

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL  
June 10, 2021

The City of Helotes City Council met for a regular meeting Thursday, June 10, 2021 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: Rich Whitehead, Mayor  
Craig Sanders  
Linda Salazar  
Matthew McCrossen  
Cynthia Massey  
Matthew Merchant

Staff Present: Marian Mendoza, City Administrator  
Celina Perez, City Secretary

**1. Call to Order.**

Mayor Whitehead called the meeting to order at 7:00 p.m. Council Member Salazar led the invocation. Mayor Whitehead led the pledge to the U.S. flag and the Texas flag.

RECOGNITION:

**2. Certificate of Achievement presented to Matthew Escobedo, winner of the 10<sup>th</sup> Annual Operation Comfort Memorial Car Show Mayor's Choice Award. (Mayor Whitehead)**

Mayor Whitehead presented a Certificate of Achievement to Matthew Escobedo, recipient of the Mayor's Choice Award for the 10th Annual Operation Comfort Memorial Car Show. The car show was held on Monday, May 31, 2021 at the Helotes Ag Building. Matthew's entry was the lone tractor and he produced a binder that tracked his work on the tractor. Mayor Whitehead added that Matthew is a graduating senior from O'Connor High School and congratulated him on his acceptance to Texas A&M University.

OPEN SESSION:

**3. Citizens to be Heard.**

David Scepanski complimented City Staff Marian Mendoza, Andrea Wazir, and Glenn Goolsby. David is a volunteer and has taken photos of various City events.

Lindsay Barnett requested to be a part of the solution regarding the proposed ordinance that will regulate Airbnb's. Lindsay owns a home on Antonio Drive and has rented it out as an Airbnb for the past 3 years.

Mike Barnett echoed the same sentiments as Lindsay Barnett. Michael also owns the home on Antonio Drive that is rented out as an Airbnb.

CONSENT AGENDA (ITEM NOS. 4 - 10): All items marked with an asterisk (\*\*) on the consent agenda were voted on by one motion. Motion was made by Council Member Sanders, second by Council Member Salazar, to approve items 4 through 10 on the consent agenda. Motion to approve carried unanimously.

- 4.\*\* Approval of the minutes of the Regular Meeting dated May 27, 2021. (Staff)**
- 5.\*\* Approval of the Fiscal Year Ending (FYE) 2021 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated June 3, 2021. (Staff)**
- 6.\*\* Approval of the Bexar Metro 9-1-1 Network District Proposed Fiscal Year 2022 Budget. (Staff)**
- 7.\*\* Acceptance of the resignation of Stevie Seitz from the City of Helotes Economic Development Corporation Board of Directors, Place Seven. (Director Seitz)**
- 8. \*\* Approval of a Resolution of the City Council of the City of Helotes, Texas proclaiming support for joining the County of Bexar in its *Urban County* applications to the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Entitlement Program and the Home Investment Partnership Program; and authorizing the Mayor to execute the Community Development Block Grant (CDBG) Program Cooperative Agreement with the County of Bexar. (Staff)**
- 9.\*\* Approval of the following reappointments to the Board of Adjustment, all to serve concurrently with the Office of the Mayor: (Mayor Whitehead)**
  - Allison Higgins, Place 1;
  - Charles Roberts, Place 2;
  - Robert Logue, Place 3; and
  - Donny Jones, Place 5.
- 10.\*\* Approval of the following reappointments to the Planning and Zoning Commission, all to serve concurrently with the Office of the Mayor: (Mayor Whitehead)**
  - Anne Carraway, Place 1;
  - Richard Hawk, Place 2;
  - Ron Hozza, Place 3;
  - Alex Blue, Place 4;
  - Gregg Michel, Place 5
  - Mario Rios, Place 6;
  - Jeff Wade, Place 7; and
  - Jason Wightman, Place 8.

MAYOR'S REPORT:

**11. Updates on the following: (Mayor Whitehead)**

- **Fire Department Administrative Directive to allow shopping at HEB while on shift;**
- **Ordinance revisions pertaining to the Ethics Commission;**
- **Installation of a "Dead End" sign in the Bricewood Subdivision; and**
- **Ad HOC Public Safety Liaison Officer.**

Mayor Whitehead gave a report on the aforementioned items. The Fire Department will be allowed to shop at HEB, or any area grocery store, while on shift. There was a previous concern on service delay if allowed to shop at HEB while on shift, however, there is no significant delay. Furthermore, a second service vehicle, along with Staff, are at the Fire Department and can respond. Next, Staff is working on revisions to the Ethics Commission ordinance, specifically, that it should be considered an advisory body.

ITEMS FOR INDIVIDUAL CONSIDERATION:

**12. Discussion of and action on a request by Comet Signs for approval of signage for Broadway Bank located at 12589 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 239952, and including the following:**

- a. **Directional Amenity Signage, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-45 Traffic Control Signs, subparagraph (b) Directional Amenity Signs; and**
- b. **Monument Signage, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-49 Single-Business Use Monument Type. (Applicant)**

(Note: On June 8, 2021 the Planning & Zoning Commission recommended approval of the above listed signage, with the condition the street number be added to the monument sign fronting Bandera Road.)

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

Motion to approve carried unanimously.

**13. Discussion of and action on appointing Joel Lutz to the City of Helotes Economic Development Corporation, Place Seven, with a term expiring September 30, 2021. (Mayor Whitehead)**

Joel Lutz was present, in the event Council had any questions.

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

Motion to approve carried unanimously.

**14. Discussion of and action on appointing David Cato to the City of Helotes Board of Adjustment, Place Four, to serve concurrently with the Office of the Mayor. (Mayor Whitehead)**

David Cato was present, in the event Council had any questions.

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

Motion to approve carried unanimously.

**15. Discussion of and action on appointing the following Council Members to serve as a liaison to each of the listed municipal committees: (Mayor Whitehead)**

- **Council Member Matthew McCrossen - Economic Development Corporation;**
- **Council Member Matthew Merchant - Board of Adjustment; and**
- **Council Member Linda Salazar - Planning and Zoning Commission.**

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

Motion to approve carried unanimously.

**16. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 38 *Fire Prevention and Protection*, Article IV *Open Burning*, Section 38-43 *Exceptions*, by revising subsection (2) *Domestic Outdoor Fires* and adding subsection (3) *Flag Day Retirement*. (Staff)**

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

Council was in agreement with the proposed ordinance revisions. Council Member McCrossen suggested including the JROTC and similar organizations that have a connection to the military, to the already listed organizations in the ordinance.

Motion to approve carried unanimously.

Mayor Whitehead read the caption below and adjourned the meeting into closed session at 7:33 pm.

CLOSED SESSION:

**17. Closed Session in accordance with Texas Government Code §551.072 *Deliberation Regarding Real Property*. In addition to the matters listed below, any matter scheduled for Open Session may be discussed in Closed Session, as appropriate and authorized by law:**

- **§551.072 Deliberation Regarding Real Property - To deliberate the purchase of real property, as proposed by the City of Helotes Economic Development Corporation, for future development purposes.**

Mayor Whitehead convened the meeting into open session at 8:41 pm and announced that no action had been taken in closed session.

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 18. Discussion of and action on authorizing the City of Helotes Economic Development Corporation Executive Director to engage the services required for the possible acquisition of real estate for future development purposes. (City Council)**

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

Motion to approve carried: 4 Ayes – Council Member Sanders, Council Member Mccrossen, Council Member Merchant, and Council Member Massey; 1 Nay – Council Member Salazar.

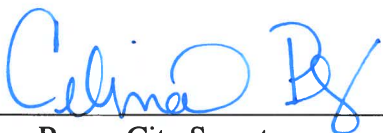
**Adjourn**

With no more business to come before Council, Mayor Whitehead adjourned the meeting at 8:43 p.m.



Rich Whitehead, Mayor

ATTEST:



Celina Perez, City Secretary

