

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting on Thursday, February 27, 2014 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.

Council

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

Staff Present: Rick Schroder, City Administrator
Steve Peña, City Attorney
Grace Tamez, City Secretary

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. Council Member Friedrichs 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.

CONSENT AGENDA: All items marked with an asterisk (**) on the consent agenda were voted on at the beginning of the meeting. Motion was made by Mayor Pro Tem Buys, second by Council Member Blue, to approve items 3 and 4 on the consent agenda. Motion to approve carried unanimously.

3. Approval of the minutes of the regular meeting of February 13, 2014. (Staff)**

4. Approval of the City of Helotes Revenue and Expense Report dated February 21, 2014. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. Presentation by the Texas Department of Transportation and discussion of the expansion of F.M. 1560 (Hausman Rd.) from S.H. 16 (Bandera Rd.) to Loop 1604, including a sample Agreement to Contribute Right of Way Funds. (TxDOT & Staff)

Jonathan Bean and Clayton Ripps, with Texas Department of Transportation, gave a brief overview of the Hausman Road expansion project. Hausman Road will be expanded to four lanes with a center continuous turn lane. Bicycle lanes, curbs, and sidewalks will also be added. Environmental assessments of the subject area are currently underway. The construction is expected to commence in the spring of 2015 and last from 18 to 24 months. The project is expected to cost approximately 13.8 million dollars.

The Texas Department of Transportation held an open house at City Hall on February 27, 2014 from 5 p.m. to 7 p.m. to allow the public to view plans and ask questions. Mr. Bean noted that the open house was deemed successful with approximately 60 persons signing in at the come-and-go event.

6. Presentation by Armstrong, Vaughan, & Associates, P.C. and discussion of and action on the Fiscal Year Ending (“FYE”) 2013 Audits for the City of Helotes and the City of Helotes Economic Development Corporation (“EDC”). (Auditor & Staff)

Kimberly Roach, with Armstrong Vaughan and Associates, gave a brief overview. The City’s overall rating on the audit report was very good. The City meets compliance requirements and maintains a very healthy 8.8 months reserve balance. A six to eight months reserve fund balance is considered a comfortable reserve and, as a general rule, most municipalities maintain a three to six month reserve. No major deficiencies were noted.

Motion was made by Council Member Massey, second by Council Member Friedrichs, to accept the 2013 Audits for the City of Helotes and the City of Helotes Economic Development Corporation as written. Motion to approve carried unanimously.

With no objections, Mayor Schoolcraft suspended the rules of order to discuss item number 8 after item number 6.

Item number 7 was discussed after item number 9.

7. Discussion of and action on the continuation of Jazz a’Round OTH within the Old Town Helotes Special District to be held annually on the third Saturday in May. (Staff)

Motion was made by Council Member Friedrichs, second by Council Member Villanueva, to discuss and act on this item as written.

Mayor Schoolcraft noted that the goal is to reduce overhead costs and increase sponsorships for this event.

Motion to approve carried unanimously.

Item number 8 was discussed after item number 6.

- 8. Presentation by City Engineer, LNV, Inc., and discussion of and action on the design and construction of sanitary water and sewer utilities located along S.H. 16 (Bandera Rd.) from, generally, Circle A Trail to Scenic Loop Rd., including necessary improvements to the Iron Horse Canyon Lift Station, as required by San Antonio Water System (“SAWS”). (LNV, Inc. & Staff)**

Julian Bielawski, P.E. with LNV gave a brief presentation. Mr. Bielawski briefed the Council on completed work on the project and noted that the alignment will be finalized in about a month. Mr. Bielawski also discussed the changes now required by SAWS personnel; a larger size generator for the lift station. This change will increase costs by approximately \$100,000.00.

City Council directed the City Engineer to proceed with the project, continue discussion with SAWS, and commence negotiations with SAWS regarding compensation (in credit or other forms) for the existing generator.

No action was taken on this item.

- 9. Presentation by Leonard Young, P.E., of Young Professional Resources and discussion of and action on a cost sharing proposal to be resubmitted to SAWS regarding the aforementioned design and construction of sanitary water and sewer utilities, including, but not limited to, the following:**

- **Local Benefit Extension Program approved by the City Council and EDC Board of Directors on February 14, 2013;**
- **SAWS sanitary water construction and City / EDC sanitary sewer construction and SAWS reimbursement to the City / EDC of sanitary sewer pro-rata refunds; and / or**
- **City / EDC sanitary sewer and water construction and SAWS reimbursement to the City / EDC of sanitary water impact fee credits and sanitary sewer pro-rata refunds. (Staff)**

Leonard Young, P.E., presented options available to the City and explained impact fees and pro-rata refunds. Mr. Young noted that bullet point's one and two, as noted above and according to SAWS personnel, are no longer available due to changes in the SAWS board membership. It was also noted that the City could attempt to negotiate with SAWS regarding the extension of pro-rata refunds for more than ten years, if needed, and in case development of tracts within the subject area is delayed.

Motion was made by Council Member Massey, second by Mayor Pro Tem Buys, to proceed with the project pursuant to bullet point three, as noted above. Motion to approve carried unanimously.

Item number 7 was discussed after item number 9.

Item number 10 was discussed after item number 7.

Mayor Schoolcraft adjourned the meeting into closed session at 8:50 p.m. after reading the caption below.

CLOSED SESSION:

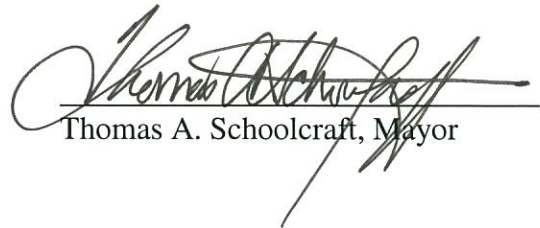
10. Closed Session in accordance with Texas Government Code §551.071 Consultations with Attorney. In addition to the matter listed below, any matter scheduled for Open Session may be discussed in Closed Session, as appropriate and authorized by law:

- **§551.071 Consultations with Attorney regarding Continental Homes of Texas, L.P., vs. the City of Helotes, Cause No. 2013-CI-18405.**

Mayor Schoolcraft reconvened the meeting into open session at 9:20 p.m. and announced that no action had been taken in closed session.

Adjourn.

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 9:20 p.m.


Thomas A. Schoolcraft, Mayor

ATTEST:


Grace Tamez, City Secretary

