

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL  
June 9, 2022

The City of Helotes City Council met for a regular meeting on Thursday, June 9, 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  
Jen Sones  
Matthew McCrossen  
Cynthia Massey  
Matthew Merchant (via Zoom)

Staff Present: Marian Mendoza, City Administrator (via Zoom)  
Celina Perez, City Secretary  
Rob Hunley, Chief of Police

**1. Call to Order.**

Mayor Whitehead called the meeting to order at 7:00 p.m. Pastor Regina Pope, New Creation Christian Fellowship, led the invocation. Mayor Whitehead led the pledge to the U.S. flag and the Texas flag.

**PUBLIC HEARING:**

- 2. Public Hearing to give all interested persons the right to appear and be heard on a request by Gilletco LLC for a Specific City Council Approved Use Permit to add a drive-thru to Mary's Tacos, an existing restaurant on property zoned General Business District (B3), located at 13439 Bandera Road, Helotes, Texas 78023, and identified as BCAD Property ID No. 242314.**

Mayor Whitehead opened the public hearing at 7:03 p.m. No one signed up to speak or mailed in any written comments on this item. Mayor Whitehead closed the public hearing at 7:03 p.m.

**OPEN SESSION:**

**3. Citizens to be Heard.**

No one signed up to speak.

CONSENT AGENDA (ITEM NOS. 4 - 5): 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 McCrossen, to approve items 4 and 5 on the consent agenda. Motion to approve carried unanimously.

- 4.\* Approval of the minutes of the Regular Meeting dated May 26, 2022. (Staff)**

**5.\* Approval of the Fiscal Year Ending (FYE) 2022 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated June 2, 2022. (Staff)**

MAYOR'S REPORT:

**6. Updates on the following: (Mayor)**

- **Helotes Independence Day Celebration on Sunday, July 3, 2022, beginning at 4:00 p.m. at the Helotes Festival Grounds; and**
- **Blood Drive in partnership with University Health on Wednesday, July 27, 2022, from 11:00 a.m. to 3:00 p.m. at Helotes City Hall; and**
- **Remarks on school and community safety.**

Mayor Whitehead invited the community to attend the Helotes Independence Day Celebration at the Helotes Festival Ground on Sunday, July 3, starting at 4:00 p.m. This is the second year that the event will be held at the festival grounds. Next, in response to the Uvalde school shootings, the City partnered with University Health to hold a Blood Drive on Wednesday, July 27 from 11:00 a.m. to 3:00 p.m. at Helotes City Hall (sign up information can be found on the City website). Finally, Mayor Whitehead commented on safety throughout the City. While Helotes is a safe community, the City continues to work hard on safety preparedness and response.

ITEMS FOR INDIVIDUAL CONSIDERATION:

**7. Discussion of and action on a request by Gilletco LLC for a Specific City Council Approved Use Permit to add a drive-thru to Mary's Tacos, an existing restaurant on property zoned General Business District (B3), located at 13439 Bandera Road, Helotes, Texas 78023, and identified as BCAD Property ID No. 242314. (Applicant)**

(Note: On June 7, 2022, the Planning and Zoning Commission recommended approval of the above drive-thru use for Mary's Taco.)

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 item as presented carried unanimously.

**8. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving the submission of a grant application to the U.S. Department of Justice for the Fiscal Year 2022 COPS Hiring Program (CHP), a competitive grant program designed to provide funding directly to law enforcement agencies to hire additional law enforcement officers; and approving a local match of 25%. (Staff)**

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

Mayor Whitehead provided some background information on this item. Last year, all departments were encouraged to look for grants. The police department found the Fiscal Year (FY) 2022 COPS Hiring Program, a grant that provides funding to hire of additional police officers. The grant submission being presented is for the hire of four (4) additional police officers. The grant is for a three-year period (FY 2023 – FY 2025) and requires a 25% local match from the City. The requested grant funding amount for the three-year period is \$500,000.00. The estimated cost-share responsibility of the City is \$94,0086.86 in FY 2023; \$109,109.72 in FY 2024; and \$125,460.21 in FY 2025. An estimated funding detail breakdown is attached to the Resolution. The City's 25% local match responsibility will be budgeted for in the upcoming FY 2023 Municipal Budget, in anticipation that the grant is awarded to the police department. Award announcement is expected in Fall 2022.

Motion to approve the item as presented carried unanimously.

**9. Discussion of and action on the Bexar Metro 9-11 Network District Proposed Fiscal Year 2023 Financial Plan and Budget. (Staff)**

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

Motion to approve the item as presented carried unanimously.

**PRESENTATION:**

**10. Presentation by SCC Development Company and Paravel Capital regarding a proposed mixed-use development pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Article VI Planned Unit Development on property located along Bandera Road (S.H. 16) and identified as BCAD Property ID No. 242013. (Developer)**

Before calling up the presenters, Mayor Whitehead reminded everyone this was a presentation, and not an action item. The purpose of the presentation is to give feedback/ask questions.

Presenting this item was Adam Love, SCC Development, and Curtis Thighpen, Paravel Capital. Adam provided background information on the proposed development site. The subject property is a 30.537 acre tract of land, with 6 to 7 acres proposed for retail, and close to 12 acres of green space (including buffers on the side and rear of the property). The commercial concept will be along Bandera Road (S.H. 16). Retail prospects include sit down restaurants and a small grocery store. Curtis spoke on the residential part of the site, which proposes 230 two-story single-family-like rental homes behind the retail and along Scenic Loop Road. Residential living includes a mix of 1, 2, and 3 bedroom homes with an attached garage or carport and best in class amenities. The presentation was updated since presenting to the Planning & Zoning Commission on June 7, 2022. Slides were added to show examples of landscape buffers, proposed minimal lighting, and home interior finish-outs. The residential community will have a Texas hill country aesthetic and will be professionally managed by a property company. Rent would be at a high price point, due to the luxury living features being proposed. Subleasing will not be allowed. Gating the residential community has been discussed, but not finalized. Lastly, the streets are at the required width, if not wider.

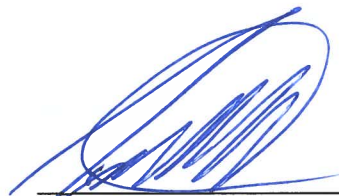
Council Member Massey strongly suggested gating the residential community and to consider single-story homes for the aging residents that want to downsize and stay in Helotes. Overall, she believed the concept was nice and something the City/EDC had been working towards to for years.

Council Member Sanders commented on having a stone wall (in addition to the landscape buffer) on the Scenic Loop side. Regarding the delineation between retail and residential ingress/egress, he suggested for the presenters to take a look at the Bandera Oaks Subdivision behind the KFC.

After the presentation, Mayor Whitehead invited Staff to add any follow up. Marian Mendoza, City Administrator, advised if the developer decides to move forward with a Planned Unit Development (PUD) project, it would require a zoning application with site plan, and public hearings. A PUD is an allowable zoning use through Code. It is reviewed by the Planning and Zoning Commission and approved by City Council.

**Adjourn**

With no more business to come before Council, Mayor Whitehead adjourned the meeting at 8:06 p.m.



Rich Whitehead, Mayor

ATTEST:



Celina Perez, City Secretary

