

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, August 10, 2017 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
Bert Buys, Mayor Pro Tem
Edward Villanueva
Alex Blue
Cynthia Massey
Paul Friedrichs

Staff Present: Rick Schroder, City Administrator
Celina Perez, 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. Mayor Schoolcraft welcomed Boy Scout members from Troop 208 and Celina Perez as the new City Secretary.

PUBLIC HEARING:

- 2. Public hearing to give all interested persons the right to appear and be heard on a request by Peterson Burge Enterprises for approval of a Specific City Council Approved Use Permit for a restaurant with drive-thru on property zoned Overlay District (B-3 OD) and located on a 0.865 acre tract of land described as Lot 4, Block 2, Bandera Oaks Subdivision, generally located near the intersection of Bandera Road (S.H. 16) and Cedar Trail and formerly addressed as or near 12492 Bandera Rd., Helotes, Texas 78023.**

Mayor Schoolcraft opened the public hearing at 7:03 pm. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:04 pm.

OPEN SESSION:

3. 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 Mayor Pro Tem Buys, second by Council Member Blue, to approve items 4, 5, 6, 7, 8, 9 and 10 on the consent agenda. Motion to approve carried unanimously.

- 4.** Approval of the minutes of the Regular Meeting dated July 27, 2017. (Staff)**
- 5.** Approval of the monthly City of Helotes Revenue and Expense and Encumbrance Reports dated August 6, 2017. (Staff)**
- 6.** Ratification of the following interdepartmental budget adjustments transferring:**
 - **\$35,118.29 from General Fund Line Item No. 01-550-5525 *MarketPlace* to 01-545-5501 *M&E Purchase, Repair, and Service*;**
 - **\$39,141.60 from General Fund Line Item No. 01-550-5510 *Carport, Fencing, Et Cetera* to 01-560-5501 *Vehicles, Machinery, and Equipment*;**
 - **\$2,934.07 from General Fund Line Item No. 01-550-5510 *Carport, Fencing, Et Cetera* to 01-580-5105 *Health Insurance*; and**
 - **\$3,906.76 from General Fund Line Item No. 01-550-5510 *Carport, Fencing, Et Cetera* to 01-585-5211 *Medical Direction*. (Staff)**
- 7.** Approval of setting Public Hearings on the proposed Municipal Fiscal Year Ending (FYE) 2018 Budget(s) and the City of Helotes Economic Development Corporation's (EDC) FYE 2018 Budget(s) on August 24, 2017 at 7:00 p.m. C.S.T. and September 14, 2017 at 7:00 p.m. C.S.T. in the City Hall Council Chamber, 12951 Bandera Rd., Helotes, Texas 78023. (Staff)**
- 8.** Acceptance of the resignation of Drue Helms from the City of Helotes Economic Development Corporation Board of Directors, Place One. (Staff)**
- 9.** Approval of a final subdivision plat, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, establishing the Truevine Braun Subdivision, being a total of 4.692 acres establishing Lots 11-13, Block 12, NCB 15663, as described in Volume 18157, Page 88, of the Real Property Records of Bexar County, Texas. (Applicant)**
- 10.** Approval of a final subdivision plat, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, establishing the BBVA Compass Bank Subdivision establishing Lots 1 and 2, Block 1 and being 3.567 acres of land out of C.B. 4477, consisting of Lot 3, Block 1 of "Replat of Wulfsohn Subdivision" and an un-platted tract of land recorded in Volume 5249, Page 182, Official Public Records, Bexar County, Texas. (Applicant)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 11. Discussion of and action on a request by Peterson Burge Enterprises for approval of a Specific City Council Approved Use Permit for a restaurant with drive-thru on property zoned Overlay District (B-3 OD) and located on a 0.865 acre tract of land described as Lot 4, Block 2, Bandera Oaks Subdivision, generally located near the intersection of Bandera Road (S.H. 16) and Cedar Trail and formerly addressed as or near 12492 Bandera Rd., Helotes, Texas 78023. (Applicant)**

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

Speaking on this item was Charles Pope, Charles William Pope & Associates Architects. Discussion included that another drive thru would be built in the overlay district. Council Member Blue stated that he understood the concern that another drive thru would be built in the overlay district and that Council has the right to say no to this request, however, he did not foresee that another type of establishment, say for example a dentist office, would prosper there. Mayor Schoolcraft noted that the current request is only for a specific City Council Approved Use Permit for a restaurant drive thru, and not for the design of the building.

Motion to approve carried: 3 Ayes – Mayor Pro Tem Buys, Council Member Villanueva, and Council Member Blue; 2 Nays – Council Member Massey and Council Member Friedrichs.

- 12. Presentation of and discussion on proposed City of Helotes FYE 2018 Budget(s), including, but not limited to, the following (Mayor Schoolcraft and Staff):**
- a) General (Maintenance & Operations) Fund;**
 - b) Debt Service (Interest & Sinking) 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) State and Federal Forfeiture Funds;**
 - j) Street Maintenance Fund;**
 - k) Proposed ad valorem tax rate; and**
 - l) Proposed personnel position, salary, benefit, and holiday schedule amendments.**

Rick Schroder, City Administrator, gave an overview of each fund. The proposed FYE 2018 Budget of \$ 6,547,345 allows the City to maintain the current level of municipal services to the citizens, while managing growth and spending. The budget includes the following proposed adjustments to City Staffing: promoting the Human Resources Executive Secretary from a part-time position to a full-time position, promoting the current full-time Deputy Court Clerk to Senior Deputy Court Clerk, transitioning the current part-time Deputy Court Clerk to a full-time position and promoting the part-time Police Department Administrative Assistant to a full-time position. The budget also includes investment purchases for equipment, training, amenities and community events.

13. Discussion of and action on placing a proposal to adopt an ad valorem tax rate for Tax Year 2017 on the September 28, 2017 Regular Meeting Agenda of the City Council of the City of Helotes, Texas. (Staff)

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

The proposed ad valorem property tax will be \$0.350 cents per \$100 valuation for Fiscal Year 2017-2018, the same tax rate as in Fiscal Year 2016-2017.

Motion to approve carried unanimously.

14. Discussion of and action on setting Public Hearings on the proposed Tax Year 2017 ad valorem tax rate on the August 24, 2017 and September 14, 2017 Regular Meeting Agendas of the City Council of the City of Helotes, Texas to be held at 7:00 p.m. C.S.T. in the City Hall Council Chamber, 12951 Bandera Rd., Helotes, Texas 78023. (Staff)

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.

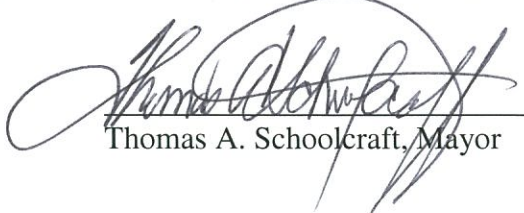
Adjourn.

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:53 pm.

ATTEST:



Celina Perez, City Secretary



Thomas A. Schoolcraft, Mayor

