AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
April 23, 2020
7:00 p.m.

The City of Helotes City Council will meet for a Regular Meeting on Thursday, April 23, 2020 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This is an open meeting, subject to the open meeting laws of the State of Texas.

SUPPLEMENTAL NOTICE OF PARTICIPATION BY TELEPHONE CONFERENCE

As a result of COVID-19, the Governor of Texas issued an order on March 16, 2020, suspending various provisions of the Open Meetings Act, which now authorizes the participation in a meeting by videoconference and / or teleconference. In order to advance the public health goal of physical distancing, the City of Helotes City Council will conduct this regular meeting by telephone conference. No in person input will be allowed. To speak remotely, register in advance by using the fillable Citizen Comment Form on the City website. The comment form is due by 12:00 pm on Thursday, April 23. Once the comment form is received, the speaker will receive a confirmation email with the toll-free phone number and access code. Speakers will be placed in a queue until their time to speak. Watch the livestream meeting broadcast on Spectrum Government Access Channel 21 or the recording on the City's YouTube channel. The digital meeting packet is available on the City website.

1. Call to order.

   - Invocation.
   - Pledge of Allegiance.

PUBLIC HEARING:

2. Public Hearing to give all interested persons the right to appear and be heard on an Ordinance of the City Council of the City of Helotes, Texas continuing a curfew for minors under seventeen (17) years of age and over ten (10) years of age; providing for a triennial review of the Ordinance; and adopting an effective date.

OPEN SESSION:

3. 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.***

CONSENT AGENDA (ITEM NOS. 4 - 5):

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 April 9, 2020. (Staff)

5. Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation (EDC) for the quarter ending March 2020. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

6. Presentation by Armstrong, Vaughan, & Associates, P.C. and discussion of and action on the Fiscal Year Ending (FYE) 2019 Comprehensive Annual Financial Report (CAFR) for the City of Helotes and the City of Helotes Economic Development Corporation. (Auditor)

7. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas continuing a curfew for minors under seventeen (17) years of age and over ten (10) years of age; providing for a triennial review of the Ordinance; and adopting an effective date. (Staff)

8. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving the terms of an Agreement between the City of Helotes and RX Technology for the provision of information technology services; and authorizing the City Administrator to all necessary steps to implement the provisions of this Resolution. (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 April 17, 2020 at 5:15 a.m. (p.m.)

Celina Perez, City Secretary

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: April 23, 2020

AGENDA PLACEMENT:

- ☒ **PUBLIC HEARING**
- ☐ **RECOGNITION**
- ☐ **UNFINISHED BUSINESS**
- ☐ **CONSENT**
- ☐ **INDIVIDUAL**
- ☐ **CLOSED**

CAPTION:

Public Hearing to give all interested persons the right to appear and be heard on an Ordinance of the City Council of the City of Helotes, Texas continuing a curfew for minors under seventeen (17) years of age and over ten (10) years of age; providing for a triennial review of the Ordinance; and adopting an effective date.

EXECUTIVE SUMMARY:

Ordinance No. 17-04, the current juvenile curfew ordinance, was approved on April 27, 2017. Pursuant to Local Government Code, Section 370.002, the governing body shall review their juvenile curfew ordinance every three years. This process involves conducting public hearings to determine whether the ordinance should be abolished, continued, or modified.

At the Public Hearing held on April 9, Council Member Massey requested a revision to the Ordinance caption. The inserted language can be seen in Attachment D, font color green.

The City Attorney reviewed the Ordinance and recommends minor changes that can be seen in Attachment D, font color blue.

The Chief of Police supports continuing the ordinance, which is a valuable tool for the Police Department. The following information represents the number of citations and warnings issued over the last four years:

2017: 10 citations / 12 warnings
2018: 0
2019: 3 citations / 4 warnings
2020: 3 warnings to date

ATTACHMENTS:

Attachment A – Public Hearing Notices

Attachment B – Local Government Code, Section 370.002
Attachment C – Ordinance (clean copy)
Attachment D – Ordinance (mark-up copy)

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: April 9, 2020

Attachment A

Notice of Public Hearings
City Council
April 9, 2020 and April 23, 2020

The City of Helotes City Council will hold Public Hearings on April 9, 2020 and April 23, 2020 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 an Ordinance continuing the juvenile curfew.

The Local Government Code requires cities to review their juvenile curfew ordinance every three years. This process involves conducting public hearings.

I certify this notice was posted on March 9, 2020 at 4:00 p.m.

Celina Perez

Celina Perez, City Secretary

Publication Date: March 9, 2020 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: Geena Garza, who after being duly sworn, says that she is the BOOKEEPER 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	Customer	Order ID	Publication	Pub Date
20000334	CITY OF HELOTES	34019000	SAE Express-News	03/09/20

Notice of Public Hearings
The City of Helotes City Council will hold Public Hearings on April 9, 2020 and April 23, 2020 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 an Ordinance continuing the juvenile curfew. For more information visit www.helotes-tx.gov.

Geena Garza

Geena Garza
Bookkeeper

Sworn and subscribed to before me, this 10 **day of** March **A.D.** 2020

Notary public in and for the State of Texas

Monique Egan

MONIQUE EGAN
Notary Public, State of Texas
Comm. Expires 06-03-2020
Notary ID 3183735

LOCAL GOVERNMENT CODE

TITLE 11. PUBLIC SAFETY

SUBTITLE C. PUBLIC SAFETY PROVISIONS APPLYING TO MORE THAN ONE TYPE OF LOCAL GOVERNMENT

CHAPTER 370. MISCELLANEOUS PROVISIONS RELATING TO MUNICIPAL AND COUNTY HEALTH AND PUBLIC SAFETY

Sec. 370.001. HEALTH CONTRACTS IN BORDER MUNICIPALITIES OR COUNTIES. The governing body of a municipality or county that has a boundary that is contiguous with the border between this state and the Republic of Mexico may contract with a border municipality or state in the Republic of Mexico to provide or receive health services.

Added by Acts 1991, 72nd Leg., ch. 769, Sec. 1, eff. Aug. 26, 1991.

Sec. 370.002. REVIEW OF JUVENILE CURFEW ORDER OR ORDINANCE. (a) Before the third anniversary of the date of adoption of a juvenile curfew ordinance by a general-law municipality or a home-rule municipality or an order of a county commissioners court, and every third year thereafter, the governing body of the general-law municipality or home-rule municipality or the commissioners court of the county shall:

(1) review the ordinance or order's effects on the community and on problems the ordinance or order was intended to remedy;

(2) conduct public hearings on the need to continue the ordinance or order; and

(3) abolish, continue, or modify the ordinance or order.

(b) Failure to act in accordance with Subsections (a)(1)-(3) shall cause the ordinance or order to expire.

Added by Acts 1995, 74th Leg., ch. 262, Sec. 96, eff. May 31, 1995.

Sec. 370.003. MUNICIPAL OR COUNTY POLICY REGARDING ENFORCEMENT OF DRUG LAWS. The governing body of a municipality, the commissioners court of a county, or a sheriff, municipal police department, municipal attorney, county attorney, district attorney, or criminal district attorney may not adopt a policy under which the entity will not fully enforce laws relating to drugs, including Chapters 481 and 483, Health and Safety Code, and federal law.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS CONTINUING A CURFEW FOR MINORS UNDER SEVENTEEN (17) YEARS OF AGE AND OVER TEN (10) YEARS OF AGE; PROHIBITING MINORS FROM BEING IN ANY PUBLIC PLACE BETWEEN THE HOURS OF MIDNIGHT AND 6:00 A.M.; PROHIBITING MINORS FROM BEING IN ANY PUBLIC PLACE BETWEEN THE HOURS OF 9:00 A.M. AND 2:30 P.M. ON SCHOOL DAYS WITH EXCEPTIONS AS CITED IN SECTION 58-33 *DEFENSES*; PROVIDING FOR A TRIENNIAL REVIEW OF THE ORDINANCE, IN COMPLIANCE WITH MUNICIPAL CODE OF ORDINANCES CHAPTER 58 *OFFENSES AND MISCELLANEOUS PROVISIONS*, ARTICLE III *MINORS*, DIVISION I *CURFEW*, SECTION 58-36 *TRIENNIAL REVIEW*; PROVIDING FOR ENFORCEMENT; ADOPTING A SAVINGS CLAUSE, A REPEALER CLAUSE, AND A PENALTY CLAUSE; AND ADOPTING AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that there has been an increase in juvenile violence, juvenile gang activity, and, generally, crime by persons under the age of seventeen (17) in Bexar County; and

WHEREAS, persons under the age of seventeen (17) are particularly susceptible, by their lack of maturity and experience, to participate in unlawful and gang-related activities and to be victims of older perpetrators of crime; and

WHEREAS, the City of Helotes has and continues to provide for the protection of minors from themselves and from other persons; for the enforcement of parental control of and responsibility for their children; for the protection of the general public; and for the reduction in the incidence of juvenile criminal activities; and

WHEREAS, it is believed that the continuation of the current curfew ordinance, as modified and amended, for minors over the age of ten (10) years and under seventeen (17) years of age is in the interest of the public health, safety, and general welfare and will help to attain the aforementioned objectives and diminish the undesirable impact of such conduct on the citizens of the City of Helotes; and

WHEREAS, Ordinance No. 17-04 continuing the curfew for minors was passed and approved on April 27, 2017; and

WHEREAS, the Texas Local Government Code Section 370.002 requires triennial review of the curfew ordinance and public hearings held thereon; and

WHEREAS, after receiving a report on the curfew for minors from the Chief of Police and holding a public hearing on the curfew for minors on March 26, 2020 and April 9, 2020, in compliance with TLGC Section 370.002, the City Council has determined there is a continuing

need to keep the curfew ordinance in place, as amended and modified, in the manner provided by State Law.

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

Section One: ***Approval.*** City of Helotes Code of Ordinances, Chapter 58 *Offenses and Miscellaneous Provisions*, Article III. *Minors*, Division I. *Curfew* is hereby amended to read as follows:

"ARTICLE III. MINORS
DIVISION I. CURFEW

Sec. 58-31. Definitions.

Emergency shall include, but not be limited to, fire, natural disaster, an automobile accident, or obtaining immediate medical care for another person.

Guardian shall mean any person to whom custody of a minor has been given by a court order.

Minor shall mean any person under seventeen (17) years of age and over ten (10) years of age.

Parent shall mean a person who is the natural or adoptive parent of a person. As used herein, "parent" shall also include a court-appointed guardian or other person eighteen (18) years of age or older, authorized by the parent, by a court order, or by the court-appointed guardian to have the care and custody of a person.

Public place means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways, and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities, and shops.

Sec 58-32. Offenses.

(a) It shall be unlawful for a minor to purposefully remain, walk, run, stand, drive, or ride about in or upon any public place in the City of Helotes between the hours of 12:00 a.m. (Midnight) and 6:00 a.m. on a Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, or Saturday.

(b) It shall be unlawful for a minor to purposefully remain, walk, run, stand, drive, or ride about in or upon any public place in the City of Helotes during school days between the hours of 9:00 a.m. and 2:30 p.m. on a Monday, Tuesday, Wednesday, Thursday, or Friday.

(c) It shall be unlawful for the parent having legal custody of a minor to knowingly allow or permit the minor to be in violation of the curfew imposed in Subsections (a) and (b) hereof.

Sec. 58-33. Defenses.

It is a defense to prosecution under Section 58-32 of this Division that:

(a) The minor was accompanied by his or her parent;

(b) The minor was accompanied by another adult approved by the parents;

(c) The minor was on an emergency errand;

(d) The minor was attending a school, government-sponsored, or religious activity or is going to or coming from a school, religious, or government-sponsored activity without detour or stop;

(e) The minor was engaged in lawful employment or volunteer work at a recognized charity institution or other organization or is going to or coming directly from such activity without detour or stop;

(f) The minor was on the sidewalk of the place where such minor resides or on the sidewalk of a place where the minor has permission from his/her parent or guardian to be or on the sidewalk of a next-door neighbor not communicating an objection to the police officer;

(g) The minor was completing an errand directed by his or her parent;

(h) The minor was in a motor vehicle involved in intrastate or interstate transportation or transportation for which passage through the curfew area is the most direct route;

(i) The minor was married or had been married or had the disabilities of minority removed in accordance with V.T.C.A. Family Code Chapter 31; and

(j) With respect to Subsection 58-32 (b) of this Division, that the offense occurred during the scheduled vacation of or on a holiday observed by the school in which the minor is enrolled; or that the minor has graduated from high school or received a high school equivalency certificate; or that the minor has permission to be absent from school or be in a public place from an authorized school official. In the case of a minor being educated in a home school, a parent shall be deemed a school official.

Sec. 58-34. Enforcement Procedure.

(a) Any police officer, upon finding a minor in violation of Section 58-32 of this Division, shall determine the name and address of the minor and the name and address of his or her parent(s) or guardian(s). The minor's parent(s) or guardian(s) shall be notified and

required to pick up the minor, and a warning notice shall be issued to the minor and the parent(s) or guardian(s) of the minor advising them of the fact that the minor was found in violation of this Division and soliciting cooperation in the future.

(b) Any police officer, upon finding a minor in violation of Section 58-32 of this Division, who has previously been found in violation and issued a warning, as provided for in Subsection (a) herein, shall transfer the case to proper authorities charged with handling such cases under the provisions of V.T.C.A. Family Code Title 3. In addition, a complaint will be filed against the parent(s) or guardian(s) in the Municipal Court for violation of Section 58-32. The Police Department shall file all necessary legal papers, supply all necessary documentation, and provide necessary testimony, as required, for pursuing violations of this Division by either the minor or by any parent or guardian.

Sec. 58-35. Penalty.

(a) Any minor violating the provisions of this Division shall be guilty of a Class "C" misdemeanor, as defined in the Texas Penal Code, and shall be dealt with in accordance with the provisions of V.T.C.A. Family Code Title 3.

(b) A parent or guardian of a minor violating the provisions of this Division shall be guilty of a misdemeanor, which shall be punishable by a fine of not less than fifty dollars ($50.00) nor more than five hundred dollars ($500.00).

(c) In assessing punishment for a parent, guardian, or minor, the Municipal Court Judges are encouraged to consider the community service program.

Sec. 58-36. Triennial Review.

(a) Within three (3) years of the adoption, modification, or renewal of this Division, the Chief of Police shall review the Division, prepare a written report, and make recommendations to the City Council concerning its effectiveness and continuing need. The report shall review the Division or order's effects on the community and on problems the Division or order was intended to remedy.

(b) After presentation of the Chief's report to the City Council, as required by Subsection (a) of this Section, the City shall:

(1) Make a determination on the need to continue the Division or order; and
(2) Abolish, continue, or modify the Division."

Section Two. ***Repealer.*** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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. ***Effective Date.*** As provided by TLGC Sections 370.002 and 52.011, this Ordinance shall be effective immediately following its publication in the local newspaper.

PASSED AND APPROVED THIS 9th DAY OF APRIL 2020.

CITY OF HELOTES, TEXAS

_____

Thomas A. Schoolcraft, Mayor

ATTEST:

_____

Celina Perez, City Secretary

DRAFT

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS CONTINUING A CURFEW FOR MINORS UNDER SEVENTEEN (17) YEARS OF AGE AND OVER ~~NINE~~ TEN (910) YEARS OF AGE; PROHIBITING MINORS FROM BEING IN ANY PUBLIC PLACE BETWEEN THE HOURS OF MIDNIGHT AND 6:00 A.M.; PROHIBITING MINORS FROM BEING IN ANY PUBLIC PLACE BETWEEN THE HOURS OF 9:00 A.M. AND 2:30 P.M. ON SCHOOL DAYS WITH EXCEPTIONS AS CITED IN SECTION 58-33 *DEFENSES*; PROVIDING FOR A TRIENNIAL REVIEW OF THE ORDINANCE, IN COMPLIANCE WITH MUNICIPAL CODE OF ORDINANCES CHAPTER 58 *OFFENSES AND MISCELLANEOUS PROVISIONS*, ARTICLE III *MINORS*, DIVISION I *CURFEW*, SECTION 58-36 *TRIENNIAL REVIEW*; PROVIDING FOR ENFORCEMENT; ADOPTING A SAVINGS CLAUSE, A REPEALER CLAUSE, AND A PENALTY CLAUSE; AND ADOPTING AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that there has been an increase in juvenile violence, juvenile gang activity, and, generally, crime by persons under the age of seventeen (17) in Bexar County; and

WHEREAS, persons under the age of seventeen (17) are particularly susceptible, by their lack of maturity and experience, to participate in unlawful and gang-related activities and to be victims of older perpetrators of crime; and

WHEREAS, the City of Helotes has and continues to provide for the protection of minors from themselves and from other persons; for the enforcement of parental control of and responsibility for their children; for the protection of the general public; and for the reduction in the incidence of juvenile criminal activities; and

WHEREAS, it is believed that the continuation of the current curfew ordinance, as modified and amended, for minors over the age of ~~nine~~ ten (910) years and under seventeen (17) years of age is in the interest of the public health, safety, and general welfare and will help to attain the aforementioned objectives and diminish the undesirable impact of such conduct on the citizens of the City of Helotes; and

WHEREAS, Ordinance No. 17-04 continuing the curfew for minors was passed and approved on April 27, 2017; and

WHEREAS, the Texas Local Government Code Section 370.002 requires triennial review of the curfew ordinance and public hearings held thereon; and

WHEREAS, after receiving a report on the curfew for minors from the Chief of Police and holding a public hearing on the curfew for minors on March 26, 2020 and April 9, 2020, in compliance with TLGC Section 370.002, the City Council has determined there is a continuing

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(b) It shall be unlawful for a minor to purposefully remain, walk, run, stand, drive, or ride about in or upon any public place in the City of Helotes during school days between the hours of 9:00 a.m. and 2:30 p.m. on a Monday, Tuesday, Wednesday, Thursday, or Friday.

(c) It shall be unlawful for the parent having legal custody of a minor to knowingly allow or permit the minor to be in violation of the curfew imposed in Subsections (a) and (b) hereof.

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(e) The minor was engaged in lawful employment or volunteer work at a recognized charity institution or other organization or is going to or coming directly from such activity without detour or stop;

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(j) With respect to Subsection 58-32 (b) of this Division, that the offense occurred during the scheduled vacation of or on a holiday observed by the school in which the minor is enrolled; or that the minor has graduated from high school or received a high school equivalency certificate; or that the minor has permission to be absent from school or be in a public place from an authorized school official. In the case of a minor being educated in a home school, a parent shall be deemed a school official.

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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. ***Effective Date.*** As provided by TLGC Sections 370.002 and 52.011, this Ordinance shall be effective immediately following its publication in the local newspaper.

PASSED AND APPROVED THIS 9th DAY OF APRIL 2020.

CITY OF HELOTES, TEXAS

_____

Thomas A. Schoolcraft, Mayor

ATTEST:

_____

Celina Perez, City Secretary

DRAFT

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, April 9, 2020 at 7:00 p.m. in the City Hall Council Chamber, 12951 Bandera Road, Helotes, Texas. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present:	Thomas A. Schoolcraft, Mayor Alex Blue, Mayor Pro Tem Alan Holmes Bert Buys Cynthia Massey Paul Friedrichs (Via Teleconference)
Staff Present:	Marian Mendoza, City Administrator Celina Perez, City Secretary

1. Call to Order.

Mayor Schoolcraft called the meeting to order at 7:00 p.m. Due to COVID-19, a few things would be done differently. The 10 people maximum is being adhered to, physical distancing is being maintained, and Council Member Friedrichs is joining the meeting via teleconference.

Council Member Holmes led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

RECOGNITION:

2. Proclamation by Mayor Thomas A. Schoolcraft recognizing the Helotes Dispatch Center in observance of National Public Safety Telecommunicators Week (NPSTW) occurring April 12 – 18, 2020.

Mayor Schoolcraft provided some background information and recognized the Helotes Dispatch Center.

PUBLIC HEARING:

3. Public Hearing to give all interested persons the right to appear and be heard on an Ordinance of the City Council of the City of Helotes, Texas continuing a curfew for minors under seventeen (17) years of age and over ten (10) years of age; providing for a triennial review of the Ordinance; and adopting an effective date.

Mayor Schoolcraft opened the public hearing at 7:11 pm. No residents signed up to speak. Council Member Massey requested the following revision to the ordinance caption, "prohibiting minors from being in any public place between the hours of the 9:00 am and 2:30 pm on school days with exceptions as cited in Section 58-33 *Defenses*". Mayor Schoolcraft closed the public hearing at 7:12 pm.

OPEN SESSION:

4. Citizens to be Heard.

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 5 - 6): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Council Member Buys, second by Mayor Pro Tem Blue, to approve items 5 through 6 on the consent agenda. Motion to approve carried unanimously.

5. **Approval of the minutes of the Regular Meeting dated March 12, 2020. (Staff)**

6. **Approval of the Fiscal Year Ending (FYE) 2020 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated April 2, 2020. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. Discussion of and action on a request by Double DP Investments, Inc., 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*, for the Shops at Old Town Conference Room, located at 14743 Old Bandera Road, #7, more particularly described as BCAD Property ID No. 1154308. (Applicant)

(Note: On April 7, 2020 the Planning & Zoning Commission recommended approval of the wall sign for the Shops at Old Town Conference Room.)

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

Motion to approve the item carried unanimously.

8. Discussion of and action on a request by Helotes RLCC Properties LLC, for approval of a wall sign, pursuant to Municipal Code of Ordinances, Chapter 66 *Signs*, Section 66-51 *Commercial Signs: Projecting, Wall, Hanging, or In or on Windows* for Young Brothers Fire Protection, located at 14107 Bandera Road, more particularly described as BCAD Property ID No. 242275. (Applicant)

(Note: On April 7, 2020 the Planning & Zoning Commission recommended approval of the wall sign for Young Brothers Fire Protection, with the suggestion that the applicant utilize a more muted color.)

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

Motion to approve the item, as presented, carried unanimously.

Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:19 p.m.

ATTEST:

Thomas A. Schoolcraft, Mayor

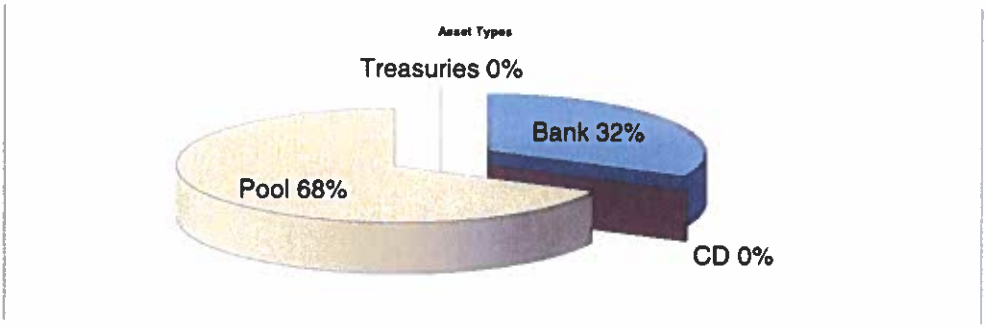
Celina Perez, City Secretary

DRAFT

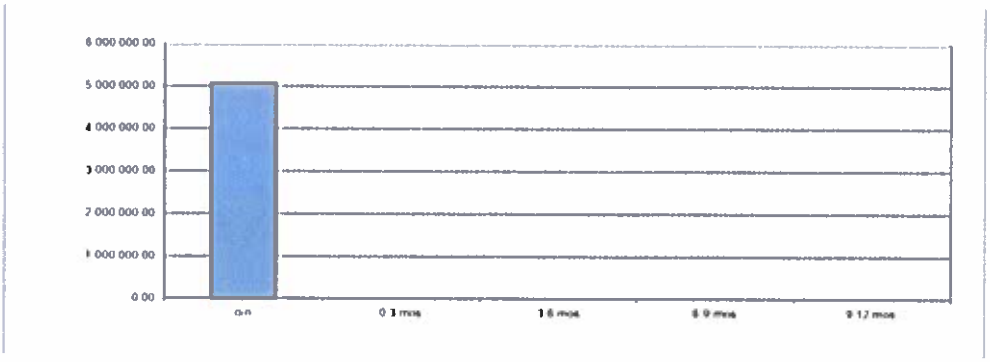
CITY OF HELOTES, TEXAS
QUARTERLY INVESTMENT REPORT SUMMARY
Period Ending 03/31/20

Beginning Book Value	$	4,557,554.39
Beginning Market Value	$	4,557,554.39
Beginning Weighted Average Maturity		0 days
Beginning Yield		1.6000%
Ending Book Value	$	5,051,141.66
Ending Market Value	$	5,051,141.66
Ending Weighted Average Maturity		0 days
Ending Yield		1.5200%
Unrealized Gain/(Loss)	$	-
Change in Market Value	$	493,587.27
Benchmark Yield (6 Mth. T-Bill)		0.9100%

Allocation by Type of Investment



Allocation by Maturity Date



CITY OF HELOTES, TEXAS
QUARTERLY INVESTMENT REPORT
as of
03/31/20

Purchase Date	Security	Coupon or Avg. Rate	Quarter Ending Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change in Market	Period Earnings
Bank Checking Accounts													
N/a	Frost Operating Fund (T-Bill - 0.35%)	1.1900%	03/31/20	1.1900%	$ 763,138.90	100.000	0	$ 212,882.02	$ 212,882.02	$ 763,138.90	$ 763,138.90	$ 550,256.88	$ 1,010.01
N/a	Frost General Fund	1.1900%	03/31/20	1.1900%	$ 269,692.37	100.000	0	$ 2,257,388.97	$ 2,257,388.97	$ 269,692.37	$ 269,692.37	$ (1,987,696.60)	$ 2,468.73
N/a	Frost State Forfeiture Fund	0.0000%	03/31/20	0.00%	$ 9,118.00	100.000	0	$ 9,118.00	$ 9,118.00	$ 9,118.00	$ 9,118.00	$ -	$ -
	Subtotal Checking Accounts				**$ 1,041,949.27**			**$ 2,479,388.99**	**$ 2,479,388.99**	**$ 1,041,949.27**	**$ 1,041,949.27**	**$ (1,437,439.72)**	**$ 3,478.74**
Bank Money Market Accounts													
N/a	Frost Interest & Sinking Fund	1.2900%	03/31/20	1.2900%	$ 243,397.27	100.000	0	$ 189,681.30	$ 189,681.30	$ 243,397.27	$ 243,397.27	$ 53,715.97	$ 784.44
N/a	Frost Capital Fund	1.2900%	03/31/20	1.2900%	$ 150,553.54	100.000	0	$ 229,210.00	$ 229,210.00	$ 150,553.54	$ 150,553.54	$ (78,656.46)	$ 560.26
N/a	Frost Court Bldg. Security Fund	1.2900%	03/31/20	1.2900%	$ 0.76	100.000	0	$ 0.18	$ 0.18	$ 0.76	$ 0.76	$ 0.58	$ 0.76
N/a	Frost Court Technology Fund	1.2900%	03/31/20	1.2900%	$ 13,518.00	100.000	0	$ 11,415.59	$ 11,415.59	$ 13,518.00	$ 13,518.00	$ 2,102.41	$ 42.51
N/a	Frost Police Training Fund	1.2900%	03/31/20	1.2900%	$ 3,614.69	100.000	0	$ 2,191.70	$ 2,191.70	$ 3,614.69	$ 3,614.69	$ 1,422.99	$ 9.31
N/a	Frost School Safety Fund	1.2900%	03/31/20	1.2900%	$ 14,225.35	100.000	0	$ 8,309.86	$ 8,309.86	$ 14,225.35	$ 14,225.35	$ 5,915.49	$ 40.17
N/a	Frost Public Access (PEG) Fund	1.2900%	03/31/20	1.2900%	$ 88,858.38	100.000	0	$ 75,440.77	$ 75,440.77	$ 88,858.38	$ 88,858.38	$ 13,417.61	$ 270.09
N/a	Frost Street Maintenance Fund	1.2900%	03/31/20	1.2900%	$ 21,296.71	100.000	0	$ 127,763.57	$ 127,763.57	$ 21,296.71	$ 21,296.71	$ (106,466.86)	$ 210.38
N/a	Frost Hot Tax	1.2900%	03/31/20	1.2900%	$ 33,201.78	100.000	0	$ 24,547.74	$ 24,547.74	$ 33,201.78	$ 33,201.78	$ 8,654.04	$ 97.01
N/a	Frost EMS Medical Billing Fund	1.2900%	03/31/20	1.2900%	$ 14,041.76	100.000	0	$ 3,722.75	$ 3,722.75	$ 14,041.76	$ 14,041.76	$ 10,319.01	$ 27.05
N/a	Frost Securities Clearing Fund	1.2900%	03/31/20	1.2900%	$ -	100.000	0	$ -	$ -	$ -	$ -	$ -	$ -
	Subtotal Money Market Accounts				**$ 582,708.24**			**$ 672,283.46**	**$ 672,283.46**	**$ 582,708.24**	**$ 582,708.24**	**$ (89,575.22)**	**$ 2,041.98**
Pools													
N/a	LOGIC Operating Fund	1.6600%	03/31/20	1.6600%	$ 2,160,922.71	100.000	0	$ 653,140.23	$ 653,140.23	$ 2,160,922.71	$ 2,160,922.71	$ 1,507,782.48	$ 7,782.48
N/a	LOGIC Capital Fund	1.6600%	03/31/20	1.6600%	$ 611,518.87	100.000	0	$ 359,886.62	$ 359,886.62	$ 611,518.87	$ 611,518.87	$ 251,632.25	$ 1,632.25
N/a	LOGIC Street Maintenance Fund	1.6600%	03/31/20	1.6600%	$ 653,297.92	100.000	0	$ 392,112.81	$ 392,112.81	$ 653,297.92	$ 653,297.92	$ 261,185.11	$ 2,185.11
N/a	TexPool Operating Fund	1.6300%	03/31/20	1.6300%	$ 66.27	100.000	0	$ 66.27	$ 66.27	$ 66.27	$ 66.27	$ -	$ -
N/a	TexPool Capital Fund	1.6300%	03/31/20	1.6300%	$ 678.38	100.000	0	$ 676.01	$ 676.01	$ 678.38	$ 678.38	$ 2.37	$ 2.37
	Subtotal Pools				**$ 3,426,484.15**			**$ 1,405,881.94**	**$ 1,405,881.94**	**$ 3,426,484.15**	**$ 3,426,484.15**	**$ 2,020,602.21**	**$ 11,602.21**
	TOTALS				**$ 5,051,141.66**			**$ 4,557,554.39**	**$ 4,557,554.39**	**$ 5,051,141.66**	**$ 5,051,141.66**	**$ 493,587.27**	**$ 17,122.93**

Average Weighted Maturity	0	days
Average Weighted Yield	1.52%	
Average Portfolio Benchmark (6 Mth. T-Bill)	0.91%	

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the City's Investment Policy.

Note: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 15 points. The ECR is paid directly to the bank depository. Approx. Jan. ECR = 1.79; Feb. ECR = 1.78; Mar. ECR = 1.79

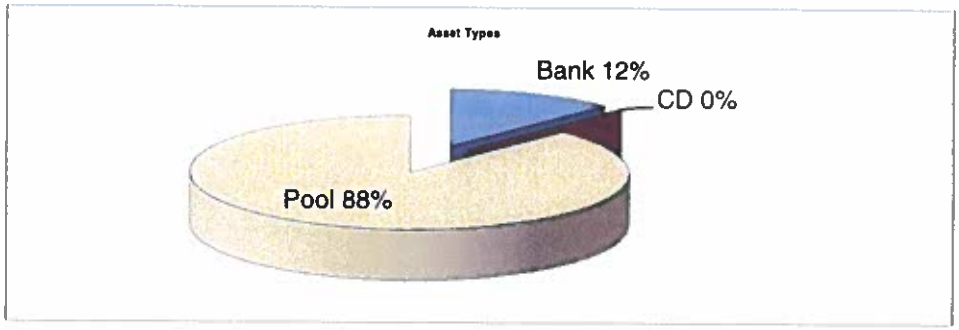
Taly Dunn 4-20-20

Investment Officer Date

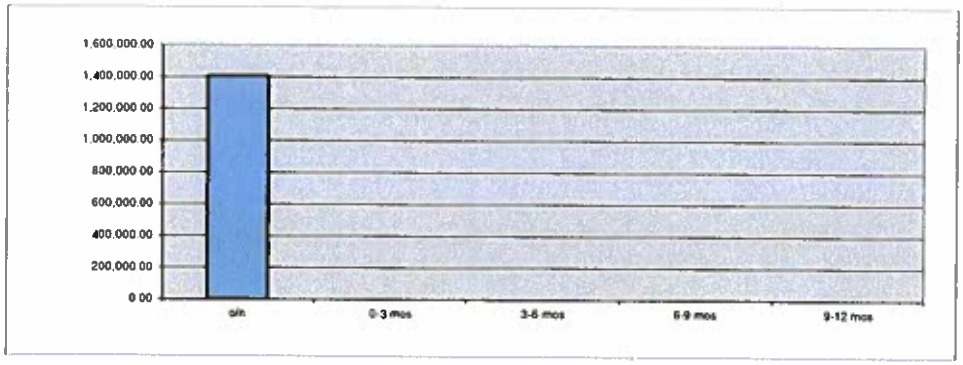
CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY INVESTMENT REPORT SUMMARY
period ending 03/31/20

Beginning Book Value	$ 1,389,780.81
Beginning Market Value	$ 1,389,780.81
Beginning Weighted Average Maturity	0 days
Beginning Yield	1.8400%
Ending Book Value	$ 1,404,647.79
Ending Market Value	$ 1,404,647.79
Ending Weighted Average Maturity	0 days
Ending Yield	1.6000%
Unrealized Gain/(Loss)	$ -
Change in Market Value	$ 14,866.98
Benchmark Yield (6 Mth. T-Bill)	0.9100%

Allocation by Type of Investment



Allocation by Maturity Date



CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION

QUARTERLY INVESTMENT REPORT

as of

03/31/20

Purchase Date	Security	Coupon or Avg. Rate	Quarter Ending Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change in Market	Period Earnings
Bank Checking Accounts													
N/a	Frost Operating Fund	1.1900%	03/31/20	1.1900%	$172,005.43	100.000	0	$ 176,598.51	$ 176,598.51	$ 172,005.43	$ 172,005.43	$ (4,593.08)	$ 315.02
	Subtotal Checking Accounts				**$ 172,005.43**			**$ 176,598.51**	**$ 176,598.51**	**$ 172,005.43**	**$ 172,005.43**	**$ (4,593.08)**	**$ 315.02**
Pools													
N/a	LOGIC Operating Fund	1.6600%	03/31/20	1.6600%	$1,232,615.54	100.000	0	$ 1,213,155.48	$ 1,213,155.48	$ 1,232,615.54	$ 1,232,615.54	$ 19,460.06	$ 5,670.28
N/a	TexPool Operating Fund	1.6300%	03/31/20	1.6300%	$26.82	100.000	0	$ 26.82	$ 26.82	$ 26.82	$ 26.82	$ -	$ -
	Subtotal Pools				**$ 1,232,642.36**			**$ 1,213,182.30**	**$ 1,213,182.30**	**$ 1,232,642.36**	**$ 1,232,642.36**	**$ 19,460.06**	**$ 5,670.28**
	TOTALS				**$ 1,404,647.79**			**$ 1,389,780.81**	**$ 1,389,780.81**	**$ 1,404,647.79**	**$ 1,404,647.79**	**$ 14,866.98**	**$ 5,985.30**

Average Weighted Maturity	**0 days**
Average Weighted Yield	**1.60%**
Average Portfolio Benchmark (6 Mth. T-Bill)	**0.91%**

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the EDC's Investment Policy.

Notes: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 15 points. The ECR is paid directly to the bank depository. Approx. Jan. ECR = 1.79; Feb. ECR = 1.78; Mar. ECR = 1.79.

For EDC Capital Fund monies, see City's Quarterly Investment Report dated 03/31/2020.

Taby Durr 4-20-20

Investment Officer **Date**

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: April 23, 2020

AGENDA PLACEMENT:

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

CAPTION:
Presentation of Comprehensive Annual Financial Report (CAFR) for year ended September 30, 2019 for the City of Helotes and the City of Helotes Economic Development Corporation.

EXECUTIVE SUMMARY:

An audit is required annually of the City's basic financial statements. This audit is conducted by Certified Public Accountants selected by the City Council..

The City utilizes Armstrong, Vaughn & Associates, P.C. for audit services of the City's governmental activities, each major fund, and aggregate remaining fund information which collectively comprise the basic financial statements. Kimberly J. Roach, CPA, will present the audit. This audit is for year ended September 30, 2019 and was completed February 2020. The independent opinion on the financial statements is "unmodified". An unmodified opinion states that the financial statements are presented fairly and in conformity with the Governmental Accounting Standards Board (GASB). The audited Comprehensive Annual Financial Report (CAFR) will be accessible to the public at City Hall and on the City website.

We believe that the City's current CAFR will meet the requirements for obtaining a Certificate of Achievement for Excellence in Financial Reporting and are submitting it to the Government Finance Officers Association (GFOA) to determine its eligibility. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both accounting principles generally accepted in the United States of America and applicable legal requirements. A Certificate is valid for a period of one year only. The Management's Discussion and Analysis (MD&A) section of the CAFR, which is attached, provides a narrative overview and analysis of the City's financial activities for the year. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, using accounting methods similar to a private-sector business. These statements include all assets and liabilities on the accrual basis of accounting. All current year revenues and expenses are taken into account regardless of when cash is received or paid. The statement of net assets presents information on all of the City's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or

decreases in net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

ATTACHMENTS:

Attachment A – CAFR

PREPARED BY: Taby Durr, City Treasurer

DATE SUBMITTED: April 14, 2020

Armstrong, Vaughan & Associates, P. C. Certified Public Accountants
Deborah F. Fraser Phil S. Vaughan Nancy L. Vaughan Kimberly J. Roach

February 14, 2020

City Council and City Management
City of Helotes, Texas

We have audited the financial statements of the City of Helotes, Texas for the year ended September 30, 2019 and have issued our report thereon dated February 14, 2020. Professional standards require that we advise you of the following matters related to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated October 10, 2019, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly in all material aspects and in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatements. An audit of financial statements includes consideration of internal controls over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls over financial reporting. Accordingly, as part of our audit, we considered the internal controls of the City of Helotes solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal controls.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethical Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

941 West Byrd Blvd., Suite 101 • Universal City, Texas 78148
Phone: 210-658-6229 • Fax: 210-659-7611 • Email: info@avacpa.com • www.avacpa.com

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by City of Helotes is included in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions or (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. The most sensitive estimates affecting the financial statements were:

- Useful lives of depreciable assets;
- Allowance for uncollectible accounts receivable for Emergency Medical Services; and
- Net Pension and Total OPEB Liabilities and the assumptions for mortality rates and investment returns.

The useful lives of the depreciable assets are based on past history, engineering estimates, and industry standards. The allowance for uncollectibles is based on the City of Helotes' EMS collection history. The estimates related to the Net Pension and Total OPEB Liabilities are based on the actuarial study performed by Texas Municipal Retirement System with no input from the City's management. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive financial statement disclosures include revenue recognition and employees' retirement systems.

Significant Difficulties Encountered during the Audit

We encountered no difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. The following transaction summarizes an uncorrected financial misstatement whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole:

- Due to the nonaccrual of a capital lease in previous years, current year capital assets (net of accumulated depreciation) and leases payable are understated by $21,000. As the asset would be depreciated over the same life as the capital lease, the effect is zero to the overall City's Net Position.
- Salaries in various departments are understated by $24,133 as a result of payroll accrual not recorded.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. Significant adjustments were made to accrue additional sales tax revenue, reverse prior year payables, and to accrue current year payables related to reimbursement of sales tax through 380 agreements with developers.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Representations Requested from Management

We have requested certain representations from management that are included in the management representation letter dated February 14, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention. During the current audit, management brought to our attention an opportunity to enhance the existing internal control structure and audit trail with the following suggestion:

The City's procurement card policy requires that card holders only use the card for legitimate city business purposes only as well as obtain and reconcile all receipts against the corresponding statement of activity. Current year testing of two months of procurement card activity for all cardholders revealed that in multiple instances there were missing supporting receipts or missing city business purpose for the transaction.

Suggestion: The City should remind all cardholders of the requirements of the City's procurement card policy. Additionally, the City Administrator should review all cardholder transactions for support and legitimate city business purpose on a timely basis.

Compliance with Public Funds Investment Act

The Public Funds Investment Act (the "Act") requires that we include, as part of our audit, procedures to determine if the City of Helotes had complied with the provisions of the Act. We found, as a result of our tests, that investment training for both investment officers was not taken timely as existing training expired in March 2019 for the City Administrator and July 2019 for the City Treasurer. We did confirm that as of the date of this report, the City Treasurer has registered for the upcoming training and the incoming investment officer will obtain training within the 12 month grace period. The City had complied, in all other material respects, with the provisions of the Act and the City's internal investment policy.

Trend Analysis

We have prepared the attached "Trend Analysis" as a financial snapshot for Council and Staff. Sound financial management dictates that a minimum fund balance be maintained that is sufficient to ensure operations will continue uninterrupted and emergencies that arise from time to time will be met. A rule of thumb for a minimum fund balance for the general fund is no less than two months average of operating expenditures (exclusive of capital outlay and debt service expenditures). The attachment details the trend over the last four years. This is presented for additional analysis and as a planning tool. We make no recommendation regarding the analysis of this information.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing the information has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Council and management of the City of Helotes and is not intended to be and should not be used by anyone other than these specified parties.

Armstrong, Vaughan & Associates, P.C.

February 14, 2020

TREND ANALYSIS	9/30/16	9/30/17	9/30/18	9/30/19
GENERAL GOVERNMENT				
FUND BALANCE - GENERAL FUND (1)	$ 2,101,643	$ 1,996,778	$ 1,908,237	$ 1,590,430
AVERAGE MONTHLY OPERATING EXPENDITURES (2)	465,269	490,740	515,144	540,255
GROWTH RATE PER YEAR - AVERAGE MONTHLY OPERATING EXPENDITURES		5.47%	4.97%	4.87%
MONTHS OF AVERAGE MONTHLY EXPENDITURES IN FUND BALANCE	4.5	4.1	3.7	2.9
GENERAL BONDED DEBT	10,965,000	10,250,000	9,490,000	8,875,000
RATIO OF GENERAL BONDED DEBT TO FUND BALANCE	5.2 / 1	5.13 / 1	4.97 / 1	4.98 / 1

(1) Includes unassigned fund balance only

(2) Exclusive of Capital Outlay and Debt Service expenditures.

CITY OF HELOTES, TEXAS

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FISCAL YEAR ENDED SEPTEMBER 30, 2019

OFFICIALS ISSUING REPORT

Thomas A. Schoolcraft
Mayor

Tabitha “Taby” Durr
City Treasurer

CITY OF
Helotes

CITY OF HELOTES, TEXAS
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED SEPTEMBER 30, 2019

TABLE OF CONTENTS

INTRODUCTORY SECTION

PAGE

INTRODUCTORY SECTION iv
LETTER OF TRANSMITTAL v
ORGANIZATIONAL CHART ix
PRINCIPAL OFFICERS x

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT 2

MANAGEMENT'S DISCUSSION AND ANALYSIS 5

BASIC FINANCIAL STATEMENTS 13

- STATEMENT OF NET POSITION 14
- STATEMENT OF ACTIVITIES 16
- BALANCE SHEET 17
- RECONCILIATION OF THE GOVERNMENTAL FUNDS 19
- STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS 20
- RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES 22
- NOTES TO BASIC FINANCIAL STATEMENTS 23

REQUIRED SUPPLEMENTARY INFORMATION 47

- SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND 48
- SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - ECONOMIC DEVELOPMENT CORPORATION 51
- NOTES TO SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL 52
- TEXAS MUNICIPAL RETIREMENT SYSTEM SCHEDULE OF CHANGES – NET PENSION LIABILITY AND RELATED RATIOS 53
- SCHEDULE OF EMPLOYER CONTRIBUTIONS 54
- TEXAS MUNICIPAL RETIREMENT SYSTEM SCHEDULE OF CHANGES – OTHER POST EMPLOYMENT BENEFIT - LIABILITY AND RELATED RATIOS 55

CITY OF HELOTES, TEXAS
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED SEPTEMBER 30, 2019

TABLE OF CONTENTS (CONTINUED)

FINANCIAL SECTION (CONTINUED)

PAGE

SUPPLEMENTARY INFORMATION 56

COMPARATIVE BALANCE SHEETS - GENERAL FUND 57
COMPARATIVE BALANCE SHEETS - ECONOMIC DEVELOPMENT CORPORATION 58
COMPARATIVE BALANCE SHEETS - DEBT SERVICE FUND 59
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - DEBT SERVICE FUND 60
COMPARATIVE BALANCE SHEETS - CAPITAL PROJECTS FUND 61
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CAPITAL PROJECTS FUND 62
COMPARATIVE BALANCE SHEETS - STREET MAINTENANCE FUND 63
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - STREET MAINTENANCE FUND 64
COMBINING FINANCIAL STATEMENTS - NON-MAJOR GOVERNMENTAL FUNDS 65
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS 66
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - NONMAJOR GOVERNMENTAL FUNDS 68
COMPARATIVE BALANCE SHEETS - MUNICIPAL COURT SECURITY FUND 70
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - MUNICIPAL COURT SECURITY FUND 71
COMPARATIVE BALANCE SHEETS - MUNICIPAL COURT TECHNOLOGY FUND 72
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - MUNICIPAL COURT TECHNOLOGY FUND 73
COMPARATIVE BALANCE SHEETS - POLICE TRAINING FUND 74
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - POLICE TRAINING FUND 75
COMPARATIVE BALANCE SHEETS - SCHOOL SAFETY FUND 76
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - SCHOOL SAFETY FUND 77
COMPARATIVE BALANCE SHEETS - PEG CAPITAL FUND 78
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - PEG CAPITAL FUND 79
COMPARATIVE BALANCE SHEETS - STATE FORFEITURE FUND 80
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - STATE FORFEITURE FUND 81
COMPARATIVE BALANCE SHEETS - HOTEL OCCUPANCY TAX FUND 82
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL - HOTEL OCCUPANCY TAX FUND 83

CITY OF HELOTES, TEXAS
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED SEPTEMBER 30, 2019

TABLE OF CONTENTS (CONTINUED)

STATISTICAL SECTION

	PAGE
NET POSITION BY COMPONENT	85
CHANGE IN NET POSITION	87
FUND BALANCES, GOVERNMENTAL FUNDS	91
CHANGES IN FUND BALANCE – GOVERNMENTAL FUNDS	93
TAX REVENUE BY SOURCE, GOVERNMENTAL FUNDS	95
ASSESSED VALUE AND ACTUAL TAXABLE PROPERTY	96
DIRECT AND OVERLAPPING PROPERTY TAX RATES	97
PRINCIPAL PROPERTY TAX PAYERS	98
PROPERTY TAX LEVIES AND COLLECTIONS	99
RATIOS OF OUTSTANDING DEBT BY TYPE	100
LEGAL DEBT MARGIN	101
DEMOGRAPHIC AND ECONOMIC STATISTICS	102
PRINCIPAL EMPLOYERS	103
OPERATING INDICATORS BY FUNCTION	104
CAPITAL ASSETS STATISTICS BY FUNCTION	105
FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION	106
COMPLIANCE SECTION	107
REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*	108

CITY OF
Helotes

INTRODUCTORY SECTION

February 14, 2020

Honorable Mayor and City Council
City of Helotes, Texas
12951 Bandera Rd.
Helotes, Texas 78023

Honorable Mayor, City Council, and Citizens of Helotes:

We are pleased to present the City of Helotes (the "City") Comprehensive Annual Financial Report (the "Report") for the fiscal year ending (the "FYE") September 30, 2019. State Law requires us to annually publish a set of financial statements that are in compliance with the United States Securities and Exchange Commission's Generally-Accepted Accounting Principles (the "GAAP"). The City has done so with the assistance of Armstrong, Vaughan & Associates, P.C. (the "Auditor"), a firm of licensed certified public accountants. To the best of our knowledge and belief, the financial statements are accurate in all material respects and are reported in a manner designed to fairly present the financial position and results of operations of all City funds.

Management assumes full responsibility for the accuracy of the data and disclosures contained herein and the Report's completeness and fairness.

Management's Discussion and Analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this Letter of Transmittal and should be read in conjunction with it.

This report includes all activities, functions, and organizations that relate to the City and are controlled by its governing body, the City Council.

Based upon the aforementioned information, the Auditor rendered an unmodified ("clean") opinion that the City's FYE 2019 financial statements are fairly presented and in conformance with GAAP.

City of Helotes Profile

Located just Northwest of San Antonio, the City of Helotes was incorporated in 1981 as a Type A General Law municipality. Helotes, whose name is derived from the Spanish word elotes or "corn-on-the-cob," has been on Texas maps since the 1850s. Once inhabited by Lipan Apaches, Tonkawas, and Comanches, the City originally served as a stagecoach stop between the cities of San Antonio and Bandera. Today, the City of Helotes is a unique community that maintains its small-town tranquility and family-oriented activities. Citizens remain committed to economic prosperity, while balancing environmental consciousness and historic preservation with modern revitalization.

According to the U.S. Census, the City of Helotes had an estimated population of 9,567 residents in 2018. It is part of the San Antonio-New Braunfels Metropolitan Statistical Area.

The City of Helotes operates under a Council-Mayor form of government. All powers of the City are vested in an elected Council, consisting of five Councilmembers and a Mayor. The Council enacts local legislation, determines City policies, and employs the City Administrator.

The Mayor is the Chief Executive Officer of the City. The City Administrator serves as the assistant to the Mayor and City Council in carrying out activities prescribed by them and those activities contained within the City Administrator's contract.

The City government provides a broad range of goods and services to its citizens. The activities and personnel required to provide these goods and services are organized into broad managerial areas called Funds. Funds are separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Funds are further organized into function groups called Departments. A Department is a group of related activities aimed at accomplishing a major City service or program (i.e. Police or Fire Departments).

A Department may be further divided into smaller areas called Divisions. Divisions perform specific functions within the Department (i.e. Criminal Investigations or EMS).

Each Department is led by a Department Head who has supervisory responsibility over their respective Department(s) and the Divisions within it; however, they are subject to supervision and control by the Mayor and/or City Administrator. A Department Head may supervise more than one Department.

Local Economy

With just over 7 square miles of land within its corporate limits, the City of Helotes' economy continues to thrive. Property taxes and sales taxes equally constitute the majority of the general fund revenues, representing 40 percent each totaling 80 percent of general fund revenues. The City's revenue sources have remained strong through the entire Fiscal Year 18-19.

Approximately 97% of Helotes' eligible labor force is currently employed, and the average 2019 household income was $131,379. By 2023, the average household income is expected to increase to $134,709. Roughly 30% of the City's population is employed in executive, sales, or construction fields, while an estimated 15% of residents work in office and administrative support roles.

Since 2008, the City's general and economic development sales and use tax receipts have increased approximately 376%, from $766,305 to $3.65 million. Similarly, ad valorem (property) tax receipts have risen from $2.17 million in 2008 to $3.71 million in 2018, an increase of 71%. Over the same time period, sales and use and property tax receipts, as components of total City revenue, equalized at approximately one-third each. The property tax rate has declined or stayed the same since 2009.

The City's retail trade area (RTA) includes over 18,000 existing homes. With approximately $78 million in retail, food, and beverage sales leaking from Helotes into the City of San Antonio, the estimated 31,000 additional rooftops in active and/or planned subdivisions in the City's RTA will continue to produce fruitful economic development opportunities in Helotes.

Long-Term Financial Planning & Ratings

The City of Helotes currently holds two (2) Certificate of Obligation issues dated 2007 and 2015. At a little over $14 million (at issue) or $1,561 per capita, the debt instruments were issued to fund new Police and Fire Stations, Old Town Helotes Special District improvements, and streets, utility, park, and drainage improvements throughout the City.

As of September 30, 2019, a balance of approximately $8.875 million, including principal and interest, for the 2007 and 2015 issuances remained. The City does not anticipate issuing additional debt instruments at this time.

In December 2013, Standard & Poor's Ratings Services (the "S&P") raised its long-term and underlying rating for the City of Helotes from 'A+' to 'AA'. In 2015, S&P reaffirmed the City's long-term rating of 'AA/Stable'. S&P noted a "very strong economy, with access to a broad and diverse metropolitan statistical area."

Financial Information

Internal Control. Management is responsible for establishing and maintaining internal controls designed to ensure that assets of the City are protected from loss, theft or misuse and to provide adequate accounting information compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles for local governments as prescribed by the Governmental Accounting Standards Board (GASB), the Financial Accounting Standards Board (FASB) and the American Institute of Certified Public Accountants (AICPA). The internal control system is designed to provide reasonable, but not absolute assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of an internal control should not exceed the benefits derived from the internal control. The City utilizes financial accounting software which is designed with a system of internal controls. These controls are continually being reevaluated to provide reasonable, but not absolute, assurances.

Budget Controls. The City also utilizes budgetary controls. Legally expenditures cannot exceed the appropriated amount. The objective of these budgetary controls is to ensure compliance with the adopted budget approved by the City Council as mandated by state law. The levels of budgetary control are established at the line-item basis and at the fund level.

Cash management policies and practices. During the year, temporarily idle cash was invested through a Investment Pooled fund. Cash in this fund is essentially liquid. The average yield on the investment portfolio was 2.35 percent.

Pension benefits. The City of Helotes is a member city of the Texas Municipal Retirement System, referred to as TMRS. TMRS is one of the leading public pension funds in the nation. Each year, an independent actuary engaged by the pension plan calculates the amount of the annual contribution the City of Helotes must make to the pension plan to ensure the plan will be able to fully meet its obligations to retired employees on a timely basis. As a matter of policy, the City of Helotes fully funds each year's annual required contribution to the pension plan as determined by the actuary. The remaining unfunded amount is being systematically funded as part of the annual required contribution calculated by the actuary.

Other Financial Information:

Independent Audit. An independent audit is performed every year of the general ledger, accounts, financial records, and transactions of all city departments. The audit is completed by an independent certified public accounting firm selected by the City Council. The City is in compliance with this requirement and the independent auditor's report by Armstrong, Vaughan & Associates, P.C. Certified Public Accountants, has been included in this report.

Awards and Acknowledgements

The City of Helotes is seeking the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report for the fiscal year ended September 30, 2019. In order to be awarded a Certificate of Achievement, the City must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is for a period of one year only. We believe our current comprehensive annual financial report meets the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility. The preparation of this report would not have been possible without the efficient and dedicated services of the staff of the finance department. We would like to express our appreciation to all staff who assisted and contributed to the preparation of this report.

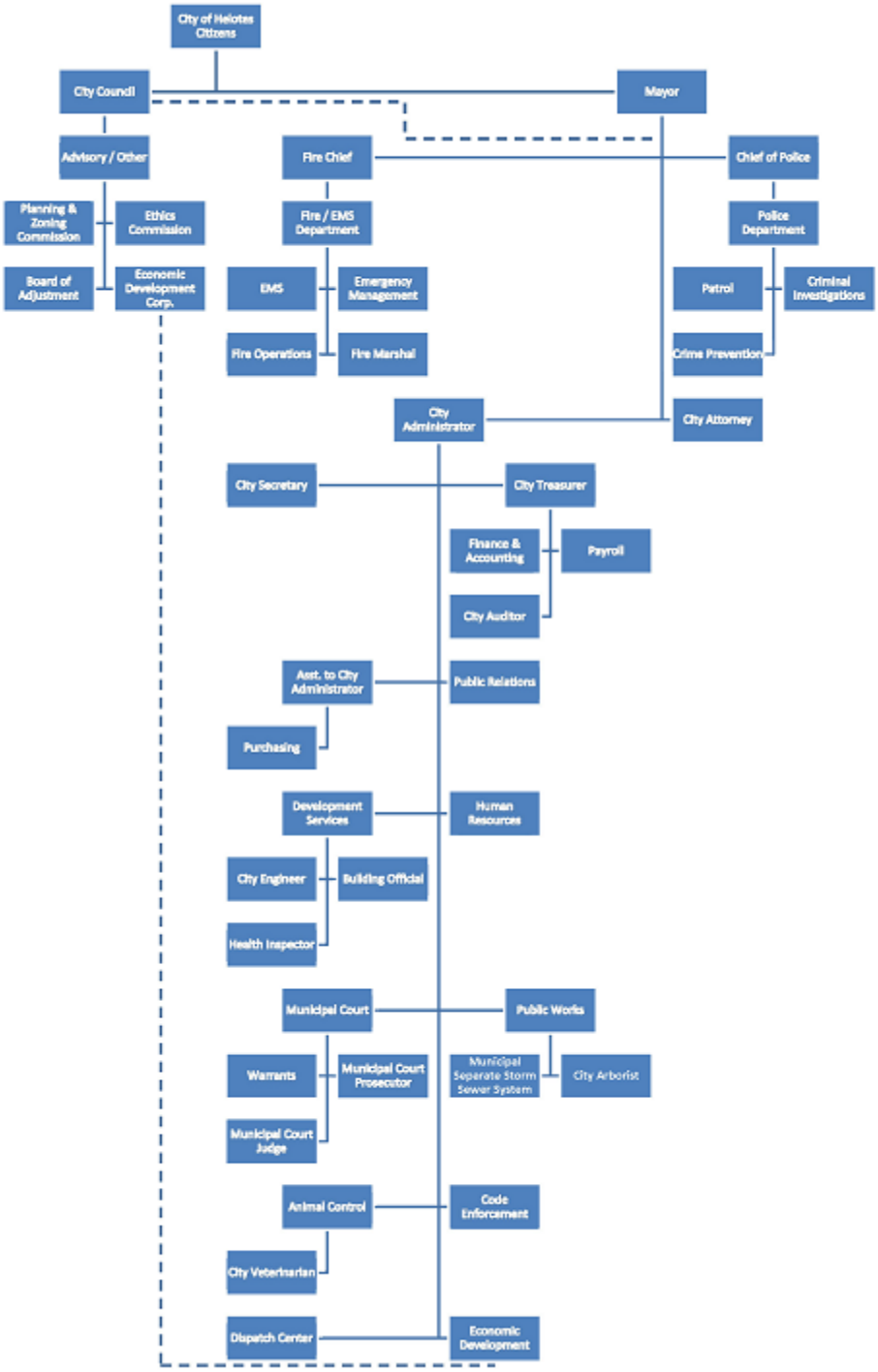
Best,

Tabitha "Taby" Durr
City Treasurer

CITY OF HELOTES, TEXAS

ORGANIZATIONAL CHART

SEPTEMBER 30, 2019



CITY OF HELOTES, TEXAS

PRINCIPAL OFFICERS

AS OF SEPTEMBER 30, 2019

CITY OFFICIALS

MAYOR	THOMAS A. SCHOOLCRAFT
MAYOR PRO-TEMPORE	ALEX BLUE
CITY COUNCIL	ALAN HOLMES
	CYNTHIA MASSEY
	PAUL FRIEDRICHS
	NORBERT “BERT” BUYS
CITY ADMINISTRATOR	RICK A. SCHRODER
CITY TREASURER	TABITHA “TABY” DURR
CITY SECRETARY	CELINA PEREZ
ATTORNEY	DAVIDSON, TROILO, REAM & GARZA P.C.

CITY OF
Helotes

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the City Council
City of Helotes, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Helotes, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

City of Helotes management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statements. The selected procedures depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate under the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Helotes, as of September 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis, budgetary comparison information, schedule of changes – net pension liability and related ratios, and schedule of changes – total OPEB liability and related ratios, as identified in the Table of Contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information, in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the City of Helotes' financial statements as a whole. The introductory section, comparative statements, budgetary comparison for other nonmajor funds, and the statistical section are presented for purposes of additional analysis and are not required to be part of the financial statements. The comparative statements for the General Fund, combining and individual nonmajor fund financial statements, and budgetary comparison information for nonmajor funds are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

The introductory and statistical section have not been subjected to the same auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Governmental Auditing Standards*, we have also issued our report dated February 14, 2020, on our consideration of the City of Helotes, Texas' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering City of Helotes's internal control over financial reporting and compliance.

Armstrong, Vaughan & Associates, P.C.

February 14, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

This Section of the City of Helotes' Annual Financial Report presents Management's discussion and analysis of the City's financial performance during the fiscal year ended September 30, 2019. Operating through Mayor Tom Schoolcraft, Management as of September 30, 2019 consisted of City Administrator Rick Schroder and City Treasurer Tabitha "Taby" Durr. Please read this Section in conjunction with the City's financial statements that follow this Section.

FINANCIAL HIGHLIGHTS

- Based upon the Government-wide Financial Statements, the City's total net position was $3.03 million at September 30, 2019. Government-wide Financial Statements include all government components and functions, including, but not limited to, City-wide liquid cash assets, capital assets, restricted fund assets, accumulated depreciation, net pension and other debt liabilities.

- During the year, the City's governmental activity expenses decreased 4.7% from the prior year, and were approximately $371 thousand less than the $9.3 million generated in taxes and other revenues from governmental activities. Conversely, the City's governmental activity revenues increased 5.7% from the prior year and were approximately $499 thousand more than the same revenues collected in FYE 2018. The governmental activity expenses include depreciation recorded on municipal capital assets.

- The General Fund reported a fund balance this year of approximately $1.6 million at September 30, 2019. The average months of operating expenditures within the General Fund is 2.9 months; a rule of thumb for a minimum fund balance for the General Fund is no less than two months of average operating expenditures.

- General Fund expenditures of $6.9 million exceeded revenues by $439 thousand; however, the General Fund balance only decreased by approximately $310 thousand from the prior fiscal year due to other financing sources, such as capital lease issuance and transfers from other funds received during FYE 2019.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This Report also contains other supplementary information, in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets and deferred outflows of resources les liabilities and deferred inflows of resources (including those of the Economic Development Corp.). Over time, increases or decreases in net position *may* serve as a useful indicator of whether the financial position of the City of Helotes is improving or deteriorating. Changes in net position may also serve as a useful indicator of depreciation in existing capital assets. In Management's opinion, the net position of the City is stable.

The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned, but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City of Helotes that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City of Helotes include general administration, dispatch, the City Secretary's office, Municipal Court, human resources, development services, public works, animal control, code

enforcement, buildings and grounds, parks and recreation, and emergency services (police, fire, and EMS). Property taxes, sales taxes, franchise fees, and charges for services finance most of these activities. The City does not currently have any business-type activities.

Fund Financial Statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Helotes, like other State and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The City has several governmental funds.

Governmental Funds. Governmental funds are used to account for the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of each fiscal year. Such information is useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers can better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenses, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

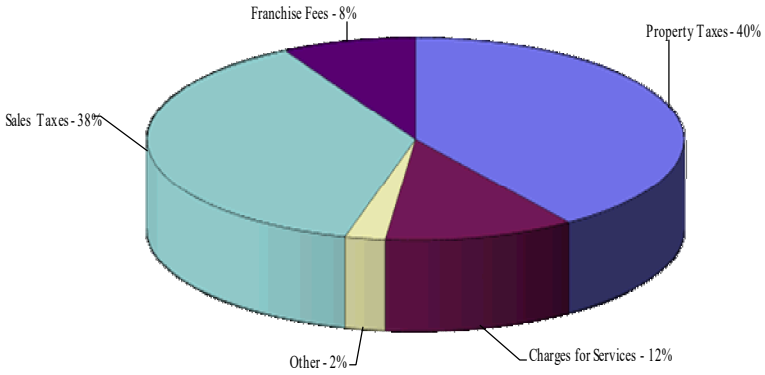
Net Position. The City's Government-wide net position was $3.03 million at September 30, 2019. (See Table A-1). The City's Government-wide Financial Statements reported a deficit in unrestricted net position of $2.8 million.

Table A-1
City of Helotes Net Position

	Governmental Activities		Total Percentage Change
	2019	2018	2019-2018
Assets:			
Current Assets	$ 4,893,225	$ 4,547,018	7.6%
Noncurrent Assets	10,199,199	10,055,298	1.4%
Total Assets	15,092,424	14,602,316	3.4%
Deferred Outflows	594,112	298,696	98.9%
Liabilities:			
Current Liabilities	2,404,770	2,083,545	15.4%
Noncurrent Liabilities	10,173,984	9,937,217	2.4%
Total Liabilities	12,578,754	12,020,762	4.6%
Deferred Inflows	80,857	224,485	-64.0%
Net Position:			
Net Investment in Capital Assets	3,809,511	3,284,419	16.0%
Restricted	2,042,612	1,586,699	28.7%
Unrestricted (Deficit)	(2,825,198)	(2,215,353)	27.5%
Total Net Position	$ 3,026,925	$ 2,655,765	14.0%

Changes in Net Position. The City's total net position improved from the prior year by $371 thousand. The City's revenues were $9.3 million. A significant portion, or 78%, of the City's revenue originates from property and sales taxes, while 22% originates from franchise fees, charges for services, grants, hotel occupancy taxes, interest and investment earnings, and other miscellaneous fees (See Figure A-1). Significantly, sales and use tax and property tax collections nearly equalized in FYE 2019, equating to 38% and 40%, respectively, of all collected revenue. The City's governmental activity revenues increased 5.7% from the prior year, and were approximately $499 thousand more than the same revenues collected in FYE 2018.

Figure A-1 City of Helotes
Revenue Sources for Fiscal Year 2019



The total cost of all governmental programs and services was $8.9 million; 46% of this cost is directly related to emergency services consisting of police, fire, EMS and dispatch. During the year, the City's governmental activity expenses decreased 4.7% from the prior year, and were approximately $371 thousand less than the $9.3 million generated in taxes and other revenues from governmental activities.

Governmental Activities

The property tax rate remained the same as the prior year at 0.350000 per $100 valuation; however, property tax revenues increased by $206 thousand due to an increase in assessed valuations by the Bexar Appraisal District.

- The cost of all *governmental activities* in FYE 2019 was $8.9 million.
- The amount of these activities that were paid for by taxpayers through property taxes was $3.7 million (42.0%).
- 12.2% of the cost, or $1.08 million, was paid by those who directly benefited from the programs and activities through direct charges for services as well as operating grants and contributions.

Table A-2

Changes in City of Helotes' Net Position

	Governmental Activities		Total Percentage Change
	2019	2018	2019-2018
Primary Government:			
City Council	$ 4,014	$ 2,563	56.6%
City Administration	1,632,100	1,577,337	3.5%
Dispatch	167,121	178,918	-6.6%
City Secretary	90,057	77,001	17.0%
Human Resources	150,667	130,155	15.8%
Municipal Court	313,389	277,140	13.1%
Animal Control, Public Works	1,494,060	1,019,129	46.6%
Development Services	154,499	1,418,567	-89.1%
Building and Grounds	592,481	457,573	29.5%
Police Department	1,962,729	1,990,989	-1.4%
Emergency Medical Services	314,718	199,204	58.0%
Fire Department	1,659,996	1,642,002	1.1%
Interest and Fiscal Charges on LT Debt	357,277	360,513	-0.9%
Total Governmental Activities	8,893,108	9,331,091	-4.7%
Program Revenues:			
Charges for Services	1,061,602	1,170,357	-9.3%
Operating Grants & Contributions	19,946	53,681	-62.8%
General Revenues:			
General Property Tax	3,737,447	3,531,105	5.8%
Sales Taxes	3,492,555	3,099,082	12.7%
Franchise Fees	747,447	764,828	-2.3%
Hotel Occupancy Tax	22,163	3,313	569.0%
Investment Earnings	110,900	83,214	33.3%
Miscellaneous	72,208	59,657	21.0%
Total Revenues	9,264,268	8,765,237	5.7%
Increase (Decrease) in Net Position	371,160	(565,854)	-165.6%
Beginning Net Position	2,655,765	3,221,619	-17.6%
Ending Net Position	$ 3,026,925	$ 2,655,765	14.0%

Table A-3 presents the cost of each of the City's functions, as well as each function's net cost (or total cost less fees generated by the same function). The net cost reflects what municipal revenues directly funded.

Table A-3
Net Cost of Selected City Functions
(In thousands dollars)

	Total Cost of Services			Net Cost of Services		
	2019	2018	% Change	2019	2018	% Change
Governmental						
City Council	$ 4	$ 3	33.3%	$ 4	$ 3	33.8%
City Administration	1,632	1,577	3.5%	1,632	1,577	3.5%
Dispatch	167	179	-6.6%	167	179	-6.6%
City Secretary	90	77	17.0%	90	77	17.0%
Human Resources	151	130	15.9%	151	130	15.9%
Municipal Court	313	277	13.1%	(36)	(168)	-78.5%
Animal Control, PW	1,494	1,019	46.6%	1,490	982	51.7%
Development Services	154	1,419	-89.1%	(352)	916	-138.4%
Building and Grounds	592	458	29.4%	478	458	4.3%
Police Department	1,963	1,991	-1.4%	1,903	1,917	-0.7%
Emergency Medical	315	199	58.1%	268	34	687.8%
Fire Department	1,660	1,642	1.1%	1,660	1,642	1.1%

Fund Financial Statements

The fund financial statements provide more detailed information about the City's most significant funds—not the City as a whole. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by State Law and by bond covenants; or
- The City Council establishes other funds to control and manage money for particular purposes or to show that it is properly using certain taxes and grants.

The City has the following kind of fund:

Governmental Funds — Most of the City's basic services are included in governmental funds, which focus on (1) how cash and other financial assets, which are readily convertible into cash, flow in and out of the funds and (2) the balances left at year-end that are available for spending in the subsequent fiscal year.

Consequently, governmental fund statements provide a detailed, short-range view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's activities. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is provided at the bottom of or on the subsequent page of the governmental funds statements to explain the relationship between them.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

Revenues from governmental fund types totaled $9.3 million, an increase of 7.2% over the prior year. The increase is primarily due to increased ad valorem and sales tax.

The City of Helotes maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenses, and changes in fund balances for the General Fund, EDC Fund, Debt Service Fund, Capital Projects Fund, Street Maintenance Fund, and Total Nonmajor Funds. At year end, fund balances increased or decreased by the following approximate amounts:

General Fund decreased by $310 thousand due to increased capital lease payments for various department vehicles.
EDC Fund increased by $341 thousand due to increased sales tax revenues.
Debt Service Fund increased by $194 thousand due to lower principal payments.
Capital Projects Fund decreased by $407 thousand due to capital outlay related to Pedestrian Bridge project.
Street Maintenance Fund decreased by $88 thousand due to current year street maintenance costs.
Total Nonmajor Funds increased by $6 thousand due to increased hotel occupancy tax revenues.

General Fund Budgetary Highlights

The General Fund reported a fund balance this year of approximately $1.6 million at September 30, 2019. The average months of operating expenditures within the General Fund is 2.9 months; a rule of thumb for a minimum fund balance for the General Fund is no less than two months of average operating expenditures.

The adopted FYE 2019 General Fund budget anticipated revenues and other financing sources to the extent of expenditures, however actual expenditures of $6.9 million exceeded revenues by $440 thousand. The General Fund balance only decreased by approximately $310 thousand from the prior fiscal year due to other financing sources, such as capital lease issuance and transfers from other funds received during FYE 2019.

The budget was amended throughout the year, but actual revenues were less than projected by $239 thousand, or 3.6% of expected revenues. Actual expenditures, also had a negative variance compared to the final budget by $226 thousand. That said, the following departments expended more than originally budgeted:

- Administration ($20,890) primarily due to health insurance premiums exceeding budget;
- Police Department ($15,778) due to health insurance premiums and fuel costs exceeding budget; and
- Debt Service ($91,810) due to timing of additional lease payments expended.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets. At the end of 2019, the City had invested $24.1 million in a broad range of capital assets, including land, buildings, vehicles, equipment, and infrastructure (see Table A-4). This amount, less accumulated depreciation, results in a net capital asset value of $9.6 million. More detailed information about the City's capital assets is presented in Note I of this report.

Table A-4
City of Helotes's Capital Assets
(In thousands dollars)

	Governmental Activities		Total Percentage Change
	2019	2018	2019-2018
Land	$ 1,764	$ 1,764	0.0%
Buildings and Improvements	6,874	6,775	1.5%
Vehicles and Equipment	4,156	3,550	17.1%
Infrastructure	11,277	10,876	3.7%
Totals at historical cost	24,071	22,965	4.8%
Total accumulated depreciation	(14,503)	(13,915)	4.2%
Net Capital Assets	$ 9,567	$ 9,050	5.7%

Long Term Debt. At year-end, the City had $8.9 million (principle only) in Certificates of Obligation outstanding, as shown in Table A-5. Total bonded debt decreased approximately 6.5% from $9.5 million in FYE 2018. More detailed information about the City's debt is presented in Note J of this report.

Table A-5

City's Long-Term Debt

(In thousands dollars)

	Governmental Activities		Total Percentage Change
	2019	2018	2019-2018
Certificates of Obligation	$ 8,875	$ 9,490	-6.5%
Total Bonded Debt	$ 8,875	$ 9,490	-6.5%

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

With just over 7 square miles of land within its corporate limits, the City of Helotes' economy continues to thrive. Property taxes and sales taxes equally constitute the majority of the general fund revenues, representing 40 percent each totaling 80 percent of general fund revenues. The City's revenue sources have remained strong through the entire Fiscal Year 18-19.

Approximately 97% of Helotes' eligible labor force is currently employed, and the average 2019 household income was $131,379. By 2023, the average household income is expected to increase to $134,709. Roughly 30% of the City's population is employed in executive, sales, or construction fields, while an estimated 15% of residents work in office and administrative support roles.

Since 2008, the City's general and economic development sales and use tax receipts have increased approximately 376%, from $766,305 to $3.65 million. Similarly, ad valorem (property) tax receipts have risen from $2.17 million in 2008 to $3.71 million in 2018, an increase of 71%. Over the same time period, sales and use and property tax receipts, as components of total City revenue, equalized at approximately one-third each. The property tax rate has declined or stayed the same since 2009.

The City's retail trade area (RTA) includes over 18,000 existing homes. With approximately $78 million in retail, food, and beverage sales leaking from Helotes into the City of San Antonio, the estimated 31,000 additional rooftops in active and/or planned subdivisions in the City's RTA will continue to produce fruitful economic development opportunities in Helotes.

The City of Helotes currently holds two (2) Certificate of Obligation issues dated 2007 and 2015. At a little under $12 million (principle and interest) or $1,561 per capita, the debt instruments were issued to fund new Police and Fire Stations, Old Town Helotes Special District improvements, and street, utility, park, and drainage improvements throughout the City.

As of September 30, 2019, a balance of approximately $8.875 million, including principal and interest, for the 2007 and 2015 issuances remained. The City does not anticipate issuing additional debt instruments at this time.

In December 2013, Standard & Poor's Ratings Services (the "S&P") raised its long-term and underlying rating for the City of Helotes from 'A+' to 'AA'. In 2015, S&P reaffirmed the City's long-term rating of 'AA/Stable'. S&P noted a "very strong economy, with access to a broad and diverse metropolitan statistical area."

Unadjusted General Fund budgeted expenditures increased in the FYE 2020 budget from $6.7 million in FYE 2019 to $6.95 million in FYE 2020. Unadjusted General Fund budgeted revenues increased in the FYE 2020 budget from $6.7 million in FYE 2019 to $7.0 million in FYE 2020. This increase is primarily a result of increases in sales and use tax collections.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the revenue it receives from multiple sources. If you have questions about this report or need additional financial information, contact the City Treasurer Taby Durr at:

12951 Bandera Road (Physical)
P.O. Box 507 (Mailing)
Helotes, Texas 78023

BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of financial statements, as required by the GASB. The statements include:

- Government – wide financial statements; and
- Fund financial statements:
  - Governmental funds.

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

CITY OF HELOTES, TEXAS
STATEMENT OF NET POSITION
SEPTEMBER 30, 2019

	Governmental Activities
ASSETS	
Current Assets:	
Cash and Investments	$ 3,650,040
Receivables (Net of Allowances for Uncollectibles)	
Property Taxes	65,369
Other Receivables	1,140,921
Prepaid Items	36,895
Total Current Assets	4,893,225
Noncurrent Assets:	
Restricted Assets:	
Cash and Investments	631,732
Capital Assets:	
Land	1,763,771
Buildings	6,873,540
Vehicles & Equipment	4,156,185
Infrastructure	11,277,268
Accumulated Depreciation	(14,503,297)
Total Capital Assets	9,567,467
Total Noncurrent Assets	10,199,199
TOTAL ASSETS	15,092,424
DEFERRED OUTFLOWS OF RESOURCES	
Deferred Pension Related Outflows	591,964
Deferred OPEB Related Outflows	2,148
TOTAL DEFERRED OUTFLOWS OF RESOURCES	$ 594,112

See accompanying notes to basic financial statements.

CITY OF HELOTES, TEXAS
STATEMENT OF NET POSITION (CONTINUED)
SEPTEMBER 30, 2019

	Governmental Activities
LIABILITIES	
Current Liabilities:	
Accounts Payable	$ 457,592
Accrued Liabilities	455,330
Accrued Compensated Absences	338,380
Accrued Interest Payable	59,678
Unearned Revenue - Lease	120,395
Settlement Payable - Current Portion	201,136
Current Portion of Long-Term Debt	772,259
Total Current Liabilities	2,404,770
Noncurrent Liabilities:	
Settlement Payable - Long Term Portion	201,136
Long-Term Debt	8,888,383
Net Pension Liability	979,122
Total OPEB Liability	105,343
Total Noncurrent Liabilities	10,173,984
TOTAL LIABILITIES	12,578,754
DEFERRED INFLOWS OF RESOURCES	
Deferred Pension Related Inflows	80,004
Deferred OPEB Related Inflows	853
TOTAL DEFERRED INFLOWS OF RESOURCES	80,857
NET POSITION	
Net Investment in Capital Assets	3,809,511
Restricted for:	
Debt Service	155,930
Public Safety	62,925
Public Education Government	70,832
Street Maintenance	439,727
Hotel Occupancy Tax	21,662
Economic Development	1,291,536
Unrestricted (Deficit)	(2,825,198)
TOTAL NET POSITION	$ 3,026,925

See accompanying notes to basic financial statements.

CITY OF
Helotes

CITY OF HELOTES, TEXAS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2019

Functions and Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net Revenue (Expense) and Changes in Net Position: Primary Government Governmental Activities
Primary Government:					
Governmental Activities:					
City Council	$ 4,014	$ -	$ -	$ -	$ (4,014)
City Administration	1,632,100	-	-	-	(1,632,100)
Dispatch	167,121	-	-	-	(167,121)
City Secretary	90,057	-	-	-	(90,057)
Human Resources	150,667	-	-	-	(150,667)
Municipal Court	313,389	349,572	-	-	36,183
Animal Control, Public Works	1,494,060	4,095	-	-	(1,489,965)
Development Services	154,499	506,567	-	-	352,068
Buildings and Grounds	592,481	114,570	-	-	(477,911)
Police Department	1,962,729	39,933	19,946	-	(1,902,850)
Emergency Medical Services	314,718	46,865	-	-	(267,853)
Fire Department	1,659,996	-	-	-	(1,659,996)
Interest and Fiscal Fees on Long-term Debt	357,277	-	-	-	(357,277)
Total Governmental Activities	8,893,108	1,061,602	19,946	-	(7,811,560)
Total Government	$ 8,893,108	$ 1,061,602	$ 19,946	$ -	$ (7,811,560)
General Revenues:					
Taxes:					
General Property Taxes					3,737,447
Sales Taxes					3,492,555
Franchise Taxes					747,447
Hotel Occupancy Tax					22,163
Interest and Investment Earnings					110,900
Miscellaneous					72,208
Total General Revenues					8,182,720
Change in Net Position					371,160
Net Position at Beginning of Year					2,655,765
Net Position at End of Year					$ 3,026,925

See accompanying notes to basic financial statements.

CITY OF HELOTES, TEXAS
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2019

	Major Funds		
	General Fund	Economic Development Corporation	Debt Service Fund
ASSETS			
Cash and Investments	$ 1,731,876	$ 1,183,747	$ 6,062
Receivables:			
Property Taxes (Net of Uncollectibles)	46,469	-	18,900
Sales Tax and Other Receivable	732,016	259,837	-
Due from Other Funds	-	-	190,646
Prepaid Items	36,895	-	-
Restricted Assets:			
Cash and Investments	-	-	-
TOTAL ASSETS	$ 2,547,256	$ 1,443,584	$ 215,608
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
Liabilities:			
Accounts Payable	$ 103,586	$ 383	$ -
Accrued Liabilities	303,665	151,665	-
Due to Other Funds	294,212	-	-
Unearned Revenue - Lease	120,395	-	-
Total Liabilities	821,858	152,048	-
Deferred Inflows of Resources:			
Unavailable Revenue - Property Taxes	43,665	-	17,760
Unavailable Revenue - EMS	54,408	-	-
Total Deferred Inflows of Resources	98,073	-	17,760
Fund Balances:			
Nonspendable:			
Prepaid Items	36,895	-	-
Restricted for:			
Public Safety	-	-	-
Public Education Government	-	-	-
Street Maintenance	-	-	-
Hotel Occupancy Tax	-	-	-
Economic Development	-	1,291,536	-
Debt Service	-	-	197,848
Capital Projects	-	-	-
Unassigned	1,590,430	-	-
Total Fund Balances	1,627,325	1,291,536	197,848
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 2,547,256	$ 1,443,584	$ 215,608

See accompanying notes to basic financial statements.

Major Funds				
Capital Projects Fund	Street Maintenance Fund	Total Nonmajor Funds	Total Governmental Funds	
$ -	$ 592,914	$ 135,441	$ 3,650,040	
-	-	-	65,369	
-	128,776	20,292	1,140,921	
103,566	-	-	294,212	
-	-	-	36,895	
631,732	-	-	631,732	
$ 735,298	$ 721,690	$ 155,733	$ 5,819,169	
$ 71,346	$ 281,963	$ 314	$ 457,592	
-	-	-	455,330	
-	-	-	294,212	
-	-	-	120,395	
71,346	281,963	314	1,327,529	
-	-	-	61,425	
-	-	-	54,408	
-	-	-	115,833	
-	-	-	36,895	
-	-	62,925	62,925	
-	-	70,832	70,832	
-	439,727	-	439,727	
-	-	21,662	21,662	
-	-	-	1,291,536	
-	-	-	197,848	
663,952	-	-	663,952	
-	-	-	1,590,430	
663,952	439,727	155,419	4,375,807	
$ 735,298	$ 721,690	$ 155,733	$ 5,819,169	

CITY OF
Helotes

CITY OF HELOTES, TEXAS
RECONCILIATION OF THE GOVERNMENTAL FUNDS
BALANCE SHEET TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2019

TOTAL FUND BALANCE - TOTAL GOVERNMENTAL FUNDS		$ 4,375,807
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.		9,567,467
Other long-term assets are not available to pay for current-period expenditures and, therefore, are unavailable in the governmental funds.		115,833
Accrued vacation leave payable is not due and payable in the current period and, therefore, not reported in the governmental funds.		(338,380)
Long-term liabilities, including bonds and capital leases are not due and payable in the current period and, therefore, not reported in the governmental funds.		
Bonds Payable	(8,875,000)	
Unamortized Bond Premium	(117,686)	
Capital Lease	(667,956)	(9,660,642)
Net pension liabilities (and related deferred inflows and outflows of resources) do not consume current financial resources and are not reported in the funds.		
Net Pension Liability	(979,122)	
Pension Related Deferred Inflows	(80,004)	
Pension Related Deferred Outflows	591,964	(467,162)
Total OPEB liabilities (and related deferred inflows and outflows of resources) do not consume current financial resources and are not reported in the funds.		
Total OPEB Liability	(105,343)	
OPEB Related Deferred Inflows	(853)	
OPEB Related Deferred Outflows	2,148	(104,048)
Claims and judgments do not consume current financial resources and are not reported in the funds.		(402,272)
Accrued interest payable on long-term bonds are not due and payable in the current period and, therefore, not reported in the governmental funds.		(59,678)
TOTAL NET POSITION - GOVERNMENTAL ACTIVITIES		$ 3,026,925

See accompanying notes to basic financial statements.

CITY OF HELOTES, TEXAS
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2019

	Major Funds		
	General Fund	Economic Development Corporation	Debt Service Fund
REVENUES			
Taxes	$ 4,471,021	$ 915,256	$ 1,084,241
Franchise Fees	723,662	-	-
Licenses and Permits	510,662	-	-
Municipal Court	368,162	-	-
Fire Department Interlocal Agreement	137,333	-	-
Interest	52,571	21,643	1,844
Miscellaneous	155,393	-	-
TOTAL REVENUES	6,418,804	936,899	1,086,085
EXPENDITURES			
Current:			
City Council	4,014	-	-
City Administration	1,021,350	173,109	-
Dispatch Services	512,749	-	-
City Secretary	90,200	-	-
Human Resources	149,906	-	-
Municipal Court	281,935	-	-
Animal Control, Public Works	378,616	-	-
Development Services	120,052	-	-
Building and Grounds	576,109	-	-
Police Department	1,689,289	-	-
Emergency Medical Services	555,537	-	-
Fire Department	1,103,301	-	-
Capital Outlay	84,133	-	-
Debt Service:			
Principal	261,457	-	617,309
Interest and Fiscal Charges	29,774	-	339,804
Settlement Payment	-	-	258,281
TOTAL EXPENDITURES	6,858,422	173,109	1,215,394
Excess (Deficiency) of Revenues Over (Under) Expenditures	(439,618)	763,790	(129,309)
OTHER FINANCING SOURCES (USES):			
Capital Lease Issuance	37,499	-	-
Proceeds from Disposal of Assets	-	-	-
Transfers In (Out)	91,810	(422,333)	323,040
TOTAL OTHER FINANCING SOURCES (USES)	129,309	(422,333)	323,040
Net Change in Fund Balance	(310,309)	341,457	193,731
FUND BALANCES - OCTOBER 1	1,937,634	950,079	4,117
FUND BALANCES - SEPTEMBER 30	$ 1,627,325	$ 1,291,536	$ 197,848

See accompanying notes to basic financial statements.

Major Funds			
Capital Projects Fund	Street Maintenance Fund	Total Nonmajor Funds	Total Governmental Funds
$ -	$ 755,407	$ 22,163	$ 7,248,088
-	-	23,785	747,447
-	-	-	510,662
-	-	17,943	386,105
-	-	-	137,333
24,464	7,786	2,588	110,896
1,750	-	25,813	182,956
26,214	763,193	92,292	9,323,487
-	-	-	4,014
-	-	3,945	1,198,404
-	-	-	512,749
-	-	-	90,200
-	-	-	149,906
-	-	33,358	315,293
-	-	-	378,616
-	851,128	28,722	999,902
-	-	-	576,109
-	-	20,569	1,709,858
-	-	-	555,537
-	-	-	1,103,301
1,247,155	-	-	1,331,288
-	-	-	878,766
-	-	-	369,578
-	-	-	258,281
1,247,155	851,128	86,594	10,431,802
(1,220,941)	(87,935)	5,698	(1,108,315)
743,690	-	-	781,189
63,000	-	-	63,000
7,483	-	-	-
814,173	-	-	844,189
(406,768)	(87,935)	5,698	(264,126)
1,070,720	527,662	149,721	4,639,933
$ 663,952	$ 439,727	$ 155,419	$ 4,375,807

CITY OF HELOTES, TEXAS
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2019

NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS		$ (264,126)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital Outlay	1,326,620	
Depreciation Expense	(773,272)	553,348
In the Statement of Activities, only the gain or loss on the disposal of a capital asset is reported, whereas in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balance by the net book value of the disposed asset.		(35,833)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the governmental funds.		(86,390)
The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, which the repayment of the principal of long-term debt consumes the current financial resources of the governmental funds. Neither transaction, however, has any affect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.		
Principal Payments	878,766	
Payments on Settlement	258,281	
Issuance of New Debt	(781,189)	355,858
Governmental funds report required contributions to employee pensions as expenditures. However, in the Statement of Activities the cost of the pension is recorded based on the actuarially determined cost of the plan. This is the amount that the actuarially determined pension expense exceeded contributions.		(151,751)
Governmental funds report required contributions to other post-employment benefits as expenditures. However, in the Statement of Activities the cost of the expense is recorded based on the actuarially determined cost of the plan. This is the amount that the actuarially determined OPEB expense exceeded contributions.		(11,415)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Compensated Absences	1,403	
Interest Expense/ Amortization of Premium	10,066	11,469
CHANGE IN NET POSITION - GOVERNMENTAL ACTIVITIES		$ 371,160

See accompanying notes to basic financial statements.

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below:

1. REPORTING ENTITY

Component Units

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operations; thus, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, are reported in a separate column in the government-wide financial statements to emphasize they are legally separate from the government.

Blended Component Unit

The Helotes Economic Development Corporation, a nonprofit corporation and an entity legally separate from the City, was incorporated under the Development Corporation Act of 1979, Texas Revised Civil Statues Annotated, Article 5190.6, Section 4B. The City exerts significant control over the Corporation, which is organized exclusively for public purposes of the City of Helotes. The Corporation is governed by a seven member board appointed by the City Council. The Corporation receives all proceeds from assessing a .50% sales tax. The City is financially accountable for the Corporation because the city council approves the Corporation's budget and the management of the primary government has operational responsibility for the component unit, including hiring and firing of EDC employees. For financial reporting purposes, the Corporation is reported as if it were part of the City's operations because its purpose is to benefit the citizens of the City. Separate financial statements for the Corporation may be obtained by contacting the City's Finance Department.

Discretely Presented Component Units

As of September 30, 2019, the City had no component units that would require a discrete presentation in the financial statements.

2. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The **government-wide financial statements** include the statement of net position and the statement of activities. Government-wide statements report information on all of the activities of the City and its component units. The effect of interfund transfers has been removed from the government-wide statements, but continues to be reflected on the fund statements. Governmental activities are supported mainly by taxes and intergovernmental revenues. The primary government is reported within the government wide statements. Business-type activities are financed, in whole or in part, by fees charged to external parties for goods and services. The City has no business-type activities or fiduciary funds.

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Continued)

The statement of activities reflects the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included in program revenues are reported as general revenues.

Separate **fund financial statements** are provided for governmental funds and proprietary funds. The General Fund, Debt Service Fund, Economic Development Corporation, Capital Projects Fund, and Street Maintenance Fund meet the criteria as ***major governmental funds***. All of these funds are reflected in single columns on the Fund Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances.

3. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION

The **government-wide financial statements** are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year which they are levied. Major revenue types, which have been accrued, include revenue from investments, intergovernmental revenue and charges for services. Grants are recognized as revenue when all applicable eligibility requirements imposed by the provider are met.

Revenues are classified as *program revenues* and *general revenues.* Program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. General revenues include all taxes, grants not restricted to specific programs, and investment earnings.

Governmental fund level financial statements are reported using a current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Measurable and available revenues include revenues expected to be received within 60 days after the fiscal year ends. Receivables which are measurable but not collectible within 60 days after the end of the fiscal period are reported as unavailable revenue.

Expenditures, generally, are recorded when a fund liability is incurred; however, debt service expenditures and expenditures related to compensated absences, claims, and judgments are recorded only when the liability has matured and payment is due.

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION (Continued)

The government reports the following major governmental funds:

The General Fund is the general operating fund of the City and is always classified as a major fund. The General Fund is used to account for all financial resources, except those required to be accounted for in another fund. Major revenue sources include property taxes, charges for services, intergovernmental revenues, and investment of idle funds. Primary expenditures are for general administration, public safety, and capital acquisition.

Economic Development Corporation is used to account for sales and use tax proceeds collected and expenditures associated with promoting economic development in the City.

Debt Service Fund is used to account for resources and expenditures related to principal and interest payments on outstanding debt.

Capital Projects Fund is used to account for resources and expenditures related to capital projects financed through debt instruments issued during the current or prior years.

Street Maintenance Fund is used to account for revenue received for the use of street maintenance.

The City has several nonmajor governmental funds for various special revenues including Court Technology and Security, Federal and State Forfeiture, School Safety, Police Training, PEG Fees, and Hotel Occupancy Tax Fund.

4. CASH AND INVESTMENTS

Cash and investments include cash deposits and investments with a maturity date within three (3) months of the date acquired by the City, including local government investments pools.

The City's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value, unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

The City's investments include local government investment pools. These pools are 2a7-like which means they are not registered with the Securities and Exchange Commission as an investment company, but nevertheless have a policy that they will, and do, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. These pools are reported at a share price of $1 which approximates fair value.

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

5. ACCOUNTS RECEIVABLE

Property taxes are levied based on taxable assessed values on January 1, prior to September 30, and become due October 1 of the same year and past due on January 31 of the following year. Accordingly, receivables and revenues for property taxes are reflected on the government-wide statement based on the full accrual method of accounting. Property tax receivables for prior years' levies are shown net of an allowance for uncollectible accounts.

Reimbursements for services performed are recorded as receivables and revenues when they are earned in the government-wide statements. Included are fines and costs assessed by the Court and billable services for certain contracts. Revenues received in advance of the costs being incurred are recorded as unavailable revenue in the fund statements. Receivables are shown net of an allowance for uncollectibles.

6. PREPAID ITEMS

Payments made for goods or services to be received in future periods are recorded on the balance sheet as prepaid items.

7. INTERFUND RECEIVABLES/PAYABLES

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the fund statements.

8. CAPITAL ASSETS

Capital assets, which include land, buildings, vehicles, equipment, capital leases, and infrastructure assets, are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets, such as equipment, are defined as assets with a cost of $5,000 or more. Infrastructure assets include City-owned streets, sidewalks, curbs, and bridges. Capital assets are recorded at historical costs, if purchased or constructed. Donated capital assets, donated works of art, and similar items received in a service concession arrangement are recorded at acquisition value rather than fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Interest has not been capitalized during the construction period on property and equipment.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	20 to 40 years
Vehicles and Equipment	5 to 25 years
Infrastructure	20 years
Capital Leases	10 years

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

9. DEFERRED INFLOWS AND OUTFLOWS OF RESOURCES

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City currently has pension and other post-employment benefit related deferred outflows of resources.

Deferred inflows of resources represent an acquisition of net position that applies to a future period and, consequently, will not be recognized as an inflow of resource (revenue) until that time. Unavailable revenue is reported only in the governmental funds balance sheet under a modified accrual basis of accounting. Unavailable revenues from property tax are deferred and recognized as an inflow of resources in the period the amounts become available. The City also has pension-related deferred inflows.

10. COMPENSATED ABSENCES

The City permits employees to accumulate earned, yet unused paid time off up to the amount defined in the Personnel Policy. The City no longer offers sick leave.

Liabilities for compensated absences are recognized in the fund statements to the extent the liabilities have matured (i.e. are due for payment). Compensated absences are accrued in the government-wide statements.

11. UNEARNED REVENUE

Unearned revenues arise when assets are recognized before revenue recognition criteria have been satisfied.

12. SETTTLEMENT PAYABLE

In the government-wide financial statements, Settlement Payable represents the total claim to be paid to multiple homebuilders following a settlement on the issuance and payment of building permits.

13. LONG-TERM OBLIGATIONS

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities under governmental activities. On new bond issues, bond premiums and discounts are amortized over the life of the bond.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

14. PENSIONS

The net pension (asset) liability, deferred inflows and outflows of resources related to pensions, pension expense, information about the fiduciary net position of the Texas Municipal Retirement System (TMRS), and additions to and deductions from TMRS's fiduciary net position have been determined on the same basis as they are reported by TMRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable, in accordance with the benefit terms. Investments are reported at fair value.

15. OTHER POST-EMPLOYMENT BENEFITS (OPEB)

For purposes of measuring the OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the Total OPEB Liability of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS' Total OPEB Liability have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms.

16. FUND BALANCE

Fund balances in governmental funds are classified as follows:

Nonspendable - Represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaid items) or legally required to remain intact.

Restricted - Represents amounts that are constrained by external parties, constitutional provisions, or enabling legislation.

Committed - Represents amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The governing council is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balances. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Assigned - Represents amounts which the City intends to use for a specific purpose, but do not meet the criteria of restricted or committed funds. The City Council may make assignments, and it has chosen not to delegate that authority to any other individuals.

Unassigned - Represents the residual balance that may be spent on any other purpose of the City.

When an expenditure is incurred for a purpose in which multiple classifications are available, the City wishes restricted balances to be spent first, committed second, and assigned third.

NOTE A -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

17. NET POSITION

Net position represents the difference between assets, deferred outflows of resources, deferred inflows of resources, and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use, either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

18. USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

19. RECLASSIFICATIONS

Certain reclassifications have been made to the September 30, 2018 comparative information to conform to the September 30, 2019 presentation. These reclassifications had no effect on fund balances or net position.

NOTE B -- CASH AND CASH INVESTMENTS

1. Cash

At September 30, 2019, the carrying amount of the primary government's (including the blended component unit) cash on hand was $1,650; the carrying amount of deposits was $736,488; and the bank balance was $842,817. Of the bank balance, $250,000 was covered by Federal Deposit Insurance, and the City's depository had pledged securities having a face value of $732,824 and a fair value of $824,869 as collateral for the City's deposits. All of the City's cash was fully collateralized.

2. Investments

The City is required by Government Code Chapter 2256, The Public Funds Investment Act, to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, (8) investment staff quality and capabilities, and (9) bid solicitation preferences for certificates of deposit.

NOTE B -- CASH AND CASH INVESTMENTS (Continued)

2. Investments (Continued)

The Public Funds Investment Act ("Act") requires an annual audit of investment practices. Audit procedures in this area conducted as a part of the audit of the basic financial statements disclosed that, in the areas of investment practices, management reports, and establishment of appropriate policies, the City has adhered to the requirements of the Act.

The Act determines the types of investments which are allowable for the City. These include, with certain restrictions, 1) obligations of the U.S. Treasury, U.S. Agencies, and the State of Texas, 2) certificates of deposit, 3) certain municipal securities, 4) securities lending program, 5) repurchase agreements, 6) bankers acceptances, 7) mutual funds, 8) investment pools, 9) guaranteed investment contracts, and 10) commercial paper.

The City's investments at September 30, 2019 were as follows:

	Fair Value	Weighted Average Maturity (Days)	Rating
Investment Pools:			
TexPool	$ 766	34	AAAm
LOGIC	3,542,868	49	AAAm
Total Investments	$ 3,543,634		

3. Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the City was exposed to the following specific investment risks at year end, and, if so, the reporting of certain related disclosures is required:

a. Credit Risk

Credit risk is the risk that an issuer or other counter-party to an investment will not fulfill its obligations. The ratings of securities by nationally-recognized rating agencies are designed to give an indication of credit risk. At year end, the City was not significantly exposed to credit risk.

b. Custodial Credit Risk

Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent, but not in the City's name.

Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held by either the counterparty or the counterparty's trust department or agent, but not in the City's name.

NOTE B -- CASH AND CASH INVESTMENTS (Continued)

3. Analysis of Specific Deposit and Investment Risks (Continued)

c. Custodial Credit Risk (Continued)

At year end, the City was not exposed to custodial credit risk.

d. Concentration of Credit Risk

This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. At year end, the City was not exposed to concentration of credit risk.

e. Interest Rate Risk

This is the risk that changes in interest rates will adversely affect the fair value of an investment. At year-end, the City was not exposed to interest rate risk.

f. Foreign Currency Risk

This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the City was not exposed to foreign currency risk.

4. Public Funds Investment Pools

Public funds investment pools in Texas ("Pools") are established under the authority of the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and are subject to the provisions of the Public Funds Investment Act (the "Act"), Chapter 2256 of the Texas Government Code. In addition to other provisions of the Act designed to promote liquidity and safety of principal, the Act requires Pools to: 1) have an advisory board composed of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool; 2) maintain a continuous rating of no lower than AAA or AAA-m or an equivalent rating by at least one nationally-recognized rating service; and 3) maintain the market value of its underlying investment portfolio within one half of one percent of the value of its shares.

NOTE C -- PROPERTY TAX CALENDAR

Taxes were levied on and payable as of October 1. The City has contracted with the Bexar County Tax Assessor-Collector to collect taxes on its behalf. Current year taxes become delinquent February 1. Current year delinquent taxes not paid by July 1 are turned over to attorneys for collection action.

For fiscal year 2019, the assessed tax rate for the City was $0.350000 per $100 on an assessed valuation of $873,113,466, which was less applicable freeze adjustments. The tax rate is split $0.248805 for general maintenance and operations and $0.101195 for interest and sinking. The total tax levy for fiscal year 2019 was $3,741,128. As of September 30, 2019, the delinquent taxes were $70,290, with an allowance for estimated uncollectible accounts recorded as $4,920. The freeze adjusted taxable value was 78.8% of the net taxable value of $1,107,742,655.

NOTE C -- PROPERTY TAX CALENDAR (Continued)

Taxes were levied on and payable as of October 1. The City has contracted with the Bexar County Tax
The City is permitted by the Constitution of the State of Texas to levy taxes up to $2.50 per $100 of taxable assessed valuation for all governmental purposes. Pursuant to a decision of the Attorney General of the State of Texas up to $1.50 per $100 of assessed valuation may be used for the payment of long-term debt. The combined tax rate to finance general governmental services, including the payment of principal and interest on long-term debt, for the year ended September 30, 2019 was $.350000 per $100 of assessed value. Consequently, the City has a tax margin of $2.150000 for each $100 of assessed value and could increase its annual tax levy by approximately $18,771,939 based upon the present freeze adjusted value of $873,113,466, before the limit is reached. The City may not, however, adopt a tax rate that exceeds the tax rate calculated in accordance with the Texas Property Tax Code without holding two public hearings. The Property Tax Code subjects an increase in the proposed tax rate to a referendum election, if petitioned by registered voters, when the effective tax rate increase is more than eight percent (8%) of the previous year's maintenance and operations tax rate.

NOTE D -- RECEIVABLES

The following is a summary of the gross property taxes and charges for services receivable and the related allowances for uncollectible amounts:

	Amount Receivable	Allowance for Uncollectible Accounts	Net Receivable
Taxes:			
General Fund	$ 49,967	$ 3,498	$ 46,469
Debt Service Fund	20,323	1,423	18,900
Total Tax Receivables	$ 70,290	$ 4,921	$ 65,369

Other receivables, as of September 30, 2019, for the City's individual major funds are as follows:

	General	EDC	Street Maintenance	Nonmajor
Sales Taxes	$ 525,512	$ 259,837	$ 128,776	$ -
Franchise Fees	155,597	-	-	5,927
Hotel Occupancy Tax	-	-	-	7,643
EMS Services	377,830	-	-	-
Allowance for EMS Services	(323,422)	-	-	-
Other	(3,501)	-	-	6,722
Total Other Receivables	$ 732,016	$ 259,837	$ 128,776	$ 20,292

NOTE E -- INTERFUND BALANCES

Interfund balances represent reimbursements for expenditures paid or cash received on behalf of other funds and are expected to be liquidated in the next fiscal year. Interfund balances between City funds at September 30, 2019 consist of the following:

Receivable Fund	Payable Fund	Amount	Reason/Intent
Capital Projects Fund	General Fund	$ 103,566	Reimbursement of expenses
Debt Service Fund	General Fund	190,646	Reimbursement of expenses
Total Interfund Balances		$ 294,212	

NO

TE F -- TRANSFERS

Transfers during the year ended September 30, 2019 were as follows:

Transfer Out	Transfer In	Amount	Purpose
General Fund	Capital Projects Fund	$ 7,483	Supplemental funding
EDC	General Fund	99,293	Contributions toward projects
EDC	Debt Service Fund	323,040	Pledged Revenue
Total Governmental Funds Transfers		$ 429,816	

NOTE G -- UNEARNED REVENUE - LEASE REVENUE

The City is leasing land to Cingular Wireless for a period of 30 years for a cell phone tower. This agreement runs from September 1, 2005 through August 31, 2035. The first five years of the lease were prepaid and the remaining term is in annual installments.

The City is also leasing a parking lot to Northside Independent School District (NISD) for a term of 50 years. The entire lease was paid in advance and is being recognized over the term of the lease. The City may cancel the lease with written notice, but would be required to refund the pro-rata portion of unearned lease revenue. The balance of unrecognized parking lease revenue is shown as unearned revenue on the Balance Sheet and the Statement of Net Position.

NOTE G -- UNEARNED REVENUE - LEASE REVENUE (Continued)

Fiscal Year Ending September 30,	Minimum Future Lease Revenue: Tower Lease	Parking Lease	Total
2020	$ 18,151	$ 2,533	$ 20,684
2021	18,696	2,533	21,229
2022	19,256	2,533	21,789
2023	19,834	2,533	22,367
2024	20,429	2,533	22,962
2025-2029	111,715	12,665	124,380
2030-2034	129,508	12,665	142,173
2035-2039	28,279	12,665	40,944
2040 -2044	-	12,665	12,665
2045-2049	-	12,665	12,665
2050-2054	-	12,665	12,665
2055-2059	-	12,665	12,665
2060	-	924	924
	$ 365,868	$ 102,244	$ 468,112

NOTE H -- PLEDGED REVENUE

The Helotes Economic Development Corporation has pledged to reimburse the City for the debt service requirements of $4,000,000 for the 2007 Series Certificates of Obligation and $937,480 for the 2015 Certificates of Obligation through an interlocal agreement. Subject to the Corporation's availability of funds, the remaining pledged revenues are as follows:

Fiscal Year Ending September 30,	Series 2007	Series 2015	Total
2020	$ 296,046	$ 24,214	$ 320,260
2021	297,203	24,466	321,669
2022	297,968	24,144	322,112
2023	298,339	23,822	322,161
2024	298,318	24,028	322,346
2025 - 2029	895,795	218,128	1,113,923
2030 - 2034	-	197,966	197,966
2035	-	32,206	32,206
	$ 2,383,669	$ 568,974	$ 2,952,643

NOTE I -- CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2019 was as follows:

Governmental Activities	Balance 10/1/2018	Additions	Disposals/ Transfers	Balance 9/30/2019
Land	$ 1,763,771	$ -	$ -	$ 1,763,771
Buildings	6,774,720	98,820	-	6,873,540
Vehicles & Equipment	3,550,274	826,839	(220,928)	4,156,185
Infrastructure	10,876,307	400,961	-	11,277,268
	22,965,072	1,326,620	(220,928)	24,070,764
Less Accumulated Depreciation				
Buildings	(2,296,663)	(225,594)	-	(2,522,257)
Vehicles & Equipment	(2,764,900)	(325,910)	185,095	(2,905,715)
Infrastructure	(8,853,557)	(221,768)	-	(9,075,325)
	(13,915,120)	(773,272)	185,095	(14,503,297)
Governmental Capital Assets, Net	$ 9,049,952	$ 553,348	$ (35,833)	$ 9,567,467

Land is not depreciated.

Depreciation expense was charged to the governmental functions, as follows:

City Administration	$ 41,729
Animal Control, Public Works	231,830
Building and Grounds	63,405
Police Department	194,376
Emergency Medical Services	44,608
Fire Department	197,324
Total Depreciation Expense - Governmental Activities	$ 773,272

NOTE J -- LONG-TERM DEBT

Long-term debt and obligations payable at September 30, 2019 comprise the following individual issues:

Certificates of Obligation:	
$10,000,000 2007 Combination Tax and Limited-Pledge Revenue Certificates of Obligation due in annual installments through 2027; interest at 3.93%. The EDC has pledged to cover a portion of this debt (see note H).	$ 5,090,000
$4,315,000 2015 Combination Tax and Limited-Pledge Revenue Certificates of Obligation due in annual installments through 2035; interest at 3.00%. The EDC has pledged to cover a portion of this debt (see note H).	3,785,000
Total Governmental Long-Term Obligations	$ 8,875,000

NOTE J -- LONG-TERM DEBT (Continued)

Changes in Long-Term Liabilities

	Balance 10/1/2018	Additions	Reductions	Balance 9/30/2019	Due Within One Year
Governmental Activities					
Series 2007	$ 5,615,000	$ -	$ (525,000)	$ 5,090,000	$ 550,000
Series 2015	3,875,000	-	(90,000)	3,785,000	90,000
Premium on Series 2015	125,041	-	(7,355)	117,686	7,355
Total Bonded Debt	9,615,041	-	(622,355)	8,992,686	647,355
Capital Leases	150,533	781,189	(263,766)	667,956	124,904
Compensated Absences	339,783	338,380	(339,783)	338,380	338,380
Total Governmental Activities	$ 10,105,357	$ 1,119,569	$(1,225,904)	$ 9,999,022	$ 1,110,639

Compensated absences, net pension liability, and total other post-employment benefit liability for governmental activities are generally liquidated by the general fund. Because of time restrictions placed on compensated absences, the City estimates that accrued compensated absences are generally taken within one year from the fiscal year end. Thus, the liability is shown as a current liability on the Statement of Net Position.

The general long-term debt bonds mature serially through 2035 as follows:

Year Ending September 30,	Principal	Interest	Total
2020	$ 640,000	$ 313,567	$ 953,567
2021	665,000	288,784	953,784
2022	690,000	263,042	953,042
2023	715,000	236,318	951,318
2024	745,000	208,285	953,285
2025 - 2029	3,560,000	607,536	4,167,536
2030 - 2034	1,580,000	172,326	1,752,326
2035	280,000	5,075	285,075
	$ 8,875,000	$ 2,094,933	$ 10,969,933
Average Annual Debt Service Requirement			$ 685,621

NOTE J -- LONG-TERM DEBT (Continued)

The City leased a new vehicle in October 2015, five new vehicles in April 2016, three new vehicles in May 2017, two new vehicles in March 2018, and two new vehicles in February 2019. Additionally, the City leased a fire truck and ambulance in August 2018 with the capital outlay received in fiscal year 2019. The leases have an effective interest rate between 3.05% and 6.50% and bargain purchase options of $1 upon maturity. Future minimum lease payments are as follows:

Year Ending September 30,	Lease Payments
2020	$ 148,853
2021	120,269
2022	102,087
2023	91,810
2024	91,513
2025 - 2027	202,128
	756,660
Less: Interest Amount	(88,704)
	$ 667,956

The following is an analysis of the property under capital lease as of September 30, 2019:

Transportation & Equipment	$ 1,145,922
Less: Accumulated Depreciation	(275,265)
Net Leased Property	$ 870,657

NOTE K -- SETTLEMENT PAYABLE

The City settled lawsuits in favor of multiple developers regarding building permits. The total claim to be paid has been accrued, as shown on the Statement of Net Position as a Settlement Payable. The payment schedule for the Settlement Payable over the next two years is as follows:

Year Ending September 30,	Principal
2020	$ 201,136
2021	201,136
Total Judgement Payable	$ 402,272

NOTE L -- EMPLOYEES' RETIREMENT SYSTEMS

Texas Municipal Retirement System

1. Plan Description

The City participates, as one of 883 plans, in the nontraditional, joint-contributory, hybrid-defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the system with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally-dependent on the State of Texas. TMRS' defined benefit pension plan is a tax-qualified plan under Section 401(A) of the Internal Revenue Code. TMRS issues a publicly-available comprehensive annual financial report (CAFR) that can be obtained at www.tmrs.com.

All eligible employees of the City are required to participate in the TMRS retirement system.

2. Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City within the options available in the State statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the City-financed monetary credits, with interest, were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payment options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

At the December 31 valuation and measurement date, the following employees were covered by the benefit terms:

	2017	2018
Inactive employees or beneficiaries currently receiving benefits	12	15
Inactive employees entitled to, but not yet receiving, benefits	32	39
Active employees	72	70
	116	124

3. Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the City matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the State Law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

NOTE L -- EMPLOYEES' RETIREMENT SYSTEMS (Continued)

3. Contributions (Continued)

For the year ending September 30, 2019, employees for the City were required to contribute 6% of their annual gross earnings during the fiscal year. The contribution rates for the City were 6.80% and 6.72% in calendar years 2018 and 2019, respectively. The City's contributions to TMRS for the year ended September 30, 2019 were $255,295, and were equal to the required contributions.

4. Net Pension Liability

The City's Net Pension Liability (NPL) or Asset was measured as of December 31, 2018, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

5. Actuarial Assumptions

The Total Pension Liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Salary Increases	3.50% to 10.50%, including inflation
Investment Rate of Return*	6.75%

*Presented net of pension plan investment expense, including inflation.

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Health Mortality Table, with male rates multiplied by 109% and female rates multiplied by 103%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment are used with male rates multiplied by 109% and female rates multiplied by 103%, with a 3-year set-forward for both males and females. In addition, a 3% minimum mortality rate is applied to reflect the impairment of younger members who become disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four year period from December 31, 2010 through December 31, 2014. They were adopted in 2015 and first used in the December 31, 2015 actuarial valuation. The post-retirement mortality assumption for healthy annuitants and Annuity Purchase Rates (APRs) are based on the Mortality Experience Investigation Study covering 2009 through 2011, and dated December 31, 2013. In conjunction with these changes first used in the December 31, 2013 valuation, the System adopted the Entry Age Normal (EAN) actuarial cost method and a one-time change to the amortization policy. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

NOTE L -- EMPLOYEES' RETIREMENT SYSTEMS (Continued)

5. Actuarial Assumptions (Continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which the best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future rates of return by the target asset allocation percentage and by adding the expected inflation.

In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Domestic Equity	17.50%	4.30%
International Equity	17.50%	6.10%
Core Fixed Income	10.00%	1.00%
Non-Core Fixed Income	20.00%	3.39%
Real Return	10.00%	3.78%
Real Estate	10.00%	4.44%
Absolute Return	10.00%	3.56%
Private Equity	5.00%	7.75%
	100.00%	

6. Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

7. Discount Rate Sensitivity Analysis

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (5.75%) or 1-percentage point higher (7.75%) than the current rate:

	Discount Rate 5.75%	Discount Rate 6.75%	Discount Rate 7.75%
Net Pension Liability (Asset)	$ 1,404,423	$ 979,122	$ (453,112)

NOTE L -- EMPLOYEES' RETIREMENT SYSTEMS (Continued)

8. Changes in Net Pension Liability

The below schedule presents the changes in the Net Pension Liability (Asset) as of December 31, 2018:

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at December 31, 2017	$ 6,515,637	$ 6,133,957	$ 381,680
Changes for the year:			
Service Cost	413,438	-	413,438
Interest	452,051	-	452,051
Changes of Benefit Terms	52,125	-	52,125
Difference Between Expected and Actual Experience	(36,644)	-	(36,644)
Changes of Assumptions	-	-	-
Contributions - Employer	-	250,200	(250,200)
Contributions - Employee	-	220,696	(220,696)
Net Investment Income	-	(183,631)	183,631
Benefit Payments, Including Refunds of Employee Contributions	(154,858)	(154,858)	-
Administrative Expense	-	(3,551)	3,551
Other Changes	-	(186)	186
Net Changes	726,112	128,670	597,442
Balance at December 31, 2018	$ 7,241,749	$ 6,262,627	$ 979,122

9. Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained at www.tmrs.com.

NOTE L -- EMPLOYEES' RETIREMENT SYSTEMS (Continued)

10. Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended September 30, 2019, the City recognized a pension expense of $407,048. Also, as of September 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between Expected and Actual Economic Experience	$ -	$ 80,004
Changes in Actuarial Assumptions	89,561	-
Differences between Projected and Actual Investment Earnings	319,255	-
Contributions Subsequent to the Measurement Date	183,148	-
	$ 591,964	$ 80,004

Deferred outflows of resources in the amount of $183,148 is related to pensions resulting from contributions subsequent to the measurement date, and will be recognized as a reduction of the net pension liability for the plan year ending December 31, 2019. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

For the Year ended December 31,	
2019	$ 110,968
2020	54,178
2021	54,184
2022	125,053
2023	(9,843)
Thereafter	(5,728)
	$ 328,812

NOTE M -- OTHER POST EMPLOYMENT BENEFIT (OPEB)

The City also participates in the cost sharing, multiple-employer defined benefit group-term life insurance plan operated by the Texas Municipal Retirement System (TMRS) and known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year, to be effective the following January 1.

NOTE M -- OTHER POST EMPLOYMENT BENEFIT (OPEB) (Continued)

The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's annual earnings, for the 12-month period preceding the month of death); retired employees are insured for $7,500; this coverage is an "other postemployment benefit," or OPEB. Membership in the plan at December 31, 2018, the valuation and measurement date, consisted of:

Inactive Employees or Beneficiaries Currently Receiving Benefits	13
Inactive Employees Entitled to but Not Yet Receiving Benefits	9
Active Employees	70
	92

The SDBF required contribution rates, based on these assumptions, are as follows:

For the Calendar Year Ended December 31,	Total SBDF Contribution Rate	Retiree Portion of SDBF Contribution Rat
2018	0.13%	0.01%
2019	0.13%	0.01%

These contribution rates are based on actuarial assumptions developed primarily from the actuarial investigation of the experience of TMRS over the four year period from December 31, 2010 to December 31, 2014. They were adopted in 2015 and first used in the December 31, 2015 actuarial valuation. The post-retirement mortality assumption for healthy annuitants and Annuity Purchase Rate (APRs) are based on the Mortality Experience Investigation Study covering 2009 through 2011 dated December 31, 2013. In conjunction with these changes first used in the December 31, 2013 valuation, the System adopted the Entry Age Normal actuarial cost method.

These assumptions are summarized below:

Inflation	2.50%
Salary Increases	3.50% to 10.50% Including Inflation
Discount Rate	3.71% (Based on Fidelity Index's 20-Year Municipal GO AA Index)
Administrative Expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68.
Mortality Rates - Service Retirees	RP2000 Combined Mortality Table with blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB.
Mortality Rates - Disabled Retirees	RP2000 Combined Mortality Table with blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% with a 3 year set-forward for both males and females. The rates are projected on a fully generational basis with scale BB to account for future mortality improvements subject to the 3% floor.

NOTE M -- OTHER POST EMPLOYMENT BENEFIT (OPEB) (Continued)

The City's Total OPEB Liability (TOL), based on the actuarial factors, as of December 31, 2018 was calculated as follows:

	Total OPEB Liability
Balance at December 31, 2017	$ 100,577
Changes for the year:	
Service Cost	8,092
Interest	3,457
Change of Benefit Terms	-
Difference Between Expected and Actual Experience	2,106
Changes of Assumptions or Other Inputs	(8,521)
Benefit Payments	(368)
Net Changes	4,766
Balance at December 31, 2018	$ 105,343

There is no separate trust maintained to fund this Total OPEB Liability. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

The following presents the TOL of the City, calculated using the discount rate of 3.71% as well as what the City's TOL would be if it were calculated using a discount rate that is 1-percentage point lower (2.71%) and 1-percentage point higher (4.71%) than the current rate:

	Discount Rate 2.71%	Discount Rate 3.71%	Discount Rate 4.71%
Total OPEB Liability	$ 128,258	$ 105,343	$ 87,750

For the year ended September 30, 2019, the City recognized OPEB expense of $11,792. Also as of September 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual Experience	$ 1,875	$ -
Changes in Actuarial Assumptions	-	853
Contributions Subsequent to the Measurement Date	273	-
	$ 2,148	$ 853

NOTE M -- OTHER POST EMPLOYMENT BENEFIT (OPEB) (Continued)

Deferred outflows of resources in the amount of $273 is related to OPEB benefits resulting from contributions subsequent to the measurement date, and will be recognized as a reduction of the total OPEB liability for the plan year ended December 31, 2019. Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

For the Plan Year Ended December 31,		
2019	$	243
2020		243
2021		243
2022		243
2023		243
Thereafter		(193)
	$	1,022

NOTE N -- RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; injuries to employees; employee health benefits; and other claims of various natures. The City contracts with the Texas Municipal League (TML) to provide insurance coverage for property, casualty, and workers compensation. TML is a multi-employer group that provides for a combination of risk sharing among pool participants and stop loss coverage. Contributions are set annually by the provider. Liability by the City is generally limited to the contributed amounts. Annual contributions for the year ended September 30, 2019 were $174,831 for property, casualty, and workers compensation coverage.

NOTE O -- COMMITMENTS AND CONTINGENCIES

Litigation

Management is unaware of any pending or threatened claims that may have a material effect on the City's financial position.

Chapter 380 Economic Development Agreements

The City of Helotes and the Economic Development Corporation have entered into Chapter 380 Economic Development Agreements to encourage growth within the City. The Agreements involve the City and Economic Development Corporation reimbursing the project costs through refunding portions of the sales and use taxes and/or increased property tax revenues, up to a maximum amount. The City and Economic Development Corporation are accruing estimated sales and use tax rebates as of September 30, 2019 based on the sales and use tax and property tax collections of projects in anticipation of the developers' requests for payment. The terms of the agreements are as follows:

NOTE O -- COMMITMENTS AND CONTINGENCIES (Continued)

	Sales Tax Refund Agreement		Maximum Grant	Current Year	Maximum Balance	
Development	City	EDC	Amount	Reductions	Due	Term
Bandera Helotes Plaza (2010)	50%	50%	$ 300,000	$ 5,220	$ 245,370	10 years
Bluff & Shops at Old Town Helotes (2014)	50%	50%	$ 2,000,000	$ -	$ 2,000,000	15 years
Texas Developers, LLC (2016)	75% of excess	75% of excess	N/A	$ 1,804,774	N/A	20 years
CSDRE, LLC & Slim Texas, LLC (2017)	40%	40%	$ 600,000	$ -	$ 596,051	13 years

	Ad Valorem Tax Refund		Maximum Grant	Current Year	Maximum Balance	
Development	City	EDC	Amount	Reductions	Due	Term
New Leaf Homes (2015)	25%	0%	$ 3,542,817	$ 32,471	$ 3,494,575	25 years
New Leaf Homes (2018)	25%	0%	$ 3,321,753	$ -	$ 3,321,753	25 years

The City has adopted the state criteria for 380 Economic Development Agreements. Each entity has a separate performance agreement.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule – General Fund
- Budgetary Comparison Schedule – Economic Development Corporation
- Schedule of Changes – Net Pension Liability and Related Ratios
- Notes to Schedule of Changes – Net Pension Liability and Related Ratios
- Schedule of Changes – Total OPEB Liability and Related Ratios
- Notes to Schedule of Changes – Total OPEB Liability and Related Ratios

CITY OF HELOTES, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL TOTALS FOR 2018)

	Budget Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Taxes	$ 4,495,811	$ 4,503,394	**$ 4,471,021**	$ (32,373)	$ 4,102,168
Franchise Fees	797,222	797,222	**723,662**	(73,560)	741,740
Licenses and Permits	529,244	529,244	**510,662**	(18,582)	505,448
Municipal Court	455,503	508,974	**368,162**	(140,812)	468,277
Fire Department	146,840	146,840	**137,333**	(9,507)	141,541
Grants	-	-	**-**	-	34,126
Interest	41,096	41,096	**52,571**	11,475	39,930
Miscellaneous	128,993	131,243	**155,393**	24,150	25,711
Total Revenues	6,594,709	6,658,013	**6,418,804**	(239,209)	6,058,941
EXPENDITURES					
City Council:					
Seminars	500	1,010	**1,010**	-	90
Reimbursements	3,400	2,560	**3,004**	(444)	2,473
Total City Council	3,900	3,570	**4,014**	(444)	2,563
City Administration:					
Personnel	449,533	428,610	**429,564**	(954)	387,915
Insurance	114,522	109,654	**109,654**	-	85,010
Contractual	343,958	363,542	**379,478**	(15,936)	349,401
Supplies and Maintenance	106,078	98,654	**102,654**	(4,000)	159,996
Total City Administration	1,014,091	1,000,460	**1,021,350**	(20,890)	982,322
Dispatch Services:					
Personnel	466,806	482,937	**485,864**	(2,927)	471,039
Contractual	13,239	7,874	**7,874**	-	8,329
Supplies and Maintenance	23,102	19,011	**19,011**	-	47,300
Total Dispatch Services	503,147	509,822	**512,749**	(2,927)	526,668
City Secretary:					
Personnel	65,231	63,956	**64,177**	(221)	56,627
Contractual	15,787	19,946	**19,946**	-	16,128
Supplies and Maintenance	4,112	5,795	**6,077**	(282)	4,112
Total City Secretary	85,130	89,697	**90,200**	(503)	76,867
Human Resources:					
Personnel	134,786	148,128	**149,066**	(938)	126,762
Contractual	6,500	840	**840**	-	805
Supplies and Maintenance	-	-	**-**	-	1,538
Total Human Resources	$ 141,286	$ 148,968	**$ 149,906**	$ (938)	$ 129,105

CITY OF HELOTES, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND (CONTINUED)
FOR THE YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL TOTALS FOR 2018)

	Budget Amounts		**2019 Actual**	Variance Favorable	2018 Actual
	Original	Final	**Amounts**	(Unfavorable)	Amounts
EXPENDITURES (CONT.)					
Municipal Court:					
Personnel	$ 249,828	$ 232,498	**$ 233,451**	$ (953)	$ 215,280
Contractual	26,587	38,072	**47,044**	(8,972)	58,272
Supplies and Maintenance	1,800	1,440	**1,440**	-	1,996
Total Municipal Court	278,215	272,010	**281,935**	(9,925)	275,548
Animal Control, Public Works:					
Personnel	334,290	326,598	**329,159**	(2,561)	305,141
Contractual	38,943	29,173	**29,683**	(510)	34,790
Supplies and Maintenance	16,618	17,788	**19,774**	(1,986)	15,562
Capital Outlay	17,146	30,982	**30,982**	-	32,880
Total Animal Control, Public Works	406,997	404,541	**409,598**	(5,057)	388,373
Development Services:					
Personnel	119,268	113,281	**113,647**	(366)	114,229
Contractual	5,446	6,405	**6,405**	-	5,736
Total Development Services	124,714	119,686	**120,052**	(366)	119,965
Buildings and Grounds:					
Contractual	196,209	329,543	**329,903**	(360)	202,938
Supplies and Maintenance	1,536	3,376	**3,490**	(114)	2,230
Community Events	255,138	139,532	**140,510**	(978)	44,763
Utilities	108,801	102,206	**102,206**	-	107,573
Capital Outlay	14,000	15,232	**15,232**	-	6,977
Total Buildings and Grounds	575,684	589,889	**591,341**	(1,452)	364,481
Police Department:					
Personnel	1,512,929	1,534,128	**1,542,769**	(8,641)	1,491,280
Contractual	47,725	30,687	**30,687**	-	60,320
Supplies and Maintenance	135,087	108,696	**115,833**	(7,137)	121,157
Capital Outlay	5,498	37,919	**37,919**	-	80,367
Total Police Department	$ 1,701,239	$ 1,711,430	**$ 1,727,208**	$ (15,778)	$ 1,753,124

CITY OF HELOTES, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND (CONTINUED)
FOR THE YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL TOTALS FOR 2018)

	Budget Amounts		2019 Actual	Variance Favorable	2018 Actual
	Original	Final	Amounts	(Unfavorable)	Amounts
EXPENDITURES (CONT.)					
Emergency Medical Services:					
Personnel	$ 392,733	$ 453,229	**$ 455,351**	$ (2,122)	$ 404,214
Contractual	37,961	39,709	**40,439**	(730)	30,955
Supplies and Maintenance	39,620	55,454	**59,747**	(4,293)	39,493
Total Emergency Medical Services	470,314	548,392	**555,537**	(7,145)	474,662
Fire Department:					
Personnel	986,613	986,886	**990,400**	(3,514)	1,073,026
Contractual	37,232	32,606	**32,606**	-	38,978
Supplies and Maintenance	66,725	78,133	**80,295**	(2,162)	96,268
Total Fire Department	1,090,570	1,097,625	**1,103,301**	(5,676)	1,208,272
Debt Service:					
Principal	190,309	190,309	**261,457**	(71,148)	89,768
Interest and Fiscal Charges	9,113	9,113	**29,774**	(20,661)	9,875
Total Debt Service	199,422	199,422	**291,231**	(91,809)	99,643
TOTAL EXPENDITURES	6,594,709	6,695,512	**6,858,422**	(162,910)	6,401,593
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	(37,499)	**(439,618)**	(402,119)	(342,652)
Other Financing Sources (Uses)					
Capital Lease Issuance	-	37,499	**37,499**	-	65,941
Insurance Proceeds	-	-	**-**	-	29,895
Transfers In (Out)	-	-	**91,810**	91,810	187,672
Total Other Financing Sources (Uses)	-	37,499	**129,309**	91,810	283,508
Net Change in Fund Balance	-	-	**(310,309)**	(310,309)	(59,144)
BEGINNING FUND BALANCE	1,937,634	1,937,634	**1,937,634**	-	1,996,778
ENDING FUND BALANCE	$ 1,937,634	$ 1,937,634	**$ 1,627,325**	$ (310,309)	$ 1,937,634

CITY OF HELOTES, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
ECONOMIC DEVELOPMENT CORPORATION
FOR THE YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL TOTALS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Taxes	$ 799,211	$ 799,211	**$ 915,256**	$ 116,045	$ 823,691
Interest	8,492	8,492	**21,643**	13,151	9,534
TOTAL REVENUES	807,703	807,703	**936,899**	129,196	833,225
EXPENDITURES					
Current:					
Professional Services	106,337	106,337	**42,058**	64,279	60,368
Personnel Costs	86,505	86,505	**83,934**	2,571	73,232
City Administration Cost	5,400	5,524	**5,524**	-	11,085
Training and Seminars	19,000	19,000	**10,635**	8,365	11,203
Parking Lease Agreement	6,000	6,000	**5,169**	831	5,283
Office Supplies and Expenses	26,521	26,897	**25,621**	1,276	37,133
Other Expenses	250	250	**168**	82	1,378
Capital Outlay	234,650	234,150	**-**	234,150	-
TOTAL EXPENDITURES	484,663	484,663	**173,109**	311,554	199,682
Excess (Deficiency) of Revenues Over (Under) Expenditures	323,040	323,040	**763,790**	440,750	633,543
OTHER FINANCING SOURSES (USES)					
Transfer In (Out) to Primary Government	(323,040)	(323,040)	**(422,333)**	(99,293)	(490,894)
TOTAL OTHER FINANCING SOURCES (USES)	(323,040)	(323,040)	**(422,333)**	(99,293)	(490,894)
Net Change in Fund Balance	-	-	**341,457**	341,457	142,649
BEGINNING FUND BALANCE	950,079	950,079	**950,079**	-	807,430
ENDING FUND BALANCE	$ 950,079	$ 950,079	**$1,291,536**	$ 341,457	$ 950,079

CITY OF
Helotes

CITY OF HELOTES, TEXAS
NOTES TO SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
SEPTEMBER 30, 2019

Budgetary Information – The budget is prepared in accordance with accounting principles generally accepted in the United States of America. The City maintains strict budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council and, as such, is a good management control device. The following are the funds which have legally adopted annual budgets: General Fund, Debt Service Fund, Capital Replacement Fund, Economic Development Corporation Fund, Municipal Court Security Fund, Municipal Court Technology Fund, Police Training and Education Fund, School Safety Fund, PEG Capital Fund, State Forfeiture Fund, and Federal Forfeiture Fund.

Budgetary preparation and control is exercised at the Department level. Actual expenditures may not legally exceed appropriations at the fund level, unless authorized by City Council.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of resources are recorded, is utilized in the governmental funds. Encumbrances lapse at year-end, and the commitments must be reappropriated and honored during the subsequent year.

At a minimum, City Management provides to City Council on a monthly basis a Revenue and Expenditure, Balance Sheet, and Encumbrance Report for review and approval.

CITY OF HELOTES, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
TEXAS MUNICIPAL RETIREMENT SYSTEM
SCHEDULE OF CHANGES – NET PENSION LIABILITY AND RELATED RATIOS
LAST FIVE CALENDAR YEARS

Total Pension Liability	2014	2015	2016	2017	2018
Service Cost	$ 312,260	$ 327,583	$ 359,315	$ 394,631	$ 413,438
Interest (on the Total Pension Liability)	284,925	319,639	359,177	402,524	452,051
Changes of Benefit Terms	-	-	-	-	52,125
Differences Between Expected and Actual Experience	(23,615)	(23,708)	(30,699)	(11,701)	(36,644)
Changes of Assumptions	-	182,129	-	-	-
Benefit Payments, Including Refunds of Employee Contributions	(92,277)	(78,371)	(54,911)	(71,636)	(154,858)
Net Change in Total Pension Liability	481,293	727,272	632,882	713,818	726,112
Total Pension Liability - Beginning	3,960,372	4,441,665	5,168,937	5,801,819	6,515,637
Total Pension Liability - Ending	$ 4,441,665	$ 5,168,937	$ 5,801,819	$ 6,515,637	$ 7,241,749

Plan Fiduciary Net Position	2014	2015	2016	2017	2018
Contributions - Employer	$ 146,084	$ 189,904	$ 192,822	$ 238,112	$ 250,200
Contributions - Employee	174,603	179,826	189,946	208,984	220,696
Net Investment Income	212,062	6,116	299,552	701,077	(183,631)
Benefit Payments, Including Refunds of Employee Contributions	(92,277)	(78,371)	(54,911)	(71,636)	(154,858)
Administrative Expense	(2,213)	(3,724)	(3,387)	(3,635)	(3,551)
Other	(182)	(184)	(182)	(185)	(186)
Net Change in Plan Fiduciary Net Position	438,077	293,567	623,840	1,072,717	128,670
Plan Fiduciary Net Position - Beginning	3,705,756	4,143,833	4,437,400	5,061,240	6,133,957
Plan Fiduciary Net Position - Ending	$ 4,143,833	$ 4,437,400	$ 5,061,240	$ 6,133,957	$ 6,262,627
Net Pension Liability (Asset) - Ending	$ 297,832	$ 731,537	$ 740,579	$ 381,680	$ 979,122
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	93.29%	85.85%	87.24%	94.14%	86.48%
Covered Payroll	$ 2,910,052	$ 2,997,102	$ 3,165,775	$ 3,483,062	$ 3,678,270
Net Pension Liability as a Percentage of Covered Payroll	10.23%	24.41%	23.39%	10.96%	26.62%

Note: The schedule above reflects the changes in the net pension liability for the current year and the previous four plan years. GASB Statement No. 68 requires 10 fiscal years of data to be provided in this schedule. The City will build the schedule over the 10-year period beginning December 31, 2014 as data becomes available.

CITY OF HELOTES, TEXAS
SCHEDULE OF EMPLOYER CONTRIBUTIONS
LAST SIX FISCAL YEARS

Schedule of Contributions:

	2014	2015	2016	2017	2018	2019
Actuarially Determined Contribution	$ 139,948	$ 176,938	$ 193,049	$ 224,662	$ 247,778	$ 255,295
Contribution in Relation to the Actuarially Determined Contribution	139,948	176,938	193,049	224,662	247,778	255,295
Contribution Deficiency (Excess)	$ -	$ -	$ -	$ -	$ -	$ -
Covered Payroll	$ 2,867,984	$ 2,970,585	$ 3,132,983	$ 3,387,847	$ 3,635,200	$ 3,783,250
Contributions as a Percentage of Covered Payroll	4.88%	5.96%	6.16%	6.63%	6.82%	6.75%

Note: The schedule above reflects the TMRS contributions made by the City for the current year and the previous five fiscal years. GASB Statement No. 68 requires 10 fiscal years of data to be provided in this schedule. The City will build the schedule over the 10-year period beginning September 30, 2014 as data becomes available.

NOTES TO THE SCHEDULE OF EMPLOYER CONTRIBUTIONS

Valuation Date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, thirteen (13) months later.

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	25 Years
Asset Valuation Method	10 Year Smoothed Market, 15% soft corridor
Inflation	2.50%
Salary Increases	3.50% to 10.50% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2015 valuation pursuant to an experience study of the period 2010 - 2014.
Mortality	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB.

Other Information:

Notes	There were no benefit changes during the year

CITY OF HELOTES, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
TEXAS MUNICIPAL RETIREMENT SYSTEM
SCHEDULE OF CHANGES – OTHER POST EMPLOYMENT BENEFIT
LIABILITY AND RELATED RATIOS
LAST TWO CALENDAR YEARS

Total OPEB Liability	2017	2018
Service Cost	$ 6,618	$ 8,092
Interest (on the Total Pension Liability)	3,235	3,457
Changes of Benefit Terms	-	-
Differences Between Expected and Actual Experience	8,625	2,106
Changes of Assumptions	-	(8,521)
Benefit Payments, Including Refunds of Employee Contributions	(348)	(368)
Net Change in Total Pension Liability	18,130	4,766
Total Pension Liability - Beginning	82,447	100,577
Total Pension Liability - Ending	$ 100,577	$ 105,343
Covered Payroll	$ 3,483,062	$ 3,678,270
Total OPEB Liability as a Percentage of Covered Payroll	2.89%	2.86%

Note: The schedule above reflects the changes in the Total OPEB Liability for the current year and the previous plan year. GASB Statement No. 75 requires 10 fiscal years of data to be provided in this schedule. The City will build the schedule over the 10-year period beginning December 31, 2017 as data becomes available.

NOTES TO SCHEDULE OF CHANGES

No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

Methods and Assumptions Used to Determine Contribution Rate

Inflation	2.50%
Salary Increases	3.50% to 10.50% Including Inflation
Discount Rate	3.71% (Based on Fidelity Index's 20-Year Municipal GO AA Index)
Administrative Expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68.
Mortality Rates - Service Retirees	RP2000 Combined Mortality Table with blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB.
Mortality Rates - Disabled Retirees	RP2000 Combined Mortality Table with blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% with a 3 year set-forward for both males and females. The rates are projected on a fully generational basis with scale BB to account for future mortality improvements subject to the 3% floor.

SUPPLEMENTARY INFORMATION

Supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

- Comparative Balance Sheets – General Fund
- Comparative Balance Sheets – Economic Development Corporation
- Comparative Statements – Debt Service Fund
- Comparative Statements – Capital Projects Fund
- Combining Statement – Nonmajor Funds
- Comparative Statements – Nonmajor Funds
- Statement of Revenues, Expenditures & Change in Fund Balance – Budget and Actual – Nonmajor Governmental Funds

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
GENERAL FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 1,731,876**	$ 1,824,444
Receivables:		
Property Taxes (Net of Allowance)	**46,469**	41,040
Sales Tax and Other Receivables	**732,016**	794,640
Prepaid Items	**36,895**	29,397
TOTAL ASSETS	**$ 2,547,256**	$ 2,689,521
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ 103,586**	$ 108,200
Accrued Expenditures	**303,665**	232,948
Due to Other Funds	**294,212**	103,624
Unearned Revenue - Lease	**120,395**	122,399
Total Liabilities	**821,858**	567,171
Deferred Inflows of Resources:		
Unavailable Revenue - Taxes	**43,665**	39,839
Unavailable Revenue - EMS	**54,408**	144,877
Total Deferred Inflows of Resources	**98,073**	184,716
Fund Balances:		
Nonspendable:		
Prepaid Items	**36,895**	29,397
Unassigned	**1,590,430**	1,908,237
Total Fund Balances	**1,627,325**	1,937,634
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 2,547,256**	$ 2,689,521

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
ECONOMIC DEVELOPMENT CORPORATION
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 1,183,747**	$ 845,279
Accounts Receivable - State	**259,837**	221,457
TOTAL ASSETS	**$ 1,443,584**	$ 1,066,736
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts Payable	**$ 383**	$ 183
Accrued Liabilities	**151,665**	116,474
Total Liabilities	**152,048**	116,657
Fund Balance:		
Restricted for Economic Development	**1,291,536**	950,079
Total Fund Balance	**1,291,536**	950,079
TOTAL LIABILITIES AND FUND BALANCE	**$ 1,443,584**	$ 1,066,736

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
DEBT SERVICE FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 6,062**	$ 3,589
Taxes Receivable (Net of Allowances)	**18,900**	18,037
Due from Other Funds	**190,646**	-
TOTAL ASSETS	**$ 215,608**	$ 21,626
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Deferred Inflows of Resources:		
Unavailable Revenue - Taxes	**17,760**	17,509
Total Deferred Inflows of Resources	**17,760**	17,509
Fund Balance:		
Restricted for Debt Service	**197,848**	4,117
Total Fund Balance	**197,848**	4,117
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 215,608**	$ 21,626

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL
DEBT SERVICE FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Taxes	$ 889,632	$ 889,632	**$1,084,241**	$ 194,609	$ 1,073,700
Interest	1,772	1,772	**1,844**	72	1,788
TOTAL REVENUES	891,404	891,404	**1,086,085**	194,681	1,075,488
EXPENDITURES					
Principal Payments	619,544	617,309	**617,309**	-	760,000
Interest and Fiscal Charges	339,891	342,126	**339,804**	2,322	363,023
Settlement Payment	258,281	258,281	**258,281**	-	258,281
TOTAL EXPENDITURES	1,217,716	1,217,716	**1,215,394**	2,322	1,381,304
Excess (Deficiency) of Revenues Over (Under) Expenditures	(326,312)	(326,312)	**(129,309)**	197,003	(305,816)
OTHER FINANCING SOURCES (USES)					
Transfers In (Out)	323,040	316,986	**323,040**	6,054	303,222
TOTAL OTHER FINANCING SOURCES (USES)	323,040	316,986	**323,040**	6,054	303,222
Net Change in Fund Balance	(3,272)	(9,326)	**193,731**	203,057	(2,594)
BEGINNING FUND BALANCE	4,117	4,117	**4,117**	-	6,711
ENDING FUND BALANCE	$ 845	$ (5,209)	**$ 197,848**	$ 203,057	$ 4,117

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
CAPITAL PROJECTS FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments, Restricted	**$ 631,732**	$ 1,005,346
Due from Other Funds	**103,566**	103,566
Prepaid Items	**-**	91,810
TOTAL ASSETS	**$ 735,298**	$ 1,200,722
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts Payable	**$ 71,346**	$ 130,002
Total Liabilities	**71,346**	130,002
Fund Balance:		
Nonspendable:		
Prepaid Items	**-**	91,810
Restricted for:		
Capital Projects	**663,952**	978,910
Total Fund Balance	**663,952**	1,070,720
TOTAL LIABILITIES AND FUND BALANCE	**$ 735,298**	$ 1,200,722

CITY OF HELOTES, TEXAS
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
CAPITAL PROJECTS FUND
FOR THE FISCAL YEARS ENDED SEPTEMBER 30, 2019 AND 2018

	2019	2018
REVENUES		
Interest	**$ 24,464**	$ 22,285
Miscellaneous	**1,750**	2,150
TOTAL REVENUES	**26,214**	24,435
EXPENDITURES		
Capital Outlay	**1,247,155**	1,350,023
TOTAL EXPENDITURES	**1,247,155**	1,350,023
Excess (Deficiency) of Revenues Over (Under) Expenditures	**(1,220,941)**	(1,325,588)
OTHER FINANCING SOURCES (USES)		
Capital Lease Issuance	**743,690**	-
Proceeds from Disposal of Assets	**63,000**	-
Transfers In (Out)	**7,483**	-
TOTAL OTHER FINANCING	**814,173**	-
Net Change in Fund Balance	**(406,768)**	(1,325,588)
BEGINNING FUND BALANCE	**1,070,720**	2,396,308
ENDING FUND BALANCE	**$ 663,952**	$ 1,070,720

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
STREET MAINTENANCE FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 592,914**	$ 418,215
Receivables:		
Sales Tax Receivable	**128,776**	109,447
TOTAL ASSETS	**$ 721,690**	$ 527,662
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ 281,963**	$ -
Total Liabilities	**281,963**	-
Fund Balances:		
Restricted for:		
Street Maintenance	**439,727**	527,662
Total Fund Balances	**439,727**	527,662
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 721,690**	$ 527,662

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
STREET MAINTENANCE FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Taxes	$ 608,153	$ 608,153	**$ 755,407**	$ 147,254	$ 619,340
Interest	6,907	6,907	**7,786**	879	8,206
TOTAL REVENUES	615,060	615,060	**763,193**	148,133	627,546
EXPENDITURES					
Current:					
Development Services	1,125,651	1,125,651	**851,128**	274,523	466,579
TOTAL EXPENDITURES	1,125,651	1,125,651	**851,128**	274,523	466,579
Excess (Deficiency) of Revenues Over (Under) Expenditures	(510,591)	(510,591)	**(87,935)**	422,656	160,967
OTHER FINANCING SOURCES (USES):					
Transfers In (Out)	-	-	**-**	-	4,447
TOTAL OTHER FINANCING SOURCES (USES)	-	-	**-**	-	4,447
Net Change in Fund Balance	(510,591)	(510,591)	**(87,935)**	422,656	165,414
FUND BALANCES - OCTOBER 1	527,662	527,662	**527,662**	-	362,248
FUND BALANCES - SEPTEMBER 30	$ 17,071	$ 17,071	**$ 439,727**	$ 422,656	$ 527,662

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CITY OF HELOTES, TEXAS
COMBINING FINANCIAL STATEMENTS
NON-MAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues that are restricted (either legally or by Council designation) to expenditure for a specific purpose.

Municipal Court Security Fund – To account for revenues from court fines restricted to improving municipal court security.

Municipal Court Technology Fund – To account for revenues from court fines restricted to improving municipal court technology.

Police Training Fund – To account for revenues restricted for police training.

School Safety Fund – To account for fines from traffic violations in designated school zones to be spent for increased child safety.

PEG Fund – To account for revenues received from PEG Fees.

State Forfeiture Fund – To account for forfeited assets to be used to supplement law enforcement.

Hotel Occupancy Tax Fund – To account for the occupancy tax assessed to fund tourism and economic development in the City.

CITY OF HELOTES, TEXAS
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2019

	Municipal Court Security Fund	Municipal Court Technology Fund	Police Training Fund	School Safety Fund
ASSETS				
Cash and Investments	$ -	$ 13,560	$ 3,490	$ 29,745
Receivables:				
Sales Tax and Other Receivable	1,724	2,299	-	2,699
TOTAL ASSETS	$ 1,724	$ 15,859	$ 3,490	$ 32,444
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts Payable	$ -	$ -	$ -	$ -
Total Liabilities	-	-	-	-
Fund Balances:				
Restricted for:				
Public Safety	1,724	15,859	3,490	32,444
Public Education Government	-	-	-	-
Hotel Occupancy Tax	-	-	-	-
Total Fund Balances	1,724	15,859	3,490	32,444
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 1,724	$ 15,859	$ 3,490	$ 32,444

PEG Capital Fund	State Forfeiture Fund	Hotel Occupancy Tax Fund	Total Nonmajor Funds
$ 65,219	$ 9,408	$ 14,019	$ 135,441
5,927	-	7,643	20,292
$ 71,146	$ 9,408	$ 21,662	$ 155,733
$ 314	$ -	$ -	$ 314
314	-	-	314
-	9,408	-	62,925
70,832	-	-	70,832
-	-	21,662	21,662
70,832	9,408	21,662	155,419
$ 71,146	$ 9,408	$ 21,662	$ 155,733

CITY OF HELOTES, TEXAS
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2019

	Municipal Court Security Fund	Municipal Court Technology Fund	Police Training Fund	School Safety Fund
REVENUES				
Taxes	$ -	$ -	$ -	$ -
Franchise Fees	-	-	-	-
Municipal Court	7,689	10,254	-	-
Interest	12	236	106	605
Miscellaneous	-	-	2,468	19,945
TOTAL REVENUES	7,701	10,490	2,574	20,550
EXPENDITURES				
Current:				
City Administration	-	-	-	-
Municipal Court	24,657	8,701	-	-
Development Services	-	-	-	-
Police Department	-	-	3,650	13,319
TOTAL EXPENDITURES	24,657	8,701	3,650	13,319
Net Change in Fund Balance	(16,956)	1,789	(1,076)	7,231
FUND BALANCES - OCTOBER 1	18,680	14,070	4,566	25,213
FUND BALANCES - SEPTEMBER 31	$ 1,724	$ 15,859	$ 3,490	$ 32,444

PEG Capital Fund	State Forfeiture Fund	Hotel Occupancy Tax Fund	Total Nonmajor Funds
$ -	$ -	$ 22,163	$ 22,163
23,785	-	-	23,785
-	-	-	17,943
1,511	-	118	2,588
-	3,400	-	25,813
25,296	3,400	22,281	92,292
-	-	3,945	3,945
-	-	-	33,358
28,722	-	-	28,722
-	3,600	-	20,569
28,722	3,600	3,945	86,594
(3,426)	(200)	18,336	5,698
74,258	9,608	3,326	149,721
$ 70,832	$ 9,408	$ 21,662	$ 155,419

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
MUNICIPAL COURT SECURITY FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ -**	$ 18,680
Receivables:		
Other Receivable	**1,724**	-
TOTAL ASSETS	**$ 1,724**	$ 18,680
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Fund Balances:		
Restricted for:		
Public Safety	**1,724**	18,680
Total Fund Balances	**1,724**	18,680
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 1,724**	$ 18,680

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
MUNICIPAL COURT SECURITY FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Municipal Court	$ 12,446	$ 12,446	**$ 7,689**	$ (4,757)	$ 12,387
Interest	153	153	**12**	(141)	178
TOTAL REVENUES	12,599	12,599	**7,701**	(4,898)	12,565
EXPENDITURES					
Current:					
Municipal Court	28,934	28,934	**24,657**	4,277	540
TOTAL EXPENDITURES	28,934	28,934	**24,657**	4,277	540
Net Change in Fund Balance	(16,335)	(16,335)	**(16,956)**	(621)	12,025
FUND BALANCES - OCTOBER 1	18,680	18,680	**18,680**	-	6,655
FUND BALANCES - SEPTEMBER 30	$ 2,345	$ 2,345	**$ 1,724**	$ (621)	$ 18,680

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
MUNICIPAL COURT TECHNOLOGY FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 13,560**	$ 14,070
Receivables:		
Other Receivable	**2,299**	-
TOTAL ASSETS	**$ 15,859**	$ 14,070
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Fund Balances:		
Restricted for:		
Public Safety	**15,859**	14,070
Total Fund Balances	**15,859**	14,070
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 15,859**	$ 14,070

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
MUNICIPAL COURT TECHNOLOGY FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Municipal Court	$ 13,767	$ 13,767	**$ 10,254**	$ (3,513)	$ 16,528
Interest	77	77	**236**	159	94
TOTAL REVENUES	13,844	13,844	**10,490**	(3,354)	16,622
EXPENDITURES					
Current:					
Municipal Court	24,886	24,886	**8,701**	16,185	1,200
TOTAL EXPENDITURES	24,886	24,886	**8,701**	16,185	1,200
Net Change in Fund Balance	(11,042)	(11,042)	**1,789**	12,831	15,422
FUND BALANCES - OCTOBER 1	14,070	14,070	**14,070**	-	(1,352)
FUND BALANCES - SEPTEMBER 30	$ 3,028	$ 3,028	**$ 15,859**	$ 12,831	$ 14,070

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
POLICE TRAINING FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 3,490**	$ 4,566
TOTAL ASSETS	**$ 3,490**	$ 4,566
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Fund Balances:		
Restricted for:		
Public Safety	**3,490**	4,566
Total Fund Balances	**3,490**	4,566
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 3,490**	$ 4,566

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
POLICE TRAINING FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Interest	$ 47	$ 47	**$ 106**	$ 59	$ 53
Miscellaneous	1,902	1,902	**2,468**	566	2,227
TOTAL REVENUES	1,949	1,949	**2,574**	625	2,280
EXPENDITURES					
Current:					
Police Department	6,258	6,258	**3,650**	2,608	60
TOTAL EXPENDITURES	6,258	6,258	**3,650**	2,608	60
Net Change in Fund Balance	(4,309)	(4,309)	**(1,076)**	3,233	2,220
FUND BALANCES - OCTOBER 1	4,566	4,566	**4,566**	-	2,346
FUND BALANCES - SEPTEMBER 30	$ 257	$ 257	**$ 3,490**	$ 3,233	$ 4,566

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
SCHOOL SAFETY FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 29,745**	$ 25,213
Receivables:		
Other Receivable	**2,699**	-
TOTAL ASSETS	**$ 32,444**	$ 25,213
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Fund Balances:		
Restricted for:		
Public Safety	**32,444**	25,213
Total Fund Balances	**32,444**	25,213
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 32,444**	$ 25,213

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
SCHOOL SAFETY FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Interest	$ 253	$ 253	**$ 605**	$ 352	$ 288
Miscellaneous	39,611	39,611	**19,945**	(19,666)	19,555
TOTAL REVENUES	39,864	39,864	**20,550**	(19,314)	19,843
EXPENDITURES					
Current:					
Police Department	89,296	89,296	**13,319**	75,977	11,093
TOTAL EXPENDITURES	89,296	89,296	**13,319**	75,977	11,093
Excess (Deficiency) of Revenues Over (Under) Expenditures	(49,432)	(49,432)	**7,231**	56,663	8,750
OTHER FINANCING SOURCES (USES):					
Transfers In (Out)	-	-	**-**	-	(4,447)
TOTAL OTHER FINANCING SOURCES (USES)	-	-	**-**	-	(4,447)
Net Change in Fund Balance	(49,432)	(49,432)	**7,231**	56,663	4,303
FUND BALANCES - OCTOBER 1	25,213	25,213	**25,213**	-	20,910
FUND BALANCES - SEPTEMBER 30	$ (24,219)	$ (24,219)	**$ 32,444**	$ 56,663	$ 25,213

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
PEG CAPITAL FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 65,219**	$ 68,478
Receivables:		
Other Receivable	**5,927**	5,722
Due from General Fund	**-**	58
TOTAL ASSETS	**$ 71,146**	$ 74,258
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ 314**	$ -
Total Liabilities	**314**	-
Fund Balances:		
Restricted for:		
Public Education Government	**70,832**	74,258
Total Fund Balances	**70,832**	74,258
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 71,146**	$ 74,258

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
PEG CAPITAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Franchise Fees	$ 23,193	23,193	**$ 23,785**	$ 592	$ 23,088
Interest	743	743	**1,511**	768	845
TOTAL REVENUES	23,936	23,936	**25,296**	1,360	23,933
EXPENDITURES					
Current:					
Development Services	98,228	98,228	**28,722**	69,506	10,676
TOTAL EXPENDITURES	98,228	98,228	**28,722**	69,506	10,676
Net Change in Fund Balance	(74,292)	(74,292)	**(3,426)**	70,866	13,257
FUND BALANCES - OCTOBER 1	74,258	74,258	**74,258**	-	61,001
FUND BALANCES - SEPTEMBER 30	$ (34)	$ (34)	**$ 70,832**	$ 70,866	$ 74,258

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
STATE FORFEITURE FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 9,408**	$ 9,608
TOTAL ASSETS	**$ 9,408**	$ 9,608
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Fund Balances:		
Restricted for:		
Public Safety	**9,408**	9,608
Total Fund Balances	**9,408**	9,608
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 9,408**	$ 9,608

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
STATE FORFEITURE FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Miscellaneous	$ -	$ -	**$ 3,400**	$ 3,400	$ 2,270
TOTAL REVENUES	-	-	**3,400**	3,400	2,270
EXPENDITURES					
Current:					
Police Department	9,523	9,523	**3,600**	5,923	1,700
TOTAL EXPENDITURES	9,523	9,523	**3,600**	5,923	1,700
Net Change in Fund Balance	(9,523)	(9,523)	**(200)**	9,323	570
FUND BALANCES - OCTOBER 1	9,608	9,608	**9,608**	-	9,038
FUND BALANCES - SEPTEMBER 30	$ 85	$ 85	**$ 9,408**	$ 9,323	$ 9,608

CITY OF HELOTES, TEXAS
COMPARATIVE BALANCE SHEETS
HOTEL OCCUPANCY TAX FUND
SEPTEMBER 30, 2019 AND 2018

	2019	2018
ASSETS		
Cash and Investments	**$ 14,019**	$ 3,326
Receivables:		
Hotel Occupancy Tax Receivable	**7,643**	-
TOTAL ASSETS	**$ 21,662**	$ 3,326
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES		
Liabilities:		
Accounts Payable	**$ -**	$ -
Total Liabilities	**-**	-
Fund Balances:		
Restricted for:		
Hotel Occupancy Tax	**21,662**	3,326
Total Fund Balances	**21,662**	3,326
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 21,662**	$ 3,326

CITY OF HELOTES, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
HOTEL OCCUPANCY TAX FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019
(WITH COMPARATIVE ACTUAL AMOUNTS FOR 2018)

	Budgeted Amounts		**2019 Actual Amounts**	Variance Favorable (Unfavorable)	2018 Actual Amounts
	Original	Final			
REVENUES					
Taxes	$ 2,008	$ 2,008	**$ 22,163**	$ 20,155	$ 3,313
Interest	8	8	**118**	110	13
TOTAL REVENUES	2,016	2,016	**22,281**	20,265	3,326
EXPENDITURES					
Current:					
City Administration	5,337	5,337	**3,945**	1,392	-
TOTAL EXPENDITURES	5,337	5,337	**3,945**	1,392	-
Net Change in Fund Balance	(3,321)	(3,321)	**18,336**	21,657	3,326
FUND BALANCES - OCTOBER 1	3,326	3,326	**3,326**	-	-
FUND BALANCES - SEPTEMBER 30	$ 5	$ 5	**$ 21,662**	$ 21,657	$ 3,326

CITY OF
Helotes

CITY OF HELOTES, TEXAS
STATISTICAL SECTION
SEPTEMBER 30, 2019

This part of the City of Helotes' annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about Balcones Heights' overall financial health.

Financial Trends
Net Position by Component
Change in Net Position
Fund Balances, Governmental Funds
Changes in Fund Balances, Governmental Funds

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity
Tax Revenues by Source, Governmental Funds
Assessed Taxable Values
Direct and Overlapping Property Tax Rates
Principal Property Taxpayers
Property Tax Levies and Collections

These schedules contain information to help the reader assess the factors affecting the City's ability to generate its property and sales tax.

Debt Capacity
Ratios of Outstanding Debt by Type
Legal Debt Margin

Theses schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information
Demographic and Economic Statistics
Principal Employers

These schedules offer demographic and economic indicators to help the reader understand how the City's financial activities take place and to help make comparisons over time with other governments.

Operating Information
Operating Indicators by Function
Capital Asset Statistics by Function
Full-time Equivalent City Government Employees by Function

These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.

CITY OF HELOTES, TEXAS
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS

	Fiscal Year			
	2010	2011	2012	2013
Governmental Activities				
Net Investment in Capital Assets	$ 2,695,447	$ 2,609,738	$ 2,525,712	$ 2,559,746
Restricted	822,875	746,104	695,127	765,238
Unrestricted (Deficit)	2,259,157	2,272,143	2,540,235	2,881,908
Total Governmental Activities	$ 5,777,479	$ 5,627,985	$ 5,761,074	$ 6,206,892
Business-Type Activities*				
Net Investment in Capital Assets	$ -	$ 510,684	$ 450,745	$ 390,806
Restricted	-	-	-	-
Unrestricted (Deficit)	-	(362,016)	(877,756)	(1,501,982)
Total Business-Type Activities	$ -	$ 148,668	$ (427,011)	$ (1,111,176)
Primary Government				
Net Investment in Capital Assets	$ 2,695,447	$ 3,120,422	$ 2,976,457	$ 2,950,552
Restricted	822,875	746,104	695,127	765,238
Unrestricted (Deficit)	2,259,157	1,910,127	1,662,479	1,379,926
Total Primary Government	$ 5,777,479	$ 5,776,653	$ 5,334,063	$ 5,095,716

GASB Statement No. 68 reporting requirements were implemented in fiscal year 2015. The above information prior to 2015 has not been restated as information is to be reported prospectively.

GASB Statement No. 75 reporting requirements were implemented in fiscal year 2018. The above information prior to 2018 has not been restated as information is to be reported prospectively.

**The Business-type Activities were transferred to the Governmental Activities on October 1, 2014.*

TABLE 1

Fiscal Year					
2014	**2015**	**2016**	**2017**	**2018**	**2019**
$ 2,745,214	$ 3,840,681	$ 2,317,358	$ 3,393,539	$ 3,284,419	$ 3,809,511
798,952	878,422	1,005,770	1,218,367	1,583,373	2,042,612
3,509,184	(534,577)	449,432	(1,308,086)	(2,215,353)	(2,825,198)
$ 7,053,350	$ 4,184,526	$ 3,772,560	$ 3,303,820	$ 2,652,439	$ 3,026,925
$ 329,498	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-
(2,170,221)	-	-	-	-	-
$ (1,840,723)	$ -	$ -	$ -	$ -	$ -
$ 3,074,712	$ 3,840,681	$ 2,317,358	$ 3,393,539	$ 3,284,419	$ 3,809,511
798,952	878,422	1,005,770	1,218,367	1,583,373	2,042,612
1,338,963	(534,577)	449,432	(1,308,086)	(2,215,353)	(2,825,198)
$ 5,212,627	$ 4,184,526	$ 3,772,560	$ 3,303,820	$ 2,652,439	$ 3,026,925

CITY OF HELOTES, TEXAS
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS

	Fiscal Year			
	2010	2011	2012	2013
Primary Government Expenses				
Governmental Activities:				
City Council	$ 1,601	$ 2,220	$ 1,952	$ 2,891
City Administration	658,203	680,091	777,467	830,758
Dispatch	-	-	-	-
City Secretary	89,391	95,229	92,634	99,534
Human Resources	-	13,358	13,321	14,445
Municipal Court	236,389	245,506	272,767	269,700
Animal Control, Public Works	260,390	389,432	417,889	433,462
Development Services	56,236	53,911	51,626	93,908
Buildings and Grounds	242,053	360,351	297,025	324,282
Police Department	1,664,264	1,505,223	1,545,810	1,558,849
Emergency Services	259,704	-	-	-
Fire Department	917,726	1,156,926	1,120,975	1,106,778
Capital Outlay	-	-	-	-
Interest and Fiscal Charges on Long-Term Debt	406,506	383,924	372,892	416,689
Total Governmental Activities Expenses	4,792,463	4,886,171	4,964,358	5,151,296
*Business-Type Activities**				
Dispatch	-	273,290	319,658	370,269
Emergency Medical Services	-	281,390	440,165	455,302
Total Business Type Activities Expenses	-	554,680	759,823	825,571
Total Primary Government Expenses	$ 4,792,463	$ 5,440,851	$ 5,724,181	$ 5,976,867
Program Revenues				
Governmental Activities:				
Charges for Services:				
Municipal Court	$ 305,338	$ 302,741	$ 363,923	$ 259,967
Animal Control, Public Works	-	3,951	3,150	4,464
Development Services	261,620	271,218	353,095	484,609
Buildings and Grounds	14,853	16,790	-	-
Police Department	73,990	83,771	48,091	49,452
Fire & EMS Department	75,305	75,060	76,695	75,081
Operating Grants and Contributions	17,607	7,168	10,594	8,665
Capital Grants and Contributions	-	416,050	-	-
Total Governmental Activities Program Revenues	748,713	1,176,749	855,548	882,238
Business-Type Activities:*				
Charges for Services:				
Dispatch	-	54,000	68,729	5,001
Emergency Medical Services	-	82,080	115,415	136,337
Capital Grants and Contributions	-	-	-	-
Total Business-Type Activities Program Revenues	-	136,080	184,144	141,338
Total Primary Government Program Revenues	$ 748,713	$ 1,312,829	$ 1,039,692	$ 1,023,576

GASB Statement No. 68 reporting requirements were implemented in fiscal year 2015. The above information prior to 2015 has not been restated as information is to be reported prospectively.

GASB Statement No. 75 reporting requirements were implemented in fiscal year 2018. The above information prior to 2018 has not been restated as information is to be reported prospectively.

**The Business-type Activities were transferred to the Governmental Activities on October 1, 2014.*

TABLE 2

Fiscal Year					
2014	**2015**	**2016**	**2017**	**2018**	**2019**
$ 3,477	$ 3,045	$ 2,427	$ 3,096	$ 2,563	$ 4,014
1,005,449	2,434,134	1,652,423	1,472,694	1,577,337	1,632,100
-	130,356	192,556	228,958	178,918	167,121
102,401	103,952	109,864	114,497	77,001	90,057
10,031	17,042	91,248	110,574	130,155	150,667
298,008	296,791	242,764	264,832	277,140	313,389
464,904	506,340	545,158	758,192	1,019,129	1,494,060
99,167	161,531	576,909	1,342,107	1,418,567	154,499
350,322	432,385	1,035,486	515,472	457,573	592,481
1,557,978	1,607,179	1,689,271	1,793,494	1,990,989	1,962,729
-	185,805	159,129	191,382	199,204	314,718
1,241,411	1,589,683	1,567,523	1,703,215	1,642,002	1,659,996
-	-	-	-	-	-
326,977	409,933	411,846	387,941	360,513	357,277
5,460,125	7,878,176	8,276,604	8,886,454	9,331,091	8,893,108
419,557	-	-	-	-	-
447,289	-	-	-	-	-
866,846	-	-	-	-	-
$ 6,326,971	$ 7,878,176	$ 8,276,604	$ 8,886,454	$ 9,331,091	$ 8,893,108
$ 263,801	$ 345,564	$ 353,903	$ 398,614	$ 445,179	$ 349,572
4,885	6,241	7,561	5,400	3,187	4,095
963,548	689,221	410,592	500,477	502,261	506,567
-	-	-	-	-	114,570
65,703	55,407	53,669	42,970	54,283	39,933
75,155	293,091	165,775	141,331	165,447	46,865
8,682	10,784	14,939	193,853	53,681	19,946
-	329,498	-	-	-	-
1,381,774	1,729,806	1,006,439	1,282,645	1,224,038	1,081,548
5,007	-	-	-	-	-
132,274	-	-	-	-	-
-	(329,498)	-	-	-	-
137,281	(329,498)	-	-	-	-
$ 1,519,055	$ 1,400,308	$ 1,006,439	$ 1,282,645	$ 1,224,038	$ 1,081,548

CITY OF HELOTES, TEXAS
CHANGE IN NET POSITION (CONTINUED)
LAST TEN FISCAL YEARS

	Fiscal Year			
Primary Government Net Expenses	**2010**	**2011**	**2012**	**2013**
Governmental Activities	$ (4,043,750)	$ (3,709,422)	$ (4,108,810)	$ (4,269,058)
Business-Type Activities	-	(418,600)	(575,679)	(684,233)
Total Primary Government Net Expenses	$ (4,043,750)	$ (4,128,022)	$ (4,684,489)	$ (4,953,291)
General Revenues and Other Changes in Net Position				
Governmental Activities:				
Taxes:				
General Property Taxes	$ 2,632,523	$ 2,626,085	$ 2,635,240	$ 2,639,461
Sales Taxes	871,043	970,912	1,054,778	1,424,354
Franchise Taxes	392,595	455,020	442,683	477,344
Hotel Occupancy Taxes	-	-	-	-
Interest and Investment earnings	74,450	21,114	8,488	5,791
Proceeds from Sale of Land	-	-	-	-
Miscellaneous	35,034	54,065	100,710	167,926
Transfers	-	(567,268)	-	-
Total Governmental General Revenues	4,005,645	3,559,928	4,241,899	4,714,876
*Business-Type Activities**:*				
Interest and Investment earnings	-	-	-	68
Transfers	-	567,268	-	-
Total Business-Type General Revenues	-	567,268	-	68
Total Primary Government General Revenues	$ 4,005,645	$ 4,127,196	$ 4,241,899	$ 4,714,944
Changes In Net Position				
Governmental Activities	$ (38,105)	$ (149,494)	$ 133,089	$ 445,818
Business-Type Activities*	-	148,668	(575,679)	(684,165)
Total Primary Government	$ (38,105)	$ (826)	$ (442,590)	$ (238,347)

GASB Statement No. 68 reporting requirements were implemented in fiscal year 2015. The above information prior to 2015 has not been restated as information is to be reported prospectively.

GASB Statement No. 75 reporting requirements were implemented in fiscal year 2018. The above information prior to 2018 has not been restated as information is to be reported prospectively.

**The Business-type Activities were transferred to the Governmental Activities on October 1, 2014.*

TABLE 2 (Cont.)

Fiscal Year					
2014	**2015**	**2016**	**2017**	**2018**	**2019**
$ (4,078,351)	$ (6,148,370)	$ (7,270,165)	$ (7,603,809)	$ (8,107,053)	$ (7,811,560)
(729,565)	(329,498)	-	-	-	-
$ (4,807,916)	$ (6,477,868)	$ (7,270,165)	$ (7,603,809)	$ (8,107,053)	$ (7,811,560)
$ 2,681,143	$ 2,876,136	$ 3,141,427	$ 3,377,228	$ 3,531,105	$ 3,737,447
1,645,268	1,846,456	2,208,136	2,718,920	3,099,082	3,492,555
527,251	795,805	758,253	785,898	764,828	747,447
-	-	-	-	3,313	22,163
9,874	10,314	15,540	39,661	83,214	110,900
-	-	519,514	-	-	-
61,273	72,931	215,329	213,362	59,657	72,208
-	(2,170,221)	-	-	-	-
4,924,809	3,431,421	6,858,199	7,135,069	7,541,199	8,182,720
18	-	-	-	-	-
-	2,170,221	-	-	-	-
18	2,170,221	-	-	-	-
$ 4,924,827	$ 5,601,642	$ 6,858,199	$ 7,135,069	$ 7,541,199	$ 8,182,720
$ 846,458	$ (2,716,949)	$ (411,966)	$ (468,740)	$ (565,854)	$ 371,160
(729,547)	1,840,723	-	-	-	-
$ 116,911	$ (876,226)	$ (411,966)	$ (468,740)	$ (565,854)	$ 371,160

CITY OF HELOTES, TEXAS
FUND BALANCES, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

	Fiscal Year			
	2010	**2011**	**2012**	**2013**
Nonspendable Fund Balance:				
Prepaid Items	$ 70,355	$ -	$ -	$ 2,184
Total Nonspendable Fund Balance	70,355	-	-	2,184
Restricted Fund Balance:				
Public Safety	71,541	70,671	55,499	54,764
Public Education Government	-	-	35,890	31,702
Explorer Post	-	-	-	-
Street Maintenance	-	-	-	-
Hotel Occupancy Tax	-	-	-	-
Economic Development	587,557	589,761	524,912	563,116
Debt Service	108,048	93,677	87,158	119,989
Capital Projects	-	-	-	-
Total Restricted Fund Balance	767,146	754,109	703,459	769,571
Committed Fund Balance:				
Capital Projects	219,225	196,999	165,852	192,482
Total Committed Fund Balance	219,225	196,999	165,852	192,482
Unassigned Fund Balance	2,123,154	2,188,309	2,496,562	2,924,244
Total Governmental Funds	$ 3,179,880	$ 3,139,417	$ 3,365,873	$ 3,888,481

TABLE 3

Fiscal Year					
2014	**2015**	**2016**	**2017**	**2018**	**2019**
$ 440	$ -	$ 2,477	$ -	$ 121,207	$ 36,895
440	-	2,477	-	121,207	36,895
40,388	34,215	37,559	38,949	72,137	62,925
29,833	53,002	58,284	61,001	74,258	70,832
-	2,783	-	-	-	-
-	-	135,491	362,248	527,662	439,727
-	-	-	-	3,326	21,662
684,370	747,282	733,861	807,430	950,079	1,291,536
4,107	15,261	64,428	6,711	4,117	197,848
-	4,301,770	3,651,769	2,396,308	978,910	663,952
758,698	5,154,313	4,681,392	3,672,647	2,610,489	2,748,482
6,283	-	-	-	-	-
6,283	-	-	-	-	-
3,786,300	1,660,768	2,101,643	1,995,426	1,908,237	1,590,430
$ 4,551,721	$6,815,081	$6,785,512	$5,668,073	$4,639,933	$4,375,807

CITY OF HELOTES, TEXAS
CHANGES IN FUND BALANCE – GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

	Fiscal Year			
	2010	2011	2012	2013
REVENUES				
Taxes	$ 3,520,791	$ 3,591,052	$ 3,693,695	$ 4,062,138
Franchise Fees	392,595	455,020	442,683	477,344
Licenses and Permits	234,617	269,821	356,245	489,073
Municipal Court	379,329	386,512	412,014	309,419
Fire Department	75,305	75,060	76,695	75,081
Grants	10,171	416,050	-	-
Interest	74,444	21,117	8,488	5,791
Miscellaneous	84,738	85,537	111,875	176,589
TOTAL REVENUES	4,771,990	5,300,169	5,101,695	5,595,435
EXPENDITURES				
Current:				
City Council	1,601	2,220	1,952	2,891
City Administration	635,668	624,710	723,786	774,049
Dispatch	-	-	-	-
City Secretary	86,891	92,184	93,323	97,265
Human Resources	-	13,358	13,321	14,445
Municipal Court	230,933	260,169	263,797	263,895
Animal Control, Public Works	157,826	164,919	189,702	206,188
Development Services	55,596	53,974	53,011	92,557
Buildings and Grounds	182,595	245,973	242,912	251,854
Police Department	1,583,501	1,359,034	1,361,029	1,449,750
Emergency Services	259,704	-	-	-
Fire Department	828,372	941,619	926,726	951,384
Capital Outlay	5,692,182	800,496	164,382	111,543
Debt Service:				
Principal	455,000	503,805	543,882	589,902
Interest and Fiscal Charges	402,033	383,828	369,434	351,444
Settlement Expense	-	-	-	-
TOTAL EXPENDITURES	10,571,902	5,446,289	4,947,257	5,157,167
Excess (Deficiency) of Revenues Over (Under) Expenditures	(5,799,912)	(146,120)	154,438	438,268
OTHER FINANCING SOURCES (USES				
Issuance of Debt	-	105,657	72,018	84,340
Premium on Bond Issuance	-	-	-	-
Proceeds from Sale of Assets	-	-	-	-
Insurance Proceeds	-	-	-	-
Transfers In (Out)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	105,657	72,018	84,340
Net Change in Fund Balance	$ (5,799,912)	$ (40,463)	$ 226,456	$ 522,608
Debt Service as a Percentage of Noncapital Expenditures	17.56%	19.11%	18.91%	18.85%

TABLE 4

Fiscal Year					
2014	**2015**	**2016**	**2017**	**2018**	**2019**
$ 4,334,193	$ 4,715,367	$ 5,347,339	$ 6,090,318	$ 6,622,212	$ 7,248,088
527,251	795,805	758,252	785,898	764,828	747,447
968,433	695,462	418,153	505,877	505,448	510,662
329,504	400,971	407,573	439,940	497,192	386,105
75,155	206,605	147,248	125,373	141,541	137,333
-	-	-	159,797	34,126	-
9,874	10,314	15,851	39,657	83,214	110,896
69,955	78,670	230,268	249,060	51,913	182,956
6,314,365	6,903,194	7,324,684	8,395,920	8,700,474	9,323,487
3,477	3,045	2,427	3,096	2,563	4,014
954,482	1,122,044	1,059,043	1,069,902	1,182,004	1,198,404
-	374,095	496,109	558,492	526,668	512,749
104,296	98,213	109,816	129,969	76,867	90,200
10,031	17,042	88,357	110,121	129,105	149,906
289,042	294,864	248,944	262,390	277,288	315,293
232,348	276,116	271,941	258,112	355,493	378,616
90,866	162,743	199,740	403,530	597,220	999,902
282,776	365,604	347,643	376,584	357,504	576,109
1,424,571	1,413,777	1,482,328	1,552,524	1,685,610	1,709,858
-	450,757	413,288	447,542	474,662	555,537
1,090,695	1,098,189	1,132,589	1,232,511	1,208,272	1,103,301
378,437	212,651	1,002,362	1,675,329	1,470,247	1,331,288
658,787	666,186	802,147	838,192	849,768	878,766
331,317	305,166	410,600	399,729	372,898	369,578
-	94,223	-	301,108	258,281	258,281
5,851,125	6,954,715	8,067,334	9,619,131	9,824,450	10,431,802
463,240	(51,521)	(742,650)	(1,223,211)	(1,123,976)	(1,108,315)
200,000	4,315,000	193,567	105,772	65,941	781,189
-	147,106	-	-	-	-
-	-	519,514	-	-	63,000
-	22,996	-	-	29,895	-
-	(2,170,221)	-	-	-	-
200,000	2,314,881	713,081	105,772	95,836	844,189
$ 663,240	$ 2,263,360	$ (29,569)	$ (1,117,439)	$ (1,028,140)	$ (264,126)
18.02%	15.76%	15.76%	16.64%	15.20%	16.55%

CITY OF HELOTES, TEXAS
TAX REVENUE BY SOURCE, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

TABLE 5

Fiscal Year	Property	Sales & Use	Franchise	Hotel Occupancy	Total
2010	$ 2,649,748	$ 871,043	$ 392,595	$ -	$ 3,913,386
2011	2,620,140	970,912	455,020	-	4,046,072
2012	2,638,917	1,054,778	442,683	-	4,136,378
2013	2,637,784	1,424,354	477,344	-	4,539,482
2014	2,688,925	1,645,268	527,251	-	4,861,444
2015	2,868,911	1,846,456	795,805	-	5,511,172
2016	3,139,203	2,208,136	758,252	-	6,105,591
2017	3,371,398	2,718,920	785,898	-	6,876,216
2018	3,519,817	3,099,082	764,828	3,313	7,387,040
2019	3,733,370	3,492,555	747,447	22,163	7,995,535

CITY OF HELOTES, TEXAS
ASSESSED VALUE AND ACTUAL TAXABLE PROPERTY
LAST TEN FISCAL YEARS

TABLE 6

Fiscal Year Ended September 30,	Residential Property	Commercial Property	Less: Tax-Exempt Property	Total Taxable Assessed Value*	Total Direct Tax Rate
2010	$ 653,565,423	$ 115,942,834	$ 47,975,420	$ 721,532,837	0.363651
2011	652,132,270	120,241,773	49,651,853	722,722,190	0.363651
2012	663,227,472	120,004,340	51,751,163	731,480,649	0.360000
2013	677,033,974	124,391,838	56,356,942	745,068,870	0.355000
2014	697,083,124	146,200,980	75,978,756	767,305,348	0.350000
2015	741,137,332	147,042,320	62,375,351	825,804,301	0.350000
2016	822,061,262	173,966,055	81,203,521	914,823,796	0.350000
2017	880,405,573	202,593,210	90,399,368	992,599,415	0.350000
2018	935,682,076	203,255,105	92,878,191	1,046,058,990	0.350000
2019	990,287,349	214,903,210	97,447,904	1,107,742,655	0.350000

Source: Bexar Appraisal District.

* Total Taxable Assessed Value and Total Estimated Actual Value of taxable property is the same.
The Taxable Assessed Value is further reduced by any freeze adjustments.

CITY OF HELOTES, TEXAS
DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS

TABLE 7

	City Direct Rates		
Fiscal Year	General Fund	Debt Service	Total Direct
2010	0.271140	0.092511	0.363651
2011	0.282731	0.080920	0.363651
2012	0.282640	0.077360	0.360000
2013	0.273140	0.081860	0.355000
2014	0.271503	0.078497	0.350000
2015	0.271503	0.078497	0.350000
2016	0.269894	0.080106	0.350000
2017	0.278268	0.071732	0.350000
2018	0.243142	0.106858	0.350000
2019	0.248805	0.101195	0.350000

		Overlapping Rates					
Fiscal Year	Total Direct Rate	Northside ISD	University Health System	Alamo Community College	San Antonio River Authority	Bexar County	Total Direct and Overlapping Rates
2010	0.363651	1.337500	0.266235	0.135855	0.015951	0.326866	2.446058
2011	0.363651	1.365500	0.276235	0.141623	0.016652	0.326866	2.490527
2012	0.360000	1.375500	0.276235	0.141623	0.017370	0.326866	2.497594
2013	0.355000	1.375500	0.276235	0.149150	0.017370	0.326866	2.500121
2014	0.350000	1.375500	0.276235	0.149150	0.017798	0.326866	2.495549
2015	0.350000	1.375500	0.276235	0.149150	0.017500	0.314500	2.482885
2016	0.350000	1.375500	0.276235	0.149150	0.017290	0.314500	2.482675
2017	0.350000	1.375500	0.276235	0.149150	0.017290	0.308950	2.477125
2018	0.350000	1.375500	0.276235	0.149150	0.017290	0.304097	2.472272
2019	0.350000	1.375500	0.276235	0.149150	0.018580	0.301097	2.470562

Source: Information furnished by Bexar County Tax Assessor - Collector

CITY OF HELOTES, TEXAS
PRINCIPAL PROPERTY TAX PAYERS
CURRENT AND NINE YEARS AGO

TABLE 8

	2019			2010		
Taxpayer	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Wal Mart Stores Inc.	$ 21,804,940	1	1.97%			
Milam Helotes Plaza LLC	8,217,000	2	0.74%	$ 2,840,000	3	0.39%
TKGSM-TX LP	7,506,870	3	0.68%	2,203,785	9	0.31%
Helotes Town Centre LP	7,250,820	4	0.65%			
CCP Shurgard Texas LTD	6,378,420	5	0.58%			
JDL Texas Ventures	5,320,000	6	0.48%	4,391,390	1	0.61%
L&F-1 LLC	4,891,800	7	0.44%			
Circle Bar Investments LLC	3,800,000	8	0.34%			
M/I Homes of San Antonio	3,681,990	9	0.33%			
Isola Corporation	3,373,110	10	0.30%			
Helotes Retail LTD				3,261,420	2	0.45%
Pulte Homes of Texas LP				2,414,570	4	0.33%
Pela General Builders, LLC				2,315,050	5	0.32%
White Turkey Creek LTD				2,302,530	6	0.32%
Shugard Texas LTD				2,270,820	7	0.31%
Helotes Business Center LP				2,262,360	8	0.31%
HSF Properties LLC				2,092,050	10	0.29%
Total	$ 72,224,950		6.52%	$26,353,975		3.26%

Taxable value of $1,107,742,655

CITY OF HELOTES, TEXAS
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

TABLE 9

Fiscal Year Ended September 30,	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections In Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2010	$ 2,613,074	$ 2,596,599	99.37%	14,599	$ 2,611,198	99.93%
2011	2,614,869	2,591,187	99.09%	21,230	2,612,417	99.91%
2012	2,622,552	2,604,356	99.31%	16,279	2,620,635	99.93%
2013	2,635,251	2,618,686	99.37%	12,471	2,631,157	99.84%
2014	2,682,643	2,668,143	99.46%	8,894	2,677,037	99.79%
2015	2,866,335	2,846,427	99.31%	14,964	2,861,391	99.83%
2016	3,146,535	3,132,848	99.57%	8,205	3,141,053	99.83%
2017	3,379,649	3,361,931	99.48%	10,676	3,372,607	99.79%
2018	3,541,895	3,519,503	99.37%	9,862	3,529,365	99.65%
2019	3,741,128	3,719,714	99.43%	-	3,719,714	99.43%

Source: Bexar County Tax Assessor Collector

CITY OF HELOTES, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

TABLE 10

Fiscal Year	Governmental Activities: General Obligation Bonds	Certificates of Obligation	Capital Leases	Note Payable	Total Primary Government	Per Capita*
2010	$ -	$ 9,950,000	$ -	$ -	$ 9,950,000	1,250
2011	-	9,475,000	76,852	-	9,551,852	1,301
2012	-	8,975,000	104,987	-	9,079,987	1,286
2013	-	8,450,000	124,424	-	8,574,424	1,088
2014	-	7,905,000	60,637	150,000	8,115,637	1,001
2015	-	11,650,000	14,270	100,000	11,764,270	1,407
2016	-	10,965,000	141,780	50,000	11,156,780	1,299
2017	-	10,382,396	174,360	-	10,556,756	1,205
2018	-	9,615,041	150,533	-	9,765,574	1,065
2019	-	8,992,686	667,956	-	9,660,642	1,010

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

* Per Capita is derived by dividing the total debt by the population reported on the Demographic and Economic Statistics Table (Table 12)

CITY OF HELOTES, TEXAS
LEGAL DEBT MARGIN
LAST TEN FISCAL YEARS

Texas municipalities are not bound by any direct constitutional or statutory maximums as to the amount of general obligation bonds which may be issued; however, all local bonds must be submitted to and approved by the State Attorney General. It is the established practice of the Attorney General not to approve a prospective bond issue if it will result in the levy of a tax for bonded debt of over $1.00 for cities under a population of 5,000 or $1.50 for the cities over 5,000 in population.

TABLE 11

Taxable Value		$ 873,113,466
Debt Limit - 10% of taxable value [1]		$ 87,311,347
Amount of Debt Applicable to Debt Limit:		
Total Bonded Debt	$ 8,992,686	
Less Funds Available in Debt Service Fund	197,848	
Total Amount of Debt Applicable to Debt Limit		8,794,838
Legal Debt Margin		$ 78,516,509

	Fiscal Year		
	2016	2017	2018
Debt Limit	$ 74,438,083	$ 79,987,484	$ 83,346,557
Total Net Debt Applicable to Debt Limit	(11,092,352)	(10,550,045)	(9,761,457)
Legal Debt Margin	$ 63,345,731	$ 69,437,439	$ 73,585,100

	Fiscal Year		
	2013	2014	2015
Debt Limit	$ 62,466,659	$ 63,313,192	$ 67,595,035
Total Net Debt Applicable to Debt Limit	(8,454,435)	(8,111,530)	(11,749,009)
Legal Debt Margin	$ 54,012,224	$ 55,201,662	$ 55,846,026

	Fiscal Year		
	2010	2011	2012
Debt Limit	$ 62,314,571	$ 61,267,669	$ 61,623,027
Total Net Debt Applicable to Debt Limit	(9,841,952)	(9,458,175)	(8,992,829)
Legal Debt Margin	$ 52,472,619	$ 51,809,494	$ 52,630,198

CITY OF HELOTES, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

TABLE 12

Year	Population	Per Capita Income	Median Age	School Enrollment	Unemployment Rate
2010	7,960	$ 29,534	38.9	3,420	7.8%
2011	7,341	32,123	41.1	4,371	7.9%
2012	7,060	31,335	41.1	4,161	6.8%
2013	7,880	41,549	41.1	4,031	5.5%
2014	8,104	42,053	41.1	4,256	4.3%
2015	8,364	42,053	44.4	4,284	3.7%
2016	8,591	42,772	44.4	4,448	3.5%
2017	8,758	45,272	43.6	4,415	3.2%
2018	9,169	45,622	44.0	4,368	3.2%
2019	9,567	50,046	44.0	4,276	2.8%

Sources: Population, per capita income and median age information provided by the United States Census Bureau. School enrollment information was provided by the Northside Independent School District. Unemployment rates were provided by the Bureau of Labor Statistics.

CITY OF HELOTES, TEXAS
PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

TABLE 13

	2019			2010		
Employer	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Lackland Air Force Base	37,097	1	3.67%	28,100	2	2.97%
Fort Sam Houston	32,000	2	3.16%	30,793	1	3.25%
USAA	15,000	3	1.48%	14,852	3	1.57%
HEB Food Stores	14,588	4	1.44%	14,588	4	1.54%
Northside ISD	12,751	5	1.26%	12,597	5	1.33%
Randolph Air Force Base	11,068	6	1.09%	10,700	6	1.13%
North East ISD	10,522	7	1.04%	10,223	7	1.08%
City of San Antonio	9,145	8	0.90%	9,000	8	0.95%
Methodist Healthcare System	7,747	9	0.77%	7,013	10	0.74%
San Antonio ISD	7,000	10	0.69%	7,581	9	0.80%
Total	156,918		15.50%	145,447		15.36%

The City of Helotes, Texas is surrounded by the City of San Antonio, and no data is available for the employers in Helotes, Texas. The above data is for the City of San Antonio.

Source: San Antonio Economic Development Foundation

CITY OF HELOTES, TEXAS
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

TABLE 14

Function	Fiscal Year 2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Animal Control/Code Enforcement										
Animals Impounded	-	-	-	90	65	101	101	83	78	78
Animals Returned to Owner	-	-	-	-	-	31	36	40	40	40
Transfers to Vet Clinics	-	-	-	74	66	64	36	12	18	18
Transfers to Humane Society	-	-	-	-	-	6	29	36	37	37
Animals Euthanized	-	-	-	-	-	-	8	2	1	1
City Secretary										
Number of Public Info Requests	-	-	-	-	461	537	279	348	228	242
Court										
Number of Cases Filed	3,986	4,163	7,576	4,364	5,756	6,476	5,673	7,208	6,553	3,434
Number of Cases Closed	4,124	3,740	5,653	3,802	3,462	3,624	3,474	3,834	4,279	3,351
Warnings/Voids	-	-	-	1,358	2,509	2,625	2,260	2,346	2,246	1,738
Inactive Cases	-	-	1,844	1,177	2,504	2,694	3,048	3,450	4,238	1,294
Development Services										
Building Permits Issued	1,156	1,257	1,211	1,833	2,594	2,039	2,045	2,316	2,530	1,357
Business Licenses Issued	1,529	1,645	1,398	1,490	1,438	897	310	234	245	180
Food Establishment Inspections	32	30	27	35	31	42	53	64	87	58
Foster/Adoption Inspections	5	6	5	7	5	2	3	5	4	3
Dispatch										
Calls for Service	1,555	4,640	7,303	9,018	10,438	28,100	52,036	49,974	28,920	28,920
Number of 911 Calls Received	-	-	3,434	3,013	3,432	7,324	13,113	9,651	4,098	4,098
Number of 911 Calls Dispatched	-	200	875	617	726	883	4,025	3,645	1,588	1,588
EMS										
Requests for Transport	-	395	514	473	473	607	719	679	830	794
Actual Transports	-	47	174	219	224	259	303	273	302	304
EMT Students	-	3	-	-	-	-	-	1	2	2
Finance										
Number of Checks Issued	951	1,027	1,381	1,323	1,503	1,555	1,426	1,462	1,637	1,674
Fire										
Number of Rescue/Other Respor	569	282	208	228	285	222	258	285	299	258
Number of Fire Responses	25	40	18	24	29	25	25	38	32	40
Number of Inspections	279	285	173	334	258	279	446	382	384	380
Number of Training Classes Con	327	340	360	356	344	401	404	669	393	402
Number of Pre-Plan Inspections	69	66	79	80	67	64	67	71	77	71
Helotes Magazine										
Number of Magazines Printed	-	-	-	-	-	-	-	46,000	64,000	64,000
Human Resources										
Number of New Employees Proc	12	12	8	5	16	14	18	20	16	16
Police										
Calls for Service	3,096	3,620	4,362	6,474	7,934	8,458	6,150	3,323	3,436	3,436
Arrests	159	129	119	194	196	205	190	217	246	246
Traffic Violations	3,986	4,163	7,576	4,364	5,756	6,476	5,673	7,208	6,553	6,553
Accidents	196	153	157	174	243	358	331	266	265	265
Public Relations / Events										
Number of Social Media Posts	-	-	-	-	-	-	621	1,022	714	714
Number of Community Events	-	-	-	-	-	-	26	26	26	26
Public Works & Facilities										
Number of Buildings Maintained	6	6	6	6	6	6	6	6	6	6
Square Footage	40,405	40,405	40,405	40,405	40,405	40,405	40,405	40,405	40,405	40,405
Warrants										
Warrants Issued	873	671	1,174	1,313	1,455	1,085	1,300	1,179	1,169	1,169
Warrants Cleared	-	-	75	499	1,097	821	851	802	842	842
Active Warrants	102	74	220	179	345	282	391	611	873	873

Source: Various city departments.

CITY OF HELOTES, TEXAS
CAPITAL ASSETS STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

TABLE 15

	Fiscal Year									
Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Animal Control / Code Enforcement										
Vehicles	-	-	1	1	1	1	1	2	2	2
EMS										
Ambulances	2	2	2	2	2	2	2	2	2	2
Fire										
Stations	1	1	1	1	1	1	1	1	1	1
Training Facility	-	-	-	-	-	-	-	-	-	-
Fire Vehicles	7	8	8	8	8	8	8	8	8	7
Helotes Area Community Band										
Trailer	-	-	1	1	1	1	1	1	1	1
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol Units	13	13	12	12	11	12	13	12	13	13
Parks & Recreation										
Parks - Developed	2	2	2	2	2	3	3	3	3	3
Parks - Undeveloped	2	2	2	3	3	2	2	2	2	2
Playground	1	1	1	1	1	1	1	1	1	1
Public Works & Facilities										
Streets, paved (miles)	33.6	33.6	34.5	34.5	38.4	38.4	38.4	40	41.7	42.5
Streets, unpaved (miles)	0	0	0	0	0	0	0	0	0	0
Vehicles	1	1	2	2	3	3	4	5	6	5
Trailers	4	4	4	4	4	4	4	4	5	7
Generators (Buidings)	2	2	2	2	2	2	2	2	2	2
Generators (Portable)	1	1	1	1	1	2	2	3	3	2
Warrants										
Vehicles	1	1	1	1	1	1	1	1	1	1

CITY OF HELOTES, TEXAS
FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

TABLE 16

	Fiscal Year End									
Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Government										
City Administrator	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Assistant City Administrator	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Personnel/Finance	0.0	0.0	1.5	1.5	1.5	1.5	2.5	2.5	3.0	3.0
Municipal Court	3.0	4.5	4.0	4.5	4.0	6.0	6.0	6.5	6.5	6.5
Public Safety										
Police Department	24.0	21.0	21.5	21.5	21.5	25.0	24.5	25.0	25.0	25.0
Dispatch	0.0	5.0	6.0	6.5	7.5	7.5	7.0	9.0	10.0	10.0
Fire Department/EMS	14.5	21.5	22.5	23.0	23.5	27.0	26.5	26.5	23.0	23.0
Public Works										
Development Services	1.0	1.0	1.0	2.0	2.0	2.0	2.5	2.5	2.0	2.0
Animal Control/Code Enforcem	1.0	1.0	1.0	2.0	1.5	1.0	1.0	1.0	1.0	1.0
Streets and Grounds	1.0	1.0	1.0	1.0	1.0	2.5	3.0	3.5	5.0	5.0
Culture and Recreation										
Public Relations/Special Events	0.0	0.0	0.0	0.0	0.0	2.5	3.0	3.0	5.0	5.0
Total	46.5	57.0	60.5	64.0	64.5	77.0	78.0	81.5	83.5	83.5

COMPLIANCE SECTION

Armstrong, Vaughan & Associates, P. C. Certified Public Accountants
Deborah F. Fraser Phil S. Vaughan Nancy L. Vaughan Kimberly J. Roach

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Independent Auditor's Report

The Honorable Mayor and
Members of the City Council
City of Helotes, Texas

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Helotes, Texas, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated February 14, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City of Helotes, Texas' internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Helotes, Texas' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Helotes, Texas' internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Helotes, Texas' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted other matters that we have reported to management of the City of Helotes in a separate letter dated February 14, 2020.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Armstrong, Vaughan & Associates, P.C.

Armstrong, Vaughan & Associates, P.C.

February 14, 2020

CITY OF
Helotes

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: April 23, 2020

AGENDA PLACEMENT:

- ☐ **PUBLIC HEARING**
- ☐ **RECOGNITION**
- ☐ **UNFINISHED BUSINESS**
- ☐ **CONSENT**
- ☒ **INDIVIDUAL**
- ☐ **CLOSED**

CAPTION:

Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas continuing a curfew for minors under seventeen (17) years of age and over ten (10) years of age; providing for a triennial review of the Ordinance; and adopting an effective date. (Staff)

EXECUTIVE SUMMARY:

Ordinance No. 17-04, the current juvenile curfew ordinance, was approved on April 27, 2017.

Pursuant to Local Government Code, Section 370.002, the governing body shall review their juvenile curfew ordinance every three years. This process involves conducting public hearings to determine whether the ordinance should be abolished, continued, or modified. Public Hearings were held April 9 and April 23, 2020.

ATTACHMENTS:

Attachment A – Ordinance

PREPARED BY: Celina Perez, City Secretary

DATE SUBMITTED: April 9, 2020

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS CONTINUING A CURFEW FOR MINORS UNDER SEVENTEEN (17) YEARS OF AGE AND OVER TEN (10) YEARS OF AGE; PROHIBITING MINORS FROM BEING IN ANY PUBLIC PLACE BETWEEN THE HOURS OF MIDNIGHT AND 6:00 A.M.; PROHIBITING MINORS FROM BEING IN ANY PUBLIC PLACE BETWEEN THE HOURS OF 9:00 A.M. AND 2:30 P.M. ON SCHOOL DAYS WITH EXCEPTIONS AS CITED IN SECTION 58-33 *DEFENSES*; PROVIDING FOR A TRIENNIAL REVIEW OF THE ORDINANCE, IN COMPLIANCE WITH MUNICIPAL CODE OF ORDINANCES CHAPTER 58 *OFFENSES AND MISCELLANEOUS PROVISIONS*, ARTICLE III *MINORS*, DIVISION I *CURFEW*, SECTION 58-36 *TRIENNIAL REVIEW*; PROVIDING FOR ENFORCEMENT; ADOPTING A SAVINGS CLAUSE, A REPEALER CLAUSE, AND A PENALTY CLAUSE; AND ADOPTING AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that there has been an increase in juvenile violence, juvenile gang activity, and, generally, crime by persons under the age of seventeen (17) in Bexar County; and

WHEREAS, persons under the age of seventeen (17) are particularly susceptible, by their lack of maturity and experience, to participate in unlawful and gang-related activities and to be victims of older perpetrators of crime; and

WHEREAS, the City of Helotes has and continues to provide for the protection of minors from themselves and from other persons; for the enforcement of parental control of and responsibility for their children; for the protection of the general public; and for the reduction in the incidence of juvenile criminal activities; and

WHEREAS, it is believed that the continuation of the current curfew ordinance, as modified and amended, for minors over the age of ten (10) years and under seventeen (17) years of age is in the interest of the public health, safety, and general welfare and will help to attain the aforementioned objectives and diminish the undesirable impact of such conduct on the citizens of the City of Helotes; and

WHEREAS, Ordinance No. 17-04 continuing the curfew for minors was passed and approved on April 27, 2017; and

WHEREAS, the Texas Local Government Code Section 370.002 requires triennial review of the curfew ordinance and public hearings held thereon; and

WHEREAS, after receiving a report on the curfew for minors from the Chief of Police and holding a public hearing on the curfew for minors on March 26, 2020 and April 9, 2020, in compliance with TLGC Section 370.002, the City Council has determined there is a continuing

need to keep the curfew ordinance in place, as amended and modified, in the manner provided by State Law.

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

Section One: ***Approval.*** City of Helotes Code of Ordinances, Chapter 58 *Offenses and Miscellaneous Provisions*, Article III. *Minors*, Division I. *Curfew* is hereby amended to read as follows:

"ARTICLE III. MINORS
DIVISION I. CURFEW

Sec. 58-31. Definitions.

Emergency shall include, but not be limited to, fire, natural disaster, an automobile accident, or obtaining immediate medical care for another person.

Guardian shall mean any person to whom custody of a minor has been given by a court order.

Minor shall mean any person under seventeen (17) years of age and over ten (10) years of age.

Parent shall mean a person who is the natural or adoptive parent of a person. As used herein, "parent" shall also include a court-appointed guardian or other person eighteen (18) years of age or older, authorized by the parent, by a court order, or by the court-appointed guardian to have the care and custody of a person.

Public place means any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways, and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities, and shops.

Sec 58-32. Offenses.

(a) It shall be unlawful for a minor to purposefully remain, walk, run, stand, drive, or ride about in or upon any public place in the City of Helotes between the hours of 12:00 a.m. (Midnight) and 6:00 a.m. on a Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, or Saturday.

(b) It shall be unlawful for a minor to purposefully remain, walk, run, stand, drive, or ride about in or upon any public place in the City of Helotes during school days between the hours of 9:00 a.m. and 2:30 p.m. on a Monday, Tuesday, Wednesday, Thursday, or Friday.

(c) It shall be unlawful for the parent having legal custody of a minor to knowingly allow or permit the minor to be in violation of the curfew imposed in Subsections (a) and (b) hereof.

Sec. 58-33. Defenses.

It is a defense to prosecution under Section 58-32 of this Division that:

(a) The minor was accompanied by his or her parent;

(b) The minor was accompanied by another adult approved by the parents;

(c) The minor was on an emergency errand;

(d) The minor was attending a school, government-sponsored, or religious activity or is going to or coming from a school, religious, or government-sponsored activity without detour or stop;

(e) The minor was engaged in lawful employment or volunteer work at a recognized charity institution or other organization or is going to or coming directly from such activity without detour or stop;

(f) The minor was on the sidewalk of the place where such minor resides or on the sidewalk of a place where the minor has permission from his/her parent or guardian to be or on the sidewalk of a next-door neighbor not communicating an objection to the police officer;

(g) The minor was completing an errand directed by his or her parent;

(h) The minor was in a motor vehicle involved in intrastate or interstate transportation or transportation for which passage through the curfew area is the most direct route;

(i) The minor was married or had been married or had the disabilities of minority removed in accordance with V.T.C.A. Family Code Chapter 31; and

(j) With respect to Subsection 58-32 (b) of this Division, that the offense occurred during the scheduled vacation of or on a holiday observed by the school in which the minor is enrolled; or that the minor has graduated from high school or received a high school equivalency certificate; or that the minor has permission to be absent from school or be in a public place from an authorized school official. In the case of a minor being educated in a home school, a parent shall be deemed a school official.

Sec. 58-34. Enforcement Procedure.

(a) Any police officer, upon finding a minor in violation of Section 58-32 of this Division, shall determine the name and address of the minor and the name and address of his or her parent(s) or guardian(s). The minor's parent(s) or guardian(s) shall be notified and

required to pick up the minor, and a warning notice shall be issued to the minor and the parent(s) or guardian(s) of the minor advising them of the fact that the minor was found in violation of this Division and soliciting cooperation in the future.

(b) Any police officer, upon finding a minor in violation of Section 58-32 of this Division, who has previously been found in violation and issued a warning, as provided for in Subsection (a) herein, shall transfer the case to proper authorities charged with handling such cases under the provisions of V.T.C.A. Family Code Title 3. In addition, a complaint will be filed against the parent(s) or guardian(s) in the Municipal Court for violation of Section 58-32. The Police Department shall file all necessary legal papers, supply all necessary documentation, and provide necessary testimony, as required, for pursuing violations of this Division by either the minor or by any parent or guardian.

Sec. 58-35. Penalty.

(a) Any minor violating the provisions of this Division shall be guilty of a Class "C" misdemeanor, as defined in the Texas Penal Code, and shall be dealt with in accordance with the provisions of V.T.C.A. Family Code Title 3.

(b) A parent or guardian of a minor violating the provisions of this Division shall be guilty of a misdemeanor, which shall be punishable by a fine of not less than fifty dollars ($50.00) nor more than five hundred dollars ($500.00).

(c) In assessing punishment for a parent, guardian, or minor, the Municipal Court Judges are encouraged to consider the community service program.

Sec. 58-36. Triennial Review.

(a) Within three (3) years of the adoption, modification, or renewal of this Division, the Chief of Police shall review the Division, prepare a written report, and make recommendations to the City Council concerning its effectiveness and continuing need. The report shall review the Division or order's effects on the community and on problems the Division or order was intended to remedy.

(b) After presentation of the Chief's report to the City Council, as required by Subsection (a) of this Section, the City shall:

(1) Make a determination on the need to continue the Division or order; and
(2) Abolish, continue, or modify the Division."

Section Two. ***Repealer.*** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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. ***Effective Date.*** As provided by TLGC Sections 370.002 and 52.011, this Ordinance shall be effective immediately following its publication in the local newspaper.

PASSED AND APPROVED THIS 9th DAY OF APRIL 2020.

CITY OF HELOTES, TEXAS

_____

Thomas A. Schoolcraft, Mayor

ATTEST:

_____

Celina Perez, City Secretary

DRAFT

CITY COUNCIL
AGENDA ITEM REQUEST FORM

MEETING DATE: April 23, 2020

AGENDA PLACEMENT:

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

CAPTION:

A Resolution authorizing the City Administrator to enter into an agreement with Rx Technology to provide Information Technology Managed services for an initial term of twelve (12) months and option for three (3) automatic one-year renewal periods at an estimated cost of $46,500 per year.

EXECUTIVE SUMMARY:

In 2013, City staff advertised for Requests for Proposal (RFP) from qualified professional vendors to provide Information Technology (IT) managed services. Rx Technology was chosen and an agreement was negotiated for IT managed services at $5,012/mth due to age of City IT infrastructure.

On March 2, 2020 the City issued a letter to end the current agreement to either decide on placing an RFP for IT Managed Services or renegotiating the terms of agreement with Rx Technology. Staff reviewed the system and meet with Rx Technology to discuss current services. In 2017, the City's server system was upgraded and in 2019 both the server/desktop software and Police body-worn and patrol camera system were upgraded. With these upgrades the number of service tickets decreased.

After reviewing the current agreement, City's network system and number of service tickets Rx Technology provided new agreement with additional services and decreased the monthly service fee to $3,850 from $5,012.

Rx Technology will provide a proactive approach to 24/7 monitoring and a preventative maintenance service program through their IT Managed Services which is an enterprise-level support service based on a fixed-fee monthly rate.

- Managed Services remotely monitors desktops, servers, 3rd party applications, network routers, firewalls and switches to ensure optimal performance.
  - Response Time and Support Tier structure within a 1 - 4 hour time frame.
  - Proposal provides all updates for Antivirus and Security Patches, unlimited monthly support for IT issues and onsite resources.

- Weekly on-site service – 2 hours

Rx Technology is on the BuyBoard under IT Managed and Cybersecurity Services.

FINANCIAL IMPACT:

Appropriations designated within the FY 2020 Annual Operating Budget. Total annual cost for the next year is $46,200/year. This is a cost saving of $13,944/year from current contract.

ATTACHMENTS:

Attachment A – Resolution and IT Managed Services Agreement

PREPARED BY: Marian Mendoza, City Administrator

DATE SUBMITTED: April 14, 2020

RESOLUTION NO. _____

AN RESOLUTION AUTHORIZING AN AGREEMENT WITH RX TECHNOLOGY FOR INFORMATION TECHNOLOGY MANAGED SERVICES AND AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE A CONTRACT FOR SUCH SERVICES.

WHEREAS, the City solicited and received proposals for information technology managed services from various vendors; and

WHEREAS, Rx Technology Solutions is on the BuyBoard for IT Managed and Cybersecurity Services and meets all the information technology managed services requirements; and

WHEREAS, the monthly fee for information technology support services will be included in each fiscal year Operating Budget.

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

SECTION 1. The proposal of Rx Technology for information technology managed services is accepted subject to the execution of an appropriate contract for such services.

SECTION 2. The City Administrator is authorized to execute a one-year contract with Rx Technology for such services with an option for three (3) automatic one year renewal periods on behalf of the City.

PASSED AND APPROVED this the 23rd day of April, 2020.

_____
MAYOR

ATTEST:

_____
CITY SECRETARY

APPROVED AS TO FORM:

_____
CITY ATTORNEY

Managed Service Agreement

City of Helotes
P.O. Box 507 12951 Bandera Road
Helotes, Texas 78023
www.helotes-tx.gov

Program Components	Component Cost
Base Program Fee:	$850.00
Workstations:	$3000.00
Other Devices (switch and router)	$ 0.00
Maintenance Support Hours / Blocks for Current Environment	Included.
Initial Setup Fee (one time fee)	Waived
Remote Support	Included
TOTAL PROGRAM COST	$3,850.00

Services	
Proactive Maintenance	**Included**
Data Backup Monitoring and Reporting	**Included**
Network Health, CPU Utilization, Disk Space Utilization, and Security Reports	**Included**
Access to ticket system and documented resolutions	**Included**
Bi-Annual Review Meeting with Client Services Rep	**Included**
Help Desk Support of Current Environment	**Included**
IT Systems Planning and Budgeting	**Included**
Software license reporting upon request.	**Included**
PDA Support Onsite or Remote	**Included**
Moves, Adds and Changes (Installations/Upgrades)	**Not Included**
Disaster/File Recovery	**Included**
Onsite Support of Current Environment	**Included**
Service Level Response Time During Normal Business Hours	1 hours
Service Level Response Time for Dispatch Center (7x365)	2 hours

Hourly Rates for Services Outside the Scope of Agreement	Component Cost
Reduced Hourly Rate for Project Services under this Agreement	$125.00