

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting on Thursday, September 11, 2014 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
Cynthia Massey, Mayor Pro Tem
Alex Blue
Bert Buys
Paul Friedrichs

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.

PUBLIC HEARING:

- 2. Public hearing to give all interested persons the right to appear and be heard on a Resolution 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) 2015 Operating and Capital Budgets beginning October 1, 2014 and ending September 30, 2015 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)**

Mayor Schoolcraft opened the public hearing at 7:03 p.m. Speaking on this item were Garrie Gillaspie, Ron Green, and Doug Young. Mayor Schoolcraft closed the public hearing at 7:10 p.m.

- 3. Public hearing to give all interested persons the right to appear and be heard on proposed City of Helotes, Texas FYE 2015 Budget(s), including, but not limited to, the General Fund, Debt Service Fund, Capital Replacement Fund, Dispatch Proprietary Fund, Emergency Medical Service (EMS) Proprietary Fund, Municipal Court Security and Technology Funds; PEG (Public Access Channel) Fund, Police Training and Education Fund, and School Safety Fund budgets. (Staff)**

Mayor Schoolcraft opened the public hearing at 7:11 p.m. Speaking on this item were Garrie Gillaspie and Ron Green. Mayor Schoolcraft closed the public hearing at 7:16 p.m.

4. Public hearing to give all interested persons the right to appear and be heard on the adoption of the proposed Tax Year 2014 ad valorem (property) tax rate. (Staff)

Mayor Schoolcraft opened the public hearing at 7:16 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:16 p.m.

5. Public hearing to give all interested persons the right to appear and be heard on amendments to the Code of Ordinances, Chapter 98 Zoning, Appendix A Schedule of Uses to remove all "By Right" ('X') and "City Council Approval" ('CC') annotations for the use "Flea Market". (Planning & Zoning Commission)

Mayor Schoolcraft opened the public hearing at 7:16 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:17 p.m.

OPEN SESSION:

6. Citizens to be Heard.

Speaking on this item was Garrie Gillaspie.

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 Friedrichs, to approve items 7, 8, 9, 10, and 11 on the consent agenda. Motion to approve carried unanimously.

- 7.** Approval of the minutes of the regular meeting of August 28, 2014. (Staff)**
- 8.** Approval of the City of Helotes Revenue and Expense Report dated September 8, 2014. (Staff)**
- 9.** Approval of an Ordinance of the City Council of the City of Helotes, Texas ratifying and adopting the official corporate municipal limits and extraterritorial jurisdiction map for the City of Helotes, Texas; providing for severability; repealing any other Code provisions, ordinances, parts of ordinances, and other provisions in conflict herewith; and adopting an effective date. (Staff)**
- 10.** Approval of a Storm Water Management Plan, pursuant to Code of Ordinances, Chapter 34 *Environment*, Article IV *Stormwater Detention and Drainage*, for Texas American Bank, dba BBVA Compass Bank, located at 12590 E. Bandera Road, Helotes, Texas 78023, more particularly described as CB 4477 BLK 1 LOT 3 (3.0 AC) & CB 4525 P-23B (.5673 AC). (Staff)**
- 11.** Approval of an Ordinance amending City of Helotes Code of Ordinances, Chapter 86 *Traffic and Vehicles*, Article I *In General* and Article II *Vehicle Operation*, Section 86-11 *Speed Limits on Streets and Highways*, Subsections (f), (g), and (h) and adding Subsection (i); amending Section 86-12 *Prima facie maximum speed limit – school zones; school crossing zones; duties of driver approaching stopped school bus*, Subsection (b); amending Section 86-15 *Avoiding traffic control signal; U-turns*; authorizing the City Administrator to implement the provisions of this Ordinance;**

providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; incorporating recitals; and adopting an effective date. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 12. Discussion of and action on an Ordinance amending City of Helotes Code of Ordinances Chapter 98 Zoning, Appendix A Schedule of Uses by removing all “By Right” (‘X’) and “City Council Approval” (‘CC’) annotations for the use “flea market”; 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 adopting an effective date. (Planning & Zoning Commission)**

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

On September 2, 2014, the Planning and Zoning Commission unanimously recommended removal of “by right” and “by City Council approval” annotations for the use “flea market”. The City Attorney has recommended establishing “flea market” use with City Council approval only in the Industrial District to establish the City Council’s desire to prohibit flea markets throughout the City.

Motion to amend was made by Mayor Pro Tem Massey, second by Council Member Buys, to amend the “flea market” use classification by removing the annotation “City Council approval” from the Office and Professional District, the Neighborhood District and the General Business District, removing the “by right” annotation from the Central Business District and the Industrial District, and adding the annotation “City Council approval” to the Industrial District.

Motion to approve as amended carried unanimously.

- 13. Discussion of and action on the approval of three (3) wall signs, pursuant to Code of Ordinances Chapter 98 Zoning, Section 98-72(g)(7) Creative Sign Review, for Ivy Enterprises, L.L.C. located within the Old Town Helotes Special District on property located at 14436 E. Bandera Road, Helotes, Texas 78023, more particularly described as CB 4524 P-28A ABS 645. (Applicant)**

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

On September 2, 2014, the Planning and Zoning Commission unanimously recommended that City Council not approve this request. Rick Schroder, City Administrator, noted that, pursuant to the City Code, applicants requesting a variance to the Old Town Helotes District sign codes most follow this creative sign process.

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

14. Discussion on proposed City of Helotes FYE 2015 Budget(s), including, but not limited to, the following (Mayor Schoolcraft and Staff):

- a) **General Fund;**
- b) **Debt Service Fund;**
- c) **Capital Replacement Fund;**
- d) **Dispatch Proprietary Fund;**
- e) **Emergency Medical Service Proprietary Fund;**
- f) **Municipal Court Security and Technology Funds;**
- g) **PEG (Public Access Channel) Fund;**
- h) **Police Training and Education Fund;**
- i) **School Safety Fund;**
- j) **Proposed ad valorem tax rate;**
- k) **Proposed personnel position, salary, benefit, and holiday schedule amendments; and**
- l) **Proposed Municipal FYE 2015 Fee Schedule amendments.**


Rick Schroder, City Administrator, presented updated revenue and expenditure information. Mr. Schroder also discussed the two proposed options regarding employee one time lump payments. The proposals are intended to lower the employee salaries and benefits ratio to total budget to 68.3%. Business guidelines generally recommend keeping the employee salaries and benefits ratio to the total budget below 70%.

In response to questions, Mr. Schroder explained that a proposed \$1.50 quarterly solid waste fee for residents and a \$0.50 monthly fee for businesses will fund a biannual household hazardous waste collection event. Previous collection events have been funded by grants from AACOG and have been very successful. If the City funds the event, the City could implement its own rules and allow only resident participation.


Mayor Schoolcraft explained that setting a budget is the City Council's most important task. The Council must fund current needs while retaining a long term vision and deciding what, overall, is best for the City.

Adjourn.

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:28 p.m.


Thomas A. Schoolcraft, Mayor

ATTEST:


Grace Tamez, City Secretary

