

MINUTES
SPECIAL MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a special meeting on Wednesday, April 20, 2016 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
Edward Villanueva
Alex Blue
Bert Buys
Cynthia Massey

Absent: Paul Friedrichs, Mayor Pro Tem

Staff Present: Rick Schroder, City Administrator

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:05 p.m.

JOINT MEETING:

The City Council will meet in a Special Meeting jointly with the Board of Directors of the City of Helotes Economic Development Corporation (EDC). In the event that a quorum of the EDC Board of Directors is not present, the City Council will continue with its Special Meeting.

City of Helotes Economic Development Corporation Board:

Present: Pat Wootton, President
Diane Anderson
Kathryn Mitchell
Kathy Oliver
Keith Muhlestein
Carl Hale

Absent: Drue Helms

Staff Present: Glenn Goolsby, Economic Development Specialist

- 2. Discuss and take action on the design and construction of improvements and related amenities for the Helotes Creek Linear Park within the Old Town Helotes Special District, including, but not limited to, authorizing Mayor Thomas A. Schoolcraft to serve as the City / EDC Owner's Representative to provide future Project direction to associated architects and engineers for design and cost efficiencies, if deemed appropriate by the Mayor and/or required by the Texas Department of Transportation (TxDOT) or another public or private entity with Project oversight. (Staff)**

(Note: Terra Design Group (TDG) submitted construction documents to TxDOT on April 7, 2016. The City Council / EDC Board of Directors reviewed and provided comments to TDG on the Project on October 22, 2015. This Item allows the City Council / EDC Board of Directors to review, provide final direction, and approve the Project design and construction documents and authorize the Mayor to serve as the Owner's Representative for this Project.)

Walter Heard, President of Terra Design Group, spoke on this item. A trailhead will be located behind the Catholic Church and the trail will include four trail nodes, a low water crossing, a bridge, updated street signal at Scenic Loop, and additional parking. Construction materials will be durable and designed for parks and creek trails. Jonathan Bean, TxDOT Director of Planning and Development, answered questions.

Discussion included cost of the cross walk at Scenic Loop, grant constrains, reduction of the project versus grant applications submittal, cost of picnic tables, cost of durable picnic tables, gabions versus toe downs, tree removal, and total cost of the project. The parking lot will not have access from Riggs Road but will be connected to the current parking lot and the Church will provide a perpetual easement document. Cost saving suggestions included changes to the interpretive signs, picnic tables, cross walk, and the bridge. A final cost estimate will be provided by Terra Design before May 9.

The 100% set has been submitted to TxDOT and any changes to the submitted plans must be made quickly to avoid change orders. The current projected Federal Participation is estimated at \$1,250,557 with EDC paying the local 20% participation of \$304,483. EDC has already paid \$232,167 for the cost of engineering and environmental studies.

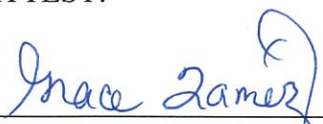
Motion was made by Council Member Massey, second by Council Member Villanueva, to discuss and act on this item as written.

Motion to approve carried unanimously.

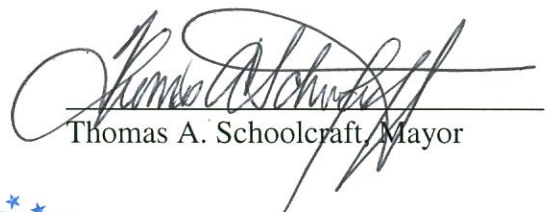
Adjourn.

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:48 p.m.

ATTEST:



Grace Tamez, City Secretary



Thomas A. Schoolcraft, Mayor

