AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
March 14, 2019
7:00 p.m.

The City of Helotes City Council will meet for a Regular Meeting on Thursday, March 14, 2019 at 7:00 p.m. in the City Hall Council Chamber, 12951 Bandera Road, Helotes, Texas 78023. This is an open meeting, subject to the open meeting laws of the State of Texas.

1. Call to Order.

   - Invocation.
   - Pledge of Allegiance.

OPEN SESSION:

2. Citizens to be Heard. ***The City Council shall not discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The Council will accept comments from citizens of the City of Helotes and its Extraterritorial Jurisdiction (ETJ) only. Comments are limited to three (3) minutes, and this time is not transferable. Each person may only speak once. No profanity or threats will be tolerated.***

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.

CONSENT AGENDA (ITEM NOS. 4 - 7):
All Consent Agenda items listed below are considered routine by City Staff and are intended to be enacted by one motion. There will be no separate discussion of these items, unless a Councilmember requests it, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

4. Approval of the minutes of the Regular Meeting dated February 14, 2019. (Staff)

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Helotes City Hall is wheelchair accessible, and accessible parking spaces are available. In compliance with the Americans with Disabilities Act, the City of Helotes will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received forty-eight (48) hours prior to the meeting. Please contact the City Secretary's Office at 210.695.5911 or by facsimile at 210.695.2123.

CONSENT AGENDA Cont.:

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)

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)

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)

ITEMS FOR INDIVIDUAL CONSIDERATION Cont.:

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)

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)

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)

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)

Adjourn meeting.

The City Council reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting be open to the public, in accordance with Texas Government Code, Chapter 551 *Open Meetings*, Subchapter D *Exceptions to Requirement that Meetings be Open*. No action may be ~~taken in~~ Closed Session.

Thomas A. Schoolcraft, Mayor

I certify that this Agenda was posted on March _____, 2019 at _____ a.m. / p.m.

Celina Perez, City Secretary

Notice of Public Hearing
Planning & Zoning Commission
March 5, 2019

The City of Helotes Planning & Zoning Commission will hold a Public Hearing on March 5, 2019 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023 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 (BCAD Property ID No. 239951).

Notice of Public Hearing
City Council
March 14, 2019

The City of Helotes City Council will hold a Public Hearing on March 14, 2019 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023 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 (BCAD Property ID No. 239951).

The subject property map is attached. For more information, visit www.helotes-tx.gov.

I certify the notice was posted on February 15, 2019 at 10:00 a.m.

Celina Perez

Celina Perez, City Secretary

Publication Date: February 15, 2019 in San Antonio Express News

HEARST

MEDIA SOLUTIONS

San Antonio Express-News | ExpressNews.com | mySA.com

SAN ANTONIO EXPRESS NEWS
AFFIDAVIT OF PUBLICATION

STATE OF TEXAS:
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Lynette Nelson, who after being duly sworn, says that she is the BOOKKEEPER of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS-NEWS, a daily newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

Customer ID: 702738
Customer Name: CITY OF HELOTES
Order ID: 3009927

Publication	Pub Date
EN Classified	15-FEB-19

Lynette Nelson
Bookkeeper

Sworn and subscribed to before me, this 4 day of March A.D. 2019

Notary public in and for the State of Texas

MONIQUE EGAN
Notary Public, State of Texas
Comm. Expires 06-03-2020
Notary ID 3183736

NOTICE OF PUBLIC HEARINGS

The City of Helotes Planning & Zoning Commission will hold a Public Hearing on March 5, 2019 and City Council will hold a Public Hearing on March 14, 2019 at 7 p.m. in the City Hall Council Chambers, 12951 Bandera Rd., Helotes, TX 78023 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 (BCAD Property ID No. 239951). For more information, visit www.helotes-tx.gov.

Property Identification #: 239951

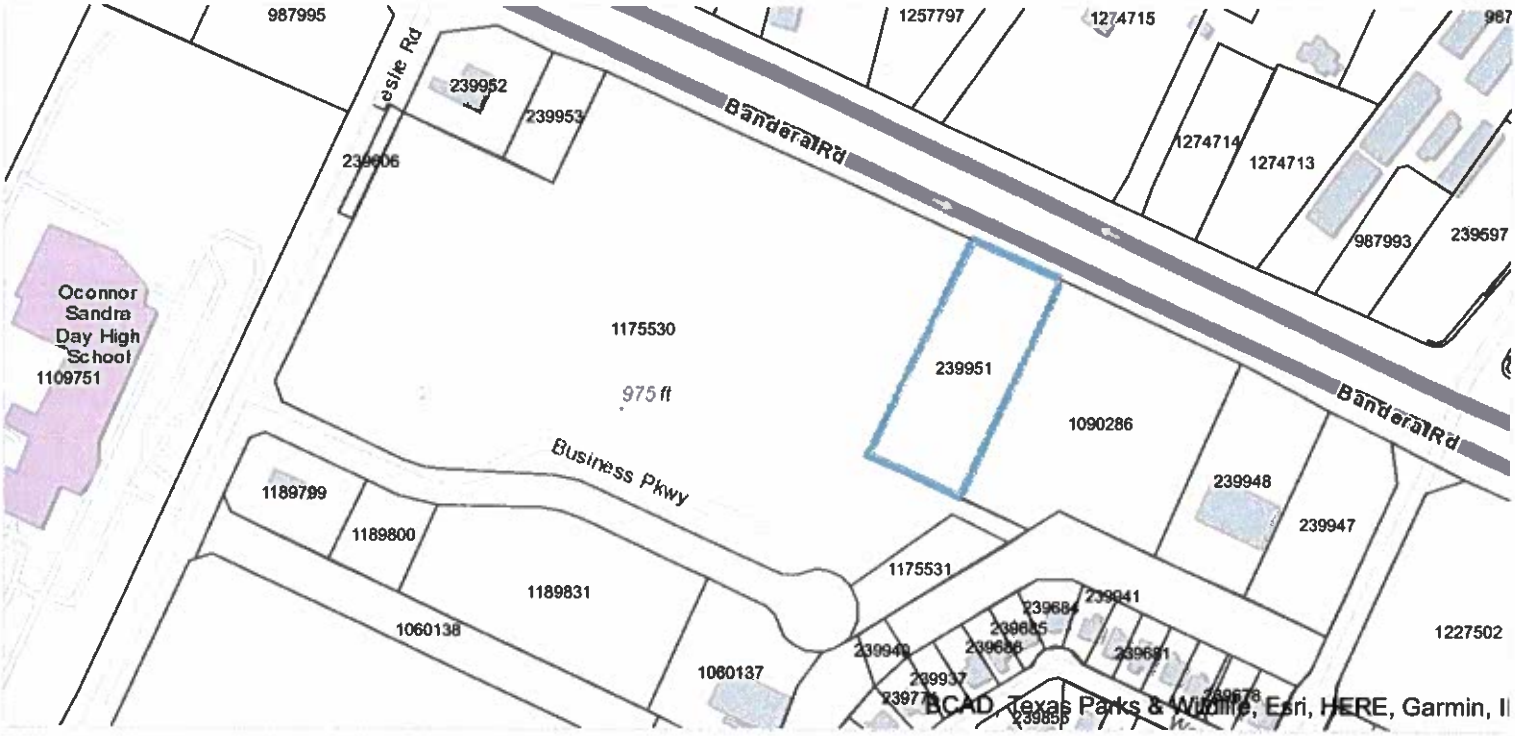
Geo ID:	04478-419-0150
Situs Address:	N STATE HWY 16 HELOTES, TX 78023
Property Type:	Real
State Code:	C1

Property Information: 2019

Legal Description:	CB 4478D BLK 19 LOT 15 SONIC - HELOTES
Abstract:	A04478
Neighborhood:	NBHD code51200
Appraised Value:	N/A
Jurisdictions:	10, 56, 09, CAD, 08, 42, 11, 06

Owner Identification #: 3150750

Name:	ABISO HELOTES CROSSING LP
Exemptions:	
DBA:	Null



Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

DUNKIN' DONUTS
MAIL OUT

ABISO HELOTES CROSSING LP
BLAKE HONIGBLUM
970 ISOM RD
SAN ANTONIO, TX 78216

WAL-MART REAL ESTATE
DBA WAL-MART
PO BOX 8050
BENTONVILLE, AR 72712-8055

CSDRE LLC
13355 NOEL RD STE 1645
DALLAS, TX 75240-6835

HELOTES TOWN CENTRE LP
11503 NW MILITARY STE 330
SAN ANTONIO, TX 78231-1895

HELOTES CROSSING HOA INC
17319 SAN PEDRO AVE STE 318
SAN ANTONIO, TX 78232-1443

MICHAEL & DESIREE KOSTYLO
9631 WASP GRK
HELOTES, TX 78023-4452

DANIEL & SUSAN BLAKE
12211 DROUGHT PASS
HELOTES, TX 78023-4451

KEVIN & KRYSTAL ARCHER
12207 DROUGHT PASS
HELOTES, TX 78023-4451

ARMANDO RODRIGUEZ
DBA HELOTES COUNTRY VILLAGE
41 DONORE SQ
SAN ANTONIO, TX 78229-2142

PRUITT TEAM LLC
DBA KFC
1098 ARCHES PARK DR
ALLEN, TX 75013

February 15, 2019

Abiso Helotes Crossing, LP
C/O Blake Honigblum
970 Isom Road
San Antonio, Texas 78216

Dear Mr. Honigblum,

The City of Helotes Planning & Zoning Commission will hold a Public Hearing on March 5, 2019 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023 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.

Additionally, the City of Helotes City Council will hold a public hearing on March 14, 2019 at 7:00 p.m. regarding the same request as noted above. This public hearing will also be held at City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023.

Although not required, it would probably be advantageous for you, or your representative, to be present at these meetings.

The City of Helotes Planning and Zoning Commission and the City Council reserve the right, as otherwise permitted by law, to amend this notice by the publication of an amended notice on the official municipal website www.helotes-tx.gov (*Notices*), and by the posting of official notice of the public hearing with the agenda for the meeting at which the hearing will take place in the manner required by Tex. Gov't Code Ann. Sec. 551.043. Members of the public are requested to check all official postings and the meeting agenda prior to the commencement of the public hearing.

Should have any additional questions, please feel free to contact me at 210-695-5911 or citysec@helotes-tx.gov.

Sincerely,

Celina Perez

Celina Perez,
City Secretary

February 15, 2019

Dear Property Owner,

The City of Helotes Planning & Zoning Commission will hold a Public Hearing on March 5, 2019 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023 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.

Additionally, the City of Helotes City Council will hold a public hearing on March 14, 2019 at 7:00 p.m. regarding the same request as noted above. This public hearing will also be held at City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023.

You are being notified of these public hearings because you own property within two hundred feet (200') of the subject property as it appears on this date in the BCAD map. As an interested property owner, you are invited to attend the meetings to express your opinion. You may also send written comments to the attention of the City Secretary at PO Box 507, Helotes, Texas 78023 or via email to citysec@helotes-tx.gov.

The City of Helotes Planning and Zoning Commission and the City Council reserve the right, as otherwise permitted by law, to amend this notice by the publication of an amended notice on the official municipal website www.helotes-tx.gov (*Notices*), and by the posting of official notice of the public hearing with the agenda for the meeting at which the hearing will take place in the manner required by Tex. Gov't Code Ann. Sec. 551.043. Members of the public are requested to check all official postings and the meeting agenda prior to the commencement of the public hearing.

For more information, visit *Notices* on www.helotes-tx.gov. Thank you for your interest and participation on this matter. A BCAD map of the subject property is enclosed with this letter.

Sincerely,

Celina Perez

Celina Perez,
City Secretary

Sec. 98-69. - Overlay district (B-3 OD).

(a) *Purpose.* The purpose of the B-3 Overlay District is:

(1) To create a more attractive, cohesive, and safe environment; and

(2) To safeguard the City's heritage by preventing the spoliation of areas that reflect important elements of the City's cultural, natural, historic, and economic fabric; and

(3) To create favorable impressions of Helotes that provide environmental enrichment for the citizens of the City and visitors thereto; and

(4) To preserve, protect, and enhance nearby residential areas; and

(5) To reduce visual chaos and limit distractions along public roadways; and

(6) To stabilize and strengthen property values within the corridor.

(b) *Zoning process and classification.*

(1) This section authorizes the establishment of B-3 Overlay Districts; however, separate ordinances are required to designate each district.

(2) The B-3 Overlay Districts are established as overlays to the regular base zoning districts. Any property located within a B-3 Overlay District must comply with the requirements of the base district, as well as the Overlay District. If there is a conflict between the requirements of the base district and the Overlay District, the more restrictive requirement shall prevail.

(3) The zoning designation for the B-3 Overlay District shall consist of the base zone symbol and the Overlay District symbol (OD) as a suffix.

(c) *Permitted and non-permitted uses.*

(1) The uses that are not permitted in a B-3 Overlay District are as follows:

a. Automobile (Incl. Motorcycles) Sales and Service (New and Used, When Used Incidental to New Sales) (Service Completely Enclosed in B-3 District).

b. Automobile Parking Lots or Garages (Commercial).

c. Bus Passenger Station at Existing Business other than Busing Company.

d. Manufacturing, Light.

e. Newspaper Printer (Completely Enclosed in B-3 District).

f. Pawnshop (Completely Enclosed in B-2 and B-3 Districts).

g. Recreation Vehicle Park.

h. Storage Building (Marine, Automobile, Home, Commercial) (Completely Enclosed in B-3 District).

i. Theater (Outdoor) (Consumption of Alcohol Permitted).

j. Theater (Outdoor) (Consumption of Alcohol Not Permitted).

k. Veterinarian Office and Hospital (with Outside Boarding).

(2) The uses that may be permitted by the City Council, pursuant to the methodology prescribed in Chapter 98, Article V Specific City Council Approved Use Permit are as follows:

a. Alcoholic Beverage (Retail) Sales (No On-premises Consumption).

b. Automobile Car Wash (Full-service).

c. Automobile Car Wash (Self-service).

d. Automobile Filling Station and/or Service (Service Completely Enclosed in B-2 and B-3 Districts).

e. Automobile Paint and Auto Body Shop (Completely Enclosed in B-3 District).

f. Automobile Part Sales (Completely Enclosed) (Retail).

g. Automobile Rental (Rental Car Parking Area Completely Fenced with Six ft. Opaque Fencing in B-2 and B-3 Districts).

h. Carpet Service and Cleaning (Completely Enclosed in B-2 and B-3 Districts).

i. Club or Lodge (Governmental and Non-profit).

j. Club or Lodge (Non-governmental).

k. Convenience Store (Completely Enclosed in B-2 and B-3 Districts).

l. Funeral Home.

m. Hotel (Other Than Motel or Motor Inn Where Patrons Access Rooms Via Parking Area).

n. Marine Sales and Service (New and Used, When Used Incidental to New Sales) (Service Completely Enclosed in B-3 District).

o. Restaurant with Drive Thru (Alcoholic Beverages Incidental to Food Sales).

p. Stone Cutting and Monument Sales/Service (Completely Enclosed in B-3 District).

q. Tavern with Outdoor Area for Patrons/No live or recorded music allowed outside.

r. Tavern (Completely Enclosed in B-2 and B-3 Districts).

s. Theater (Completely Enclosed) (Consumption of Alcohol Permitted).

t. Theater (Completely Enclosed) (Consumption of Alcohol Not Permitted).

(3) Any use permitted by the Schedule of Uses [in Appendix A at the end of this Chapter] in a B-3 General Business District and that is not prohibited by Subsection (c)(1) of this section, nor require a Specific City Council Approved Use Permit by subsection (c)(2) of this Section, is permitted as a matter of right in a B-3 Overlay District.

(Ord. No. 253, § 1(art. III, § 8), 4-8-2004; Ord. No. 387, § 1, 12-8-2008; Ord. No. 409, § 1, 8-13-2009; Ord. No. 18-07, § 2, 5-10-2018)

4

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, February 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
	Paul Friedrichs
Staff Present:	Rick Schroder, City Administrator
	Celina Perez, City Secretary
	Susan Darst, Assistant to the City Administrator
	Joshua Mair, Public Works Supervisor

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. and recognized Emily Kodosky with Boy Scouts Pack 888. Upon completing attendance of this evenings Council meeting, Emily will earn the Arrow of Light badge, being the first female scout in Helotes to do so.

Council Member Buys 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.

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 Meadows, second by Council Member Friedrichs, to approve items 3 and 4 on the consent agenda. Motion to approve carried unanimously.

3. Approval of the minutes of the Regular Meeting dated January 24, 2019. (Staff)

4. Approval of the Fiscal Year Ending (FYE) 2019 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated February 6, 2019. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Discussion of and action on a request by Mexitron, LLP for approval of a shade structure, pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Article IX *Architectural Review by Planning and Zoning Commission and City Council*, for Swiftwater Car Wash located at 12420 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 987993. (Applicant)**

(Note: On February 5, 2019 the Planning and Zoning Commission reviewed the aforementioned request. In May 2017, the Commission approved a similar structure for The Wash Tub, on the condition that the structure's color be beige. The Commission unanimously recommended approval of the proposed shade structure for Swiftwater Car Wash, on the condition that the fabric and frame be an "earth tone" color, instead of the proposed blue color.)

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

Discussion was held on the proposed blue color of the shade structure. The majority of Council felt they could not regulate color choice and agreed the proposed blue color was acceptable. The remainder of Council believed they could regulate color as prescribed by the *Munsell Color System* diagram in the City's design guidelines and felt the proposed blue color was bright and garish, and such a color was not keeping with the "Texas Hill Country" color scheme. Specifically, Council Member Blue voiced opposition to the proposed blue color, citing past instances where Council regulated colors in order to keep with the hill county style. Despite their branding color, Council toned down the red color in the Auto Zone, The Wash Tub, and Kentucky Fried Chicken. He emphasized there should be consistency and the proposed shade structure should be an earth tone color as the Planning & Zoning Commission recommended.

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

Motion to approve the proposed blue color of the shade structure for Swiftwater Car Wash carried: 3 Ayes - Council Member Meadows, Council Member Buys, and Council Member Friedrichs; 2 Nays - Council Member Blue and Mayor Pro Tem Massey.

6. **Discussion of and action on a request by Abiso Helotes Crossing, LP for approval of a conceptual design plan for Helotes Crossing Shopping Center located at 12423 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 239951, including, but not limited to, the following:**

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

(Note: On February 5, 2019 the Planning & Zoning Commission unanimously recommended approval of the conceptual design plan for Helotes Crossing Shopping Center on the following conditions: the stone wainscoting on the two (2) center columns on the front elevation be the same height as the stone on the other columns; a stone wainscot be continued fully along both sides elevations of the building at a height of 3' more or less; all exterior lighting be full cut-off; and the monument sign have a minimum of 2' of landscaping around the base of the sign.)

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

Mayor Schoolcraft advised a revised elevation rendering and monument sign plan was on the dais for Council to review. The applicant had made the necessary changes as requested by the Planning & Zoning Commission.

Motion to approve carried unanimously.

7. **Presentation by City Staff and discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving the submission of a grant application to the State Homeland Security Project Grant Program for the Old Town Helotes Special District Security Bollards, Public Address System, and Safety Surveillance Project; authorizing the City Administrator to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**

Susan Darst, Assistant to the City Administrator, and Joshua Mair, Public Works Supervisor, gave a presentation on the State Homeland Security Project Grant Program application. The objective of the grant project is to protect citizens at community events held in the Old Town Helotes Special District by installing Traffic Bollards and a Public Address System. The grant application also included a trailer mounted, mobile elevated Surveillance Tower.

Motion was made by Council Member Buys, second by Council Member Meadows, 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 7:58 pm.

ATTEST: Thomas A. Schoolcraft, Mayor

Celina Perez, City Secretary

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

5

01 -GENERAL FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
PROPERTY TAXES	2,830,796.00	0.00	2,381,734.95	449,061.05	84.14
NON-PROPERTY TAXES	2,524,239.44	0.00	1,178,564.13	1,345,675.31	46.69
FRANCHISE TAXES	797,221.72	0.00	343,866.30	453,355.42	43.13
LICENSES & FEES	529,243.88	0.00	154,228.21	375,015.67	29.14
MUNICIPAL COURT FINES	657,405.00	7,838.04	260,803.68	396,601.32	39.67
MISCELLANEOUS REVENUE	198,774.64	0.00	86,057.57	112,717.07	43.29
FIRE DEPARTMENT REVENUE	146,840.48	0.00	48,166.06	98,674.42	32.80
DESIGNATED REVENUES	47,692.00	0.00	14,371.51	33,320.49	30.13
TOTAL REVENUES	7,732,213.16	7,838.04	4,467,792.41	3,264,420.75	57.78
EXPENDITURE SUMMARY					
CITY COUNCIL	3,900.00	0.00	1,515.00	2,385.00	38.85
ADMINISTRATION	1,873,314.53	12,352.68	1,030,565.55	842,748.98	55.01
DISPATCH	503,147.35	16,697.89	245,900.06	257,247.29	48.87
CITY SECRETARY	85,129.84	2,331.23	37,848.02	47,281.82	44.46
MUNICIPAL COURT	556,492.60	8,092.40	238,898.65	317,593.95	42.93
HUMAN RESOURCES	141,285.51	4,649.63	74,635.49	66,650.02	52.83
DEVELOPMENT SERVICES	124,714.38	4,070.02	55,068.58	69,645.80	44.16
ANIMAL CONTROL PUB WKS	417,857.16	9,838.80	188,992.03	228,865.13	45.23
BUILDING & GROUNDS	575,684.38	0.00	285,189.69	290,494.69	49.54
POLICE DEPARTMENT	1,790,863.28	51,911.98	801,103.66	989,759.62	44.73
FIRE DEPARTMENT	1,162,666.31	43,288.76	577,090.04	585,576.27	49.64
EMS	497,157.62	18,820.98	315,056.63	182,100.99	63.37
TOTAL EXPENDITURES	7,732,212.96	172,054.37	3,851,863.40	3,880,349.56	49.82
REVENUES OVER/(UNDER) EXPENDITURES	0.20	(164,216.33)	615,929.01	(615,928.81)	4,505.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ROPERTY TAXES					
00-3110 AD VALOREM	2,830,696.00	0.00	2,375,135.59	455,560.41	83.91
00-3120 DELINQUENT	100.00	0.00	6,599.36	(6,499.36)	6,599.36
TOTAL PROPERTY TAXES	2,830,796.00	0.00	2,381,734.95	449,061.05	84.14
ON-PROPERTY TAXES					
01-3140 SALES	2,480,395.20	0.00	1,154,209.48	1,326,185.72	46.53
01-3150 MIXED BEVERAGE	42,291.24	0.00	23,606.97	18,684.27	55.82
01-3170 BINGO	1,553.00	0.00	747.68	805.32	48.14
TOTAL NON-PROPERTY TAXES	2,524,239.44	0.00	1,178,564.13	1,345,675.31	46.69
RANCHISE TAXES					
02-3200 ELECTRIC	423,259.96	0.00	212,355.69	210,904.27	50.17
02-3210 CABLE	119,443.95	0.00	58,337.30	61,106.65	48.84
02-3220 SOLID WASTE	67,930.56	0.00	31,854.94	36,075.62	46.89
02-3230 NATURAL GAS	56,162.81	0.00	27,393.33	28,769.48	48.77
02-3240 TELECOMMUNICATIONS	23,364.52	0.00	10,600.04	12,764.48	45.37
02-3250 WATER SYSTEM	37,089.27	0.00	0.00	37,089.27	0.00
02-3260 TELECOMMUNICATIONS TOWER	47,460.00	0.00	0.00	47,460.00	0.00
02-3270 TOWING FRANCHISE FEES	22,510.65	0.00	3,325.00	19,185.65	14.77
TOTAL FRANCHISE TAXES	797,221.72	0.00	343,866.30	453,355.42	43.13
ICENSES & FEES					
04-3300 BUILDING PERMITS	367,210.97	0.00	102,791.95	264,419.02	27.99
04-3305 REINSPECTION FEES	40,973.31	0.00	25,912.30	15,061.01	63.24
04-3310 SIGN PERMITS	5,515.26	0.00	2,166.40	3,348.86	39.28
04-3320 CERT OF OCCUPANCY PERMITS	3,666.94	0.00	889.00	2,777.94	24.24
04-3330 SUBCONTRACTOR PERMITS	7,780.35	0.00	2,262.80	5,517.55	29.08
04-3340 PLATTING FEES	30,370.82	0.00	6,662.90	23,707.92	21.94
04-3350 PLANNING & ZONING FEES	3,913.73	0.00	(318.95)	4,232.68	8.15-
04-3370 ANIMAL CONTROL FEES	2,170.88	0.00	1,095.20	1,075.68	50.45
04-3380 FOOD LICENSES	30,031.87	0.00	3,343.21	26,688.66	11.13
04-3390 LIQUOR LICENSES	6,402.00	0.00	6,587.50	(185.50)	102.90
04-3440 ENCROACHMENT LICENSES	200.00	0.00	0.00	200.00	0.00
04-3460 PEDDLER LICENSES	1,602.56	0.00	184.80	1,417.76	11.53
04-3500 STREET CUT PERMITS	1,092.61	0.00	0.00	1,092.61	0.00
04-3504 FEES IN LIEU - DETENTION	5,598.21	0.00	0.00	5,598.21	0.00
04-3510 DRIVEWAY PERMITS	1,596.42	0.00	246.00	1,350.42	15.41
04-3520 TREE REMOVAL PERMITS	14,984.19	0.00	806.00	14,178.19	5.38
04-3530 FALSE ALARM FEES	3,510.27	0.00	649.00	2,861.27	18.49
04-3540 OTHER PERMITS & FEES	555.01	0.00	61.20	493.81	11.03
04-3570 FLOOD PLAIN DEV. PERMITS	2,068.48	0.00	888.90	1,179.58	42.97
TOTAL LICENSES & FEES	529,243.88	0.00	154,228.21	375,015.67	29.14

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)1 -GENERAL FUND
:EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
UNICIPAL COURT FINES					
05-1010 COURT FINES	555,332.00	(11,705.27)	183,568.02	371,763.98	33.06
05-1020 WARRANT FINES	102,073.00	19,543.31	77,235.66	24,837.34	75.67
TOTAL MUNICIPAL COURT FINES	657,405.00	7,838.04	260,803.68	396,601.32	39.67
ISCELLANEOUS REVENUE					
06-1010 INTEREST EARNED	41,095.64	0.00	35,913.18	5,182.46	87.39
06-1020 MISCELLANEOUS	100.00	0.00	12,974.83	(12,874.83)	12,974.83
06-1021 TRANSFERS IN/OUT	28,684.00	0.00	20,697.92	7,986.08	72.16
06-1025 CREDIT CARD FEES	13,291.00	0.00	(561.17)	13,852.17	4.22-
06-1030 SALE OF SURPLUS ASSETS	100.00	0.00	0.00	100.00	0.00
06-1040 MONEY FROM OTHER ENTITIES	100.00	0.00	0.00	100.00	0.00
06-1050 REIMBURSEMENT FROM EDC	5,400.00	0.00	5,400.00	0.00	100.00
06-1080 DISPATCH FEES	5,004.00	0.00	2,085.00	2,919.00	41.67
06-1085 MARKETPLACE @ OTHSD	105,000.00	0.00	9,547.81	95,452.19	9.09
TOTAL MISCELLANEOUS REVENUE	198,774.64	0.00	86,057.57	112,717.07	43.29
IRE DEPARTMENT REVENUE					
07-1050 FIRE DEPT SERVICE FEES	268.00	0.00	300.00	(32.00)	111.94
07-1055 EMS SERVICE FEES	146,572.48	0.00	47,866.06	98,706.42	32.66
TOTAL FIRE DEPARTMENT REVENUE	146,840.48	0.00	48,166.06	98,674.42	32.80
ESIGNATED REVENUES					
08-1060 IMPOUND FEES	47,692.00	0.00	14,371.51	33,320.49	30.13
TOTAL DESIGNATED REVENUES	47,692.00	0.00	14,371.51	33,320.49	30.13
OTAL REVENUES	7,732,213.16	7,838.04	4,467,792.41	3,264,420.75	57.78

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
ITY COUNCIL
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ONTRACTUAL SERVICES					
00-5203 SCHOOLS & SEMINARS	500.00	0.00	422.60	77.40	84.52
TOTAL CONTRACTUAL SERVICES	500.00	0.00	422.60	77.40	84.52
OMMODITIES					
00-5326 EXPENSE REIMBURSEMENT	2,500.00	0.00	937.75	1,562.25	37.51
00-5328 UNIFORM ALLOWANCE	900.00	0.00	154.65	745.35	17.18
TOTAL COMMODITIES	3,400.00	0.00	1,092.40	2,307.60	32.13
OTAL CITY COUNCIL	3,900.00	0.00	1,515.00	2,385.00	38.85

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
DMINISTRATION
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
10-5101 SALARIES	306,957.72	10,802.59	132,683.04	174,274.68	43.23
10-5102 OVERTIME	967.00	0.00	802.13	164.87	82.95
10-5103 SOCIAL SECURITY	23,844.88	751.24	9,672.31	14,172.57	40.56
10-5104 RETIREMENT	19,970.93	726.84	9,026.96	10,943.97	45.20
10-5105 HEALTH INSURANCE	17,554.56	72.01	5,865.91	11,688.65	33.42
10-5107 WORKER'S COMPENSATION	69,445.00	0.00	69,445.00	0.00	100.00
10-5108 UNEMPLOYMENT	1,539.00	0.00	74.13	1,464.87	4.82
10-5111 LONGEVITY PAY	3,060.00	0.00	3,060.00	0.00	100.00
10-5115 LIFE INSURANCE & DISABILITY	3,101.76	0.00	1,568.45	1,533.31	50.57
10-5116 VISION & DENTAL INSURANCE	1,411.68	0.00	459.66	952.02	32.56
10-5117 CELLULAR ALLOWANCE	1,680.00	0.00	840.00	840.00	50.00
TOTAL PERSONNEL	449,532.53	12,352.68	233,497.59	216,034.94	51.94
ONTRACTUAL SERVICES					
10-5201 BANK FEES	3,618.00	0.00	2,983.93	634.07	82.47
10-5202 MEMBERSHIPS & LICENSES	3,981.00	0.00	3,275.99	705.01	82.29
10-5203 SCHOOLS & SEMINARS	6,481.00	0.00	6,235.94	245.06	96.22
10-5204 ACCOUNTANT	9,000.00	0.00	3,000.00	6,000.00	33.33
10-5206 CITY ATTORNEY	22,167.27	0.00	18,226.76	3,940.51	82.22
10-5207 CITY AUDITOR	16,300.00	0.00	8,150.00	8,150.00	50.00
10-5208 BEXAR APPRAISAL DIST	17,710.00	0.00	4,336.00	13,374.00	24.48
10-5214 COMPUTER CONTRACTS	74,544.00	0.00	30,886.00	43,658.00	41.43
10-5229 CITY ENGINEER	15,034.91	0.00	2,275.18	12,759.73	15.13
10-5231 BUILDING OFFICIAL	160,521.82	0.00	53,320.00	107,201.82	33.22
10-5234 HEALTH INSPECTOR	15,600.00	0.00	3,900.00	11,700.00	25.00
TOTAL CONTRACTUAL SERVICES	344,958.00	0.00	136,589.80	208,368.20	39.60
OMMODITIES					
10-5301 OFFICE SUPPLIES	9,007.00	0.00	3,990.16	5,016.84	44.30
10-5302 OPERATING SUPPLIES	16,349.00	0.00	9,713.25	6,635.75	59.41
10-5305 TECHNOLOGY & EQUIPMENT	45,878.00	0.00	17,403.83	28,474.17	37.94
10-5323 POSTAGE & POSTAL EQUIPMENT	8,045.00	0.00	7,705.72	339.28	95.78
10-5330 COPIERS & PRINTERS	21,844.00	0.00	11,269.93	10,574.07	51.59
10-5332 PRINTING & ADVERTISING	4,955.00	0.00	600.00	4,355.00	12.11
10-5333 380 AGMT. EXPENSES	859,224.00	0.00	497,506.89	361,717.11	57.90
TOTAL COMMODITIES	965,302.00	0.00	548,189.78	417,112.22	56.79
IABILITY/HAZARD/FIDELTY					
10-5401 INSURANCES	113,522.00	0.00	112,288.38	1,233.62	98.91
TOTAL LIABILITY/HAZARD/FIDELTY	113,522.00	0.00	112,288.38	1,233.62	98.91
OTAL ADMINISTRATION	1,873,314.53	12,352.68	1,030,565.55	842,748.98	55.01

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

01 -GENERAL FUND
DISPATCH
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
515-5101 SALARIES	345,481.02	14,317.78	170,854.19	174,626.83	49.45
515-5102 OVERTIME	3,196.00	13.88	1,551.49	1,644.51	48.54
515-5103 SOCIAL SECURITY	27,870.56	1,088.57	13,747.25	14,123.31	49.33
515-5104 RETIREMENT	25,028.85	1,000.70	12,696.70	12,332.15	50.73
515-5105 HEALTH INSURANCE	39,497.76	0.00	14,676.59	24,821.17	37.16
515-5106 PSYCH & DRUG TESTING	250.00	0.00	0.00	250.00	0.00
515-5108 UNEMPLOYMENT	2,187.00	0.00	0.00	2,187.00	0.00
515-5111 LONGEVITY PAY	4,620.00	0.00	4,620.00	0.00	100.00
515-5112 CERTIFICATION PAY	7,200.00	276.96	3,323.52	3,876.48	46.16
515-5115 LIFE INSURANCE & DISABILITY	4,518.48	0.00	2,263.10	2,255.38	50.09
515-5116 VISION & DENTAL INSURANCE	3,176.28	0.00	1,225.76	1,950.52	38.59
515-5117 CELLULAR ALLOWANCE	3,780.00	0.00	1,890.00	1,890.00	50.00
TOTAL PERSONNEL	466,805.95	16,697.89	226,848.60	239,957.35	48.60
CONTRACTUAL SERVICES					
515-5200 COMMUNICATION EQUIPMENT	3,114.40	0.00	1,148.11	1,966.29	36.86
515-5203 SCHOOLS & SEMINARS	4,837.00	0.00	1,438.69	3,398.31	29.74
515-5211 HARRIS RADIO AGREEMENT	2,888.00	0.00	2,888.00	0.00	100.00
515-5212 FLEETMATICS GPS	2,400.00	0.00	1,067.14	1,332.86	44.46
TOTAL CONTRACTUAL SERVICES	13,239.40	0.00	6,541.94	6,697.46	49.41
COMMODITIES					
515-5302 OPERATING SUPPLIES	8,862.00	0.00	23.14	8,838.86	0.26
515-5324 UNIFORM ALLOWANCE	3,240.00	0.00	1,620.00	1,620.00	50.00
515-5330 TECHNOLOGY & EQUIPMENT	11,000.00	0.00	10,866.38	133.62	98.79
TOTAL COMMODITIES	23,102.00	0.00	12,509.52	10,592.48	54.15
TOTAL DISPATCH	503,147.35	16,697.89	245,900.06	257,247.29	48.87

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)1 -GENERAL FUND
:ITY SECRETARY
:XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
20-5101 SALARIES	51,512.00	1,981.23	23,600.15	27,911.85	45.81
20-5103 SOCIAL SECURITY	3,985.04	142.28	1,731.77	2,253.27	43.46
20-5104 RETIREMENT	3,578.72	135.71	1,654.94	1,923.78	46.24
20-5105 HEALTH INSURANCE	4,388.64	72.01	1,900.61	2,488.03	43.31
20-5108 UNEMPLOYMENT	243.00	0.00	0.00	243.00	0.00
20-5111 LONGEVITY PAY	160.00	0.00	160.00	0.00	100.00
20-5115 LIFE INSURANCE & DISABILITY	590.52	0.00	318.16	272.36	53.88
20-5116 VISION & DENTAL INSURANCE	352.92	0.00	153.22	199.70	43.41
20-5117 CELLULAR ALLOWANCE	420.00	0.00	210.00	210.00	50.00
TOTAL PERSONNEL	65,230.84	2,331.23	29,728.85	35,501.99	45.57
ONTRACTUAL SERVICES					
20-5202 MEMBERSHIPS & LICENSES	175.00	0.00	145.00	30.00	82.86
20-5203 SCHOOLS & SEMINARS	325.00	0.00	159.12	165.88	48.96
20-5210 OTHER CONTRACTUAL SERVICES	5,743.00	0.00	5,308.06	434.94	92.43
20-5211 ELECTION OFFICIALS	8,167.00	0.00	0.00	8,167.00	0.00
20-5216 CODIFICATION	1,377.00	0.00	792.00	585.00	57.52
TOTAL CONTRACTUAL SERVICES	15,787.00	0.00	6,404.18	9,382.82	40.57
OMMODITIES					
20-5331 ADVERTISING	4,112.00	0.00	1,714.99	2,397.01	41.71
TOTAL COMMODITIES	4,112.00	0.00	1,714.99	2,397.01	41.71
OTAL CITY SECRETARY	85,129.84	2,331.23	37,848.02	47,281.82	44.46

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

01 -GENERAL FUND
MUNICIPAL COURT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
530-5101 SALARIES	192,834.10	6,937.45	85,057.88	107,776.22	44.11
530-5102 OVERTIME	1,085.00	44.09	330.04	754.96	30.42
530-5103 SOCIAL SECURITY	15,314.08	535.84	6,875.52	8,438.56	44.90
530-5104 RETIREMENT	12,441.85	468.39	5,848.91	6,592.94	47.01
530-5105 HEALTH INSURANCE	17,554.56	72.01	5,529.82	12,024.74	31.50
530-5108 UNEMPLOYMENT	1,458.00	0.00	67.21	1,390.79	4.61
530-5111 LONGEVITY PAY	2,970.00	0.00	2,970.00	0.00	100.00
530-5112 CERTIFICATION PAY	900.00	34.62	415.44	484.56	46.16
530-5115 LIFE INSURANCE & DISABILITY	2,178.48	0.00	1,131.05	1,047.43	51.92
530-5116 VISION & DENTAL INSURANCE	1,411.68	0.00	612.88	798.80	43.41
530-5117 CELLULAR ALLOWANCE	1,680.00	0.00	510.00	1,170.00	30.36
TOTAL PERSONNEL	249,827.75	8,092.40	109,348.75	140,479.00	43.77
CONTRACTUAL SERVICES					
530-5200 COMMUNICATION EQUIPMENT	3,114.40	0.00	1,148.11	1,966.29	36.86
530-5201 SUBSCRIPTIONS	814.00	0.00	58.90	755.10	7.24
530-5203 SCHOOLS & SEMINARS	2,749.00	0.00	1,212.56	1,536.44	44.11
530-5219 MUNICIPAL COURT JUDGES	13,636.36	0.00	6,900.00	6,736.36	50.60
530-5221 PROSECUTOR	26,669.09	0.00	9,939.90	16,729.19	37.27
530-5222 OPERATIONAL SUPPLIES	7,288.00	0.00	6,719.56	568.44	92.20
530-5224 SOFTWARE & HARDWARE	5,000.00	0.00	4,082.38	917.62	81.65
TOTAL CONTRACTUAL SERVICES	59,270.85	0.00	30,061.41	29,209.44	50.72
COMMODITIES					
530-5324 UNIFORM ALLOWANCE	1,800.00	0.00	720.00	1,080.00	40.00
530-5330 COURT FEES	245,594.00	0.00	98,768.49	146,825.51	40.22
TOTAL COMMODITIES	247,394.00	0.00	99,488.49	147,905.51	40.21
TOTAL MUNICIPAL COURT	556,492.60	8,092.40	238,898.65	317,593.95	42.93

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

01 -GENERAL FUND
HUMAN RESOURCES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
535-5101 SALARIES	94,777.65	3,998.88	48,204.51	46,573.14	50.86
535-5103 SOCIAL SECURITY	8,254.17	304.82	3,966.44	4,287.73	48.05
535-5104 RETIREMENT	7,412.57	273.92	3,591.29	3,821.28	48.45
535-5105 HEALTH INSURANCE	8,777.28	72.01	3,657.20	5,120.08	41.67
535-5108 UNEMPLOYMENT	486.00	0.00	0.00	486.00	0.00
535-5111 LONGEVITY	3,280.00	0.00	3,219.50	60.50	98.16
535-5115 LIFE INSURANCE & DISABILITY	1,252.00	0.00	655.41	596.59	52.35
535-5116 VISION & DENTAL INSURANCE	705.84	0.00	306.44	399.40	43.41
535-5117 CELLULAR ALLOWANCE	840.00	0.00	420.00	420.00	50.00
TOTAL PERSONNEL	125,785.51	4,649.63	64,020.79	61,764.72	50.90
CONTRACTUAL SERVICES					
535-5201 COBRA	1,000.00	0.00	724.00	276.00	72.40
535-5202 TECHNOLOGY & EQUIPMENT	10,000.00	0.00	9,470.60	529.40	94.71
535-5203 SUBSCRIPTIONS	2,000.00	0.00	394.50	1,605.50	19.73
535-5204 SCHOOLS & SEMINARS	2,500.00	0.00	25.60	2,474.40	1.02
TOTAL CONTRACTUAL SERVICES	15,500.00	0.00	10,614.70	4,885.30	68.48
TOTAL HUMAN RESOURCES	141,285.51	4,649.63	74,635.49	66,650.02	52.83

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
EVELOPMENT SERVICES
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
40-5101 SALARIES	90,747.37	3,514.54	41,925.72	48,821.65	46.20
40-5102 OVERTIME	100.00	17.87	65.14	34.86	65.14
40-5103 SOCIAL SECURITY	7,218.34	270.98	3,420.43	3,797.91	47.39
40-5104 RETIREMENT	6,482.35	243.55	3,097.33	3,385.02	47.78
40-5105 HEALTH INSURANCE	8,777.28	0.00	1,828.60	6,948.68	20.83
40-5108 UNEMPLOYMENT	486.00	0.00	0.00	486.00	0.00
40-5111 LONGEVITY PAY	2,170.00	0.00	2,170.00	0.00	100.00
40-5112 CERTIFICATION PAY	600.00	0.00	0.00	600.00	0.00
40-5115 LIFE INSURANCE & DISABILITY	1,141.20	0.00	572.04	569.16	50.13
40-5116 VISION & DENTAL INSURANCE	705.84	0.00	153.22	552.62	21.71
40-5117 CELLULAR ALLOWANCE	840.00	23.08	696.96	143.04	82.97
TOTAL PERSONNEL	119,268.38	4,070.02	53,929.44	65,338.94	45.22
ONTRACTUAL SERVICES					
40-5203 SCHOOLS & SEMINARS	500.00	0.00	0.00	500.00	0.00
40-5205 TECHNOLOGY & EQUIPMENT	4,446.00	0.00	1,139.14	3,306.86	25.62
40-5227 PLAT FILINGS	500.00	0.00	0.00	500.00	0.00
TOTAL CONTRACTUAL SERVICES	5,446.00	0.00	1,139.14	4,306.86	20.92
OTAL DEVELOPMENT SERVICES	124,714.38	4,070.02	55,068.58	69,645.80	44.16

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
NIMAL CONTROL PUB WKS
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
45-5101 SALARIES	249,016.52	8,481.88	109,357.99	139,658.53	43.92
45-5102 OVERTIME	3,014.00	42.50	2,151.53	862.47	71.38
45-5103 SOCIAL SECURITY	19,914.98	656.52	8,779.16	11,135.82	44.08
45-5104 RETIREMENT	17,884.43	588.66	7,961.03	9,923.40	44.51
45-5105 HEALTH INSURANCE	30,720.48	0.00	11,337.32	19,383.16	36.90
45-5108 UNEMPLOYMENT	1,701.00	0.00	222.53	1,478.47	13.08
45-5111 LONGEVITY	2,970.00	0.00	2,700.00	270.00	90.91
45-5112 CERTIFICATION PAY	3,300.00	69.24	830.88	2,469.12	25.18
45-5115 LIFE INSURANCE & DISABILITY	3,298.44	0.00	1,517.30	1,781.14	46.00
45-5116 VISION & DENTAL INSURANCE	2,470.44	0.00	967.24	1,503.20	39.15
TOTAL PERSONNEL	334,290.29	9,838.80	145,824.98	188,465.31	43.62
ONTRACTUAL SERVICES					
45-5200 COMMUNICATION EQUIPMENT	8,402.40	0.00	5,716.54	2,685.86	68.03
45-5202 MEMBERSHIPS & LICENSES	1,555.00	0.00	1,376.54	178.46	88.52
45-5203 SCHOOLS & SEMINARS	5,500.00	0.00	2,646.11	2,853.89	48.11
45-5228 ANIMAL CONTROL	9,792.00	0.00	5,388.05	4,403.95	55.03
45-5230 STREET IMPROVEMENTS	5,000.00	0.00	601.78	4,398.22	12.04
45-5231 DRAINAGE IMPROVEMENTS	5,000.00	0.00	507.03	4,492.97	10.14
45-5236 TRAFFIC SIGNAL MAINTENANCE	3,694.00	0.00	211.96	3,482.04	5.74
TOTAL CONTRACTUAL SERVICES	38,943.40	0.00	16,448.01	22,495.39	42.24
OMMODITIES					
45-5306 MOTOR FUEL & LUBRICANTS	11,577.82	0.00	5,243.41	6,334.41	45.29
45-5324 UNIFORM ALLOWANCE	5,040.00	0.00	1,768.85	3,271.15	35.10
TOTAL COMMODITIES	16,617.82	0.00	7,012.26	9,605.56	42.20
APITAL OUTLAY					
45-5501 VEHICLES & EQUIPMENT	28,005.65	0.00	19,706.78	8,298.87	70.37
TOTAL CAPITAL OUTLAY	28,005.65	0.00	19,706.78	8,298.87	70.37
OTAL ANIMAL CONTROL PUB WKS	417,857.16	9,838.80	188,992.03	228,865.13	45.23

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
UILDING & GROUNDS
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ONTRACTUAL SERVICES					
50-5210 OTHER CONTRACTUAL SERVICES	8,810.00	0.00	6,530.72	2,279.28	74.13
50-5237 WATER	9,900.00	0.00	5,312.01	4,587.99	53.66
50-5238 GAS	4,493.45	0.00	2,151.30	2,342.15	47.88
50-5239 ELECTRIC	69,902.18	0.00	18,734.90	51,167.28	26.80
50-5240 TELEPHONE	24,506.00	0.00	11,761.74	12,744.26	48.00
50-5241 BUILDING MAINTENANCE	214,667.00	0.00	211,357.46	3,309.54	98.46
50-5242 CITY CUSTODIAN	18,415.64	0.00	6,821.50	11,594.14	37.04
50-5243 GROUNDS MAINTENANCE	6,271.00	0.00	2,549.23	3,721.77	40.65
50-5244 LANDSCAPING SERVICES	1,452.00	0.00	416.07	1,035.93	28.65
50-5245 INTERNET & CABLE	6,593.00	0.00	2,751.30	3,841.70	41.73
TOTAL CONTRACTUAL SERVICES	365,010.27	0.00	268,386.23	96,624.04	73.53
OMMODITIES					
50-5302 OPERATING SUPPLIES	1,536.00	0.00	1,521.24	14.76	99.04
TOTAL COMMODITIES	1,536.00	0.00	1,521.24	14.76	99.04
APITAL OUTLAY					
50-5510 MISCELLANEOUS EXPENSES	7,000.00	0.00	462.50	6,537.50	6.61
50-5520 PARKS & RECREATION	138,138.11	0.00	31,900.80	106,237.31	23.09
50-5521 HELOTES AREA COMMUNITY BAND	14,000.00	0.00	2,395.97	11,604.03	17.11
50-5525 MARKETPLACE @ OTHSD	50,000.00	0.00	(19,477.05)	69,477.05	38.95-
TOTAL CAPITAL OUTLAY	209,138.11	0.00	15,282.22	193,855.89	7.31
OTAL BUILDING & GROUNDS	575,684.38	0.00	285,189.69	290,494.69	49.54

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
OLICE DEPARTMENT
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
60-5101 SALARIES	1,149,936.28	44,318.51	537,825.95	612,110.33	46.77
60-5102 OVERTIME	12,371.00	463.00	5,842.45	6,528.55	47.23
60-5103 SOCIAL SECURITY	92,839.35	3,376.45	44,167.42	48,671.93	47.57
60-5104 RETIREMENT	80,929.03	3,073.62	40,108.96	40,820.07	49.56
60-5105 HEALTH INSURANCE	100,938.72	288.04	42,510.49	58,428.23	42.12
60-5108 UNEMPLOYMENT	6,318.00	0.00	140.24	6,177.76	2.22
60-5111 LONGEVITY PAY	27,770.00	0.00	27,590.00	180.00	99.35
60-5112 CERTIFICATION PAY	10,200.00	392.36	4,708.32	5,491.68	46.16
60-5115 LIFE INSURANCE & DISABILITY	13,849.80	0.00	6,806.32	7,043.48	49.14
60-5116 VISION & DENTAL INSURANCE	8,117.16	0.00	3,500.82	4,616.34	43.13
60-5117 CELLULAR ALLOWANCE	9,660.00	0.00	4,800.00	4,860.00	49.69
TOTAL PERSONNEL	1,512,929.34	51,911.98	718,000.97	794,928.37	47.46
ONTRACTUAL SERVICES					
60-5200 COMMUNICATION EQUIPMENT	3,114.40	0.00	1,652.51	1,461.89	53.06
60-5201 SUBSCRIPTIONS	3,144.00	0.00	0.00	3,144.00	0.00
60-5210 OTHER CONTRACTUAL SERVICES	32,082.00	0.00	8,182.58	23,899.42	25.51
60-5250 IMPOUND FEES - WRECKER	8,400.00	0.00	2,760.00	5,640.00	32.86
60-5251 IMPOUND FEES - MISC	985.00	0.00	0.00	985.00	0.00
TOTAL CONTRACTUAL SERVICES	47,725.40	0.00	12,595.09	35,130.31	26.39
OMMODITIES					
60-5301 OFFICE SUPPLIES	3,430.00	0.00	1,561.93	1,868.07	45.54
60-5302 OPERATING SUPPLIES	13,156.19	0.00	736.13	12,420.06	5.60
60-5303 TECHNOLOGY & EQUIPMENT	40,332.00	0.00	28,844.45	11,487.55	71.52
60-5306 MOTOR FUEL & LUBRICANT	39,982.91	0.00	6,173.06	33,809.85	15.44
60-5310 AMMUNITION	500.00	0.00	0.00	500.00	0.00
60-5311 BULLET-PROOF VESTS	7,093.57	0.00	7,093.57	0.00	100.00
60-5318 VEHICLE MAINTENANCE	13,792.43	0.00	(849.57)	14,642.00	6.16-
60-5324 UNIFORM ALLOWANCE	16,200.00	0.00	7,740.00	8,460.00	47.78
60-5326 EXPENSE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00
60-5332 PRINTING	500.00	0.00	0.00	500.00	0.00
TOTAL COMMODITIES	135,087.10	0.00	51,299.57	83,787.53	37.98
APITAL OUTLAY					
60-5501 VEHICLE PURCHASES	94,621.44	0.00	19,208.03	75,413.41	20.30
60-5502 FURNITURE & FIXTURES	500.00	0.00	0.00	500.00	0.00
TOTAL CAPITAL OUTLAY	95,121.44	0.00	19,208.03	75,913.41	20.19
OTAL POLICE DEPARTMENT	1,790,863.28	51,911.98	801,103.66	989,759.62	44.73

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

01 -GENERAL FUND
FIRE DEPARTMENT
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
80-5101 SALARIES	727,056.05	33,497.31	330,847.01	396,209.04	45.51
80-5102 OVERTIME	56,443.00	4,161.61	31,148.33	25,294.67	55.19
80-5103 SOCIAL SECURITY	58,088.44	2,822.31	28,628.29	29,460.15	49.28
80-5104 RETIREMENT	46,422.38	2,504.72	23,464.88	22,957.50	50.55
80-5105 HEALTH INSURANCE	52,663.68	72.01	19,825.60	32,838.08	37.65
80-5108 UNEMPLOYMENT	5,076.00	0.00	430.43	4,645.57	8.48
80-5110 PRE-EMPLOYMENT PHYSICALS	7,934.00	0.00	405.00	7,529.00	5.10
80-5111 LONGEVITY	7,000.00	0.00	5,900.00	1,100.00	84.29
80-5112 CERTIFICATION PAY	6,300.00	230.80	1,707.92	4,592.08	27.11
80-5115 LIFE INSURANCE & DISABILITY	7,944.60	0.00	3,721.22	4,223.38	46.84
80-5116 VISION & DENTAL INSURANCE	4,235.04	0.00	1,655.20	2,579.84	39.08
80-5117 CELLULAR ALLOWANCE	5,040.00	0.00	2,275.00	2,765.00	45.14
TOTAL PERSONNEL	984,203.19	43,288.76	450,008.88	534,194.31	45.72
CONTRACTUAL SERVICES					
80-5200 COMMUNICATION EQUIPMENT	3,114.40	0.00	1,079.90	2,034.50	34.67
80-5201 SUBSCRIPTIONS	1,211.00	0.00	759.00	452.00	62.68
80-5202 MEMBERSHIPS & LICENSES	2,907.00	0.00	1,221.00	1,686.00	42.00
80-5203 SCHOOLS & SEMINARS	15,000.00	0.00	3,548.39	11,451.61	23.66
80-5210 OTHER CONTRACTUAL SERVICES	15,000.00	0.00	7,344.48	7,655.52	48.96
TOTAL CONTRACTUAL SERVICES	37,232.40	0.00	13,952.77	23,279.63	37.47
COMMODITIES					
80-5301 OFFICE SUPPLIES	2,173.00	0.00	1,485.28	687.72	68.35
80-5302 OPERATING SUPPLIES	10,000.00	0.00	4,684.06	5,315.94	46.84
80-5303 TECHNOLOGY & EQUIPMENT	1,786.00	0.00	1,513.88	272.12	84.76
80-5305 EQUIPT. PURCHASE / MAINTENANCE	17,526.00	0.00	17,474.84	51.16	99.71
80-5306 MOTOR FUEL & LUBRICANT	8,178.55	0.00	1,984.11	6,194.44	24.26
80-5312 VEHICLES & RELATED EXP.	13,130.02	0.00	12,558.48	571.54	95.65
80-5322 VEHICLE MAINTENANCE	9,541.00	0.00	1,059.90	8,481.10	11.11
80-5324 UNIFORM ALLOWANCE	11,520.00	0.00	4,991.84	6,528.16	43.33
80-5333 TRANSFER OUT TO CAPITAL FUND	67,376.15	0.00	67,376.00	0.15	100.00
TOTAL COMMODITIES	141,230.72	0.00	113,128.39	28,102.33	80.10
TOTAL FIRE DEPARTMENT	1,162,666.31	43,288.76	577,090.04	585,576.27	49.64

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -GENERAL FUND
MS
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
85-5101 SALARIES	269,914.70	10,132.31	159,137.55	110,777.15	58.96
85-5102 OVERTIME	40,396.00	6,717.64	38,065.14	2,330.86	94.23
85-5103 SOCIAL SECURITY	21,600.90	1,295.33	15,279.34	6,321.56	70.73
85-5104 RETIREMENT	19,398.46	773.84	12,604.38	6,794.08	64.98
85-5105 HEALTH INSURANCE	26,331.84	0.00	10,684.84	15,647.00	40.58
85-5108 UNEMPLOYMENT	1,458.00	0.00	0.00	1,458.00	0.00
85-5111 LONGEVITY	4,420.00	0.00	4,420.00	0.00	100.00
85-5112 CERTIFICATION PAY	3,600.00	103.86	2,181.06	1,418.94	60.59
85-5115 LIFE INSURANCE & DISABILITY	3,385.44	0.00	1,763.37	1,622.07	52.09
85-5116 VISION & DENTAL INSURANCE	2,117.52	0.00	919.32	1,198.20	43.41
85-5117 CELLULAR ALLOWANCE	2,520.00	0.00	1,365.00	1,155.00	54.17
TOTAL PERSONNEL	395,142.86	19,022.98	246,420.00	148,722.86	62.36
ONTRACTUAL SERVICES					
85-5200 COMMUNICATION EQUIPMENT	3,114.40	0.00	1,547.53	1,566.87	49.69
85-5201 SUBSCRIPTIONS	500.00	0.00	0.00	500.00	0.00
85-5202 MEMBERSHIPS & LICENSES	1,600.00	0.00	1,419.00	181.00	88.69
85-5203 SCHOOLS & SEMINARS	2,000.00	0.00	0.00	2,000.00	0.00
85-5210 OTHER CONTRACTUAL SERVICES	14,475.00	0.00	10,573.65	3,901.35	73.05
85-5211 MEDICAL DIRECTION	16,272.00	0.00	8,195.46	8,076.54	50.37
TOTAL CONTRACTUAL SERVICES	37,961.40	0.00	21,735.64	16,225.76	57.26
OMMODITIES					
85-5302 OPERATING EXPENSES	2,500.00	0.00	63.67	2,436.33	2.55
85-5305 EQUIPT. PURCHASE & MAINTENANCE	9,737.00	0.00	8,194.09	1,542.91	84.15
85-5306 MOTOR FUEL & LUBRICANTS	5,628.00	0.00	1,763.24	3,864.76	31.33
85-5317 MEDICAL SUPPLIES	14,707.00	0.00	9,678.25	5,028.75	65.81
85-5322 VEHICLE MAINTENANCE	2,728.00	0.00	678.90	2,049.10	24.89
85-5324 UNIFORM ALLOWANCE	4,320.00	(202.00)	2,089.84	2,230.16	48.38
TOTAL COMMODITIES	39,620.00	(202.00)	22,467.99	17,152.01	56.71
APITAL OUTLAY					
85-5521 TRANSFER OUT TO CAPITAL FUND	24,433.36	0.00	24,433.00	0.36	100.00
TOTAL CAPITAL OUTLAY	24,433.36	0.00	24,433.00	0.36	100.00
OTAL EMS	497,157.62	18,820.98	315,056.63	182,100.99	63.37
OTAL EXPENDITURES	7,732,212.96	172,054.37	3,851,863.40	3,880,349.56	49.82
EVENUES OVER/(UNDER) EXPENDITURES	0.20	(164,216.33)	615,929.01	(615,928.81)	4,505.00

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)2 -DEBT SERVICE- BONDS
'INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
PROPERTY TAXES	889,632.18	0.00	938,523.78	(48,891.60)	105.50
FRANCHISE TAXES	323,039.76	0.00	323,040.00	(0.24)	100.00
MISCELLANEOUS REVENUE	1,772.00	0.00	1,180.69	591.31	66.63
OTAL REVENUES	1,214,443.94	0.00	1,262,744.47	(48,300.53)	103.98
XPENDITURE SUMMARY					
ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
DEVELOPMENT SERVICES	1,217,215.94	0.00	1,052,528.69	164,687.25	86.47
OTAL EXPENDITURES	1,217,715.94	0.00	1,052,528.69	165,187.25	86.43
EVENUES OVER/(UNDER) EXPENDITURES	(3,272.00)	0.00	210,215.78	(213,487.78)	6,424.69-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

2 -DEBT SERVICE- BONDS
EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ROPERTY TAXES					
00-3140 DEBT SERVICE (INT & SINKING)	889,632.18	0.00	938,523.78	(48,891.60)	105.50
TOTAL PROPERTY TAXES	889,632.18	0.00	938,523.78	(48,891.60)	105.50
RANCHISE TAXES					
02-3270 EDC $4M DEBT SERVICE	323,039.76	0.00	323,040.00	(0.24)	100.00
TOTAL FRANCHISE TAXES	323,039.76	0.00	323,040.00	(0.24)	100.00
ISCELLANEOUS REVENUE					
06-1010 INTEREST EARNED	1,772.00	0.00	1,180.69	591.31	66.63
TOTAL MISCELLANEOUS REVENUE	1,772.00	0.00	1,180.69	591.31	66.63
OTAL REVENUES	1,214,443.94	0.00	1,262,744.47	(48,300.53)	103.98

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)2 -DEBT SERVICE- BONDS
\DMINISTRATION
:XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
:ONTRACTUAL SERVICES					
;10-5200 BANK FEES	500.00	0.00	0.00	500.00	0.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	0.00	500.00	0.00
:OTAL ADMINISTRATION	500.00	0.00	0.00	500.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

02 -DEBT SERVICE- BONDS
DEVELOPMENT SERVICES
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
DEBT SERVICE					
540-5602 PROCESSING FEES	2,000.00	0.00	175.00	1,825.00	8.75
TOTAL DEBT SERVICE	2,000.00	0.00	175.00	1,825.00	8.75
DEBT SERVICE					
540-5700 FORD MOTOR CREDIT - CURRENT FY	2,309.00	0.00	2,309.00	0.00	100.00
540-5701 US BANK (FIRE/EMS) - PAYOFF	2,235.00	0.00	2,235.00	0.00	100.00
TOTAL DEBT SERVICE	4,544.00	0.00	4,544.00	0.00	100.00
DEBT SERVICE					
540-5800 PRINCIPAL BOND - 2007 CofO	525,000.00	0.00	525,000.00	0.00	100.00
540-5801 INTEREST BOND - 2007 CofO	210,353.25	0.00	110,334.75	100,018.50	52.45
540-5804 LITIGATION EXPENSES	258,281.19	0.00	258,281.19	0.00	100.00
TOTAL DEBT SERVICE	993,634.44	0.00	893,615.94	100,018.50	89.93
DEBT SERVICE					
540-5900 PRINCIPAL BOND - 2015 CofO	90,000.00	0.00	90,000.00	0.00	100.00
540-5901 INTEREST BOND - 2015 CofO	127,037.50	0.00	64,193.75	62,843.75	50.53
TOTAL DEBT SERVICE	217,037.50	0.00	154,193.75	62,843.75	71.04
TOTAL DEVELOPMENT SERVICES	1,217,215.94	0.00	1,052,528.69	164,687.25	86.47
TOTAL EXPENDITURES	1,217,715.94	0.00	1,052,528.69	165,187.25	86.43
REVENUES OVER/(UNDER) EXPENDITURES	(3,272.00)	0.00	210,215.78	(213,487.78)	6,424.69-

*** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

3 -CAPITAL REPLACEMENT
INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
MISCELLANEOUS REVENUE	104,161.50	0.00	100,744.64	3,416.86	96.72
OTAL REVENUES	104,161.50	0.00	100,744.64	3,416.86	96.72
XPENDITURE SUMMARY					
ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
BUILDING & GROUNDS	808,259.77	0.00	34,986.94	773,272.83	4.33
OTAL EXPENDITURES	808,759.77	0.00	34,986.94	773,772.83	4.33
EVENUES OVER/(UNDER) EXPENDITURES	(704,598.27)	0.00	65,757.70	(770,355.97)	9.33-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)3 -CAPITAL REPLACEMENT
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
106-1010 INTEREST	10,202.50	0.00	8,585.64	1,616.86	84.15
106-1018 PD MISC REVENUES	2,150.00	0.00	350.00	1,800.00	16.28
106-1019 FD MISC REVENUES	91,809.00	0.00	91,809.00	0.00	100.00
TOTAL MISCELLANEOUS REVENUE	104,161.50	0.00	100,744.64	3,416.86	96.72
TOTAL REVENUES	104,161.50	0.00	100,744.64	3,416.86	96.72

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)3 -CAPITAL REPLACEMENT
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK CHARGES	500.00	0.00	0.00	500.00	0.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	0.00	500.00	0.00
TOTAL ADMINISTRATION	500.00	0.00	0.00	500.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

3 -CAPITAL REPLACEMENT
UILDING & GROUNDS
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
APITAL OUTLAY					
50-5501 FIRE DEPT PURCHASES	91,809.00	0.00	0.00	91,809.00	0.00
50-5509 EDC 2015 CofO EXPENDITURES	297,384.20	0.00	15,858.00	281,526.20	5.33
50-5510 POLICE DEPT PURCHASES	9,367.57	0.00	0.00	9,367.57	0.00
50-5512 CITY 2015 CofO EXPENDITURES	409,699.00	0.00	19,128.94	390,570.06	4.67
TOTAL CAPITAL OUTLAY	808,259.77	0.00	34,986.94	773,272.83	4.33
OTAL BUILDING & GROUNDS	808,259.77	0.00	34,986.94	773,272.83	4.33
OTAL EXPENDITURES	808,759.77	0.00	34,986.94	773,772.83	4.33
EVENUES OVER/(UNDER) EXPENDITURES	(704,598.27)	0.00	65,757.70	(770,355.97)	9.33-

** END OF REPORT ***

EVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00	0.00	0.00

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)5 -ECONOMIC DEVELOPMENT CORP
'INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
NON-PROPERTY TAXES	1,220,288.82	0.00	582,375.11	637,913.71	47.72
MISCELLANEOUS REVENUE	8,492.00	0.00	5,516.71	2,975.29	64.96
TOTAL REVENUES	1,228,780.82	0.00	587,891.82	640,889.00	47.84
EXPENDITURE SUMMARY					
ADMINISTRATION	1,228,780.82	2,996.06	656,095.14	572,685.68	53.39
TOTAL EXPENDITURES	1,228,780.82	2,996.06	656,095.14	572,685.68	53.39
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(2,996.06)	(68,203.32)	68,203.32	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

5 -ECONOMIC DEVELOPMENT CORP
EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ON-PROPERTY TAXES					
01-3140 SALES TAX	1,210,581.82	0.00	577,104.70	633,477.12	47.67
01-3150 MIXED BEVERAGE	9,707.00	0.00	5,270.41	4,436.59	54.29
TOTAL NON-PROPERTY TAXES	1,220,288.82	0.00	582,375.11	637,913.71	47.72
ISCELLANEOUS REVENUE					
06-1010 INTEREST	8,492.00	0.00	5,516.71	2,975.29	64.96
TOTAL MISCELLANEOUS REVENUE	8,492.00	0.00	5,516.71	2,975.29	64.96
OTAL REVENUES	1,228,780.82	0.00	587,891.82	640,889.00	47.84

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

'5 -ECONOMIC DEVELOPMENT CORP
.DMINISTRATION
:XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
'ERSONNEL					
·10-5101 SALARIES	68,053.00	2,617.43	31,034.93	37,018.07	45.60
·10-5111 LONGEVITY	1,100.00	0.00	1,100.00	0.00	100.00
·10-5113 BENEFITS	17,352.22	378.63	7,114.49	10,237.73	41.00
TOTAL PERSONNEL	86,505.22	2,996.06	39,249.42	47,255.80	45.37
:ONTRACTUAL SERVICES					
·10-5201 MEMBERSHIPS, DUES & LICENSES	16,000.00	0.00	4,660.37	11,339.63	29.13
·10-5202 AUDIT FEES	3,200.00	0.00	1,600.00	1,600.00	50.00
·10-5203 SCHOOLS, SEMINARS, CONFERENCES	3,000.00	0.00	0.00	3,000.00	0.00
·10-5204 INTL. CONF. SHOPPING CENTERS	9,000.00	0.00	4,622.57	4,377.43	51.36
·10-5205 BANK FEES	500.00	0.00	0.00	500.00	0.00
·10-5206 LEGAL FEES	2,993.00	0.00	399.00	2,594.00	13.33
·10-5208 CONC. DESIGN & LAND USE PLANS	25,000.00	0.00	1,550.00	23,450.00	6.20
·10-5210 WORKSHOPS & PROMOTIONS	3,000.00	0.00	150.00	2,850.00	5.00
·10-5211 MARKETING	35,000.00	0.00	7,727.63	27,272.37	22.08
·10-5212 WEBSITE DEV. & MAINTENANCE	8,144.00	0.00	3,040.00	5,104.00	37.33
·10-5214 MANAGED SVCS. AGREEMENT	5,523.68	0.00	5,523.68	0.00	100.00
·10-5215 DEBT SERVICE	323,040.00	0.00	323,040.00	0.00	100.00
·10-5221 RETAIL RECRUITMENT	20,000.00	0.00	0.00	20,000.00	0.00
·10-5224 OFFICE RENTAL	9,600.00	0.00	3,800.00	5,800.00	39.58
·10-5225 OTHSD PARKING LOT LEASE	6,000.00	0.00	2,106.12	3,893.88	35.10
·10-5226 LAND ACQUISITION	234,649.84	0.00	0.00	234,649.84	0.00
TOTAL CONTRACTUAL SERVICES	704,650.52	0.00	358,219.37	346,431.15	50.84
:OMMODITIES					
·10-5301 OFFICE SUPPLIES	5,126.08	0.00	247.18	4,878.90	4.82
·10-5302 OPERATIONAL EXPENSES	9,750.00	0.00	9,119.17	630.83	93.53
·10-5305 COMMUNICATION EQUIPMENT	1,421.00	0.00	506.55	914.45	35.65
·10-5326 EXPENSE REIMBURSEMENT	250.00	0.00	0.00	250.00	0.00
·10-5333 380 AGREEMENT REIMBURSEMENTS	421,078.00	0.00	248,753.45	172,324.55	59.08
TOTAL COMMODITIES	437,625.08	0.00	258,626.35	178,998.73	59.10
'OTAL ADMINISTRATION	1,228,780.82	2,996.06	656,095.14	572,685.68	53.39
'OTAL EXPENDITURES	1,228,780.82	2,996.06	656,095.14	572,685.68	53.39
:EVENUES OVER/(UNDER) EXPENDITURES	0.00	(2,996.06)	(68,203.32)	68,203.32	0.00

'** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)6 -MUNICIPAL COURT SECURITY
'INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
:EVENUE SUMMARY					
MISCELLANEOUS REVENUE	12,599.00	0.00	4,089.22	8,509.78	32.46
'OTAL REVENUES	12,599.00	0.00	4,089.22	8,509.78	32.46
:XPENDITURE SUMMARY					
ADMINISTRATION	28,934.00	0.00	20,697.92	8,236.08	71.53
'OTAL EXPENDITURES	28,934.00	0.00	20,697.92	8,236.08	71.53
:EVENUES OVER/(UNDER) EXPENDITURES	(16,335.00)	0.00	(16,608.70)	273.70	101.68

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

6 -MUNICIPAL COURT SECURITY
EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ISCELLANEOUS REVENUE					
06-1010 INTEREST	153.00	0.00	7.95	145.05	5.20
06-1080 DEDICATED REVENUE	12,446.00	0.00	4,081.27	8,364.73	32.79
TOTAL MISCELLANEOUS REVENUE	12,599.00	0.00	4,089.22	8,509.78	32.46
OTAL REVENUES	12,599.00	0.00	4,089.22	8,509.78	32.46

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

6 -MUNICIPAL COURT SECURITY
.DMINISTRATION
:XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
:ONTRACTUAL SERVICES					
10-5200 BANK FEES	250.00	0.00	0.00	250.00	0.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	0.00	250.00	0.00
:APITAL OUTLAY					
10-5502 TRANSFER TO GENERAL FUND	28,684.00	0.00	20,697.92	7,986.08	72.16
TOTAL CAPITAL OUTLAY	28,684.00	0.00	20,697.92	7,986.08	72.16
:OTAL ADMINISTRATION	28,934.00	0.00	20,697.92	8,236.08	71.53
:OTAL EXPENDITURES	28,934.00	0.00	20,697.92	8,236.08	71.53
:EVENUES OVER/(UNDER) EXPENDITURES	(16,335.00)	0.00	(16,608.70)	273.70	101.68

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

7 -MUNICIPAL CRT TECHNOLOGY
INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
NON-PROPERTY TAXES	13,767.00	0.00	5,442.64	8,324.36	39.53
MISCELLANEOUS REVENUE	77.00	0.00	87.83	(10.83)	114.06
OTAL REVENUES	13,844.00	0.00	5,530.47	8,313.53	39.95
XPENDITURE SUMMARY					
ADMINISTRATION	24,886.00	0.00	8,700.90	16,185.10	34.96
OTAL EXPENDITURES	24,886.00	0.00	8,700.90	16,185.10	34.96
EVENUES OVER/(UNDER) EXPENDITURES	(11,042.00)	0.00	(3,170.43)	(7,871.57)	28.71

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

17 -MUNICIPAL CRT TECHNOLOGY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
101-3140 DEDICATED REVENUES	13,767.00	0.00	5,442.64	8,324.36	39.53
TOTAL NON-PROPERTY TAXES	13,767.00	0.00	5,442.64	8,324.36	39.53
MISCELLANEOUS REVENUE					
106-1010 INTEREST	77.00	0.00	87.83	(10.83)	114.06
TOTAL MISCELLANEOUS REVENUE	77.00	0.00	87.83	(10.83)	114.06
TOTAL REVENUES	13,844.00	0.00	5,530.47	8,313.53	39.95

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

)7 -MUNICIPAL CRT TECHNOLOGY
\DMINISTRATION
:XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
:ONTRACTUAL SERVICES					
;10-5200 BANK FEES	250.00	0.00	0.00	250.00	0.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	0.00	250.00	0.00
:APITAL OUTLAY					
;10-5501 OTHER EXPENDITURES	24,636.00	0.00	8,700.90	15,935.10	35.32
TOTAL CAPITAL OUTLAY	24,636.00	0.00	8,700.90	15,935.10	35.32
:OTAL ADMINISTRATION	24,886.00	0.00	8,700.90	16,185.10	34.96
:OTAL EXPENDITURES	24,886.00	0.00	8,700.90	16,185.10	34.96
REVENUES OVER/(UNDER) EXPENDITURES	(11,042.00)	0.00	(3,170.43)	(7,871.57)	28.71

'** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

8 -POLICE TRAINING
INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
MISCELLANEOUS REVENUE	1,949.00	0.00	2,499.57	(550.57)	128.25
OTAL REVENUES	1,949.00	0.00	2,499.57	(550.57)	128.25
XPENDITURE SUMMARY					
ADMINISTRATION	6,258.00	0.00	960.00	5,298.00	15.34
OTAL EXPENDITURES	6,258.00	0.00	960.00	5,298.00	15.34
EVENUES OVER/(UNDER) EXPENDITURES	(4,309.00)	0.00	1,539.57	(5,848.57)	35.73-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

18 -POLICE TRAINING
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
18-06-1010 INTEREST	47.00	0.00	31.49	15.51	67.00
18-06-1015 DEDICATED REVENUE	1,902.00	0.00	2,468.08	(566.08)	129.76
TOTAL MISCELLANEOUS REVENUE	1,949.00	0.00	2,499.57	(550.57)	128.25
TOTAL REVENUES	1,949.00	0.00	2,499.57	(550.57)	128.25

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

8 -POLICE TRAINING
DMINISTRATION
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
10-5101 TRAINING	6,008.00	0.00	960.00	5,048.00	15.98
TOTAL PERSONNEL	6,008.00	0.00	960.00	5,048.00	15.98
ONTRACTUAL SERVICES					
10-5200 BANK FEES	250.00	0.00	0.00	250.00	0.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	0.00	250.00	0.00
OTAL ADMINISTRATION	6,258.00	0.00	960.00	5,298.00	15.34
OTAL EXPENDITURES	6,258.00	0.00	960.00	5,298.00	15.34
EVENUES OVER/(UNDER) EXPENDITURES	(4,309.00)	0.00	1,539.57	(5,848.57)	35.73-

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

19 -SCHOOL SAFETY
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	39,864.00	0.00	7,360.95	32,503.05	18.47
TOTAL REVENUES	39,864.00	0.00	7,360.95	32,503.05	18.47
EXPENDITURE SUMMARY					
ADMINISTRATION	89,296.00	0.00	4,525.00	84,771.00	5.07
TOTAL EXPENDITURES	89,296.00	0.00	4,525.00	84,771.00	5.07
REVENUES OVER/(UNDER) EXPENDITURES	(49,432.00)	0.00	2,835.95	(52,267.95)	5.74-

)9 -SCHOOL SAFETY
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
MISCELLANEOUS REVENUE					
106-1000 DEDICATED REVENUES	39,611.00	0.00	7,191.69	32,419.31	18.16
106-1010 INTEREST	253.00	0.00	169.26	83.74	66.90
TOTAL MISCELLANEOUS REVENUE	39,864.00	0.00	7,360.95	32,503.05	18.47
TOTAL REVENUES	39,864.00	0.00	7,360.95	32,503.05	18.47

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

9 -SCHOOL SAFETY
DMINISTRATION
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ERSONNEL					
10-5101 SCHOOL SAFETY TRAFFIC SIGNALS	3,768.00	0.00	0.00	3,768.00	0.00
10-5102 OTHER EXPENDITURES	85,278.00	0.00	4,525.00	80,753.00	5.31
TOTAL PERSONNEL	89,046.00	0.00	4,525.00	84,521.00	5.08
ONTRACTUAL SERVICES					
10-5200 BANK CHARGES	250.00	0.00	0.00	250.00	0.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	0.00	250.00	0.00
OTAL ADMINISTRATION	89,296.00	0.00	4,525.00	84,771.00	5.07
OTAL EXPENDITURES	89,296.00	0.00	4,525.00	84,771.00	5.07
EVENUES OVER/(UNDER) EXPENDITURES	(49,432.00)	0.00	2,835.95	(52,267.95)	5.74-

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

.0 -PEG
'INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
MISCELLANEOUS REVENUE	23,936.00	0.00	12,183.29	11,752.71	50.90
OTAL REVENUES	23,936.00	0.00	12,183.29	11,752.71	50.90
XPENDITURE SUMMARY					
ADMINISTRATION	98,228.00	0.00	10,877.81	87,350.19	11.07
OTAL EXPENDITURES	98,228.00	0.00	10,877.81	87,350.19	11.07
EVENUES OVER/(UNDER) EXPENDITURES	(74,292.00)	0.00	1,305.48	(75,597.48)	1.76-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

.0 -PEG
:EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
IISCELLANEOUS REVENUE					
.06-1000 DEDICATED REVENUES	23,193.00	0.00	11,667.47	11,525.53	50.31
.06-1010 INTEREST	743.00	0.00	515.82	227.18	69.42
TOTAL MISCELLANEOUS REVENUE	23,936.00	0.00	12,183.29	11,752.71	50.90
'OTAL REVENUES	23,936.00	0.00	12,183.29	11,752.71	50.90

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

0 -PEG
DMINISTRATION
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
RANT EXPENSES					
10-5000 PUBLIC ACCESS EXPENDITURES	97,978.00	0.00	10,877.81	87,100.19	11.10
TOTAL GRANT EXPENSES	97,978.00	0.00	10,877.81	87,100.19	11.10
ONTRACTUAL SERVICES					
10-5200 BANK FEES	250.00	0.00	0.00	250.00	0.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	0.00	250.00	0.00
OTAL ADMINISTRATION	98,228.00	0.00	10,877.81	87,350.19	11.07
OTAL EXPENDITURES	98,228.00	0.00	10,877.81	87,350.19	11.07
EVENUES OVER/(UNDER) EXPENDITURES	(74,292.00)	0.00	1,305.48	(75,597.48)	1.76-

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

11 -FORFEITURE STATE
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
MISCELLANEOUS REVENUE	0.00	0.00	3,400.00	(3,400.00)	0.00
TOTAL REVENUES	0.00	0.00	3,400.00	(3,400.00)	0.00
EXPENDITURE SUMMARY					
ADMINISTRATION	9,523.00	0.00	3,600.00	5,923.00	37.80
TOTAL EXPENDITURES	9,523.00	0.00	3,600.00	5,923.00	37.80
REVENUES OVER/(UNDER) EXPENDITURES	(9,523.00)	0.00	(200.00)	(9,323.00)	2.10

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -FORFEITURE STATE
EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ISCELLANEOUS REVENUE					
06-1000 DEDICATED REVENUES	0.00	0.00	3,400.00	(3,400.00)	0.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	3,400.00	(3,400.00)	0.00
OTAL REVENUES	0.00	0.00	3,400.00	(3,400.00)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

1 -FORFEITURE STATE
DMINISTRATION
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
RANT EXPENSES					
10-5000 STATE FORFEITURE EXPENSES	9,438.00	0.00	3,600.00	5,838.00	38.14
TOTAL GRANT EXPENSES	9,438.00	0.00	3,600.00	5,838.00	38.14
ONTRACTUAL SERVICES					
10-5200 BANK FEES	85.00	0.00	0.00	85.00	0.00
TOTAL CONTRACTUAL SERVICES	85.00	0.00	0.00	85.00	0.00
OTAL ADMINISTRATION	9,523.00	0.00	3,600.00	5,923.00	37.80
OTAL EXPENDITURES	9,523.00	0.00	3,600.00	5,923.00	37.80
EVENUES OVER/(UNDER) EXPENDITURES	(9,523.00)	0.00	(200.00)	(9,323.00)	2.10

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

.4 -STREET MAINTENANCE
'INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
MISCELLANEOUS REVENUE	615,060.00	0.00	290,062.06	324,997.94	47.16
OTAL REVENUES	615,060.00	0.00	290,062.06	324,997.94	47.16
XPENDITURE SUMMARY					
ADMINISTRATION	1,125,651.00	0.00	485,300.48	640,350.52	43.11
OTAL EXPENDITURES	1,125,651.00	0.00	485,300.48	640,350.52	43.11
EVENUES OVER/(UNDER) EXPENDITURES	(510,591.00)	0.00	(195,238.42)	(315,352.58)	38.24

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

4 -STREET MAINTENANCE
EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ISCELLANEOUS REVENUE					
06-1000 DEDICATED REVENUES	608,153.00	0.00	288,653.38	319,499.62	47.46
06-1010 INTEREST	6,907.00	0.00	1,408.68	5,498.32	20.39
TOTAL MISCELLANEOUS REVENUE	615,060.00	0.00	290,062.06	324,997.94	47.16
OTAL REVENUES	615,060.00	0.00	290,062.06	324,997.94	47.16

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

4 -STREET MAINTENANCE
DMINISTRATION
XPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
ONTRACTUAL SERVICES					
10-5200 BANK FEES	250.00	0.00	0.00	250.00	0.00
TOTAL CONTRACTUAL SERVICES	250.00	0.00	0.00	250.00	0.00
OMMODITIES					
10-5300 EXPENDITURES	1,125,401.00	0.00	485,300.48	640,100.52	43.12
TOTAL COMMODITIES	1,125,401.00	0.00	485,300.48	640,100.52	43.12
OTAL ADMINISTRATION	1,125,651.00	0.00	485,300.48	640,350.52	43.11
OTAL EXPENDITURES	1,125,651.00	0.00	485,300.48	640,350.52	43.11
EVENUES OVER/(UNDER) EXPENDITURES	(510,591.00)	0.00	(195,238.42)	(315,352.58)	38.24

** END OF REPORT ***

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

.5 -HOT TAX
'INANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
EVENUE SUMMARY					
MISCELLANEOUS REVENUE	2,016.00	0.00	2,595.81	(579.81)	128.76
OTAL REVENUES	2,016.00	0.00	2,595.81	(579.81)	128.76
XPENDITURE SUMMARY					
ADMINISTRATION	5,337.00	0.00	0.00	5,337.00	0.00
OTAL EXPENDITURES	5,337.00	0.00	0.00	5,337.00	0.00
EVENUES OVER/(UNDER) EXPENDITURES	(3,321.00)	0.00	2,595.81	(5,916.81)	78.16-

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

.5 -HOT TAX
:EVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
IISCELLANEOUS REVENUE					
,06-1000 DEDICATED REVENUES	2,008.00	0.00	2,565.68	(557.68)	127.77
,06-1010 INTEREST	8.00	0.00	30.13	(22.13)	376.63
TOTAL MISCELLANEOUS REVENUE	2,016.00	0.00	2,595.81	(579.81)	128.76
OTAL REVENUES	2,016.00	0.00	2,595.81	(579.81)	128.76

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: MARCH 7, 2019

.5 -HOT TAX
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK FEES	100.00	0.00	0.00	100.00	0.00
TOTAL CONTRACTUAL SERVICES	100.00	0.00	0.00	100.00	0.00
COMMODITIES					
510-5300 EXPENDITURES	5,237.00	0.00	0.00	5,237.00	0.00
TOTAL COMMODITIES	5,237.00	0.00	0.00	5,237.00	0.00
TOTAL ADMINISTRATION	5,337.00	0.00	0.00	5,337.00	0.00
TOTAL EXPENDITURES	5,337.00	0.00	0.00	5,337.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(3,321.00)	0.00	2,595.81	(5,916.81)	78.16-

*** END OF REPORT ***

BALANCE SHEET
AS OF: MARCH 7, 2019

1 -GENERAL FUND

ACCOUNT#	TITLE			
ASSETS				
101-0100	PETTY CASH		1,650.00	
101-2000	OPERATING CASH ACCOUNT		2,300.78	
101-2100	GENERAL FUND		149,033.86	
101-3100	LOGIC CITY		2,468,637.30	
101-3150	TEXPOOL-CITY		25.00	
101-3300	FARM BUREAU 1 MONTH CD #646		0.00	
101-3400	FARM BUREAU 3 MONTH CD #712		0.00	
101-3450	FARM BUREAU 6 MONTH CD #739		0.00	
101-3475	FARM BUREAU BANK MM		10.39	
101-4100	MEDICAL BILLING ACCOUNT		2,733.63	
101-4500	CLEARING ACCOUNT FROST BANK		0.00	
101-4510	TREASURY NOTE 3MNTH		0.00	
101-4520	TREASURY NOTE 6MNTH		0.00	
101-4530	TREASURY NOTE 1YEAR		0.00	
105-0000	RECEIVABLE - TAXES		40,203.87	
105-0500	ALLOWANCE FOR UNCOLLECTABLES	(	2,814.27)	
105-1000	RECEIVABLES PRIOR YEAR	(	58,927.26)	
105-1001	SALES TAX RECEIVABLE		402,496.53	
105-1002	FRANCHISE RECEIVABLE		138,732.12	
105-1004	EMS ALLOWANCE FOR UNCOLLECT	(	147,083.82)	
105-1100	GRANTS RECEIVABLE		19,796.63	
105-1500	RECEIVABLES EMPLOYEES		431.90	
105-2000	ACCRUED INTEREST		0.00	
105-2500	CREDIT CARD RECEIVABLES	(	3,711.53)	
120-0000	DUE FROM EDC		39,199.42	
120-0500	DUE FROM BLDG SECURITY		0.00	
120-1000	DUE FROM DEBT SERVICE	(	198,805.09)	
120-2000	DUE FROM CAPITAL PROJECTS		0.00	
120-3000	DUE FROM FIRE DEPT		0.00	
120-3500	DUE FROM CRT TECH		0.00	
120-4000	DUE FROM DISPATCH		0.00	
120-5000	EMS FEE RECEIVABLE		268,055.95	
120-6000	DUE FROM PEG		0.00	
120-7000	DUE FROM SCHOOL SAFETY		0.00	
120-8000	DUE FROM POLICE FORFEITURE-ST		0.00	
160-0000	PREPAID ASSETS	(	17,622.40)	
				3,104,343.01
	TOTAL ASSETS			3,104,343.01
LIABILITIES				
201-0000	ACCOUNTS PAYABLE		116,424.88	
201-0200	PAYABLES - PRIOR YEAR	(	45,782.94)	
201-1000	WAGES PAYABLE		0.00	
201-2000	DEFERRED TAX REVENUE		36,621.06	
201-2100	380 AGREEMENT PAYABLE		228,032.91	
201-2200	DEFERRED GRANT REVENUE		0.00	
201-2300	DEFERRED EMS REVENUE		120,970.70	
201-2500	DEFERRED LEASE REVENUE		107,310.35	

BALANCE SHEET
AS OF: MARCH 7, 2019

)1 -GENERAL FUND

ACCOUNT#	TITLE		
201-2600	CONTINGENT LIABILITY - NISD	0.00	
202-0100	ACCRUED FICA	(89.34)	
202-0200	FEDERAL WITHHOLDING	(285.17)	
202-0500	RETIREMENT TMRS	77.51	
202-0600	CHILD SUPPORT LIABILITY	(1,296.46)	
202-0650	SCHOOL LOAN LIABILITY	(398.78)	
202-0700	HEALTH INS PAYABLE	15,695.39	
202-0800	DENTAL INS PAYABLE	(2,282.96)	
202-0900	LIFE INS PAYABLE	828.95	
202-0910	PREPAID PAYABLES	(31,266.20)	
202-0920	VISION INS PAYABLE	(1,341.20)	
202-1000	RETIREMENT ICMA	0.00	
202-1100	CURRENT YEAR INTEREST PAYABLE	0.00	
202-1200	FICA & MED PAYABLE	(150.97)	
202-1300	DUE TO EDC	0.00	
202-1301	DUE TO DEBT SERVICE	0.00	
202-1304	DUE TO CAP PROJ	103,566.20	
202-1306	DUE TO/FROM PER BANK RECON	0.00	
202-1308	DUE TO PEG	0.00	
202-1309	DUE TO SCHOOL SAFETY	0.00	
202-1310	DUE TO STREET MAINT	0.00	
202-1320	DUE TO HOT TAX	0.00	
202-1500	STATE UNEMPLOYMENT	0.00	
203-1200	ACCRUED VACATION LEAVE	0.00	
203-1300	CAPITAL LEASE PAYABLE	0.00	
	TOTAL LIABILITIES		646,633.93

EQUITY

380-0200	COURT BUILDING SECURITY FUND	0.00	
380-0700	RESERVE FOR PREPAIDS	0.00	
380-0800	UNAVAILABLE REVENUE	0.00	
390-0000	FUND BALANCE/RETAINED EARN	1,841,780.07	
390-1000	INVESTMENT IN FIXED ASSETS	0.00	
390-9999	SUSPENSE	0.00	
	TOTAL BEGINNING EQUITY	1,841,780.07	
	TOTAL REVENUE	4,467,792.41	
	TOTAL EXPENSES	3,851,863.40	
	REVENUE OVER/(UNDER) EXPENSES	615,929.01	
	TOTAL EQUITY & OVER/(UNDER)		2,457,709.08
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)		3,104,343.01

BALANCE SHEET
AS OF: MARCH 7, 2019

2 -DEBT SERVICE- BONDS

ACCOUNT#	TITLE			
SSETS				
101-2000	DEBT SERVICE CASH	15,000.00		
105-0000	RECEIVABLE - AD VALOREM	10,363.76		
120-0000	DUE FROM GF OPERATING	198,805.09		
150-0000	DEFERRED BOND ISSUE COST	0.00		
			224,168.85	
	TOTAL ASSETS			224,168.85
IABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PAYABLES-PRIOR YEAR	0.00		
201-1000	PRINCIPAL PAYABLE - 1993 GO	0.00		
201-1500	PRINCIPAL PAYABLE - 2002 CofO	0.00		
201-2000	DEFERRED TAX REVENUE	9,440.19		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO OTHER FUNDS	0.00		
202-1310	DUE TO GENERAL FUND	0.00		
202-1400	ALLOWANCE FOR UNCOLLECTABLES	725.46		
203-1000	CURRENT PORTION LT DEBT	0.00		
203-1100	ACCRUED INTEREST	0.00		
	TOTAL LIABILITIES		10,165.65	
QUITY				
390-0000	FUND BALANCE/RETAINED EARN	3,787.42		
390-9999	SUSPENSE	0.00		
	TOTAL BEGINNING EQUITY	3,787.42		
	TOTAL REVENUE	1,262,744.47		
	TOTAL EXPENSES	1,052,528.69		
	REVENUE OVER/(UNDER) EXPENSES	210,215.78		
	TOTAL EQUITY & OVER/(UNDER)		214,003.20	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			224,168.85

BALANCE SHEET
AS OF: MARCH 7, 2019

03 -CAPITAL REPLACEMENT

ACCOUNT#	TITLE			
ASSETS				
101-2000	TEXPOOL CAPITAL PROJECTS	25.00		
101-2200	SAFEKEEPING - CITY	0.00		
101-2300	SAFEKEEPING - EDC	0.00		
101-2400	CAPITAL CASH	0.00		
101-2500	EDC CAPITAL CASH	48,382.77		
101-2600	FIRE DEPT CAPITAL CASH	1,124.93		
101-2700	POLICE DEPT CAPITAL CASH	7,567.57		
101-2800	ADMIN CAPITAL CASH	78,629.54		
101-3000	LOGIC CAPITAL CASH	834,689.45		
101-3010	LOGIC CAPITAL EDC	128,698.90		
120-0000	DUE FROM CITY	103,566.20		
			1,202,684.36	
	TOTAL ASSETS			1,202,684.36
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	463,180.76		
201-0100	RETAINAGE PAYABLE	58,577.49		
201-0200	PAYABLES PRIOR YEAR	0.00		
202-0910	PREPAID PAYABLES	(91,809.51)		
202-1300	DUE TO OTHER FUNDS	0.00		
202-1305	DUE FROM OTHER ACCOUNTS	0.00		
	TOTAL LIABILITIES		429,948.74	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	706,977.92		
	TOTAL BEGINNING EQUITY	706,977.92		
	TOTAL REVENUE	100,744.64		
	TOTAL EXPENSES	34,986.94		
	REVENUE OVER/(UNDER) EXPENSES	65,757.70		
	TOTAL EQUITY & OVER/(UNDER)		772,735.62	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			1,202,684.36

BALANCE SHEET
AS OF: MARCH 7, 2019

04 -FIXED ASSET FUND

ACCOUNT#	TITLE			
ASSETS				
120-0000	LAND	1,763,771.00		
130-0410	BUILDINGS	6,774,720.00		
130-0460	VEHICLES & EQUIPMENT	3,466,309.71		
130-0480	EQUIPMENT UNDER CAPITAL LEASE	0.00		
130-0490	INFRASTRUCTURE	10,876,307.00		
130-0500	CONSTRUCTION IN PROGRESS	0.00		
			22,881,107.71	
	TOTAL ASSETS			22,881,107.71
LIABILITIES				
201-0100	ACCUMULATED DEPRECIATION	13,198,208.69		
201-0200	2000 F5500 BRUSH TRUCK	0.00		
201-0300	2003 FIRE ENGINE	0.00		
203-1200	BOND PREMIUM	0.00		
	TOTAL LIABILITIES		13,198,208.69	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	9,682,899.02		
390-1000	CAPITAL CONTRIBUTIONS	0.00		
390-9999	SUSPENSE	0.00		
	TOTAL BEGINNING EQUITY	9,682,899.02		
	TOTAL EQUITY & OVER/(UNDER)		9,682,899.02	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			22,881,107.71

BALANCE SHEET
AS OF: MARCH 7, 2019

5 -ECONOMIC DEVELOPMENT CORP

ACCOUNT#	TITLE			
SSETS				
=====				
101-2000	EDC OPERATING CASH	67,869.06		
101-2100	EDC TEXPOOL	25.00		
101-2600	LOGIC	747,192.74		
101-3100	FARM BUREAU EDC 6 MONTH CD	0.00		
101-3200	FARM BUREAU BANK MM	4.11		
105-1000	RECEIVABLE - SALES TAX	198,595.26		
120-0000	DUE FROM GENERAL FUND	0.00		
120-1000	DUE FROM EDC CAP PROJ	0.00		
			1,013,686.17	
	TOTAL ASSETS			1,013,686.17
				==========
IABILITIES				
==========				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYABLES	(1,001.00)		
201-0300	380 AGREEMENT PAYABLE	113,848.73		
201-1000	WAGES PAYABLE	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO CITY OP	39,199.42		
	TOTAL LIABILITIES		152,047.15	
QUITY				
=====				
390-0000	FUND BALANCE/RETAINED EARNINGS	929,402.35		
390-1000	PREPAID ITEMS	439.99		
	TOTAL BEGINNING EQUITY	929,842.34		
	TOTAL REVENUE	587,891.82		
	TOTAL EXPENSES	656,095.14		
	REVENUE OVER/(UNDER) EXPENSES	(68,203.32)		
	TOTAL EQUITY & OVER/(UNDER)		861,639.02	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			1,013,686.17
				==========

BALANCE SHEET
AS OF: MARCH 7, 2019

16 -MUNICIPAL COURT SECURITY

ACCOUNT#	TITLE			
ASSETS				
101-2000	COURT SECURITY CASH	0.49		
105-1000	RECEIVABLES - PRIOR YEAR	0.00		
120-000	DUE FROM	0.00		
130-0460	VEHICLES AND EQUIPMENT	0.00		
130-9000	ACCUMULATED DEPRECIATION	0.00		
			0.49	
	TOTAL ASSETS			0.49
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PAYABLES-PRIOR YEAR	0.00		
201-1000	WAGES PAYABLE	0.00		
202-0800	DENTAL INS	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1000	DUE TO GENERAL FUND	0.00		
202-1300	DUE TO OPERATING	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	UNDESIGNATED	16,609.19		
390-1000	INVESTMENT IN CAPITAL ASSETS	0.00		
	TOTAL BEGINNING EQUITY	16,609.19		
	TOTAL REVENUE	4,089.22		
	TOTAL EXPENSES	20,697.92		
	REVENUE OVER/(UNDER) EXPENSES	(16,608.70)		
	TOTAL EQUITY & OVER/(UNDER)		0.49	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			0.49

BALANCE SHEET
AS OF: MARCH 7, 2019

7 -MUNICIPAL CRT TECHNOLOGY

ACCOUNT#	TITLE			
SSETS				
101-2100	CRT TECH CASH	8,137.92		
120-0000	DUE FROM	0.00		
			8,137.92	
	TOTAL ASSETS			8,137.92
IABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
201-0200	PRIOR YEAR PAYBLES	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
QUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	11,308.35		
	TOTAL BEGINNING EQUITY	11,308.35		
	TOTAL REVENUE	5,530.47		
	TOTAL EXPENSES	8,700.90		
	REVENUE OVER/(UNDER) EXPENSES	(3,170.43)		
	TOTAL EQUITY & OVER/(UNDER)		8,137.92	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			8,137.92

BALANCE SHEET
AS OF: MARCH 7, 2019

8 -POLICE TRAINING

ACCOUNT#	TITLE			
SSETS				
=====				
101-2100	PD TRAINING OPERATING ACCOUNT	6,275.22		
105-1000	RECEIVABLES - PRIOR YEAR	0.00		
105-9000	ALLOWANCE FOR DOUBTFUL ACCOUNT	0.00		
120-0000	DUE FROM	0.00		
130-0460	VEHICLES AND EQUIPMENT	0.00		
130-9000	ACCUMULATED DEPRECIATION	0.00		
			6,275.22	
	TOTAL ASSETS			6,275.22
IABILITIES				
==========				
201-0000	ACCOUNTS PAYABLE	170.00		
201-0200	ACCOUNTS PAYABLE-PRIOR YEAR	0.00		
201-0300	WAGES PAYABLE	0.00		
202-0910	PREPAID PAYABLES	0.00		
202-1300	DUE TO	0.00		
203-1200	ACCRUED VACATION	0.00		
	TOTAL LIABILITIES		170.00	
QUITY				
=====				
390-0000	FUND BALANCE/RETAINED EARNINGS	4,565.65		
390-1000	INVESTMENT IN CAPITAL ASSETS	0.00		
	TOTAL BEGINNING EQUITY	4,565.65		
	TOTAL REVENUE	2,499.57		
	TOTAL EXPENSES	960.00		
	REVENUE OVER/(UNDER) EXPENSES	1,539.57		
	TOTAL EQUITY & OVER/(UNDER)		6,105.22	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			6,275.22

BALANCE SHEET
AS OF: MARCH 7, 2019

09 -SCHOOL SAFETY

ACCOUNT#	TITLE			
ASSETS				
101-2000	SCHOOL SAFETY CASH	27,232.69		
105-1000	ACCOUNTS RECEIVABLE	25,319.64		
120-0000	DUE FROM STREETS	0.00		
			52,552.33	
	TOTAL ASSETS			52,552.33
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-1300	DUE TO OPERATING	0.00		
202-1400	DUE TO OTHER FUNDS	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	49,716.38		
	TOTAL BEGINNING EQUITY	49,716.38		
	TOTAL REVENUE	7,360.95		
	TOTAL EXPENSES	4,525.00		
	REVENUE OVER/(UNDER) EXPENSES	2,835.95		
	TOTAL EQUITY & OVER/(UNDER)		52,552.33	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			52,552.33

BALANCE SHEET
AS OF: MARCH 7, 2019

.0 -PEG

ACCOUNT#	TITLE			
ASSETS				
101-2000	PEG CASH	69,840.94		
120-0000	ACCOUNTS RECEIVABLE FRANCHISE	5,826.38		
120-1000	DUE FROM OPERATING	0.00		
			75,667.32	
	TOTAL ASSETS			75,667.32
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-1301	DUE TO OPERATING	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	74,361.84		
	TOTAL BEGINNING EQUITY	74,361.84		
	TOTAL REVENUE	12,183.29		
	TOTAL EXPENSES	10,877.81		
	REVENUE OVER/(UNDER) EXPENSES	1,305.48		
	TOTAL EQUITY & OVER/(UNDER)		75,667.32	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			75,667.32

BALANCE SHEET
AS OF: MARCH 7, 2019

.1 -FORFEITURE STATE

ACCOUNT#	TITLE			
ASSETS				
101-2000	FORFEIT STATE CASH	9,407.73		
120-0000	DUE FROM	0.00		
			9,407.73	
	TOTAL ASSETS			9,407.73
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	9,607.73		
	TOTAL BEGINNING EQUITY	9,607.73		
	TOTAL REVENUE	3,400.00		
	TOTAL EXPENSES	3,600.00		
	REVENUE OVER/(UNDER) EXPENSES	(200.00)		
	TOTAL EQUITY & OVER/(UNDER)		9,407.73	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			9,407.73

BALANCE SHEET
AS OF: MARCH 7, 2019

.4 -STREET MAINTENANCE

ACCOUNT#	TITLE			
ASSETS				
101-2000	STREET MAINT CASH	50,000.00		
101-3100	LOGIC STREET MAINTENANCE	172,976.96		
105-1000	ACCOUNTS RECEIVABLE	93,812.95		
120-0000	DUE FROM	0.00		
			316,789.91	
	TOTAL ASSETS			316,789.91
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARN	512,028.33		
	TOTAL BEGINNING EQUITY	512,028.33		
	TOTAL REVENUE	290,062.06		
	TOTAL EXPENSES	485,300.48		
	REVENUE OVER/(UNDER) EXPENSES	(195,238.42)		
	TOTAL EQUITY & OVER/(UNDER)		316,789.91	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			316,789.91

BALANCE SHEET
AS OF: MARCH 7, 2019

5 -HOT TAX

ACCOUNT#	TITLE			
ASSETS				
101-2000	HOT TAX CASH	5,921.57		
120-0000	DUE FROM	0.00		
			5,921.57	
	TOTAL ASSETS			5,921.57
LIABILITIES				
201-0000	ACCOUNTS PAYABLE	0.00		
202-1300	DUE TO	0.00		
	TOTAL LIABILITIES		0.00	
EQUITY				
390-0000	FUND BALANCE/RETAINED EARNINGS	3,325.76		
	TOTAL BEGINNING EQUITY	3,325.76		
	TOTAL REVENUE	2,595.81		
	TOTAL EXPENSES	0.00		
	REVENUE OVER/(UNDER) EXPENSES	2,595.81		
	TOTAL EQUITY & OVER/(UNDER)		5,921.57	
	TOTAL LIABILITIES, EQUITY & OVER/(UNDER)			5,921.57

'UND # : 01 GENERAL FUND
;/L RANGE : ALL
SSUE DATE: 0/00/0000 - 99/99/9999
EPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

DETAILED REPORT

G/L ACCOUNT	===== ACCOUNT NAME =====	PO NO#	ISSUE DATE	VENDOR	== VENDOR NAME ==	== ITEM DESCRIPTION ==	AMOUNT OUTSTANDING
1 515-5330	TECHNOLOGY & EQUIPMENT	19-00984	10/26/2018	0809	RX TECHNOLOGY INC	COMPUTERS	1,138.00
		19-00985	10/26/2018	1151	POWERPHONE INC	POWERPHONE LICENSE	799.00
						** TOTAL **	1,937.00
1 550-5241	BUILDING MAINTENANCE	19-00989	11/08/2018	1959	BONDED LIGHTNING P	LIGHTING PROTECTION	1,790.00
		19-01010	3/04/2019	0097	MAVERICK ELECTRIC	BAY LIGHTING REPLACEMEN	2,480.00
						** TOTAL **	4,270.00
1 580-5305	EQUIPT. PURCHASE / MAINT	19-00983	10/26/2018	1955	TEXAS LAUNDRY SERV	WASHER & DRYER	1,889.00
						** TOTAL **	1,889.00

'UND # : 07 MUNICIPAL CRT TECHNOLOGY
;/L RANGE : ALL
'SSUE DATE: 0/00/0000 - 99/99/9999
:EPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

DETAILED REPORT

G/L ACCOUNT	===== ACCOUNT NAME =====	PO NO#	ISSUE DATE	VENDOR	== VENDOR NAME ==	== ITEM DESCRIPTION ==	AMOUNT OUTSTANDING
07 510-5501	OTHER EXPENDITURES	19-01007	1/08/2019	0159	UTILITY DATA SYSTE MORS	SOFTWARE	12,241.00
						** TOTAL **	12,241.00

'UND # : ALL
G/L RANGE : ALL
'SSUE DATE: 0/00/0000 - 99/99/9999
'EPORTED THRU: CURRENT BALANCES

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

REPORT TOTALS

'UND: 01	GENERAL FUND		
	DEPT: 515	DISPATCH	1,937.00
	DEPT: 550	BUILDING & GROUNDS	4,270.00
	DEPT: 580	FIRE DEPARTMENT	1,889.00
		** FUND TOTAL **	8,096.00
'UND: 07	MUNICIPAL CRT TECHNOLOGY		
	DEPT: 510	INVALID DEPT	12,241.00
		** FUND TOTAL **	12,241.00
		** GRAND TOTAL **	20,337.00

?UND # : ALL
STATUS: ALL
G/L RANGE : ALL
VENDOR RANGE: ALL
:SSUE DATE: 0/00/0000 - 99/99/9999
DEPT BREAK: N
(EPORTED THRU: CURRENT BALANCES

REPORT TOTALS

GL WARNINGS

**** NOTE: PARTIAL REPORT SELECTED. PO'S NOT VERIFIED AGAINST GENERAL LEDGER.

SELECTION CRITERIA

EPORT OPTIONS

EPORTED THRU: CURRENT BALANCES
EPORT TYPE: DETAIL
REAK BY DEPT: NO

TATUS: OUTSTANDING
RECEIVED
PARTIAL

UND : ALL
/L RANGE : ALL
SSUE DATE: 0/00/0000 - 99/99/9999
ENDOR RANGE: ALL

*** END OF REPORT ****

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS DECLARING UNOPPOSED CANDIDATES IN THE SATURDAY, MAY 4, 2019 GENERAL ELECTION FOR THE OFFICE OF A MAYOR, ONE (1) COUNCIL MEMBER PLACE 3 AND ONE (1) 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.

WHEREAS, the City Council adopted Ordinance No. 19-01 on January 24, 2019 and pursuant to the laws of the State of Texas, specifically Section 22.003 of the Texas Local Government Code, called a General Election that was to be held on Saturday, May 4, 2019 for the purpose of electing a Mayor, one (1) Council Member Place 3, and one (1) Council Member Place 5; and

WHEREAS, in accordance with Texas Election Code Sections 143.007 and 146.054, the deadline for filing applications for a place on the ballot and for declaration of a write-in candidacy for the City's municipal general election has expired; and

WHEREAS, in accordance with Texas Election Code Section 2.052, the City Secretary has delivered to Council the Certification of Unopposed Candidates (Exhibit A), certifying in writing that Thomas A. Schoolcraft, Norbert "Bert" Buys and Paul Friedrich are unopposed for election; and

WHEREAS, in accordance with Texas Election Code Section 2.053(c), if the entity is conducting a separate election at the same time as the cancelled election, the declared elected candidates shall be listed separately on the ballot under the heading "Unopposed Candidates Declared Elected" and no votes are cast in connection with the candidates.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS:

SECTION 1. UNOPPOSED CANDIDATES DECLARED ELECTED. In accordance with Texas Election Code Section 2.053(a), the following unopposed candidates are hereby declared duly elected to the respective offices with each to serve a term of two years, terminating in May 2021, or when their successors are duly elected and qualified, and shall be issued a certificate of election following the date on which the municipal general election would have been canvassed.

Mayor	-	Thomas A. Schoolcraft
Council Member Place 3	-	Norbert "Bert" Buys
Council Member Place 5	-	Paul Friedrichs

SECTION 2. ELECTION CANCELLED. The General Election ordered by the City Council of the City of Helotes in Ordinance No. 19-01 to be held on Saturday, May 4, 2019 is hereby canceled in accordance with Texas Election Code Section 2.053(a).

SECTION 3. AUTHORIZATION. The Mayor is authorized to sign the Order of Cancellation for the General Election (Exhibit B). A copy of the Order must be posted by the City Secretary on Election Day at each polling place that would have been used in such election in accordance with Texas Election Code Section 2.053(a).

SECTION 4. SEVERABILITY. Should any part, section, subsection, paragraph, sentence, clause, or phrase contained in this Ordinance be held to be unconstitutional or of no force and effect, such holding shall not affect the validity of the remaining portion of this resolution, but in all respects said remaining portion shall be and remain in full force and effect.

SECTION 5. EFFECTIVE DATE. That this Ordinance shall be effective immediately upon adoption.

PASSED AND APPROVED this 14th day of March 2019.

_____
Thomas A Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary

Exhibit A - *Anexo A*

AW12-1
2/14
Prescribed by Secretary of State
Section 2.051 – 2.053, Texas Election Code

CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER POLITICAL SUBDIVISIONS (NOT COUNTY)

CERTIFICACIÓN DE CANDIDATOS ÚNICOS PARA OTRAS SUBDIVISIONES POLÍTICAS (NO EL CONDADO)

To: Presiding Officer of Governing Body
Al: Presidente de la entidad gobernante

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 4, 2019.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 4 de Mayo 2019.

List offices and names of candidates (*Lista de cargos y nombres de los candidatos):*

Office(s) / *Cargo(s)*	**Candidate(s) / *Candidato(s)***
Mayor (*Alcalde*)	Thomas A. Schoolcraft
Council Member Place 3 (*Miembro del Consejo Lugar 3*)	Norbert "Bert" Buys
Council Member Place 5 (*Miembro del Consejo Lugar 5*)	Paul Friedrichs

_____
Signature (*Firma*)

Celina Perez
Printed Name (*Nombre en letra de molde*)

City Secretary (*Secretaria de la Ciudad*)
Title (*Puesto*)

March 14, 2019 (*14 de Marzo 2019*)
Date of signing (*Fecha de firma*) **(Seal) (*Sello*)**

Exhibit B – *Anexo B*

AW12-2
Prescribed by Secretary of State
Section 2.051 – 2.053, Texas Election Code
2/14

ORDER OF CANCELLATION

ORDEN DE CANCELACIÓN

The City of Helotes hereby cancels the election scheduled to be held on May 4, 2019 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

La Ciudad de Helotes por la presente cancela la elección que, de lo contrario, se hubiera celebrado el 4 de Mayo 2019 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

Candidate *(Candidato)*	**Office Sought** *(Cargo al que presenta candidatura)*
Thomas A. Schoolcraft	Mayor *(Alcalde)*
Norbert "Bert" Buys	Council Member Place 3 *(Miembro del Consejo Lugar 3)*
Paul Friedrich	Council Member Place 5 *(Miembro del Consejo Lugar 5)*

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

_____

Mayor ***(Alcalde)***

_____

City Secretary ***(Secretaria de la Ciudad)***

March 14, 2019 *(14 de Marzo 2019)*
Date of adoption ***(Fecha de adopción)***

(Seal) ***(Sello)***

RESOLUTION NO. _____

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.

WHEREAS, the City Council of the City of Helotes desires to close 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.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS THAT:

Section One. ***Road Closures and Approval.*** The following roadways, as designated on the Cornyval Parade Traffic Control Plan (hereinafter "TCP" and attached hereto as Exhibit "A"), shall be closed for the 53rd Annual Helotes Cornyval Parade on Saturday, May 4, 2019 during associated times:

- Old Bandera Road in its entirety from its intersection with Antonio Drive to its intersection with Bandera Road (S.H. 16) Southbound lanes, as deemed necessary by the City, from 7:00 a.m. to 12:30 p.m.; and
- Sections of Southbound lanes of Bandera Road (S.H. 16) from Floore Drive to Leslie Road shall be closed to traffic, and Southbound traffic will be rerouted to the Northbound lanes of Bandera Road (S.H. 16), which will be designated as two-lane traffic, as deemed necessary by the City, from 7:00 a.m. to 12:30 p.m.; and
- Sections of Westbound lanes of Leslie Road from Bandera Road (S.H. 16) to Rainbow Ridge shall be closed to traffic, and Westbound traffic will be rerouted to the Eastbound lanes of Leslie Road for the duration of the Parade line up, as deemed necessary by the City, from 5:00 a.m. to 12:30 p.m.; and
- Sections of Westbound lanes of Rainbow Ridge from Leslie Road to Signal Hill shall be closed to traffic, and Westbound traffic will be rerouted to the Eastbound lanes of Rainbow Ridge for the duration of the Parade line up, as deemed necessary by the City, from 5:00 a.m. to 12:30 p.m.; and

- Signal Hill, in its entirety, shall be closed to traffic for the duration of the Parade line up, as deemed necessary by the City, from 5:00 a.m. to 12:30 p.m. on May 4, 2019.

The closure and rerouting of traffic will be coordinated by the City of Helotes Police, Fire, and Public Works Departments, and temporary signage, fencing, and barricading identified within the TCP will be provided by a vendor experienced in such activity.

Section Two. ***Parade Route.*** A route for the 53rd Annual Helotes Cornyval Parade is approved and will 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 and continue to travel through the Old Town Helotes Special District. The Parade will terminate at the intersection of Antonio Drive and Old Bandera Road, and the disband locations shall be along Antonio Drive and located at the Church of Jesus Christ of Latter-Day Saints located at 13153 Antonio Drive, Helotes, Texas 78023.

Section Three. ***Notice.*** The Mayor is authorized to provide notice to the State of Texas, acting by and through TxDOT, as required by the current Multi-Year Agreement for the Temporary Closure of State Right-of-Way. The Mayor is authorized to negotiate and execute, on behalf of the City Council of the City of Helotes, Texas, a revised Multi-Year Agreement for the Temporary Closure of State Right-of-Way due to the recent completion of the F.M. 1560 Realignment Project.

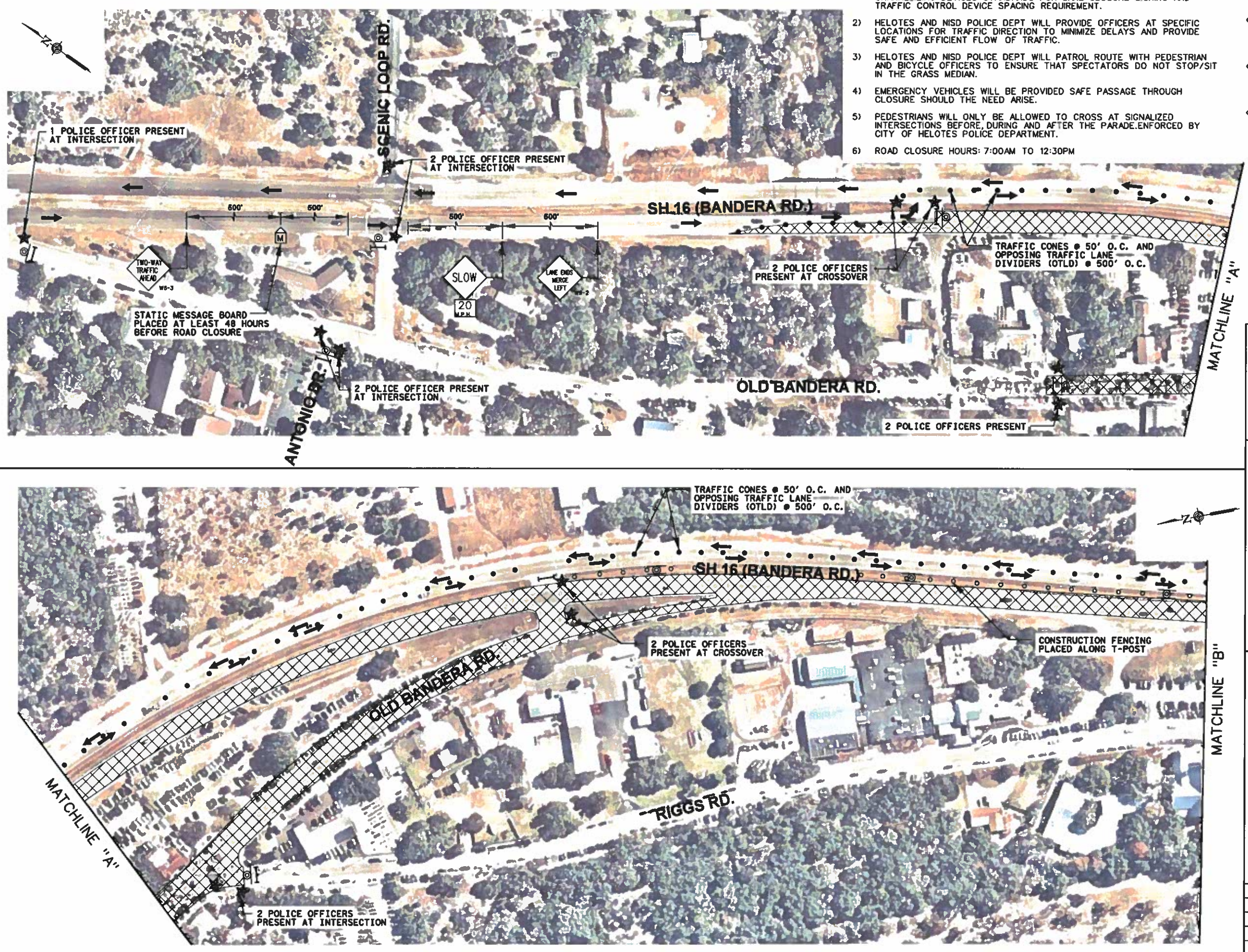
PASSED AND APPROVED this the 14th day of March 2019.

CITY OF HELOTES

_____
Thomas A. Schoolcraft, Mayor

ATTEST:

_____
Celina Perez, City Secretary



NOTES:

1) CONE SPACING 50' PER TXDOT STANDARDS BARRICADE AND CONSTRUCTION CHANNELIZING DEVICES STANDARDS FOR LANE CLOSURE SIGNING AND TRAFFIC CONTROL DEVICE SPACING REQUIREMENT.
2) HELOTES AND NISD POLICE DEPT WILL PROVIDE OFFICERS AT SPECIFIC LOCATIONS FOR TRAFFIC DIRECTION TO MINIMIZE DELAYS AND PROVIDE SAFE AND EFFICIENT FLOW OF TRAFFIC.
3) HELOTES AND NISD POLICE DEPT WILL PATROL ROUTE WITH PEDESTRIAN AND BICYCLE OFFICERS TO ENSURE THAT SPECTATORS DO NOT STOP/SIT IN THE GRASS MEDIAN.
4) EMERGENCY VEHICLES WILL BE PROVIDED SAFE PASSAGE THROUGH CLOSURE SHOULD THE NEED ARISE.
5) PEDESTRIANS WILL ONLY BE ALLOWED TO CROSS AT SIGNALIZED INTERSECTIONS BEFORE, DURING AND AFTER THE PARADE.ENFORCED BY CITY OF HELOTES POLICE DEPARTMENT.
6) ROAD CLOSURE HOURS: 7:00AM TO 12:30PM

LEGEND

- LANE ENDS MERGE LEFT — W9-2 SIGN (1 TOTAL REQUIRED)
- TWO-WAY TRAFFIC AHEAD — W6-3 SIGNS (5 TOTAL REQUIRED)
- SLOW — SLOW SIGN (1 TOTAL REQUIRED)
- 20 MPH SIGNS (4 TOTAL REQUIRED)
- PEDESTRIAN SIGNS (5 TOTAL REQUIRED)
- DIRECTION OF TRAFFIC
- PARADE AREA
- TRAFFIC CONES (247 TOTAL REQUIRED) AND OTLD (25 TOTAL REQUIRED)
- T-POST AT 50' O.C. WITH CONSTRUCTION FENCING
- TY III BARRICADE (22 TOTAL REQUIRED)
- ROAD CLOSED SIGN (9 TOTAL REQUIRED)
- NO PEDESTRIANS IN MEDIAN (14 TOTAL REQUIRED)
- POLICE OFFICER (32 TOTAL REQUIRED)
- M — STATIC MESSAGE BOARD (2 TOTAL REQUIRED)

LNV
TBPE FIRM NO. F-386
8918 TESORO DRIVE
SAN ANTONIO, TEXAS 78217

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING, PERMIT OR OTHER UNAUTHORIZED PURPOSES. THESE DOCUMENTS/PLANS WERE AUTHORIZED TO BE RELEASED.

BY: BYRON G. SANDERFER, P.E.
LICENSE NO.: 99241 DATE: 2/27/2019

CITY OF HELOTES ★ COUNTY OF BEXAR ★ INCORPORATED 1981

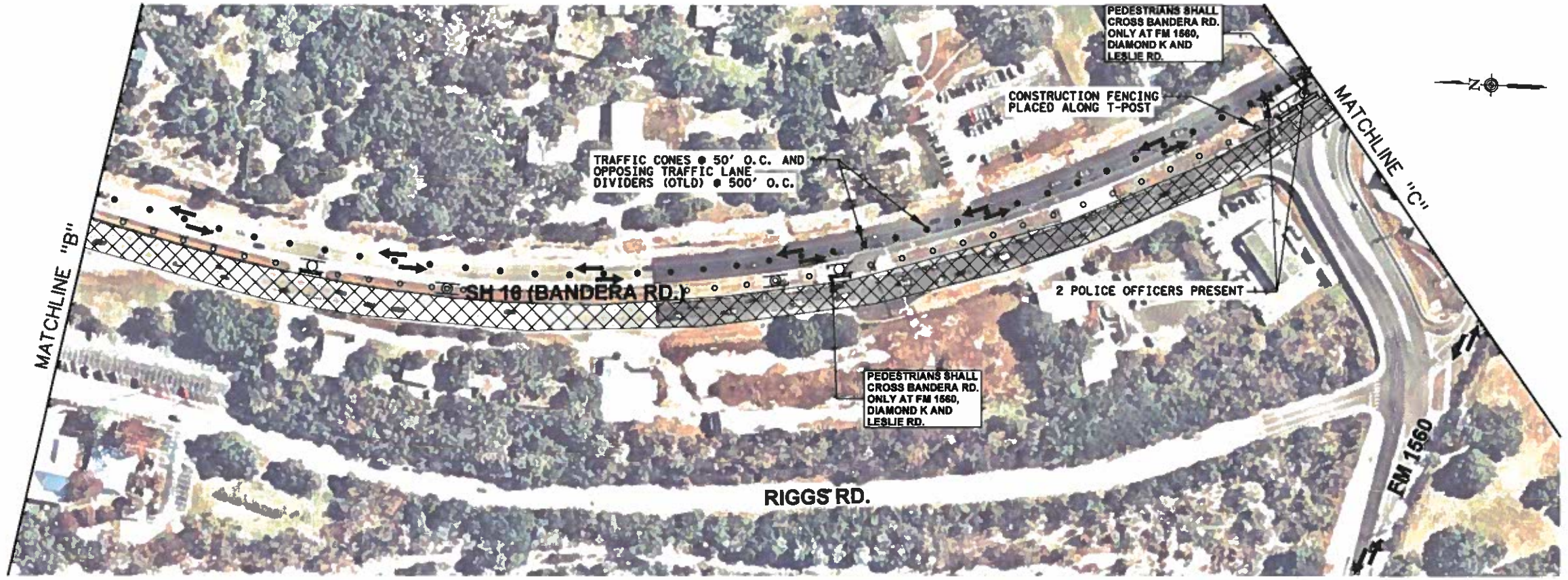
CORNYVAL PARADE TRAFFIC CONTROL PLAN

SCALE: 1" = 200'

SHEET 1 OF 4

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6			
STATE	DISTRICT	COUNTY	
TEXAS	SAT	BEXAR	
CONTROL	SECTION	JOB	HIGHWAY NO.
			SH 16

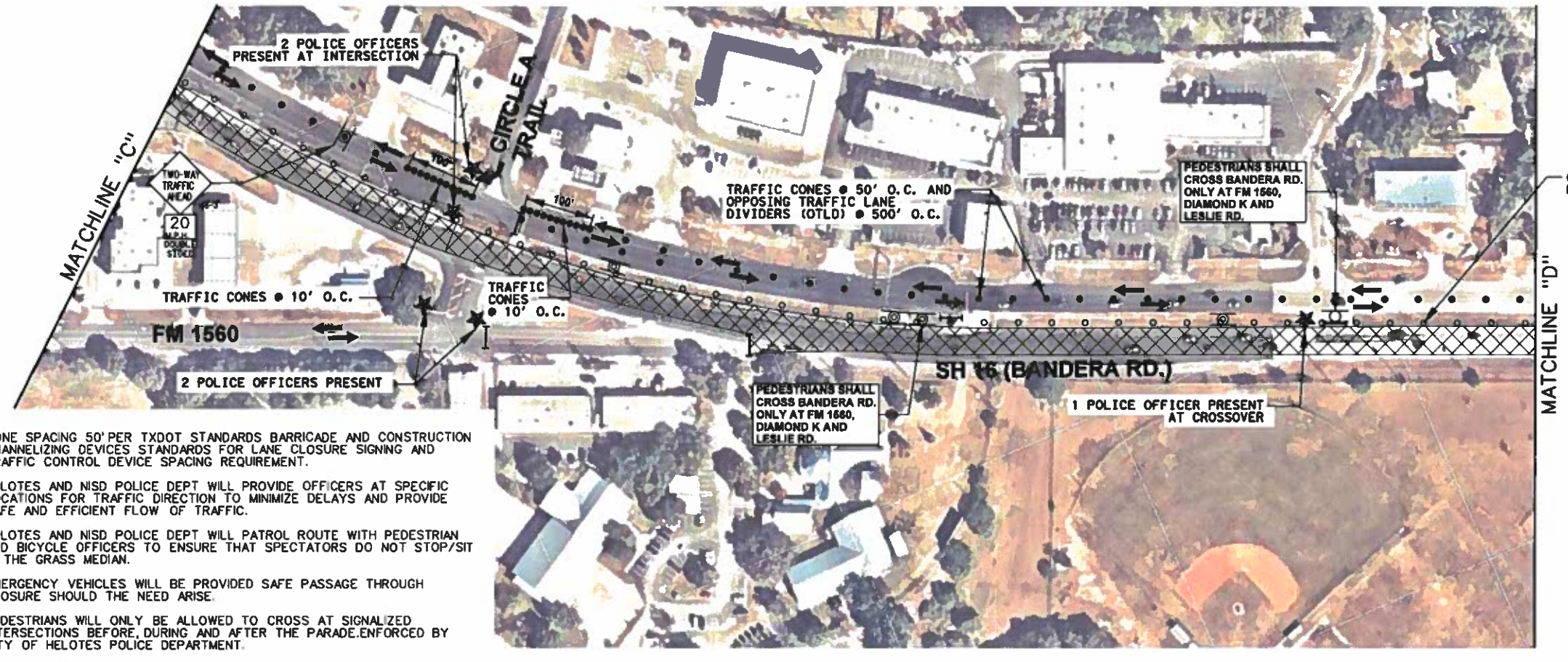
2/27/2019
S:\Projects\Helotes\Helotes_CornyvalParade_TCP\BanderaRd01.dgn



LEGEND

- LANE ENDS MERGE LEFT — W9-2 SIGN (1 TOTAL REQUIRED)
- TWO-WAY TRAFFIC AHEAD — W6-3 SIGNS (5 TOTAL REQUIRED)
- SLOW — SLOW SIGN (1 TOTAL REQUIRED)
- 20 MPH SIGNS (4 TOTAL REQUIRED)
- PEDESTRIAN SIGNS (5 TOTAL REQUIRED)
- DIRECTION OF TRAFFIC
- PARADE AREA
- TRAFFIC CONES (247 TOTAL REQUIRED) AND OTLD (25 TOTAL REQUIRED)
- T-POST AT 50' O.C. WITH CONSTRUCTION FENCING
- TY III BARRICADE (22 TOTAL REQUIRED)
- ROAD CLOSED SIGN (9 TOTAL REQUIRED)
- NO PEDESTRIANS IN MEDIAN (14 TOTAL REQUIRED)
- POLICE OFFICER (32 TOTAL REQUIRED)
- M — STATIC MESSAGE BOARD (2 TOTAL REQUIRED)

LNV
TBPE FIRM NO. F-386
6918 TESORO DRIVE
SAN ANTONIO, TEXAS 78217



NOTES:
1) CONE SPACING 50' PER TXDOT STANDARDS BARRICADE AND CONSTRUCTION CHANNELIZING DEVICES STANDARDS FOR LANE CLOSURE SIGNING AND TRAFFIC CONTROL DEVICE SPACING REQUIREMENT.
2) HELOTES AND NISD POLICE DEPT WILL PROVIDE OFFICERS AT SPECIFIC LOCATIONS FOR TRAFFIC DIRECTION TO MINIMIZE DELAYS AND PROVIDE SAFE AND EFFICIENT FLOW OF TRAFFIC.
3) HELOTES AND NISD POLICE DEPT WILL PATROL ROUTE WITH PEDESTRIAN AND BICYCLE OFFICERS TO ENSURE THAT SPECTATORS DO NOT STOP/SIT IN THE GRASS MEDIAN.
4) EMERGENCY VEHICLES WILL BE PROVIDED SAFE PASSAGE THROUGH CLOSURE SHOULD THE NEED ARISE.
5) PEDESTRIANS WILL ONLY BE ALLOWED TO CROSS AT SIGNALIZED INTERSECTIONS BEFORE, DURING AND AFTER THE PARADE.ENFORCED BY CITY OF HELOTES POLICE DEPARTMENT.
6) ROAD CLOSURE HOURS: 7:00AM TO 12:30PM

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING, PERMIT OR OTHER UNAUTHORIZED PURPOSES. THESE DOCUMENTS/PLANS WERE AUTHORIZED TO BE RELEASED.

BY: BYRON G. SANDERFER, P.E.
LICENSE NO.: 99241 DATE: 2/27/2019

CITY OF HELOTES ★ COUNTY OF BEXAR ★ INCORPORATED 1981

CORNYVAL PARADE TRAFFIC CONTROL PLAN

SCALE: 1" = 200' SHEET 2 OF 4

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6			
STATE	DISTRICT	COUNTY	
TEXAS	SAT	BEXAR	
CONTROL	SECTION	JOB	HIGHWAY NO.
			SH 16

2/27/2019
S:\Projects\Helotes\Helotes Cornyval Parade TCP\BanderaRd02.dgn

LEGEND

- W9-2 SIGN (1 TOTAL REQUIRED)
- W6-3 SIGNS (5 TOTAL REQUIRED)
- SLOW SIGN (1 TOTAL REQUIRED)
- 20 MPH SIGNS (4 TOTAL REQUIRED)
- PEDESTRIAN SIGNS (5 TOTAL REQUIRED)
- DIRECTION OF TRAFFIC
- PARADE AREA
- TRAFFIC CONES (247 TOTAL REQUIRED) AND OTLD (25 TOTAL REQUIRED)
- T-POST AT 50' O.C. WITH CONSTRUCTION FENCING
- TY III BARRICADE (22 TOTAL REQUIRED)
- ROAD CLOSED SIGN (9 TOTAL REQUIRED)
- NO PEDESTRIANS IN MEDIAN (14 TOTAL REQUIRED)
- POLICE OFFICER (32 TOTAL REQUIRED)
- STATIC MESSAGE BOARD (2 TOTAL REQUIRED)

NOTES:
1) CONE SPACING 50' PER TXDOT STANDARDS BARRICADE AND CONSTRUCTION CHANNELIZING DEVICES STANDARDS FOR LANE CLOSURE SIGNING AND TRAFFIC CONTROL DEVICE SPACING REQUIREMENT.
2) HELOTES AND NISD POLICE DEPT WILL PROVIDE OFFICERS AT SPECIFIC LOCATIONS FOR TRAFFIC DIRECTION TO MINIMIZE DELAYS AND PROVIDE SAFE AND EFFICIENT FLOW OF TRAFFIC.
3) HELOTES AND NISD POLICE DEPT WILL PATROL ROUTE WITH PEDESTRIAN AND BICYCLE OFFICERS TO ENSURE THAT SPECTATORS DO NOT STOP/SIT IN THE GRASS MEDIAN.
4) EMERGENCY VEHICLES WILL BE PROVIDED SAFE PASSAGE THROUGH CLOSURE SHOULD THE NEED ARISE.
5) PEDESTRIANS WILL ONLY BE ALLOWED TO CROSS AT SIGNALIZED INTERSECTIONS BEFORE, DURING AND AFTER THE PARADE.ENFORCED BY CITY OF HELOTES POLICE DEPARTMENT.
6) ROAD CLOSURE HOURS: 7:00AM TO 12:30PM

LNV
TBPE FIRM NO. F-368
8918 TESORO DRIVE
SAN ANTONIO, TEXAS 78217

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING, PERMIT OR OTHER UNAUTHORIZED PURPOSES. THESE DOCUMENTS/PLANS WERE AUTHORIZED TO BE RELEASED.

BY: BYRON G. SANDERFER, P.E.
LICENSE NO.: 99241 DATE: 2/27/2019

CITY OF HELOTES ★ COUNTY OF BEXAR ★ INCORPORATED 1981

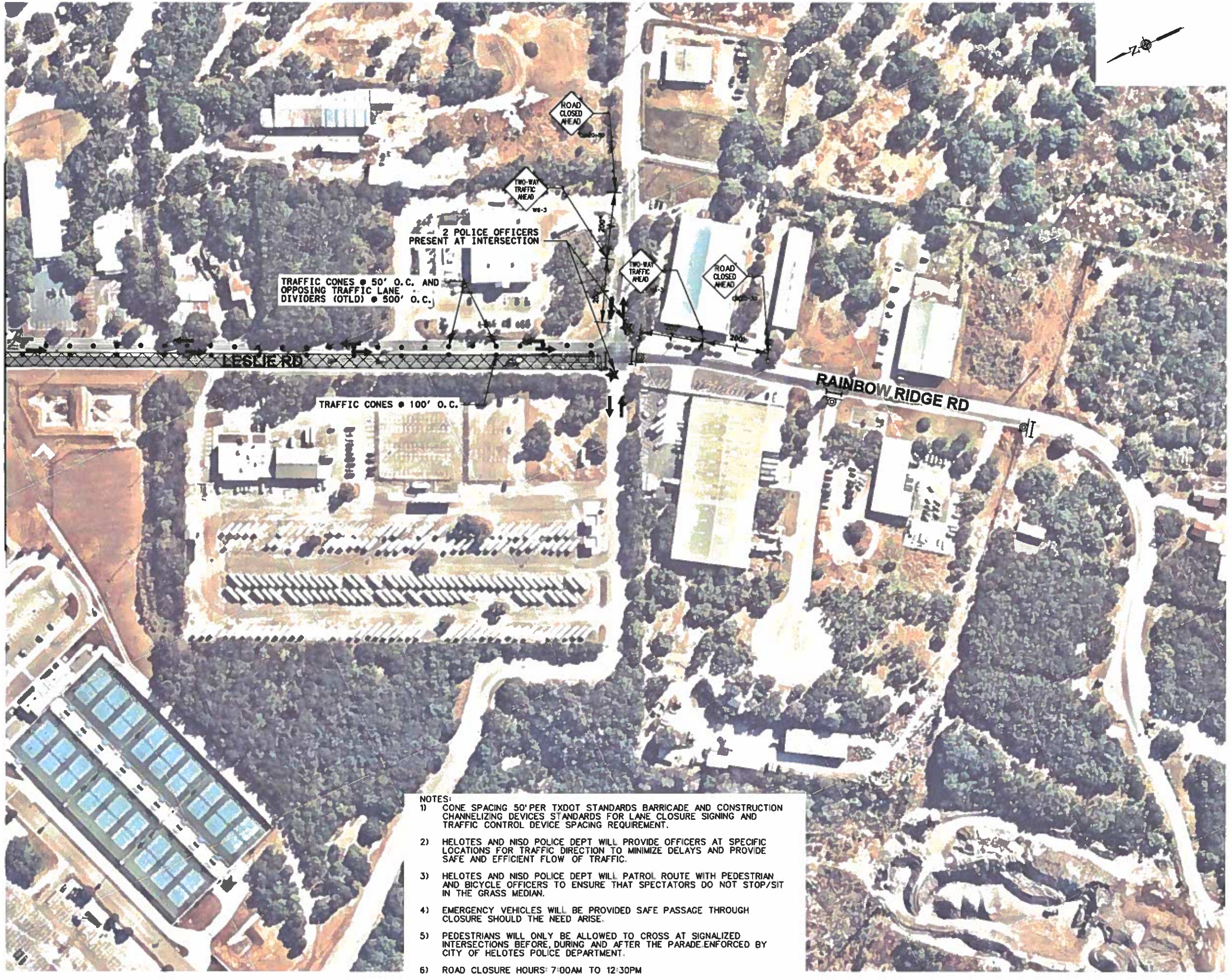
CORNYVAL PARADE TRAFFIC CONTROL PLAN

SCALE: 1" = 200' SHEET 3 OF 4

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6			
STATE	DISTRICT	COUNTY	
TEXAS	SAT	BEXAR	
CONTROL	SECTION	JOB	HIGHWAY NO.
			SH 16

2/27/2019
S:\Projects\Helotes\Helotes Cornyval Parade TCP\BanderaRd03.dgn

MATCH LINE "E"



NOTES:

1) CONE SPACING 50' PER TXDOT STANDARDS BARRICADE AND CONSTRUCTION CHANNELIZING DEVICES STANDARDS FOR LANE CLOSURE SIGNING AND TRAFFIC CONTROL DEVICE SPACING REQUIREMENT.
2) HELOTES AND NISD POLICE DEPT WILL PROVIDE OFFICERS AT SPECIFIC LOCATIONS FOR TRAFFIC DIRECTION TO MINIMIZE DELAYS AND PROVIDE SAFE AND EFFICIENT FLOW OF TRAFFIC.
3) HELOTES AND NISD POLICE DEPT WILL PATROL ROUTE WITH PEDESTRIAN AND BICYCLE OFFICERS TO ENSURE THAT SPECTATORS DO NOT STOP/SIT IN THE GRASS MEDIAN.
4) EMERGENCY VEHICLES WILL BE PROVIDED SAFE PASSAGE THROUGH CLOSURE SHOULD THE NEED ARISE.
5) PEDESTRIANS WILL ONLY BE ALLOWED TO CROSS AT SIGNALIZED INTERSECTIONS BEFORE, DURING AND AFTER THE PARADE.ENFORCED BY CITY OF HELOTES POLICE DEPARTMENT.
6) ROAD CLOSURE HOURS: 7:00AM TO 12:30PM

LEGEND

- LANE ENDS MERGE LEFT — W9-2 SIGN (1 TOTAL REQUIRED)
- TWO-WAY TRAFFIC AHEAD — W6-3 SIGNS (5 TOTAL REQUIRED)
- SLOW — SLOW SIGN (1 TOTAL REQUIRED)
- 20 MPH SIGNS (4 TOTAL REQUIRED)
- PEDESTRIAN SIGNS (5 TOTAL REQUIRED)
- DIRECTION OF TRAFFIC
- PARADE AREA
- TRAFFIC CONES (247 TOTAL REQUIRED) AND OTLD (25 TOTAL REQUIRED)
- T-POST AT 50' O.C. WITH CONSTRUCTION FENCING
- TY III BARRICADE (22 TOTAL REQUIRED)
- ROAD CLOSED SIGN (9 TOTAL REQUIRED)
- NO PEDESTRIANS IN MEDIAN (14 TOTAL REQUIRED)
- POLICE OFFICER (32 TOTAL REQUIRED)
- M — STATIC MESSAGE BOARD (2 TOTAL REQUIRED)

LNV
TBPE FIRM NO. F-386
8918 TESORO DRIVE
SAN ANTONIO, TEXAS 78217

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING, PERMIT OR OTHER UNAUTHORIZED PURPOSES. THESE DOCUMENTS/PLANS WERE AUTHORIZED TO BE RELEASED.

BY: BYRON G. SANDERFER, P.E.
LICENSE NO.: 99241 DATE: 2/27/2019

CITY OF HELOTES ★ COUNTY OF BEXAR ★ INCORPORATED 1981

CORNYVAL PARADE TRAFFIC CONTROL PLAN

SCALE: 1" = 200' SHEET 4 OF 4

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6			
STATE	DISTRICT	COUNTY	
TEXAS	SAT	BEXAR	
CONTROL	SECTION	JOB	HIGHWAY NO.
			SH 16

2/27/2019
S:\Projects\Helotes\Helotes_CornyvalParade_TCP\BanderaRd04.dgn

NUMBER	MESSAGES
1	Electronic Message Board: Bandera Rd Closed SAT 7:45 AM to 12:30 PM
2	Electronic Message Board: Bandera Rd Closed SAT 7:45 AM to 12:30 PM
3	Electronic Message Board: FM 1560 Closed Detour Left on Access Rd
4	Detour sign TMUTCD Figure 6H-8 (TA-8) Right on Braun Rd
5	Detour sign TMUTCD Figure 6H-8 (TA-8) Before intersection of Hausman Rd and SH16 on Hausman Rd. directing traffic to the left
6	Detour sign TMUTCD Figure 6H-8 (TA-8) Right on Lp 1604 Access Rd to Braun Rd
7	Detour sign TMUTCD Figure 6H-8 (TA-8) Intersection of FM 1560 and Iron Horse Way directing traffic to the Left
8	Detour sign TMUTCD Figure 6H-8 (TA-8) Intersection of Iron Horse Way and Antonio Dr directing traffic to the left and back onto FM 1560
9	Road Closed to Thru Traffic R11-4 at intersection of FM 1560 and Braun Rd with Type III barricades
10	Road Closed to Thru Traffic R11-4 at intersection of Antonio Dr and Iron Horse Way with Type III barricades
11	Road Closed Signage R11-2 at intersection of Riggs Rd and FM 1560 with Type III barricades

NOTES:

1)CONE SPACING 50' PER TXDOT STANDARDS BARRICADE AND CONSTRUCTION CAHNNELIZING DEVICES STANDARDS FOR LANE CLOSURE SIGNING AND TRAFFIC CONTROL DEVICES SPACING REQUIREMENT.

2)HELOTES AND NISD POLICE DEPT WILL PROVIDE OFFICERS AT SPECIFIC LOCATIONS FOR TRAFFIC DIRECTION TO MINIMIZE DELAYS AND PROVIDE SAFE AND EFFICIENT FLOW OF TRAFFIC.

3)HELOTES AND NISD POLICE DEPT WILL PATROL ROUTE WITH PEDESTRIAN AND BICYCLE OFFICERS TO ENSURE THAT SPECTATORS DO NO STOP/SIT IN THE GRASS MEDIAN.

4)EMERGENCY VEHICLES WILL BE PROVIDED SAFE PASSAGE THROUGH CLOSURE SHOULD THE NEED ARISE.

5)PEDESTRIANS WILL ONLY BE ALLOWED TO CROSS AT SIGNALIZED INTERSECTIONS BEFORE, DURING, AND AFTER THE PARADE. ENFOCED BY CITY OF HELOTES POLICE DEPT

6)ROAD CLOSURE HOURS: 7:00 AM TO 12:30PM.

7)THE INFORMATION PROVIDED ON THIS EXHIBIT IS IN ADDITION TO THE TCP PROVIDED BY LNV, INC. DATED FEBRUARY 25, 2019

8)M4-10 L/R WITH DETOUR STREET NAME (M4-12T) SHALL BE USED AT STREET CLOSURES. THE DETOUR STREET NAME SHALL BE "FM 1560"

THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING, PERMIT OR OTHER UNAUTHORIZED PURPOSES. THESE DOCUMENTS/PLANS WERE AUTHORIZED TO BE RELEASED.
BY: BYRON G. SANDERFER, P.E.
LICENSE NO: 99241 DATE: 02/25/19

CITY OF GREY FOREST

RANCHO DIANA

CITY OF SAN ANTONIO

GOVERNMENT CANYON

CITY OF HELOTES CITY HALL

NISD Officer

BEXAR COUNTY

CITY OF SAN ANTONIO

NISD Officer
City of Helotes - City Hall Location
Traffic Flow
ETJOtherCities selection
City of Helotes ETJ
City of Grey Forest ETJ
City of Helotes
City of Grey Forest

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF HELOTES CORNYVAL REGIONAL TCP EXHIBIT

12951 Bandera Road
Helotes, Texas 78023
Phone: 210-695-8877
Fax: 210-695-2123

0 825 1,650 3,300 4,950 Feet

1 inch = 1,650 feet

Date Revised 2/27/2019

N W E S

LNV
engineers | architects | surveyors
TBPE FIRM NO. F-366
TBPE FIRM NO F-366
6918 Texas Drive Suite 401
San Antonio, TX 78217
Phone 210-822-2232
www.LNVINC.com

ITEM NO. 8

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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)

BACKGROUND:

In accordance with Code of Ordinances Chapter 98 *Zoning*, Sec. 98-69 *Overlay District*, the property's zoning designation requires that restaurants with drive-thru facilities go through the Specific City Council Approved Use Permit process prior to the issuance of a Certificate of Occupancy.

City Staff are working with the developer and City Engineer to ensure that the development will qualify for a fee-in-lieu of detention, thereby preserving the majority of trees and underbrush to the rear of the building. Assuming that no detention is required, the current site plan would preserve approx. 112.50' x 183.89' or 20,687.63 sq. ft of property and trees to the rear of the development.

FINANCIAL: N/a

RECOMMENDATION: City Staff recommends approval of Item No. 8.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION:

Motion to approve 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).

March 7, 2019

To: Rick Schroeder, City Administrator

From: Jason Wightman
Vice Chairman, Planning and Zoning Commission

Re: Planning and Zoning Commission Monthly Report

The Planning & Zoning Commission held its regular monthly meeting on March 5, 2019 The Commission took the following action:

- Unanimously approved meeting minutes for regular meeting of February 5, 2019

- Unanimously recommended approval by of 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. It was understood that while the above was the only item for consideration before P&Z, city staff would be further reviewing the project for drainage requirements, tree preservation and fire department access which may affect the proposed design.

- Unanimously recommended approval of a request by Pulte Homes of Texas, LP for a residential subdivision entry sign with the following stipulations:
  - The proposed new front curved portion is understood to be the "sign" and therefore should be reduced in size so as to be 181.25 s.f. in area to comply with the 145 s.f. sign ordinance requirement (plus 25% P&Z discretionary allowance)
  - The shielded lighting as proposed is acceptable.

- Unanimously recommended approval of a request by Helotes Gallery for approval of a wall sign.

Finally, there was the suggestion by a P&Z Commissioner to add a discussion item of consider raising the minimum wall sign areas under the sign ordinance.

Regards,
Jason D. Wightman, Vice Chairman

PAID
JAN 24 2019
CK. 1203 7

RECEIVED
JAN 24 2019
CITY OF HELOTES

City of Helotes
Development Services
Department
P.O. Box 507
12951 Bandera Road
Helotes, TX 78023
Phone (210) 695.8877
Fax (210) 695.2123

CITY OF HELOTES

ZONING AMENDMENT APPLICATION

CHAPTER 98,

Amendments, Rezoning, and Variances

NAME OF APPLICANT: Abiso Helotes Crossing, LP

MAILING ADDRESS: 970 Isom Road San Antonio, TX 78216

PHONE #: (210) 452-8523

STATUS OF APPLICANT: OWNER: X AGENT: _____ **(IF AGENT, ATTACH LETTER OF AUTHORIZATION.)**

PROPERTY DESCRIPTION

PHYSICAL ADDRESS: 12423 Bandera Road, Helotes, TX 78023 (Proposed)

LEGAL DESCRIPTION: Lot 15, Block 19, Sonic-Helotes, in city of Helotes, Volume 9550, Page 177

CURRENT ZONING: B3-OD PROPOSED ZONING: B3-OD

DEED RESTRICTIONS PROHIBITING PROPOSED ZONING: N/A

EXISTING USE: Undeveloped land PROPOSED USE: Retail shopping center

LAND AREA: 1.721 acres DOES OWNER OWN ADJACENT PROPERTIES? YES _____ NO X

PURPOSE OF REQUEST:

Allow a drive-thru for a restaurant tenant (Dunkin' Donuts)

I hereby certify that I have read and examined this application and know the information I have provided to be true and correct. All provision of laws and ordinances governing this application will be complied with, whether specified herein or not. The granting of this zoning amendment or change does not presume to give authority to violate or cancel the provisions of any other local law regulating the use of the property.

Applicant's Signature

Date 1/11/2019

Property Identification #: 239951

Geo ID: 04478-419-0150
Situs Address: N STATE HWY 16 HELOTES, TX 78023
Property Type: Real
State Code: C1

Property Information: 2019

Legal Description: CB 4478D BLK 19 LOT 15 SONIC - HELOTES
Abstract: A04478
Neighborhood: NBHD code51200
Appraised Value: N/A
Jurisdictions: 11, 09, 08, 10, CAD, 42, 06, 56

Owner Identification #: 3150750

Name: ABISO HELOTES CROSSING LP
Exemptions:
DBA: Null

Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

Google Maps

12423 Bandera Rd

Helotes Crossing Shopping Center

Imagery ©2019 Google, Map data ©2019 Google 50 ft

BEXAR COUNTY

CITY OF GREY FOREST

RANCHO DIANA

CITY OF SAN ANTONIO

GOVERNMENT CANYON

CITY OF HELOTES CITY HALL

SUBJECT PROPERTY

CITY OF SAN ANTONIO

BEXAR COUNTY

City of Helotes Zoning Classification

B1	OTHSD
B1-PRUD	PDD
B2	R-TH
B3	R1
B3-OD	Helotes ETJ
B4	COSA / County Parcel
I-1	

Legend

- City of Helotes - City Hall Location
- CoSA/State Park Area
- Parcels 2016 selection
- Bexar County

Note: Parcel data was acquired through the Bexar County Appraisal District and is current as of January 2013. City and ETJ limit data was acquired from the City of San Antonio GIS Department and is current as of the date of this map.

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF HELOTES ZONING MAP

12951 Bandera Road
Helotes, Texas 78023
Phone: 210-695-8877
Fax: 210-695-2123

Feet
0 825 1,650 3,300 4,950
1 inch = 1,650 feet

Date Revised: 7/17/2018

N W E S

LNV
engineers | architects | surveyors
TBPE FIRM NO. F-366
TBPS FIRM NO. F-366
9310 Tesoro Drive, Suite 401
San Antonio, TX 78217
Phone: 210-822-2232
www.LNVINC.com

Document Path: \\SASTORAGE\share\Projects\Helotes\120454 General Engineering Services\000\Design\GIS\Helotes-Website Maps\ZONING MAP\City Zoning Map (22x34).mxd

S.H. 16
BANDERA ROAD
(VARIABLE WIDTH R.O.W.)

20' LANDSCAPE ESMT. PER PLAT

14' GAS, ELEC., TEL, & CATV ESMT. VOL. 9539, PG. 127

30' ACCESS ESMT. PER PLAT

LOT 15, BLOCK 19
C.B. 4478 B
SONIC - HELOTES
VOL. 9550. PAGE 177, D.P.R.

RETAIL
9,300 SF

124'

75'

SUBJECT TRACT
1.721 ACRES
(74,977 SQUARE FEET)

LOT 1, BLOCK 1
HELOTES MARKETPLACE
VOL. 9639. PAGE 161, D.P.R.

WAL-MART REAL ESTATE
BUSINESS TRUST
VOL. 15423, PAGE 1245, O.P.R.
RECORDED 04/02/2012

LOT 14, BLOCK 19
C.B. 4478 B
SONIC - HELOTES
VOL. 9550. PAGE 177, D.P.R.

AA&D ENTERPRISES, LLC
d.b.a. HELOTES JOINT VENTURE
VOL. 12494, PAGE 1671, O.P.R.
RECORDED 11/02/2006

WEINGARTEN/INVESTMENTS INC
VOL. 12566, PAGE 1564, O.P.R.
RECORDED 12/08/2006

12' PRIVATE SAN. SEWER ESMT. PER PLAT

LOT 1, BLOCK 1
HELOTES MARKETPLACE
VOL. 9639. PAGE 161, D.P.R.

SCALE: 1"=40'
0 40' 80'

REPRODUCTION IN WHOLE OR IN PART IS STRICTLY PROHIBITED

THIS CONCEPTUAL SITE PLAN IS FOR MARKETING PURPOSES ONLY AND HAS BEEN PREPARED FOR CLIENT BASED UPON PRELIMINARY AVAILABLE SITE INFORMATION AND IS NOT TO BE INTERPRETED AS A CONSTRUCTION DOCUMENT. ALL DIMENSIONS , GRADES, AND AREA CALCULATIONS INCLUDING PARKING REQUIREMENTS ARE SUBJECT TO VERIFICATION AND MODIFICATION BY A PROFESSIONAL CIVIL ENGINEER FOR COMPLIANCE WITH ALL NATIONAL, STATE, AND LOCAL REGULATIONS.

Copyright © 2018 All Rights Reserved

NORTH

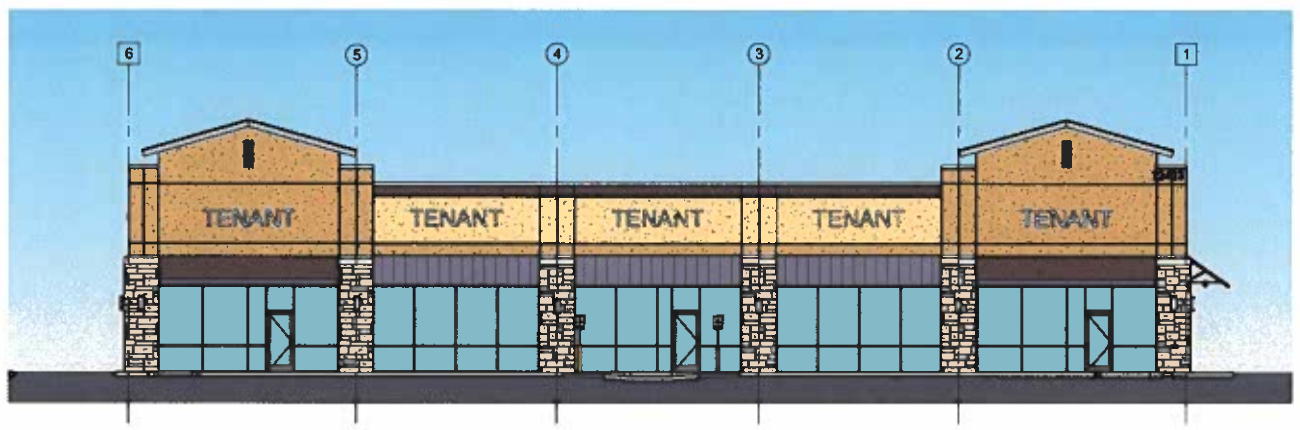
1 / SP-1 SITE PLAN
SCALE: 1" = 40'

i:\2018\18076\siteplans\
SP1-010719.dwg
01/07/19

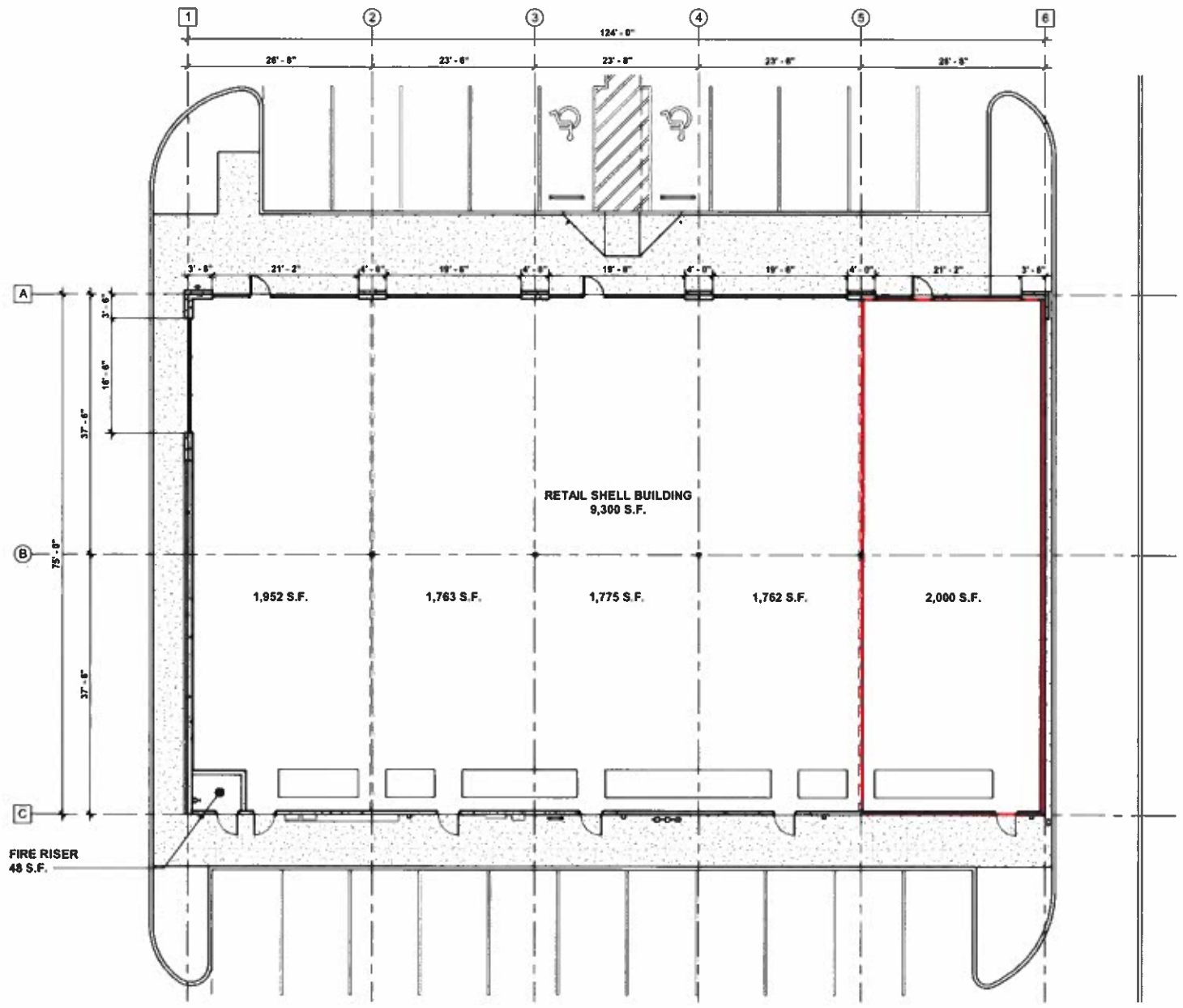
HELOTES CROSSING

12423 BANDERA ROAD
HELOTES, TEXAS 78023

PERSPECTIVE



ELEVATION



FLOOR PLAN

HELOTES CROSSING

SHOPPING CENTER

18076
02/11/19

9639 McCullough Ave.
San Antonio, Texas 78216
Tel. 210 . 340 . 2400
Fax. 210 . 340 . 2449
www.lunamiddleman.com

LUNA
MIDDLEMAN
ARCHITECTS

Sec. 98-69. - Overlay district (B-3 OD).

(a) *Purpose.* The purpose of the B-3 Overlay District is:

(1) To create a more attractive, cohesive, and safe environment; and

(2) To safeguard the City's heritage by preventing the spoliation of areas that reflect important elements of the City's cultural, natural, historic, and economic fabric; and

(3) To create favorable impressions of Helotes that provide environmental enrichment for the citizens of the City and visitors thereto; and

(4) To preserve, protect, and enhance nearby residential areas; and

(5) To reduce visual chaos and limit distractions along public roadways; and

(6) To stabilize and strengthen property values within the corridor.

(b) *Zoning process and classification.*

(1) This section authorizes the establishment of B-3 Overlay Districts; however, separate ordinances are required to designate each district.

(2) The B-3 Overlay Districts are established as overlays to the regular base zoning districts. Any property located within a B-3 Overlay District must comply with the requirements of the base district, as well as the Overlay District. If there is a conflict between the requirements of the base district and the Overlay District, the more restrictive requirement shall prevail.

(3) The zoning designation for the B-3 Overlay District shall consist of the base zone symbol and the Overlay District symbol (OD) as a suffix.

(c) *Permitted and non-permitted uses.*

(1) The uses that are not permitted in a B-3 Overlay District are as follows:

a. Automobile (Incl. Motorcycles) Sales and Service (New and Used, When Used Incidental to New Sales) (Service Completely Enclosed in B-3 District).

b. Automobile Parking Lots or Garages (Commercial).

c. Bus Passenger Station at Existing Business other than Busing Company.

d. Manufacturing, Light.

e. Newspaper Printer (Completely Enclosed in B-3 District).

f. Pawnshop (Completely Enclosed in B-2 and B-3 Districts).

g. Recreation Vehicle Park.

h. Storage Building (Marine, Automobile, Home, Commercial) (Completely Enclosed in B-3 District).

i. Theater (Outdoor) (Consumption of Alcohol Permitted).

j. Theater (Outdoor) (Consumption of Alcohol Not Permitted).

k. Veterinarian Office and Hospital (with Outside Boarding).

(2) The uses that may be permitted by the City Council, pursuant to the methodology prescribed in Chapter 98, Article V Specific City Council Approved Use Permit are as follows:

a. Alcoholic Beverage (Retail) Sales (No On-premises Consumption).
b. Automobile Car Wash (Full-service).
c. Automobile Car Wash (Self-service).
d. Automobile Filling Station and/or Service (Service Completely Enclosed in B-2 and B-3 Districts).
e. Automobile Paint and Auto Body Shop (Completely Enclosed in B-3 District).
f. Automobile Part Sales (Completely Enclosed) (Retail).
g. Automobile Rental (Rental Car Parking Area Completely Fenced with Six ft. Opaque Fencing in B-2 and B-3 Districts).
h. Carpet Service and Cleaning (Completely Enclosed in B-2 and B-3 Districts).
i. Club or Lodge (Governmental and Non-profit).
j. Club or Lodge (Non-governmental).
k. Convenience Store (Completely Enclosed in B-2 and B-3 Districts).
l. Funeral Home.
m. Hotel (Other Than Motel or Motor Inn Where Patrons Access Rooms Via Parking Area).
n. Marine Sales and Service (New and Used, When Used Incidental to New Sales) (Service Completely Enclosed in B-3 District).
o. Restaurant with Drive Thru (Alcoholic Beverages Incidental to Food Sales).
p. Stone Cutting and Monument Sales/Service (Completely Enclosed in B-3 District).
q. Tavern with Outdoor Area for Patrons/No live or recorded music allowed outside.
r. Tavern (Completely Enclosed in B-2 and B-3 Districts).
s. Theater (Completely Enclosed) (Consumption of Alcohol Permitted).
t. Theater (Completely Enclosed) (Consumption of Alcohol Not Permitted).

(3) Any use permitted by the Schedule of Uses [in Appendix A at the end of this Chapter] in a B-3 General Business District and that is not prohibited by Subsection (c)(1) of this section, nor require a Specific City Council Approved Use Permit by subsection (c)(2) of this Section, is permitted as a matter of right in a B-3 Overlay District.

(Ord. No. 253, § 1(art. III, § 8), 4-8-2004; Ord. No. 387, § 1, 12-8-2008; Ord. No. 409, § 1, 8-13-2009; Ord. No. 18-07, § 2, 5-10-2018)

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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)

BACKGROUND:

Sec. 66-43. Residential subdivision entry signs	**Compliant**	**Variance Required**
Residential subdivision entry signs shall be regulated as follows:	N/a	N/a
(1) *Purpose.* Identify a residential subdivision.	Yes	No variance required.
(2) *Size.* Surface area shall not exceed 145 square feet.	-	The text surface area is approx. 33.89 sq. ft., not including the remainder of the rock structure / wall.
(3) *Height.* No part of the sign shall extend above eight feet from average grade.	Yes	No variance required.
(4) *Number.* Limited to one sign for each entry to the subdivision.	Yes	No variance required.
(5) *Location.* Subdivision entry.	Yes	No variance required.
(6) *Design.* In accordance with the criteria in Section 66-11.	Yes	No variance required.
(7) *Lighting.* Indirect or internally illuminated.	-	Proposed lighting is indirect; however, the lighting is not full cut-off. That said, the Planning and Zoning Commission and/or City Council have authorized the

		identified lighting for residential subdivision entry signs in the past.
(8) *Landscaping.* a. A landscaped area shall be required at the base of the sign and for each sign face shall extend no less than two feet from the base, subject to the granting of an exemption by the P&Z if justified by unusual site conditions; b. All landscaped areas shall be maintained in a neat, clean and healthy condition; and c. A plan showing the landscaping must be presented to the P&Z by the applicant at the time of application.	Yes	No variance required.
(9) *Duration.* So long as the residential subdivision is in existence.	Yes	No variance required.
(10) *Special provisions.* The surface area shall not contain any type of advertising.	Yes	No variance required.
(11) *Permit.* A permit must be obtained in accordance with the provisions of this chapter prior to installation.	-	The existing sign is not permitted. Code Enforcement worked with Pulte to submit a revised residential subdivision entry sign designed to fit better into the Helotes community.

FINANCIAL: N/a

RECOMMENDATION:

City Staff recommends approval of Item No. 9, as presented by the applicant.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION:

Motion to approve a request by Pulte Homes of Texas, L.P. for approval of a residential subdivision entry sign for Silver Canyon Subdivision located near the intersection of Galm Road and Mill Park.

March 7, 2019

To: Rick Schroeder, City Administrator

From: Jason Wightman
Vice Chairman, Planning and Zoning Commission

Re: Planning and Zoning Commission Monthly Report

The Planning & Zoning Commission held its regular monthly meeting on March 5, 2019 The Commission took the following action:

- Unanimously approved meeting minutes for regular meeting of February 5, 2019

- Unanimously recommended approval by of 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. It was understood that while the above was the only item for consideration before P&Z, city staff would be further reviewing the project for drainage requirements, tree preservation and fire department access which may affect the proposed design.

- Unanimously recommended approval of a request by Pulte Homes of Texas, LP for a residential subdivision entry sign with the following stipulations:
  - The proposed new front curved portion is understood to be the "sign" and therefore should be reduced in size so as to be 181.25 s.f. in area to comply with the 145 s.f. sign ordinance requirement (plus 25% P&Z discretionary allowance)
  - The shielded lighting as proposed is acceptable.

- Unanimously recommended approval of a request by Helotes Gallery for approval of a wall sign.

Finally, there was the suggestion by a P&Z Commissioner to add a discussion item of consider raising the minimum wall sign areas under the sign ordinance.

Regards,
Jason D. Wightman, Vice Chairman

Sec. 66-43. - Residential subdivision entry signs.

Residential subdivision entry signs shall be regulated as follows:

(1) *Purpose.* Identify a residential subdivision.

(2) *Size.* Surface area shall not exceed 145 square feet.

(3) *Height.* No part of the sign shall extend above eight feet from average grade.

(4) *Number.* Limited to one sign for each entry to the subdivision.

(5) *Location.* Subdivision entry.

(6) *Design.* In accordance with the criteria in section 66-11.

(7) *Lighting.* Indirect or internally illuminated.

(8) *Landscaping.*

a. A landscaped area shall be required at the base of the sign and for each sign face shall extend no less than two feet from the base, subject to the granting of an exemption by the P&Z if justified by unusual site conditions;

b. All landscaped areas shall be maintained in a neat, clean and healthy condition; and

c. A plan showing the landscaping must be presented to the P&Z by the applicant at the time of application.

(9) *Duration.* So long as the residential subdivision is in existence.

(10) *Special provisions.* The surface area shall not contain any type of advertising.

(11) *Permit.* A permit must be obtained in accordance with the provisions of this chapter prior to installation.

(Ord. No. 249, § 1(150.503), 2-26-2004; Ord. No. 391, § 1, 1-22-2009; Ord. No. 570, § 1, 6-11-2015)

City of Helotes
Development Services
Department
P.O. Box 507
12951 Bandera Road
Helotes, TX 78023
Phone (210) 695.8877
Fax (210) 695.2123

SIGN PERMIT APPLICATION

CHAPTER 66,

Sign Administrative Procedures

Name of Applicant: Jon Robinson Date: February 12, 2019

Sign Location Address: Intersection of Galm Road and Mill Park

Legal Description: Lot #: 904 Open Space Block #: 312 CB/NCB #: 4450

Use of Building: Subdivision Sign Monument

No. of Businesses: _____ Zoning: Helotes ETJ

Name of Property Owner: Pulte Group, Inc. Phone #: 210-581-8827

Property Owner's Address: 1718 Dry Creek Way, Suite 120, San Antonio, TX 78259

Name of Sign Contractor: N/A

Contractor's License #: _____ Phone #: _____

E-mail Address: _____

Contractor's Business Address: _____

Type of Sign: ☐ Monument, Multi-Tenant ☐ Wall Mount ☐ Window ☑ Residential Entry
☐ Monument, Single Business ☐ Hanging ☐ Public/ Non-Profit Signage
☐ Traffic Control ☐ Projecting ☐ Miscellaneous Signage
☐ Other _____

Linear Feet of Building or Lease Space Frontage: 64 Linear Feet of Monument

Sign Dimensions: 3' x 29' Square Footage: 87 SF Height: 4' Sign Colors: Gray/White Stucco Blue Lettering

Sign Text: Silver Canyon

Non-Illuminated Sign: ☐ Illuminated Sign: ☑ Type of Lighting: LED Ground Mounted 26 W Floodlight w/ Hood Bullet BR30 Series with Upshield

Applicant must attach the following documents:

- Thirteen (13) sets of plans indicating sign size, color, type of material, and its parts; message size and style of lettering; type of lighting; method of attachment; associated landscaping.
- Thirteen (13) sets of color sketches, color photographs, or similar scaled presentation of the sign and building that shows how each would appear in relation to the other.
- Site plan showing location of proposed sign and copy of plat, if available, to determine easement locations.
- Written consent from the property owner.

Applicant's Signature: _____ Date: February 15, 2019

Printed Name: Jon Robinson Phone #: 210-233-9650

Applicant's Address: 14607 San Pedro Ave., Suite 200, San Antonio, TX 78232

Note: All exterior signage requires Planning & Zoning Commission and City Council approval prior to permitting and installation. The Commission meets on the 1st Tuesday of each month, and the deadline submittal date is 14 calendar days prior to the meeting date.

City of Helotes – Sign Permit Application
LETTER OF AGENT/CONSENT

February 12, 2019

PROJECT NAME:	Silver Canyon Entry Feature
PROJECT ADDRESS:	Intersection of Galm Road & Mill Park
PROJECT NO.:	2019-003
OWNER:	Pulte Group, Inc.
OWNER ADDRESS:	1718 Dry Creek Way, Suite 120 San Antonio, TX 78259

Re: Letter of Agent/Consent:
Sign Permit Application

In accordance with the City of Helotes (the "City"), Pulte Group, Inc. (the "Owner") agrees to provide this Letter of Agent/Consent for Jon Robinson (the "Consultant") with Horizon Design and Development, Inc. (the "Company"). The Consultant will be submitting the Sign Permit Application and its design documents on their behalf to the City.

The Letter of Agent/Consent shall be filed in the records of the Development Services Department of the City.

Pulte Group, Inc.

By: Joseph O. Epp
Pulte Group, Inc.

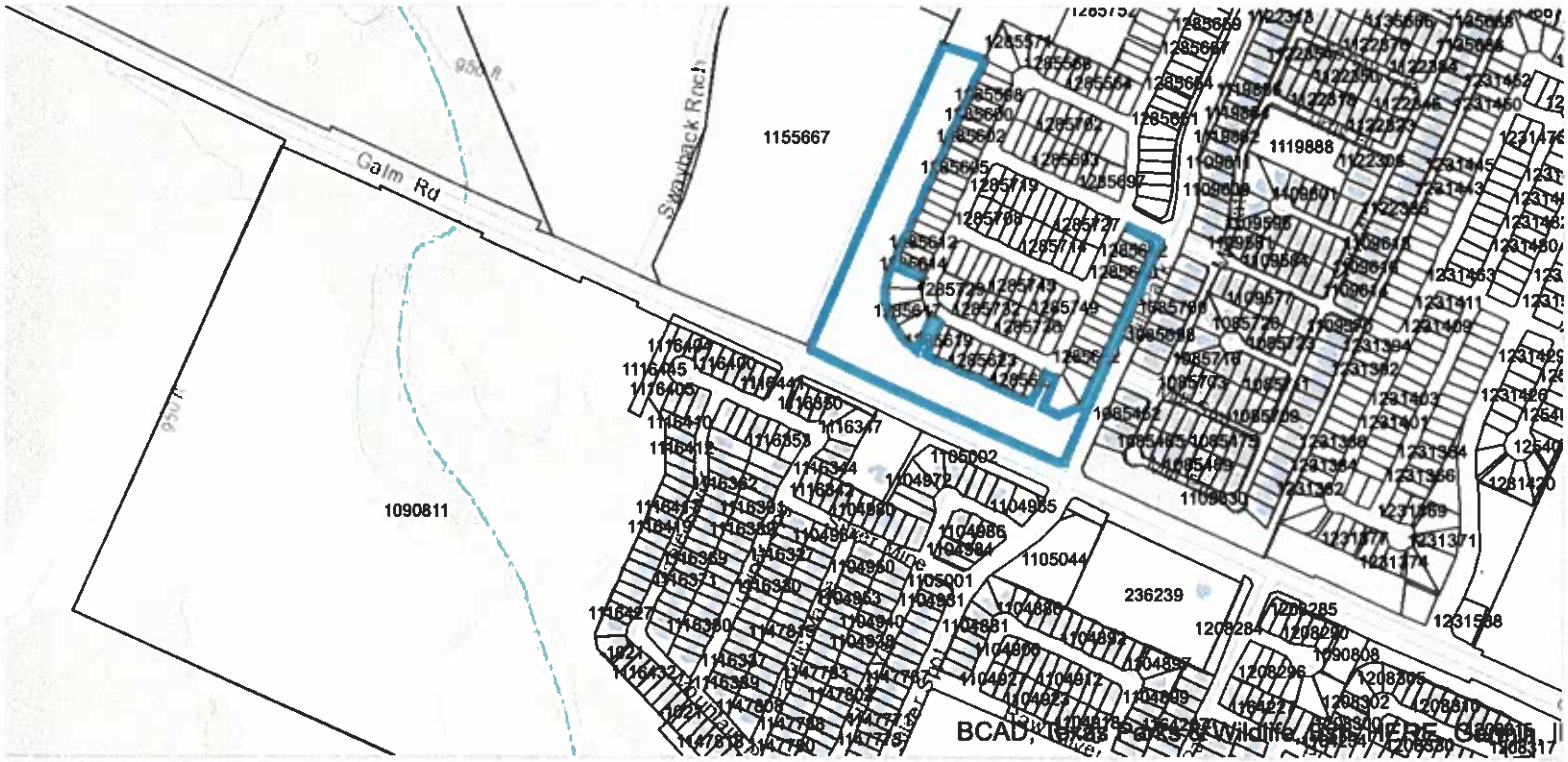
STATE OF TEXAS §
§
COUNTY OF BEXAR §

This instrument was acknowledged before me on this 14 day of February 2019, by Joseph Epp, Pulte Group Inc.

Notary Public in and for the State of Texas

JENNIFER L. RAMIREZ
Notary Public, State of Texas
Comm. Expires 05-24-2021
Notary ID 124010845

Property Identification #: 1285753	Property Information: 2019	Owner Identification #: 179278
Geo ID: 04450-825-9040 Situs Address: CANYON ROCK LN SAN ANTONIO, TX 78254 Property Type: Real State Code: C1	Legal Description: CB 4450S (SILVER CANYON SUBD U-5), BLOCK 312 LOT 904 (OPEN SPACE) Abstract: 20001/167 Neighborhood: SILVER CANYON Appraised Value: N/A Jurisdictions: CAD, 06, 11, 10, 77, 56, 08, 09	Name: PULTE HOMES OF TEXAS LP Exemptions: DBA: Null



Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

Google Maps Silver Canyon

Imagery ©2019 Google, Map data ©2019 Google 200 ft

NOTE: This document is intended for interim review purposes only and is not to be used for bidding, permitting, or construction.

EXISTING CONDITION

HORIZON
DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14607 San Pedro Ave, Suite 200
San Antonio, Texas 78232
210.831.8564 probinson@horizondesign-sa.com

Silver Canyon

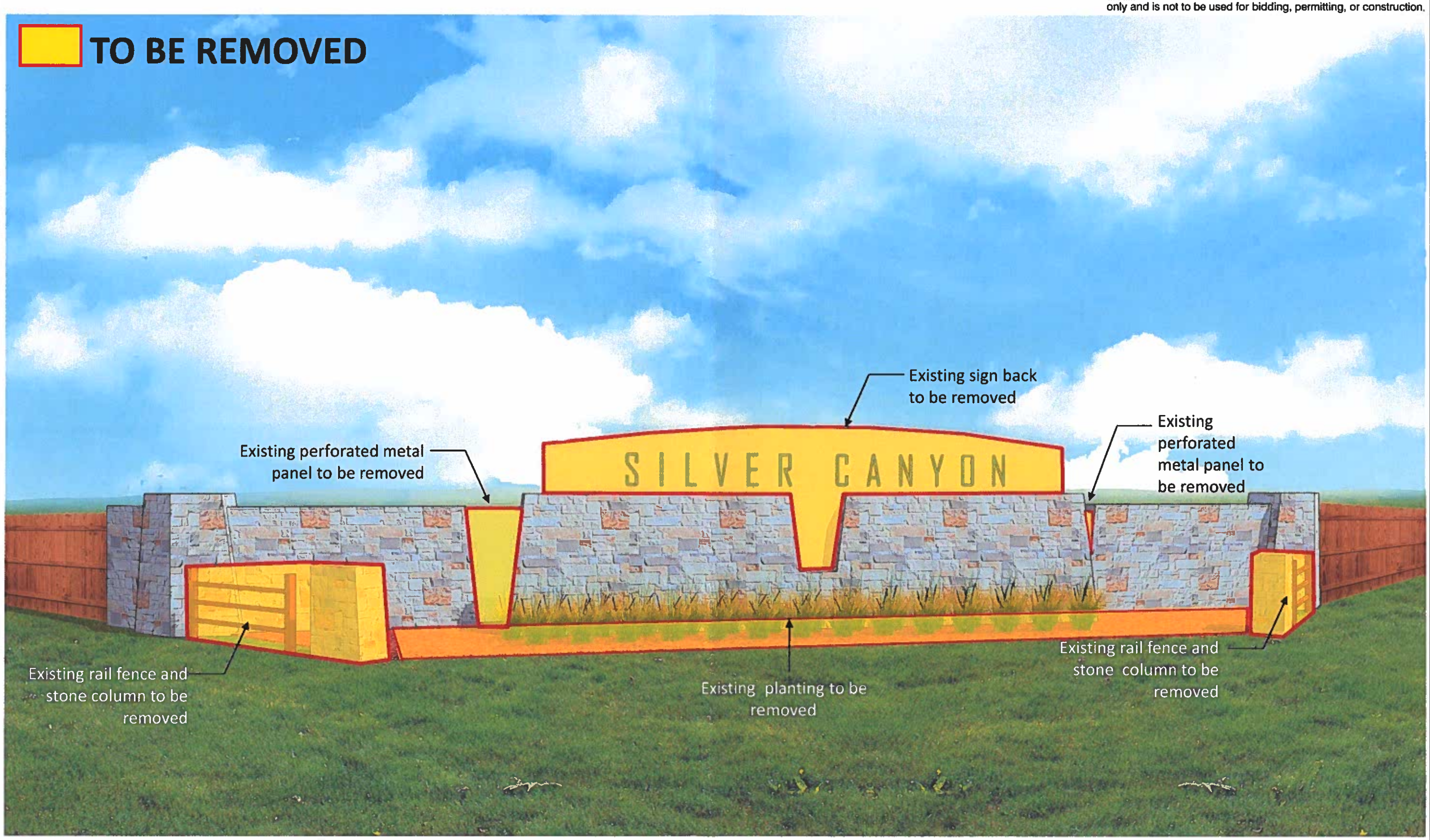
Entry Monument Sign

Helotes, Texas

January 25, 2019

NOTE: This document is intended for interim review purposes only and is not to be used for bidding, permitting, or construction.

TO BE REMOVED



HORIZON
DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14607 San Pedro Ave Suite 200
San Antonio, Texas 78232
210 831 8564

Silver Canyon

Entry Monument Sign

Helotes, Texas

January 25, 2019

NOTE: This document is intended for interim review purposes only and is not to be used for bidding, permitting, or construction.

PROPOSED MONUMENT IMPROVEMENTS

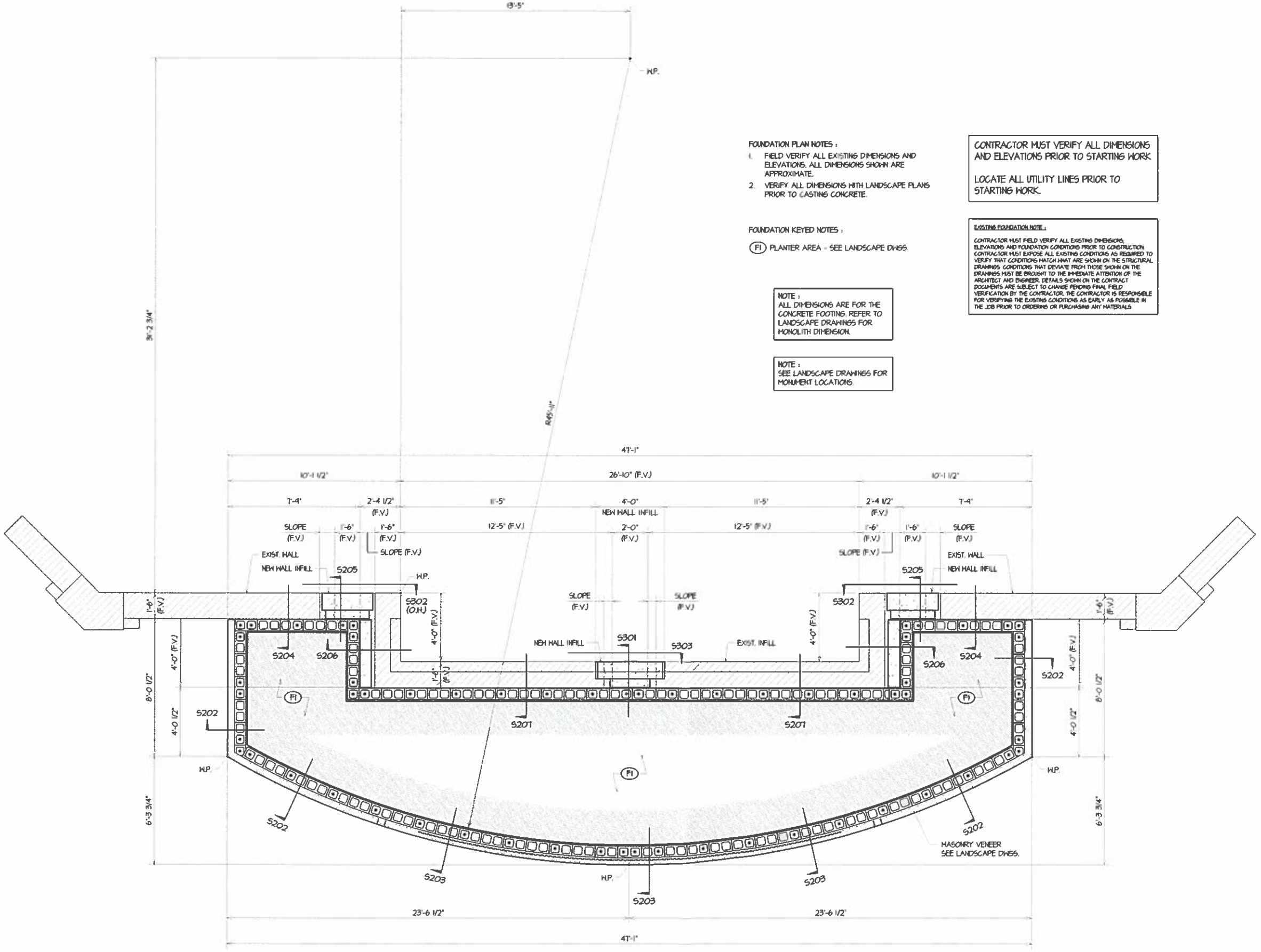
HORIZON
DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14607 San Pedro Ave. Suite 200
San Antonio, Texas 78232
210.821.8566 robhaas@horizondesign-sa.com

Silver Canyon

Entry Monument Sign

Helotes, Texas

January 25, 2019



MONUMENT PLAN

FOUNDATION PLAN NOTES :

1. FIELD VERIFY ALL EXISTING DIMENSIONS AND ELEVATIONS. ALL DIMENSIONS SHOWN ARE APPROXIMATE.
2. VERIFY ALL DIMENSIONS WITH LANDSCAPE PLANS PRIOR TO CASTING CONCRETE.

FOUNDATION KEYED NOTES :

(F1) PLANTER AREA - SEE LANDSCAPE DWGS.

NOTE :
ALL DIMENSIONS ARE FOR THE CONCRETE FOOTING. REFER TO LANDSCAPE DRAWINGS FOR MONOLITH DIMENSION.

NOTE :
SEE LANDSCAPE DRAWINGS FOR MONUMENT LOCATIONS.

CONTRACTOR MUST VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO STARTING WORK.

LOCATE ALL UTILITY LINES PRIOR TO STARTING WORK.

EXISTING FOUNDATION NOTE :

CONTRACTOR MUST FIELD VERIFY ALL EXISTING DIMENSIONS, ELEVATIONS AND FOUNDATION CONDITIONS PRIOR TO CONSTRUCTION. CONTRACTOR MUST EXPOSE ALL EXISTING CONDITIONS AS REQUIRED TO VERIFY THAT CONDITIONS MATCH WHAT ARE SHOWN ON THE STRUCTURAL DRAWINGS. CONDITIONS THAT DEVIATE FROM THOSE SHOWN ON THE DRAWINGS MUST BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND ENGINEER. DETAILS SHOWN ON THE CONTRACT DOCUMENTS ARE SUBJECT TO CHANGE PENDING FINAL FIELD VERIFICATION BY THE CONTRACTOR. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXISTING CONDITIONS AS EARLY AS POSSIBLE IN THE JOB PRIOR TO ORDERING OR PURCHASING ANY MATERIALS

HORIZON
DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14607 San Pedro Ave., Suite 200
San Antonio, Texas 78232
210.831.8564 jrobinson@horizondesign-sa.com

R E M ENGINEERING
8800 PARK TEN BLVD. #236
SAN ANTONIO, TX 78213
(210) 320-1199
robert@remengineeringcorp.com
T.B.P.E. FIRM NO. 6944
REM PROJECT NO. 19-030

STATE OF TEXAS
ROBERT ENRIQUEZ MARTINEZ
89387
LICENSED PROFESSIONAL ENGINEER

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY ROBERT E. MARTINEZ, P.E. # 89387 T.B.P.E. FIRM NO. 6944

OWNER
Pulte Group

1718 Dry Creek Way, Suite 120,
San Antonio, TX 78258

PROJECT
Silver Canyon Entry Feature

Galm Road, Mill Park
Helotes, Texas 78254

REVISIONS

PROJECT NUMBER
2019-003

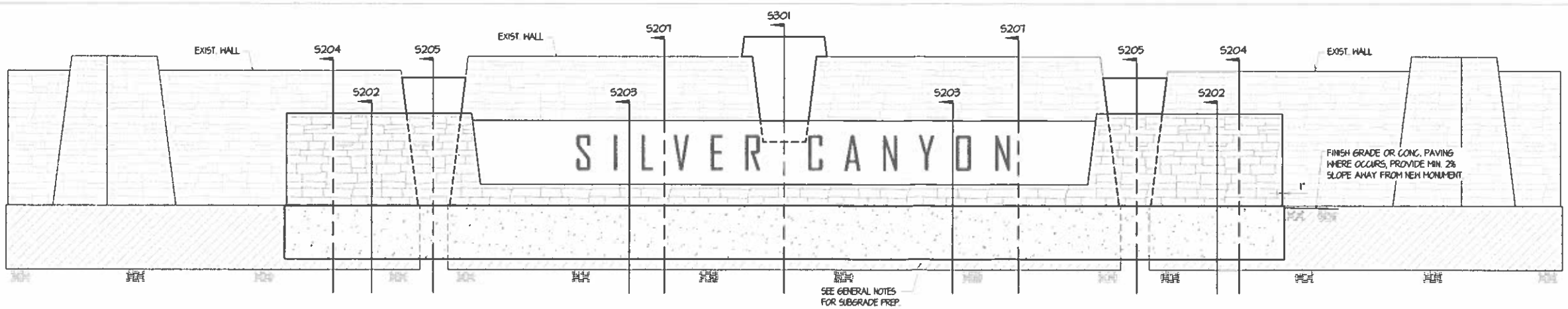
Drawn By: JEP

Checked By: R.E.M.

Sheet Title:
PLAN AND ELEVATION AND GENERAL NOTES

Sheet Number:
S1

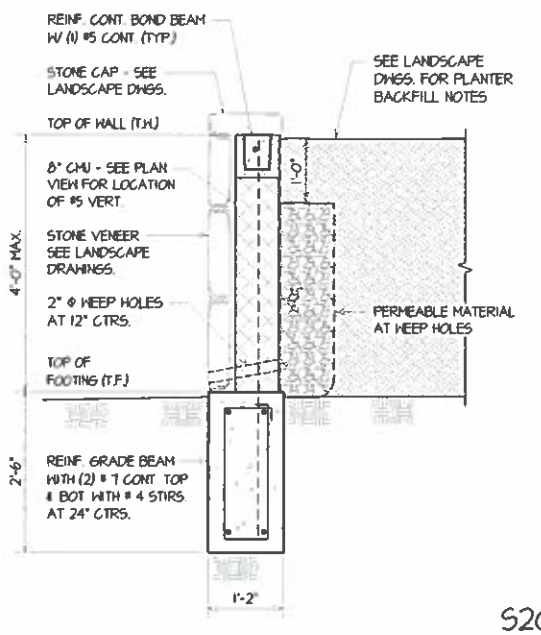
Issue Date:
February 06, 2019



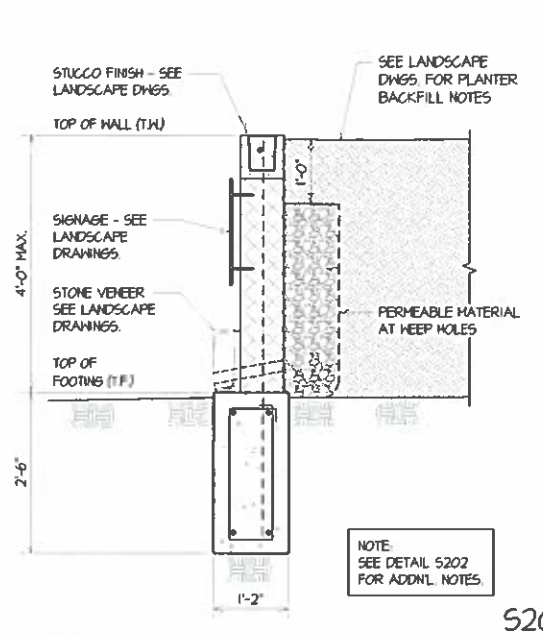
NOTE :
REFER TO LANDSCAPE DWGS. FOR ALL DIMENSIONS AND MONOLITH LOCATION.

MONUMENT ELEVATION

S201

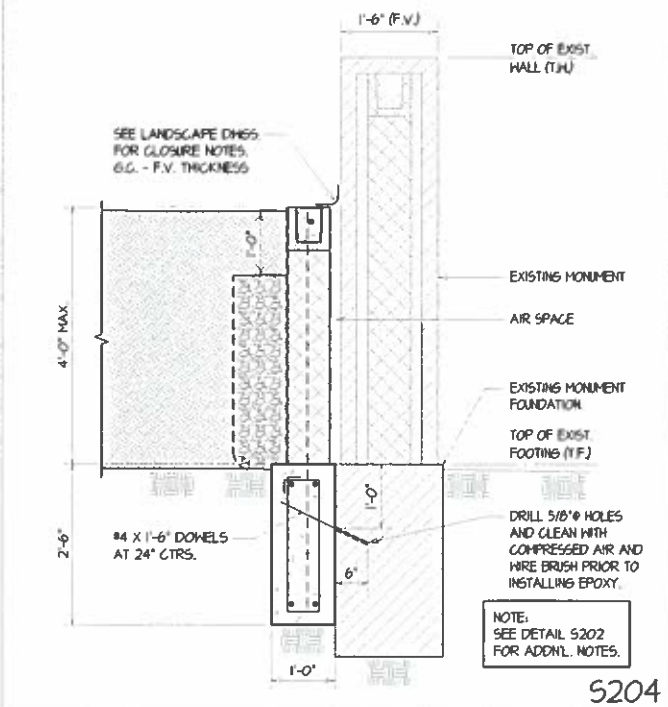


S202



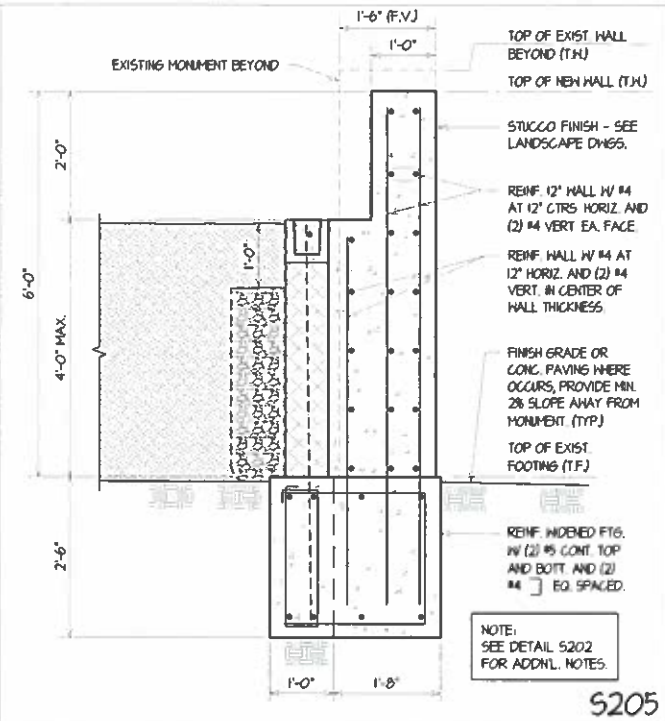
NOTE:
SEE DETAIL S202 FOR ADDN'L. NOTES.

S203



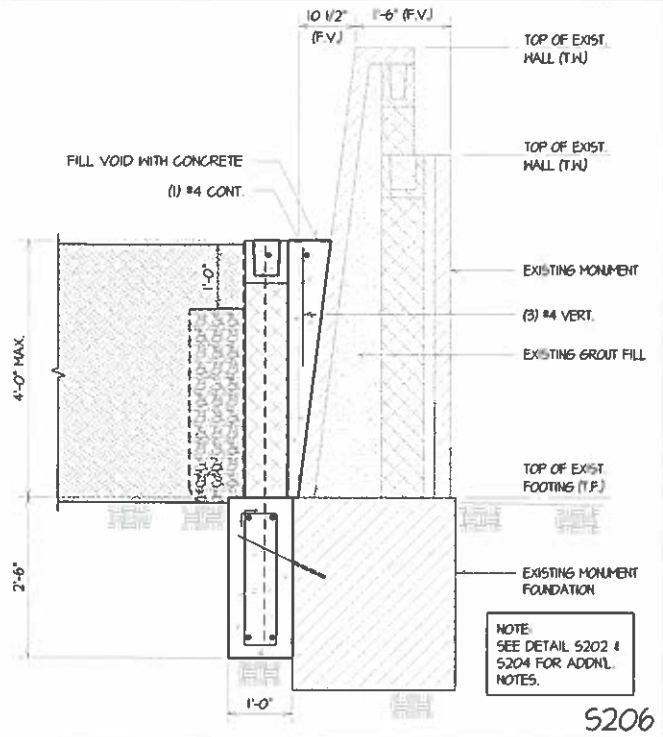
NOTE:
SEE DETAIL S202 FOR ADDN'L. NOTES.

S204



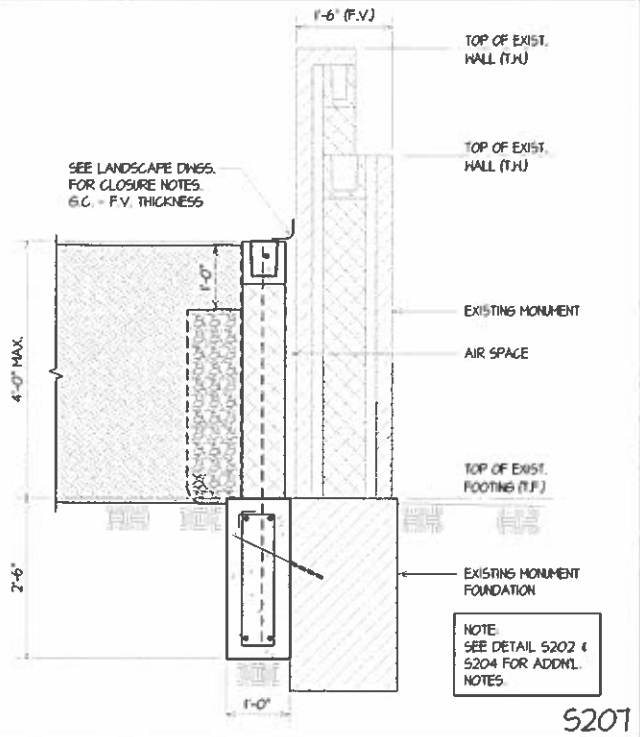
NOTE:
SEE DETAIL S202 FOR ADDN'L. NOTES.

S205



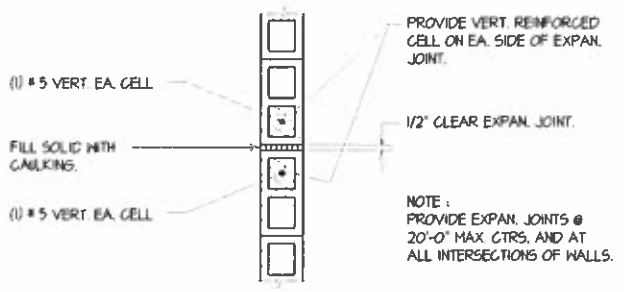
NOTE:
SEE DETAIL S202 & S204 FOR ADDN'L. NOTES.

S206



NOTE:
SEE DETAIL S202 & S204 FOR ADDN'L. NOTES.

S207

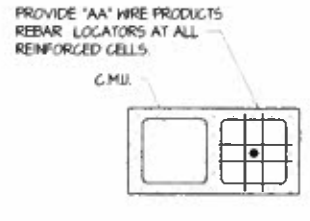


TYPICAL EXPANSION JOINT DETAIL

S208

EXISTING FOUNDATION NOTE :

CONTRACTOR MUST FIELD VERIFY ALL EXISTING DIMENSIONS, ELEVATIONS AND FOUNDATION CONDITIONS PRIOR TO CONSTRUCTION. CONTRACTOR MUST EXPOSE ALL EXISTING CONDITIONS AS REQUIRED TO VERIFY THAT CONDITIONS MATCH WHAT ARE SHOWN ON THE STRUCTURAL DRAWINGS. CONDITIONS THAT DEVIATE FROM THOSE SHOWN ON THE DRAWINGS MUST BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND ENGINEER. DETAILS SHOWN ON THE CONTRACT DOCUMENTS ARE SUBJECT TO CHANGE PENDING FINAL FIELD VERIFICATION BY THE CONTRACTOR. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXISTING CONDITIONS AS EARLY AS POSSIBLE IN THE JOB PRIOR TO ORDERING OR PURCHASING ANY MATERIALS.



TYPICAL CMU
REBAR LOCATOR DETAIL

S209

HORIZON
DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14607 San Pedro Ave., Suite 200
San Antonio, Texas 78232
210.831.8564 jrobinson@horizondesign-sa.com

R E M ENGINEERING
6200 PARK TEN BLVD. #230E
SAN ANTONIO, TX 78213
(210) 320-1199
robert@remengineeringcorp.com
T.B.P.E. FIRM NO. 6944
REM PROJECT NO. 18-030

STATE OF TEXAS
ROBERT ENRIQUEZ MARTINEZ
89387
LICENSED PROFESSIONAL ENGINEER

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY ROBERT E. MARTINEZ, P.E. # 89387 T.B.P.E. FIRM NO. 6944

OWNER
Pulte Group

1718 Dry Creek Way, Suite 120,
San Antonio, TX 78258

PROJECT
Silver Canyon Entry Feature

Galm Road, Mill Park
Helotes, Texas 78254

REVISIONS

PROJECT NUMBER
2019-003

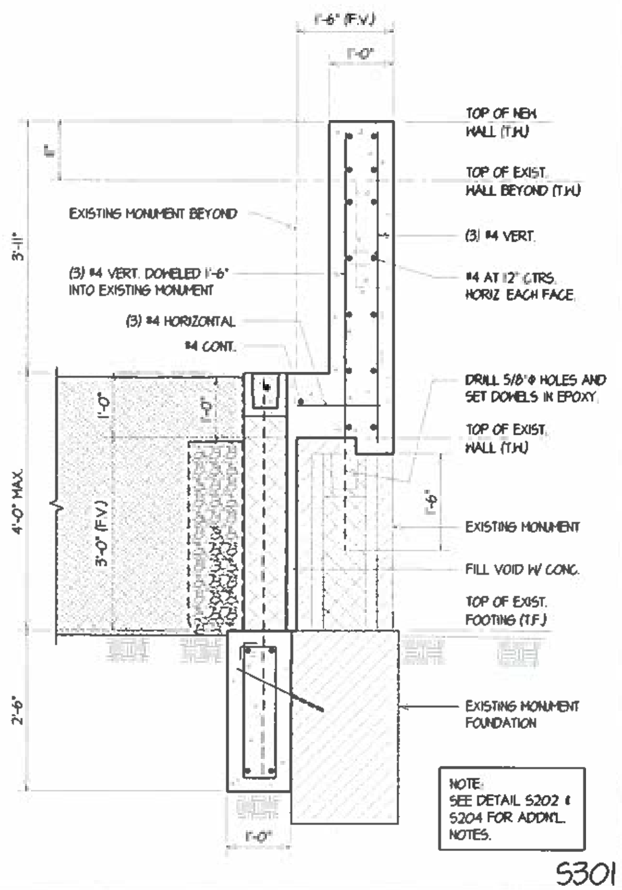
Drawn By: JEP

Checked By: R.E.M.

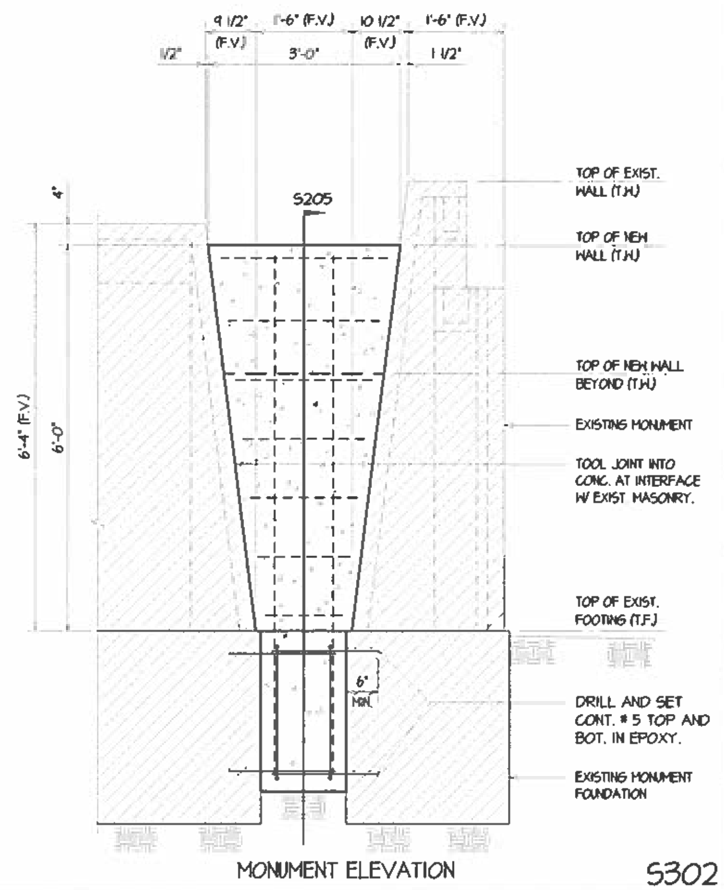
Sheet Title:
ELEVATION AND DETAILS

Sheet Number:
S2

Issue Date:
February 06, 2019

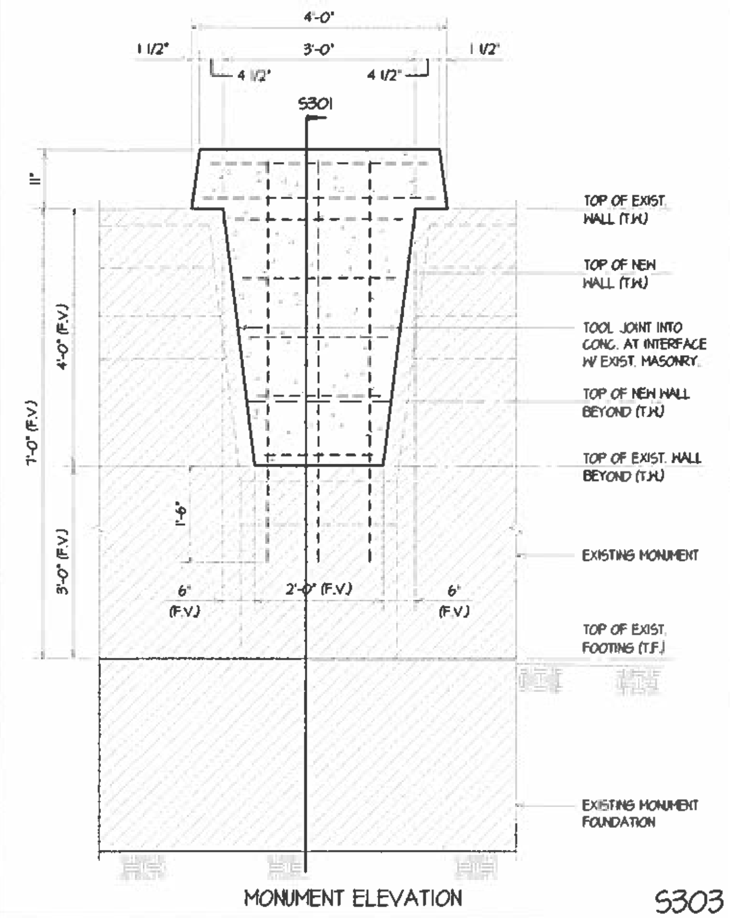


S301



MONUMENT ELEVATION

S302



MONUMENT ELEVATION

S303

EXISTING FOUNDATION NOTE :

CONTRACTOR MUST FIELD VERIFY ALL EXISTING DIMENSIONS, ELEVATIONS AND FOUNDATION CONDITIONS PRIOR TO CONSTRUCTION. CONTRACTOR MUST EXPOSE ALL EXISTING CONDITIONS AS REQUIRED TO VERIFY THAT CONDITIONS MATCH WHAT ARE SHOWN ON THE STRUCTURAL DRAWINGS. CONDITIONS THAT DEVIATE FROM THOSE SHOWN ON THE DRAWINGS MUST BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND ENGINEER. DETAILS SHOWN ON THE CONTRACT DOCUMENTS ARE SUBJECT TO CHANGE PENDING FINAL FIELD VERIFICATION BY THE CONTRACTOR. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE EXISTING CONDITIONS AS EARLY AS POSSIBLE IN THE JOB PRIOR TO ORDERING OR PURCHASING ANY MATERIALS.

GENERAL NOTES

GENERAL

GC-1 The contract structural documents represent the finished structure, and, except where specifically shown, do not indicate the method or means of construction. The Contractor shall supervise and direct the work and shall be solely responsible for all construction means, methods, procedures, techniques, and sequence.

GC-2 The structure has been designed to resist design loads only as a completed structure. Applications of construction loads to the partially completed structure shall be considered by the Contractor and so included in the design of shoring, bracing, formwork, and any other supporting elements provided for construction of the structure. During erection and until all permanent connections are made, the Contractor must provide temporary bracing to brace the structure in all directions.

GC-3 The Engineer shall not have control or charge of, and shall not be responsible for, construction means, methods techniques, sequences, or procedures for safety precautions and programs in connection with the work, for the acts or omission of the Contractor, Subcontractor, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the contract documents.

GC-4 General Contractor shall check and verify all dimensions, grade conditions, (both new and existing) reporting any discrepancies to the Engineer before proceeding with any phase of the work as he will be responsible for all work fitting as intended by the construction documents.

STRUCTURAL DESIGN CRITERIA

SD-1 A. Wind loads - ASCE 7-10 (IBC 1609.1)
Nominal Design Wind Speed (MPH) 89 (Vasd) (IBC Table 1609.3.1)
Ultimate Design Wind Speed (MPH) 115 (Vult) (IBC Figure 1609.3(1))
Exposure classification C
Risk Category II (IBC Table 1604.5)

B. Seismic Design Category A

SD-2 Applicable codes:
A. 2018 International Building Code
B. ASCE 7-16
C. ACI 318-14

SUBGRADE PREPARATION BELOW FOOTINGS

SP-1 The existing soils beneath the 2'-6" deep footings shall be removed one (1) foot below the bottom of footing elevation (3'-6" depth). Prepare the subgrade and install a minimum one (1) foot depth of compacted crushed limestone select fill material to the underside of the footing.

SP-2 The Contractor shall have available on site appropriate rock cutting equipment to achieve the minimum footing depths.

SP-3 Trenching of footings shall be excavated in order to provide the cross sections indicated. Depths and widths as indicated are minimum acceptable sizes. Larger sizes formed by less accurate trenching may require additional reinforcing (not shown) which shall be determined by the Testing Lab during construction review. All loose soil from sides and bottoms of trenches shall be removed. If a toothed bucket is used, excavation with this bucket shall stop six (6) inches above final grade and the excavation completed with a smooth-bucket or by hand labor.

SP-4 Drain exposed footings during construction in the event of inclement weather.

SP-5 Take care not to damage nor undermine the existing monument foundation when excavating for the new foundation.

CONCRETE/REINFORCING:

CR-1 All concrete shall be in accordance with ACI and shall achieve a minimum strength at 28-days of 3,000 PSI. Testing shall be the sole responsibility of the Contractor and any substandard strengths shall be reported to the Architect and Engineer.

CR-2 Flyash shall not exceed 20 percent.

CR-3 There shall be no horizontal construction joints in concrete pours.

CR-4 Bar support accessories shall be provided in accordance with the latest ACI manual of standard practice for detailing reinforced concrete structures, except that reinforcing shall be supported on bolsters spaced not more than 4 feet on center. Do not use brick fragments for bar supports.

CR-5 All reinforcing steel shall be grade 60 and shall conform to the ASTM Specification A615. Detailing of reinforcing steel shall conform to the American Concrete Institute Detailing Manual. Lap continuous unscheduled reinforcing bars 48 bar diameters at splices. Tie wire shall be 18 gage annealed type.

CR-6 Reinforcing steel coverage shall be as follows 3".

CR-7 Concrete shall be placed and cured in accordance with ACI 302.1R. Finish tolerance shall be in accordance with ACI 117.

CR-8 Construct formwork to maintain tolerances outlined in ACI 347. Formwork shall extend a minimum of 6 inches below finished grade at perimeter beams.

MASONRY/GROUT

MG-1 Concrete masonry units (CMU) shall be lightweight (105 PCF) Grade N, Type I, moisture controlled units, conforming to the latest edition of ASTM C90. The average compressive strength of three individual units shall be 1,900 PSI. Refer to architectural drawings and/or specifications for unit size, face, color, jointing, etc.

MG-2 Mortar shall be type "S", utilizing pre-mixed sacks or shall have the proportions of the mix materials verified and approved in the field by the Testing Lab. When pre-mixed sacks are utilized, copies of the sack receipts must be submitted to the Engineer.

MG-3 Minimum 28-day compressive strength (f'm) of the masonry walls shall be equal to 1,500 PSI.

MG-4 Reinforce CMU walls where shown on the structural drawings. Fill all reinforced cells with 2,000 PSI grout.

MG-5 Provide vertical rebars at all corners, ends of walls, each side of control joints and each side of wall openings. See Typical Detail. See architectural drawings for location of control joints.

MG-6 Dowels into supporting members shall be the same size and spacing as vertical reinforcement. Extend dowels 2'-6" into the supporting members unless noted otherwise.

MG-7 All reinforcement and dowels shall have a lap splice length of 50 bar diameters unless noted otherwise.

MG-8 All vertical steel shall be positioned in the wall using "Rebar Positioners" by AA Wire Products Co. unless specifically detailed otherwise.

MG-9 Provide standard galvanized truss-type horizontal joint reinforcement of 9 gage wire every other course (16" on center) in typical walls and every course (8" on center) in parapet walls. Side rods shall be deformed wire and cross rods shall be plain wire, both complying with ASTM A82. Lap 6" minimum. Provide prefabricated L and T-shaped units at corners and intersections.

MG-10 Provide a continuous 8" deep concrete filled bond beam at the top of each wall and at the sill of openings. See bond beam schedule. Provide 1-#6 x 4'-0" L-shaped bar at corners.

MASONRY TESTING REQUIREMENTS

Testing Method Options	Prior to Construction	During Construction
Method I Masonry Prism Testing	5 Prisms	3 Prisms for every 5,000 s.f. of wall
Method II Masonry Prism Test Record	Approved 30 Prism Record	3 Prisms for every 5,000 s.f. of wall
Method III Unit Strength Method	Units and Grout or 5 prism	Units and Grout or 3 prisms for every 5,000 s.f. of wall

INSPECTION BY THE TESTING LAB

TL-1 The testing lab shall provide special inspection of the following items in accordance with the code. Re-inspect as required until all items pass inspection. Written reports shall be submitted to the Engineer.

1. Reinforcing Steel: Inspect all rebar prior to placing concrete.
2. Concrete: During the taking of test specimens and placing of reinforced concrete.
3. Reinforced CMU: Inspect placing of all masonry units, placement of reinforcement, inspection of grout space, immediately prior to closing of cleanouts, and during all grouting operations.

TL-2 The testing lab shall provide testing and inspection services for all items listed in Chapter 17 of the 2018 International Building Code. Re-inspect as required until all items pass inspection. Written reports shall be submitted to the Engineer.

TL-3 Periodic site observations by the Testing Lab are solely for the purpose of determining if the work of the Contractor is proceeding in general accordance with the structural contract documents. These limited site observations should not be construed as exhaustive or continuous to check the quality or quantity of the work, but rather periodic in an effort to guard the Owner against defects or deficiencies in the work of the Contractor.

TL-4 The Contractor shall notify the Testing Lab 48 hours in advance of any concrete placement.

TL-5 The Contractor shall not place any concrete until all reinforcing steel placement has been reviewed by the Testing Lab AND all corrections made by the Contractor. It is the Contractor's responsibility to ensure that all corrections have been made.

APPLICABILITY OF TYPICAL DETAILS

TD-1 Typical Details shall apply to ALL such situations and conditions which are similar to the condition shown on the detail or verbally described in the title of the detail or notes on the detail. Typical Details shall apply regardless of whether or not the detail section mark is cut on the plans.

MISCELLANEOUS

M-1 The Contractor shall compare structural sections with architectural sections and report any discrepancy to the Architect and Engineer prior to fabrication or installing structural members.

M-2 Changes shall not be made to the drawings without written approval of the Engineer.

M-3 Shop drawings shall be submitted for all structural items including concrete mix design and rebar.

M-4 Rebar shall not be heated with a torch in the field.

REPRODUCTION NOTE

R-1 The use of reproductions of these contract drawings by any contractor, subcontractor, erector, fabricator, or material supplier in lieu of preparation of shop drawings signifies his acceptance of all information shown hereon as correct, and obligates himself to any job expense, real or implied, arising due to any errors that may occur hereon.

HORIZON DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE DEVELOPMENT CONSULTING
14607 San Pedro Ave., Suite 200
San Antonio, Texas 78232
210.831.8564 jrobinson@horizondesign-sa.com

REM ENGINEERING
8800 PARK 10 BLVD. #296
SAN ANTONIO, TX 78213
(210) 320-1159
robert@remengineeringcorp.com
T.B.P.E. FIRM NO. 6944
REM PROJECT NO. 19-030

STATE OF TEXAS
ROBERT ENRIQUEZ MARTINEZ
89387
LICENSED PROFESSIONAL ENGINEER
THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY ROBERT E. MARTINEZ, P.E. # 89387
T.B.P.E. FIRM NO. 6944

OWNER
Pulte Group

1718 Dry Creek Way, Suite 120,
San Antonio, TX 78258

PROJECT
Silver Canyon
Entry Feature

Galm Road, Mill Park
Helotes, Texas 78254

REVISIONS

PROJECT NUMBER
2019-003

Drawn By: JEP
Checked By: R.E.M.

Sheet Title:
DETAILS, ELEVATIONS AND GENERAL NOTES

Sheet Number:
S3

Issue Date:
February 06, 2019

ELEVATION NUMBER REFERENCE — X / LXX — SHEET NUMBER REFERENCE

SECTION NUMBER REFERENCE — X / LXX — SHEET NUMBER REFERENCE

(X) — FINISH SCHEDULE CALL-OUT REFERENCE

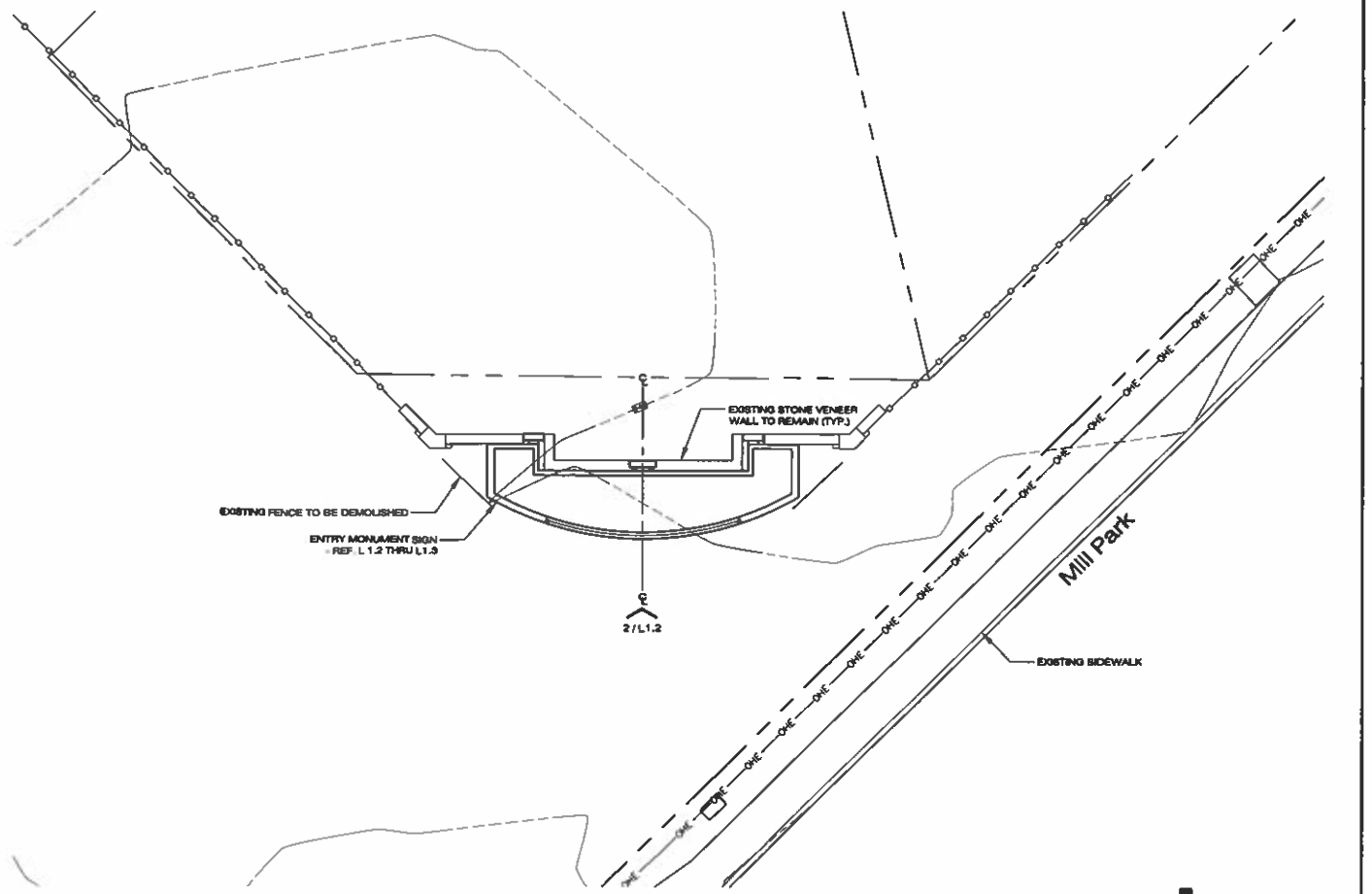
CONSTRUCTION NOTES:

1. REFER TO CIVIL PLANS FOR ALL UTILITIES INFORMATION AND SITE LAYOUT INFORMATION NOT DIRECTLY CONTROLED BY THIS DOCUMENT.
2. WHERE INDICATED ON THIS DOCUMENT, NORTHINGS AND EASTING ARE DERIVED FROM CIVIL COORDINATE SYSTEM AND ARE PROVIDED FOR LAYOUT REFERENCE ONLY. VERIFY COORDINATES AND REPORT ANY DEVIATIONS TO LANDSCAPE ARCHITECT PRIOR TO PROCEEDING.
3. CONTRACTOR SHALL LAY-OUT ALL PROPOSED HARDSCAPE IMPROVEMENTS FROM INFORMATION PROVIDED AND COORDINATE FIELD REVIEW AND APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTING ANY FORM WORK. PROPOSED HARDSCAPE IMPROVEMENTS SHALL @ CONTRACTOR'S DISCRETION BE LAID OUT W/ WOODEN STAKES (MAX. 20 FT SPACING) OR PAINTED CLEARLY ON THE GROUND.
4. UPON APPROVAL OF PROPOSED HARDSCAPE IMPROVEMENT LAYOUT, CONTRACTOR SHALL ERECT FORM WORK AND COORDINATE FIELD APPROVAL OF FORMS BY LANDSCAPE ARCHITECT PRIOR TO POURING OF ANY CONCRETE.
5. ALL FORM WORK FOR CONCRETE IMPROVEMENTS ON A RADIUS SHALL DESCRIBE A CONTINUOUS, SINGLE ARC AS INDICATED ON THE PLANS AND SHALL MEET OR REASONABLY APPROXIMATE THE RADIAL DIMENSIONS SHOWN ON THE PLANS. FORM WORK FOR HARDSCAPE IMPROVEMENTS ON MULTIPLE RADII SEGMENTS SHALL INTERSECT TANGENTIALLY.
6. ANY FORM WORK OR CONCRETE IMPROVEMENTS NOT CONSTRUCTED IN ACCORDANCE W/ THE CONTRACT DOCUMENTS SHALL BE REMOVED AT THE CONTRACTOR'S SOLE EXPENSE AND REPLACED W/ FORM WORK OR CONCRETE IMPROVEMENTS MEETING THE REQUIREMENTS OF THE CONTRACT DOCUMENTS.
7. REFER TO SPECIFICATIONS FOR CONCRETE, REINFORCING, FORM WORK, AND SUBMITTAL REQUIREMENTS.
8. REFER TO LANDSCAPE GRADING PLANS FOR VERTICAL CONTROL OF CONCRETE IMPROVEMENTS.

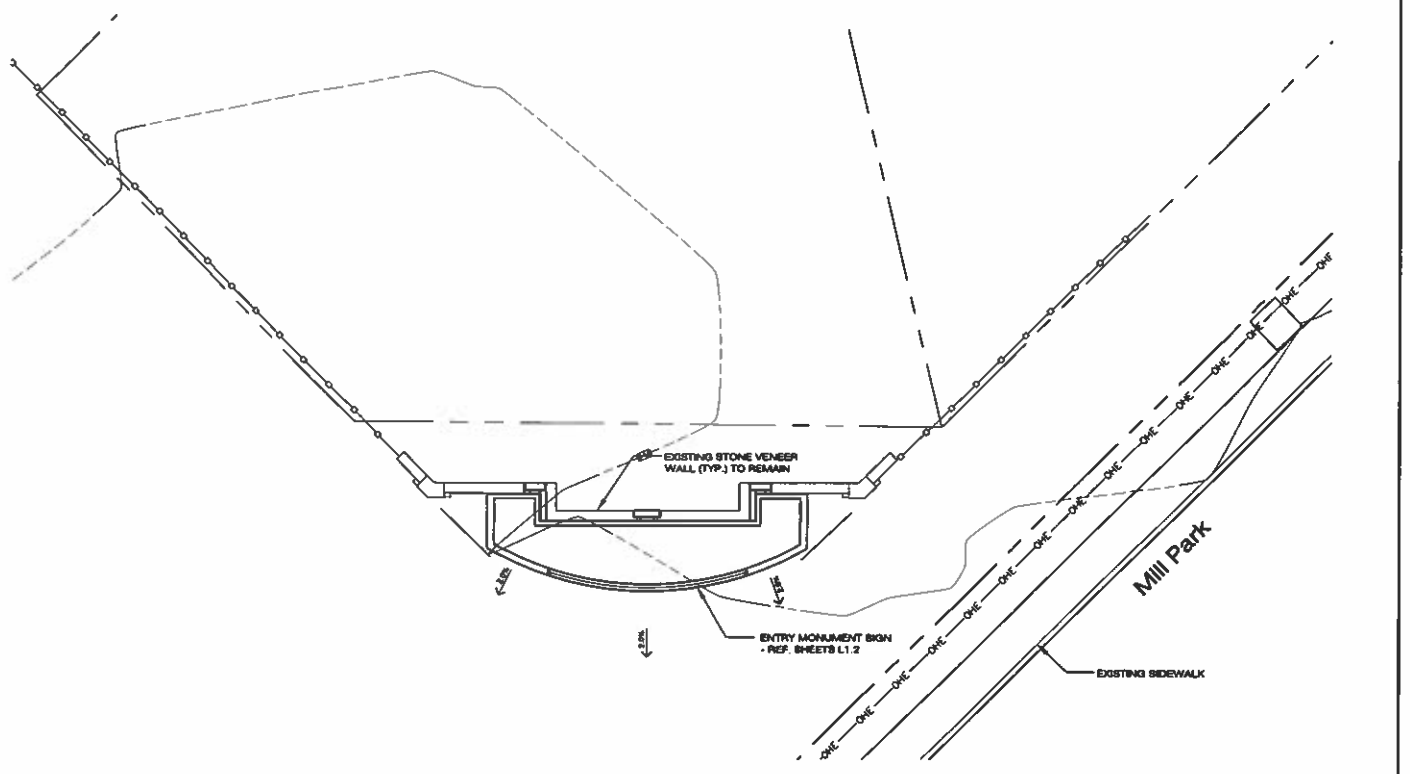
GRADING NOTES:

1. WHERE INDICATED ON THESE PLANS, EXISTING TOPOGRAPHY, IMPROVEMENTS, AND UTILITIES ARE DERIVED FROM AN OWNER-PROVIDED SURVEY AND SHOWN FOR REFERENCE ONLY. CONTRACTOR IS SOLELY RESPONSIBLE FOR VERIFYING ALL EXISTING SITE CONDITIONS.
2. IN THE EVENT ANY EXISTING CONDITIONS ARE ENCOUNTERED WHICH DIFFER FROM THOSE SHOWN ON THESE PLANS OR CONFLICT WITH INSTALLATION OF THE LANDSCAPE IMPROVEMENTS, CONTRACTOR SHALL IMMEDIATELY CEASE WORK IN THE AFFECTED AREA, NOTIFY THE OWNER'S REPRESENTATIVE OF THE CONFLICT(S), AND NOT PROCEED WITHOUT SPECIFIC WRITTEN DIRECTION.
3. VERIFY ALL SPOT ELEVATIONS AND CONTOUR LINES SHOWN FOR REFERENCE.
4. GRADE ALL LANDSCAPE FEATURES (HARDSCAPE AND SOFTSCAPE) AS SHOWN ON THE PLANS UNLESS PROHIBITED BY SITE CONDITIONS. REFER TO NOTE 2 ABOVE.
5. UNLESS SPECIFICALLY SHOWN ON THE PLANS, THE FOLLOWING TOLERANCES SHALL BE MAINTAINED:
   A. FOR UNPAVED LANDSCAPE AREAS, A MAX. SLOPE OF 3:1 (33.3%) IN ANY DIRECTION.
   B. FOR PAVED SURFACES, A MAX. RUNNING SLOPE OF 5.0% AND MAX. CROSS-SLOPE OF 2.0%.
6. MAINTAIN EXISTING OVERALL DRAINAGE PATTERNS PRESENT ON THE SITE, DO NOT CONSTRUCT IMPROVEMENTS SUCH THAT THEY IMPEDE THE EXISTING FLOW OF SURFACE RUNOFF ACROSS THE SITE, AND PROVIDE POSITIVE DRAINAGE AWAY FROM ALL BUILDINGS, WALLS, AND PAVED SURFACES W/ MIN. 2.0% SLOPE.
7. VERIFY LOCATION AND DEPTH OF ALL EXISTING AND PROPOSED UTILITIES PRIOR TO ANY EXCAVATION.
8. OWNER'S REPRESENTATIVE AND/OR LANDSCAPE ARCHITECT SHALL REVIEW AND APPROVE ALL FORM WORK PRIOR TO POURING OF ANY CONCRETE OR INSTALLATION OF ANY PAVED SURFACES CONTROLLED BY THE PLANS.
9. REFER TO SHEETS L1.0 THRU L1.2 FOR LAYOUT INFORMATION, CONSTRUCTION NOTES, AND DETAILS.

NOTE:
CONTRACTOR TO ENSURE POSITIVE DRAINAGE AWAY FROM THE MONUMENT.



LANDSCAPE CONSTRUCTION PLAN (1)
SCALE: 1" = 10'-0"



LANDSCAPE GRADING PLAN (2)
SCALE: 1" = 10'-0"

REFER TO SHEET L1.0 FOR DEMO PLAN.
REFER TO SHEET L1.1 FOR LANDSCAPE CONSTRUCTION PLAN AND GRADING PLAN.
REFER TO SHEET L1.2 THRU L1.3 FOR CONSTRUCTION DETAILS.
REFER TO SHEET L2.0 FOR LANDSCAPE PLANTING PLAN AND LIGHTING PLAN.
REFER TO SHEET L2.1 FOR LANDSCAPE SPECIFICATIONS.

HORIZON
DESIGN and DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE DEVELOPMENT CONSULTING
14607 San Pedro Ave., Suite 200
San Antonio, Texas 78232
210.831.5554 jhollmann@horizondesign-sa.com

REGISTERED LANDSCAPE ARCHITECT — JOSEPH HOLLMANN — 2715 — STATE OF TEXAS

2.15.19

The use of this file serves to assume all responsibility for any modifications to or use of this drawing file that is inconsistent with the requirements of the Rules and Regulations of the Texas Board of Architectural Examiners. No person may make any modifications to this electronic drawing file without the Landscape Architect's express written permission.

OWNER
Pulte Group
17114 Dry Creek Way, Suite 130
San Antonio, TX, 78258

PROJECT TITLE
Silver Canyon Entry Feature
Calm Road, Mill Park
Helotes, TX 78254

PROJECT NUMBER
2019-003

DRAWN BY: mh — CHECKED BY: jh

REVISIONS

SHEET TITLE
LANDSCAPE CONSTRUCTION PLAN AND GRADING PLAN

DATE
February 15, 2019

SHEET NUMBER
L1.1

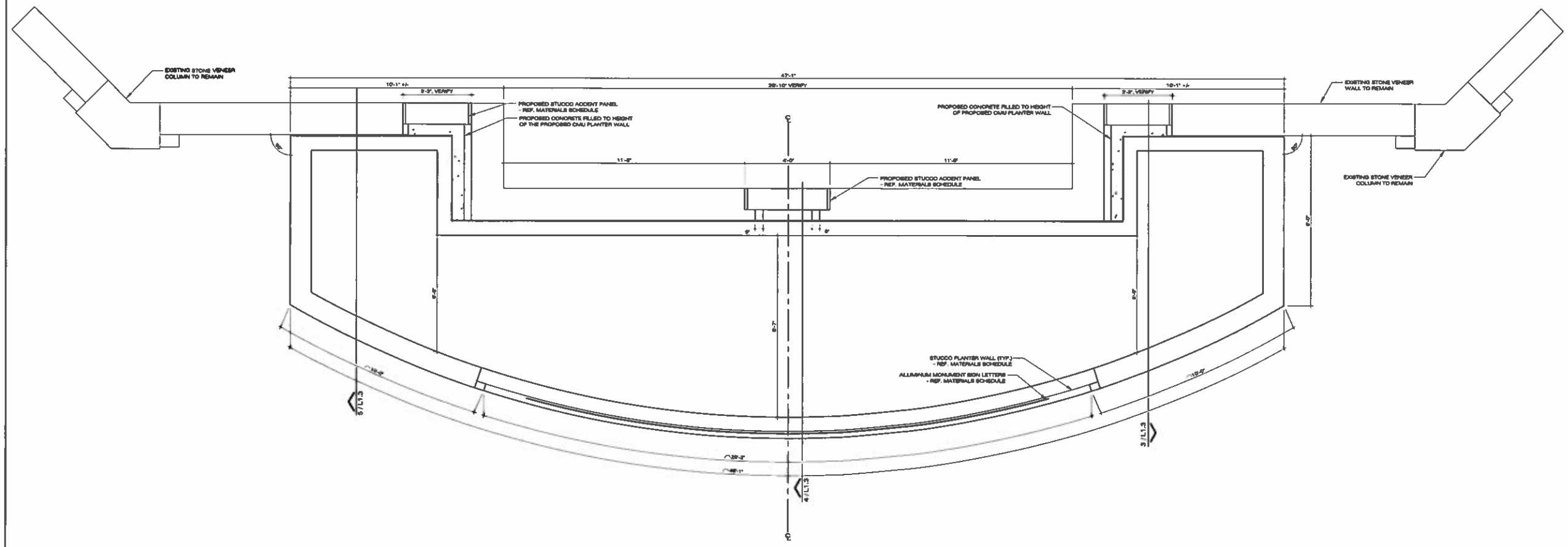
REFER TO SHEET L1.0 FOR DEMO PLAN.
REFER TO SHEET L1.1 FOR LANDSCAPE CONSTRUCTION PLAN AND GRADING PLAN.
REFER TO SHEET L1.2 THRU L1.3 FOR CONSTRUCTION DETAILS.
REFER TO SHEET L2.0 FOR LANDSCAPE PLANTING PLAN AND LIGHTING PLAN.
REFER TO SHEET L2.1 FOR LANDSCAPE SPECIFICATIONS.

MONUMENT SIGN NOTES:

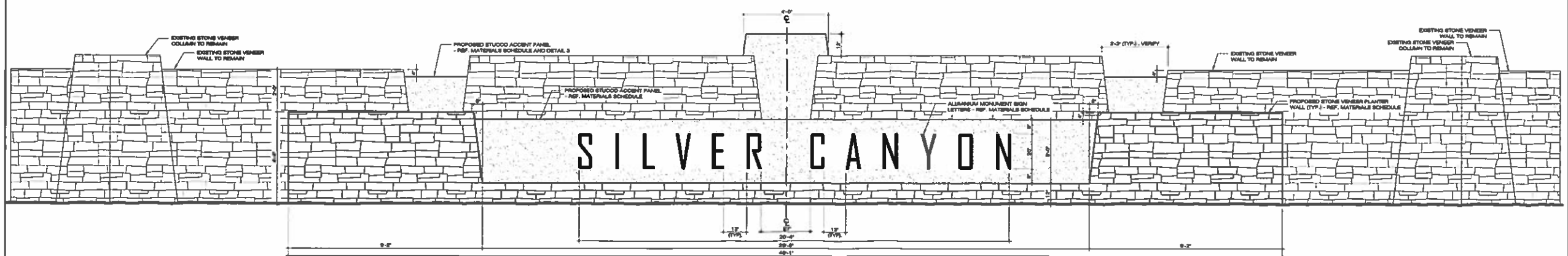
1. PRIOR TO SUBMITTING A BID FOR CONSTRUCTION OF THE MONUMENT SIGNS DEPICTED ON THE PLANS, CONTRACTOR SHALL VISIT THE PROJECT SITE AND FIELD-LOCATE ALL EXISTING UNDERGROUND AND OVERHEAD UTILITIES, EASEMENTS, FENCES, AND ANY OTHER EXISTING IMPROVEMENTS WITHIN THE IMMEDIATE SURROUNDINGS. IN THE EVENT ANY EXISTING UTILITIES, EASEMENTS, OR OTHER IMPROVEMENTS ARE DISCOVERED WHICH CONFLICT WITH CONSTRUCTION OF THE PROPOSED MONUMENT SIGNS, CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER'S REPRESENTATIVE AND NOT PROCEED WITH ANY WORK IN THE AFFECTED AREA UNTIL RECEIVING SPECIFIC WRITTEN DIRECTION.
2. REFERENCE MATERIALS SCHEDULE FOR WALL CAPS, PIER CAPS, STONE VENEER, LETTERING, AND STUCCO SPECIFICATIONS.
3. MORTAR COLOR TO BE SELECTED.
4. CONTRACTOR'S PRICE FOR CONSTRUCTING THE MONUMENT SIGNS TO INCLUDE THE FOLLOWING:
   A. PURCHASING AND CONSTRUCTING ALL STONE VENEER WALLS, COLUMNS, AND CONC. FOOTINGS AS INDICATED ON THE PLANS.
   B. PURCHASING AND INSTALLING ALL WALL AND PIER CAPS AND TRIM.
   C. FABRICATING AND MOUNTING ALL SIGN LETTERS AND LOGOS.
   D. PROVIDING STUCCO FINISH.
   E. PURCHASING AND INSTALLING ALL MONUMENT SIGN LIGHTING, INCLUDING ALL TRANSFORMERS, J-BOXES, PHOTOCELLS, WIRING, CONDUIT, MOUNTING HARDWARE, OR ANY OTHER APPURTENANCES REQUIRED TO OPERATE AND CONTROL THE SIGN LIGHTING.
   F. APPLYING FOR AND SECURING ALL PERMITS REQUIRED BY ANY APPLICABLE REGULATORY AGENCIES IN ORDER TO CONSTRUCT THE MONUMENT SIGNS, INCLUDING ALL PERMIT APPLICATION FEES AND COSTS.
5. PRIOR TO ORDERING OR DELIVERING MATERIALS TO THE PROJECT SITE, SIGN CONTRACTOR TO SUBMIT FOR OWNER'S REVIEW AND APPROVAL THE FOLLOWING:
   A. SCALED, DIMENSIONED SHOP DRAWINGS OF PROPOSED LETTERS.
   B. TWO (2) FULL-SIZED MOCK-UPS OF PROPOSED LETTERS, ONE (1) OF EACH TYPE OF CAPITAL LETTER.
   C. SHOP DRAWINGS INDICATING CONTRACTOR'S PROPOSED MEANS OF ATTACHING STEEL LETTERS AND LETTER LOGO TO THE SIGN BODY.
   D. ONE (1) MIN. FULL-SIZED MOCK-UP OF THE PROPOSED LETTER LOGO FOR USE ON THE WALL.
   E. ONE (1) MIN. 2 FT. x 2 FT. MOCK-UP OF THE PROPOSED VENEER MASONRY AND MORTAR FOR USE ON WALLS AND PIERS.
   F. TECHNICAL SPECIFICATIONS OF PROPOSED STUCCO APPLICATION FOR USE UNDER THE SIGN LETTERS.
   G. ONE (1) MIN. 2 FT. x 2 FT. MOCK-UP OF THE PROPOSED STUCCO FINISH FOR USE ON THE PLANTER WALL, INCLUDING COLOR AND TEXTURE.
   H. SUPPLIERS CUT SHEETS AND SAMPLES OF WALLS.
   I. SCALED, DIMENSIONED SHOP DRAWINGS FOR WALLS, INDICATING ALL SEGMENT BREAKS, JOINTS, AND PROPOSED MEANS OF ATTACHMENT.
   J. SCALED, DIMENSIONED LAYOUT PLAN FOR PROPOSED SIGN LIGHTING, TO INCLUDE LOCATION AND SPECIFICATION OF PROPOSED LIGHT FIXTURES, CONTROLLER, WIRING LAYOUT, AND MANUFACTURERS CUT SHEETS.
6. REFER TO STRUCTURAL PLANS FOR ALL ENGINEERING INFORMATION FOR CONCRETE FOOTINGS, POSTS, AND ROOF.

MATERIALS SCHEDULE

DESCRIPTION	SPECIFICATIONS	
STONE VENEER	CONTRACTOR TO ENSURE STONE VENEER MATCHES EXISTING STONE. CONTRACTOR TO PROVIDE A SAMPLE BEFORE PURCHASING	
STUCCO	AVAILABLE FROM LA HABRA STUCCO SOLUTIONS 714-778-5566	
	APPLICATION: 5 COAT	SHAS COAT AND RINKH COAT STUCCO
	COLOR 1:	SNAY WHITE 3013L 870
	FINISH:	MEDIUM STUCCO FINISH
	CONTRACTOR TO APPLY STUCCO AND OTHER MATERIALS PER MANUFACTURER'S SPECIFICATIONS	
LETTERING	WORD:	"SILVER CANYON"
	FONT:	ARIENCY FB
	HEIGHT:	LETTERS "SILVER": 20"
		LETTERS "CANYON": 20"
	MATERIAL:	ALUMINUM
	DESCRIPTION:	LETTERS TO BE RAISED 1" AWAY FROM THE WALL
	COLOR:	MATCH PREVIOUS LETTERING COLOR
	THICKNESS:	1/8"
MORTAR	MATCH EXISTING MORTAR	



MONUMENT PLAN (1)
SCALE: 1/2" = 1'-0"



MONUMENT "UNROLLED" ELEVATION (2)
SCALE: 1/2" = 1'-0"

HORIZON
DESIGN AND DEVELOPMENT
PLANNING, LANDSCAPE ARCHITECTURE
ENVIRONMENT CONSULTING
14607 San Pedro Ave., Suite 200
San Antonio, Texas 78232
210.831.5564 jwbohnen@horizondesign-sa.com

REGISTERED LANDSCAPE ARCHITECT
JAMES W. BOHNEN
2570
STATE OF TEXAS

2.19

The user of this file agrees to assume all responsibility for any modifications to or use of this drawing file that is inconsistent with the requirements of the Rules and Regulations of the Texas Board of Architectural Examiners. No person may make any modifications to this electronic drawing file without the Landscape Architect's express written permission.

OWNER
Pulte Group
1718 Dry Creek Way, Suite 130
San Antonio, TX, 78258

PROJECT TITLE
Silver Canyon
Entry Feature
Calm Road, Mill Park
Helotes, TX 78254

PROJECT NUMBER
2019-003

DRAWN BY: mh
CHECKED BY: jb

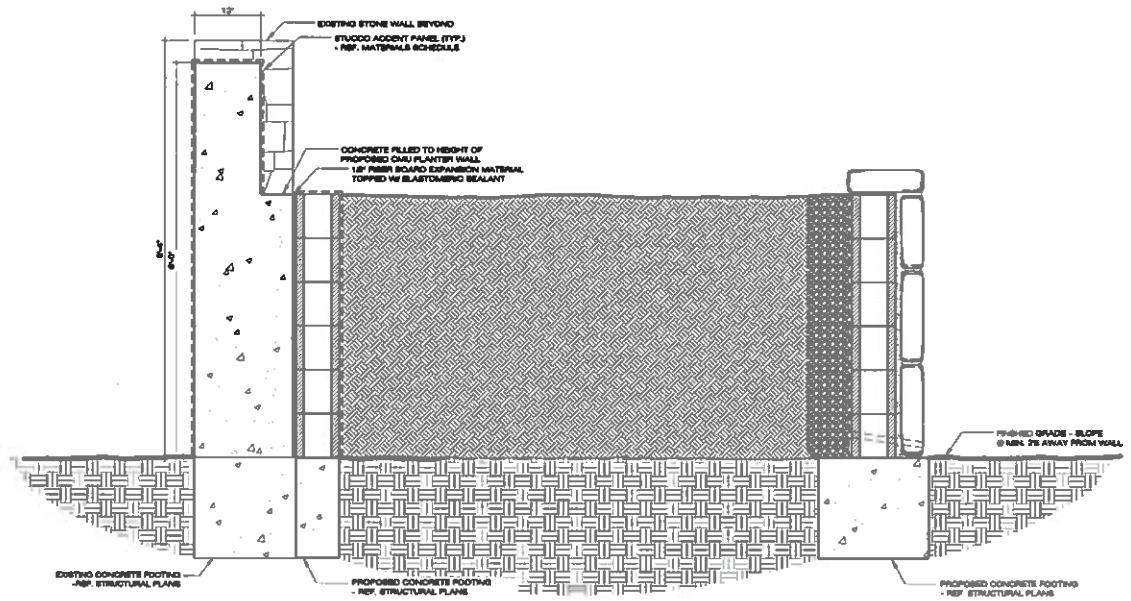
REVISIONS

SHEET TITLE
LANDSCAPE CONSTRUCTION DETAILS

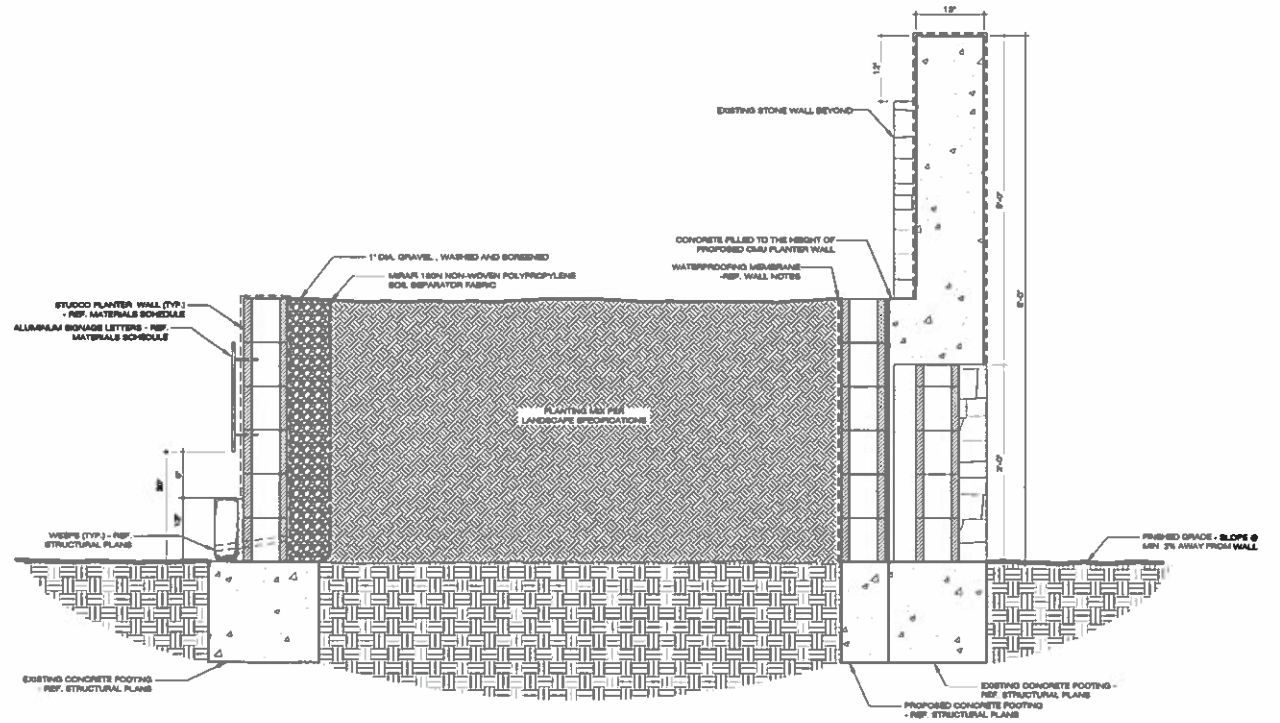
DATE
February 15, 2019

SHEET NUMBER
L1.2

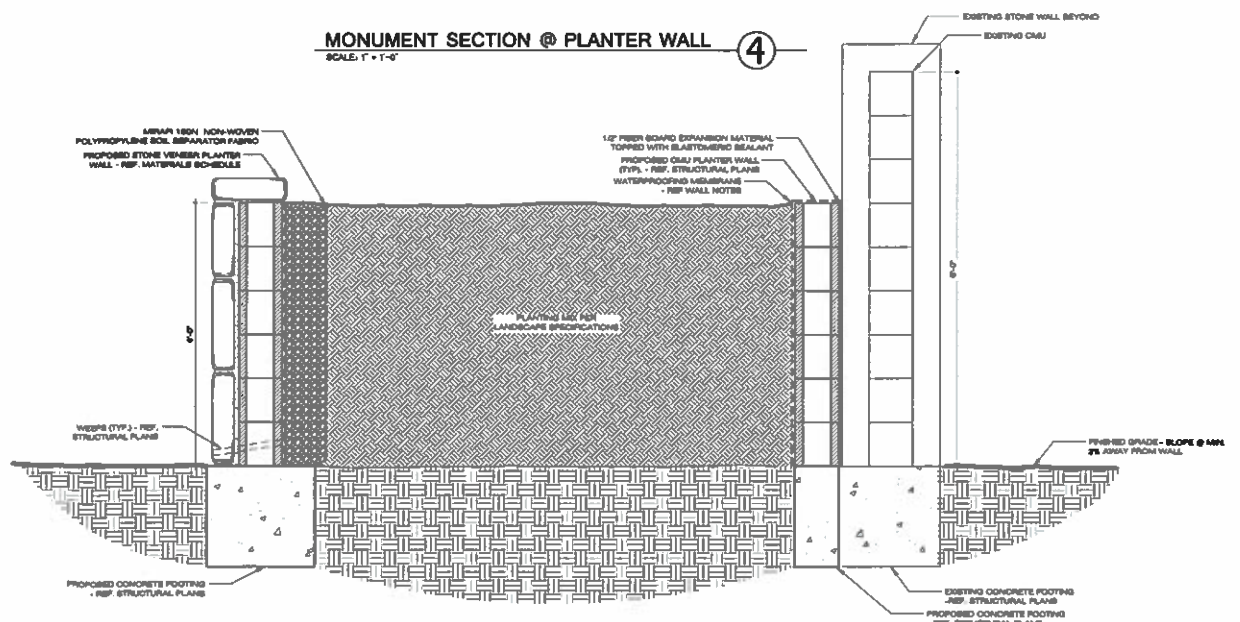
REFER TO SHEET L1.0 FOR DEMO PLAN.
REFER TO SHEET L1.1 FOR LANDSCAPE CONSTRUCTION PLAN AND GRADING PLAN.
REFER TO SHEET L1.2 THRU L1.3 FOR CONSTRUCTION DETAILS.
REFER TO SHEET L2.0 FOR LANDSCAPE PLANTING PLAN AND LIGHTING PLAN.
REFER TO SHEET L2.1 FOR LANDSCAPE SPECIFICATIONS.



MONUMENT SECTION @ ACCENT WALL 3
SCALE: 1" = 1'-0"



MONUMENT SECTION @ PLANTER WALL 4
SCALE: 1" = 1'-0"



MONUMENT SECTION @ PLANTER WALL 5
SCALE: 1" = 1'-0"

HORIZON
DESIGN and DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14607 San Pedro Ave., Suite 200
San Antonio, Texas 78232
210.831.8564 jrobinson@horizondesign-sa.com

2.15.19

"In use of this file agrees to assume all responsibility for any modifications to or use of this drawing file that is inconsistent with the requirements of the Rules and Regulations of the Texas Board of Architectural Examiners. No person may make any modifications to this electronic drawing file without the Landscape Architect's express written permission.

OWNER
Pulte Group
1718 Dry Creek Way, Suite 120
San Antonio, TX, 78258

PROJECT TITLE
Silver Canyon
Entry Feature
Galm Road, MB Park
Helotes, TX 78254

PROJECT NUMBER
2019-003

DRAWN BY
RM

CHECKED BY
JR

REVISIONS

SHEET TITLE
LANDSCAPE
CONSTRUCTION
DETAILS

DATE
February 15, 2019

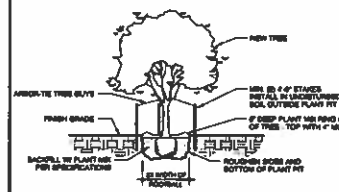
SHEET NUMBER
L1.3

REFER TO SHEET L1.0 FOR DEMO PLAN.
REFER TO SHEET L1.1 FOR LANDSCAPE CONSTRUCTION PLAN AND GRADING PLAN.
REFER TO SHEET L1.2 THRU L1.3 FOR CONSTRUCTION DETAILS.
REFER TO SHEET L2.0 FOR LANDSCAPE PLANTING PLAN AND LIGHTING PLAN.
REFER TO SHEET L2.1 FOR LANDSCAPE SPECIFICATIONS.

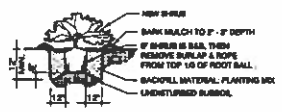
GENERAL NOTES:
1. REFER TO SPECIFICATIONS FOR ALL CONTRACT PLANTING.
2. INSTALL APPROVED IMPORTED PLANTING MIX TO MIN. DEPTH OF 6" IN ALL AREAS SCHEDULED AS LANDSCAPE PLANTING AREAS.
3. INSTALL APPROVED IMPORTED TOPSOIL TO 4" DEPTH IN ALL TURFGRASS AREAS.
4. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL QUANTITIES IN THE FIELD PRIOR TO INSTALLATION AND MUST REPORT ANY DEVIATION IN SITE CONDITIONS TO THE LANDSCAPE ARCHITECT BEFORE PROCEEDING WITH WORK IN THE AFFECTED AREA.
5. WHERE SHOWN ON THESE PLANS, UTILITY INFORMATION IS PROVIDED FOR REFERENCE ONLY. REF. CIVIL AND MEP PLANS FOR ALL UTILITY INFORMATION.
6. VERIFY LOCATION AND DEPTH OF ALL EXISTING AND PROPOSED UTILITIES PRIOR TO ANY EXCAVATION. IN THE EVENT POTENTIAL CONFLICT(S) OCCUR BETWEEN UTILITIES AND LANDSCAPE IMPROVEMENTS, IMMEDIATELY CEASE WORK IN THE AFFECTED AREA, REPORT THE CONFLICT(S) TO THE OWNER'S REPRESENTATIVE, AND DO NOT PROCEED UNTIL RECEIPT OF SPECIFIC WRITTEN DIRECTION.

URBAN DEER NOTES:
1. AT THE TIME THESE DOCUMENTS WERE PREPARED THE LANDSCAPE ARCHITECT WAS NOT AWARE OF A LOCAL URBAN DEER POPULATION.
2. IN THE EVENT AN URBAN DEER POPULATION IS DISCOVERED, CONTRACTOR IS SOLELY RESPONSIBLE FOR PROTECTING ALL NEWLY-INSTALLED PLANTS THROUGH THE 30-DAY MAINTENANCE PERIOD.
3. APPLY "LIQUID FENCE" (OR APPROVED EQUAL) TO ALL PLANTS AS NEEDED TO DISCOURAGE BROWSING BY DEER.
4. ANY NEWLY-INSTALLED PLANTS EATEN OR BROWSED BY DEER PRIOR TO THE EXPIRATION OF THE 30-DAY MAINTENANCE PERIOD SHALL BE REPLACED BY THE CONTRACTOR AT NO COST TO THE OWNER.

OVERHEAD ELECTRIC NOTES:
1. ALL PROPOSED LARGE SPECIES TREES (AS DEFINED BY THE UNIFIED DEVELOPMENT CODE IN EFFECT HEREOF) SHALL BE PLANTED NO CLOSER THAN 20' TO ALL OVERHEAD ELECTRIC UTILITY LINES.
2. CONTRACTOR IS SOLELY RESPONSIBLE FOR FIELD LOCATING ALL OVERHEAD ELECTRIC UTILITY LINES AND ENSURING THAT NO LARGE SPECIES TREES ARE PLANTED WITHIN 20' OF ANY OVERHEAD ELECTRIC UTILITY LINES.
3. WHERE CITY INSPECTORS FIND ANY PROPOSED LARGE SPECIES TREES TO BE IN VIOLATION OF PROXIMITY TO OVERHEAD ELECTRIC UTILITY LINES, THE CONTRACTOR SHALL RELOCATE TREES AT NO ADDITIONAL COST TO THE OWNER.



TREE PLANTING DETAIL
NEW TREES
1/8" = 1'-0"



SHRUB PLANTING DETAIL
NEW SHRUBS
1/8" = 1'-0"

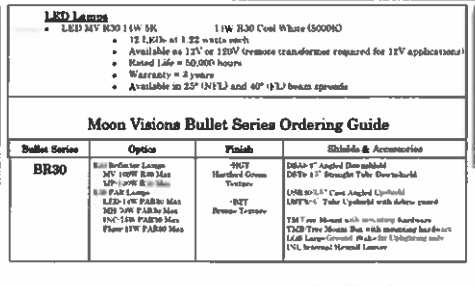
PLANT SCHEDULE — SIZE = CALIPER OR SPREAD

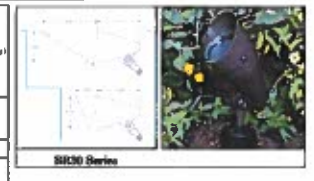
SYM.	SCIENTIFIC NAME	COMMON NAME	HGT.	SIZE	CONDITION	REMARKS
TREES						
PF	Prosopis glandulosa 'Rancho Cortez'	TEXAS EBONY	-	3" CAL.		EVERGREEN/ SINGLE STEM
QV	Quercus virginiana	LIVE OAK	-	3" CAL.	B and B	EVERGREEN / SINGLE STEM
SHRUBS						
AA	Agave americana	CENTURY PLANT	-	5 GAL.		ACCENT / PLANT AS SHOWN
AB	Agave bovicornuta	Cowhorn Agave	-	5 GAL.		ACCENT / PLANT AS SHOWN
CAP	Caesalpinia pulcherrima	RED BIRD OF PARADISE	-	5 GAL.		ACCENT / PLANT AS SHOWN
CM	Chrysactinia mexicana	DAMIANITA	-	1 GAL.		ACCENT / PLANT AS SHOWN
DF	Dalea frutescens	BLACK DALEA	-	1 GAL.		DECIDUOUS / PLANT @ 24" O.C.
DW	Dasylirion wheeleri	SOTOL	-	5 GAL.		ACCENT / PLANT AT AS SHOWN
LMY	Lantana montevidensis 'New Gold'	NEW GOLD LANTANA	-	1 GAL.		PERENNIAL / PLANT AT 30" O.C.
MCR	Muhlenbergia capillaris 'Regal Mist'	REGAL MIST MUHLY	-	1 GAL.		ACCENT / PLANT AS SHOWN
NT	Nassella tenuissima	INDIAN FEATHER GRASS	-	1 GAL.		ACCENT / PLANT AS SHOWN
SG	Salvia greggii	RED SALVIA	-	3 GAL.		EVERGREEN / PLANT AT 36" O.C.
SL	Salvia leucantha	MEXICAN BUSH SAGE	-	5 GAL.		EVERGREEN / PLANT AT 3'-0" O.C.
TS	Tecoma stans	ESPERANZA	-	5 GAL.		ACCENT / PLANT AS SHOWN
GROUNDCOVERS AND GRASSES						
	Cynodon dactylon '419'	'419' HYBRID BERMUDAGRASS	-		SOLID SOD	SEE SPECIFICATIONS
		DECOMPOSED GRANITE	-			APPLY TO 3" COMPACTED DEPTH OVER SUBGRADE W/ GEO-TEXTILE WEED BARRIER AND PRE-EMERGENT HERBICIDE. PAN UNDER CONCRETE CURBS.

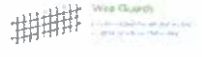
LANDSCAPE LIGHTING NOTES:
1. PRIOR TO ORDERING OR DELIVERING ANY MATERIALS TO THE PROJECT SITE, LIGHTING SUBCONTRACTOR TO SUBMIT THE FOLLOWING FOR OWNER'S REVIEW AND APPROVAL:
   A. MANUFACTURER'S CUT SHEETS OF PROPOSED LIGHT FIXTURES, BALLASTS, J-BOXES, CONTROLS.
   B. MANUFACTURER'S MOUNTING DETAILS FOR ALL LANDSCAPE LIGHTING MATERIALS.
   C. SCALED SHOP DRAWINGS INDICATING THE PROPOSED MOUNTED DETAILS FOR THE BOLLARDS AND TREE-MOUNTED UPLIGHTS, CLEARLY IDENTIFYING (WHERE APPROPRIATE) THE PROPOSED FOOTINGS, ATTACHMENT METHODS, AND ALL MATERIALS TO BE UTILIZED.
   D. SCALED SHOP DRAWINGS @ AN APPROPRIATE SCALE INDICATING THE PROPOSED WIRING LAYOUT FOR THE LANDSCAPE LIGHTING.
2. PRIOR TO TRENCHING FOR ANY LIGHTING CONDUIT OR WIRING, CONTRACTOR SHALL LAY OUT THE PROPOSED FIXTURES AND CALL FOR A FIELD INSPECTION AND APPROVAL BY THE LANDSCAPE ARCHITECT (MIN. 48 HOUR NOTICE REQUIRED).
3. LIGHTING CONTRACTOR'S BID SHALL INCLUDE ALL FIXTURES, MOUNTS, TRANSFORMERS, JUNCTION BOXES, SPLICES, CONNECTIONS, WIRES, CIRCUITING, AND CONTROLLERS REQUIRED TO INSTALL, CONTROL, AND OPERATE ALL LIGHT FIXTURES INDICATED ON THIS PLAN.
4. WHERE WIRING FOR LANDSCAPE LIGHTING MUST BE RUN NEAR EXISTING TREES TO BE PRESERVED, ANY EXCAVATION THAT OCCURS WITHIN THE ROOT PROTECTION ZONE OF THE EXISTING TREES SHALL BE CONDUCTED WITH HAND EQUIPMENT ONLY AND SHALL COMPLY WITH ALL APPLICABLE CODES AND REGULATIONS ENFORCED BY LANCASTER COUNTY OR ANY OTHER REGULATORY AGENCY HAVING JURISDICTION OVER THE PROJECT.
5. REF. CIVIL PLANS FOR UTILITY INFORMATION.
6. VERIFY LOCATION AND DEPTH OF ALL EXISTING AND PROPOSED UTILITIES PRIOR TO ANY EXCAVATION.

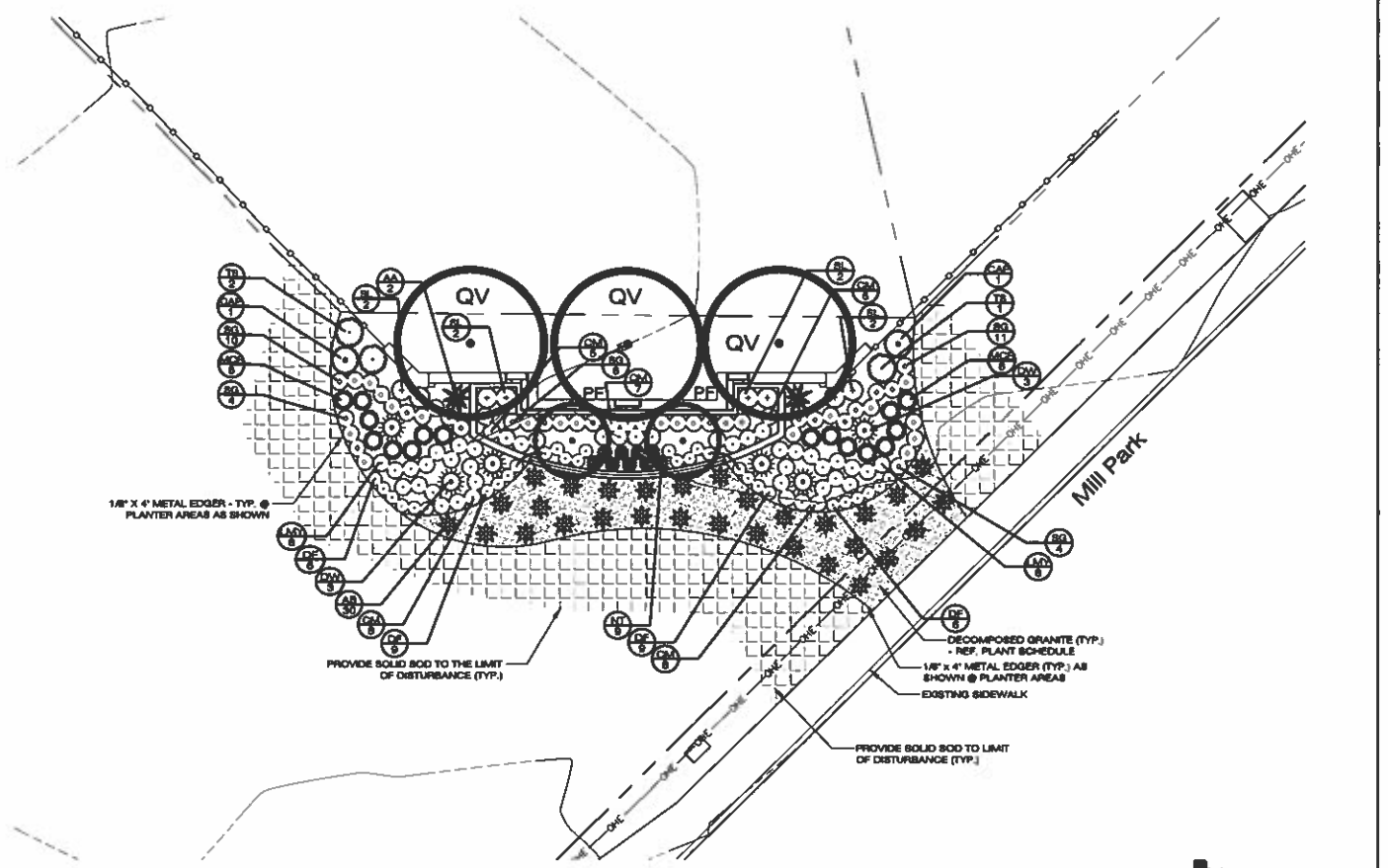
LIGHTING SCHEDULE

SYM.	PRODUCT	QTY.	DESCRIPTION	SPECIFICATION	REMARKS
	BULLET LIGHT	3	WALL WASHER SERIES LED FLOOD BY MOON VISIONS BULLET SERIES BZT - BRONZE FINISH	R30 PAR LAMPS, WATTS: LED-14W PAR30 MAX USR30 - 3.5" CAST ANGLED UPSHIELD	REFER TO PLANS AND DETAILS FOR QUANTITIES AND LOCATIONS AVAILABLE THROUGH: ELITE DESIGNS CONTACT: SHAWN GEORGE (210)-573-0584
	FLOODLIGHT	3	FFLED26 - BRONZE FINISH, DIMENSIONS: 10" X 11" X 7.5" BY RAB LIGHTING	WATTS: 28W. COLOR TEMP: 5000K (COOL)	REFER TO PLANS AND DETAILS FOR QUANTITIES AND LOCATIONS AVAILABLE THROUGH: ELITE DESIGNS CONTACT: SHAWN GEORGE (210)-573-0584

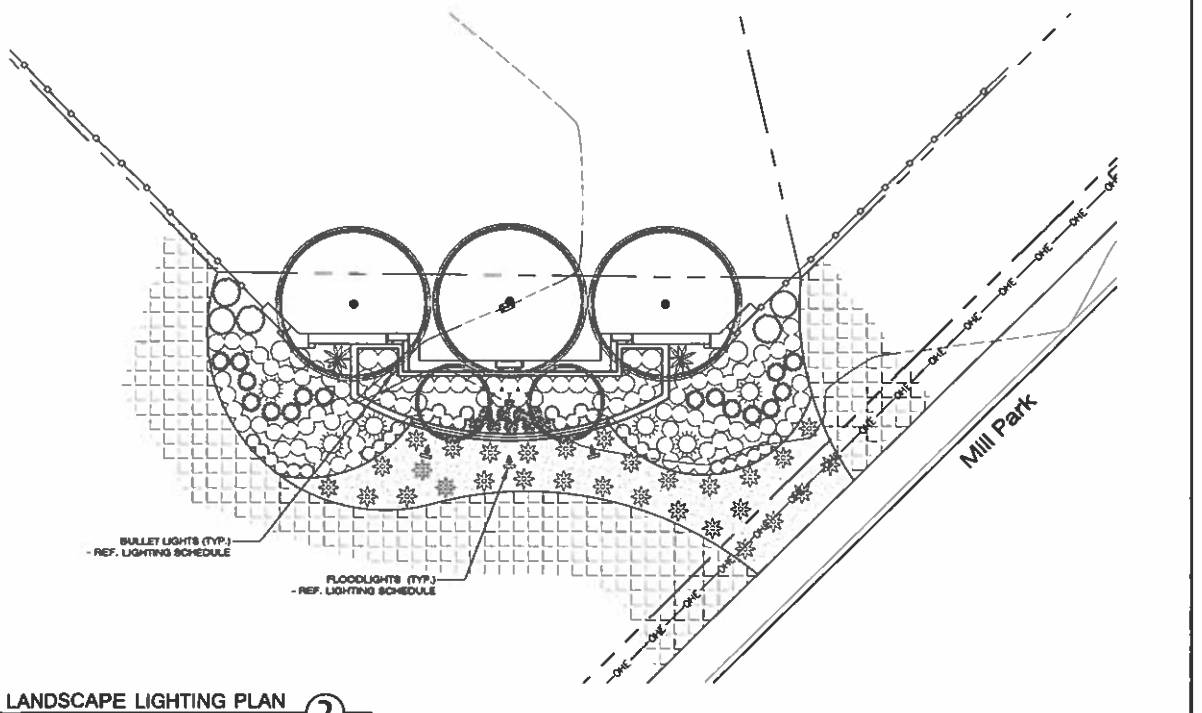








LANDSCAPE PLANTING PLAN (1)
SCALE: 1" = 10'-0"



LANDSCAPE LIGHTING PLAN (2)
SCALE: 1" = 10'-0"

HORIZON
DESIGN AND DEVELOPMENT
PLANNING, LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING
14027 San Pedro Ave., Suite 350
San Antonio, Texas 78232
210.521.8644 jhorizon@horizondesigndev.com

2.15.19
The use of this file appears to assume all responsibility for any modifications to or use of this drawing file that is inconsistent with the requirements of the Rules and Regulations of the Texas Board of Architectural Examiners. No person may make any modifications to this electronic drawing file without the Landscape Architect's express written permission.

OWNER
Pulte Group
1718 Dry Creek Way, Suite 130
San Antonio, TX, 78258

PROJECT TITLE
Silver Canyon Entry Feature
Cohn Road, Mill Park
Helotes, TX 78254

PROJECT NUMBER
2019-003
DRAWN BY: mh
CHECKED BY: lr

REVISIONS

SHEET TITLE
LANDSCAPE PLANTING PLAN AND LIGHTING PLAN

DATE
February 15, 2019

SHEET NUMBER
L2.0

REFER TO SHEET L1.0 FOR DEMO PLAN.
REFER TO SHEET L1.1 FOR LANDSCAPE CONSTRUCTION PLAN AND GRADING PLAN.
REFER TO SHEET L1.2 THRU L1.3 FOR CONSTRUCTION DETAILS.
REFER TO SHEET L2.0 FOR LANDSCAPE PLANTING PLAN AND LIGHTING PLAN.
REFER TO SHEET L2.1 FOR LANDSCAPE SPECIFICATIONS.

PART 1 - GENERAL

1.1 Work Included
A. Place and spread topsoil and planting mix.
B. Install edging at planter areas.
C. Excavate and prepare plant pits.
D. Place plants in pits and backfill with planting mix.
E. Prune plants.
F. Apply mulch to planter areas.
G. Install solid sod, hydromulch, or seed mix.
H. Guarantee plants.
I. Inspect plants during the Guarantee Period.

1.2 Reference Standards
A. Nomenclature and size. All plants must be true to name and size in conformance with the following standards:
B. American Joint Committee on Horticultural Nomenclature, 1942 ed. of Standardized Plant Names (Mount Pleasant Press, J. Horace McFarland Co., Harrisburg PA)
C. American Standard of Nursery Stock, 1973 ed (American Association of Nurserymen, Inc., Washington DC)

1.3 Submittals
A. Submit weed control program in accordance with Sec. 01300
1. Indicate chemicals to be employed, manufacturer's printed instructions as to dilution and application, solution strength, application method, rates, and frequency, and frequency of manual weeding.
2. Submit chemical manufacturer's written certificate that material proposed for use meets local, state, and federal regulations for the type of material proposed and that the material is not toxic to humans and animals if applied per the manufacturer's written instructions.
B. Submit topsoil sample (min. 1-gal. bag) in accordance with Sec. 01300
1. Indicate topsoil supplier source.
2. Provide laboratory test results indicating compliance w/ topsoil composition requirements.
C. Submit planting mix sample (min. 1-gal. bag) in accordance with Sec. 01300
1. Indicate planting mix supplier source.
2. Provide laboratory test results indicating compliance w/ planting mix composition requirements
D. Submit bark mulch sample (min. 1-gal. bag) in accordance with Sec. 01300
1. Indicate bark mulch supplier source.
E. Submit decomposed granite sample (min. 1-gal. bag) in accordance with Sec. 01300
1. Indicate decomposed granite supplier source.
F. Submit irrigation system product data in accordance with Sec. 01300.
1. Provide manufacturers' cut sheets indicating compliance with all equipment specified in the Irrigation Plans.

1.4 Product Delivery, Storage, and Handling
D. Handle and store all materials in such a manner as to prevent damage.

1.5 Existing Conditions
A. Prior to commencement of work, investigate the site, locate and identify all existing underground utilities that may conflict with the installation of the work described in the contract documents, and notify the Landscape Architect of the conflict and do not proceed with construction in the affected area without specific direction.
B. Protect identified utilities from damage during installation.

1.6 Guarantee
A. All plants will be guaranteed against defects, including death and unsatisfactory growth, for a period of 12 months following the date of Substantial Completion. If replacement plants are installed, they will be guaranteed for an additional 12 months following their installation.

1.7 Responsibilities of Owner and Contractor
A. The Contractor will provide monthly inspections of the project during construction and the guarantee period and immediately provide to the Owner and the Landscape Architect a written report identifying any irregularities which affect the guarantee.
B. The Contractor will monitor any construction, whether conducted by other trades or the Owner's employees, adjacent to new and existing plants. The Contractor will identify and document any damage to the plants and immediately notify the Landscape Architect of same. The Contractor will replace any damaged plants at no expense to the Owner. Any reimbursement from other trades or contractors shall be the sole responsibility of the Contractor.
C. The Contractor will remove and replace all dead plants.
D. The Contractor will ensure all plants are installed in an upright position and to proper finish grade and will reset any plants not installed accordingly.
E. The Contractor will have the sole responsibility for ensuring that all plants are maintained and watered adequately.

1.8 Final Inspection
A. At the conclusion of the guarantee period, the Landscape Architect will inspect the planting to assess the final acceptance of the installation. Only plants that are alive and healthy will be accepted. The Contractor will replace any plants that are dead or, in the sole opinion of the Landscape Architect, in an unhealthy or unsightly condition or have lost their natural form due to dead or removed branches. The Contractor will bear the cost of replacing any plants.

1.9 Quality Assurance
A. Before entering into a contract with any subcontractor, the General Contractor will investigate the proposed subcontractor's reputation and ability to perform the work and determine whether the subcontractor is stable, reputable, and skilled in this area of work. The General Contractor will require and review a minimum of the following submittals:
1. Experience. The subcontractor will be a single firm specializing in landscape installation with a minimum 5 years documented experience. Documentation will demonstrate a minimum 10 installations of equal or greater size. The subcontractor will furnish the name, address, and telephone number for both the General Contractor and Owner on these projects, as well as the contract price, the company name under which the work was performed, and completion date.
2. Personnel. The subcontractor will provide a list of the project manager and foreman proposed to complete the work, their years of experience in the industry, any formal training, and years of service with the current company. If a separate irrigation subcontractor is to be used, the same information will be provided.
3. Business Expertise. The subcontractor will submit a current audited financial statement, current insurance certificate, contact information for their insurance company, bonding capacity and bonding company, and contact information for their bonding company.
B. Should the subcontractor selected by the General Contractor default on the contract, fail to complete the work in conformance with the Contract Documents, or enter into bankruptcy, the Owner will pay the Landscape Architect as an additional service for any additional work occasioned by the subcontractor's default

PART 2 - PRODUCTS

2.1 Materials
A. Topsoil. Provided by the landscape subcontractor from local sources, sandy loam which is fertile, friable, surface soil. Topsoil will be free of rocks, stones, subsoil, building debris, weeds, grass, clay lumps, and other materials which would be detrimental to turfgrass growth. Topsoil composition will be not less than 7% nor more than 12% clay and not more than 12% silt.
B. Planting Mix. Plant mix composition will be 36% compost, 33% red sand, 18% composted topsoil, and 18% pine bark mulch.
C. Commercial Fertilizer. Complete fertilizer of neutral character, with some elements derived from organic sources and containing available plant nutrients in the following percentages:
1. For trees and shrubs - Woodace Top Dress Special (20-4-11, 8 - 9 month formula) at a rate of 5 to 10 lbs. per 100 SF.
2. For lawns - Min. 1 lb. of actual nitrogen per 100 SF of lawn area, min. 4% phosphoric acid, and min. 2% potassium. Provide nitrogen in a form that will be available to turfgrass during the initial period of growth and in a minimum 50% organic form.

2.2 Plant Materials
A. The drawings contain a complete list of plant species, quantities, sizes, and other requirements. In the event that discrepancies occur between the quantities of plants indicated on the plant list and as indicated on the drawings, the plant quantities shown on the drawings will be given precedence.
B. No substitutions of plants will be permitted without express prior written authorization by the Landscape Architect.
C. All plants will comply with state and federal inspection and disease infestation laws.
D. All plants will be typical of their species or variety, with normal, well-developed branches and vigorous root systems.
E. All plants will be healthy and vigorous, free from defects, disfiguration, knots, abrasions, sunscald, diseases, insect eggs or larvae, borers, and all other forms of diseases or infestations.
F. All plants will be nursery stock. Any plants gathered from native stands must be kept under nursery conditions for a minimum of 1 full growing season, must be free from all foreign plants and weeds, and must meet all other requirements of the Contract Documents.
G. Container-grown plants must exhibit development of fibrous roots and have a root mass that will retain its shape when removed from the container. Plants grown in smaller containers must have root growth sufficient to reach the sides of the container. Root-bound container-grown plants will be rejected.
H. Container sizes of a large grade than listed in the American Standard for Nursery Stock (ASNS) shall be determined by the volume of the root ball specified in the ASNS for plants of the same size.
I. All bare root plants must have a heavy, fibrous root system and dormant buds at the time of planting.
J. All plants must have average height and spread proportions and branching habit in accordance with the appropriate sections of the ASNS.
K. All plants which have girdled roots, stem, or major branch, have deformities of the stem or major branch, lack symmetrical growth habits, have dead or defoliated portions, or have any defect, injury, or conditions which in the sole opinion of the Landscape Architect renders them unsuitable, will be rejected.
L. Balled and burlapped plants must have a solid ball of earth of minimum specified size held securely in place by burlap and stout rope. Oversized or exceptionally heavy plants will be accepted provided the size of the root ball or spread of the roots is increased proportionally. Root balls must be tight, unbroken, and free of weed or foreign plant growth. Root balls shall have the following depth-to-diameter ratios: root ball diameters of less than 20" = minimum depth of 75% of the diameter; root ball diameters of 20" to 30" = minimum depth of 2/3 of the diameter; root ball diameters over 30" = minimum depth of 60% of the diameter.
M. Plants delivered as a single unit of 25 or less of the same size, species, and variety must be clearly marked and tagged. Plants delivered in large quantities of more than 25 must be segregated as to variety, grade, and size, and 1 plant in each 25 plants, or fraction thereof, of each size, species, and variety, must be tagged.
N. Plants stored under temporary conditions will be the responsibility of the Contractor and must be protected at all times from extreme weather conditions by insulating the root balls with sawdust, soil, mulch, or other approved measure. Plants stored on paved areas must be separated from the pavement with an insulating layer.
O. Protecting stored plants from theft or vandalism will be the sole responsibility of the Contractor. Any stolen plants will be replaced at no cost to the Owner.

2.3 Miscellaneous Materials
A. Mulch. Shredded native mulch applied to a depth of 4" beneath all new trees and 4" beneath all shrubs.
B. Stakes. Sound new hardwood, treated softwood, or redwood stakes, free of knot holes and other defects, or metal stakes. Provide wire ties and guys of 2-strand, twisted, pliable galvanized iron wire, minimum 12-gauge, with zinc-coated turnbuckles. Provide minimum ½" diameter rubber or plastic hose, cut to required lengths and of uniform color, material, and size, to protect tree trunks and branches from damage by wires. All new trees are to be staked.
C. Anti-Desiccant. Emulsion type, film-forming agent designed to permit transpiration but retard excessive loss of moisture from plants. Deliver in manufacturer's full identified containers and mix in accordance with manufacturer's instructions.
D. Plastic trunk protectors: Provide ArborGard+. AG 9-4+ by Deep Root Partners, L.P. (or equal). (1-800-458-7668) to protect new trees from damage by string trimmers and mowers.

PART 3 - EXECUTION

3.1 Inspection
A. Inspect existing site conditions and progress of other trades before commencing landscape installation.
B. Verify that construction has progressed to a point at which the landscape will not be adversely affected by subsequent construction and that existing conditions are acceptable for landscape installation.
C. Report adverse conditions to the Landscape Architect and do not proceed with the work until adverse conditions have been rectified.
D. Commencement of the landscape installation will constitute acceptance of the site conditions without qualification.

3.2 Preparation of Subsoil
A. Inspect subsoil for the presence of objectionable materials such as rocks (2" diameter and greater), concrete waste, building debris, weeds, grass, and other material that would be detrimental to the growth of plants and turfgrass. Protect existing underground improvements from damage.
B. Cultivate the subsoil to a depth of 3" or, if the subsoil is compacted due to heavy equipment traffic or storage, cultivate to a depth of 6".

3.3 Spreading Topsoil
A. See lawn installation for topsoil spreading procedures in turfgrass areas.
B. Spread topsoil and planting mix to required finish grades. Fill turfgrass areas with topsoil to a minimum depth of 4."
C. Cultivate with a mechanical tiller to break up clods and cultivate by hand in inaccessible areas. Rake until the surface is smooth.
D. Remove from the site any foreign or objectionable material collected during cultivation.
E. Grade to eliminate rough spots and low spots where ponding may occur, maintaining smooth and uniform grades that will encourage positive drainage. Continue to grade the topsoil until it is firm and settled with a smooth surface, watering, drying, and re-grading as necessary.
F. The landscape Contractor is solely responsible for ensuring positive drainage regardless of the condition of the subgrade. If extreme or objectionable conditions exist, notify the Landscape Architect before proceeding.
G. Mix the specified soil amendments and fertilizers with topsoil at the specified rates. Do not mix fertilizers unless planting will follow the spreading of topsoil or planting mix within 48 hours.
H. All planting areas must be prepared so that they remain free of debris and weeds until planting occurs.
I. Weed control in the planting areas will consist of killing all weeds and maintaining a weed-free condition in accordance with the weed control program until completion of the project.
J. Protect adjacent plants from damage due to overspray of weed control chemicals.

3.4 Planting
A. The Contractor will begin planting when other work divisions such as topsoil spreading have progressed sufficiently to permit planting.
B. Planting will occur where it is shown on the Contract Documents unless obstruction overhead or underground are encountered or where changes in construction have been made. Prior to the excavation of shrub or tree pits, the Contractor will locate and identify all underground utility lines, electrical cables, irrigation lines, and conduits. If such obstructions are found, promptly notify the Landscape Architect and do not proceed without clear direction.
C. No planting pits will be excavated until the proposed locations and plant sizes have been reviewed and approved by the Landscape Architect. Each plant will be planted in an individual pit dug with straight vertical sides. All plants will be set such that their original soil level is equal to the ultimate finish grade. No filling will be done around the trunks and stems. All ropes, wires, staves, etc., will be removed from the sides and top of the root ball and removed from the pit before filling. Burlap will be properly cut and removed from the sides of the root ball. When a depth is specified for the plant pit, it will be construed as the depth below adjacent finish grade. Excess excavation from plant pits shall be either used elsewhere or removed from the site entirely.
D. The Landscape Architect will review and approve the location and orientation of all plants prior to excavation of their pits. All trees will be planted in pits a minimum 24" greater in diameter than the container size or spread of their roots. In the event that solid rock is encountered in the bottom of the pit, break up and loosen the sides and bottom of the pit so that water will drain effectively. The pit will be a minimum of 6" deeper than the depth of the root ball and will have a crown from the middle to the sides in order to direct drainage away from the root ball. Place planting mix in the bottom of the pit and tamp down to prevent settling. Backfill the pits with planting mix in layers no greater than 6" and tamp down to avoid settling. Provide enough planting mix to bring to finish grade and form a saucer with a minimum 4" lip around the perimeter of the tree's root ball so water will pond and soak into the root ball.
E. Stake trees immediately after planting, then remove the stakes after one (1) year.
F. If deciduous trees are planted in full-leaf, spray with anti-desiccant to provide an adequate film over the trunk, branches, stems, and foliage.
G. Shrubs will be planted in pits a minimum of 12" greater in width than the diameter of the root ball or container. In the event that solid rock is encountered in the bottom of the pit, break up and loosen the sides and bottom of the pit so that water will drain effectively. The depth of the pit will be sufficient to accommodate the root ball and to set the plant at finish grade. Backfill the pit with planting mix, tamp down and settle thoroughly, bring to finish grade, and form a slight saucer to hold additional water and soak the root ball. After planting has been approved, apply bark mulch to a depth of 2" around all plants in the planting area..
H. All ground cover material will be planted as follows:
1. One gallon material will be planted the same as one gallon shrubs.
2. 4" pot material will be planted in pits the same size as or larger than the root system, then firmly tamped by hand and watered in using a fine spray
3. Where settlement occurs, backfill with additional planting mix to cover exposed roots and to bring to finish grade.
4. After planting has been reviewed and approved, apply decomposed granite to a compacted depth of 2".
5. Thoroughly water each plant using a root stimulator solution (Green Light or equal) mixed according to the manufacturer's recommendations.
6. Neatly prune and/or clip each plant as necessary to preserve the natural character. Conduct all pruning with sharp, clean tools and clip bruised or broken branches with a clean cut. Paint pruning cuts 2" in diameter and larger with an approved tree wound paint.
7. Apply water as required to keep the mulch damp at all times during germination and initial growth period or as directed by the Landscape Architect.

3.5 Lawn Installation
A. Do not commence lawn installation until after the irrigation system has been completely installed and is operational.
B. Do not commence any lawn installation until the Landscape Architect has reviewed and approved all areas prepared for sodding.

3.6 Sodded Lawns
A. Prior to spreading topsoil and in all areas to receive lawn, cultivate the subsoil to a minimum depth of 4". Cultivation may be conducted by disc, spring tooth harrow, rototiller, or similar mechanical means, and should be done in a direction perpendicular to the natural flow of water.
B. After the topsoil has been spread, mechanically till the area to a depth of 4", then roll rake and drag to remove all large clods, rocks, debris, and litter over 1" in diameter. Dispose of clutter at an off-site location.
C. Using a lightweight, water-filled roller, roll the raked topsoil in two (2) opposite directions.
D. Rake the rolled topsoil to a smooth, level surface, removing ridges and filling depressions. Remove all remaining rocks and debris over 1" in diameter.
E. Hold the finish grade 1-1/2" below adjacent curbs, sidewalks, paving, and other hard surfaces.
F. Apply the fertilizer at a rate of 2 lbs. per 1000 SF.
G. Rake the fertilizer into the surface soil at a depth of ½" to 1".
H. Roll the fertilized topsoil in one (1) direction, water lightly if the surface soil is dry, then allow to dry.
I. Lay the sod within 24 hours of stripping. Working from plywood boards to avoid disturbing the topsoil or sod, butt the ends and sides of sod strips without overlapping, stagger strips to offset joints in adjacent courses, and tamp or roll lightly to ensure good contact with the surface soil. Sift topsoil into minor cracks between sod pieces, then remove excess from the top. Do not lay dormant sod.
J. On slopes in excess of 20% (5:1), anchor sod with wooden stakes.
K. Water sod thoroughly with a fine spray immediately after application.
L. Erect a barrier of stakes and ropes around the perimeter of the sodded areas and post warning signs to deter foot traffic.
M. Water as necessary to keep the sod damp at all times through germination and initial growth period.

3.7 Cultivation and Cleanup
A. Upon completion of the planting, all excess material shall be removed and disposed of at a location off-site. Bring the finish grade in planter areas to a uniform grade, 1-1/2" below all adjacent paving or hard surfaces. Loosen the soil surrounding each individual plant to a distance of three (3) feet around each new tree and large shrub and 12" around each new small shrub and ground cover.

3.8 Maintenance and Restoration
A. The Contractor will ensure adequate and proper care of all plants and work done on this project until final acceptance, but in no case less than 30 days following Substantial Completion. This will include keeping all plants in a healthy growing condition by watering, cultivating, pruning, and spraying, keeping the planting areas free from insect infestation, weeds and grass, litter, and debris, and retaining the finish grade in a neat and uniform manner. Plant crowns, runners, and branches will be kept free of mulch at all times.
B. Protect all lawn areas from vehicle and pedestrian traffic.
C. Repair all sod areas damaged by any cause prior to final acceptance.
D. The lawn establishment period will begin immediately after the lawn planting area has been accepted by the Landscape Architect, will extend for a minimum of 30 days or until the end of the contract, and will consist of caring for all lawn areas within the project limits of work.
E. During the lawn establishment period, the Contractor will be responsible for ensuring healthy growth of the turfgrass. This responsibility includes all labor and materials necessary keep the project in a presentable condition, including, but not limited to, litter removal, mowing, trimming, weed control, removal of grass clipping, edging, and any necessary re-sodding and repair.
F. During the lawn establishment period the Contractor will as often as conditions dictate mow the turfgrass to a cutting height of 1-1/2". The turfgrass shall never exceed 3" in height and all clipping will be removed from the site.
G. During the months of March through September, the Contractor will edge at least once every month or as directed by the Landscape Architect.
H. During the months of March through September, the Contractor will apply water to sodded areas at an even rate of 1" of water per week, although the Landscape Architect may change this rate as conditions warrant.
I. Final acceptance of the lawn areas will be based on he presence of a uniform stand of grass at a uniform grade at the time of final inspection. Areas 24" square and large that are bare, have a poor stand of grass, or have an finish grade that is not uniform will be at the Contractor's expense re-graded, re-sodded, and fertilized as specified herein.
J. Upon completion of the initial planting, the Landscape Architect will make an inspection of all plantings and notify the Contractor in writing of any replacements or corrective actions necessary to meet the provisions of the Contract Documents. The Contract will then replace all the rejected or missing plants and perform the specified corrective measures.
K. All replacement plants will be of the same species, size, and quality. All rejected plants will be replaced within 30 days of notification.

3.9 Acceptance
A. Upon receipt of a written request from the Contractor at least seven (7) prior, the Landscape Architect will inspect the planting and maintenance to determine its completion and the beginning of the guarantee period. All plants must be alive and healthy in order for the installation to be considered complete. Where inspected work does not comply with the requirements of the Contract Documents, replace rejected work and continue to perform the specified maintenance until the Landscape Architect re-inspects the work and finds it acceptable. Remove rejected plants and materials from the site.

END OF SECTION

HORIZON
DESIGN AND DEVELOPMENT
PLANNING LANDSCAPE ARCHITECTURE
DEVELOPMENT CONSULTING

2.15.19
The use of this file serves to assure all responsibility for any modifications to or use of this drawing file that is inconsistent with the requirements of the Rules and Regulations of the Texas Board of Architectural Examiners. No person may make any modifications to this electronic drawing file without the Landscape Architect's express written permission.

OWNER
Pulte Group
1718 Dry Creek Way, Suite 120
San Antonio, TX, 78259

PROJECT TITLE
Silver Canyon
Entry Feature
Cabin Road, Mill Park
Helotes, TX 78254

PROJECT NUMBER
2019-003
DRAWN BY mh
CHECKED BY jr
REVISIONS

SHEET TITLE
LANDSCAPE
SPECIFICATIONS

DATE
February 15, 2019
SHEET NUMBER
L2.1

FFLED26 (HOOD Accessory to be installed)

RAB | Outdoor

Rectangular shaped LED floodlight designed to replace 100W Metal Halide. patent-pending "Air-Flow" technology ensures long LED and driver lifespan. Use for building fa?ades lighting, sign lighting, LED landscape lighting and instant-on security lighting.

Color: Bronze Weight: 12.5 lbs

Project:	Type:
Prepared By:	Date:

Driver Info		LED Info	
Type	Constant Current	Watts	26W
120V	0.24A	Color Temp	5000K (Cool)
208V	0.15A	Color Accuracy	71 CRI
240V	0.13A	L70 Lifespan	100,000
277V	0.11A	Lumens	4,131
Input Watts	29W	Efficacy	142 LPW
Efficiency	89%		

Technical Specifications

Listings

UL Listing:

Suitable For Wet Locations. Suitable for mounting within 1.2M(4FT) of the ground.

DLC Listed:

This product is listed by Design Lights Consortium (DLC) as an ultra-efficient premium product that qualifies for the highest tier of rebates from DLC Member Utilities.
DLC Product Code: PAXKT39NP

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

LED Characteristics

Lifespan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations

Note:

All values are typical (tolerance +/- 10%)

LEDs:

Multi-chip 26W high output long life LED

Color Consistency:

7-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color

Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5-year period

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for (SSL) Products, ANSI C78.377-2017.

Construction

IP Rating:

Ingress Protection rating of IP66 for dust and water

Ambient Temperature:

Suitable For use in 40°C (104°F)

Cold Weather Starting:

Minimum starting temperature is -40°C (-40°F)

Thermal Management Housing:

Superior heat sinking with external Air-Flow fins

Housing:

Die-cast aluminum housing, lens frame and mounting arm

Threaded Size:

1/2" threaded arm

Mounting:

Heavy-duty mounting arm with "O" ring seal & stainless steel screw

Effective Projected Area:

EPA = 0.65

Reflector:

Specular polycarbonate

Gaskets:

High-temperature silicone gaskets

Finish:

Formulated for high durability and long-lasting color

Green Technology:

Mercury and UV free. RoHS-compliant components.

Optical

NEMA Type:

NEMA Beam Spread of 7H x 6V

Other

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish. RAB's warranty is subject to all terms and conditions found at www.rablighting.com/legal#warranty

Patents:

The FFLED design is protected by U.S. Pat. D643,147, Canada Pat. 140798, China Pat. ZL201130171304.1, Mexico Pat. 36757 and pending patent in Taiwan.

Equivalency:

Equivalent to 100W Metal Halide

Buy American Act Compliance:

RAB values USA manufacturing! Upon request, RAB may be able to manufacture this product to be compliant with the Buy American Act (BAA). Please contact customer service to request a quote for the product to be made BAA compliant.

Copyright © 2019 RAB Lighting Inc. All Rights Reserved Note: Specifications are subject to change at any time without notice

Technical Specifications (continued)

Electrical

Driver:

Constant Current, Class 2, 100-277V, 50/60 Hz, 6 kV surge protection, 120V: 0.24A, 208V: 0.15A, 240V: 0.13A, 277V: 0.11A.

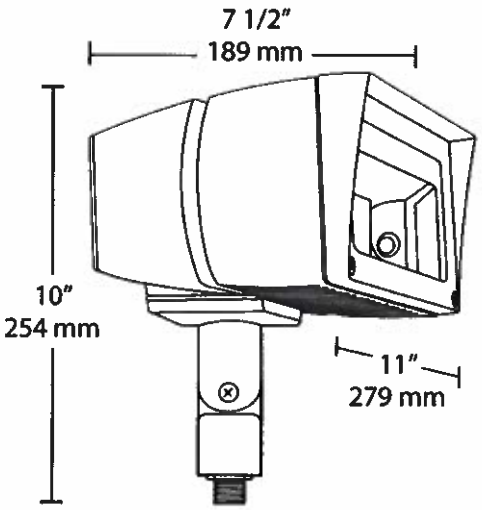
THD:

8.2% at 120V, 17.7% at 277V

Power Factor:

99.1% at 120V, 90.7% at 277V

Dimensions



Features

- Ultra-efficient LED and optical design
- Replaces 100W MH floodlights
- 100,000-hour life based on LM-80 results and TM-21 calculations
- "Air-Flow" technology heatsink
- 5-Year, No-Compromise Warranty

Ordering Matrix

Family	Wattage	Mounting	Color Temp	NEMA Type	Finish	Driver	Photocell Options	Other Options
FFLED	26	^	^	^	^	^	^	^
	18 = 18W **26** = 26W **39** = 39W **52** = 52W **80** = 80W	**Blank** = Swivel Arm **SF** = Slipfitter **T** = Trunnion	**Blank** = 5000K (Cool) **N** = 4000K (Neutral) **Y** = 3000K (Warm)	**Blank** = 7H x 6V **B55** = 5H x 5V **B44** = 4H x 4V	**Blank** = Bronze **W** = White	**Blank** = On/Off **/D10** = 0-10V Dimming **/480** = 480V On/Off (not available for 80W models)	**Blank** = No Option **/PC** = 120V Photocell **/PC2** = 277V Photocell **/PCS** = 120V Swivel Photocell **/PCS2** = 277V Swivel Photocell **/PCS4** = 480V Swivel Photocell	**Blank** = Standard **USA** = BAA Compliant

Copyright © 2019 RAB Lighting Inc. All Rights Reserved Note: Specifications are subject to change at any time without notice

Moon Visions Bullet Series

Lamp Types: Mercury Vapor, Moon Pulse, Metal Halide, Fluorescent, LED, and Incandescent.

Housing: 380 Aluminum alloy die cast.

Downshield: Required for use as downlight. Fabricated steel material. Angle-cut (DSA) or straight tube (DST) shields. Downlights do not require lenses.

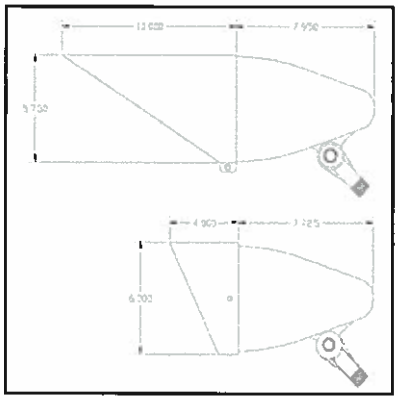
Upshield: Required for use as an uplight. Die cast aluminum with heat resistant crystal tempered convex glass lens. Sealed with 50 year-life silicon solution and high temperature silicone sponge gaskets. Positive stainless screw mount attachment. Angle-cut (USR) or straight tube (UST) available.

Knuckle: Forward placement for better balance. Adjustable in 7.5° increments for precise aiming. 1/2" NPSM threaded arm. Knuckle may be threaded into Myer's Hubs, Tree Mounts, Surface Mounts, Ground Stakes, or Junction Boxes.

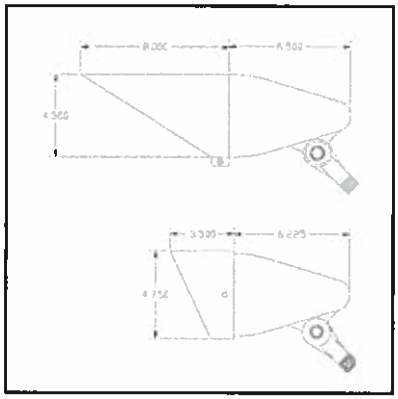
Finish: Super polyester Duracoat™ powder coat with 5 year warranty. South Florida exposure rating for 5 years. Powder coated inside and outside with **DuraLune™ Electro-Coating** application underneath. Standard finishes are Hartford Green (HGT) and Bronze (BZT).

Socket: Leviton 4KV Pulse rated 600V porcelain lampholders with 25% more lamp contact area than Chinese sockets.

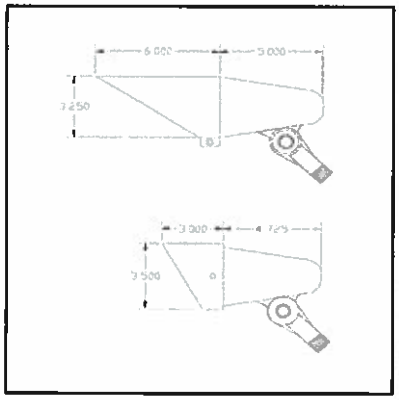
Optics: BR40 available with Flood (FL) or Spot (SP) optics for use with MP or MH E17 shaped lamps and spiral fluorescents.



BR40 Series



BR30 Series



BR20 Series

www.moonvisionslighting.com ph: 214.393.7407 fax: 214.635.3502

Moon Visions Bullet Series Ordering Guide

Bullet Series	Optics	Finish	Shields & Accessories
BR40	R40 Reflector Lamps MV-175W R40 Max MP-100W R40 Max R38 PAR Lamps LED-22W PAR38 Max INC-250W PAR38 Max Fluor-23W PAR38 Max FL Flood Reflector-65° MV-175W E17 Max MH-175W E17 Max MP-175W E17 Max SP Spot Reflector-39° MV-175W E17 Max MH-175W E17 Max MP-175W E17 Max	-HGT Hartford Green Texture -BZT Bronze Texture	DSA10-10" Angled Downshield DST10-5.75" Straight Tube Downshield USR40-4" Cast Angled Upshield UST40-5" Tube Upshield with debris guard TM-Tree Mount with mounting hardware TMB-Tree Mount Box with mounting hardware LGS-Large Ground Stake for Uplighting only INL-Internal Hexcell Louver
BR30	R30 Reflector Lamps MV-100W R30 Max MP-100W R30 Max R30 PAR Lamps LED-14W PAR30 Max MH-70W PAR30 Max INC-75W PAR30 Max Fluor-15W PAR30 Max	-HGT Hartford Green Texture -BZT Bronze Texture	DSA8-8" Angled Downshield DST8-4.5" Straight Tube Downshield USR30-3.5" Cast Angled Upshield UST30-4" Tube Upshield with debris guard TM-Tree Mount with mounting hardware TMB-Tree Mount Box with mounting hardware LGS-Large Ground Stake for Uplighting only INL-Internal Hexcell Louver
BR20	R20 Reflector Lamps MV-50W R20 Max MP-50W R20 Max R20 PAR Lamps LED- 5W PAR20 Max MH-35W PAR20 Max INC-50W PAR20 Max Fluor-11W PAR20 Max	-HGT Hartford Green Texture -BZT Bronze Texture	DSA6-6" Angled Downshield DST6-4" Straight Tube Downshield USR20-3" Cast Angled Upshield UST20-3" Tube Upshield with debris guard TM-Tree Mount with mounting hardware TMB-Tree Mount Box with mounting hardware LGS-Large Ground Stake for Uplighting only INL-Internal Hexcell Louver

Ballast: Required for Moon Pulse and Metal Halide lamps. Universal Lighting Technologies ballast housed in 6"x7"x4" steel box (for single ballast setups) or a 6"x12"x4" steel box (for double ballast setups). Ballast box is powder coated the same color as the fixture with the same 5 year warranty. Each MP or MH lamp requires one ballast. Wattage of the ballast must match the wattage of the lamp used.

Ballast	Wattage	Lamp	Voltage	Finish	Hub Mount
RB (Remote Box)	175	MH, MV	MT (120, 208, 240, 277V)	HGT BZT	H
	100 70 50	MH, MP			
	35	MH			

Tree Mount

Tree Mount Box

LGS

RB Single

RB w/ Hub

2RB Double

Project Name:_____ Fixture Type:_____

Catalog Part Number:_____

BR30 R30 Lamp Options

Mercury Vapor Moon Pulse Lamps for use with Metal Halide Ballasts

- HR100PS/R30 — 100W R30 MP (5700K)
- HR75PS/R30 — 75W R30 MP (5700K)
- HR50PS/R30 — 50W R30 MP (5700K)

Metal Halide Lamps

- 70MHPAR30L/FL — 70W MH PAR30 Long-neck, 30° Flood
- 70MHPAR30L/SP — 70W MH PAR30 Long-neck, 10° Spot

LED Lamps

- LED MV R30 14W 5K — 14W R30 Cool White (5000K)
  - 12 LEDs at 1.22 watts each
  - Available as 12V or 120V (remote transformer required for 12V applications)
  - Rated Life = 50,000 hours
  - Warranty = 3 years
  - Available in 25° (NFL) and 40° (FL) beam spreads

- LED MV R30 14W 3.5K — 14W R30 Warm White (3500K)
  - 12 LEDs at 1.22 watts each
  - Available as 12V or 120V (remote transformer required for 12V applications)
  - Rated Life = 50,000 hours
  - Warranty = 3 years
  - Available in 15° (SP) and 40° (FL) beam spreads

- LED MV R30 7W 5K — 7W R30 Cool White (5000K)
  - 6 LEDs at 1.22 watts each
  - Available as 12V or 120V (remote transformer required for 12V applications)
  - Rated Life = 50,000 hours
  - Warranty = 3 years
  - Available in 25° (NFL) and 40° (FL) beam spreads

- LED MV R30 7W 3.5K — 7W R30 Warm White (3500K)
  - 6 LEDs at 1.22 watts each
  - Available as 12V or 120V (remote transformer required for 12V applications)
  - Rated Life = 50,000 hours
  - Warranty = 3 years
  - Available in 40° (FL) beam spread

Halogen Lamps

- 75PAR30/LN/NFL/H — 75 watt PAR30 130V Halogen 25° Narrow Flood
- 75PAR30/LN/NSP/H — 75 watt PAR30 130V Halogen 9° Narrow Spot
- 50PAR30/LN/NFL/H — 50 watt PAR30 130V Halogen 25° Narrow Flood
- 50PAR30/LN/NSP/H — 50 watt PAR30 130V Halogen 9° Narrow Spot

Fluorescent Lamps

- CFL 16W R30 6500K — Equivalent to 50 watt halogen—Cool White
- CFL 16W R30 2700K — Equivalent to 50 watt halogen—Warm White
- 15W PAR30 5000K — Equivalent to 50 watt halogen—Cool White
- 15W PAR30 2700K — Equivalent to 50 watt halogen—Warm White

Project Name:_____ Fixture Type:_____

Catalog Part Number:_____

ITEM NO. 10

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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)

BACKGROUND:

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* regulates the proposed signage.

(2) *Wall signs.* Wall signs by single businesses or an individual business in a multi-tenant shopping center, office complex or business park shall be regulated as follows:

Code	Compliant	Variance Required
(1) *Area.* Wall signs shall have a maximum sign area of 32 sq. ft., including sign face, framing, and mounting hardware.	Yes	No variance required.
(2) *Height.* The top of the sign shall be below the eave line and at a height no greater than 20 feet above the ground immediately adjacent to the sign.	Yes	No variance required.
(3) *Number.* One sign per street or pedestrian way which the building faces or abuts, with a maximum of two signs.	Yes	No variance required.
(4) *Location.* All wall signs shall be installed flat against the wall of a building and shall not extend from the wall more than 12 inches. Not allowed in conjunction with a	Yes	No variance required.

monument sign on the same frontage.		
(5) *Lighting.* Indirect, internally illuminated, or neon.	N/a	Not illuminated.
(6) An individual business with a basement entrance with no calculable frontage may have one wall sign with a maximum are of six sq. ft.	N/a	N/a

FINANCIAL: N/a

RECOMMENDATION: City Staff recommends of Item No. 10.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION:

Motion to approve a request by Helotes Gallery for approval of a wall sign located at 14391 Riggs Rd., Helotes, Texas 78023.

March 7, 2019

To: Rick Schroeder, City Administrator

From: Jason Wightman
Vice Chairman, Planning and Zoning Commission

Re: Planning and Zoning Commission Monthly Report

The Planning & Zoning Commission held its regular monthly meeting on March 5, 2019 The Commission took the following action:

- Unanimously approved meeting minutes for regular meeting of February 5, 2019

- Unanimously recommended approval by of 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. It was understood that while the above was the only item for consideration before P&Z, city staff would be further reviewing the project for drainage requirements, tree preservation and fire department access which may affect the proposed design.

- Unanimously recommended approval of a request by Pulte Homes of Texas, LP for a residential subdivision entry sign with the following stipulations:
  - The proposed new front curved portion is understood to be the "sign" and therefore should be reduced in size so as to be 181.25 s.f. in area to comply with the 145 s.f. sign ordinance requirement (plus 25% P&Z discretionary allowance)
  - The shielded lighting as proposed is acceptable.

- Unanimously recommended approval of a request by Helotes Gallery for approval of a wall sign.

Finally, there was the suggestion by a P&Z Commissioner to add a discussion item of consider raising the minimum wall sign areas under the sign ordinance.

Regards,
Jason D. Wightman, Vice Chairman

City of Helotes
Development Services Department
P.O. Box 507
12951 Bandera Road
Helotes, TX 78023
Phone (210) 695.8877
Fax (210) 695.2123

RECEIVED
FEB 21 2019
CITY OF HELOTES

SIGN PERMIT APPLICATION

CHAPTER 66,
Sign Administrative Procedures

Name of Applicant: Helotes Gallery Date: 2/21/19

Sign Location Address: 14391 Old Bandera Road, Helotes, TX 78023

Legal Description: Lot #: 3 Block #: 1 CB/NCB #: CB 4524H

Use of Building: Art Gallery

No. of Businesses: 1 Zoning: Old Town Special District

Name of Property Owner: Bluff at Old Town Phone #: Ken Dempsy (210) 240-8137

Property Owner's Address: 14203 Circle A Trail, Helotes, TX 78023

Name of Sign Contractor: Eagle Ford Graphics

Contractor's License #: N/a Phone #: (210) 286-3052

E-mail Address: howard@eagleford graphics.com

Contractor's Business Address: 12682 FM 1560, Suite

Type of Sign:
- ☐ Monument, Multi-Tenant
- ☑ Wall Mount
- ☐ Window
- ☐ Residential Entry
- ☐ Monument, Single Business
- ☐ Hanging
- ☐ Public/ Non-Profit Signage
- ☐ Traffic Control
- ☐ Projecting
- ☐ Miscellaneous Signage
- ☐ Other

Linear Feet of Building or Lease Space Frontage: 55 feet

Sign Dimensions: 2' x 16' Square Footage: 32' Height: 17' Sign Colors: Brown/Black text on white background

Sign Text: Helotes Gallery

Non-Illuminated Sign: ☑ Illuminated Sign: ☐ Type of Lighting:

Applicant must attach the following documents:

- Thirteen (13) sets of plans indicating sign size, color, type of material, and its parts; message size and style of lettering; type of lighting; method of attachment; associated landscaping.
- Thirteen (13) sets of color sketches, color photographs, or similar scaled presentation of the sign and building that shows how each would appear in relation to the other.
- Site plan showing location of proposed sign and copy of plat, if available, to determine easement locations.
- Written consent from the property owner.

Applicant's Signature: Kimberly Verity Date: 2/21/2019

Printed Name: Kimberly Verity Phone #: (408) 838-2656

Applicant's Address: 18807 Hillside Drive, Grey Forest, TX 78023

Note: All exterior signage requires Planning & Zoning Commission and City Council approval prior to permitting and installation. The Commission meets on the 1st Tuesday of each month, and the deadline submittal date is 14 calendar days prior to the meeting date.

Property Identification #: 1151554

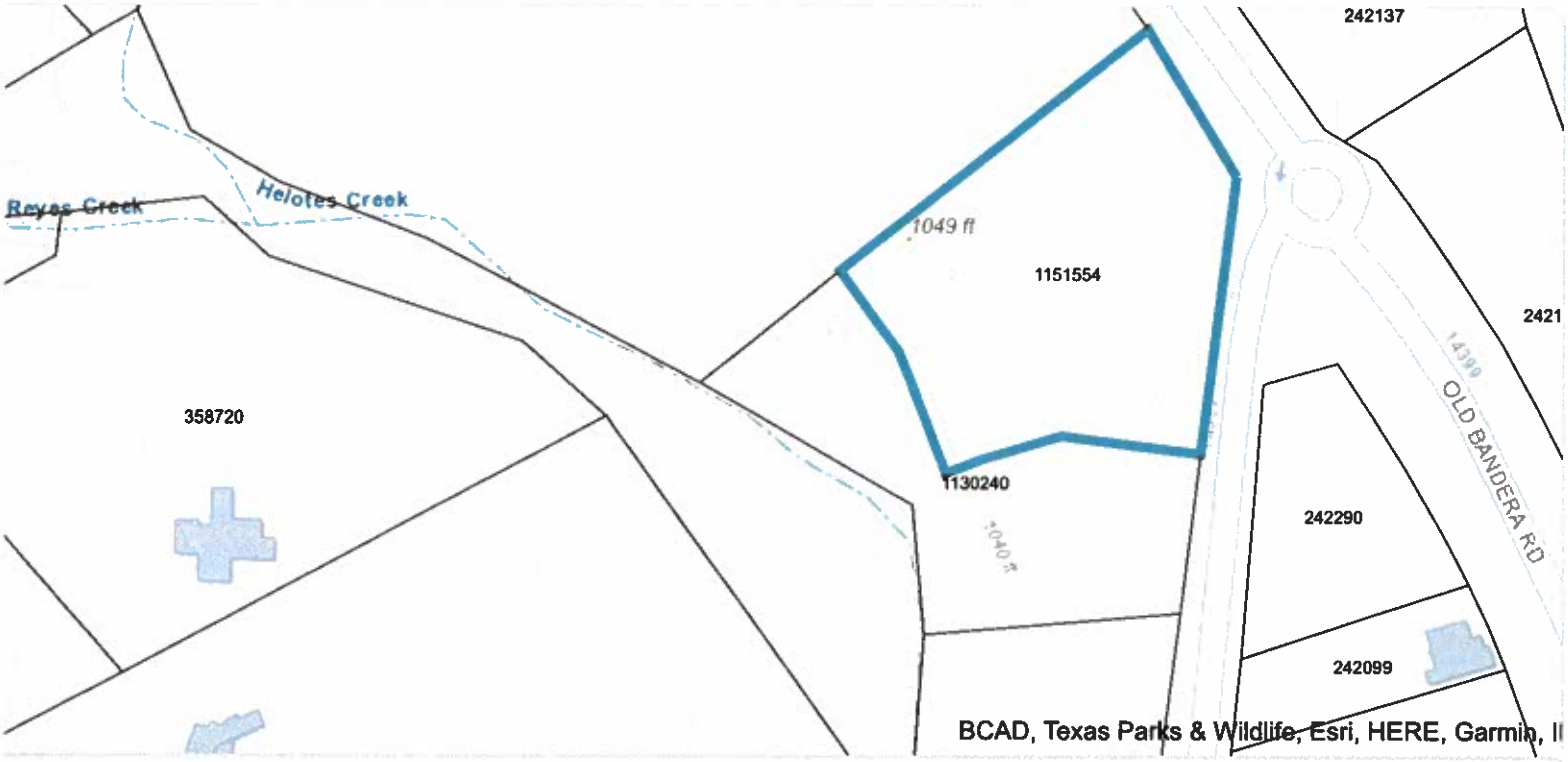
Geo ID:	04524-001-0030
Situs Address:	14391 RIGGS RD HELOTES, TX 78023
Property Type:	Real
State Code:	F1

Property Information: 2019

Legal Description:	CB 4524H (BLUFFS AT OLD TOWN HELOTES), BLOCK 1 LOT 3
Abstract:	9617/181-3
Neighborhood:	NBHD code51310
Appraised Value:	N/A
Jurisdictions:	06, 08, 11, 42, 56, 10, 09, CAD

Owner Identification #: 2635130

Name:	BLUFF AT OLD TOWN HELOTES LLC
Exemptions:	
DBA:	MULTIPLE TENANTS



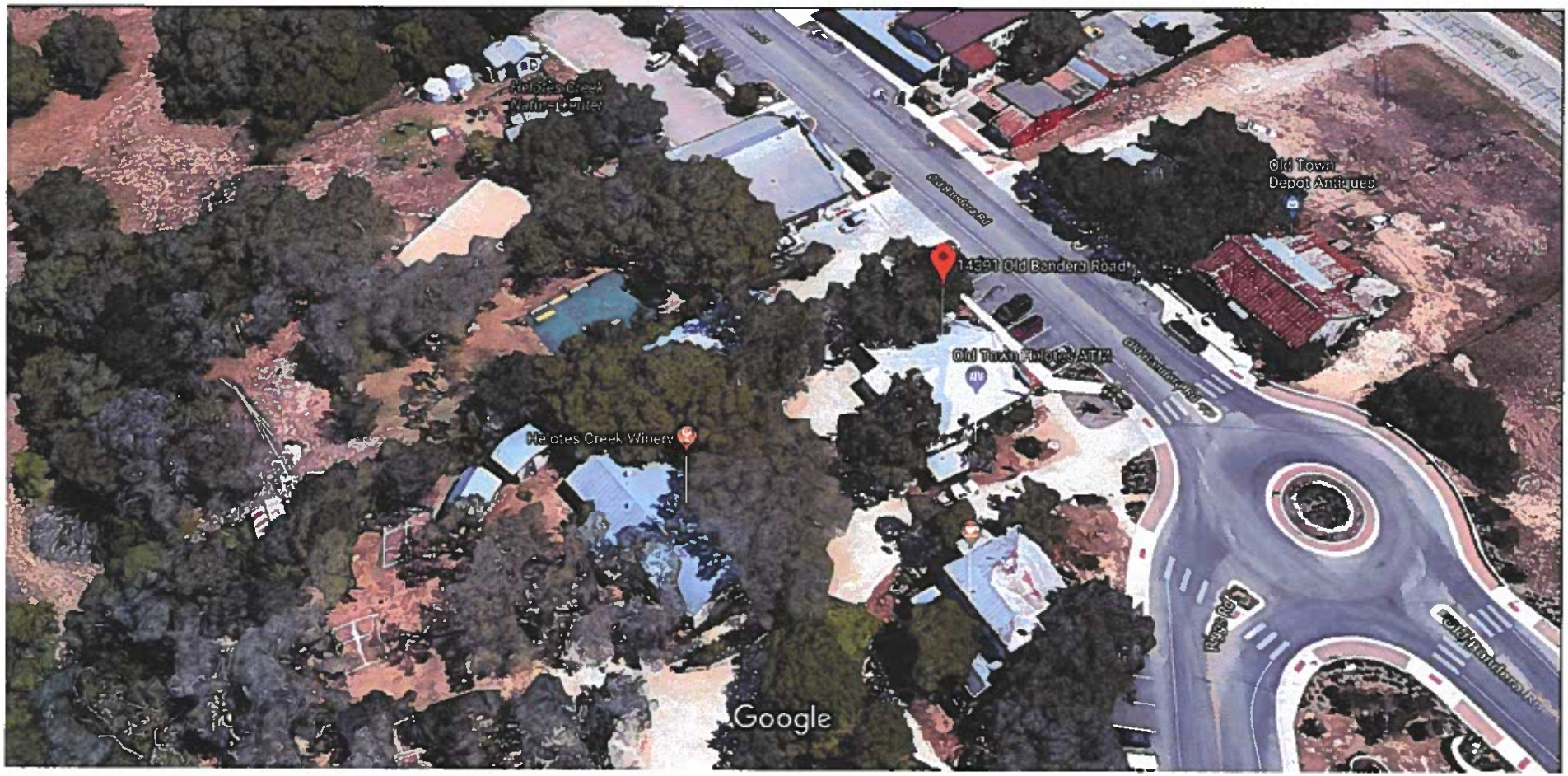
Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

Google Maps

14391 Old Bandera Rd

Helotes Art Gallery (14391 Riggs Road)



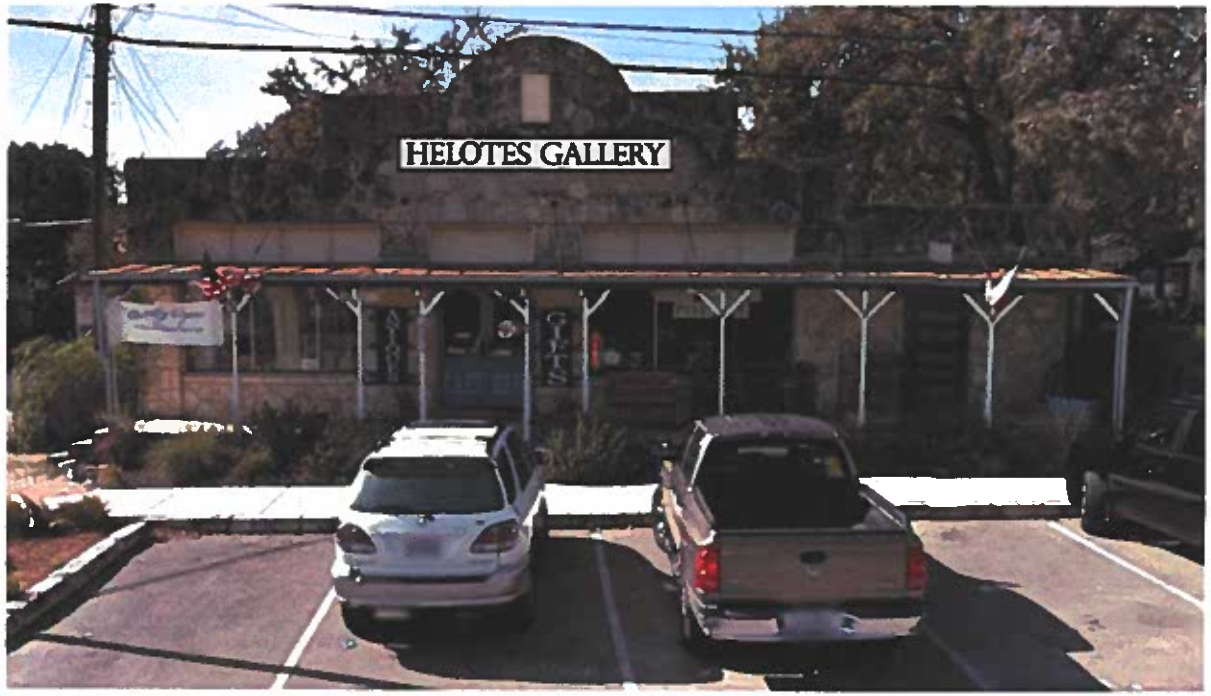
Imagery ©2019 Google, Map data ©2019 Google 20 ft

HELOTES GALLERY

2'

16'

PROPOSE NEW WALL SIGN



SCALE: 1/2' = 1'

Eagle Ford Graphics
12682 FM 1560 Suite 201S
Helotes. Tx.78023 (210) 286-3052
howard@eaglefordgraphics.com
texassignsolutions.com

Client: Helotes Gallery

Location: 14391 Old bandera rd.
Helotes Tx. 78023

Sales Rep: Howard Benavides

Date: 02/21/2019

Work Order# 021319 of 1

Description:
MANUFACTURE & INSTALL (1) ONE NEW S/F ALUMINUM WALL SIGN WITH VINYL GRAPHICS

Customer Approval:

THIS IS AN ORIGINAL UN-PUBLISHED DRAWING CREATED BY TEXAS SIGN SOLUTIONS. IT IS SUBMITTED FOR YOUR PERSONAL USE IN CONJUNCTION WITH A PROJECT BEING PLANNED FOR YOU BY TEXAS SIGN SOLUTIONS. IT IS NOT TO BE SHOWN TO ANYONE OUTSIDE YOUR ORGANIZATION, NOR IT IS TO BE USED, REPRODUCED, COPIED OR EXHIBITED IN ANY FASHION.

5. Freestanding real estate signs that do not meet the requirements of Chapter 66, Article 5, Sec. 66-46;
6. Political signs (Chapter 66, Article 5, Sec. 66-47);
7. Public institutions, schools and churches (Chapter 66, Article 5, Sec. 66-48);
8. Miscellaneous signs (Chapter 66, Article 5, Sec. 66-52);

b. *Signs Authorized Specifically in the Old Town Helotes Subdistricts.* The following sign requirements shall replace those of Chapter 66, Article 5, Secs. 66-49 thru 66-51.

1. Commercial Signs: Single-Business or Multi-Tenant Shopping Center, Business Park, or Office Complex (Monument-Type)
   i. *Size.* The surface area of the sign shall not exceed 20 square feet, including the sign face, framing, and mounting hardware.
   ii. *Height.* No part of the sign shall extend above five feet from average grade, including a base which is not less than 18 inches above the average grade.
   iii. *Number.* One sign for each street frontage on which the building abuts. Not allowed in conjunction with a wall sign on the same frontage.
   iv. *Location.* On premises of the business or office and adjacent to major traffic way which the building abuts, subject to the required clear vision area.
   v. *Design.* The monument sign design should contain the address where it is located, but the address may be placed on the sign frame or face. The base of the monument sign shall have a minimum height of 18 inches in a landscaped setting, and any design shall be shown not to create a traffic hazard.
   vi. *Lighting.* Indirect or internally illuminated.
   vii. *Landscaping.* Shall be as follows:
      1) A landscaped area shall extend a minimum of two feet from each face around the base of the sign subject to the granting of an exception by the Planning and Zoning Commission if justified by unusual site conditions;
      2) All landscaped areas shall be maintained in a healthy, neat and clean condition;
      3) Any unhealthy or dead landscaping materials shall be replaced with comparable materials; and
      4) A plan showing the landscaping must be submitted to the Planning and Zoning Commission by the applicant.
2. *Commercial Signs - Projecting, Wall, Hanging, or In/On Windows.* Businesses may elect to have one of the following signs per street or pedestrian way which the building faces or abuts, with a maximum of two such signs. Such signs must be submitted to the Planning and Zoning Commission for review and approval prior to installation.
   i. *Wall Signs.* Wall signs by single businesses or an individual business in a multi-tenant shopping center, office complex, or business park shall be regulated as follows:
      1) *Area.* Wall signs shall have a maximum sign area of 32 square feet, including sign face, framing, and mounting hardware.
      2) *Height.* The top of the sign shall be below the eave line and at a height no greater than 20 feet above the ground immediately adjacent to the sign.
      3) *Number.* One sign per street or pedestrian way which the building faces or abuts, with a maximum of two signs.
      4) *Location.* All wall signs shall be installed flat against the wall of a building and shall not extend from the wall more than 12 inches. Not allowed in conjunction with a monument sign on the same frontage.

5) *Lighting.* Indirect, internally illuminated, or neon.

6) An individual business with a basement entrance with no calculable frontage may have one wall sign with a maximum area of six square feet.

ii. *Projecting and Hanging Signs.* Hanging commercial signs may be used by single-businesses or an individual business in a multi-tenant shopping center, office complex, or business park and shall be regulated as follows:

1) *Area.* Hanging signs shall have a maximum sign area of 24 square feet, including sign face, framing, and mounting hardware.

2) *Height.* No part of the sign shall extend below eight feet from the average grade nor shall it extend above the eave line of the building to which it is attached.

3) *Number.* One sign per street or pedestrian way which the building faces or abuts, with a maximum of two signs.

4) *Lighting.* Indirect, internally illuminated, or neon.

5) Special Provisions. Projecting and hanging signs must hang from a structural element of the exterior wall, awning, or overhang.

iii. *Commercial Signs In or On Windows/Doors.* Commercial signs in or on windows or doors or window signs may be used by single-businesses or an individual business in a multi-tenant shopping center and shall be regulated as follows:

1) *Size.* A maximum area of eight square feet or no more than one-half the area of the window or door, whichever is smaller, including sign face, framing, and mounting hardware. A maximum area of six square feet is allowed if the area of the window or door is less than 12 square feet. Area used for the business address, hours of operation, and open or closed status is excluded from the maximum size limit.

2) *Height.* No part of the sign shall extend above eight feet from the average grade, unless a greater height is necessary to center the sign in the window.

3) *Number.* One sign per street or pedestrian way which the building faces or abuts.

4) *Location.* In or on the window or door and entirely within the perimeter of the window or door.

5) *Lighting.* Indirect, internally illuminated, or neon.

3. *Off-Premises Signs.*

i. Off-premise signs located in the right-of-way for wayfinding purposes only are permitted provided the design of such signs is consistent with the concepts set out in the Old Town Helotes Plan.

ii. Pole-mounted or freestanding signs may be erected off-premises, provided they are used solely for area-wide wayfinding purposes.

iii. Pole-mounted and freestanding signs shall have a maximum sign area of 20 square feet, regardless of whether they are off-premises or on-premises or used for way finding or advertising purposes.

(7) *Creative Sign Review.*

a. *Purpose.* This section establishes standards and procedures for the design, review and approval of creative signs in Old Town Helotes. Creative signs that meet the character and intent of the Old Town Helotes Plan may be permitted upon the approval of the City Council. The purposes of this creative sign program are to:

1. Encourage signs of unique design, and that exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and

2. Provide a process for the application of sign regulations in ways that will allow creatively-designed signs that make a positive visual contribution to the overall image of Old Town Helotes, while mitigating the impacts of large or unusually designed signs.

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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)

BACKGROUND:

On May 10, 2007, the City Council adopted Ordinance No. 337 accepting the donation of 58.43 acres of land within the Iron Horse Canyon Subdivision and regulating site vegetation and grading on the subject tract of 5.6730 acres of land generally located on Iron Horse Way near its intersection with Antonio Drive. The subject tract was zoned Townhouse "R-TH" District on April 14, 2005.

On June 9, 2011, the City Council approved a conceptual design plan for a low-density townhome development on the subject tract, and, on March 10, 2016, the City Council approved a final plat for the same.

In an effort to finally modify and complete a townhouse development on the subject site, the applicant submitted a request to rescind Ordinance No. 337, and rezone the tract from R-TH to a Planned Unit Development (PUD) allowing forty-six (46) developed lots, two (2) open / green space lots, and one (1) lot for utilities and roadways to service the development from Iron Horse Way. The request was unanimously denied by City Council on November 8, 2018. Council expressed they were not opposed to townhome development, but rather opposed to high density townhome development, and encouraged the developer to meet with the Iron Horse Subdivision HOA to try and find a mutually-agreeable solution.

Since then, the applicant has met with the Iron Horse Subdivision HOA and made the changes indicated in the attached letter dated February 11, 2019. The changes reduce the number of townhome lots from forty-six (46) to thirty-five (35) and increase the amount of greenspace to 1.928 acres. 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. Consequently, the applicant is requesting to repeal Section 4 of Ordinance No. 337 and approve the conceptual site plan. The zoning designation will remain Townhouse Single Family Residential District (R-TH); consequently, the public hearing process is not required.

FINANCIAL: N/a

RECOMMENDATION: City Staff recommends approval of Item No. 11.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION:

Motion to approve 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.

FIRST AMERICAN

Commercial Property Group

February 11, 2019

Mr. Rick Schroder
City of Helotes
12915 Bandera Road
Helotes, TX 78023

REF: 4.844 acres on Iron Horse Way owned by Kherington Hadley Investments, LLC

Dear Mr. Schroder:

As you are aware, the Helotes City Council held a public hearing on a proposed townhome development adjacent to the Iron Horse Canyon (IHC) Subdivision on November 8, 2018. Although the City Council denied the propose development, the City Council urged our firm to meet with IHC Subdivision Homeowner's Association (HOA) representatives to refine our proposal in a manner favorable to both the HOA and our firm.

Since November, we have met with the HOA and made the following changes to the proposed development.

- Reduced the number of townhome lots from 46 to 35, which decreases the development's density but, in doing so, increases each home's sales price;
- Added the construction of rock fencing along Iron Horse Way frontage, which will match the existing rock fencing throughout the Subdivision.
- Added the installation of a sidewalk along Iron Horse Way frontage, which will connect to the existing sidewalk at Spotted Horse; and
- Increased the amount of greenspace by 1.18 acres, bringing the project's total greenspace to 1.928 acres, or 39.8% of the entire tract.

In our firm's opinion, however, no financially-viable townhome development can occur on this site if restricted to Ordinance No. 337's 180-foot restriction. As discussed during the November 8th meeting, the Ordinance generally:

1. Allows the complete grading and removal of vegetation on the site from Iron Horse Way to 180 feet inside the front property line; and
2. Requires that the remainder of the tract be preserved in its natural state.

18618 Tuscany Stone, #210 • San Antonio, Texas 78258 • (210) 496-7775 • fax (210) 496-3256 • www.dirtdealers.com
R=AxFxC

Importantly, the Ordinance mandates that approximately 39.09% of the tract's acreage be preserved; the revised townhome development will dedicate 39.80% of the tract's acreage as greenspace. Even though the proposed development exceeds the aforementioned greenspace requirement and reduces the number of homes from 46 to 35 units, we are not able to meet the Ordinance's 180-foot requirement.

In light of the aforementioned revisions to the proposed townhome development, please accept this letter as our request to repeal Ordinance No. 337 and approve the development's conceptual site plan. The development, as proposed with fewer units and increased greenspace, will comply with the existing Townhouse Single Family Residential District (R-TH) zoning regulations for the site. Consequently, we will no longer need to pursue a Planned Unit Development (PUD) zoning designation.

Thank you for your consideration on this matter.

Sincerely,

H. Dale Kane

PLEASE RECYCLE

CB=S 58°41'1" E
CH=238.11'

L=73.68'
R=1400.00'
Δ=3°0'56"
CB=S 64°56'34" E
CH=73.67'

S 66°35'8" E ~ 207.24'

S 66°35'8" E ~ 121.02'

N 23°41'29" E ~ 338.63'

S 23°23'39" W ~ 342.63'

N 24°6'12" E ~ 329.61'

N 66°37'10" W ~ 639.90'

9304/1316 DPRBCT

OPEN SPACE/ GREEN SPACE

TOWNHOMES 3-PLEX

TOWNHOMES 4-PLEX

TOWNHOMES 2-PLEX

26' WIDE ROAD

8" WATER LINE

8" WASTEWATER

8" WASTEWATER LINE

10' SAWS SEWER EASEMENT

16' SAWS WATER EASEMENT

UNDERGROUND DRAINAGE

SD / DETENTION POND

LOT 16 0.75 Acres

LOT 17 0.068 Acres

LOT 18 0.085 Acres

LOT 19 0.064 Acres

LOT 905 0.074 Acres

LOT 20 0.064 Acres

LOT 21 0.064 Acres

LOT 22 0.064 Acres

LOT 906 0.080 Acres

LOT 907 0.505 Acres

LOT 807 0.977 Acres

LOT 903 0.158 Acres

LOT 902 0.139 Acres

LOT 7 0.116 Acres

LOT 6 0.055 AC

LOT 5 0.069 AC

LOT 33 0.111 Acres

LOT 34 0.070 Acres

LOT 35 0.070 Acres

LOT 4 0.058 Acres

LOT 3 0.058 Acres

LOT 2 0.059 Acres

LOT 1 0.059 Acres

SCREEN WALL/FENCE ALONG FRONTAGE OF PROPERTY

+/-410 LF TO INTERSECTION OF IRON HORSE WAY & LOST HORSE

+/-589 LF TO INTERSECTION OF IRON HORSE WAY & ANTONIO DR

IRON HORSE WAY

WATER LINE CONNECTION

WASTEWATER CONNECTION

FOUND REBAR PLASTIC "WEST"

SITE DATA

TOTAL # TOWNHOME UNITS	=	35
OPEN SPACE LOTS	=	06
TOTAL # OF LOTS	=	41
MAX SQ. FT OF FOOT PRINT	=	1288 SQ. FT.
PARKING SINGLE CAR GARAGE PLUS 1 IN DRIVEWAY		
TOTAL # OF PARKING SPACES	=	70 SPACES
NO ON-STREET PARKING		

ASSUMPTIONS

1. CITY OF SAN ANTONIO PUD TYPE (TOWNHOMES)
2. INDIVIDUAL LOTS (SHARED FIRE WALL) FOR INDIVIDUAL OWNERS
3. DRIVEWAYS HOLD ONE CAR & ONE CAR IN GARAGE (TWO CARS PER UNIT)
4. WATER LOOP INDIVIDUAL SERVICES
5. SEWER LOOP INDIVIDUAL SERVICES
6. ELECTRICAL LOOP INDIVIDUAL SERVICES
7. TREES TO REMAIN IN OPEN/GREEN SPACES AREAS
8. SINGLE DETENTION POND WITH WATER QUALITY AND OUTFALL TO IRON HORSE WAY
9. OPEN SPACE AREA ALONG IRON HORSE WAY
10. SEWER EXTENSION ALONG IRON HORSE WAY (PREVIOUSLY APPROVED BY SAWS)
11. SIDEWALKS TO BE INSTALLED ALONG IRON HORSE WAY & CONNECTED TO EXISTING SIDEWALK AT SPOTTED HORSE
12. FENCE/SCREENWALL ALONG FRONTAGE BY OWNER
13. LOT 901 SHALL SERVE AS INGRESS/EGRESS & UTILITY EASEMENT

WWW.BIGREDDOG.COM
210.860.9224
BIG RED DOG
ENGINEERING | CONSULTING
5710 W. HAUSMAN ROAD, SUITE 115
SAN ANTONIO, TEXAS 78249 • TEXAS REG. NO. F-11201

PRELIMINARY
NOT FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.

PREPARED UNDER THE SUPERVISION OF JEREMY DOEGE, P.E. #97269 ON

PROJECT: NOT FOR CONSTRUCTION
IRON HORSE TOWNHOMES
IRON HORSE WAY
HELOTES, TEXAS 78023

SHEET TITLE: PROPOSED TOWNHOME LAYOUT

CLIENT:	
DRAWN BY:	JCS
DESIGNED:	JCS
REVIEWER:	JSD
B.R.D. PROJECT:	0609.10.002

SHEET
EXHIBIT
01 OF 01

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS REPEALING ORDINANCE NO. 337, SECTION 4, ESTABLISHING TERMS AND OBLIGATIONS BETWEEN THE CITY OF HELOTES AND THE IRON HORSE CANYON SUBDIVISION DEVELOPER WITH RESPECT TO THE DEVELOPMENT OF A 4.844 ACRE TRACT LEGALLY DESCRIBED AS CB 4483 P-13 (4.844 AC) ABS 734 LOCATED WITHIN THE IRON HORSE CANYON SUBDIVSION;

WHEREAS, pursuant to the terms of Ordinance No. 177, the City of Helotes and Iron Horse Canyon, Ltd. (a.k.a. Iron Horse Development Ltd.) entered into an agreement regarding the development of 634.8 acres of real property known as Iron Horse Canyon; and

WHEREAS, the City of Helotes desires to repeal Ordinance No. 337, Section 4, with regard to the development of a 4.844-acre tract legal described as CB 4483 P-13 (4.844 AC) ABS 734 located within the Iron Horse Canyon Subdivision;

NOW THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HELOTES:

Section 1. Repeal. Ordinance No. 337, Section 4, is hereby repealed in its entirety, solely with regard to the 4.844-acre tract legally described as CB 4483 P-13 (4.844 AC) ABS 734. Generally, repealed language includes the following:

1. Allow the grading and removal of vegetation from the portion of the tract from the property line of the tract that immediately abuts Iron Horse Canyon Way and extends into the tract 180 feet from Iron Horse Canyon Way ("Development Tract"); and
2. Allow the grading and removal of vegetation from that portion of the tract located more than 180 feet from Iron Horse Canyon Way at the location(s) designated by Iron Horse Canyon, Ltd.'s engineer in connection with the platting and construction of improvements on the Development Tract containing an area necessary to provide for drainage and/or a detention pond, not to exceed one-half (1/2) acre; and
3. Provided that all remaining vegetation in the 5.6730-acre tract, legally described as CB 4483 P-13 ABS 734, formally P-5, and the remainder of the tract shall be preserved in its natural state. The site plan showing in more detail the portion of the tract where vegetation removal (other than for drainage easements and/or a detention pond) is allowed and the portion of the tract where vegetation removal is prohibited is attached hereto, and incorporated hereby, as Appendix "A" and is hereby approved.

Section 2. Full Force and Effect. All other provisions of Ordinance No. 337 shall remain in full force and effect.

Section 3. Severability. Should any article, section, part, paragraph, sentence, phrase, clause, or word of this Ordinance, or any appendix thereof, for any reason be held illegal, inoperative, or invalid or if any exception to or limitation upon any general provisions herein

continue to be held unconstitutional or invalid or ineffective, the remainder shall, nevertheless, stand effective and valid as if it had been enacted and ordained without the portion held to be unconstitutional or invalid or ineffective.

Section 4. Public Meeting. It is officially found, determined and declared that the meeting at which this Ordinance is adopted was opened to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was noticed as required by Texas Government Code Chapter 551.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS THIS 14TH DAY OF MARCH, 2019 TO BE EFFECTIVE IMMEDIATELY.

CITY OF HELOTES, TEXAS

_____

Thomas A. Schoolcraft
Mayor

ATTEST:

_____

Celina Perez, City Secretary

Property Identification #: 240904

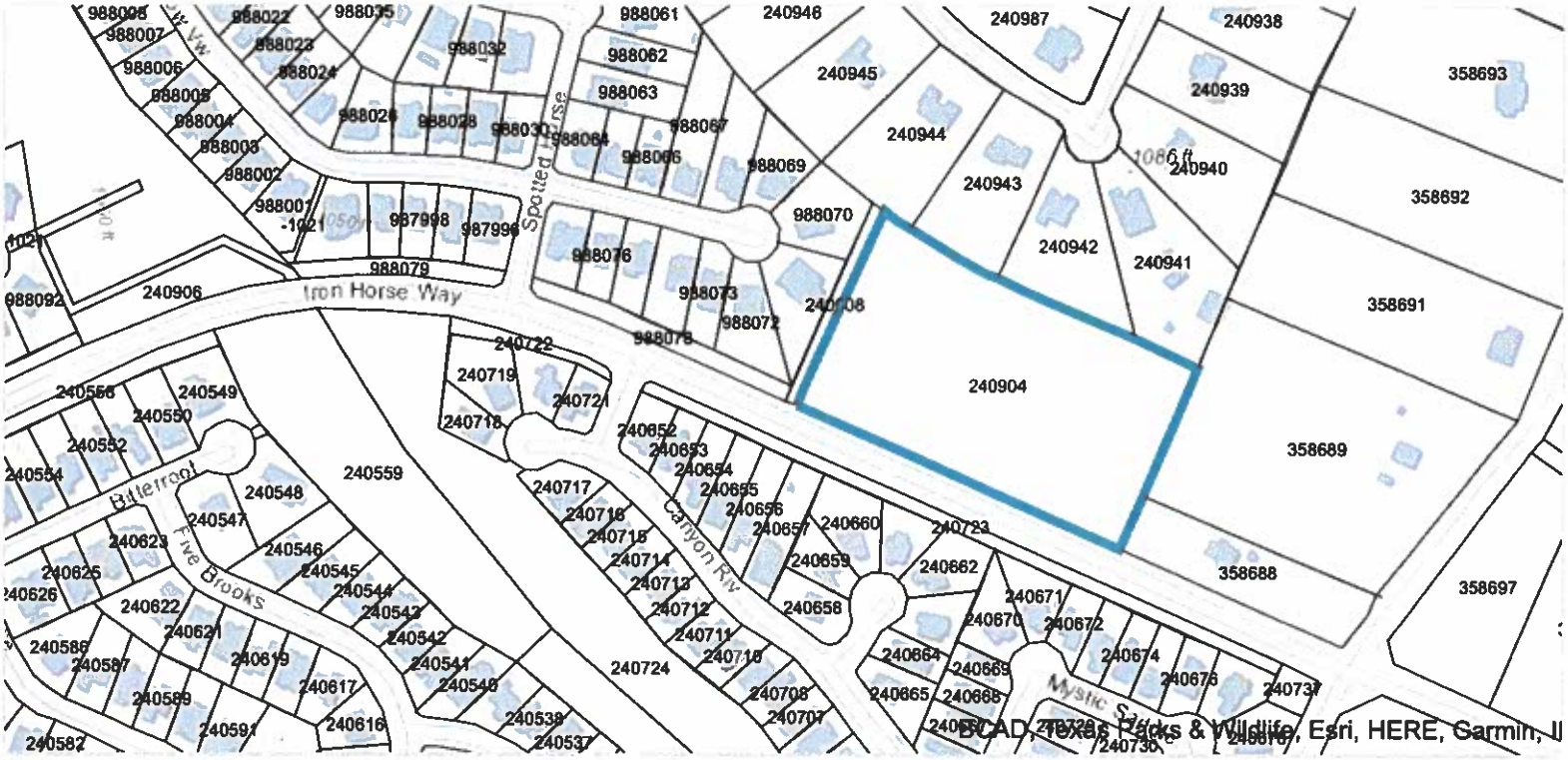
Geo ID:	04483-000-0130
Situs Address:	IRON HORSE WAY HELOTES, TX 78023
Property Type:	Real
State Code:	E1

Property Information: 2019

Legal Description:	CB 4483 P-13 (4.844 AC) ABS 734 FORMERLY P-5
Abstract:	A04483
Neighborhood:	NORTHWEST RURAL/REMAINS (NS/MV)
Appraised Value:	N/A
Jurisdictions:	56, 11, 10, 42, 06, CAD, 09, 08

Owner Identification #: 2911756

Name:	KHERINGTON-HADLEY LLC
Exemptions:	
DBA:	Null



Bexar CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Bexar County Appraisal District expressly disclaims any and all liability in connection herewith.

BEXAR COUNTY

CITY OF GREY FOREST

RANCHO DIANA

CITY OF SAN ANTONIO

Subject Property

GOVERNMENT CANYON

CITY OF HELOTES CITY HALL

CITY OF SAN ANTONIO

BEXAR COUNTY

City of Helotes Zoning Classification

B1	OTHSD
B1-PRUD	PDD
B2	R-TH
B3	R1
B3-OD	Helotes ETJ
B4	COSA / County Parcel
I-1	

Legend

- City of Helotes - City Hall Location
- CoSA/State Park Area
- Parcels 2016 selection
- Bexar County

Note: Parcel data was acquired through the Bexar County Appraisal District and is current as of January 2013. City and ETJ limit data was acquired from the City of San Antonio GIS Department and is current as of the date of this map.

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

CITY OF HELOTES ZONING MAP

12951 Bandera Road
Helotes, Texas 78023
Phone: 210-695-8877
Fax: 210-695-2123

0 825 1,650 3,300 4,950 Feet

1 inch = 1,650 feet

Date Revised: 7/17/2018

N W E S

LNV engineers | architects | surveyors

TBPE FIRM NO. F-366

8918 Tesoro Drive, Suite 401
San Antonio, TX 78217
Phone: 210-822-2232
www.LNVINC.com

Document Path: \\SASTORAGE\share\Projects\Helotes\120454 General Engineering Services\000\Design\GIS\Helotes-Website Maps\ZONING MAP\City Zoning Map (22x34).mxd

ORDINANCE NO. 337

AUTHORIZING THE ACCEPTANCE OF DONATION OF 58.43 ACRES OF LAND FROM IRON HORSE CANYON, LTD. A.K.A IRON HORSE CANYON, LTD. ; AUTHORIZING THE ACCEPTANCE OF A CORRECTION DEED CORRECTING THE TERMS AND PROVISIONS OF THE DONATION OF 70.659 ACRES OF LAND FROM IRON HORSE CANYON, LTD. , AS EVIDENCED BY A DEED DATED THE 28TH DAY OF DECEMBER, 2006, RECORDED IN VOLUME 12623, PAGE 1503 OF THE OFFICAL PUBLIC RECORDS OF REAL PROPERTY OF BEXAR COUNTY, TEXAS; AND AMENDING THE DEVELOPMENT AGREEMENT WITH IRON HORSE CANYON, LTD. FOR THE PURPOSE OF MODIFYING THE TERMS AND OBLIGATIONS BETWEEN THE CITY AND THE DEVELOPER WITH RESPECT TO THE DEVELOPMENT OF A 5.6730 ACRE TRACT LEGALLY DESCRIBED AS CB 4483 P-13 ABS 734 FORMERLY P-5 AND LOCATED WITHIN THE IRON HORSE SUBDIVSION;

WHEREAS, pursuant to the terms of Ordinance No. 177, the City of Helotes and Iron Horse Canyon, Ltd. a.k.a. Iron Horse Development Ltd. entered into an agreement regarding the development of 634.8 acres of real property known as Iron Horse Canyon; and

WHEREAS, the agreement called for the preservation of 55 -110 acres of open space as designated in the master plan; and

WHEREAS, on December 28, 2006, IRON HORSE CANYON, LTD. dedicated 70.659 acres to the City of Helotes; and

WHEREAS, the Deed dated December 28, 2006 dedicating 70.659 acres to the City of Helotes incorrectly described the reservations and exceptions to the donation and Iron Horse Canyon, Ltd. and the City of Helotes now desire that a Correction Deed be filed to correctly state the reservations and exception to which the donation is subject; and

WHEREAS, IRON HORSE CANYON, LTD., now desires the remaining 58.43 acres of open space be preserved as park and open space land by a governmental entity, and

WHEREAS, the master plan for the City of Helotes provides for the creation of parks and recreational areas and the preservation and conservation of open spaces, and

WHEREAS, the City of Helotes and Iron Horse Canyon, Ltd., desire to amend the aforementioned development agreement with regards to the development of a 5.6730 ACRE TRACT LEGALLY DESCRIBED AS CB 4483 P-13 ABS 734 FORMERLY P-5;

NOW THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HELOTES:

Section 1. The Donation Agreement between the City of Helotes and Iron Horse Canyon, Ltd. , which concerns the donation of 58.43 acres of real property to the City of Helotes and which is attached hereto, and incorporated hereby, as Appendix "A" is hereby approved and the donation is hereby accepted.

Section 2. The Mayor of the City of Helotes is hereby authorized to execute the aforementioned Donation Agreement.

Section 3. The execution and delivery of a Correction Deed to correctly state the reservations and exceptions with regard to the donation Deed dated December 28, 2006 recorded in Volume 12623, Page 1503 is hereby approved and accepted.

Section 4. The Development Agreement between the City of Helotes and Iron Horse Canyon, Ltd. , that was approved by Ordinance No. 177 is hereby amended, solely with regards to the 5.6730 acre tract legally described as CB 4483 P-13 ABS 734, formally P-5, The amendment to the Development Agreement shall (i) allow the grading and removal of vegetation from the portion of the tract from the property line of the tract that immediately abuts Iron Horse Canyon Way and extends into the tract 180 feet from Iron Horse Canyon Way ("Development Tract") and (ii) allow the grading and removal of vegetation from that portion of the tract located more than 180 feet from Iron Horse Canyon Way at the location(s) designated by Iron Horse Canyon, Ltd. 's engineer in connection with the platting and construction of improvements on the Development Tract containing an area necessary to provide for drainage and/or a detention pond, not to exceed one-half (1/2)

acre; provided that all remaining vegetation in the 5.6730 acre tract, legally described as CB 4483 P-13 ABS 734, formally P-5, and the remainder of the tract shall be preserved in its natural state. The site plan showing in more detail the portion of the tract where vegetation removal (other than for drainage easements and/or a detention pond) is allowed and the portion of the tract where vegetation removal is prohibited is attached hereto, and incorporated hereby, as Appendix "A" and is hereby approved.

Section 5. All other provisions of the Development Agreement between the City of Helotes and Iron Horse Canyon, Ltd., that was approved by Ordinance No. 177 not amended by this Ordinance shall remain in full force and effect.

Section 6. Should any article, section, part, paragraph, sentence, phrase, clause, or word of this Ordinance, or any appendix thereof, for any reason be held illegal, inoperative, or invalid or if any exception to or limitation upon any general provisions herein continue to be held unconstitutional or invalid or ineffective, the remainder shall, nevertheless, stand effective and valid as if it had been enacted and ordained without the portion held to be unconstitutional or invalid or ineffective.

Section 7. It is officially found, determined and declared that the meeting at which this Ordinance is adopted was opened to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was noticed as required by Texas Government Code Chapter 551.

PASSED AND APPROVED AT HELOTES, TEXAS, THIS 10th DAY OF MAY, 2007 TO BE EFFECTIVE IMMEDIATELY.

CITY OF HELOTES, TEXAS

Jonathan S. Allan

ATTEST:

Grace Tamez, City Secretary

APPROVED AS TO FORM:

_____

David L. Earl, City Attorney

Approval of amendment to Development Agreement accepted on behalf of **IRON HORSE CANYON, LTD:**

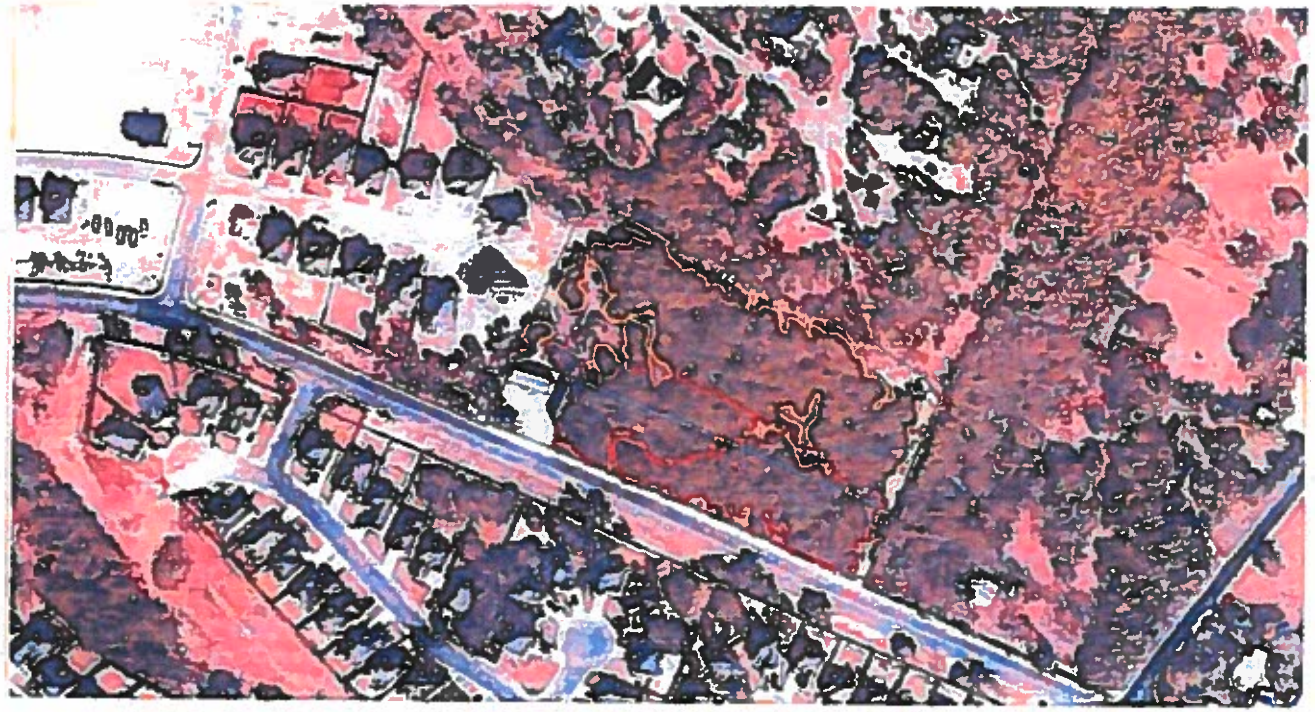
By: Its General Partner DAVNA, Inc., a Texas corporation
By: _____
David Mann
Title: President

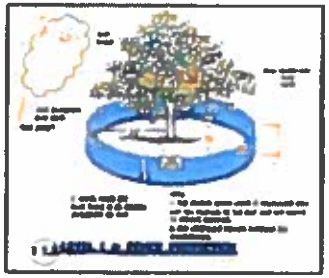
STATE OF TEXAS §
§
COUNTY OF BEXAR §

This instrument was acknowledged before me on the 11th day of December, 2007, by David Mann, as President of DAVNA, Inc., a Texas corporation, general partner of IRON HORSE CANYON, LTD., a Texas limited partnership, on behalf of said partnership.

Graciela Tamez
Notary Public, State of Texas
My commission expires:
6-4-2009

GRACIELA M. TAMEZ
Notary Public, State of Texas
My Commission Expires
June 04, 2009





MANN PROPERTY

Total Acreage	Total Canopy Acres	Total Preserved Acres	Total Required 25%	Total Overage Acres
5.5	4.03	2.15	1.61	0.54
Total Acreage Square Feet	**Total Canopy Square Feet**	**Total Preserved Square Feet**	**Total Required 25% Square Feet**	**Total Overage Square Feet**
239,580.00	175,546.80	93,654.00	70,131.60	23,522.40

Section three. Ordinance No. 253, passed and approved on April 8, 2004, is hereby amended by adding to Article III (entitled "district regulations") a new section 2.1 as follows:

Section 2.1 TOWNHOUSE SINGLE FAMILY RESIDENTIAL DISTRICT (R-TH)

(A) *Use regulations.* A building or premise shall be used only for the following purposes:
(see Schedule of Uses and Article II, Section 4)
(B) Heights regulations. No building shall exceed 2 standard stories in height.
(C) *Area regulations.*
(1) Front yard setback. There shall be a front yard having a minimum depth of five feet.
(2) Side yard setback. There shall be no minimum side yard setback provided that each building is located on separate adjoining platted lots, each being separated from the adjoining unit or units by a vertical firewall (to be constructed in accordance with city codes and ordinances) along the dividing lot line. In those instances where buildings do not share a common firewall the side yard setback shall be a minimum of five feet.
(3) Rear yard setback. There shall be a rear yard setback having a minimum depth of ten feet.
(4) Density. A maximum of ten units may be constructed per acre.
(D) *Parking regulations.* Off-street parking spaces behind the front yard set-back line of property shall be provided on the lot to accommodate a minimum of two automobiles for each dwelling unit.
(E) Accessory Buildings, Associated Living Quarters and Storage Buildings. Accessory buildings associated living quarters, or storage buildings are not permitted in an "R-TH" zoning district.

Section four. This ordinance shall be administered and enforced as provided in Article XIV of Ordinance No. 253 and violations shall be punished by the penalties prescribed in Article XIV Section 6 of said Ordinance.

Section five. The Publishers of the City's Code of Ordinances are hereby authorized and directed to add to the table of permitted uses of said code the zoning district "R-TH," and to designate the use "Garden home" and "Townhouse" as permitted in said district as follows:

	R-TH
Garden Home	**X**
Townhouses	**X**

Section six. Should any article, section, part, paragraph, sentence, phrase, clause, or word of this ordinance, or any appendix thereof, for any reason be held illegal, inoperative, or invalid, or if any exception to or limitation upon any general provisions herein continue to be held unconstitutional or invalid or ineffective, the remainder shall, nevertheless, stand effective and valid as if it had been enacted

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.

(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 Iron Horse Subdivision HOA. Aditionally, the Council expressed they were not opposed to townhome development, but rather opposed to high density townhome developement.

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)**

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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 and update the Municipal Fee Schedule amounts for false alarms; 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)

BACKGROUND:

Municipal Code of Ordinances Chapter 58 *Offenses and Miscellaneous Provisions*, Article II *Alarms and Alarm Systems*, Division 1 *False Alarms* is not in compliance with false alarm provisions contained within Texas Local Govt. Code Chapter 214, Subchapter F-1 *Burglar Alarm Systems in Large Municipalities and Municipalities Wholly or Partly Located in Large Counties*. The proposed ordinance reconciles penalty and fine provisions of current Code with TLGC Ch. 214, Subchapter F-1.

FINANCIAL: N/a

RECOMMENDATION: City Staff recommends approval of Item No. 12.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION:

Motion to approve 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.*

ORDINANCE NO. _____

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 *RESPONSIBILITES OF OCCUPANT*, 58-14 *PENALTY*, AND 58-15 *DOCUMENTATION AND NOTIFICATION*; AUTHORIZING THE CITY ADMINISTRATOR TO IMPLEMENT THE PROVISIONS OF THIS ORDINANCE AND UPDATE THE MUNICIPAL FEE SCHEDULE AMOUNTS FOR FALSE ALARMS; 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.

WHEREAS, the City Council of the City of Helotes, Texas desires to amend Municipal Code of Ordinances Chapter 58 *Offenses and Miscellaneous Provisions*, Article II *Alarms and Alarm System,* Division 1 *False Alarms* in order to preserve, protect, and promote public health and safety.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS THAT:

SECTION ONE. AMENDMENT. Municipal Code of Ordinances Chapter 58 *Offenses and Miscellaneous Provisions*, Article II *Alarms and Alarm System,* Division 1 *False Alarms* is hereby amended and shall read as follows:

"CHAPTER 58 *OFFENSES AND MISCELLANEOUS PROVISIONS*
ARTICLE II *ALARMS AND ALARM SYSTEMS*
DIVISION 1 *FALSE ALARMS*

Sec. 58-12 *Violations*

The City deems it a violation of this Division if ~~six~~ three (3) false alarms have been sounded in the previous 12 month~~s~~ period, the person responsible for the alarm system does not meet the responsibilities listed in Section 58-13, or a person knowingly causes a false alarm to be activated. Violations are subject to penalties identified within Sec. 58-14.

Sec. 58-13 *Responsibilities of Occupant*

The occupant of the property on which the alarm is located is the responsible person ~~He is responsible for~~ and shall:

(1) Keep the alarm system in repair and adjustment. Maintain the premises equipped in a manner that will minimize false alarm notifications and ensure proper operation of the alarm system.
(2) Supervise family members, employees, and guests to preclude inadvertent or deliberate false alarms.
(3) Ensure, when the alarm system is audible beyond the occupant's property, that the system automatically discontinues sounding an audible alarm after a total of 30 minutes, to include automatic resets. After 30 minutes of audible alarm, the audible alarm must shut down until manually reset. The following is explanatory comment:

a. The alarm system may sound for five minutes and then automatically reset to sound an alarm an additional five times for five minutes each in the unattended mode. After a sixth alarm sounding, the system must shut itself down until reset manually.
b. The alarm system may sound for ten minutes and then automatically reset to sound an alarm an additional three times for ten minutes each in the unattended mode. After a third alarm sounding, the system must shut itself down until reset manually.

(4) Respond or cause a representative to respond within one hour when notified by the City to repair or inactive a malfunctioning alarm system, to provide access to the premises, or to provide security for the premises.
(5) Not manually activate an alarm system for any reason other than occurrence of an event that the alarm system was intended to report.
(6) Utilize relaying intermediaries for residential alarm systems of all classification types.
(7) Utilize relaying intermediaries for commercial alarm systems of all classification types, except holdup alarms.
(8) Not operate, cause to be operated or allow the operation of an alarm system:

a. Without being in compliance with the procedures and provision of this Division;
b. That automatically dials the 911 emergency communications system; or
c. Without due regard in maintaining such a system in a manner that minimizes false alarm notifications.

Sec. 58-14 *Penalty*

It shall be unlawful for any person who owns, leases, or is in control of a property or structure equipped with an alarm system to permit or fail to prevent the occurrence of more than three (3) false alarm notifications within any preceding 12-month period.

(1) Each violation of this Division, as determined by the Chief of Police, shall be punished by a fine prescribed within the municipal fee schedule and shall be in accordance with *False Alarm Penalties, VTCA, Section 214.207, LGC* ~~amended from time to time~~ as indicated below:

a. If the property or structure has had more than three (3) but fewer than six (6) other false alarm notifications in the preceding 12-month period, the fee is $50.00.
b. If the property or structure has had more than five (5) but fewer than eight (8) other false alarm notifications in the preceding 12-month period, the fee is $75.00.

c. If the property or structure has had more than eight (8) or more false alarm notifications in the preceding 12-month period, the fee is $100.00.

(2) Penalty enforcement will commence once the receipt of eight (8) or more false alarms have been reported in the proceeding 12-month period.

a. Issuance of a citation. A member of the Police or Code Enforcement Departments in response to a false alarm notification may issue a citation to a person he or she reasonably believes to be in violation of this Division. The citation shall name the alarm subscriber or to any general addressee at the alarm site address if the member of the Police or Code Enforcement Departments is unable to verify the identity of the alarm subscriber.
b. Content of citation. The citation issued shall contain the following information:

i. The date of the false alarm or alarm notification(s);
ii. The address of the alarm site, and, if the alarm site is a multi-unit facility, the identification of the individual facility the false alarm occurred; and
iii. The date and time the alleged violator is required to appear in the Municipal Court. The alleged violator shall be served a copy of the citation.

c. Service of citation. Service of the citation shall be complete upon either of the following occurrences:

i. Personal delivery of the citation to the alarm subscriber or to any general addressee (with a person of suitable age and discretion) at the alarm site address if the Police or Code Enforcement Department is unable to contact the alarm subscriber.
ii. Mailing a copy of the citation addressed to the alarm subscriber sent certified mail, return receipt requested and a copy by regular mail.

(3) Any person found guilty of violating this Division shall be subject to a fine not exceeding five hundred dollars ($500.00).

Sec. 58-15 *Documentation and Notification*

The Chief of Police shall ensure that the occurrence of a false alarm is documented and notification sent to ~~Residents~~ any person who shall violate any provisions contained in this Division.

(1) Alarm dispatch records

a. Emergency personnel responding to a dispatch resulting from an alarm system notification shall, whenever possible, record such information as necessary to permit the Chief to maintain records, including, but not limited to, the following information:

i. Identification of the owner(s) or occupant(s).

ii. Location of the alarm site.
iii. Time dispatched, arrived, and cleared.
iv. Time of day and date.
v. Name of representative on the premises if any.

b. Responding personnel shall indicate on the dispatch record whether the notification was caused by a false alarm."

SECTION TWO. AUTHORIZATION. The City Administrator is authorized to implement the provisions of this Ordinance and update the Municipal Fee Schedule amounts for false alarms.

SECTION THREE. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared void.

SECTION FOUR. FINDINGS. The City Council finds all of the above recitals to be true and correct and incorporates the same in this Ordinance as findings of fact.

SECTION FIVE. EFFECTIVE DATE. This Ordinance shall be effective immediately upon its approval by the City Council.

PASSED AND APPROVED this 14th day of March 2019.

By: _____
Thomas A. Schoolcraft
MAYOR

ATTEST:

_____
Celina Perez
CITY SECRETARY

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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)

BACKGROUND:

In Chapter 12, *Hours of Work and Overtime,* an amendment was made to Section 12.1 *Normal Hours of Work* stating that compensatory time and overtime are paid in accordance with the Fair Labor Standards Act. In Sections 12.2 and 12.3, minor grammatical changes were made that do not have an impact on the overall policies. In Section 12.3, *Compensatory Time and Overtime for Non-Exempt Fire Protection Employees Assigned to Shift Work*, the definition of a "fire protection employee" was added. Section 12.8, *Timekeeping Policies and Procedures*, was added and details the City's timekeeping practices for all employees.

In Chapter 13, *Employee Benefits,* Section E. *Employee Assistance Program* was amended to address when time spent by an employee in the EAP may be compensable.

FINANCIAL: N/a

RECOMMENDATION: City Staff recommends approval of Item No. 13.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION:

Motion to approve amendments to City of Helotes Personnel Policy and Procedures Manual, Chapters 12 *Hours of Work and Overtime* and 13 *Employee Benefits*.

CHAPTER 12 HOURS OF WORK AND OVERTIME

Section 12.1 Normal Hours of Work

Except as otherwise specified, the normal work week is 40 hours per week, exclusive of meal breaks. The work week begins at 12:01 a.m. Saturday and ends the following 11:59 p.m. Friday. Department Heads or Supervisors are responsible for establishing daily work schedules.

When an employee has worked 40 hours before the end of the work week and can be allowed to take time off, the time off is on a straight-time basis.

Example: An employee has worked 40 hours by the end of the day on Thursday and is scheduled to work on Friday. The employee may be given Friday off. The employee is then credited with 40 hours of pay for that work week.

Time off must be scheduled in advance and approved by the Department Head or Supervisor.

All compensatory time and overtime are given to the employee in accordance with the Fair Labor Standards Act which establishes minimum wage, overtime pay, recordkeeping, and youth employment standards affecting employees in the private sector and in federal, state, and local governments. No overtime will be paid to an employee before the maximum hours for their classification have been reached.

An exception to this policy is made for Fire Department shift personnel (see section 12.3).

Section 12.2 Compensatory Time for Non-Exempt Employees

Except for non-exempt employees more specifically addressed by other sections of this Chapter, employees classified as non-exempt under the Fair Labor Standards Act (FLSA), are entitled to compensatory time or overtime when the employee has actually worked more than 40 hours during the work week and the workload does not permit the employee to take time off during the work week. The Department Head or Supervisor must authorize all compensatory time and overtime in advance. The employee accrues compensatory time and overtime at the rate of one and one-half time for the hours worked over 40 hours during the work week. Employees may accrue a maximum of 80 hours of compensatory time. Any accrued time over 80 hours is paid to the employee.

SECTION 12.3 Compensatory Time for Non-Exempt Fire Protection Employees Assigned to Shift Work

Non-exempt fire protection employees working on a shift schedule (~~4824~~ hours on duty / ~~9648~~ hours off duty) under the Fair Labor Standards Act (FLSA), Section 7(k), are entitled to compensatory time or overtime when the employee has actually worked more than 212 hours in a 28 day work period and the workload does not permit the employee to take time off during that work period. The work period begins at 0800 hours on Saturday and ends 28 days later at 0800 hours on Saturday. The beginning of the work period will correspond with the beginning of a 14 day pay period, which will also start and end at 0800 hours Saturday. The Department Head or Supervisor must authorize all compensatory time and overtime. The employee accrues compensatory time and overtime at the rate of one and one-half time for the hours worked over 212 hours during the work period. Employees may accrue a maximum of 106 hours of compensatory time. Any accrued time over 106 hours is paid as overtime to the employee.

In order to classify an employee under Section 7(k) of the Fair Labor Standards act they must meet all four (4) of the following criteria:

1. are trained in fire suppression;
2. have the legal authority and responsibility to engage in fire suppression;
3. are employed by a fire department of a municipality, county, fire district, or State; and

4. are engaged in the prevention, control and extinguishment of fires or response to emergency situations
where life, property, or the environment is at risk.

Section 12.4 Hours Worked by Exempt Employees

Employees classified as exempt are generally expected to work a 40-hour work week, and any additional hours that may be necessary, to complete normal duties. Time devoted to this end, is considered a condition of employment.

Exempt employees are in positions that meet the Administrative, Executive or Professional designations of the Fair Labor Standards Act.

- Compensatory time is allowed on a straight time basis over 40 hours;
- Compensatory time is tracked by employee; and
- Tracked Compensatory time is verified by Department Head or Supervisor before use.

Section 12.5 Meal Breaks

Employees with the exception of sworn law enforcement officers, shift firefighters and dispatchers who work in excess of four hours each day may take an unpaid meal break. The length of the break is one hour, and shall be scheduled with the Department Head or Supervisor. The unpaid meal break hour includes transportation time.

Sworn law enforcement officers, shift firefighters and dispatchers who have the opportunity may take a 30-minute meal break with pay.

Section 12.6 Breaks

Dispatchers, who are not afforded the opportunity to take care of personal needs during the day, may be granted a 15-minute break during each four hours of work. These breaks are paid time and are taken at the work site, unless the Department Head or Supervisor has authorized different arrangements. Unused break time may not be accumulated or used to shorten the workday or extend the meal break.

Section 12.7 Weather

Non-exempt employees who are unable to arrive at work at their regularly scheduled time or must leave before the end of their scheduled work day due to severe weather conditions must notify their Department Head or Supervisor and must take authorized vacation leave, personal leave, accrued compensatory time, accrued holiday leave, or leave without pay for the portion of the work day missed.

Upon direction of the Mayor, regular full-time and part-time employees who are sent or told to remain at home may be given credit for having worked the number of hours in the employee's regular scheduled workday. This time is recorded as administrative leave and is not considered overtime compensation. If Administrative Leave equals or exceeds 4 hours in a 24 hour period, employees shall not be provided a Meal Break.

Section 12.8 Timekeeping Policies and Procedures

The City utilizes ExecuTime, an InCode Time and Attendance System that registers actual time entered by an employee using a time clock or Timekeeper. During payroll processing, the data is automatically transferred to the InCode payroll module, and employees are paid according to the hours recorded on their ExecuTime time sheet. Failure to use ExecuTime, as required, may result in disciplinary action, up to and including termination.

ExecuTime and associated work records constitute the official method by which work hours are recorded and paid for all City employees. Disputes over actual hours worked, attendance, et cetera will be resolved by referring to the official ExecuTime records.

Certain situations (e.g. clock malfunction) may arise from time to time that will require data correction. Necessary corrections to the current pay period will be documented in writing or by email by the employee to his/her direct supervisor. If warranted, supervisors shall make the appropriate edits within ExecuTime. Amendments to prior pay periods must be communicated to the City Treasurer in writing or by email.

I. DEFINITIONS

A. *Swipe-in or -out.* The method by which an employee registers his/her work attendance through an identification (ID) badge on the time clock reader.

B. *Actual time in.* After arriving at the workplace, the time an employee actually begins to work.

C. *Actual time out.* The time an employee actually completes work duties or tasks, including lunch breaks. Actual time out does not include time spent driving home from work.

D. *FLSA.* Fair Labor Standards Act.

E. *FLSA cycle.* The period of time on which overtime is calculated.

F. *Grace period.* The period of time that non-exempt employees may swipe-in or swipe-out. The Grace period is currently 10 minutes.

II. TIMEKEEPING ROLES AND RESPONSIBILITIES

A. Roles

a. Supervisor - The individual assigned to approve employee timecards, changes, and leave requests within their department.
b. Payroll - The City Treasurer maintains the ExecuTime records for the City.
c. Employee - Individuals that work within a department and charge time against the department's salary account.

B. Responsibilities

Responsibilities	Supervisor	Payroll	Employee Non-Exempt	Employee Exempt
Record in/out times, including lunch breaks, using the time clock.			X	
Submit time off requests using the time clock or computer.			X	X
Record exception time directly on the timecard.	X	X		

Review swipe-in and -out and absences.	X		X	X
Enter exception time into ExecuTime for employees.	X	X		
Approve timecard using time clock or computer.	X		X	X
Verify employee approval and sign off on employee timecards.	X			

III. PROCEDURES

A. Pay Period

The regular work week is Saturday through Friday. Hours are applied to the day of the swipe-in or scheduled start time.

The pay period for all employees is two weeks (14 days).

B. FLSA cycles for employees are as follows:

Certified Fire/EMS: 28-day cycle.

All other employees: 7-day cycle.

C. Employee Responsibilities – Non-exempt employees must swipe-in and -out at the beginning and end of each scheduled workday, lunch break, and other times when leaving work for personal reasons in order to be compensated for the time worked during each pay period. Requests for time off require supervisor approval and, therefore, must be submitted in advance by completing an automated time-off request form in ExecuTime. Employees are responsible for approving their time cards on the last day of each pay period and ensuring that the time reflected on their time cards is accurate.

D. Supervisor Responsibilities – Supervisors administer the Timekeeping Policy fairly and uniformly and ensure that all employees comply with the Policy. Supervisors or their designees verify the number of hours worked and leave taken during the pay period by each employee. All timecards must be approved by the Supervisor prior to Payroll submission.

E. Leave / Time-Off Requests – Leave requests must be submitted through ExecuTime. The automated leave request must be approved by the employee's supervisor prior to the time being taken by the employee. Unapproved leave requests will not be compensated. Once approved by the supervisor, ExecuTime will apply the time off to the timecard.

ExecuTime calculates available leave time up to the last accrual date or pay period processed in InCode. Consequently, ExecuTime does not estimate leave balances for a future date. Employees, therefore, may only request time off up to their current leave balance. Once approved by the supervisor, PTO and/or compensatory time will be deducted from the employee's current ExecuTime leave balance.

F. Electronic Timecard Approval and Deadlines – At the end of each pay period, employees are required to approve, in ExecuTime, their time worked and leave hours recorded for the pay period. By approving the electronic time card, the employee is attesting that, to the best of their knowledge, the information submitted is complete and accurate. Employees are responsible for any and all inaccuracies

or omissions. Employees may be subject to disciplinary action, up to and including termination, for submitting inaccurate information in ExecuTime.

All time cards must be approved by the supervisor no later than 10:00 A.M. on the day payroll is processed. In the event a supervisor is out of the office, the supervisor must designate another individual within his/her department to approve time cards. It is the supervisor's responsibility to ensure that his/her designee holds the appropriate ExecuTime access to perform said duties.

G. Failure to Comply with Timekeeping and Attendance Policies – If an employee fails to complete and submit the required time card information by the deadline given, he or she may be compensated for the time worked and/or leave taken during the next regularly-scheduled pay period.

Employees with time and attendance problems and/or abuse may be subject to more structured reporting requirements until the problem is corrected. Examples may include, but are not limited to, the following:

i. Report to supervisor upon arrival and departure.
ii. Report time spent on each task or assignment.
iii. Complete a sign in/out sheet for each period of time away from work area.
iv. Take disciplinary action when an employee's attendance record falls below acceptable standards.

IV. NON-EXEMPT EMPLOYEE TIME REPORTING

A. Time Recording - Non-exempt employees are expected to record their hours worked accurately and completely. Knowingly falsifying time records for yourself or another person will result in immediate disciplinary action, up to and including termination, for all employees involved. Time clocks are installed at various locations throughout the Municipal Complex, and they must be used for employees to record their time.

B. Time Window for Swiping In/Out - Employees should attempt to swipe-in and -out as close to their designated start and end times as possible. However, in large work groups, it may not be possible for all employees to swipe-in or –out at their designated start and end times. Consequently, ExecuTime provides a grace period of 10 minutes at the beginning and end of scheduled time periods.

C. Swiping In Late - Employees swiping-in past the grace period are considered late. Absenteeism and tardiness are administered by supervisors.

D. Swiping In Early – Unless authorized by an employee's supervisor, employees are discouraged from swiping-in prior to the grace period before their scheduled work time.

E. Swiping Out Late – Unless authorized by an employee's supervisor, employees are discouraged from swiping-out after the grace period at the scheduled work end time.

F. Failure to Properly Swipe-In and Out – It is the responsibility of each employee to notify his/her supervisor of a missed swipe no later than one (1) day after it occurred. If the employee fails to notify his/her supervisor by the payroll deadline, he or she may be compensated for the time worked during the next regularly-scheduled pay period. Employees who consistently fail to document their time through ExecuTime may be subject to disciplinary action, up to and including termination.

G. Meal and Other Breaks - Break periods shall be given in accordance with departmental guidelines. Any employees who receive an auto-deducted lunch must notify their supervisor if the lunch was shorter or longer than what was deducted.

H. Off-the-clock work – Any time spent performing work for the City while not clocked in must be

reported to supervisor and added to timesheet in the pay period it occurred.

I. Overtime - All overtime, including not taking a meal or other break, must be authorized in advance by a supervisor. Non-exempt employees who work overtime without authorization must still be paid for the time worked; however, disciplinary action may be taken if the behavior continues without supervisor approval.

V. DAYLIGHT SAVINGS

An employee working on a shift when daylight savings time goes into effect will be credited with the actual number of hours worked on that shift. An employee working on a shift upon return to standard time is credited with the actual number of hours worked on that shift.

VI. EXEMPT EMPLOYEE TIME RECORDING

Exempt employees are required to update their exception time and complete time off requests in ExecuTime. Supervisors may enter exception time for an exempt employee if a time off request was not submitted and approved, such as during illness or injury.

Exempt employees are required to enter all comp time in ExecuTime and complete time off requests when using.

VII. TIMESHEET CORRECTIONS

If time is submitted incorrectly during the current pay period, corrections must be communicated in writing or by email to an employee's supervisor. The supervisor will make corrections before 10:00 A.M. the day payroll is processed.

If time is submitted incorrectly and payroll has been processed, corrections must be communicated in writing or by email to the City Treasurer. Corrections will be made in the following pay cycle.

VIII. SYSTEM PROCEDURES

A. Employee not appearing in ExecuTime – If all proper personnel actions for hiring or amending an employee have been completed and the employee does not appear in ExecuTime, please contact Human Resources.

B. System Problems – If time cannot be transmitted to InCode for payroll processing, employees will be paid based on hours worked in the previous pay period. Any necessary corrections will be made in the following pay period.

C. Time Clock Problems – If time clocks are not working, supervisors shall document time and attendance for each employee until further notified by Human Resources. Employees discovering malfunctioning time clocks shall immediately notify Human Resources.

D. Non-system issues regarding time keeping and/or pay disputes should be directed to the City Treasurer.

E. Lost or Damaged I.D. Badges – Contact Human Resources.

CHAPTER 13 EMPLOYEE BENEFITS

Section 13.1 Benefits

The City may offer regular, full-time employees enrollment in a health plan, other insurance programs, retirement and other benefit plans approved by the City Council. In addition to providing coverage for full-time employees, the City of Helotes is committed to being in compliance with all Affordable Care Act requirements. See Human Resources Department for specific details.

A. Longevity Pay

Longevity pay is provided to recognize service of regular, full-time employees. All full-time employees who are employed as of December 31st each year and who have completed one (1) year continuous full-time employment with the City shall receive longevity pay calculated, from the most recent hire date, on the basis of ten dollars ($10.00) for each month of continuous service. Longevity pay is subject to TMRS, FICA, and federal withholdings.

B. Uniform Allowance Policy

See Appendix I for the approved Uniform Allowance expenditures list. Amendments to this list may be made by the Department Head after consulting with the City Attorney.

There is hereby established in the City of Helotes an accountable plan for the payment of uniform allowances in the amount(s) specified in the municipal budget and in conformance with United States Department of the Treasury regulation 26 C.F.R. § 1.62-2 and within the following requirements.

Any person now or hereafter employed by the City as a member of the Police, Police Reserve, Bailiff, Fire, Code Enforcement, Animal Control and Public Works Departments ("eligible employees") that is required by City policy / Department Head, or Supervisor to wear a uniform or articles of official clothing shall be eligible for reimbursement for certain allowable expenses up to the maximum amount established in the municipal budget in the manner exclusively provided for herein. All uniform purchases made within the accountable plan must be required as a condition of employment, and such uniforms cannot be adapted to off-duty use. The City Administrator shall solely, for the purposes of United States Treasury regulations, designate which employees are required to wear uniforms as a condition of employment. Any required condition of employment provided for herein shall in no way alter the "at will" status of such employee, as provided by the City Personnel Policies and Procedures Manual.

The amount allotted per employee for a Uniform Allowance is established in the Fiscal Budget each year.

Uniform allowances shall be made bi-annually on a pro-rated basis to employees that are eligible for said allowances under an accountable plan. Under an accountable plan, employees must:

- Incur the expenses in the performance of work;
- Adequately account for the expenses within a reasonable period of time; and
- Return any amounts in excess of expenses within a reasonable period of time.

If the accountable plan rules are met, no tax reporting is necessary. If they are not met, any remaining portions of uniform allowance reimbursements or advances are included in wages for each employee in the first pay period in September of each fiscal year. At that time, the employee may deduct allowable business expenses on his or her Form 1040.

The Finance / Accounting Department or designee shall provide eligible employees with periodic statements, no less frequently than quarterly, stating the amount, if any, paid under the accountable plan in excess of the expenses the employee has substantiated. At that time, the Department shall request that the employee substantiate any additional reimbursable expenses that have not yet been substantiated and/or return any amounts paid and remaining unsubstantiated within one hundred twenty (120) days of the statement. An expense substantiated or an amount returned within that period will be treated as being substantiated or returned within a reasonable period of time.

The Purchasing Department shall contract annually with a uniform vendor(s) to establish an itemized list of the aforementioned allowable uniform allowance items for each department. Department Heads, at their discretion, may elect to allow individual employees to request and receive a Purchase Order from the Purchasing Department to purchase said uniform items in accordance with the Purchasing Department's itemized list, or they may elect to request and receive a Purchase Order(s) in the same manner for the entire department and purchase said uniforms from the selected vendor(s) at one time.

Employee bi-annual uniform allowance allotments, made pursuant to the approved municipal budget for each fiscal year, shall be recorded and tracked by Department Heads.

C. Cellular Telephone Allowance Policy

At the discretion of the Department Head or Supervisor and in accordance with the approved municipal budget for each fiscal year, cellular telephone allowances may be paid to employees in the following manner:

Per month paid quarterly to applicable municipal employees in October, January, April, and July

The amount allotted per employee for a Cellular Telephone Allowance is established in the Fiscal Budget each year.

All cellular telephone allowances paid to the aforementioned employees shall be included in wages as taxable income. No municipal or EDC employee shall be issued a City or EDC telephone and receive a cellular telephone allowance at the same time.

D. Certification Pay

The City of Helotes provides certification pay to recognize those employees who achieve certifications and licenses accepted by their Department. Those who obtain certification pay will receive the monetary benefit divided into equal potions in their bi-weekly paychecks. The exact amount is determined by the City Council in the budgeting process.

Certification pay is not accrued during original probationary period. Certification pay is not paid cumulatively per certification; ex. an employee who reaches a Level 2 certification is not eligible for Level 1 and Level 2 certification pay. An employee can receive multiple Certification Pay for different certifications; however an employee can only receive a maximum of $900 per year, regardless of certifications held by the employee.

Below are the certifications offered by each Department:

Administration Department

Public Works/Animal Control
Certified Storm Water Inspector
TDA Vector Control Certified App.

Warrants
TCOLE Certification – Intermediate
TCOLE Certification – Advanced
TCOLE Certification – Master

Municipal Court
Level 1 Court Clerk Certification
Level 2 Court Clerk Certification
Level 3 Court Clerk Certification

City Secretary
TX Municipal Clerks Cert. Program

Dispatch
Telecommunicator – Intermediate
Telecommunicator – Advanced
Telecommunicator – Master
Emer. Medical Dispatch Cert.

Finance/Payroll
Certified Payroll Professional
Fundamental Payroll Certification

Police Department

TCOLE Certification – Intermediate
TCOLE Certification – Advanced
TCOLE Certification – Master

Fire Department

EMT – Intermediate
Paramedic Certification
Firefighter – Intermediate
Firefighter – Advanced
Firefighter – Master

E. Employee Assistance Program

The City of Helotes provides confidential and voluntary assistance through its Employee Assistance Program (EAP). The EAP provides guidance and resources to help employees and their families with child and elder care, alcohol and drug abuse, life improvement, difficulties in relationships, stress and anxiety with work or family, depression, goal-setting, emotional well-being, financial and legal concerns, grief and loss, identity theft and fraud resolution, and online will preparation.

If employee is attending the Employee Assistance Program under the direction and for the benefit of the City, then all time spent attending sessions is compensable. If the employee is attending the EAP for their own benefits, the time spent attending sessions is not compensable, but employee may use personal time to take off and attend sessions.

Confidentiality

All contact between an employee and the EAP shall be held strictly confidential. In cases where an employee's continued employment is contingent on calling or meeting with the EAP and if ongoing treatment is necessary, and that the employee is following through on the prescribed treatment. Information given to the EAP counselor may be released to the City of Helotes only if requested and authorized by the employee in writing. All EAP counselors are guided by a professional code of ethics.

City of Helotes
CITY COUNCIL

AGENDA ITEM REQUEST FORM

DATE: **March 14, 2019**

AGENDA PLACEMENT:

- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **PRESENTATION**
- ☐ **CLOSED**

CAPTION:

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)

BACKGROUND:

Currently, the City does not regulate motor-assisted scooters that are available for use by the public for a fee.

The Texas Transportation Code allows for a municipality to prohibit the operation of a motor-assisted scooter if the governing body of the municipality determines that prohibition is necessary and in the interest of public safety.

City Staff is providing the following documents as a part of this item's discussion:

- Suggested ordinance wording prohibiting motor-assisted scooters from Mayor Schoolcraft;
- Transportation Code Chapter 551 *Operation of Bicycles, Mopeds, and Play Vehicles*; and
- City of Fredericksburg Ordinance dated January 29, 2019 that prohibits motor-assisted scooters.

The City of San Antonio has identified the following issues with motor-assisted scooters:

- Riding, parking, and deployment in prohibited areas;
- Underage riding;
- Multiple people on a scooter;
- Accidents;
- Blocking sidewalks and curb ramps;
- Event impacts; and
- Scooters not being picked up at night.

In addition, Staff concerns include clutter, unsightliness, potential of injury to riders and pedestrians, and potential liability of City.

FINANCIAL: N/a

RECOMMENDATION: No recommendation provided. Seeking input / direction.

SUBMITTED BY: City Staff

DATE SUBMITTED: March 7, 2019

SUGGESTED MOTION: No motion provided.

March 6, 2019

Suggested wording for the ordinance prohibiting motor-assisted scooters

An ordinance regulating the use of motor-assisted scooters, pocket bikes, and mini-motorbikes, all of which are defined in Section 551.351 of the Texas Transportation Code and are sometimes referred to as dock-less scooters or dock-less vehicles; that are provided by persons or companies as rental units for compensation for use by a rider or consumer of services; establishing certain fees and fines; and amending the Code of Ordinances of the City of Helotes.

Note:

Our code should prohibit and make it unlawful to operate a motor-assisted scooter, pocket bike, or mini-motorbike on any sidewalk, street, or highway within the City limits when provided by a person or company for compensation. Privately owned vehicles of these types shall be exempt from this ordinance.

In accordance with Section 551.352 (b) of the Texas Transportation Code, the City Council has determined that the operation of motor-assisted scooters, pocket bikes, and mini-motorbikes on any sidewalk, street, or highway within the City limits shall be prohibited in the interest of safety.

(b) A county or municipality may prohibit the operation of a neighborhood electric vehicle on a street or highway if the governing body of the county or municipality determines that the prohibition is necessary in the interest of safety.

(c) The Texas Department of Transportation may prohibit the operation of a neighborhood electric vehicle on a highway if that department determines that the prohibition is necessary in the interest of safety.

Added by Acts 2003, 78th Leg., ch. 1320, Sec. 7, eff. Sept. 1, 2003.
Amended by:

Acts 2009, 81st Leg., R.S., Ch. 722 (S.B. 129), Sec. 2, eff. September 1, 2009.

Sec. 551.304. LIMITED OPERATION. (a) An operator may operate a neighborhood electric vehicle:

(1) in a master planned community:

(A) that has in place a uniform set of restrictive covenants; and

(B) for which a county or municipality has approved a plat;

(2) on a public or private beach; or

(3) on a public highway for which the posted speed limit is not more than 35 miles per hour, if the neighborhood electric vehicle is operated:

(A) during the daytime; and

(B) not more than two miles from the location where the neighborhood electric vehicle is usually parked and for transportation to or from a golf course.

(b) A person is not required to register a neighborhood electric vehicle operated in compliance with this section.

Added by Acts 2013, 83rd Leg., R.S., Ch. 1135 (H.B. 2741), Sec. 94, eff. September 1, 2013.

SUBCHAPTER E. MOTOR-ASSISTED SCOOTERS

Sec. 551.351. DEFINITIONS. In this subchapter:

(1) "Motor-assisted scooter":

(A) means a self-propelled device with:

(i) at least two wheels in contact with the ground during operation;

(ii) a braking system capable of stopping the device under typical operating conditions;

(iii) a gas or electric motor not exceeding 40 cubic centimeters;

(iv) a deck designed to allow a person to stand or sit while operating the device; and

(v) the ability to be propelled by human power alone; and

(B) does not include a pocket bike or a minimotorbike.

(2) "Pocket bike or minimotorbike" means a self-propelled vehicle that is equipped with an electric motor or internal combustion engine having a piston displacement of less than 50 cubic centimeters, is designed to propel itself with not more than two wheels in contact with the ground, has a seat or saddle for the use of the operator, is not designed for use on a highway, and is ineligible for a certificate of title under Chapter 501. The term does not include:

(A) a moped or motorcycle;

(B) an electric bicycle or motor-driven cycle, as defined by Section 541.201;

(C) a motorized mobility device, as defined by Section 542.009;

(D) an electric personal assistive mobility device, as defined by Section 551.201; or

(E) a neighborhood electric vehicle, as defined by Section 551.301.

Added by Acts 2005, 79th Leg., Ch. 1242 (H.B. 1596), Sec. 3, eff. June 18, 2005.

Amended by:

Acts 2011, 82nd Leg., R.S., Ch. 91 (S.B. 1303), Sec. 24.015, eff. September 1, 2011.

Sec. 551.352. OPERATION ON ROADWAYS OR SIDEWALKS. (a) A motor-assisted scooter may be operated only on a street or highway for which the posted speed limit is 35 miles per hour or less. The motor-assisted scooter may cross a road or street at an intersection where the road or street has a posted speed limit of more than 35 miles per hour.

(b) A county or municipality may prohibit the operation of a motor-assisted scooter on a street, highway, or sidewalk if the governing body of

the county or municipality determines that the prohibition is necessary in the interest of safety.

(c) The department may prohibit the operation of a motor-assisted scooter on a highway if it determines that the prohibition is necessary in the interest of safety.

(d) A person may operate a motor-assisted scooter on a path set aside for the exclusive operation of bicycles or on a sidewalk. Except as otherwise provided by this section, a provision of this title applicable to the operation of a bicycle applies to the operation of a motor-assisted scooter.

(e) A provision of this title applicable to a motor vehicle does not apply to a motor-assisted scooter.

Added by Acts 2005, 79th Leg., Ch. 1242 (H.B. 1596), Sec. 3, eff. June 18, 2005.

Sec. 551.353. APPLICATION OF SUBCHAPTER TO POCKET BIKE OR MINIMOTORBIKE. This subchapter may not be construed to authorize the operation of a pocket bike or minimotorbike on any:

(1) highway, road, or street;

(2) path set aside for the exclusive operation of bicycles; or

(3) sidewalk.

Transferred and redesignated from Transportation Code, Section 551.304 by Acts 2011, 82nd Leg., R.S., Ch. 91 (S.B. 1303), Sec. 27.001(64), eff. September 1, 2011.

SUBCHAPTER F. GOLF CARTS

Sec. 551.401. DEFINITIONS. In this subchapter:

(1) "Golf cart" and "public highway" have the meanings assigned by Section 502.001.

(2) Repealed by Acts 2017, 85th Leg., R.S., Ch. 1052 (H.B. 1956), Sec. 22(1), eff. September 1, 2017.

Added by Acts 2009, 81st Leg., R.S., Ch. 1136 (H.B. 2553), Sec. 10, eff. September 1, 2009.

Amended by:

Acts 2011, 82nd Leg., R.S., Ch. 1296 (H.B. 2357), Sec. 239, eff. January 1, 2012.

CITY COUNCIL MEMO

DATE: January 29, 2019

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Ordinance Prohibiting Electric Scooters

Summary:

The City Council has previously discussed the need to prohibit the operation of electric scooters in the City due to concerns with public safety.

Recommendation:

It is recommended that the attached ordinance prohibiting the operation of electric scooters in the City Limits be approved.

Background / Analysis:

Many cities across the country are experiencing a dramatic increase in the use of electric scooters. These scooters are starting to cause major concerns to the public safety both in terms of the operators of the scooters as well as pedestrians. As a result, many communities are adopting ordinances to regulate the operation of these scooters.

The City of Fredericksburg attracts thousands of visitors to the community on a weekly basis. These visitors enjoy the historic downtown area and many other attractions. These visitors appreciate their ability to walk around the community without concerns for their public safety. The introduction of electric scooters to this pedestrian experience would be detrimental to their health and safety as well as the

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

health and safety of City residents. For these reasons, an ordinance prohibiting the use of electric scooters is necessary.

Attachments:

Department Approval

City Manager Approval

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

ORDINANCE NO. 2019-06

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS, AMENDING CHAPTER 20 - OFFENSES AND MISCELLANEOUS PROVISIONS - OF THE CODE OF ORDINANCES, ESTABLISHING REGULATIONS RELATED TO THE OPERATION OF MOTOR ASSISTED SCOOTERS IN THE CITY, AND PROVIDING A PENALTY CLAUSE FOR VIOLATIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREDERICKSBURG, TEXAS:

Section 1. That Chapter 20 - OFFENSES AND MISCELLANEOUS PROVISIONS, of the Code of Ordinances, is hereby amended by addition of a Section 20-58 as follows:

Sec. 20-58. – Motor assisted scooters.

(a) It shall be unlawful for any person to operate a motor assisted scooter on any sidewalk, street, or highway within the City. For the purposes of this Section 20-58, the term "motor assisted scooter" shall have the meaning assigned by Texas Transportation Code § 551.351.

(b) Finding and intent. The City Council finds that a prohibition of the operation of motor assisted scooters on all sidewalks, streets, and highways within the City is necessary in the interest of safety.

(c) Upon conviction of any violation of this Section 20-58, a person shall be subject to penalties as provided by Section 1-6 of this Code.

{End of code text}

Section 2. Severability or Invalidity. If any provision of this ordinance or the application hereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without defeating the purpose or objective of the provisions, and to this end, the provisions of this ordinance are declared to be severable.

Section 3. Repealer. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. Effective Date. This ordinance shall become effective ten (10) days after the date of passage.

PASSED AND APPROVED on this the ____ day of _____, 20_____.

_____
Linda Langerhans, Mayor
City of Fredericksburg, Texas

ATTEST:

_____
Shelley Goodwin, City Secretary

APPROVED AS TO FORM:

_____
Daniel Jones, City Attorney