



**AGENDA  
REGULAR MEETING  
HELOTES CITY COUNCIL  
March 23, 2023  
7:00 p.m.**

The City of Helotes City Council will meet for a Regular Meeting on Thursday, March 23, 2023, 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.

**PUBLIC HEARING:**

2. Second public hearing to give all interested persons the right to appear and be heard on the proposed voluntary annexation by Michael and Kathryn Arena for property located on FM 1560, near its intersection with Braun Rd, and described as 4.719 acres out of the JP Miller Survey, Abstract 861, and out of the MMV Muzquiz Survey, Abstract 467, in Bexar County, Texas, BCAD Property Tax ID No. 236993. - [Agenda Item](#)
3. First public hearing to give all interested persons the right to appear and be heard on Municipal Code of Ordinances Chapter 58, Article III *Minors*, Division I *Curfew* to continue the juvenile curfew regulations for minors under seventeen (17) years of age and over ten (10) years of age; and providing for a triennial review of the ordinance. - [Agenda Item](#)

**OPEN SESSION:**

4. 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.*

**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 (ITEM NO. 5):**

*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.*

5. Approval of the minutes of the Regular Meeting dated March 9, 2023. (Staff) - [Agenda Item](#)

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

6. Discussion of and action on a request by Marex Solutions, LLC for approval of a conceptual design plan, establishing the site idea for Leslie Business Park, a proposed multi-building commercial development in the Central Business Zoning District (B-4), located at 12042 Leslie Road, Helotes, Texas 78023, identified as BCAD Prop. ID No. 1378173, and including the following:
  - Site plan;
  - General building concept; and
  - Exterior lighting. (Applicant) - [Agenda Item](#)
7. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, authorizing the City to enter into an Engineering Services Contract with Ardurra in the amount of \$199,804 to prepare the design and bid documents for drainage improvements on Circle A Trail and Parrigin Road. (Staff) - [Agenda Item](#)
8. Discussion of and action on the Fiscal Year Ending (FYE) 2022 Comprehensive Annual Financial Report (CAFR) for the City of Helotes and the City of Helotes Economic Development Corporation. (Armstrong, Vaughan, & Associates, P.C., City Auditor) – [Agenda Item](#)
9. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas authorizing certain budget amendments pertaining to the adopted Fiscal Year Ending (FYE) 2023 Budget, including the following:
  - a) Budget Section *Personnel, Benefits, and Holiday Schedule*, subsection *Personnel and Adopted Comparison*;
  - b) Budget Section *General Fund*, subsection *Police*; and
  - c) Utilization of *Unreserved Fund Balance* for a new Public Works Storage Facility. (Staff) - [Agenda Item](#)
10. Second and final reading, and action on an Ordinance of the City Council of the City of Helotes, Texas, providing for the extension of the Helotes municipal boundaries by voluntary annexation of an approximate 4.719 acre tract of land located on FM 1560, near its intersection with Braun Road, adjacent and contiguous to the Helotes city limit, being the same real property described out of the JP Miller Survey, Abstract 861, and out of the MMV Muzquiz Survey, Abstract 467, in the Official Public Records of Bexar County, Texas; and approving a Municipal Service Plan for said area. (Staff) - [Agenda Item](#)

**ITEMS FOR INDIVIDUAL CONSIDERATION contd.:**

11. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas, approving a Development and Annexation Agreement between the City and Michael and Kathryn Arena to set forth terms and obligations with respect to the development and annexation of an approximate 4.719 acre tract of land located on FM 1560, near its intersection with Braun Road, adjacent and contiguous to the Helotes city limit, being the same real property described out of the JP Miller Survey, Abstract 861, and out of the MMV Muzquiz Survey, Abstract 467, in the Official Public Records of Bexar County, Texas. (Staff) - [Agenda Item](#)
12. First reading and discussion on an Ordinance of the City Council of the City of Helotes, Texas, continuing Municipal Code of Ordinances Chapter 58, Article III *Minors*, Division I *Curfew* to keep the existing juvenile curfew regulations in effect for minors under seventeen (17) years of age and over ten (10) years of age; and providing for a triennial review of the Ordinance. (Staff) - [Agenda Item](#)

*Adjourn into Closed Session.*

**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* with respect to the appointment, qualifications, and duties of public officers on the City of Helotes Municipal Boards.

*Adjourn into Open Session.*

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

14. First reading and discussion on an Ordinance of the City Council of the City of Helotes Texas, amending Municipal Code of Ordinances Chapter 2 *Administration*, Article V *Planning and Zoning Commission* by revising the membership composition and associated number requirement for quorum. (Staff) - [Agenda Item](#)

*Adjourn meeting.*

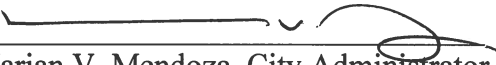
The City Council reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting be open to the

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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 March 17, 2023, at 9:00 p.m.

  
Marian V. Mendoza, City Administrator