

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL
May 12, 2022

The City of Helotes City Council met for a regular meeting on Thursday, May 12, 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
Linda Salazar
Matthew McCrossen
Cynthia Massey
Matthew Merchant

Absent: Craig Sanders

Staff Present: Marian Mendoza, City Administrator
Celina Perez, City Secretary
Joshua Mair, Public Works Director
Richard Rodriguez, Public Works Crew Member
Scott Moreland, Fire Chief
Samantha Bayliss, Marketing & Events Coordinator

1. Call to Order.

Mayor Whitehead called the meeting to order at 7:00 p.m. Pastor Clifton Perry, First Baptist Church-Helotes, led the invocation. Mayor Whitehead led the pledge to the U.S. flag and the Texas flag.

RECOGNITION:

2. Proclamation presented by the Mayor to Helotes Public Works in recognition of National Public Works Week occurring May 15 - May 21, 2022.

Mayor Whitehead presented the proclamation to the Helotes Public Works team and recognized the department.

3. Proclamation presented by the Mayor to Helotes Fire/EMS in recognition of National EMS Week occurring May 15 - May 21, 2022.

Mayor Whitehead presented the proclamation to the Helotes Fire/EMS team and recognized the department.

OPEN SESSION:

4. Citizens to be Heard.

Karl Whiteman spoke about Undersea Warriors, a non-profit organization headquartered in Helotes. The organization provides veterans suffering from service-related PTSD with rehabilitative scuba diving and marine conservation work.

CONSENT AGENDA (ITEM NOS. 5 - 7): All items marked with an asterisk (*) on the consent agenda were voted on by one motion. Motion was made by Council Member McCrossen, second by Council Member Salazar, to approve items 5 through 7 on the consent agenda. Motion to approve carried unanimously by those present.

- 5.* Approval of the minutes of the Regular Meeting dated April 14, 2022. (Staff)**
- 6.* Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation (HEDC) for the quarter ending March 2022. (Staff)**
- 7.* Approval of the Fiscal Year Ending (FYE) 2022 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated May 4, 2022. (Staff)**

MAYOR'S REPORT:

- 8. Updates on the following: (Mayor Whitehead)**
 - **Solid waste contract between the City of Helotes and C6 Disposal Systems, Inc.;**
 - **Wrap-up of the 55th Annual Helotes Cornyval Parade; and**
 - **Memorial service of former Helotes Mayor Frank Neil Thompson.**

Mayor Whitehead reported the existing solid waste services contract with C6 Disposal Systems, Inc. was extended for one month (through June 30, 2022) to carry the billing cycle into a quarterly basis. The new contract, currently under review, will start on July 1, 2022. Communications will be disbursed to residents regarding services under the new contract. Next, the 55th Annual Cornyval Parade held on Saturday, April 30, 2022, was a success. There was a great turnout in parade participants and spectators. Additionally, record numbers were set at the Helotes Festival Grounds. In closing, Mayor Whitehead acknowledged the passing of Frank Neil Thompson and stated he attended the memorial service on Sunday, May 1, 2022. Mr. Thompson served as the Mayor of Helotes for one term, from 1983 – 1985.

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 9. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas canvassing the returns and declaring the results of the General Election held on May 7, 2022, for the purpose of electing one (1) Council Member Place 1, one (1) Council Member Place 2, and one (1) Council Member Place 4 to the Helotes City Council. (Staff)**

Mayor Whitehead advised Item No. 9 would be pulled due to the city (including other entities) not receiving the official signed tabulation report from Bexar County Elections. A special meeting to canvass the election results will be held on Tuesday, May 17, 2022.

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 enter into an Engineering Services Contract with Ardurra to prepare and submit a Letter of Map Revision (LOMR) to the San Antonio River Authority (SARA) and Federal Emergency Management Agency (FEMA) on the as-built Old Town Helotes (OTH) Pedestrian Bridge. (HEDC Board of Directors)**

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

Motion to approve the item as presented carried unanimously by those present.

11. **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 enter into a Television Feature Agreement with YOLO TX, a traveling show about entertainment, food, and things to do across Texas, to film an episode highlighting *Shop, Dine, Play in Helotes* to promote tourism; and utilizing funds from HEDC *Marketing/Tourism* and City of Helotes *Hotel Occupancy Tax (HOT) Revenue* for said television feature. (HEDC Board of Directors)**

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

Motion to approve the item as presented carried unanimously by those present.

12. **Discussion of and status on negotiations between the City of Helotes and Bexar County for the provision of emergency and non-emergency dispatch services. (Mayor)**

Mayor Whitehead reported negotiations with Bexar County for dispatch services are ongoing. At this point, Bexar County believes they do not have a statutory responsibility to provide dispatch services to the city, while the city maintains the county does. The city and county attorney are looking into this matter. Meanwhile, all negotiation options will continue to be explored and the Helotes Dispatch Center will carry on its operations. It was noted that the existing dispatch radio console will continue to transmit until June 30, 2023 and the American Rescue Plan Act (AARPA) funding previously discussed to replace the console is available until Year 2026.

Mayor Whitehead read the caption below and adjourned into closed session at 7:36 p.m.

CLOSED SESSION:

13. **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* – Discussion of the qualifications of candidates for the position of Executive Director and salary adjustment for the position of Interim Executive Director for the City of Helotes Economic Development Corporation.**

Mayor Whitehead convened the meeting into open session at 8:49 p.m. and announced no action had been taken in closed session.

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 14. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas authorizing an amendment to the adopted City of Helotes Economic Development Corporation (HEDC) Fiscal Year Ending (FYE) 2022 Operating Budget. (HEDC Board of Directors)**

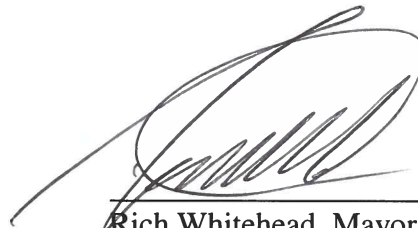
Motion was made by Council Member Salazar, second by Council Member Massey, to discuss and act on this item as written.

Council agreed common practice did not involve a salary increase for an interim position. Council further agreed an appropriate salary adjustment could be considered once the position of HEDC Executive Director was filled.

Motion to disapprove this item carried unanimously by those present.


Adjourn

With no more business to come before Council, Mayor Whitehead adjourned the meeting at 8:54 p.m.



Rich Whitehead, Mayor

ATTEST:



Celina Perez, City Secretary