

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, May 11, 2017 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  
Alex Blue, Mayor Pro Tem  
Edward Villanueva  
Bert Buys  
Cynthia Massey  
Paul Friedrichs

Staff Present: Rick Schroder, City Administrator  
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.

RECOGNITION:

**2. Proclamation presented to the City of Helotes Police Department in recognition of Peace Officers Memorial Day and National Police Week dated May 14 – May 20, 2017. (Mayor Schoolcraft)**

Mayor Schoolcraft presented the proclamation to Officer Eric Noble and Officer D

**3. Proclamation presented to the City of Helotes Public Works Department in recognition of National Public Works Week dated May 21 through May 27, 2017. (Mayor Schoolcraft)**

Mayor Schoolcraft presented the proclamation to Public Works Supervisor Joshua Mair, and Public Works Assistants Justin Vincent and Timothy Miller.

**4. Proclamation presented to the City of Helotes Fire / EMS Department in recognition of National EMS Week dated May 21 through May 27, 2017. (Mayor Schoolcraft)**

Mayor Schoolcraft presented the proclamation to the Fire Department personnel.

PUBLIC HEARING:

**5. Public hearing to give all interested persons the right to appear and be heard on a request by Vizza Wash, Inc. (D.B.A. The Wash Tub) for approval of a Specific City Council Approved Use Permit for a full service car wash to be located on a 1.333 acre lot described as Lot 3, Block 2 within the Bandera Oaks Subdivision, located, generally,**

**near the intersection of Bandera Road (S.H. 16) and Cedar Trail and formerly addressed as 12440 Bandera Road, Helotes, Texas 78023.**

Mayor Schoolcraft opened the public hearing at 7:12 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:13 p.m.

OPEN SESSION:

**6. Citizens to be Heard.**

No one signed up to speak on this item.

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 Council Member Buys, second by Mayor Pro Tem Blue, to approve items 7, 8, and 9 on the consent agenda. Motion to approve carried unanimously.

**7.\*\*\* Approval of the minutes of the Regular Meeting dated April 27, 2017. (Staff)**

**8.\*\*\* Approval of the City of Helotes Revenue and Expense and Encumbrance Reports dated May 4, 2017. Staff)**

**9.\*\*\* Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation for the quarter ending March 31, 2017. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 10. Discussion of and action on Ordinance No. 17-05 of the City Council of the City of Helotes, Texas authorizing a Specific City Council Approved Use Permit for a full-service car wash facility doing business as The Wash Tub to be located on Lot 3, Block 2 within the Bandera Oaks Subdivision near the intersection of Bandera Road (S.H. 16) and Cedar Trail, formerly addressed as 12440 Bandera Road, Helotes, Texas 78023; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and adopting an effective date. (Applicant)**

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

The Planning and Zoning Commission recommended approval of the Specific Use Permit at their meeting on May 2, 2017.

Motion to approve carried unanimously.

Mayor Schoolcraft asked Council to amend the rules to move item #14. Council Members expressed no object and discussed item #14 at this time.

11. **Discussion of and action on a request by Ms. Colleen M. Miller for approval of a Creative Sign, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Article III District Regulations, Section 98-72 Old Town Helotes Special District, Subsection (g) Sign Regulations, for Rhonda's Coffee House, Helotes Creek Bed & Breakfast, and Helotes Creek Winery located at 14391 Riggs Rd., Helotes, Texas 78023. (Applicant)**

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

Speaking on this item was Ken Dempsey. Three different business names share the same address and will share the same sign. Mr. Dempsey was amenable to include the street address on the sign as recommended by the Planning and Zoning Commission.

Motion to amend was made by Council Member Friedrichs, second by Council Member Massey, to approve this item with the condition that the address be added to the sign.

Motion to approve as amended carried unanimously.

12. **Discussion of and action on a request by GG's House for approval of a Creative Sign, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Article III District Regulations, Section 98-72 Old Town Helotes Special District, Subsection (g) Sign Regulations, for a boutique and venue located at 14405 Bandera Rd., Helotes, Texas 78023. (Applicant)**

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

The Planning and Zoning Commission approved the request for the sign at their meeting on May 2, 2017 and recommended that Council not allow the external, roof-based lights used to illuminate the sign.

Motion to amend was made by Council Member Villanueva, second by Council Member Buys, to approve the sign as presented, eliminate the existing roof lighting, and install downward LED lighting to illuminate the sign.

Motion to approve as amended carried unanimously.

13. **Discussion of and direction on Municipal Code of Ordinances Chapter 66 Signs, Article V Sign Classifications; Permit, Section 66-43 Residential Subdivision Entry Signs and associated tower, column, pillar, and / or spire elements, either attached to or separated from the main residential subdivision entry sign(s). (Planning & Zoning Commission)**

The Planning and Zoning Commission asked for City Council direction after they discussed this item at their meeting on May 2, 2017.

City Council suggestions to modify the monument sign ordinance included:

- Regulate free standing structures in residential zoning and commercial zoning;
- Regulate height restrictions. Suggestions included 10, 12, 15, or 24 feet from elevation and allow for differences in elevation but not more than 18 feet from top of foundation to the highest elevation of the center line of either adjacent intersecting street;
- Regulate dimensions. Suggestions included square dimension - no larger than 12 feet, multi-sided dimension - no more than 8 feet, and round dimension - no larger than 12 feet diameter;
- Regulate bulk and width but not the look of the structure;
- Regulate construction material. Suggestions included rock, brick, or a combination of both, with accents constructed with stucco;
- Add clear definitions; and
- Allow for creativity.

City Council discussed item #14 after item #10.

**14. Discussion of and action on Resolution No. 17-003 of the City Council of the City of Helotes, Texas supporting the Superstreet Concept for S.H. 16 (Bandera Rd.) from, generally, Loop 1604 to Triana Parkway; authorizing the City Administrator to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; and providing for severability. (TxDOT)**

Speaking on this item were Rick Schroder, City Administrator, and Jonathan Bean and Clayton Ripps from TxDOT. Improving traffic flow on S.H. 16 (Bandera Road) began in 2013 and included a traffic flow study, open house for the public, and work sessions with City Council. The intent is to create a master plan for the entire section to improve traffic flow for current and future growth. TxDOT prefers working jointly and cooperatively with the City in support of the same master plan.

Mr. Ripps made a presentation and discussed the superstreet concept. The superstreet concept is expected to improve traffic flow and reduce traffic delay by 50%. Discussion also included traffic signals, crossovers, turn-arounds, and funding.

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

Motion to approve carried: 4 Ayes; 1 Nay – Council Member Villanueva; 0 Abstentions.

**15. Discussion of and direction on traffic and pedestrian safety concerns and modification recommendations for the intersections of Iron Horse Way and Lost Horse (Stablewood); Iron Horse Way and the entrance to the Iron Horse Canyon Recreation Center; and Galm Rd. and Mill Park. (Staff)**

The residents from Iron Horse Canyon Subdivision submitted a petition requesting the City's help due to safety concerns because 1) of restricted sight distance and high speeds at Iron Horse Way and Lost Horse (entrance to Stablewood); and 2) the need for a pedestrian crosswalk, with warnings to vehicles, near Iron Horse Way and the Iron Horse Canyon Recreation Center.

Recommendations included installing a crosswalk, flashing signs, rumble strips, and flashing signs as appropriate near the recreation center. Staff will discuss the suggested additions with the HOA before installation. Staff will also recommend the HOA trim foliage restricting the sight distance on Lost Horse. The speed limit along this street will be reduced from 35 to 30 mph at a future meeting.

The residents from the Laura Heights Subdivision submitted a petition requesting the City's help due to a dangerous intersection at Mill Park and Galm Road.

Discussion included signalization and traffic counts. Since the traffic volume does not warrant a signal light, Staff will install signage and/or flashing warning lights.

**16. Discussion of and action on Resolution No. 17-004 of the City of Helotes, Texas canvassing the returns and declaring the results of the General Election held Saturday, May 6, 2017 for the purpose of electing a Mayor, a Council Member Place 3, and a Council Member Place 5 to the City Council. (Staff)**

Mayor Schoolcraft announced the election returns.

<u>Candidate</u>	<u>Position</u>	<u>Votes Received</u>
Tom Schoolcraft	Mayor	489
Edward Villanueva	Mayor	281
Norbert "Bert" Buys	Council Member Place 3	Unopposed, declared elected
Paul Friedrichs	Council Member Place 5	Unopposed, declared elected

Tom Schoolcraft is elected Mayor. Bert Buys and Paul Friedrichs are declared elected.


Motion was made by Council Member Massey, second by Council Member Buys, to approve the resolution canvassing the election.

Motion to approve carried unanimously.

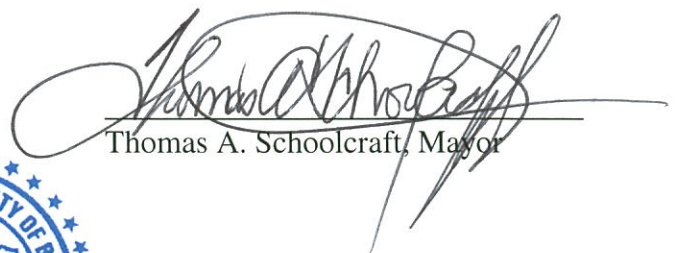
**Adjourn.**

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 9:01 p.m.

ATTEST:

  
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Grace Tamez, City Secretary



  
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Thomas A. Schoolcraft, Mayor