

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, July 26, 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 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 - 8): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Council Member Meadows, second by Council Member Blue, to approve items 3, 4, 5, 6, 7 and 8 on the consent agenda. Motion to approve carried unanimously.

3. Approval of the minutes of the Regular Meeting dated July 12, 2018. (Staff)**

4. Approval of an Ordinance of the City Council of the City of Helotes, Texas appointing Alvaro "Al" Briseno II as an alternate Municipal Court Judge; approving a professional services contract specifying duties and the rate of compensation; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; providing for severability; repealing any other Code provisions, parts of ordinances, and other provisions in conflict herewith; and adopting an effective date. (Staff)**

- 5.** **Approval of an Ordinance of the City Council of the City of Helotes, Texas appointing Frederick P. Garcia, Jr. as an alternate Municipal Court Judge; approving a professional services contract specifying duties and the rate of compensation; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; providing for severability; repealing any other Code provisions, parts of ordinances, and other provisions in conflict herewith; and adopting an effective date. (Staff)**

- 6.** **Approval of an Ordinance of the City Council of the City of Helotes, Texas appointing Michael Latimer as an alternate Municipal Court Judge; approving a professional services contract specifying duties and the rate of compensation; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; providing for severability; repealing any other Code provisions, parts of ordinances, and other provisions in conflict herewith; and adopting an effective date. (Staff)**

- 7.** **Approval of a Stormwater Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 *Environment*, Article IV *Stormwater Detention and Drainage*, and an associated fee-in-lieu of detention in the amount of \$3,660.85 for the Helotes Oaks development located at 12850 Bandera Rd., Helotes, TX 78023 at the corner of Diamond K and Bandera Rd., more particularly described as BCAD Prop. ID No. 242422. (Applicant)**

- 8.** **Approval of the Quarterly Investment Report for the City of Helotes and the City of Helotes Economic Development Corporation for the quarter ending June 2018. (City Treasurer)**

After the vote on the Consent Agenda items, Andrea Goff, Municipal Court Clerk, administered the Oath of Office to Judge Briseno and Judge Garcia.

ITEMS FOR INDIVIDUAL CONSIDERATION:

9. **Discussion of and action on the appointment of Bill Putty to the City of Helotes Economic Development Corporation Board of Directors, Place One, with a term expiring on September 30, 2019. (Mayor Schoolcraft)**

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

Motion to approve carried unanimously.

10. **Discussion of and action on the appointment of Stephanie "Stevie" Seitz to the City of Helotes Economic Development Corporation Board of Directors, Place Seven, with a term expiring on September 30, 2019. (Mayor Schoolcraft)**

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

Motion to approve carried unanimously.

11. **Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas amending Article Ten *Board of Directors* of the Restated and Amended Articles of Incorporation of the City of Helotes Economic Development Corporation dated June 25, 2015 by modifying the residency requirements; authorizing the City Administrator to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (EDC)**

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

Discussion included the EDC Board of Directors recommendation to modify the residency requirements in their Articles of Incorporation by removing the provision that "*not more than two (2) Directors may reside outside the corporate City limits*" and replacing it with "*at least five (5) Directors must be residents of the City of Helotes or current business owners within the City of Helotes*". The Board believed that amending the residency requirement would provide a larger pool of potential applicants to serve as vacancies occurred.

Council understood the need for filling vacancies, however, there was debate on the part of the provision that read "*or current business owners within the City of Helotes*". Some of Council felt that this part of the provision allowed for the opportunity for most, if not all of the Board, to be non-residents of the City of Helotes, and they did not want to enable the possibility of this happening. Furthermore, they believed the residency requirement should remain as is, and if a larger pool of applicants was desired, the Board could consider extending the residency provision to allow for residents of the City of Helotes Extra Territorial Jurisdiction.

Mayor Schoolcraft commented that there were vacancies on the EDC Board, however, the vacancies had been filled and the Board had full membership now. Council agreed that since the Board currently had full membership, there was no need to take action on this item.

Motion to amend was made by Council Member Friedrichs, second by Council Member Buys, to postpone this item and send it back to the EDC Board of Directors for additional discussion.

Motion to approve the amended motion to postpone carried unanimously.

12. **Discussion of and direction on the 2019 Texas Municipal Retirement Plan Change Study. (Staff)**

Following the Council Meeting on July 12, 2018, TMRS provided a revised Plan Change Study. The study contained the following three (3) plan proposals that the City could select for Calendar Year 2019:

- Proposal No. 1 increases the employee deposit rate from 6% to 7%;
- Proposal No. 2 increases the employee deposit rate from 6% to 7% and provides a one-time 100% updated service credit and a transfer updated service credit; and
- Proposal No. 3 leaves the employee deposit rate at 6% and provides a repeating 100% updated service credit and a transfer updated service credit.

Council discussed the aforementioned plans and how the associated liability amounts for each plan would affect the budget. Additionally, they mentioned if the employee deposit rate was increased, this would affect the employee's pay check. Ultimately, Council made a new suggestion, Proposal No. 4, which leaves the employee deposit rate at 6% and provides a one-time 100% updated service credit and a transfer updated service credit. After reaching a consensus, Council directed Rick Schroder, City Administrator, to incorporate Proposal No. 4 into the future presentation of the FYE 2019 Budget.

CLOSED SESSION:

Mayor Schoolcraft adjourned the meeting into closed session at 7:58 p.m. after reading the caption below.

13. **Closed Session in accordance with Texas Government Code §551.074 *Personnel Matters*. 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:**
- **§551.074 *Personnel Matters* regarding the City Administrator's performance and compensation.**

Mayor Schoolcraft convened the meeting into open session at 8:34 p.m. and announced that no action had been taken in closed session.

14. **Discussion of and action on matters discussed in Closed Session regarding the City Administrator's performance and compensation. (City Council)**

No action was taken on Item 14.

Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:35 pm.

ATTEST:



Celina Perez, City Secretary





Thomas A. Schoolcraft, Mayor