

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, September 28, 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
Paul Friedrichs

Absent: Cynthia Massey

Staff Present: Rick Schroder, City Administrator
Celina Perez, City Secretary
Susan Darst, Assistant to City Administrator

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.

RECOGNITION:

2. Certificate of Appreciation presented to Drue Helms in recognition of faithful public service from September 2005 – June 2017 on the City of Helotes Economic Development Corporation Board of Directors. (Mayor Schoolcraft)

Mayor Schoolcraft presented the Certificate of Appreciation to Drue Helms.

3. Proclamation presented to the 4-H Clubs of Helotes (Helotes LiveStock Plus, Helotes LiveStock Only, and Helotes Unlimited) in observance of National 4-H Week dated October 1 - 7, 2017. (Mayor Schoolcraft)

Mayor Schoolcraft presented the Proclamation to the Senior Class of the 4-H Clubs of Helotes.

4. Proclamation presented to the City of Helotes Fire Department in observance of National Fire Prevention Week dated October 8 – 14, 2017. (Mayor Schoolcraft)

Mayor Schoolcraft presented the Proclamation to Fire Chief Walton Daugherty, Assistant Fire Chief Rick Wall and the on duty Fire Fighters / EMS personnel.

OPEN SESSION:

5. Citizens to be Heard.

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 6 - 11): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Council Member Friedrichs, second by Council Member Villanueva, to approve items 6, 7, 8, 9, 10 and 11 on the consent agenda. Motion to approve carried unanimously.

- 6. ** Approval of the minutes of the Regular Meeting dated September 14, 2017. (Staff)**
- 7. ** Discussion of and action on the following reappointments to the City of Helotes Economic Development Corporation Board of Directors (Mayor Schoolcraft):**
 - **Place One, Jim Meadows** Term Expiring September 30, 2019;
 - **Place Three, Pat Wootton** Term Expiring September 30, 2019;
 - **Place Five, Kathryn Mitchell** Term Expiring September 30, 2019; and
 - **Place Seven, Carl Hale** Term Expiring September 30, 2019.
- 8. ** Approval of 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) 2018 Maintenance & Operations, Interest & Sinking, and Capital Budgets beginning October 1, 2017 and ending September 30, 2018 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. (EDC)**
- 9. ** Approval of a Resolution of the City Council of the City of Helotes, Texas authorizing the filing of a grant application with the Alamo Area Council of Governments (AACOG) for a FY 2018 – 2019 Regional Solid Waste Grants Program for a one-day household hazardous waste event; authorizing the City Administrator to take all necessary steps to implement the provisions of this Resolution; pledging that the City will comply with AACOG, Texas Commission on Environmental Quality (TCEQ), and the State of Texas grant requirements. (Staff)**
- 10. ** Approval of a Storm Water Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 *Environment*, Article IV *Storm Water Detention and Drainage*, providing on-site detention for an O'Reilly Auto Parts Store located at or near 13523 Bandera Rd. within the O'Reilly Helotes Subdivision, Lot 1, Block 1, being a Subdivision of 1.0621 acres of land in the Comanche Creek Irrigation Company Survey, Section No. 355, Abstract No. 172, in the City of Helotes, Bexar County, Texas. (Applicant)**

11. ** Ratification of the following General Fund interdepartmental budget adjustments:

- \$166.65 from Item No. 01-510-5101 *Admin. Salaries* to 01-500-5326 *Expense Reimbursement*;
- \$16,795.00 from Item No. 01-545-5101 *PW Salaries* to 01-510-5231 *Building Inspectors*;
- \$9,027.52 from Item No. 01-560-5335 *Radios & Equip.* to 01-580-5203 *Seminars*;
- \$6,000.00 from Item No. 01-530-5101 *Court Salaries* to 01-510-5101 *Admin. Salaries*;
- \$3,000.00 from Item No. 01-530-5101 *Court Salaries* to 01-520-5101 *City Sec. Salaries*;
- \$2,000.00 from Item No. 01-530-5101 *Court Salaries* to 01-535-5101 *HR Salaries*;
- \$5,000.00 from Item No. 01-545-5101 *PW Salaries* to 01-560-5101 *PD Salaries*;
- \$5,000.00 from Item No. 01-545-5101 *PW Salaries* to 01-550-5241 *Bldg. Maint.*;
- \$3,000.00 from Item No. 01-515-5101 *Dispatch Salaries* to 01-580-5101 *FD Salaries*;
- \$5,000.00 from Item No. 01-530-5101 *Court Salaries* to 01-580-5101 *FD Salaries*;
- \$3,000.00 from Item No. 01-540-5227 *Plat Filings* to 01-580-5101 *FD Salaries*;
- \$3,000.00 from Item No. 01-540-5205 *Technology* to 01-580-5101 *FD Salaries*;
- \$5,000.00 from Item No. 01-560-5112 *Cert. Pay* to 01-580-5101 *FD Salaries*;
- \$3,000.00 from Item No. 01-560-5501 *Vehicles, Machinery & Equipment* to 01-580-5101 *FD Salaries*;
- \$2,500.00 from Item No. 01-530-5112 *Cert. Pay* to 01-580-5101 *FD Salaries*;
- \$500.00 from Item No. 01-515-5302 *Operating Supplies* to 01-580-5101 *FD Salaries*;
- \$4,000.00 from Item No. 01-530-5105 *Health Insurance* to 01-580-5101 *FD Salaries*;
- \$1,000.00 from Item No. 01-530-5108 *Unemployment* to 01-580-5101 *FD Salaries*;
- \$2,000.00 from Item No. 01-530-5219 *Court Judges* to 01-580-5101 *FD Salaries*;
- \$6,000.00 from Item No. 01-530-5225 *Vehicles & Machinery* to 01-585-5101 *EMS Salaries*;
- \$3,000.00 from Item No. 01-530-5103 *Social Security* to 01-510-5204 *City Treasurer*;
- \$1,227.85 from Item No. 01-510-5101 *Admin. Salaries* to 01-515-5102 *Dispatch Overtime*;
- \$4,712.77 from Item No. 01-560-5105 *Health Insurance* to 01-580-5102 *FD Overtime*;
- \$1,714.48 from Item No. 01-560-5101 *PD Salaries* to 01-580-5102 *FD Overtime*;
- \$947.61 from Item No. 01-560-5103 *Social Security* to 01-580-5102 *FD Overtime*;
- \$1,698.64 from Item No. 01-560-5112 *Cert. Pay* to 01-580-5321 *Tools/Apparatus*;
- \$2,091.23 from Item No. 01-560-5310 *Ammunition* to 01-580-5321 *Tools/Apparatus*; and
- \$1,440.13 from Item No. 01-550-5241 *Bldg. Maint.* to 01-580-5321 *Tools/Apparatus*. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

12. **Discussion of and action on a request for a variance from Municipal Code of Ordinances Chapter 66 Signs, Sec. 66-51 Commercial Signs, Subparagraph (b) Wall Signs by Charles William Pope & Associates for wall signage for a Kentucky Fried Chicken Restaurant on a 0.865 acre tract of land described as Lot 4, Block 2, Bandera Oaks Subdivision, located, generally, near the intersection of Bandera Road (S.H. 16) and Cedar Trail and formerly addressed at or near 12492 Bandera Rd., Helotes, Texas 78023. (Applicant)**

(Note: On September 5, 2017, the Planning & Zoning Commission approved the recommendation of the following wall sign variances to City Council:

- 1) Size of facade wall signage - The width of the front elevation façade is 28 linear feet; therefore, the maximum allowable front building signage per code is 28 square feet. The proposed front wall signage is 98 square feet. Approval of the variance will allow the front wall sign to exceed code by 70 square feet.
- 2) Number of wall signage – The building includes 4 signs, 2 on the front elevation, 1 on the left elevation and 1 on the right elevation. The maximum number of wall signs per code is 2 signs. Approval of the variance will allow for the number of wall signs to exceed code by 2 signs.)

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

Council Member Blue noted that the applicant had made significant changes from the original plan presented and commended staff and the Planning & Zoning Commission for working with the applicant.

Motion to approve carried unanimously.

13. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas making appropriations for the support of the City of Helotes for the fiscal year beginning October 1, 2017 and ending September 30, 2018; appropriating money to a sinking fund to pay the interest and principal of the City's indebtedness; adopting the annual Budget(s) of the City of Helotes for the 2017 – 2018 fiscal year; authorizing personnel positions and salaries; setting the 2017 – 2018 holiday schedule for City employees; authorizing the City Administrator to expend monies and sign documents in accordance with said Budget(s); incorporating recitals; providing for severability; repealing any other Code provisions, ordinances, or parts of ordinances, and other provisions in conflict herewith; and setting an effective date. (Staff)**

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

Council Member Villanueva stated he met with Rick Schroder, City Administrator, and Susan Darst, Assistant to the City Administrator, to discuss the expenditures related to the Dispatch Department. Council Member Villanueva stated he appreciates the work that goes into the budget; however, he still had concerns regarding the money spent on dispatch service, and in his opinion, that money could be utilized elsewhere, like on salary increases and repairs.

With there being no further discussion, Mayor Schoolcraft called for a vote.

Motion to approve carried: 3 Ayes – Mayor Pro Tem Buys, Council Member Blue and Council Member Friedrichs; 1 Nay – Council Member Villanueva.

14. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas ratifying the adoption of the fiscal year (FY) 2017 – 2018 Municipal Budget(s) raising more revenue from ad valorem (property) taxes due to increased property valuations and the addition of real property to the tax roll than in the FY 2016 – 2017 Municipal Budget(s); 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 setting an effective date. (Staff)**

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

Motion to approve carried unanimously.

15. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas levying an ad valorem (property) tax rate for the Tax Year 2017 in the amount of \$0.350000 cents per \$100 valuation and directing the Bexar County Tax Assessor-Collector to assess, account for, and distribute the ad valorem (property) taxes as herein levied; 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 setting an effective date:**
 - a. **Adopt the ad valorem (property) tax rate for the Maintenance and Operations expenditures of the City of Helotes at \$0.243142 cents per \$100 valuation for the Tax Year beginning January 1, 2017 and ending December 31, 2017; and**
 - b. **Adopt the ad valorem (property) tax rate for the principal and interest payable on the Interest and Sinking (debt service) expenditures of the City of Helotes at \$0.106858 cents per \$100 valuation for the Tax Year beginning January 1, 2017 and ending December 31, 2017. (Staff)**

Mayor Schoolcraft stated that the Tax Code requires a specific statement when being considered for approval and that he is required to read that statement. The tax rate includes two parts as stated above. When the two parts are added together, it totals to the property tax rate of \$0.350000 cents per \$100 valuation. Mayor Schoolcraft noted the statement he read aloud can be viewed as misleading, but explained that the property tax rate is not changing, and it is the same as last year's property tax rate.

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

With there being no further discussion, Mayor Schoolcraft called for a roll call vote to approve the Maintenance and Operations rate at \$.243142 cents per \$100 valuation and the Interest and Sinking (debt service) rate at \$.106858 per \$100 valuation, for a total ad valorem property tax rate of \$0.350000 cents per \$100 valuation.

Motion to approve carried: 4 Ayes – Council Member Villanueva, Council Member Blue, Mayor Pro Tem Buys and Council Member Friedrichs; 0 Nays; 0 Abstain; Present and not voting: Mayor Schoolcraft.

16. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas establishing and amending fees, costs, and fines charged by the City of Helotes; adopting penalty rates established by the State of Texas; adopting savings, repealer, and penalty clauses; and adopting an effective date. (Staff)

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

Motion to approve carried unanimously.

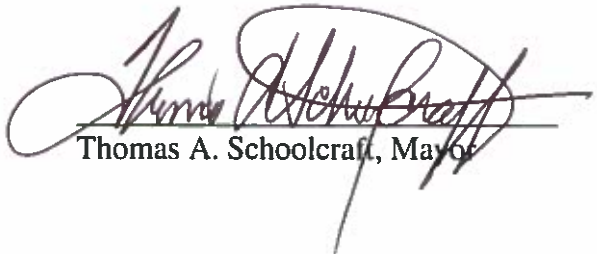
Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:49 pm.

ATTEST:



Celina Perez, City Secretary



Thomas A. Schoolcraft, Mayor

