

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL  
AUGUST 27, 2020

The City of Helotes City Council met for a regular meeting Thursday, August 27, 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. Due to COVID-19, this meeting was conducted via teleconference.

Present: Thomas A. Schoolcraft, Mayor  
Alex Blue, Mayor Pro Tem  
Alan Holmes  
Bert Buys  
Cynthia Massey  
Paul Friedrichs

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

PUBLIC HEARINGS (ITEM NOS. 2 – 3):

**2. Public hearing to give all interested persons the right to appear and be heard on the proposed FYE 2021 City of Helotes Municipal Budget, including, but not limited to, the General (Maintenance & Operations) Fund, Debt Service (Interest & Sinking) Fund, Capital Replacement Fund, Municipal Court Security and Technology Funds, Police Dept. Training and Education Fund, School Safety Fund, PEG (Public Access Channel) Fund, Police Department State Forfeiture Fund, Street Maintenance Fund, and Hotel Occupancy Tax (HOT) Fund.**

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

**3. Public hearing to give all interested persons the right to appear and be heard on the proposed FYE 2021 City of Helotes Economic Development Corporation (EDC) Budget, including, but not limited to, Maintenance & Operating Fund, Interest & Sinking Fund, and Capital Fund, to support the EDC's programs as defined by Texas Local Government Code Chapter 505 Type B Corporations.**

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

OPEN SESSION:

**4. Citizens to be Heard. (Via Teleconference)**

Shana Braswell voiced speeding concerns on Circle A Trail and requested speed bumps, flashing speed limit signs, and children at play signs.

Nancy Smith spoke in opposition to the new Davis Ranch Subdivision using Halpenny Subdivision (located in the City's ETJ) and Beverly Hills Subdivision as a thoroughfare and requested the City deny access to Davis Ranch.

\*Note – Eric Sells signed up to speak but did not call in. Anne Carraway submitted written comments in opposition to the new Davis Ranch Subdivision using the Halpenny and Beverly Hills Subdivisions as a means of ingress/egress.

CONSENT AGENDA (ITEM NOS. 5 - 8): 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 Council Member Holmes, to approve items 5 through 8 on the consent agenda. Motion to approve carried unanimously.

**5.\*\* Approval of the minutes of the Regular Meeting dated August 13, 2020. (Staff)**

**6.\*\* Approval of a request by Cross Development SF San Antonio Bandera LLC for a preliminary and final re-plat, pursuant to Municipal Code of Ordinances Chapter 78 Subdivisions, Section 78-74 Replatting without Vacating Previous Plat, establishing Service First – Helotes Subdivision, Lots 3 and 4, Block 1, previously platted as BBVA Compass Bank Subdivision, Lot 1, Block 1, more particularly described as BCAD Prop. ID No. 1273906. (Applicant)**

(Note: On July 7, 2020 the Planning & Zoning Commission recommended approval of the aforementioned re-plat establishing Service First – Helotes Subdivision. During the Council Meeting, Mayor Pro Tem Blue pointed out for the record, that the replat will not affect the tree preservation plan originally presented for Service First Automotive Center.)

**7.\*\* Approval of a Stormwater Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 Environment, Article IV Stormwater Detention and Drainage, for Service First – Helotes Subdivision, more particularly described as BCAD Prop. ID No. 1273906. (Applicant)**

**8.\*\* Approval of a Stormwater Management Plan, pursuant to Municipal Code of Ordinances Chapter 34 Environment, Article IV Stormwater Detention and Drainage, for Helotes Retail Center located at 14108 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242105. (Applicant)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

**9. Discussion of and action on a request by Cynergy for approval of a variance to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs: Projecting, Wall and Hanging, or In or On Windows for wall signage for Walmart Store #3057 located at 12550 Leslie Road, Helotes, Texas, 78023, more particularly described as BCAD Prop. ID No. 1175530. (Applicant)**

(Note: On August 11, 2020 the P&Z Commission recommended approval of the variance request for a Spark Logo & Pickup sign (64.53 s.f.) and an Auto Center with Arrow sign (19.03 s.f.). This would bring the overall wall signage total to 735.47 square feet, or 221.47 square feet over the allowable size. The Commission also suggested that Council consider a master sign plan.)

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

Discussion included the Commission's suggestion for Council to consider a master sign plan to help manage future signage in a way that serves Walmart, but also adheres to City code. Cyntergy, Walmart's representative, is aware of the master sign plan and understands the variance threshold has been met. Walmart intends to rebrand in the near future at which point they will come back with a master sign plan.

Motion to approve this item as written carried unanimously.

**10. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 90 Utilities, Article I Water Conservation by revising Section 90-3 Mandatory Conservation Measures. (Staff)**

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

The water-use rules for this region were updated and as result, the City ordinance needs to be amended. The proposed amendments revise the permissible watering times during drought management plan stages 1 through 3 and includes stage 4.

Motion to approve this item as written carried unanimously.

**11. Discussion of and action on a Resolution of the City Council of City of Helotes, Texas amending Resolution No. 20-007 by converting the City of Helotes Economic Development Corporation (EDC) Small Business Loan Assistance Program into a Small Business Grant Program; approving all previously awarded loans to be converted to grants and included in the Grant Program; and authorizing the City Administrator to take all necessary steps to implement the provisions of this Resolution. (Staff)**

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

On May 14, 2020, Council approved Resolution No. 20-007 authorizing the EDC to establish a Small Business Loan Program to provide financial assistance to qualified business's located within Helotes that have been impacted by COVID-19. Many small businesses are not comfortable in applying for long-term loans, and after some research, it was identified that the EDC Loan Program could be converted to a Grant Program. Moreover, the EDC grant program funding amount of \$300,000.00 is eligible for reimbursement under the Interlocal Agreement between the City and Bexar County, whereas the agreement allows for COVID-19 expenditures to be reimbursed from funding appropriated under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Staff is also working on negotiating a lower rate with BCL of Texas, the consulting firm, to administer the EDC Grant Program, and if approved, the City Grant Program.

Motion to approve this item as written carried unanimously.

- 12. Discussion of and action on a Resolution of the City Council of City of Helotes, Texas approving a Small Business Grant Program that will offer grants to businesses within the corporate city limits of Helotes that have been impacted by COVID-19; appropriating \$150,000.00 from the Unreserved General Funds to establish the Grant Program; and authorizing the City Administrator to take all necessary steps to implement the provisions of this Resolution. (Staff)**

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

This agenda item is similar to Item No. 11.

Motion to approve this item as written carried unanimously.


- 13. Discussion on the proposed FYE 2021 Municipal Budget. (Mayor Schoolcraft and Staff)**

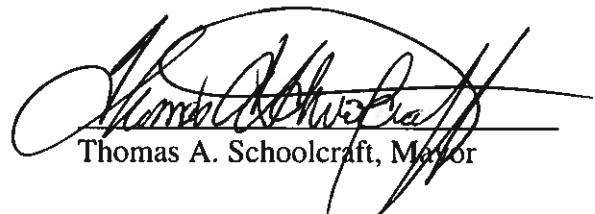
Marian Mendoza, City Administrator, reported no changes within the General Fund Budget and advised of two revisions within the EDC Budget. The EDC Board of Directors approved dedicating \$110,000.00 to help the City with expenses (supplies and special event assistant costs) for *MarketPlace*, the *Cornyal Parade*, and the *Cowboy Christmas Parade*. These three events promote local businesses as prescribed by Local Government Code. Next, the Board approved increasing the Management Services Agreement annual fee to \$30,000.00. The said agreement enables the City to provide administrative support and financial services to the EDC.

### Adjourn

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:43 p.m.

ATTEST:

  
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Celina Perez, City Secretary

  
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Thomas A. Schoolcraft, Mayor

