



**AGENDA**  
**REGULAR MEETING**  
**HELOTES CITY COUNCIL**  
**December 14, 2023**  
**7:00 p.m.**

The City of Helotes City Council will meet for a Regular Meeting on Thursday, December 14, 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.

**RECOGNITION:**

2. Retirement Award presented by Mayor Whitehead to Tabitha Durr, Finance Director, recognizing 12 years of municipal service.

**PUBLIC HEARING:**

3. Public Hearing to give all interested persons the right to appear and be heard on a land use request by MN&O Investment Group, LLC, for a Planned Unit Development (PUD) establishing Trailhead at Helotes, a proposed mixed-use commercial and residential project on property zoned General Business District (B-3), generally located at 14410 Bandera Road, Helotes, Texas 78023, and identified as BCAD Property ID Nos. 242100, 1097255, and 242130. - [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 NOS. 5 - 6):**

*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 November 9, 2023, and the Special Meeting dated November 17, 2023. (Staff) - [Agenda Item](#)
6. Approval of the Fiscal Year Ending (FYE) 2024 City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated December 4, 2023. (Staff) - [Agenda Item](#)

**MAYOR'S REPORT:**

7. Updates on the following:
  - City of Helotes a contender for a television feature in Viewpoint with Dennis Quaid as part of the series "Discover America: Great Places to Live, Raise a Family, and Start a Business".

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

8. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas, on a new Planned Unit Development (PUD) land use application by MN&O Investment Group, LLC, establishing Trailhead at Helotes, a proposed mixed-use commercial and residential project on property zoned General Business District (B-3), generally located at 14410 Bandera Road, Helotes, Texas 78023, and identified as BCAD Property ID Nos. 242100, 1097255, and 242130. (Applicant) - [Agenda Item](#)
9. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas, on an amended Planned Unit Development (PUD) project application by Killen, Griffin, Farrimond, PLLC, establishing Amendment No.1 for site plan updates to Bandera Ranch, an approved mixed-use commercial and residential project located at 15030 Bandera Road, Helotes, Texas 78023, and identified as BCAD Property ID No. 242013. (Applicant) - [Agenda Item](#)
10. Discussion of and action on a request by EZZI Signs for approval of signage under Municipal Code of Ordinances Chapter 66 *Signs* to reflect the rebranding for Walmart located at 12550 Leslie Road, Helotes, Texas 78023, identified as BCAD Property ID No. 1175530, and includes:
  - a) Updating the external facing of two existing monument signs pursuant to Municipal Code of Ordinances, Chapter 66 *Signs*, Section 66-49 *Single Business Use Monument Type*;
  - b) Updating the external facing of (11) existing wall signs pursuant to Municipal Code of Ordinances, Chapter 66 *Signs*, Section 66-51 *Wall Signs*;
  - c) Installation of (6) new wall signs and associated size and number variances pursuant to Municipal Code of Ordinances, Chapter 66 *Signs*, Section 66-51 *Wall Signs*; and
  - d) Establishing a master sign plan, as requested by the Planning & Zoning Commission, pursuant to Municipal Code of Ordinances, Chapter 66 *Signs*, Section 66-71 *Master Sign Plan*. (Applicant) - [Agenda Item](#)

**ITEMS FOR INDIVIDUAL CONSIDERATION contd.:**

11. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, approving Amendment No. 1 to the Street Maintenance Plan for Year 2024 by adding the Old F.M. 1560 Roadway Drainage Improvements, including, but not limited to, the publication of the associated bid documentation and award of contract to the lowest responsible bidder and/or use of a purchasing cooperative program, and a project expenditure amount not to exceed \$110,000.00 from the dedicated Street Maintenance Fund. (Staff) - [Agenda Item](#)
12. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, authorizing the Helotes Economic Development Corporation (HEDC) to enter into a Service Agreement with Charter Communications (“Spectrum”) to provide internet and related services to the Helotes Visitor and Business Center for an amount not to exceed \$10,000.00 per year, for a term of three (3) years. (HEDC) - [Agenda Item](#)
13. Discussion of and information on Ordinance No. 23-02 *No Thru Traffic in the Beverly Hills Subdivision*. (Mayor)

**STAFF REPORT:**

14. Presentation by Corey Vullo, Public Works Operations Supervisor, on the City of Helotes Municipal Separate Storm Sewer System (Ms4) for Fiscal Year Ending 2023. (Staff) - [Agenda Item](#)
15. Presentation by Glenn Goolsby, Executive Director of the Helotes Economic Development Corporation (HEDC), on the 4<sup>th</sup> Quarter Activity for Fiscal Year Ending 2023 and 1<sup>st</sup> Quarter Activity for Fiscal Year Ending 2024. (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 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.



Rich Whitehead, Mayor

I certify that this Agenda was posted on December 7, 2023, at 4:45 p.m.



Celina Perez, City Secretary