

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, November 8, 2018 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  
Jim Meadows  
Alex Blue  
Bert Buys  
Paul Friedrichs

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. Mayor Pro Tem Massey led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

RECOGNITION:

**2. Proclamation presented to the City of Helotes Municipal Court in recognition of Municipal Court Week dated November 5 – 9, 2018. (Mayor Schoolcraft)**

Mayor Schoolcraft presented the Proclamation to Court Clerk Andrea Goff and Warrant Officer Frank Fontanes.

Before proceeding to the Public Hearings, Mayor Schoolcraft advised the audience that when Item No. 13, the Iron Horse Townhomes is up for discussion, he would be recommending to Council to postpone their decision until the City Council Meeting on January 24, 2019. The reason for this is that the Developer and the Iron Horse Subdivision HOA want to meet and try to find a solution that is a win-win for everyone. Mayor Schoolcraft added that those who signed up to speak on this item could still do so if they wanted to.

PUBLIC HEARINGS (ITEM NOS. 3 - 5):

**3. Public Hearing to give all interested persons the right to appear and be heard on a request by Crown Castle for a Specific City Council Approved Use Permit to authorize the installation / co-location of T-Mobile equipment within an existing cellular tower and enclosure located on property zoned Office and Professional District (B-1) on the City of Helotes Municipal Complex located at 12951 Bandera**

**Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 240065.**

Mayor Schoolcraft opened the public hearing at 7:23 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:24 p.m.

- 4. Public Hearing to give all interested persons the right to appear and be heard on a request by Kherington-Hadley Investments, LTD to rescind Ordinance No. 337 regulating site vegetation and grading; removing site zoning designation Townhouse Single Family Residential District (R-TH); and establishing a Planned Unit Development (PUD) zoning designation for a townhome development for 4.844 acres of land generally located on Iron Horse Way near its intersection with Antonio Drive, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 240904.**

Mayor Schoolcraft opened the public hearing at 7:24 p.m.

Speaking in opposition to this item were Darren Bishop, Wayne Blough, Lorraine Castillo, David Cato, Craig Sanders, Debbie Hirst, Judith Hurst, Raymond Love, Phil Crumpton, Claire Morgan, Anna Ojeda and Tom Wanat. The shared speaker sentiments for opposing this item were public safety, increase in traffic, and concerns that a high density development would cause a negative impact on surrounding property values.

Mayor Schoolcraft closed the public hearing at 8:04 p.m.

- 5. Public Hearing to give all interested persons the right to appear and be heard on a request by Bandera Road Cafe for a Specific City Council Approved Use Permit for a restaurant with drive-thru facility at Helotes Point Retail Center, a multi-tenant shopping center on property zoned Overlay District (B3-OD), located at 12510 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 1274715.**

Mayor Schoolcraft opened the public hearing at 8:05 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 8:06 p.m.

OPEN SESSION:

- 6. Citizens to be Heard.**

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 7 - 11): All items marked with an asterisk (\*\*) on the consent agenda were voted on by one motion. Motion was made by Council Member Meadows, second by Mayor Pro Tem Massey, 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 dated October 11, 2018. (Staff)**
- 8.\* **Approval of the Fiscal Year Ending (FYE) 2019 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated October 31, 2018. (Staff)**
- 9.\* **Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation (EDC) for the quarter ending September 2018. (City Treasurer)**
- 10.\* **Ratification of the following FYE 2018 General Fund interdepartmental budget adjustments:**
  - **\$1,011.38 from General Fund No. 01-510-5103 *Administration Social Security* to No. 01-500-5326 *City Council Expense Reimbursement*;**
  - **\$1,917.69 from General Fund No. 01-540-5101 *Development Services Salaries* to No. 01-545-5228 *Animal Control*;**
  - **\$1,301.33 from General Fund No. 01-540-5101 *Development Services Salaries* to No. 01-550-5244 *Landscaping Services*;**
  - **\$2,031.31 from General Fund No. 01-560-5108 *Police Department Unemployment* to No. 01-580-5322 *Fire Department Vehicle Maintenance*;**
  - **\$1,370.00 from General Fund No. 01-560-5111 *Police Department Longevity Pay* to 01-580-5322 *Fire Department Vehicle Maintenance*;**
  - **\$2,910.38 from General Fund No. 01-560-5210 *Police Department Other Contractual Services* to No. 01-580-5322 *Fire Department Vehicle Maintenance*; and**
  - **\$3000.00 from General Fund No. 01-540-5101 *Development Services Salaries* to No. 01-550-5240 *Telephone*.**
- 11.\* **Approval of an optional Amendment No. 2 to the Agreement for Medical Control and Medical Director Services between the City of Helotes and the University of Texas Health Science Center at San Antonio, for the provision of said services to the City of Helotes Fire, Emergency Medical Service, and Dispatch Departments for an extended term expiring on December 31, 2019; authorizing Mayor Thomas A. Schoolcraft to execute said Agreement on behalf of the City Council of the City of Helotes, Texas. (Staff)**

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

12. **Discussion of and action on a request by Crown Castle for a Specific City Council Approved Use Permit to authorize the installation / co-location of T-Mobile equipment within an existing cellular tower and enclosure located on property zoned Office and Professional District (B-1) on the City of Helotes Municipal Complex located at 12951 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 240065. (Applicant)**

(Note: On November 6, 2018 the Planning & Zoning Commission reviewed the request by Crown Castle and unanimously recommended approval of the Specific City Council Approved Use Permit to authorize the installation / co-location of T-Mobile equipment within an existing cellular tower and enclosure located on the City of Helotes Municipal Complex.)

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

Motion to approve carried unanimously.

13. **Discussion of and action on a request by Kherington-Hadley Investments, LTD to rescind Ordinance No. 337 regulating site vegetation and grading; removing site zoning designation Townhouse Single Family Residential District (R-TH); and establishing a Planned Unit Development (PUD) zoning designation for a townhome development for 4.844 acres of land generally located on Iron Horse Way near its intersection with Antonio Drive, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 240904. (Applicant)**

(Note: On November 6, 2018 the Planning & Zoning Commission reviewed the request by Kherington-Hadley Investments, LTD to rescind Ordinance No. 337 and establish a PUD. The Commission believed this was not in the best interest of the City and the motion to recommend approval failed unanimously.)

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

Discussion included the Mayor's previously mentioned remarks at the beginning of the meeting regarding the recommendation to postpone the decision for this item and to allow for some time for the Developer and the Iron Horse Subdivision HOA to meet. The Council deliberated and ultimately agreed that taking action on the item would not prevent the Developer from meeting with the the Iron Horse Subdivision HOA. Additionally, the Council expressed they were not opposed to townhome development, but rather opposed to high density townhome development.

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

Motion to approve failed unanimously.

To allow those in the public that wanted to leave after this item, Mayor Schoolcraft called for a recess. The meeting recessed at 8:33 p.m. and reconvened at 8:48 p.m.

14. **Discussion of and action on a request by Bandera Road Cafe for a Specific City Council Approved Use Permit for a restaurant with drive-thru facility at Helotes Point Retail Center, a multi-tenant shopping center on property zoned Overlay District (B3-OD), located at 12510 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 1274715. (Applicant)**

(Note: On November 6, 2018 the Planning & Zoning Commission reviewed the request by Bandera Road Cafe and unanimously recommended approval of the Specific City Council Approved Use Permit for a restaurant with drive-thru facility located at Helotes Point Retail Center, 12510 Bandera Road.)

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

Motion to approve carried unanimously.

- 15. Discussion of and action on a request by C&S Wired Up Electric for approval of a variance to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs: Projecting, Wall and Hanging, or In or On Windows authorizing wall signage for El Rodeo Mexican Grill located at 12932 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 242797. (Applicant)**

(Note: On November 6, 2018 the Planning & Zoning Commission reviewed the request by C&S Wired Up Electric and unanimously recommended approval of a variance, as allowed by Code, for a change of up to 25% of the sign area, allowing for the sign to have a maximum sign area of approximately 66 square feet, in any sign dimension.)

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

Motion to approve carried unanimously.

- 16. Discussion of and action on a request by Robert James for approval of wall signage, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 Old Town Helotes Special District, Subparagraph (g)(6)(b)(2) Commercial Signs – Projecting, Wall, Hanging, or In/On Windows, for Cheetahlish Direct From the Mines store located at 14436 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242097. (Applicant)**

(Note: On November 6, 2018 the Planning & Zoning Commission reviewed the request by Robert James and unanimously recommended approval of wall signage for Cheethalish Direct From the Mines located at 14436 Old Bandera Road.)

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

Motion to approve carried unanimously.

**17. Discussion of and action on the following appointments to the City of Helotes Economic Development Corporation Board of Directors (Mayor Schoolcraft):**

- **Place Two, Patrick Adam**                      **Term Expiring September 30, 2020;**
- **Place Four, Alan Holmes**                      **Term Expiring September 30, 2020; and**
- **Place Six, Mathew McCrossen**                      **Term Expiring September 30, 2020.**

Patrick Adam, Alan Holmes and Matthew McCrossen introduced themselves.

Motion was made by Council Member Meadows, second by Council Member Buys, to discuss and act on this item as written. Council Member Buys and Blue thanked each of the three appointees for their willingness to the serve the City.

Motion to approve carried unanimously.

**18. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 86 *Traffic and Vehicles*, Article III *Parking*, Sec. 86-31 *Prohibited Parking Generally* by adding Subparagraph (f) *Parking in Fire Lane* and Subparagraph (g) *Parking in Handicap Areas*; 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)**

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

Motion to approve carried unanimously.

**19. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 86 *Traffic and Vehicles*, Article II *Vehicle Operations*, Section 86-16 *Stop Signs* by removing F.M. 1560 and City Hall Drive as a full stop location street designation; adding Old F.M. 1560 and Municipal Way as a full stop location street designation; adding F.M. 1560 and Old F.M. 1560 as a full stop location street designation; declaring a public purpose; authorizing the City Administrator to take all necessary steps to implement the provisions of this Ordinance; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**

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

Motion to approve carried unanimously.

20. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 86 *Traffic and Vehicles*, Article II *Vehicle Operations*, Section 86-17 *Yield Signs* by adding a yield sign location at the intersection of Old F.M. 1560 and F.M. 1560; removing yield sign locations from the intersections of F.M. 1560 and Riggs Road, F.M. 1560 and Circle A Trail, and S.H. 16 and F.M. 1560; 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)

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

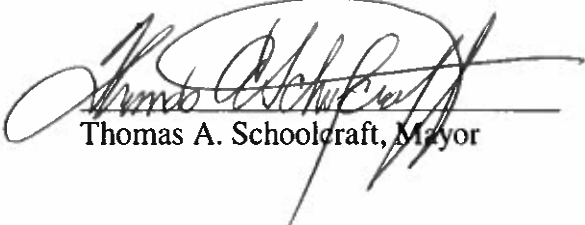
Motion to approve carried unanimously.

### Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 9:20 pm.

ATTEST:

  
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Celina Perez, City Secretary

  
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Thomas A. Schoolcraft, Mayor

