

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, July 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
Cynthia Massey, Mayor Pro Tem
Jim Meadows
Alex Blue
Bert Buys
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. Council Member Meadows led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

PUBLIC HEARING:

2. Public Hearing to give all interested persons the right to appear and be heard on the proposed voluntary annexation of approximately 57.531 acres of real property consisting of the following two (2) tracts of land contiguous to the Bricewood Subdivision:

- a) An approximate 27.502 acre tract of land generally located on Galm Road, San Antonio, TX 78254, and being more particularly described as BCAD Prop. ID 236292, CB 4450 P-41 ABS 467; and
- b) An approximate 30.029 acre tract of land generally located on Galm Road, San Antonio, TX 78254, and being more particularly described as BCAD Prop. ID 236320 CB 4450 P-50 ABS 467 out of P-5C.

Mayor Schoolcraft opened the public hearing at 7:02 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:04 p.m.

OPEN SESSION:

3. Citizens to be Heard.

Judith Hurst and Kellie Hurst spoke about drainage concerns stemming from the property located at 14471 Marin Hollow.

Mayor Schoolcraft requested to suspend the rules and move Item No. 4 to the end of the agenda, so that Council could continue with the rest of the agenda items that had representatives in attendance. There being no objections, Item No. 4 was moved to the end of the agenda, to follow Item No. 12.

NEW BUSINESS:

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

5. Approval of the minutes of the Regular Meeting dated June 28, 2018. (Staff)**

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

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. Presentation by David Rodriguez, Texas Municipal Retirement System (TMRS) Senior Regional Manager, and discussion of and direction on the 2019 Municipal Retirement Plan Change Study. (Staff)

David Rodriguez, Texas Municipal Retirement System (TMRS) Senior Regional Manager, provided an overview on TMRS and discussed the various employee retirement plans and rates that the City could select for Year 2019.

8. Discussion of and action on the nomination of City Administrator Rick A. Schroder to the Texas Municipal League (TML) Intergovernmental Risk Pool Board of Trustees, Place 11. (Staff)

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

Motion to approve carried unanimously.

9. 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 and School Buildings located at 14789 Old Bandera Road, Helotes, TX 78023, more particularly described as BCAD Prop. ID No. 242066, including, but not limited to, the following:

- **Site plan;**
- **Building design; and**
- **Exterior lighting. (Applicant)**

(Note: On July 10, 2018 the Planning & Zoning Commission reviewed the conceptual design plan for the Hultz Retail Shell and School Building and recommended approval of the site plan, building design and exterior lighting.)

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

Discussion included making an amendment to the Planning & Zoning Commission recommendation to have the developer include a master sign plan. Having a master sign plan would establish regulations for both wall and monument signage, and allow for Staff to approve signage at an administrative level, rather than having each sign go before the Commission and Council.

Speaking on this item was Kyle Hultz, the developer. Mr. Hultz stated a master sign plan was not submitted at this point in time due to cost and he would come back at a later time for signage.

Council agreed to not include the master sign plan amendment and with there being no further discussion, Mayor Schoolcraft called for a vote.

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

10. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas approving a Chapter 380 Economic Development and Annexation Agreement between the City and L&F-1, LLC for the purpose of setting forth the terms and obligations between the City and the Developer with respect to the development and annexation of approximately 57.531 acres of real property; setting out the regulations required by the City for the Development to ensure the orderly growth and protection of public health, safety, and welfare; authorizing Mayor Thomas A. Schoolcraft to execute said Development and Annexation Agreement on behalf of the City Council; 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. (Staff)**

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

Motion to approve carried unanimously.

11. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas providing for the extension of the Helotes City Limits by the annexation of an approximate 27.502 acre tract of land, adjacent and contiguous to the Helotes City Limit, being the same real property as described by Deed recorded in Volume 12921, Page 734, Real Property Records of Bexar County, Texas out of the Manuel Martinez Y Musquiz Survey No. 80, Abstract 467, County Block 4450, Bexar**

County, Texas; granting to all inhabitants of said property all of the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of the City; incorporating recitals; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; providing for severability; repealing all ordinances in conflict herewith; setting an effective date; and approving a Municipal Service Plan for such area. (Staff)

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

Motion to approve carried unanimously.

- 12. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas providing for the extension of the Helotes City Limits by the annexation of an approximate 30.029 acre tract of land, adjacent and contiguous to the Helotes City Limit, being the same real property as described by Deed recorded in Volume 5757, Page 1303, Real Property Records of Bexar County, Texas out of the Manuel Martinez Y Musquiz Survey No. 80, Abstract 467, County Block 4450, Bexar County, Texas; granting to all inhabitants of said property all of the rights and privileges of other citizens and binding said inhabitants by all of the acts, ordinances, resolutions, and regulations of the City; incorporating recitals; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; providing for severability; repealing all ordinances in conflict herewith; setting an effective date; and approving a Municipal Service Plan for such area. (Staff)**

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

Motion to approve carried unanimously.

OLD BUSINESS:

- 4. Discussion of and action on an Ordinance amending City of Helotes Code of Ordinances Chapters 34 *Environment*, 66 *Signs*, and 98 *Zoning* and providing for City Council review and action on commercial developments and single family residential subdivision developments' exterior lighting, signage, and conceptual designs; protecting the public health and promoting the public welfare of the City of Helotes by establishing rules and regulations regarding commercial development; providing for severability; repealing any other Code provisions, ordinances, parts of ordinances, and other provisions in conflict herewith; providing a penalty; and adopting an effective date.**

(Note: Currently, the Planning & Zoning Commission has final approval authority on all conceptual design plans, platting, exterior lighting, signage and zoning applications. The

proposed amendments will change the Commission's role to act in an advisory capacity only and provide only recommendations, which will then be forwarded to Council for final approval authority.)

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

Mayor Schoolcraft advised that this item went before the Planning & Zoning Commission on June 5, 2018 and July 10, 2018. Both times, the Commission moved to postpone the item. In consulting with Frank Garza, City Attorney, it was made clear that Council could take action on the amendments to Chapters 34 *Environment* and 66 *Signs*, but could not take action on Chapter 98 *Zoning*, as a recommendation is needed from the Commission on this part. With regards to Chapter 98 *Zoning*, the City Attorney also addressed that there is no limit as to how many times the Commission can postpone this part.

Council Member Blue advised he attended the Planning & Zoning Commission meeting on July 10 and provided an overview to the Commission on the proposed ordinance amendments. Additionally, he explained to the Commission that the City Attorney identified that of the cities he represents and of the cities in this area; no other Planning & Zoning Commission has final approval authority.

Council deliberated back and forth, and after several rounds of comments, came to a consensus on an action for this item.

Motion to amend was made by Council Member Buys, second by Mayor Pro Tem Massey, to approve the amendments to Municipal Code of Ordinances Chapters 34 *Environment* and 66 *Signs*. Motion to approve carried unanimously.

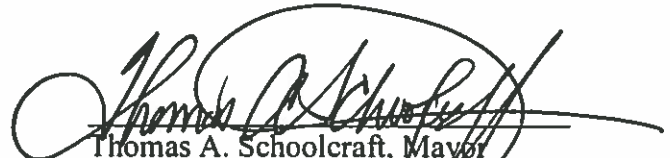
Motion was made by Council Member Meadows, second by Council Member Blue, to postpone the amendments to Municipal Code of Ordinances Chapter 98 *Zoning* to the August 9, 2018 Council Meeting to await the required recommendation from the Planning & Zoning Commission. Motion to approve carried unanimously.

Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 9:10 pm.

ATTEST:


Celina Perez, City Secretary


Thomas A. Schoolcraft, Mayor

