ -	100.000	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Money Market Accounts					\$ 2,358,993.00			\$ 683,198.35	\$ 683,198.35	\$ 2,358,993.00	\$ 2,358,993.00	\$ 1,673,796.65	\$ 2,343.04
Certificates of Deposit													
05/18/17	Farm Bureau CDARS CD - 26 Wk.	0.9455%	11/18/17	0.9455%	\$ 251,181.44	100.000	-45	\$ 250,882.31	\$ 250,882.31	\$ 251,181.44	\$ 251,181.44	\$ 299.13	\$ 299.13
11/18/17	Farm Bureau CDARS CD - 13 Wk.	1.1039%	02/15/18	1.1039%	\$ 251,481.40	100.000	46	\$ 251,131.78	\$ 251,131.78	\$ 251,481.40	\$ 251,481.40	\$ 349.62	\$ 349.62
11/16/17	Farm Bureau CDARS CD - 26 Wk.	1.2028%	05/17/18	1.2028%	\$ 251,562.47	100.000	137	\$ 251,181.44	\$ 251,181.44	\$ 251,562.47	\$ 251,562.47	\$ 381.03	\$ 381.03
08/17/17	Farm Bureau CDARS CD - 13 Wk.	0.9752%	11/16/17	0.9752%	\$ 251,131.78	100.000	-45	\$ 250,823.31	\$ 250,823.31	\$ 251,131.78	\$ 251,131.78	\$ 308.47	\$ 308.47
Subtotal CDs					\$ 803,043.87			\$ 801,706.62	\$ 801,706.62	\$ 803,043.87	\$ 803,043.87	\$ 1,338.25	\$ 1,338.25
Pools													
N/a	LOGIC Operating Fund	1.3181%	01/01/18	1.3181%	\$ 258,545.64	100.000	1	\$ 757,354.18	\$ 757,354.18	\$ 258,545.64	\$ 258,545.64	\$ (498,808.54)	\$ 1,191.46
N/a	LOGIC Capital Fund	1.3181%	01/01/18	1.3181%	\$ 595,784.29	100.000	1	\$ 1,395,782.03	\$ 1,395,782.03	\$ 595,784.29	\$ 595,784.29	\$ (799,997.74)	\$ 2,807.94
N/a	LOGIC Street Maintenance Fund	1.3181%	01/01/18	1.3181%	\$ 178,308.12	100.000	1	\$ 175,721.60	\$ 175,721.60	\$ 178,308.12	\$ 178,308.12	\$ 584.52	\$ 584.52
N/a	TaxPool Operating Fund	1.0860%	01/01/18	1.0860%	\$ 658,402.67	100.000	1	\$ 658,602.68	\$ 658,602.68	\$ 658,402.67	\$ 658,402.67	\$ (1,799.99)	\$ 1,799.99
N/a	TaxPool Capital Fund	1.0860%	01/01/18	1.0860%	\$ 921,713.06	100.000	1	\$ 1,274,220.35	\$ 1,274,220.35	\$ 921,713.06	\$ 921,713.06	\$ (352,507.29)	\$ 2,891.65
Subtotal Pools					\$ 2,810,751.78			\$ 4,259,680.84	\$ 4,259,680.84	\$ 2,810,751.78	\$ 2,810,751.78	\$ (1,648,928.06)	\$ 9,375.26
TOTAL					\$ 5,877,765.59			\$ 3,834,422.67	\$ 3,834,422.67	\$ 5,877,765.59	\$ 5,877,765.59	\$ (1,444,000.00)	\$ 12,000.11

Average Weighted Maturity	5 days
Average Weighted Yield	1.21%
Average Portfolio Benchmark (6 Mth. T-Bill)	1.50%

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the City's Investment Policy.

Notes: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 15 points. The ECR is paid directly to the bank depository. Approx. Oct. ECR = 1.0; Nov. ECR = 1.23; Dec. ECR = 1.38

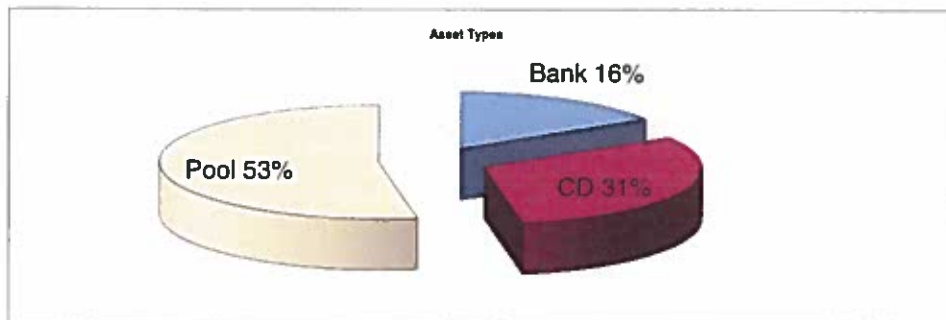
Susan Wootton 2/16/18
Investment Officer Date

[Signature] 1/23/18
Investment Officer Date

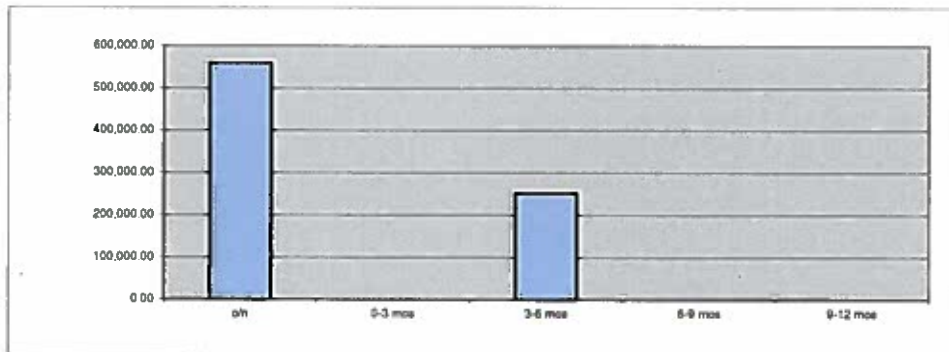
**CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
 QUARTERLY INVESTMENT REPORT SUMMARY
 period ending 12/31/17**

Beginning Book Value	\$	766,019.11
Beginning Market Value	\$	766,019.11
Beginning Weighted Average Maturity		16 days
Beginning Yield		0.6098%
Ending Book Value	\$	810,297.85
Ending Market Value	\$	810,297.85
Ending Weighted Average Maturity		29 days
Ending Yield		1.5200%
Unrealized Gain/(Loss)	\$	-
Change in Market Value	\$	44,278.74
Benchmark Yield (6 Mth. T-Bill)		1.5000%

Allocation by Type of Investment



Allocation by Maturity Date



**CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY INVESTMENT REPORT**

as of
12/31/17

Purchase Date	Security	Coupon or Avg. Rate	Maturity Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change in Market	Period Earnings
Bank Checking Accounts													
N/a	Frost Operating Fund	0.9900%	01/01/18	0.9900%	\$ 130,526.22	100.000	1	\$ 332,933.78	\$ 332,933.78	\$ 130,526.22	\$ 130,526.22	\$(202,407.56)	\$ 90.44
N/a	Farm Bureau Bank	0.0000%	01/01/18	0.0000%	\$ 4.11	100.000	1	\$ 4.11	\$ 4.11	\$ 4.11	\$ 4.11	\$ -	\$ -
	Subtotal Checking Accounts				\$ 130,530.33			\$ 332,937.89	\$ 332,937.89	\$ 130,530.33	\$ 130,530.33	\$(202,407.56)	\$ 90.44
Certificates of Deposit													
05/18/17	Farm Bureau CDARS CD - 28 Wk.	0.9455%	11/18/17	0.9455%	\$ 251,181.44	100.000	-45	\$ 250,882.31	\$ 250,882.31	\$ 251,181.44	\$ 251,181.44	\$ 299.13	\$ 299.13
11/18/17	Farm Bureau CDARS CD - 28 Wk.	1.2028%	05/17/18	1.2028%	\$ 251,562.47	100.000	137	\$ 251,181.44	\$ 251,181.44	\$ 251,562.47	\$ 251,562.47	\$ 381.03	\$ 381.03
	Subtotal CDs				\$ 251,562.47			\$ 250,882.31	\$ 250,882.31	\$ 251,562.47	\$ 251,562.47	\$ 680.16	\$ 680.16
Pools													
N/a	LOGIC Operating Fund	1.3181%	01/01/18	1.3181%	\$ 427,084.13	100.000	1	\$ 181,080.93	\$ 181,080.93	\$ 427,084.13	\$ 427,084.13	\$ 246,003.20	\$ 1,157.75
N/a	TaxPool Operating Fund	1.0860%	01/01/18	1.0860%	\$ 1,120.92	100.000	1	\$ 1,117.98	\$ 1,117.98	\$ 1,120.92	\$ 1,120.92	\$ 2.94	\$ 2.94
	Subtotal Pools				\$ 428,205.05			\$ 182,198.91	\$ 182,198.91	\$ 428,205.05	\$ 428,205.05	\$ 248,006.14	\$ 1,160.69
TOTALS					\$ 810,297.85			\$ 764,919.11	\$ 764,919.11	\$ 810,297.85	\$ 810,297.85	\$ 41,276.74	\$ 1,841.29

Average Weighted Maturity	29 days
Average Weighted Yield	1.52%
Average Portfolio Benchmark (6 Mth. T-Bill)	1.50%

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the EDC's Investment Policy.

Note: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 15 points. The ECR is paid directly to the bank depository. Approx. Oct. ECR = 1.18; Nov. ECR = 1.23; Dec. ECR = 1.38

<p><i>Susan W. Dutton</i> 2/16/18 Investment Officer Date</p>	<p><i>[Signature]</i> 1/23/18 Investment Officer Date</p>
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**City of Helotes
City Council Meeting**

AGENDA ITEM REQUEST FORM

DATE: February 22, 2018

AGENDA PLACEMENT: **CONSENT**
 INDIVIDUAL
 PRESENTATION
 CLOSED

CAPTION:

Approval of the City of Helotes Police Department Racial Profiling Report dated February 12, 2018 for the 2017 Calendar Year. (Staff)

BACKGROUND:

As mandated by the State of Texas, each law enforcement agency must file an annual racial profiling report. The reporting period is January 1, 2017 thru December 31, 2017. It covers all traffic stops conducted by officers of the Helotes Police Department, as well as the outcome of each stop (searches, arrests, etc.). As required, a copy has also been forwarded to the State.

FINANCIAL:

N/A

RECOMMENDATION:

Staff recommends approval of the City of Helotes Police Department Racial Profiling Report dated February 12, 2018 for the 2017 Calendar Year.

SUBMITTED BY:

Tony Burgess, Helotes Police Department Captain

SUGGESTED MOTION:

Motion to approve the City of Helotes Police Department Racial Profiling Report dated February 12, 2018 for the 2017 Calendar Year.

Racial Profiling Report | Tier one

Agency Name:	Helotes Police Department
Reporting Date:	02/12/2018
TCOLE Agency Number:	29225
Chief Administrator:	Robert L Hunley
Agency Contact Information:	
Phone:	N/A
Email:	N/A
Mailing Address:	12951 Bandera Road Helotes Texas 78023

This Agency claims partial racial profiling report exemption because:

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90 days.

Certification to This Report 2.132 (Tier 1), Partial Exemption

Article 2.132(b) CCP Law Enforcement Policy on Racial Profiling

Helotes Police Department has adopted a detailed written policy on racial profiling. Our policy:

- 1.) clearly defines acts constituting racial profiling;
- 2.) strictly prohibits peace officers employed by the Helotes Police Department from engaging in racial profiling;
- 3.) implements a process by which an individual may file a complaint with the Helotes Police Department if the individual believes that a peace officer employed by the Helotes Police Department has engaged in racial profiling with respect to the individual;
- 4.) provides public education relating to the agency's complaint process;
- 5.) requires appropriate corrective action to be taken against a peace officer employed by the Helotes Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Helotes Police Department's policy adopted under this article;
- 6.) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

a.) the race or ethnicity of the individual detained;

b.) whether a search was conducted and, if so, whether the individual detained consented to the search; and

c.) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

7.) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:

a.) the Commission on Law Enforcement; and

b.) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: Robert L Hunley

Chief Administrator

Helotes Police Department

Date: 02/12/2018

Helotes Police Department Motor Vehicle Racial Profiling Information

Total stops: 5603

Number of motor vehicle stops

Citation only: 5594

Arrest only: 1

Both: 8

Race or ethnicity

African: 372

Asian: 98

Caucasian: 2725

Hispanic: 2349

Middle eastern: 51

Native american: 8

Was race known ethnicity known prior to stop?

Yes: 15

No: 5588

Was a search conducted

Yes: 58

No: 5545

Was search consented?

Yes: 15

No: 43

Submitted electronically to the



The Texas Commission on Law Enforcement