

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL
February 10, 2022

The City of Helotes City Council met for a regular meeting on Thursday, February 10, 2022, 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
Michael Gallardo, DS Coordinator
Glenn Goolsby, HEDC Assistant Executive Director

1. Call to Order.

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

MAYOR'S REPORT:

2. Public communications in accordance with the Texas Open Meetings Act.

Mayor Whitehead announced Council had been receiving a lot of communications from citizens. He explained citizens can reach out to all the Council Members, however, if a response is not received, it is due to the Texas Open Meetings Act. The Act prohibits a Council Member to respond in a series of communications about an item of public business amongst a quorum of Council.

OPEN SESSION:

3. Citizens to be Heard.

Janine Primomo, Edward Olmo, Megan Lowder, and Emory Bluhm spoke against the QuikTrip convenience store and automobile filling station being proposed at the intersection of Bandera and Scenic Loop Road. Reasons for opposition include tree conservation, stormwater run-off concerns, and preservation of the Scenic Loop corridor from Bandera to Babcock Road.

Shawna Misiong, owner of the The Eclective, introduced herself to Council.

Marcela Hawk submitted written comments via email to the City Secretary in opposition of the proposed QuikTrip. Concerns include lighting, tearing down trees, and underground storage tanks.

ITEMS FOR INDIVIDUAL CONSIDERATION:

4. Discussion of and action on the minutes of the Regular Meeting dated January 27, 2022. (Staff)

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

Motion to approve the minutes as submitted carried unanimously.

5. Discussion of and action on the appointment of David Cato to the Planning & Zoning Commission, Place Two, with a term expiring May 2023. (Mayor Whitehead)

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

David Cato applied to fill the vacancy of P&Z Commissioner, Place Two, with a term expiring May 2023. The Place Two seat was held by Richard Hawk, who resigned due to health reasons. David currently serves on the Board of Adjustment and will resign if appointed to the P&Z.

Motion to approve carried unanimously.

6. Discussion of and action on a request by G5 Signs for approval of a wall sign pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs: Projecting, Wall and Hanging, or In / On Windows, subparagraph (b) Wall Signs for The Eclective located at 12415 Bandera Road, Suite 116, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1090286. (Applicant)

(Note: On February 1, 2022, the Planning & Zoning Commission recommended approval of the above wall sign for The Eclective.)

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

Motion to approve the item as presented carried unanimously.

7. Discussion of and action on a request by Approved / Electrical Signs for approval of a wall sign pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs: Projecting, Wall and Hanging, or In / On Windows, subparagraph (b) Wall Signs for Rice & Spicy Thai Kitchen located at 11590 Galm Road, Suite 108, San Antonio, Texas 78254, more particularly described as BCAD Prop. ID No. 1210352. (Applicant)

(Note: On February 1, 2022, the Planning & Zoning Commission recommended approval of the above wall sign for Rice & Spicy Thai Kitchen.)

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

Motion to approve the item as presented carried unanimously

8. Discussion of and action on a final plat pursuant to Municipal Code of Ordinances Chapter 78 Subdivisions, establishing Bricewood Subdivision Unit-6, being a 20.050 acre tract of land, out of a 92.088 acre tract out of the M.M. Musquiz Survey No. 80, recorded in Volume 6591, Page 258 of the Official Public Records of Bexar County, Texas. (Applicant)

(Note: On February 1, 2022, the Planning & Zoning Commission recommended approval of the above plat for Bricewood Subdivision Unit-6.)

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

Discussion included the points of ingress and egress for Bricewood Subdivision, Unit-6. The plat shows a connection to Bent Canyon, which ties into Mill Park, and leads out to Galm Road. Additionally, the plat shows an emergency access gate to be installed on Paloma Drive. The city can not require an emergency access gate, however, the developer agreed to this option, versus being responsible for future traffic impacts on the roads in Beverly Hills Subdivision. Lastly, it was noted that proposed Unit-4 and Unit-5 are not platted yet.

Motion to approve the item as presented carried unanimously

9. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas authorizing the City of Helotes Economic Development Corporation (HEDC) to establish the Community Arts Grant Program, including the Community Arts Grant Committee and the grant program guidelines thereof, with a grant funding period expiring FYE 2022. (Staff)

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

Speaking on this item was Glenn Goolsby, HEDC Assistant Executive Director. The Community Arts Grant Program is intended to be a pilot program. An amount of \$15,000.00 is allocated for the program under marketing, in the FYE 2022 HEDC Budget. The program will allow 501(c)(3) non-profit organizations and individual artists to submit proposals, and if selected, receive match funding. Murals can receive up to \$1,000.00, Small Arts can receive up to \$2,500.00, and Major Arts can receive over \$2,500.00. The artwork has to be located on city right-of-way or clearly visible to the public. Approval of the program will also establish the Community Arts Grant Committee. The Committee will review and approve submitted proposals. The HEDC Board recommends the Committee consist of: one HEDC Board Member, one HEDC Staff Member, one City Council Member, one Planning & Zoning Commissioner, one Historical Society of Helotes Member, and one professional artist. Council discussed a submittal example could be like the *Greetings from Old Town Boerne* wall mural, which creates a good photo opportunity. Glenn noted the anticipated proposals are hard to predict, nonetheless, the Committee would not approve something that didn't meet the program guidelines.

Motion to approve the item as written carried unanimously

- 10. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas authorizing the City of Helotes Economic Development Corporation (HEDC) to establish the Retailer and Commercial Tenant Improvement Incentive Grant Program and the grant program guidelines thereof, with a grant funding period expiring FYE 2022. (Staff)**

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

Speaking on this item was Glenn Goolsby, HEDC Assistant Executive Director. The Retailer and Commercial Tenant Improvement Incentive Grant Program is a continued effort to attract new businesses and reduce the number of vacant storefronts. An amount of \$150,000.00 is allocated for the program in the FYE 2022 HEDC Budget. If selected, an applicant would receive 50% matching funds, up to a maximum amount of \$20,000.00 per business. The program guidelines identify the desired business types as: restaurants and bars, retail (i.e. apparel, home furnishings, sporting goods), office, hotel, and specialty/gourmet grocery. Improvements eligible to receive match funding are on assets that can not be easily removed, such as structural walls, exterior brick treatments, mechanical equipment, and roofing. The complete criteria is in the program guidelines.

Motion to approve the item as written carried unanimously

- 11. Discussion of and direction on amending portions of Municipal Code of Ordinances Chapter 34 *Environment*, Article III *Outdoor Lighting* and Chapter 66 *Signs* to reinstate the Planning & Zoning Commission as the final authority body on exterior lighting and signage for commercial development. (Mayor Whitehead)**

Council was in favor of reinstating the Planning & Zoning Commission as the final authority body on exterior lighting and signage for commercial development. The Commission will continue to provide recommendations on all variance requests, conceptual design plans, and subdivision plats. Such recommendations will then go to Council for final action. Direction to Staff was to place this item on a future Agenda for discussion and action.

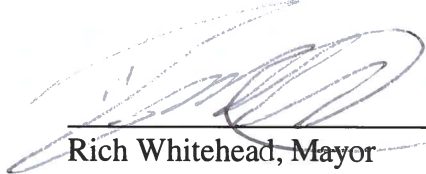
- 12. Discussion of and direction on amending Municipal Code of Ordinances Chapter 66 *Signs* and Chapter 98 *Zoning*, Article III *District Regulations*, Section 98-72 *Old Town Helotes Special District*, subparagraph (g) *Signs Authorized* to modernize sign definitions, classifications, and regulations. (Mayor Whitehead)**

Discussion included bringing the existing sign regulations more current, which were updated approximately eight years ago. Staff suggestions are: clarify sign measurement methodologies, improve definitions, including adding visual graphics for reference, address sign classifications that are not listed, and overall language clean up. An area of consideration was to re-visit the allowed sign area and monument sign height for businesses located in Old Town Helotes, that front Bandera Road. Another point of consideration was historical sign replication in Old Town Helotes. Direction to Staff was to obtain Planning & Zoning's input on suggested revisions and statistics on the number and type of sign variances given in the past.

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Adjourn

With no more business to come before Council, Mayor Whitehead adjourned the meeting at 8:30 p.m.



Rich Whitehead, Mayor

ATTEST:



Celina Perez, City Secretary

