



**AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
February 24, 2022
7:00 p.m.**

The City of Helotes City Council will meet for a Regular Meeting on Thursday, February 24, 2022, 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.

1. Call to order.
 - Invocation.
 - Pledge of Allegiance.

OPEN SESSION:

2. Citizens to be Heard. *The City Council shall not discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The Council will accept comments from citizens, business owners, business representative's, property owners, and representatives of property owners 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. 3 - 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.

3. Approval of the minutes of the Regular Meeting dated February 10, 2022. (Staff) – **Agenda Item**
4. Approval of a Resolution of the City Council of the City of Helotes, Texas authorizing the closure of portions of Old Bandera, Bandera (S.H. 16), Leslie, Signal Hill and Rainbow Ridge Roads during certain hours for the 55th Annual Helotes Cornyval Parade; approving a parade route parade; and approving notification to the Texas Department of Transportation (TxDOT). (Staff) – **Agenda Item**

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Helotes City Hall is wheelchair accessible, and accessible parking spaces are available. In compliance with the Americans with Disabilities Act, the City of Helotes will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received seventy-two (72) hours prior to the meeting. For assistance, contact the City Secretary at 210.695.5911.

CONSENT AGENDA contd.:

5. Acceptance of the resignation of David Cato from the City of Helotes Board of Adjustment, Place Four. (David Cato) – **Agenda Item**

MAYOR'S REPORT:

6. Updates on the following: (Mayor Whitehead)
 - The Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting Award received on the City's FYE 2020 Audit;
 - Upcoming Open Meetings Act Training;
 - Upcoming Request for Proposals on Towing Services;
 - Upcoming Request for Bids on the construction of restrooms at the Helotes City Park and Helotes Fitness Park & Disc Golf Course; and
 - Street Clean Up organized by Council Member Craig Sanders.

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. Discussion of and action on a request by QT South LLC, for approval of a conceptual design plan for QuikTrip No. 4022, a convenience store and automobile filling station, being proposed at the intersection of State Highway 16 (Bandera Road) and Scenic Loop Road, more generally described as BCAD Prop. ID No. 242050, and including the following:
 - a. Site plan and building design;
 - b. Exterior lighting; and
 - c. Signage, with two variances on the wall sign part. (Applicant) – **Agenda Item**
8. Discussion of and action on the appointment of Todd Compton to the City of Helotes Board of Adjustment, Place Four, with a term expiring May 2023. (Mayor Whitehead) – **Agenda Item**
9. Discussion of and action on the City of Helotes Street Maintenance Plan for Year 2022, including, but not limited to, publication of the associated bid documentation, award of contract to the lowest responsible bidder(s), and expenditure of funds from the dedicated Street Maintenance Fund. (Staff) – **Agenda Item**
10. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving amendments to the City of Helotes Personnel Policy and Procedures Manual Chapter 12 *Employee Benefits* by revising certain subsections in Section 12.1 *Benefits* and Section 12.2 *Leaves* to reflect changes on certification and holiday pay eligibility. (Staff) – **Agenda Item**
11. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas authorizing amendments to the FYE 2022 City of Helotes Municipal Budget Section *Personnel, Benefits, and Holiday Schedule*, subsection *Certification Pay Schedule* by revising the eligible certifications offered by Public Works. (Staff) – **Agenda Item**

ITEMS FOR INDIVIDUAL CONSIDERATION contd.:

12. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas amending Municipal Code of Ordinances Chapter 86 *Traffic and Vehicles* by revising Article V *Parades and Public Gatherings* to update portions of the permitting process. (Staff) – **Agenda Item**
13. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving the terms of a New Joint Use Agreement between the Bluffs at Old Town Helotes LLC., managing members Kenneth and Mary Sue Dempsey, and the City of Helotes, for the setup, production, and teardown of the *MarketPlace at Old Town Helotes* on property located at 14391 Riggs Road, Helotes, Texas 78023; and authorizing the Mayor to negotiate and execute said Agreement. (Staff) – **Agenda Item**

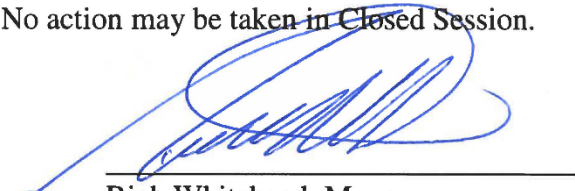
CLOSED SESSION:

14. Closed Session in accordance with Texas Government Code §551.074 *Personnel Matters*. 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:
 - §551.074 *Personnel Matters* - Discuss the appointment, qualifications, and duties of public officers on City of Helotes Municipal Boards & Commissions.

Adjourn into Open Session.


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.



Rich Whitehead, Mayor

I certify that this Agenda was posted on February 18, 2022 at 3:00 p.m.



Celina Perez, City Secretary