

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, March 14, 2019 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

Absent: Paul Friedrichs

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

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. and welcomed Lucas Fitzgerald from Boy Scout Troop 401.

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

OPEN SESSION:

2. Citizens to be Heard.

No one signed up to speak on this item.

PUBLIC HEARING:

3. Public Hearing to give all interested persons the right to appear and be heard on a request by Dunkin' Donuts for a Specific City Council Approved Use Permit for a restaurant with drive-thru facility at Helotes Crossing Shopping Center, a multi-tenant shopping center on property zoned Overlay District (B3-OD), located at 12423 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 239951.

Mayor Schoolcraft opened the public hearing at 7:02 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:03 p.m.

CONSENT AGENDA (ITEM NOS. 4 - 7): 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 Council Member Buys, to approve items 4, 5, 6 and 7 on the consent agenda. Motion to approve carried unanimously.

- 4.** Approval of the minutes of the Regular Meeting dated February 14, 2019. (Staff)**
- 5.** Approval of the Fiscal Year Ending (FYE) 2019 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated March 7, 2019. (Staff)**
- 6.** Approval of an Ordinance of the City Council of the City of Helotes, Texas declaring unopposed candidates in the May 4, 2019 General Election for the Office of Mayor, Council Member Place 3, and Council Member Place 5 as elected; declaring that the General Election is cancelled; repealing all ordinances or parts of ordinances in conflict therewith; providing a severability clause; and providing for an effective date. (Staff)**
- 7.** Approval of a Resolution of the City Council of the City of Helotes, Texas authorizing the closure of portions of Old Bandera, Bandera (S.H. 16), Leslie, Signal Hill and Rainbow Ridge Roads during certain hours for the 53rd Annual Helotes Cornyval Parade; approving a route for the Cornyval Parade to commence on Leslie Road and travel North on the Southbound lanes of S.H. 16 and merge on to Old Bandera Road at the South end of Old Bandera Road; establishing the Parade disbanding area along Antonio Drive and at the Church of Jesus Christ of Latter-Day Saints located at 13153 Antonio Drive, Helotes, Texas 78023; approving notification to the State of Texas, acting by and through TxDOT, of the Parade and street closures; and authorizing the Mayor to negotiate and execute a revised Multi-Year Road Closure Agreement with TxDOT. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 8. Discussion of and action on a request by Dunkin' Donuts for a Specific City Council Approved Use Permit for a restaurant with drive-thru facility at Helotes Crossing Shopping Center, a multi-tenant shopping center on property zoned Overlay District (B3-OD), located at 12423 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 239951. (Applicant)**

(Note: On March 5, 2019 the Planning & Zoning Commission recommended approval on a request by Dunkin' Donuts for a Specific City Council Approved Use Permit for a restaurant with drive-thru facility at Helotes Crossing Shopping Center.)

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.

9. **Discussion of and action on a request by Pulte Homes of Texas, L.P. for approval of a residential subdivision entry sign, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-43 Residential Subdivision Entry Signs, for Silver Canyon Subdivision located near the intersection of Galm Road and Mill Park, more particularly described as BCAD Property ID No. 1285753. (Applicant)**

(Note: On March 5, 2019 the Planning & Zoning Commission recommended approval on a request by Pulte Homes of Texas, L.P. for a residential subdivision entry sign, on the condition that the proposed new front curved rock structure and text area are understood to be the “sign”, and the remainder of the rock wall is not. The front curved rock structure and text area understood to be the “sign” are to be decreased to a maximum allowable size of 181.25 square feet, which is the 25% allowance on the Code’s 145 square feet size requirement.)

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

The Council consensus was that the sign package was a considerable improvement from the existing sign, even though the size of the proposed rock structure / wall was rather large, and the proposed in-direct lighting is not full cut-off.

Motion to approve the item as presented carried unanimously.

10. **Discussion of and action on a request by Helotes Gallery for approval of a wall sign, 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, located at 14391 Riggs Rd., Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1151554. (Applicant)**

(Note: On March 5, 2019 the Planning & Zoning Commission recommended approval on a request by Helotes Gallery for a wall sign.)

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.

11. **Discussion of and action on a request by Kherington-Hadley, LLC to repeal Ordinance No. 337, Section 4, regulating site vegetation and grading and approval of a conceptual site plan 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)**

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

Since the City Council Meeting held on November 8, 2018, the applicant reduced the number of townhome lots from forty-six (46) to thirty-five (35) and increased the amount of greenspace. Even with the changes, the applicant is unable to meet the grading and vegetation removal requirement of 180 feet from the front property line, as prescribed in Ordinance No. 337, Section 4, and is requesting to repeal the said section. The public hearing process is not required, as the zoning designation will remain Townhouse Single Family Residential District (R-TH).

Mayor Schoolcraft advised a revised conceptual site plan was on the dais for Council to review. The revised site plan depicts additional land that the applicant acquired to use as extra buffer, a sidewalk of the same width that will connect at Spotted Horse, and the installation of a rock wall along Iron Horse Way.

Council agreed the applicant made significant changes to the site plan and went to the extent of adding extra features at the developer's expense. It was also noted that no one from Iron Horse HOA was in attendance.

Motion to approve carried unanimously.

12. **Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 58 *Offenses and Miscellaneous Provisions*, Article II *Alarms and Alarm Systems*, Division 1 *False Alarms* by amending Sections 58-12 *Violations*, 58-13 *Responsibilities of Occupant*, 58-14 *Penalty*, and 58-15 *Documentation and Notification*; 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 Meadows, to discuss and act on this item as written.

Council Member Buys requested for Staff to clarify the language in Section 58-14 *Penalty*, Subparagraph 1, *False Alarm Penalties*, as the use of "more than" and "fewer than" was confusing. Additionally, he requested for Staff to look into regulating false fire alarms and med-alerts.

Motion to approve carried unanimously.

13. **Discussion of and action on amendments to City of Helotes Personnel Policy and Procedures Manual, Chapters 12 *Hours of Work and Overtime* and 13 *Employee Benefits*. (Staff)**

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

Council Member Buys expressed concerns on having the firefighters use ExcuTime, the new time and attendance system, and stated he would meet with the City Administrator and Human Resources.

Motion to approve carried unanimously.


14. Discussion of and direction on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 86 *Traffic and Vehicles* by adding provisions that would regulate Motor-Assisted Scooters within the City of Helotes. (Staff)

The majority of Council shared the same sentiments regarding motor-assisted scooters, citing nuisance, but more specifically, safety concerns for the public and operator. Council directed Staff to proceed with an Ordinance that will prohibit the use of motor-assisted scooters, and that the said Ordinance would be discussed at a future meeting.

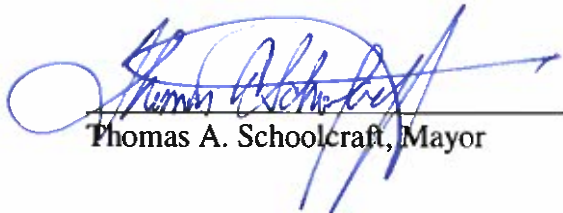
Adjourn

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

ATTEST:



Celina Perez, City Secretary



Thomas A. Schoolcraft, Mayor

