

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, August 23, 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
Tabitha Durr, City Treasurer

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 by Mayor Thomas A. Schoolcraft to City Treasurer Tabitha Durr in recognition of National Payroll Week dated September 3 – 7, 2018.

Mayor Schoolcraft presented the proclamation to Taby Durr.

PUBLIC HEARINGS (ITEM NOS. 3 – 5):

3. Public hearing to give all interested persons the right to appear and be heard on a Resolution of the City Council of the City of Helotes, Texas approving appropriations for the City of Helotes Economic Development Corporation's (EDC) Fiscal Year Ending (FYE) 2019 Maintenance & Operating, Interest & Sinking, and Capital Budgets beginning October 1, 2018 and ending September 30, 2019 to support the EDC's programs, "Projects," as defined by Texas Local Government Code Chapter 505 Type B Corporations, and cooperatives; authorizing the City Administrator and EDC Executive Director to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date.

Mayor Schoolcraft opened the public hearing at 7:07 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:08 p.m.

4. **Public hearing to give all interested persons the right to appear and be heard on proposed City of Helotes FYE 2019 Budgets, including, but not limited to, the General (Maintenance & Operations) Fund, Debt Service (Interest & Sinking) Fund, Capital Replacement Fund, Municipal Court Security and Technology Funds, Police Training and Education Fund, School Safety Fund, PEG (Public Access Channel) Fund, Police State Forfeiture Fund, Street Maintenance Fund, and Hotel Occupancy Tax (HOT) Fund budgets.**

Mayor Schoolcraft opened the public hearing at 7:08 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:09 p.m.

5. **Public hearing to give all interested persons the right to appear and be heard on the adoption of the proposed Tax Year 2018 ad valorem (property) tax rate.**

Mayor Schoolcraft opened the public hearing at 7:09 p.m. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:09 p.m.

OPEN SESSION:

6. **Citizens to be Heard.**

No one signed up to speak on this item.

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Discussion of and action on the minutes of the Regular Meeting dated August 9, 2018. (Staff)**

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

Motion to approve carried unanimously.

8. **Presentation of and discussion on proposed City of Helotes FYE 2019 Budget(s), including, but not limited to, the following (Mayor Schoolcraft and Staff):**

- a) **General (Maintenance & Operations) Fund;**
- b) **Debt Service (Interest & Sinking) Fund;**
- c) **Capital Replacement Fund;**
- d) **Economic Development Corporation Fund;**
- e) **Municipal Court Security and Technology Funds;**
- f) **Police Training and Education Fund;**
- g) **School Safety Fund;**

- h) PEG (Public Access Channel) Fund;**
- i) State Forfeiture Fund;**
- j) Street Maintenance Fund;**
- k) Hotel Occupancy Tax (HOT) Fund;**
- l) Proposed ad valorem tax rate; and**
- m) Proposed personnel position, salary, benefit, and holiday schedule amendments.**

Rick Schroder, City Administrator, provided a current set of revenue/expenditure reports for the current fiscal year and gave a brief presentation on the accounts. Rick reported that the City had opted to select medical and dental benefits thru Blue Cross Blue Shield and vision benefits thru Dearborn, rather than continue with Humana, due to Blue Cross Blue Shield having lower rates for comparable / better coverages for the employee, and the employee, plus family. Other than the employee benefit rates, there were no other significant changes to the budget since the last presentation at the Council Meeting held on August 9, 2018.

Council held discussion on department requests for additional equipment and personnel, and the new land acquisition line item within the Economic Development Corporation (EDC) budget. Rick advised that the equipment items annotated within the permanent notes section of each respective department expenditure page is what has been allotted for within the FY 2019 budget. For the next presentation, the equipment cost will also be listed in the permanent notes section. With regard to additional personnel, the FY 2019 budget does not contemplate any new hires. Under the EDC budget, land acquisition is a new expenditure line item. The purpose of this line item is for the EDC to acquire commercial real estate in order to use it as an incentive for the types of development that the City would like to see. This budget item is a place holder for a future, much longer conversation. Any land acquisition contracts would have to be approved by Council.

There being no further follow up, Mayor Schoolcraft reminded Council they could contact Rick or himself, regarding the budget. The next presentation would be at the City Council Meeting on September 13, 2018.

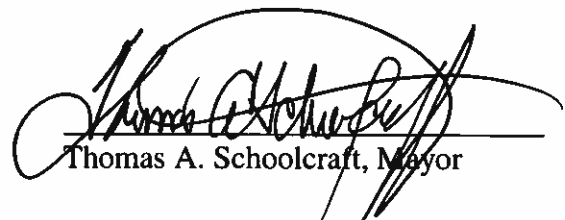
Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:54 pm.

ATTEST:



Celina Perez, City Secretary


Thomas A. Schoolcraft, Mayor