

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting on Thursday, August 27, 2015 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
Paul Friedrichs, Mayor Pro Tem
Edward Villanueva
Alex Blue
Bert Buys
Cynthia Massey

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 by Mayor Thomas A. Schoolcraft to the City of Helotes Human Resources and Finance & Accounting Departments in support of National Payroll Week dated September 7 – 11, 2015. (Mayor Schoolcraft)

Mayor Schoolcraft presented the proclamation to Judy Henckel, Human Resources Manager, and Tabitha Durr, Accounting Officer.

PUBLIC HEARINGS:

3. Public hearing to give all interested persons the right to appear and be heard on a Resolution of the City Council of the City of Helotes, Texas approving appropriations for the City of Helotes Economic Development Corporation's (EDC) Fiscal Year Ending (FYE) 2016 Operating and Capital Budgets beginning October 1, 2015 and ending September 30, 2016 to support the EDC's programs, "Projects," as defined by Article 5190.6 of the Development Corporation Act of 1979, Secs. 2 and 4(B) of Vernon's Texas Civil Statutes, and cooperatives; authorizing the City Administrator and EDC Executive Director to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)

Mayor Schoolcraft opened the public hearing at 7:06. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7: 07 p.m.

4. **Public hearing to give all interested persons the right to appear and be heard on proposed City of Helotes FYE 2016 Budget(s), including, but not limited to, the General Fund, Debt Service Fund, Capital Replacement Fund, Municipal Court Security and Technology Funds; PEG (Public Access Channel) Fund, Police Training and Education Fund, Police State and Federal Forfeiture Funds, Police Explorer Post Fund, and School Safety Fund budgets. (Staff)**

Mayor Schoolcraft opened the public hearing at 7:07. No one signed up to speak on this item.
Mayor Schoolcraft closed the public hearing at 7: 07 p.m.

5. **Public hearing to give all interested persons the right to appear and be heard on the adoption of the proposed Tax Year 2015 ad valorem (property) tax rate. (Staff)**

Mayor Schoolcraft opened the public hearing at 7:08. No one signed up to speak on this item.
Mayor Schoolcraft closed the public hearing at 7:08 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 Massey, second by Council Member Villanueva, to approve items 7*, 8, 9, and 10 on the consent agenda. Motion to approve carried unanimously.

- 7.** **Approval of the minutes of the regular meeting dated August 13, 2015. (Staff)**
(*approved as amended to correct one typographical error)
- 8.** **Approval of the City of Helotes Revenue and Expense Report dated August 24, 2015. (Staff)**
- 9.** **Approval of an Additional Subsurface Utility Engineering (SUE) Service Proposal, pursuant to Article VIII *Additional Services* of an Agreement dated December 4, 2013, in the amount of \$16,565.00 between the City of Helotes, EDC, and LNV, Inc. for the State Highway 16 Water and Sewer Infrastructure Project. (Staff)**
- 10.** **Approval of the following interdepartmental budget adjustments:**
 - **\$2,798.71 from General Fund No. 01-515-5330 *Dispatch Computer Equipment / Maintenance* to 01-540-5101 *Development Services Salaries*; and**
 - **\$1,001.52 from General Fund No. 01-515-5108 *Dispatch Unemployment* to 01-540-5101 *Development Services Salaries*. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

11. **Discussion of and direction on proposed City of Helotes and City of Helotes Economic Development Corporation FYE 2016 Budget(s), including, but not limited to, the following (Mayor Schoolcraft and Staff):**
- a) **General Fund;**
 - b) **Debt Service Fund;**
 - c) **Capital Replacement Fund;**
 - d) **Municipal Court Security and Technology Funds;**
 - e) **Police Training and Education Fund;**
 - f) **School Safety Fund;**
 - g) **PEG (Public Access Channel) Fund;**
 - h) **Police State and Federal Forfeiture Funds;**
 - i) **Police Explorer Post Fund;**
 - j) **Proposed Tax Year 2015 ad valorem (property) tax rate; and**
 - k) **Proposed personnel position, salary, benefit, and holiday schedule amendments.**

Barbara Patterson, with Crandall & Associates, gave an overview of the proposed insurance plans offered to the employees. Humana will be the insurance carrier because they offered better rates than United Health Care and offered multi-choice options. TML offered similar employee rates as Humana but offered higher dependent rates. TML could not offer multi-choice options. There is no change in carrier for dental and vision insurance because Humana is already the carrier. Life insurance coverage will remain with The Standard. The Standard guaranteed the life insurance rates through October 1, 2018.

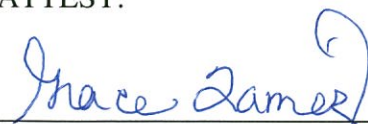
Rick Schroder, City Administrator, presented updated budget estimates in the various funds. Discussion included Police Department (PD) personnel salaries and a suggestion to add \$15,000 to \$20,000 to the PD salary account to increase PD salaries in an effort to bring them closer to the estimated market value (EMV), where needed. Mayor Schoolcraft noted that other departments' personnel are also below their EMV. City Council will receive a personnel list denoting salaries and amounts over/under EMV.

Discussion also included the suggestion to provide monetary assistance to Casa Helotes because of their funding needs. Rick Schroder, City Administrator will research the topic.

Adjourn.

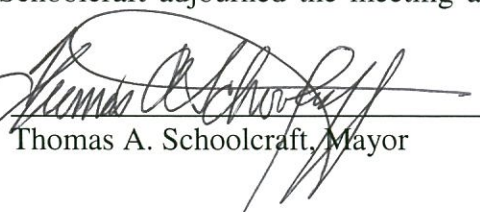
With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:38 p.m.

ATTEST:



Grace Tamez, City Secretary





Thomas A. Schoolcraft, Mayor