



**AGENDA  
REGULAR MEETING  
HELOTES CITY COUNCIL  
September 22, 2022  
7:00 p.m.**

The City of Helotes City Council will meet for a Regular Meeting on Thursday, September 22, 2022, at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. Council Members may participate remotely by videoconferencing; however, a physical quorum of the City Council shall be present at Helotes City Hall. This is an open meeting, subject to the open meeting laws of the State of Texas.

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

**RECOGNITION:**

2. Proclamation presented by the Mayor to the Helotes House of Neighborly Service in recognition of their 30<sup>th</sup> Anniversary. (Staff) – [Agenda Item](#)

**OPEN SESSION:**

3. 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. 4 - 9):**

*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.*

4. Approval of the minutes of the Regular Meeting dated September 8, 2022. (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. Approval of an Ordinance of the City Council of the City of Helotes, Texas authorizing certain budget amendments pertaining to the adopted Fiscal Year Ending (FYE) 2022 Budget. (Staff) - [Agenda Item](#)
6. Approval of an Ordinance of the City Council of the City of Helotes, Texas approving an Investment Policy and Strategy for Fiscal Year Ending (FYE) 2023. (Staff) - [Agenda Item](#)
7. Approval of a Resolution of the City Council of the City of Helotes, Texas designating Marian V. Mendoza, City Administrator, and Tabitha Durr, Finance Director, as the Investment Officers for the City of Helotes for Fiscal Year Ending (FYE) 2023. (Staff) - [Agenda Item](#)
8. Approval of a Resolution of the City Council of the City of Helotes, Texas approving a list of approved brokers/dealers for public investment purposes for the City of Helotes for Fiscal Year Ending (FYE) 2023. (Staff) - [Agenda Item](#)
9. Approval of a Resolution of the City Council of the City of Helotes, Texas designating the San Antonio Express News as the official newspaper for the City of Helotes for Fiscal Year Ending (FYE) 2023. (Staff) - [Agenda Item](#)

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

10. Discussion of and action on a request by Robert James for approval of variances pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-72 *Old Town Helotes Special District*, subparagraph (g)(7) *Creative Sign Review* authorizing the use of an existing off-premise monument sign for Cheetahlish, located at 14436 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242097. (Applicant) - [Agenda Item](#)
11. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas accepting the lowest responsible bid and awarding a contract for the Leslie Road Mill and Overlay Project; and authorizing the City Administrator to negotiate and execute a contract between the City of Helotes and Hayden Paving for said project. (Staff) - [Agenda Item](#)
12. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving a Towing and Impound Services Contract between the City of Helotes and Imatowed Enterprises, Inc., DBA Richard's Towing, for a primary term of three (3) years, with an option to extend for an additional term of two (2) years; and authorizing the Mayor to negotiate and execute a contract for said services. (Staff) - [Agenda Item](#)
13. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving a Professional Services Contract between the City of Helotes and BB Inspection Services, LLC, for the provision of public health inspections; and authorizing the Mayor to negotiate and execute a contract for said services. (Staff) - [Agenda Item](#)

**ITEMS FOR INDIVIDUAL CONSIDERATION contd.:**

14. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving an Agreement for Management Services between the City of Helotes and the City of Helotes Economic Development Corporation (HEDC) for Fiscal Year Ending (FYE) 2023. (HEDC) - [Agenda Item](#)
15. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving an Agreement for Events and Marketing between the City of Helotes and the City of Helotes Economic Development Corporation (HEDC) for Fiscal Year Ending (FYE) 2023. (HEDC) - [Agenda Item](#)
16. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas approving appropriations for the City of Helotes Economic Development Corporation's (HEDC) FYE 2023 Maintenance & Operating, Interest & Sinking, and Capital Budgets beginning October 1, 2022, and ending September 30, 2023, to support the HEDC's programs, "Projects," as defined by Texas Local Government Code Chapter 505 *Type B Corporations*. (HEDC) - [Agenda Item](#)
17. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas making appropriations for the support of the City of Helotes for the fiscal year beginning October 1, 2022, and ending September 30, 2023; appropriating money to a sinking fund to pay the interest and principal of the City's indebtedness; adopting the annual Budget of the City of Helotes for Fiscal Year 2022 – 2023; authorizing personnel positions and salaries; setting the 2022 – 2023 holiday schedule for City employees; and authorizing the City Administrator to expend monies and sign documents in accordance with said Budget. (Staff) - [Agenda Item](#)
18. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas levying an ad valorem (property) tax rate for the Tax Year 2022 in the amount of \$0.316778 cents per \$100 valuation and directing the Bexar County Tax Assessor-Collector to assess, account for, and distribute the ad valorem (property) taxes as herein levied:
  - a. Adopt the ad valorem (property) tax rate for the Maintenance and Operations expenditures of the City of Helotes at \$0.273070 cents per \$100 valuation for the Tax Year beginning January 1, 2022, and ending December 31, 2022; and
  - b. Adopt the ad valorem (property) tax rate for the principal and interest payable on the Interest and Sinking (debt service) expenditures of the City of Helotes at \$0.043708 cents per \$100 valuation for the Tax Year beginning January 1, 2022, and ending December 31, 2022. (Staff) - [Agenda Item](#)
19. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas ratifying the adoption of the Fiscal Year Ending (FYE) 2023 Municipal Budget raising more revenue from ad valorem (property) taxes due to increased property valuations and the addition of real property to the tax roll than in the FYE 2022 Municipal Budget. (Staff) - [Agenda Item](#)

**ITEMS FOR INDIVIDUAL CONSIDERATION contd.:**

20. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas establishing the Municipal Fee Schedule for Fiscal Year Ending (FYE) 2023. (Staff) - [Agenda Item](#)

**CLOSED SESSION:**

21. 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* - To discuss the qualifications and appointment of candidates for the position of Helotes Economic Development Corporation (HEDC) Executive Director.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

22. Discussion and action on approving the preferred candidate for the position of Helotes Economic Development Corporation (HEDC) Executive Director; and authorizing the Board President and City Attorney to negotiate and execute a contract per the terms discussed in Closed Session. (City Council)


***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.



Cynthia Massey, Mayor Pro-Tem

I certify that this Agenda was posted on September 16, 2022, at 4:00 p.m.

  
Celina Perez, City Secretary