

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, April 12, 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
Edward Villanueva
Alex Blue
Cynthia Massey
Paul Friedrichs

Staff Present: Rick Schroder, City Administrator
Celina Perez, City Secretary
Susan Darst, Assistant to City Administrator

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. and welcomed Cub Scouts from Pack 14.

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

OPEN SESSION:

2. Citizens to be Heard.

Garret Brandt voiced concerns regarding trash collection service by C6 Disposal.

CONSENT AGENDA (ITEM NOS. 3 - 4): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Council Member Friedrichs, second by Council Member Villanueva, to approve items 3 and 4 on the consent agenda. Motion to approve carried unanimously.

3. Approval of the minutes of the Regular Meeting dated March 22, 2018. (Staff)**

4. Approval of the City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated April 6, 2018. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas approving an Encroachment License Agreement for a wayfinding (parking) sign to be constructed on Municipal Right-of-Way for the Shops at Old Town Helotes located at 14743 (Old) Bandera Road; authorizing Mayor Thomas A. Schoolcraft to execute said Agreement on behalf of the City Council of the City of Helotes; providing for severability; incorporating recitals; and setting an effective date. (Applicant)**

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

Discussion included the size, text, and placement of the proposed wayfinding sign. There were concerns among some of Council, that the size of the sign was rather large, and this would affect the placement of future signs.

Motion to amend was made by Council Member Massey, second by Mayor Pro Tem Buys, to postpone this item to the next Council Meeting on April 26, with direction to Staff to work with the applicant, in proposing a smaller sized sign.

Motion to approve postponing carried: 3 Ayes – Council Member Villanueva, Council Member Blue, and Council Member Massey; 2 Nays – Mayor Pro Tem Buys and Council Member Friedrichs.

6. **Presentation by Armstrong, Vaughan, & Associates, P.C. and discussion of and action on the Fiscal Year Ending 2017 Audits for the City of Helotes and the City of Helotes Economic Development Corporation. (Auditor)**

Kim Roach, C.P.A. with Armstrong, Vaughan, & Associates, presented a brief overview of the audit for the year ended September 30, 2017.

Deborah F. Fraser, C.P.A. with Armstrong, Vaughan, & Associates, reported that Council Member Villanueva requested extra audit procedures in November 2017, to which no issues were found. Most recently, Council Member Villanueva had questions regarding the budget, specifically the Parks and Recreation data. Mrs. Fraser stated that budget transparency is very important; however, financial statements or trial balances should not become overly cumbersome. Mrs. Fraser offered the suggestion that if specific budget data wants to be seen, a spreadsheet could be used to separate Cornyval, Movie Night, the band, etc.

With nothing more to report, Mrs. Fraser and Mrs. Roach concluded by informing Council that, the City received a clean audit score.

Motion was made by Council Member Massey, second by Council Member Friedrichs, to accept the audit as presented.

Motion to approve carried unanimously.

7. **Discussion of and action on designating the Helotes City Park, the Helotes City Park Playground, and the Helotes Fitness Park and Disc Golf Course (or Helotes Natural Area & Disc Golf Course, whichever is applicable) as integral parts of the Helotes Creek Linear Park and all of the parks will, with this action, be consolidated into the Helotes Creek Linear Park System with the long range plan to connect all of these parks with pedestrian and bicycle trails and add amenities appropriate to improve the park system. (Mayor Schoolcraft)**

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

Motion to approve carried unanimously.

8. **Discussion of and action on changing the name of the “Helotes Natural Area and Disc Golf Course” to the “Helotes Fitness Park and Disc Golf Course” to more accurately describe the uses of the land and to officially designate the 3.07 acres of land at the corner of F.M. 1560 and Parrigin Road, more specifically described as 10483 Parrigin Road, CB 4480 P-1B ABS 647 and the adjoining 4.92 acres described as CB 4480 P-1 (4.39 AC) & CB 4482 P-3 (.53 AC) ABS 647 as the “Helotes Fitness Park and Disc Golf Course.” (Mayor Schoolcraft)**

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 carried unanimously.

9. **Discussion of and direction on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 98 *Zoning* by adding Section 98-11 *Ornamental Towers and Similar Structural Elements* in order to prescribe maximum heights for said structures and amending Section 98-69 *Overlay District's (B3-OD)* permitted and non-permitted uses; 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)**

Discussion for Section 98-11 *Ornamental Towers and Similar Structural Elements* included increasing the maximum height for towers and spires to 20 feet, and inserting language that addresses quantity, placement, width and decorations for such structures. For illustrative purposes, Council suggested including graphical representations of the structures in the ordinance.

Discussion for Section 98-69 *Overlay District's (B3-OD)* included the noise associated with the uses of Veterinarian Office and Hospital with Outside Boarding and Tavern with Outdoor Area. Council Member Blue mentioned that Council gave direction to the Planning & Zoning


Commission to address the potential for a noise ordinance, and these types of uses would fall into that ordinance.

There being no further discussion, Mayor Schoolcraft asked for a consensus to set a Public Hearing date regarding this same item. The consensus from Council was to hold the Public Hearing on May 10.

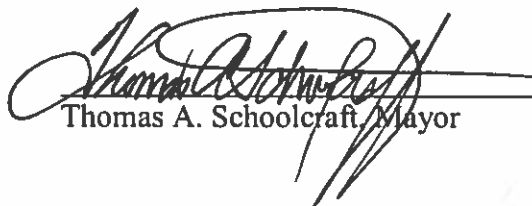
Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:38 pm.

ATTEST:



Celina Perez, City Secretary



Thomas A. Schoolcraft, Mayor

