

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL  
November 10, 2022

The City of Helotes City Council met for a regular meeting on Thursday, November 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  
Jen Sones  
Matthew McCrossen  
Cynthia Massey

Absent: Matthew Merchant

Staff Present: Marian Mendoza, City Administrator  
Celina Perez, City Secretary  
Frank Garza, City Attorney

**1. Call to Order.**

Mayor Whitehead called the meeting to order at 7:00 p.m. and proceeded with leading the invocation. Mayor Whitehead introduced Tanner Cozort as the Co-Mayor for the meeting and thanked Helotes Elementary for providing a civic participation opportunity for their students. Tanner led the pledges to the U.S. flag and to the Texas flag.

RECOGNITION:

**2. Proclamation presented by the Mayor to Helotes Municipal Court in recognition of Municipal Court Week occurring November 7 - 11, 2022.**

Mayor Whitehead presented the proclamation to the Helotes Municipal Court team and recognized the department.

OPEN SESSION:

**3. Citizens to be Heard.**

No one signed up to speak.

CONSENT AGENDA (ITEM NOS. 4 - 7): 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 through 7 on the consent agenda. Motion to approve carried unanimously by those present.

**4.\*\* Approval of the minutes of the Regular Meeting dated October 13, 2022. (Staff)**

- 5.\*\* Approval of the Quarterly Investment Reports for the City of Helotes and the City of Helotes Economic Development Corporation (HEDC) for the quarter ending September 2022. (Staff)**
- 6.\*\* Approval of 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 8 *Appointment and Changes in Employee Status*, Section 8.1 *Probation*, subsection a *Original Probation*, by revising the probationary period for Public Safety Telecommunicators. (Staff)**
- 7.\*\* Approval of a Resolution of the City Council of the City of Helotes, Texas approving and certifying the Bexar County Tax Assessor-Collector's 2022 tax roll for the City of Helotes. (Staff)**

**MAYOR'S REPORT:**

**8. Updates on the following:**

- **Announcement of upcoming City events:**
  - **Veteran's Day Concert on Sunday, November 13 at the Helotes Fire Station, starting at 3:00 p.m.;**
  - **Lighting of the Lights on Friday, December 2 at City Hall, starting at 6:00 p.m.;**
  - **First Responders Breakfast with Santa on Saturday, December 10 at the Helotes Fire Station, starting at 9:00 a.m.; and**
  - **Hill Country Christmas Parade on Saturday, December 10 in Old Town Helotes, starting at 7:30 p.m.; and**
- **Update of dispatch radio consoles for P25 compliance.**

Mayor Whitehead announced the abovementioned Veteran's Day and holiday events by the City. Next, Mayor Whitehead spoke on the Helotes Dispatch Center radio consoles. Initially, the City was told the radio consoles would remain operational until the end of June 2023; however, the stop date is now the end of March 2023. The City needs to meet the P25 radio frequency requirement and a purchase order was processed for the replacement consoles. Funding from the American Rescue Plan Act ("ARPA") was allocated to replace the consoles. The original replacement cost was approximately \$180,000.00, but a portion of the equipment was supplied by Bexar Metro 9-1-1, leaving a remaining cost to the City of \$133,000.00.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

- 9. Discussion of and action on approving Amendment No. 1 to the Agreement for Medical Control and Medical Director Services between the City of Helotes and the University of Texas Health Science Center at San Antonio for a successive (3) year extension term commencing on January 1, 2023, and terminating on December 31, 2025, pursuant to Section B *General Provisions*, subparagraph 8 of the original Agreement; and authorizing the Mayor to execute said Amendment No. 1. (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 written carried unanimously by those present.

- 10. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas authorizing the City Administrator to execute an Interlocal Agreement between the City and the City of Fair Oaks Ranch, Texas, for the purpose of purchasing goods and services from vendors selected through the competitive bidding process. (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 item as written 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 Administrator to execute an Interlocal Agreement between the City and Purchasing Cooperative of America (“PCA”), for the purpose of purchasing goods and services from vendors selected through the competitive bidding process. (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 item as written carried unanimously by those present.

- 12. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas authorizing the City to consent to the assignment of the Solid Waste and Recycling Services Contract (“Agreement”) from C-6 Disposal Systems, Inc. (“C-6”) to BFI Waste Services of Texas, LP (“Republic”), as allowed per the terms in Resolution No. 22-007, Section 43 Assignment. (Staff)**

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

Mayor Whitehead provided some background information on this item. Last month (October 2022), the City was notified by C-6 Disposal Systems, Inc. that they were selling their company to BFI Waste Services of Texas, LP (“Republic”). The sale of the company was in its entirety and the contract terms will remain unchanged.

Speaking on this item was Tom Armstrong, Republic Municipal Sales Manager. Republic is the second largest waste management company in the United States. The majority of C-6 employees were retained by Republic. All the drivers that service Helotes transitioned over to Republic. In the San Antonio market, Republic services 29 municipalities and has close to 500 employees. Lastly, Republic owns their own landfill and recycling processing center in the region.

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

City Council Regular Meeting  
November 10, 2022

**Adjourn.**

With no more business to come before Council, Mayor Whitehead adjourned the meeting at 7:35 p.m.



Rich Whitehead, Mayor

ATTEST:



Celina Perez, City Secretary

