



**AGENDA
REGULAR MEETING
HELOTES CITY COUNCIL
March 14, 2024
7:00 p.m.**

The City of Helotes City Council will meet for a Regular Meeting on Thursday, March 14, 2024, 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 PRESENTATION:

2. Community presentation by San Antonio Water System (SAWS) on proposed drought rule updates for SAWS customers.

RECOGNITION:

3. Proclamation presented by Mayor Whitehead to the Sandra Day O'Connor High School Thespian Troupe 5872 in recognition of *Theatre in Our Schools Month*. (Requester) – [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 - 7):

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 February 22, 2024. (Staff) – [Agenda Item](#)
6. Acceptance of the resignation of Donny Jones from the City of Helotes Board of Adjustment, Place Five. (BOA Member Jones) – [Agenda Item](#)
7. Approval of an Ordinance of the City Council of the City of Helotes, Texas, certifying the candidates for Council Member Place 1, Council Member Place 2, and Council Member Place 4 are unopposed in the May 4, 2024 General Election; declaring the unopposed candidates elected to their respective offices; and cancelling said election. (Staff) – [Agenda Item](#)

MAYOR'S REPORT:

8. Updates on the following:
 - Get ready for the 57th Annual Helotes Cornyval Parade, *A Corn-stellation Space Invasion*; registration closes Friday, April 5, 2024; parade is on Saturday, May 4, 2024;
 - Solid waste service provider transition from Republic Services to Frontier Waste Solutions; and
 - TxDOT improvements.

ITEMS FOR INDIVIDUAL CONSIDERATION:

9. Discussion of and action on the appointment of Brian McKee to the Board of Adjustment, Place Five, with a term expiring May 2025. (Mayor Whitehead) – [Agenda Item](#)
10. Discussion of and action on the Fiscal Year Ending (FYE) 2023 Annual Comprehensive Financial Report (ACFR) for the City of Helotes and the City of Helotes Economic Development Corporation (HEDC). (Armstrong, Vaughan, & Associates, P.C., City Auditor) – [Agenda Item](#)
11. Discussion of and action on an Ordinance of the City Council of the City of Helotes, Texas, authorizing Amendment No. 2 to the FYE 2024 Budget by transferring \$300,000.00 from the *Unreserved Fund Balance* to the *Capital Replacement Fund Budget* to increase the construction budget for the Public Works Storage Building from \$400,000.00 to \$700,00.00. (Staff) – [Agenda Item](#)

ITEMS FOR INDIVIDUAL CONSIDERATION contd.:

12. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, establishing a Right-of-Way Encroachment License Agreement per Municipal Code of Ordinances Chapter 74, Article II *Encroachment License*, granting a request by James and Nora Peterson for the encroachment of a retaining wall into a portion of the city right-of-way for property address 13407 Pecan Stable, Helotes, Texas 78023, identified as BCAD Property ID No. 1182725; and for an Agreement term of ten years, beginning on the effective date. (Applicant) – [Agenda Item](#)
13. Discussion of and action on the nomination of Austin Lane to fill the vacancy of Place Two on the City of Helotes Economic Development Corporation (HEDC) Board of Directors, pursuant to Amendment No. 3 of the HEDC Bylaws, Article Two *Board of Directors*, Section 2.1 (c) and (e); and for said nominee to serve the remainder of the term expiring September 30, 2024. (HEDC Board of Directors) – [Agenda Item](#)
14. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, authorizing the City of Helotes Economic Development Corporation (HEDC) to award funding from the FYE 2024 Retailer and Commercial Tenant Improvement Incentive Grant Program to H2O, LLC, a new filtered water store located at 12340 Bandera Road, Ste. 101, Helotes, Texas 78023; and approving a grant amount not to exceed \$20,000.00. (HEDC Board of Directors) – [Agenda Item](#)
15. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, authorizing the City of Helotes Economic Development Corporation (HEDC) to award funding from the FYE 2024 Retailer and Commercial Tenant Improvement Incentive Grant Program to Lone Star BBQ Pro Shop, LLC, a new supply shop located at 14108 Bandera Road, Ste. 103, Helotes, Texas 78023; and approving a grant amount not to exceed \$20,000.00. (HEDC Board of Directors) – [Agenda Item](#)
16. Discussion of and action on a Resolution of the City Council of the City of Helotes, Texas, approving Amendment No. 1 to increase the renovation budget from \$250,000.00 to \$300,000.00 for the development of the Helotes Visitor and Business Center by the Helotes Economic Development Corporation (HEDC). (HEDC Board of Directors) – [Agenda Item](#)


CLOSED SESSION:

17. Closed Session in accordance with Texas Government Code §551.087 *Deliberation Regarding Economic Development Negotiations* and §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:
 - §551.087 *Deliberation Regarding Economic Development Negotiations* with respect to an annexation and development agreement related to Bricewood Subdivision Unit-6A.
 - §551.074 *Personnel Matters* to deliberate the performance, evaluation, duties, discipline of a city employee.

Adjourn into Open Session.

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 March 11, 2024, at 5:30 p.m.



Celina Perez, City Secretary