

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, December 10, 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  
Alex Blue  
Bert Buys  
Cynthia Massey

Absent: Edward Villanueva

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 Blue led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

RECOGNITION:

**2. Certificate of Recognition presented by Mayor Thomas A. Schoolcraft to Los Reyes Elementary Art Program faculty and students for participation in a rotating art exhibit at City Hall. (Mayor Schoolcraft)**

Mayor Schoolcraft presented a certificate of recognition to Julia Colvin, art teacher, for the Los Reyes Elementary Art Program. Kindergarten students Kai Alvarado, Lynae McClain, and Madison Schindler, Second Grade students Lauren Plokhooy, Hailey Hennig, and Christian Hubbard, and Third Grade students Semira Duesing, Noah Garza, and Carrington Dunford drew the displayed art.

OPEN SESSION:

**3. Citizens to be Heard.**

Capt. Anthony Burgess and Officer Steve Ortiz, representing the Helotes Police Department, explained their 1<sup>st</sup> annual No Shave November Charity Fundraiser to benefit a local charity. Entry fees from participating officers and donations from the public and area businesses generated a total of \$1,810. Capt. Burgess presented the check to the Helotes Lions Club.

Maxine Benke and Christi Nowlin, with the Helotes Lions Club, accepted the donation and thanked the officers, the community and the local businesses for their support.

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 Mayor Pro Tem Friedrichs, second by Council Member Blue, 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 November 12, 2015. (Staff)
- 5.\*\* Approval of the FYE 2016 City of Helotes Revenue, Expense, and Encumbrance Report dated December 2, 2015. (Staff)
- 6.\*\* Approval of Resolution No. 334 of the City Council of the City of Helotes approving and certifying the Bexar County Tax Assessor-Collector's 2015 tax roll, as required by State Property Tax Code Ann. Sec. 26.09(e); 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)
- 7.\*\* Approval of a Traffic Impact Analysis, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, Article II *Subdivision Regulations*, Division 1 *Generally*, Section 78-39 *San Antonio Unified Development Code Adopted; Amendments*, for Pulte Homes of Texas, L.P. for a single-family residential development on property located at 12075 Galm Road, San Antonio, Texas 78254, more particularly described by Bexar Appraisal District (BCAD) Property ID 236118. (Applicant)
- 8.\*\* Approval of a fire apparatus access road variance request, pursuant to Code of Ordinances Chapter 38 *Fire Prevention and Protection*, Article III *Fire Code*, Sec. 38-21 *International Fire Code Adopted* establishing a maximum grade for said roadways of ten percent (10%), for Los Reyes, Inc. for Lots 219, 220, and 225 within the Los Reyes Canyon PUD Subdivision, Unit 11B. (Applicant)

ITEMS FOR INDIVIDUAL CONSIDERATION:

9. Discussion of and action on a request by Floore's Country Store, L.P. for a Conceptual Design Plan, pursuant to Code of Ordinances Chapter 98 *Zoning*, Article III *District Regulations*, Sec. 98-72 *Old Town Helotes Special District*, for the construction of a second story VIP terrace above an existing VIP terrace on property located at 14492 E. Bandera Road, Helotes, Texas 78023, more particularly described by BCAD Property ID 358336, including the following:
  - Site plan;
  - Building design; and
  - Exterior lighting. (Applicant)

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

Motion to approve carried unanimously.

- 10. Pursuant to Article VIII *Additional Services* of an Agreement between the City, Economic Development Corporation (EDC), and Terra Design Group, Inc. for professional design services for the Helotes Creek Linear Park Transportation Enhancement Project, discussion of and action on an Additional Services Proposal Form for Environmental Services in the amount of Forty-Seven Thousand, Seven Hundred Twenty Five Dollars (\$47,725.00) and authorizing an FYE 2016 EDC interdepartmental budget adjustment transferring Thirty One Thousand, Four Hundred Fifty Four Dollars and Thirty Cents (\$31,454.30) from the EDC Operating Fund to the City / EDC Capital Fund to fund the Additional Services referenced above. (Staff)**

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

Rick Schroder, City Administrator, reported that the proposed length for the linear park trail has been shortened. The current proposed route would have the linear park trail end at a large node.

Motion to approve carried unanimously.

- 11. Discussion of and action on a variance request by KB Home Lone Star, Inc. for residential subdivision entry signage, pursuant to Code of Ordinances Chapter 66 *Signs*, Sec. 66-43 *Residential Subdivision Entry Signs*, on property located at 17866 E. Bandera Rd., Helotes, Texas 78023, more particularly described by BCAD Property ID 248426. (Applicant)**

On December 1, 2015, the Planning and Zoning Commission approved the subdivision entry signage as depicted in Option "C" with 8.5 feet maximum height, 70 square foot cabinet, for a total of 178 sq. ft. monument face. Rick Schroder, City Administrator, noted that the applicant wished to pursue the request of their original sign submission. The original proposed sign is larger than allowed by Code and larger than Option "C".

Motion was made by Council Member Massey, second by Council Member Blue, to discuss and act on Option "C" as approved by the Planning and Zoning Commission.

Discussion included the attractive design, the large size of the sign, and the original proposed height of fourteen feet. Option "B" proposes a wooden header while Option "C" proposes a total monument face of 178 sq. ft. Council consensus was to allow the applicant, if so desired, to add the wooden header, in proportion and as depicted in Option "B", to the Option "C" design.

Motion to amend was made by Council Member Massey, second by Council Member Blue, to approve the sign as depicted in Option "C" with the provision that if the applicant adds a wooden header, the sign height may increase to 10.5 feet (from 8.5 feet).

Motion to approve as amended carried unanimously.

12. **Discussion of and action on an Interlocal Agreement for Police, Fire, and EMS Dispatch Services by and between the City of Helotes and the City of Leon Valley ("CoLV") for the provision of dispatch services to the CoLV for a period of five (5) years commencing in Year One for a fee of One Hundred Thirty Five Thousand Dollars (\$135,000.00) and authorizing FYE 2016 budget adjustments increasing General Fund Revenue Line Item No. 01-406-1080 *Dispatch Fees* by One Hundred One Thousand, Two Hundred Fifty Dollars (\$101,250.00) and General Fund Expense Line Item No. 01-515-5101 *Dispatch Salaries* by Seventy Six Thousand Four Hundred Thirty Four Dollars and Fifty Four Cents (\$76,434.54) to accommodate the hiring of two (2) additional dispatch personnel. (Staff)**

Motion was made by Council Member Buys, 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 an Ordinance of the City Council of the City of Helotes, Texas amending Code of Ordinances Chapter 66 *Signs*, Article V *Sign Classifications; Permit*, Section 66-51 *Commercial Signs: Projecting, Wall and Hanging, or In or On Windows*, Subsection (d) *Commercial Signs In/On Windows or Doors*; declaring a public purpose; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**

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

Discussion included the lengthy review by the Planning and Zoning Commission, the lack of responses from local businesses, the lack of responses from other cities, and the abundance of new window and door signs. Council also discussed the desire to allow businesses to attract customers while maintaining consistent rules.

Council Member Blue requested to withdraw his second to approve this item. Mayor Schoolcraft asked for Council objections. With no objections from Council, the second was withdrawn.

Motion was made by Council Member Buys, second by Mayor Pro Tem Friedrichs, to postpone this item to the first meeting in January 2016.

Discussion continued.

Council Member Buys requested to withdraw his motion to postpone. Mayor Schoolcraft asked for Council objections. With no objections from Council, the motion to postpone was withdrawn.

Discussion continued. Council consensus was to allow signage not to exceed 50% coverage of the window with a maximum of eight windows. Council directed Staff to include the suggestions in the draft ordinance and bring it back to Council.

Motion was made by Council Member Buys, second by Council Member Massey, to postpone this item to the January 14, 2016 meeting.

Motion to postpone carried unanimously.

- 14. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas extending certain traffic rules to the Hearthstone PUD Subdivision; 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)**

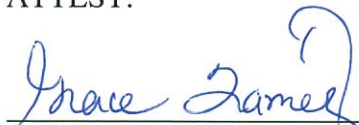
Motion was made by Mayor Pro Tem Friedrichs, second by Council Member Blue, to discuss and act on this item as written.

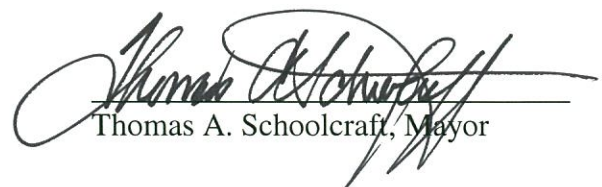
Motion to approve carried unanimously.

*Adjourn.*

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 9:02 p.m.

ATTEST:

  
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Grace Tamez, City Secretary

  
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Thomas A. Schoolcraft, Mayor

