

The Regular City Council Meeting of February 27, 2018 was called to order at 6:30 p.m.

MAYOR

Ron Reinhard

OTHERS

Shannan Kinsley

Pat Howard

Chief David Bejar

Mitch Thornton

Gigi Duke

Lee Holleway

Kathleen McCloskey

Irene Scharf

Don Reddout

Lorna Main

Matt Baker

Shawn Main

Chandler Baker

Madeline McCloskey

COUNCILMEMBERS

Susan Darst

Holly Holleway

Phil Howard

Jennifer Nottingham

Lynn Tiner

Mayor Reinhard declared a quorum with all Council members present. The meeting was started with the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the September 26, 2017 Regular City Council Meeting were reviewed. Council member Nottingham stated she would like clarification on Page 4 where it talks about taxes and how they didn't increase. She would like to clarify that the 2016/2017 tax rate was \$0.088441 and that the 2017/2018 tax rate is still \$0.088441. It was confirmed the tax rate remained the same. That property values increased; increasing revenue. Council member Nottingham made the motion to accept the September 26, 2017 minutes as written. The motion was seconded by Council member Tiner and passed unanimously.

The minutes of the October 24, 2017 Regular City Council Meeting were reviewed. Council member Nottingham stated she has corrections: Page 3, Agenda Item No. 1; the record should reflect "There were no comments" replacing "was with were". Page 4, Agenda Item No. 4, fifteen lines down; the record should reflect "sample letter that needs some editing", adding "that". Agenda Item No. 5, the record should reflect "Hill Country" throughout the instead of "County". Council member Tiner stated under the Senator Frank L. Madla, Jr. Natural Area Update, third line down, the record should reflect "litter"; not "liter". Page 5, seven lines down; "Therefore to" should be removed, it's a duplicate. Council member Tiner made the motion to approve the October 24, 2017 minutes as amended. The motion was seconded by Council member Darst and passed unanimously.

PRESENTATIONS BY CITIZENS AND VISITORS - None.

MAYOR ANNOUNCEMENTS/FINANCIAL REPORTS

Mayor Reinhard stated the financials are on track. There are no anomalies or anything out of the ordinary that needs to be explained.

Mayor Reinhard stated the monthly Legal Activity has been provided. The City Attorney gets a monthly retainer. There are two invoices; The Jacobson Law Firm and McKamie Krueger. There's been an injunction filed against the City by Ed & Irene Scharf. The City has retained the McKamie Law Firm to represent us in that. This was reported at the last meeting and there are extra charges for that.

COUNCIL/STAFF ANNOUNCEMENTS

Council member Nottingham stated she has had several meetings on the Scenic Loop – Helotes Creek Corridor. The most satisfactory meeting was with the San Antonio Conservation Society. They are very interested and supportive. Judge Wolff has responded and wants to write a resolution of support from the County. She will talk to Commissioner Wolff after that. Representative Larson has responded and would like to meet. She's working on the City of San Antonio because our north end will eventually be the City of San Antonio. She's tried several different directions to get in touch with the City of Helotes and will try to meet before our next meeting. Annalisa Peace with the Greater Edwards Aquifer Authority is very interested in supporting what we can do to preserve property and keep the creeks pristine. Mayor Reinhard stated we're pushing forward to try and preserve our environment.

COMMITTEE ANNOUNCEMENTS/REPORTS

Council member Howard stated monthly updates have been given to City Council since they started the Road Improvement effort. They are in the assessment phase and still gathering data before a plan can be developed and presented to Council. The volunteers on the Road Improvement Committee for the most part have done all they can at this point in time. Up to this point, they've looked at engineering and types of soil that we have in the City and how they're going to deal with it. Elevations have been shot at no cost to the City which gives us an indication of how we can handle water. They've talked about concept road design and materials to use. They recommended we employ the services of a professional land surveyor which the Mayor directed the City Engineer to arrange for. Environmentally we are going to build off of what the City currently has. Research has worked primarily in funding concepts to reduce the costs to the City. Communications has informed utilities that go through the area of our intentions. The purpose of surveying is to determine where the roads are actually located. Citizens have made complaints for a period of time of the roads encroaching upon their property. Field work on Grey Forest Drive has taken place and letters have gone out to homeowners on Sherwood Trail of the upcoming survey of the streets. The survey is revealing interesting facts. In 1929; Requa recorded the plat for Scenic Loop Playground Number 1. In 1934; Requa conveyed basically the roads and community property to the Scenic Loop Playground Club (SLPC). In 1961; SLPC granted portions of Sherwood Trail to Bexar County for purposes of widening the entrance. It's a warranty deed and is the highest form of ownership. The surveyor is going back to see if there's anything there that addresses the reasoning behind this. Council member Howard stated he would also like to address some rumors that are going around the City beginning with there never has been any plans to widen the roads. The purpose of the survey is to find exactly where the roads are located. We don't know exactly where all the Scenic Loop Playground property is as a survey has never been done. There's never been any discussion of a seven million dollar bond. There has never been any discussion of sidewalks. There has been some discussion of maybe having curbs where it makes sense to handle the flow of water. Based on the elevation study; they have a real good handle on how water is going to flow naturally. Lastly, he doesn't make the decision on spending money. He's just heading the committee. Once the complete assessment is made; his task is to develop a plan, cost estimate and present it to City Council for consideration. City Council will decide what needs to be done. They have not made any specific road plans that address the type of construction, cost or funding because they simply don't have the required information at this point in time.

GREY FOREST COMMUNITY BOARD (GFCB) UPDATE

Madeline McCloskey stated the Grey Forest Community Board (GFCB) had their community garage sale and made approximately \$400. The renovation of the community center has started. With the exception of some junk; they are not throwing away old materials such as boards and ammo boxes which they are finding more of behind the walls. They would like to put the history of the clubhouse into some type of museum. They will be discussing paint colors, cabinets, etc. at the upcoming meeting. The windows that were blocked out have been opened and glass is being installed. The floors have been raised to be level and ADA compliant. The bathrooms are being done one at a time. The toilets and doors are being moved over. The doors will be kept until they find some way to repurpose them. They have an Eagle Scout making a kiosk for information for the community. They will be approving his design and placement. The community garden has started off with flags outlining the size of it. Nothing is set in stone but they've agreed a community garden is a good idea going forward. Mayor Reinhard stated two contracts were awarded for the community center renovations; ADA compliant parking and the community center remodel. The parking is completed and looks great. James Swisher put in a flower bed. The idea is to preserve as much of the look inside and outside as possible but doing the proper modernization; predominately ADA compliance.

SENATOR FRANK L. MADLA, JR. NATURAL AREA UPDATE

Council member Nottingham stated the Madla Board had a Work Session last Saturday. They had three volunteers. They pulled invasive weeds and picked up trash. The next Work Session is March 17th and everyone is invited to help. The Fundraiser is coming up March 24th. Their speaker is Bill Wren and is speaking on better lighting at night to help save our stars. It's on night sky's which is very important to us. April 19th they will have a moon gazing party. The

astronomers will come out and have said it's the best night to see the moon. The Madla Board meets the last Sunday of every month at 6:00 p.m. at City Hall and all are welcome to join.

BOARD OF ADJUSTMENT UPDATE

Mayor Reinhard stated the Board of Adjustment had a Public Hearing on February 13, 2018. It happened to be on his property. He presented his request for Variance where he has one pole that will be in a setback area. The Board of Adjustment approved his request. Shannan Kinsley stated the variance was for a carport. The closest point was 17 feet off of the front property line and it has to be 25 feet.

POLICE DEPARTMENT ACTIVITY REPORT

Chief Bejar reviewed the January 2018 Monthly Activity Report. There were 126 calls for service, 1112 hours worked, 5337 total miles driven, 65 traffic stops, 67 summons issued and 9 warnings issued. Chief Bejar presented the 2017 Racial Profiling Report to City Council. There were a total of 558 traffic stops; 2 included arrests, 556 citation only. Race or ethnicity breakdown on those stops; 26 African American, 12 Asian, 268 Caucasian, 242 Hispanic, 10 Middle Eastern. The race was not known on any of them prior to the stop. They made 4 searches and 554 there was no search. Of the 4 searches; 1 was consented and 3 were not. The 2017 Racial Profiling Report was submitted to the State on February 16, 2018 and to City Council this evening.

PUBLIC WORKS ANNOUNCEMENTS

Mayor Reinhard stated as many are aware, Bubba Rutledge is back and employed by the City as the Public Works Manager. He's getting his feet back on the ground and believes he will start providing Council a report next month. There's a lot of cleanup that needs to be done. There are three vehicles that are currently out for sealed bids that are set to close tomorrow.

GFU UTILITY ANNOUNCEMENTS

Mayor Reinhard stated Jeff English isn't able to be here this evening but the utility remains very healthy and is doing well. The new water tank is up and running. There's still water in the old tank and is being used. At some point, they're going to evaluate if it's suitable to be refurbished.

FIRE DEPARTMENT REPORT

Don Reddout stated there were 5 calls for service in the City for the month of January 2018; 3 medical, all assist EMS and 2 other than medical. The Average Response Time was 4 minutes and Average Number of Personnel 4.

NEW BUSINESS:

1. DISCUSS AND ACT ON APPOINTMENT OF AGENT DURING ELECTION PERIOD IN THE CITY SECRETARY'S ABSENCE TO PERFORM THE DUTIES PROVIDED BY CHAPTER 31, SECTION 31.22 TO MAINTAIN OFFICE HOURS OF ELECTION AUTHORITY

Mayor Reinhard stated every year prior to the election; there are certain requirements on the number of days, hours and times that things have to be done. We're an office of pretty much one person that handles this. What we want to do is appoint someone if Shannan is out to cover those hours. What's been done in the past and he's recommending to do is appoint Belinda McCall, who's part time to cover time where Shannan can't be there. Mayor Reinhard stated the action would be to appoint Belinda McCall to be the agent to support the City Secretary and election official responsible to cover those times in case Shannan is unable to be there. Council member Howard made the motion to appoint Belinda McCall to be an agent during the election period in the City Secretary's absence to perform such duties as specified. The motion was seconded by Council member Nottingham and passed unanimously.

2. DISCUSS AND ACT ON SETTING A DATE FOR MEET THE CANDIDATES RECEPTION

Mayor Reinhard stated for the past several years, the City has put on an opportunity for candidates to be here and open it up for the citizens to come in and ask questions, discuss any concerns they have and meet the people running for office. We've held it before on the weekends and typically get a handful of people that come in. He'd like to have it sometime close to a month before the election. He'd like to try a Monday evening this year instead of a Sunday as it really hasn't been well attended. Mayor Reinhard proposed Monday, April 9th. Dates, times and availability were discussed. Council member Howard made the motion to set the date and time for Meet the Candidates Reception for Monday, April 9th from 6:30 to 8:30 p.m. at City Hall. The motion was seconded by Council member Darst and passed unanimously.

3. DISCUSS AND ACT ON APPOINTMENT OF CITY ATTORNEY PURSUANT TO ORDINANCE NO. 17 (10/2/79)

Mayor Reinhard stated Council appoints the City Attorney. It's typically a one year appointment. In discussion with our City Attorney, Dana Jacobson of The Jacobson Law Firm; they are working on quite a bit of other work and reducing their municipal work. Therefore, we will not be reappointing The Jacobson Law Firm based on a mutual decision. Mayor Reinhard stated he's been looking at some other firms that do more specialization in municipal law. He's conducting some telephone interviews. He plans to have a couple options for Council consideration next month. With that being said, appointed positions in a City by law specifies that even though an appointment may be up, the appointee can still service that appointment until replaced. Dana Jacobson is absolutely fine and more than willing to keep going until we find a replacement. It was discussed the ordinance states appointments are made in May of each year. It was noted the current appointment of The Jacobson Law Firm is through January 31, 2018.

4. DISCUSS AND ACT ON APPOINTMENT OF BOARD MEMBER TO THE SENATOR FRANK L. MADLA, JR. NATURAL AREA BOARD OF DIRECTORS PURSUANT TO AMENDMENT TO ORDINANCE NO. 180 TO FILL THE UNEXPIRED TERM OF BILL HOOVER

Mayor Reinhard stated Bill Hoover has moved away and been unable to make the meetings. He has submitted his resignation. In compliance with the ordinance, the Board conducted a search for another candidate. Chris Porter has been to a lot of the Work Sessions and Board Meetings. He's not present this evening as he's out of town for work otherwise he'd be here tonight to introduce himself. The ordinance states they want people who have a desire to work on the Board and work in the natural area. Chris Porter has shown this long before he was considered for the position. The Board thinks he'd be a good addition. Mayor Reinhard asked if there was a motion to appoint Chris Porter to the Board of Directors for the Madla Natural Area. Council member Holleway asked if this is a position other people in the community can apply for; was it announced or mentioned anywhere besides in the meetings. Mayor Reinhard stated anyone can pursue the position. The Board meets the last Sunday of every month. It's been a long practice. The search starts with people who attend. Between Chris Porter's professional record and participation in the Work Sessions at the park; he seemed like a person who will work very effectively. People who come to the Work Sessions, Board Meetings and express an interest; will certainly be considered. The position is not required to be advertised or be posted anywhere but certainly people who participate are likely to be involved. Council member Darst made the motion to appoint Chris Porter to the Board of the Senator Frank L. Madla Natural Area to fill the unexpired term of Bill Hoover. The motion was seconded by Council member Nottingham and passed unanimously.

UNFINISHED BUSINESS - None.

There was no further business. Mayor Reinhard adjourned the Regular Council Meeting at 7:25 p.m.

These minutes were written/recorded by Shawna Kinsley.

These minutes were approved as ~~written~~ amended on the 26 day of June, 2018.

Signed: Phillip A. Howard
Phillip A. Howard, Mayor