

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting on Thursday, September 24, 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
Jesse Lopez, City Attorney
Grace Tamez, City Secretary

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.

RECOGNITION:

2. Proclamation presented by Mayor Thomas A. Schoolcraft to the City of Helotes Fire Department in observance of National Fire Prevention Week dated October 4th – 10th, 2015.

Mayor Schoolcraft presented the proclamation to Fire Chief Walton Daugherty and Senior Captain Rick Wall.

OPEN SESSION:

3. Citizens to be Heard.

Nancy Smith and Larry Osbourne spoke in favor of item #13.

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 Council Member Villanueva, to approve items 4, 5, 6, 7, and 8 on the consent agenda. Motion to approve carried unanimously.

4. Approval of the minutes of the regular meeting dated September 10, 2015. (Staff)**

- 5.** **Approval of the City of Helotes Revenue and Expense Report dated September 16, 2015. (Staff)**
- 6.** **Ratification of the following interdepartmental budget adjustments transferring:**
 - **\$1,401.43 from General Fund No. 01-530-5108 to No. 01-540-5101;**
 - **\$1,969.05 from General Fund No. 01-530-5105 to No. 01-540-5101;**
 - **\$257.84 from General Fund No. 01-530-5105 to No. 01-540-5103;**
 - **\$732.96 from General Fund No. 01-530-5105 to No. 01-540-5105;**
 - **\$135.00 from General Fund No. 01-530-5105 to No. 01-540-5203;**
 - **\$5,792.31 from General Fund No. 01-515-5101 to No. 01-510-5206;**
 - **\$5,674.70 from General Fund No. 01-520-5211 to No. 01-510-5206;**
 - **\$2,342.92 from General Fund No. 01-520-5210 to No. 01-510-5206;**
 - **\$3,049.62 from General Fund No. 01-520-5203 to No. 01-510-5206;**
 - **\$5,458.92 from General Fund No. 01-530-5101 to No. 01-510-5206;**
 - **\$2,593.96 from General Fund No. 01-530-5330 to No. 01-510-5206; and**
 - **\$24,721.86 from General Fund No. 01-560-5101 to No. 01-550-5239. (Staff)**
- 7.** **Approval of Applications for the Adopt-a-Street Program, pursuant to City Council Resolution No. 2006-180, by the Disabled American Veterans Kel-Lac Chapter #114 for litter collection within Municipal Rights-of-Way along Braun Road from its intersection with Leslie Road to Wildhorse Parkway and along Shaenfield Road from its intersection with Cavern Hill to F.M. 1560. (Applicant)**
- 8.** **Approval of Ordinance No. 575 of the City Council of the City of Helotes, Texas adopting an Investment Policy and Strategy for public investment purposes and repealing Ordinance No. 540. (Staff)**
9. **Approval of Resolution No. 328 of the City Council of the City of Helotes, Texas designating The Echo as the primary official newspaper and the San Antonio Express News as the alternate official newspaper for the City of Helotes, Texas; providing that all official public notifications be published in at least one of said newspapers; 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. (Staff)**

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

Council expressed concern regarding The Echo appearing to be an on-line newspaper rather than a subscription newspaper. Mayor Schoolcraft noted that James Lee, editor and owner of The Echo, confirmed that The Echo met State official newspaper criteria.

Motion to approve carried unanimously.

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 10. Discussion of and action on Resolution No. 329 of the City Council of the City of Helotes, Texas approving an Agreement for Management Services between the City of Helotes and the City of Helotes Economic Development Corporation; 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 Buys, second by Mayor Pro Tem Friedrichs, to discuss and act on this item as written.

The presented agreement includes deletions, additions, (the amendments) and editorial comment. Council consensus was that the editorial comments were irrelevant and Council could approve, deny, or modify the presented contract, as amended.

Motion to amend was made by Council Member Buys, second by Mayor Pro Tem Friedrichs, and approve the agreement with amendments as presented.

Motion to approve as amended carried unanimously.

- 11. Discussion of and action on an Agreement for Professional Services between the City of Helotes Economic Development Corporation and Freese and Nichols, Inc. for the completion of a Growth Management Plan for the City and its Extraterritorial Jurisdiction in the amount of Forty-six Thousand Dollars and no Cents (\$46,000.00). (EDC)**

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

EDC approved this agreement at its September 16, 2015 meeting by a vote of 6 in favor and 1 opposed. Council concerns included the cost and need, at this time, for the Plan.

Rick Schroder, City Administrator, noted the firm's expertise in various disciplines required for this type of study and benefits to the City with proactive growth strategies. Mayor Schoolcraft noted that the firm did not have ample time to submit sample documents but could have them available at the next meeting.

Motion to amend was made by Council Member Massey, second by Mayor Pro Tem Friedrichs to postpone this item to the regular meeting of October 8 or October 22, 2015, depending on receipt of the sample documents.

Motion to postpone carried; 4 Ayes, 1 Nay – Council Member Buys, 0 Abstain.

After receipt of the sample documents, Staff will place this item on the agenda.

- 12. Discussion of and action on Resolution No. 330 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)**

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

Motion to approve carried unanimously.

- 13. Discussion of and action on appropriating monies from the proposed FYE 2016 Municipal Budget(s) to Casa Helotes Senior Citizens Center, a 501(c)3 non-profit organization, for the provision of senior citizen services, programs, and congregate meals. (Council Member Villanueva and Mayor Pro Tem Friedrichs)**

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

Council Member Villanueva noted the invaluable service Casa Helotes provides to area senior citizens with activities, meals, health screening, comradery, and other services. The activities at Casa Helotes also allow the seniors to give back to the community through donations of handmade goods.

Council expressed concerns regarding setting a precedent, the lack of an application, selection, process, lack of a selection process, lack of process for measuring the outcomes, fairness to other worthy non-profits, and the definition of a "public purpose". Pursuant to the Municipal Law and Procedures Manual, although public funds expenditure for a public purpose is acceptable, generally, the Texas Constitution prohibits a gratuitous donation or gift by a city.

Motion to approve failed; 1 Aye, 4 Nays – Council Member Blue, Council Member Buys, Council Member Massey, Mayor Pro Tem Friedrichs, 0 Abstain.

- 14. Discussion of and action on Ordinance No. 576 of the City Council of the City of Helotes, Texas making appropriations for the support of the City of Helotes for the fiscal year beginning October 1, 2015 and ending September 30, 2016; appropriating money to a sinking fund to pay the interest and principal of the City's indebtedness; adopting the annual Budget(s) of the City of Helotes for the 2015 – 2016 fiscal year; authorizing personnel positions and salaries; setting the 2015 – 2016 holiday schedule for City employees; authorizing the City Administrator to**

expend monies and sign documents in accordance with said Budget(s); incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. (Staff)

Rick Schroder, City Administrator, presented the final budget document noting modifications made since the last Council meeting including the addition, at Council's request, of \$20,000 to the Police Department personnel salary account. The EMS account to purchase 3 LifePak 15s and 1 Lucas 2.2 Chest Compression System has been increased due to Fire Department personnel obtaining a zero financing five-year lease-purchase agreement with the sole source provider with annual payments of \$21,000.

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

Mayor Schoolcraft called for a record vote: 5 Ayes -- Council Member Villanueva, Council Member Blue, Council Member Buys, Council Member Massey, and Mayor Pro Tem Friedrichs; 0 Nays; 0 Abstain. Present and not voting, Mayor Schoolcraft.

Motion to approve carried unanimously.

- 15. Discussion of and action on Ordinance No. 577 of the City Council of the City of Helotes, Texas ratifying the adoption of the fiscal year (FY) 2015 – 2016 municipal Budget(s) raising more revenue from ad valorem (property) taxes due to increased property valuations and the addition of real property to the tax roll than in the FY 2014 – 2015 municipal Budget(s); 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 setting an effective date. (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.

- 16. Discussion of and action on Ordinance No. 578 of the City Council of the City of Helotes, Texas levying an ad valorem (property) tax rate for the Tax Year 2015 in the total proposed amount of \$0.350000 cents per \$100 valuation and directing the Bexar County Tax Assessor-Collector to assess, account for, and distribute the ad valorem (property) taxes as herein levied; 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 setting an effective date:**

- a) **Adopt the ad valorem (property) tax rate for the Maintenance and Operations expenditures of the City of Helotes at \$0.269894 cents per \$100 valuation for the Tax Year beginning January 1, 2015 and ending December 31, 2015; and**
- b) **Adopt the ad valorem (property) tax rate for the principal and interest payable on the Interest and Sinking (debt service) expenditures of the City of Helotes at \$0.080106 cents per \$100 valuation for the Tax Year beginning January 1, 2015 and ending on December 31, 2015. (Staff)**

Motion was made by Mayor Pro Tem Friedrichs, second by Council Member Massey, to move that the property tax rate be increased by the adoption of a tax rate of \$0.350000 cents per \$100 valuation, which is effectively a 6.64 percent increase in the tax rate and approve the Tax Year 2015 tax rate for M&O at \$0.269894 cents per \$100 valuation and a tax rate for debt service at \$0.080106 cents per \$100 valuation for a total tax rate of \$0.350000 cents per \$100 valuation. Council Member Massey seconded the motion.

Mayor Schoolcraft called for a record vote: 5 Ayes -- Council Member Villanueva, Council Member Blue, Council Member Buys, Council Member Massey, and Mayor Pro Tem Friedrichs; 0 Nays; 0 Abstain. Present and not voting, Mayor Schoolcraft.

Motion to approve carried unanimously.

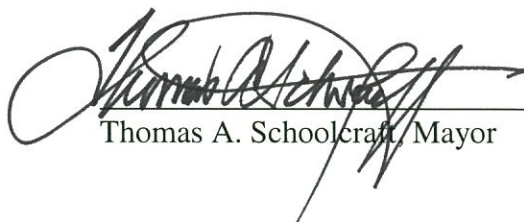
Adjourn.

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:49 p.m.

ATTEST:



Grace Tamez, City Secretary



Thomas A. Schoolcraft, Mayor

