

MINUTES
REGULAR MEETING
HELOTES CITY COUNCIL
January 25, 2024

The City of Helotes City Council met for a regular meeting on Thursday, January 25, 2024, 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
Dave Cato
Cynthia Massey
Matthew Merchant

Staff Present: Marian Mendoza, City Administrator
Celina Perez, City Secretary
Vanessa Vazquez, Marketing & Events
Corey Vullo, Public Works Director
Glenn Goolsby, HEDC Executive Director

1. Call to Order.

Mayor Whitehead called the meeting to order at 7:00 p.m. Mayor Whitehead led the invocation, the pledge to the U.S. flag, and the pledge to the Texas flag.

OPEN SESSION:

2. Citizens to be Heard.

David Banks, The Cottage of Helotes (antique store), stated there was a list of shared topics that a fellow business owner would be addressing.

Tammy Pointon, Helotes Country Club, spoke on the following topics: spreading MarketPlace to the area located north of the bridge (where her business is) to help this side of Old Town Helotes grow; holding the Halloween event (by the City) in Old Town Helotes instead of the Helotes Festival Fairgrounds; difficulties in obtaining building and food truck permits; visibility issues on the Old Town Helotes signage; and increased commercial garbage rates by Republic Services.

Mayor Whitehead advised responses to speakers are limited to a statement of specific factual information. Permit questions can be addressed by coming to the office. The garage contract was through bid; however, Republic Services canceled their contract, and a new contract with Frontier Waste Solutions is effective March 1, 2024. This contract has decreased commercial rates. Mayor Whitehead encouraged anyone with concerns to schedule an appointment to discuss the details of those concerns.

Buck Russel spoke against the Helotes Economic Development Corporation's (HEDC) request to increase the expenditure amount for the development of the Helotes Visitor and Business Center (Agenda Item No. 9). Reasons for opposition include the HEDC is using tax payer dollars to remodel a building that does not belong to them (the appraised value of the building is \$989,000.00); the improvements (i.e. proposed exterior façade) will not compliment the rest of the building; and lack of parking.

CONSENT AGENDA: All items marked with an asterisk (*) on the consent agenda were voted on by one motion. Motion was made by Council Member Massey, second by Council Member Cato, to approve items 3 and 4 on the consent agenda. Motion to approve carried unanimously.

- 3.* Approval of the minutes of the Regular Meeting dated December 14, 2023. (Staff)**
- 4.* Approval of an Ordinance of the City Council of the City of Helotes, Texas calling for a General Election to be held on Saturday, May 4, 2024, for the purpose of electing one (1) Council Member Place 1, one (1) Council Member Place 2, and one (1) Council Member Place 4; providing for early voting and for notice of the Election; making provisions for the conduct of the Election; authorizing the Mayor to execute a Joint Contract for Election Services with Bexar County, Texas; and resolving other matters related to such election. (Staff)**

MAYOR'S REPORT:

- 5. Updates on the following:**
 - **TxDOT improvements; and**
 - **State of the City presented by the Helotes Area Chamber of Commerce on Tuesday, February 20, 2024, from 11:30 a.m. to 1:00 p.m. at Floore's Country Store.**

Mayor Whitehead reported no construction activity on the S.H. 16 (Bandera Road) project. Per the TxDOT Project Managers, completion is "trending" toward the end of the year. Mayor Whitehead expressed frustration on sub-contractors deciding when to show up and shared his concerns about better project management by TxDOT with State Representative (Mark Dorazio). Next, the State of the City is on Thursday, February 20, starting at 11:30 a.m. at Floore's Country Store. Tickets are available for purchase on the Helotes Area Chamber of Commerce website.

OLD BUSINESS:

- 6. 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)**

(Note: On November 14, 2023, the Planning & Zoning Commission recommended approval of the residential site plan updates for the Bandera Ranch Planned Unit Development.)

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

Speaking on this item was Ashley Farrimond, Killen, Griffin, Farrimond, PLLC. Since the PUD's approval (on October 13, 2022), the engineers and architects dug into how the plan will work. The residential site plan amendments add two car garages to most units (a lot of on-street parking removed), update the unit mix, increase the unit sizes, and increase building setbacks on Scenic Loop Road and the northwest property line.

Motion to approve the item as presented carried unanimously.

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Discussion of an action on a Resolution of the City Council of the City of Helotes, Texas, authorizing the closure of portions of Old Bandera, Bandera (S.H. 16), Leslie, Signal Hill, and Rainbow Ridge Roads during certain hours for the 57th Annual Helotes Cornyval Parade; approving a parade route; approving notification to the Texas Department of Transportation (TxDOT); and authorizing the Mayor to execute a new Multi-Year Road Closure Agreement with TxDOT. (Staff)**

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

Motion to approve the item as written carried unanimously.

8. **Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, awarding the Household Hazardous Waste Disposal Program Contract to Clean Harbors Environmental Services for a primary term of one (1) year, with an option to extend for three (3) additional one (1) year terms; and authorizing the City Administrator to execute a Contract for said services. (Staff)**

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

The contract includes up to two collection events. This year, the goal is to hold the first collection in spring and the second in fall. Staff will monitor event turnout this year to determine if one or two collections a year are needed.

Motion to approve the item as written carried unanimously.

9. **Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, approving Amendment No. 1 to increase the expenditure amount from \$250,000.00 to \$400,000.00 for the development of the Helotes Visitor and Business Center by the Helotes Economic Development Corporation (HEDC). (HEDC Board of Directors)**

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

Speaking on this item was Glenn Goolsby, HEDC Executive Director. The HEDC FYE 2024 Budget allocated \$330,000.00 for the interior finish out and development of the Helotes Visitor and Business Center. The HEDC wishes to transfer \$70,000.00 from Account No. 05-510-5233 *New Development Incentive* to 05-510-5228 *Visitor Center* to cover remaining expenses. Clarification on the \$400,000.00 amount was given:

• Interior finish out amount approved by the City Council	\$250,000.00
• Interior finish out balance after contractor negotiations	\$30,000.00
• Additional enhancements (façade, signage, storefront glass)	\$50,000.00
• Expenses related to furniture, IT, and security	\$70,000.00
Total:	\$400,000.00

Council Member Merchant stated the additional enhancements, specifically the façade, “seemed a bit much” in relation to the rest of the building. Council Member Massey commented on lack of information and requested that Glenn forward the interior finish out quotes to the City Secretary so that she could disburse to the City Council for review. Council Member Sones added to Council Member Massey’s point by stating, “where is all the background material?” Sones continued by saying there were little HEDC Board meeting videos to reference, and the August - November 2023 meeting minutes were not on the website. Mayor Whitehead re-analyzed the break-even scenarios supplied by Glenn, stating it was inaccurate and did not include the amortization cost. Glenn disagreed with the analysis by Mayor Whitehead. After another round of discussion, the sticking points were the HEDC did not own the building and lack of confidence in the numbers. There being no further comments, Mayor Whitehead called the question.

Motion to deny this item as written carried unanimously.

10. 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 an Internet Technology Provider Agreement with AT&T to provide internet and related services to the Helotes Visitor and Business Center in an amount not to exceed \$25,000.00 over a contract duration of three years. (HEDC Board of Directors)

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

Glenn Goolsby, HEDC Executive Director, reported since receiving approval from the City Council (on December 14, 2023), Spectrum increased the service and construction costs, leading HEDC to select a different internet provider for the Helotes Visitor and Business Center.

Motion to approve the item as written carried unanimously.

- 11. 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 Security Systems Service Agreement with UpNorth Vision Technologies to provide security cameras and access control hardware for the Helotes Visitor and Business Center in an amount not to exceed \$30,000.00 over a contract duration of five years. (HEDC Board of Directors)**

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

Glenn Goolsby, HEDC Executive Director, explained the intent of the Helotes Visitor and Business Center is to be accessible 24/7 for the clients that do rent, which is the reason for the security and access control system. Three quotes were received, all with varying capabilities and price points. Glenn stated, in his opinion UpNorth Vision Technologies is the best quote because the access control and security cameras communicate with each other. He emphasized this item is a critical component for protecting renter's assets.

The City Council discussed the level of security needed. Some believed the design was way too much, for example the extended motion detection range and facial recognition. Some supported this item, understanding that lack of high quality security may deter renters.

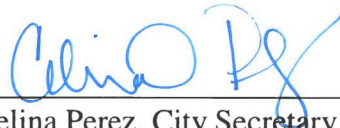
Motion to approve carried: 4 Ayes – Council Members Sanders, Council Member Sones, Council Member Cato, and Council Member Merchant; 1 Nay – Council Member Massey.

Adjourn.

With no more business to come before the City Council, Mayor Whitehead adjourned the meeting at 8:53 p.m.


Rich Whitehead, Mayor

ATTEST:


Celina Perez, City Secretary