

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, January 9, 2020 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  
Alex Blue, Mayor Pro Tem  
Alan Holmes  
Cynthia Massey  
Paul Friedrichs

Absent: Bert Buys

Staff Present: Celina Perez, City Secretary  
Andrea Goff, CMCC, Municipal Court Administrator

**1. Call to Order.**

Mayor Schoolcraft called the meeting to order at 7:00 p.m. and welcomed Cub Scouts from Pack 384. Council Member Friedrichs led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

OPEN SESSION:

**2. Citizens to be Heard.**

Jennifer Webster voiced noise concerns on a short term rental property located on Antonio Road.

Tammy Pointon expressed the desire to grow Old Town Helotes (OTH) and had the following concerns on the district: signage visibility, future commercial developments, sewage smell, handrails at the new bridge, lighting at the roundabout, and Market Place vendor attendance.

CONSENT AGENDA (ITEM NOS. 3 - 4): 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 Holmes, to approve items 3 and 4 on the consent agenda. Motion to approve carried unanimously.

**3.\*\* Approval of the minutes of the Workshop and Regular Meetings dated December 9, 2019, December 10, 2019 and December 12, 2019, respectively. (Staff)**

**4.\*\* Approval of the Fiscal Year Ending (FYE) 2020 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated January 3, 2020. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Discussion of and action on an Ordinance of the City of Helotes, Texas amending the assessment of a failure to appear fine and a violate promise to appear fine, pursuant to Article 45.203(c) of the Texas Code of Criminal Procedure in order to comply with Senate Bill 346; authorizing the Judge of the Municipal Court to assess said fines; adopting savings, repealer, and penalty clauses; and adopting an effective date. (Staff)**

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

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

6. **Discussion of and action on an Ordinance of the City of Helotes, Texas amending Exhibit B *Municipal Court Violation Codes* of the FYE 2020 Municipal Fee Schedule in order to comply with Senate Bill 346; 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 Council Member Friedrichs, second by Council Member Holmes, to discuss and act on this item as written.

Discussion included the \$750.00 minimum fine set for Violation Code 3021 *Passing School Bus – Fail to Stop and Remain Stopped*. Council Members Holmes stated the Texas Transportation Code allows a maximum fine amount of \$1,250.00 for this violation, and felt the minimum fine should be raised from \$750.00 to \$1,000.00. Andrea Goff, Municipal Court Administrator, explained the fines are set by the presiding Municipal Court Judge. The judge does not max out the fines on the fee schedule, as every circumstance is different. If the circumstance warrants it, the judge can max out the fine.

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

Motion to amend was made by Council Member Holmes to increase the minimum fine set for Violation Code 3021 *Passing School Bus – Fail to Stop and Remain Stopped* from \$750.00 to \$1,000.00, pending the approval of the Municipal Court Judge. No second being heard, the amended motion died.

Mayor Schoolcraft asked for any further discussion from Council, and none being heard, called for a vote on the main motion to approve the Municipal Court Fee Schedule as presented.

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

**CLOSED SESSION:**

Mayor Schoolcraft read the caption below and adjourned the meeting into closed session at 7:31 pm.

- 7. Closed Session in accordance with Texas Government Code §551.074 *Personnel Matters*. In addition to the matters listed below, any matter scheduled for Open Session may be discussed in Closed Session, as appropriate and authorized by Law:**
- **§551.074 *Personnel Matters* - City Council will meet in Closed Session to discuss the negotiated contract terms of the preferred candidate for the position of City Administrator.**

Mayor Schoolcraft convened the meeting into open session at 7:53 pm and announced that no action had been taken in closed session.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

- 8. Discussion of and action on matters discussed in Closed Session regarding the negotiated contract terms of the preferred candidate for the position of City Administrator. (City Council)**

Mayor Schoolcraft entertained a motion from Council to act on this item.

Motion was made by Council Member Massey to approve a resolution of the City of Helotes, Texas approving the terms of agreement between Marian V. Mendoza and the City of Helotes for employment as City Administrator; specifying job duties, the rate of compensation and hours of work; providing for severability; and setting an effective date. The motion was seconded by Mayor Pro Tem Blue.

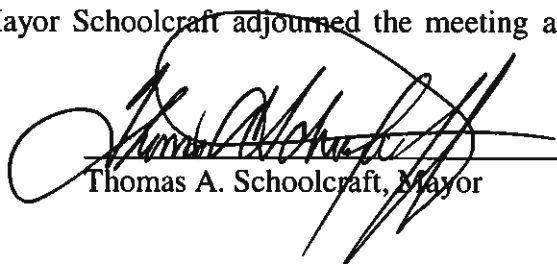
Motion to approve carried unanimously.

**Adjourn**

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:55 p.m.

ATTEST:

  
Celina Perez, City Secretary

  
Thomas A. Schoolcraft, Mayor

