

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, April 11, 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
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. Council Member Meadows led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

RECOGNITION:

2. Proclamation presented by Mayor Thomas A. Schoolcraft to the Helotes Dispatch Center in recognition of National Public Safety Telecommunicators Week dated April 14 – 20, 2019.

Mayor Schoolcraft recognized the Helotes Dispatch Center and presented the proclamation.

OPEN SESSION:

3. Citizens to be Heard.

Veronica Barajas expressed concern on Agenda Item No. 7, stating the proposed development was not keeping with the scenic environment that Helotes is known for.

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

4. Approval of the minutes of the Regular Meeting dated March 28, 2019. (Staff)**

- 5.** **Approval of the Fiscal Year Ending (FYE) 2019 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated April 2, 2019. (Staff)**

6. ** **Approval of a final subdivision plat, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, establishing Bricewood Subdivision, Unit-3, being a 31.5223 acre tract of land out of the called 100 acre tract of land, the Eastern half of Section 5, Volume 6591, Page 259, and 15.8506 acres out of the called 30 acre tract of land recorded in Volume 5757, Page 1303, of the Official Public Records of Bexar County, Texas. (Applicant)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Discussion of and action on a request by Parker & Parker Investment Properties, LP for approval of a conceptual design plan for Judicial Services Company, a proposed office building located at 15248 Scenic Loop Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242030, including, but not limited to, the following:**
 - **Site plan;**
 - **Building design;**
 - **Exterior lighting; and**
 - **Monument signage. (Applicant)**

(Note: On April 2, 2019 the Planning & Zoning Commission recommended approval on the condition that the back side of the building include wainscoting, a motion-sensor or timer is enabled on the exterior lighting, and if needed, that any buffer zone regulations are met.)

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

Discussion included the proposed development, as presented, conforms to Code and complies with the B-2 zoning regulation. All proposed exterior lighting fixtures are compliant and there is nothing in the Code that requires exterior lighting fixtures in a commercial project to be operated by a motion-sensor or timer. Additionally, it was determined that the proposed development complies with the buffer zone requirement. The distance between the street edge of pavement and the rear of the proposed structure is approximately 48 feet; Code requires of 40 feet.

Speaking on this item was Thomas Parker, property owner. Mr. Parker advised more vegetation would be planted along Marnoch Road, which would hide the back of the proposed building.

Motion to approve the item as submitted carried unanimously.

8. Discussion of and action on a request by Russell Young for approval of a conceptual design plan for a building addition to Young Bros. Fire Protection located at 14107 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242275, including, but not limited to, the following:

- **Site plan; and**
- **Building design. (Applicant)**

(Note: On April 2, 2019 the Planning & Zoning Commission recommended approval on the condition that 3 feet of wainscoting wrap the proposed building and the “front” side (the side that faces Bandera Road) include wainscoting or another feature that extends to the roofline for design enhancement and to naturally separate the existing building from the proposed building.)

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

Discussion included the Commission’s recommendation. Council was not in agreement with having the applicant wrap the entire proposed building in wainscoting, but did agree with breaking up the existing building from the proposed building with some design feature that extends to the roofline.

Motion to approve the item as submitted carried unanimously.

9. 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* by adding Article VII *Motor-Assisted Scooters*; 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; providing a penalty; incorporating recitals; and adopting an effective date. (Staff)

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

Motion to approve carried unanimously.

10. Discussion of and action on a Contract for Collections of Emergency Medical Services (EMS) Accounts between the City of Helotes, Texas and Linebarger, Goggan, Blair & Sampson, LLP to enforce the collection of delinquent EMS accounts receivable. (Staff)

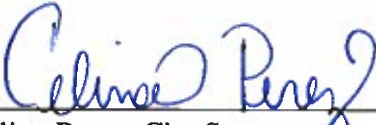
Motion was made by Council Member Meadows, second by Council Member Buys, to discuss and act on this item as written.

Motion to approve carried unanimously.

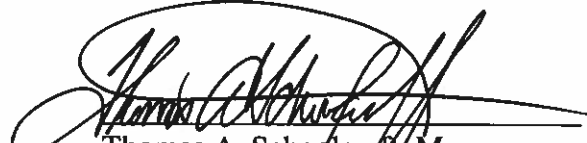
Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 8:07 pm.

ATTEST:



Celina Perez, City Secretary



Thomas A. Schoolcraft, Mayor

