

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, March 28, 2019 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
Alex Blue
Bert Buys
Paul Friedrichs

Absent: Jim Meadows

Staff Present: Rick Schroder, City Administrator
Celina Perez, City Secretary
Susan Darst, Assistant to the City Administrator
Tabitha Durr, City Treasurer
Glenn Goolsby, EDC Assistant Director

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.

OPEN SESSION:

2. Citizens to be Heard.

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 3 - 5): 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 Blue, to approve items 3, 4, and 5 on the consent agenda. Motion to approve carried unanimously.

3. Approval of the minutes of the Regular Meeting dated March 14, 2019. (Staff)**

4. Approval of a Stormwater Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 *Environment*, Article IV *Stormwater Detention and Drainage*, for Bricewood Subdivision, Unit-3, being a 31.5223 acre tract of land out of the called 100 acre tract of land, the eastern half of Section 5, Volume 6591, Page 259, and 15.8506 acres out of the called 30 acre tract of land recorded in Volume 5757, Page 1303 of the Official Public Records of Bexar County, Texas. (Applicant)**

- 5.** Approval of a Traffic Impact Analysis, pursuant to Municipal Code of Ordinances Chapter 78 Subdivisions, Article II Subdivision Regulations, for Bricewood Subdivision, Unit-3, being a 31.5223 acre tract of land out of the called 100 acre tract of land, the eastern half of Section 5, Volume 6591, Page 259, and 15.8506 acres out of the called 30 acre tract of land recorded in Volume 5757, Page 1303 of the Official Public Records of Bexar County, Texas. (Applicant)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 6. Presentation by Armstrong, Vaughan, & Associates, P.C. and discussion of and action on the Fiscal Year Ending (FYE) 2018 Comprehensive Annual Financial Report (CAFR) for the City of Helotes and the City of Helotes Economic Development Corporation. (Auditor)**

Kim Roach, C.P.A. with Armstrong, Vaughan, & Associates, presented a brief overview of the audit for the fiscal year ended September 30, 2018. Kim communicated important items of change that occurred during this audit. A new accounting standard that pertains to pension and retirement was implemented and is now applicable to all municipalities, next, the City complied with all aspects of the Public Funds Investments Act and there were no auditor recommendations for improvements to internal controls, lastly, instead of presenting an Annual Financial Report like in the past, at the request of the City Administrator, a Comprehensive Annual Financial Report (CAFR) was being presented for this audit. A CAFR has much more information and testing requirements that an auditor has to perform. Once completed, it can be submitted to the Government Finance Officers Association (GFOA) for a certificate of excellence in financial reporting, which is what the City intends to do. In regards to numbers, the City as a whole, after liabilities, had an ending general fund balance of \$1.9 million that represents about 3.7 months' worth of average operating expenditures. The current GFOA recommendation is no less than 2 months. With nothing more to report, Kim concluded by informing Council that the City received an unmodified opinion, which is the best opinion an audit can receive.

Motion was made by Council Member Buys, second by Council Member Friedrichs, to accept the Fiscal Year Ending (FYE) 2018 Comprehensive Annual Financial Report (CAFR) for the City of Helotes and the City of Helotes Economic Development Corporation as presented.

Motion to approve carried unanimously.

- 7. Discussion of and action on the EDC FYE 2019 Strategic Work Plan, as mandated by Article IV, Section 4.1 of the EDC Amended Bylaws. (Staff)**

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

Discussion included Goal One, Priority One of the EDC FYE 2019 Strategic Work Plan. Mayor Schoolcraft and some of Council believed it was premature to offer incentives at the predevelopment meetings. The rest of Council felt that Staff would not give away or broadcast any incentives right away, and perhaps it was only located in the wrong place. Additionally,

Mayor Schoolcraft stated after watching the video of the EDC Meeting held on March 20, 2019, the EDC did not take action to officially approve the EDC FYE 2019 Strategic Work Plan, and only took action to transmit the plan to Council. Pat Wootton, EDC President, expressed disagreement, citing that the EDC did take action to approve and transmit to Council.

The Mayor recommended to Council to postpone the item, to allow the EDC to officially approve the FYE 2019 Strategic Work Plan at their next meeting.


Motion to amend was made by Council Member Buys, second by Council Member Friedrichs, to postpone this item indefinitely.

Motion to approve carried unanimously.

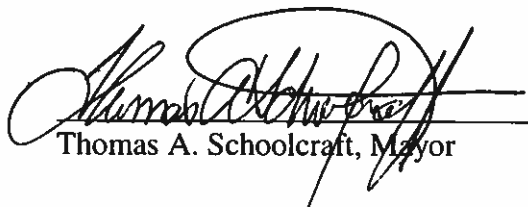
Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:40 pm.

ATTEST:



Celina Perez, City Secretary



Thomas A. Schoolcraft, Mayor

