



HELOTES
TEXAS
ECONOMIC DEVELOPMENT
REGULAR MEETING AGENDA

The City of Helotes Economic Development Corporation (EDC) Board of Directors will meet for a Regular Meeting on Wednesday, April 17, 2019 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This is an open meeting, subject to the open meeting laws of the State of Texas.

1. Call to order.

OPEN SESSION:

2. Citizens to be heard.

The EDC cannot discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The EDC will accept comments from citizens of the City of Helotes and its Extraterritorial Jurisdiction (ETJ) only. Comments are limited to three (3) minutes, and this time is not transferable. Discussion by the EDC of any item not on the Agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to any inquiry, and / or a proposal to place the item on a future EDC Agenda.

CONSENT AGENDA (ITEM NOS. 3 – 4):

All Consent Agenda items listed below are considered routine by EDC Staff and are intended to be enacted by one motion. There will be no separate discussion of these items, unless a Director requests it, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

3. Approval of the minutes of the EDC Regular Meeting dated March 20, 2019. (Staff)
4. Approval of the EDC Fiscal Year Ending (FYE) 2019 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated April 12, 2019. (Staff)

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 forty-eight (48) hours prior to the meeting. Please contact the City Secretary's Office at 210.695.5911 or by facsimile at 210.695.2123.

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. Discussion of and action on the EDC FYE 2019 Strategic Work Plan, and authorizing the Executive Director to transmit said Plan to the City Council for final review and approval. (Staff)
6. Discussion of and action on the Old Town Helotes Pedestrian Bridge Project and appropriating capital monies for the manufacture of the bridge and, generally, the construction of bridge abutments, bridge installation, and sidewalk connectivity. (Staff)
7. Discussion of and action on an FYE 2019 Budget Amendment transferring funds from the EDC General Operating Fund to the City/EDC Capital Fund for the Old Town Helotes Pedestrian Bridge Project. (Staff)
8. Discussion of and action on the design and installation of gateway monument and city pride signage on S.H. 16, Hausman Rd., and F.M. 1560, including, but not limited to, authorizing the Executive Director to solicit proposals from sign contractors for the design and construction of said signage within TxDOT rights-of-way. (Staff)
9. Discussion of and direction on the extension of water utility services in lieu of annexation for Mega Systems, Inc., a stage and architectural lighting manufacturer, located at 18668 S.H. 16 that seeks to expand operations within the City of Helotes Extraterritorial Jurisdiction (ETJ). (Staff)
10. Discussion of and direction on the purchase of real property located near 12510 S.H. 16 for economic development purposes. (Staff)
11. Discussion of and action on the EDC's affiliation with the Helotes Area Chamber of Commerce, including, but not limited to, the following:
 - Staffing and administrative support;
 - Membership dues;
 - Annual sponsorship packages;
 - Power Lunch series sponsorships; and
 - A Service and Office Use Agreement providing office space to the Chamber.

12. Staff updates:

- Work completed and/or in progress since March 20, 2019;
- EDC Website – RealMassive (commercial property database), GIS Planning (demographics), NeonCloud (video), and Manhard Consulting (land planning);
- Bird’s Eye View map;
- S.H. 16 water / sewer utility project;
- Municipal Development District (MDD) creation;
- Helotes visitor center planning; and
- Current and proposed commercial developments with the City of Helotes.

Adjourn.

The EDC Board of Directors 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.

A quorum of the City Council and/or other City Boards, Committees, or Commissions may be present at this meeting. The City Council and/or other City Boards, Committees, or Commissions may not take action regarding public business or policy.

I certify that this Agenda was posted on April 12, 2019 at 5:00 p.m.



Rick A. Schroder
Executive Director



REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, March 20, 2019 at 7:00 p.m., in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present:

Board Members: Pat Wootton, President Alan Holmes, Vice-President
Patrick Adam Matthew McCrossen

Staff: Rick Schroder, Executive Director
Glenn Goolsby, Assistant Director

Absent: Kathryn Mitchell, Secretary Bill Putty
Stephanie "Stevie" Seitz

1. Call to Order.

President Wootton called the meeting to order at 7:01 p.m.

OPEN SESSION:

2. Citizens to be Heard.

The EDC cannot discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The EDC will accept comments from citizens of the City of Helotes and its Extraterritorial Jurisdiction (ETJ) only. Comments are limited to three (3) minutes, and this time is not transferable. Discussion by the EDC of any item not on the Agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to any inquiry, and / or a proposal to place the item on a future EDC Agenda.

No Public Comment

CONSENT AGENDA (ITEM NOS. 3 – 4):

All items marked with an asterisk (*) on the consent agenda were voted on as a group at the beginning of the meeting. Motion was made by Patrick Adam, second by Alan Holmes to approve Items 3 and 4 as written. Motion carried unanimously.

3. *Approval of the minutes of the EDC Regular Meeting dated February 20, 2019. (Staff)

4. *Approval of the EDC Fiscal Year Ending (FYE) 2019 Revenue and Expenditure and Balance Sheet Reports dated March 12, 2019. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Presentation by Armstrong, Vaughn & Associates, P.C. and Discussion of and action on the EDC FYE 2018 Annual Financial Report. (Auditor)**

Kim Roach with Armstrong, Vaughn & Associates presented the report and stated the EDC received an unmodified opinion, the best an organization can receive. She stated the EDC had a net position of \$985,044 for 2018. Ms. Roach also mention revenues fell \$28,309 short of projections and expenses were \$163,423 under projections.

Motion was made by Matthew McCrossen, second by Alan Holmes, to approve the 2018 EDC FYE 2018 Annual Financial Report. Motion carried unanimously.

6. **Presentation by the Texas Department of Transportation (TxDOT) on TxDOT's Gateway Monument Program and City Pride Signage, and discussion of and direction on the location(s), funding, design(s), and installation of gateway monument and/or city pride signage with in TxDOT rights-of-way and the City of Helotes. (Staff)**

No presentation was made.

Motion was made by Patrick Adam, second by Matthew McCrossen to adjourn into work session at 7:16 p.m.

7. **Discussion of and action on the EDC FYE 2019 Strategic Work Plan. (Staff)**

Rick Schroder reviewed plan modifications sense the last EDC Meeting.

Meeting reconvened into open session at 7:34p.m.

ITEMS FOR INDIVIDUAL CONSIDERATION:

8. **Discussion of and action on the EDC FYE 2019 Strategic Work Plan, and authorizing the Executive Director to transmit said Plan to the City Council for final review and approval. (Staff)**

Motion was made by Matthew McCrossen, second by Patrick Adam to discuss Item 8.

Motion was made by Alan Holmes, second by Patrick Adam to authorize the Executive Director to transmit the FYE 2019 Strategic Work Plan to the City Council for final review and approval. Motion carried unanimously.

9. **Staff Updates:**

- **Work completed and/or in progress since February 20, 2019;**
- **EDC website – RealMassive (property database), GISPlanning (demographic), NeonCloud (video), and Manhard Consulting (land planning);**
- **Bird's Eye View map;**

- **S.H. 16 water / sewer utility project;**
- **OTHSD pedestrian bridge project and FEMA CLOMR;**
- **Municipal Development District (MDD) creation;**
- **Helotes visitor center planning; and**
- **Current and proposed commercial developments within the City of Helotes.**

No action taken.

Adjourn the regular meeting of the EDC Board of Directors.

President Wootton adjourned the meeting at 8:03p.m.

Rick A. Schroder
Executive Director

DRAFT

05 - ECONOMIC DEVELOPMENT CORP
 FINANCIAL SUMMARY

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

NON-PROPERTY TAXES	1,220,288.82	0.00	704,472.84	515,815.98	57.73
MISCELLANEOUS REVENUE	8,492.00	0.00	9,047.72	555.72	106.54
TOTAL REVENUES	1,228,780.82	0.00	713,520.56	515,260.26	58.07

EXPENDITURE SUMMARY

ADMINISTRATION	1,228,780.82	7,457.50	670,019.16	558,761.66	54.53
TOTAL EXPENDITURES	1,228,780.82	7,457.50	670,019.16	558,761.66	54.53
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(7,457.50)	43,501.40	(43,501.40)	0.00

CITY OF HELOTES
 REVENUE & EXPENSE REPORT - UNAUDITED
 AS OF: APRIL 12TH, 2019

05 - ECONOMIC DEVELOPMENT CORP
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES					
401-3140 SALES TAX	1,210,581.82	0.00	699,202.43	511,379.39	57.76
401-3150 MIXED BEVERAGE	9,707.00	0.00	5,270.41	4,436.59	54.29
TOTAL NON-PROPERTY TAXES	1,220,288.82	0.00	704,472.84	515,815.98	57.73
MISCELLANEOUS REVENUE					
406-1010 INTEREST	8,492.00	0.00	9,047.72	555.72)	106.54
TOTAL MISCELLANEOUS REVENUE	8,492.00	0.00	9,047.72	555.72)	106.54
TOTAL REVENUES	1,228,780.82	0.00	713,520.56	515,260.26	58.07

05 -ECONOMIC DEVELOPMENT CORP
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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PERSONNEL					
510-5101 SALARIES	68,053.00	2,617.43	36,269.79	31,783.21	53.30
510-5111 LONGEVITY	1,100.00	0.00	1,100.00	0.00	100.00
510-5113 BENEFITS	17,352.22	387.63	8,335.55	9,016.67	48.04
TOTAL PERSONNEL	86,505.22	3,005.06	45,705.34	40,799.88	52.84

CONTRACTUAL SERVICES

510-5201 MEMBERSHIPS, DUES & LICENSES	16,000.00	0.00	4,660.37	11,339.63	29.13
510-5202 AUDIT FEES	3,200.00	1,600.00	3,200.00	0.00	100.00
510-5203 SCHOOLS, SEMINARS, CONFERENCES	3,000.00	0.00	95.00	2,905.00	3.17
510-5204 INTL. CONF. SHOPPING CENTERS	9,000.00	274.50	4,904.45	4,095.55	54.49
510-5205 BANK FEES	500.00	0.00	0.00	500.00	0.00
510-5206 LEGAL FEES	2,993.00	0.00	624.00	2,369.00	20.85
510-5208 CONC. DESIGN & LAND USE PLANS	25,000.00	0.00	1,550.00	23,450.00	6.20
510-5210 WORKSHOPS & PROMOTIONS	3,000.00	0.00	150.00	2,850.00	5.00
510-5211 MARKETING	35,000.00	1,969.94	10,548.57	24,451.43	30.14
510-5212 WEBSITE DEV. & MAINTENANCE	8,144.00	608.00	3,648.00	4,496.00	44.79
510-5214 MANAGED SVCS. AGREEMENT	5,523.68	0.00	5,523.68	0.00	100.00
510-5215 DEBT SERVICE	323,040.00	0.00	323,040.00	0.00	100.00
510-5221 RETAIL RECRUITMENT	20,000.00	0.00	0.00	20,000.00	0.00
510-5224 OFFICE RENTAL	9,600.00	0.00	4,600.00	5,000.00	47.92
510-5225 OTHSD PARKING LOT LEASE	6,000.00	0.00	2,558.56	3,441.44	42.64
510-5226 LAND ACQUISITION	234,649.84	0.00	0.00	234,649.84	0.00
TOTAL CONTRACTUAL SERVICES	704,650.52	4,452.44	365,102.63	339,547.89	51.81

COMMODITIES

510-5301 OFFICE SUPPLIES	5,126.08	0.00	329.33	4,796.75	6.42
510-5302 OPERATIONAL EXPENSES	9,750.00	0.00	9,497.52	252.48	97.41
510-5305 COMMUNICATION EQUIPMENT	1,421.00	0.00	630.89	790.11	44.40
510-5326 EXPENSE REIMBURSEMENT	250.00	0.00	0.00	250.00	0.00
510-5333 380 AGREEMENT REIMBURSEMENTS	421,078.00	0.00	248,753.45	172,324.55	59.08
TOTAL COMMODITIES	437,625.08	0.00	259,211.19	178,413.89	59.23

TOTAL ADMINISTRATION	1,228,780.82	7,457.50	670,019.16	558,761.66	54.53
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TOTAL EXPENDITURES	1,228,780.82	7,457.50	670,019.16	558,761.66	54.53
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REVENUES OVER/(UNDER) EXPENDITURES	0.00	(7,457.50)	43,501.40	(43,501.40)	0.00
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*** END OF REPORT ***

03 - CAPITAL REPLACEMENT
 FINANCIAL SUMMARY

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

MISCELLANEOUS REVENUE	104,161.50	70,000.00	175,552.15 (71,390.65)	168.54
TOTAL REVENUES	104,161.50	70,000.00	175,552.15 (71,390.65)	168.54

EXPENDITURE SUMMARY

ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
BUILDING & GROUNDS	808,259.77	114,473.72	149,460.66	658,799.11	18.49
TOTAL EXPENDITURES	808,759.77	114,473.72	149,460.66	659,299.11	18.48

REVENUES OVER/(UNDER) EXPENDITURES	(704,598.27)	(44,473.72)	26,091.49 (730,689.76)	3.70-
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03 - CAPITAL REPLACEMENT
 REVENUES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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MISCELLANEOUS REVENUE					
406-1010 INTEREST	10,202.50	0.00	13,043.15 (2,840.65)	127.84
406-1018 PD MISC REVENUES	2,150.00	0.00	700.00	1,450.00	32.56
406-1019 FD MISC REVENUES	91,809.00	70,000.00	161,809.00 (70,000.00)	176.25
TOTAL MISCELLANEOUS REVENUE	104,161.50	70,000.00	175,552.15 (71,390.65)	168.54

TOTAL REVENUES	104,161.50	70,000.00	175,552.15 (71,390.65)	168.54
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REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: APRIL 12TH, 2019

03 - CAPITAL REPLACEMENT
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK CHARGES	500.00	0.00	0.00	500.00	0.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	0.00	500.00	0.00
TOTAL ADMINISTRATION	500.00	0.00	0.00	500.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: APRIL 12TH, 2019

03 - CAPITAL REPLACEMENT
BUILDING & GROUNDS
EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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CAPITAL OUTLAY

550-5501 FIRE DEPT PURCHASES	91,809.00	0.00	0.00	91,809.00	0.00
550-5509 EDC 2015 Cofo EXPENDITURES	297,384.20	0.00	15,858.00	281,526.20	5.33
550-5510 POLICE DEPT PURCHASES	9,367.57	0.00	0.00	9,367.57	0.00
550-5512 CITY 2015 Cofo EXPENDITURES	409,699.00	114,473.72	133,602.66	276,096.34	32.61
TOTAL CAPITAL OUTLAY	808,259.77	114,473.72	149,460.66	658,799.11	18.49

TOTAL BUILDING & GROUNDS	808,259.77	114,473.72	149,460.66	658,799.11	18.49
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TOTAL EXPENDITURES	808,759.77	114,473.72	149,460.66	659,299.11	18.48
REVENUES OVER/(UNDER) EXPENDITURES	(704,598.27)	(44,473.72)	26,091.49	(730,689.76)	3.70-

*** END OF REPORT ***

05 -ECONOMIC DEVELOPMENT CORP
ACCOUNT# TITLE

ACCOUNT#	TITLE	
ASSETS		
101-2000	EDC OPERATING CASH	57,529.16
101-2100	EDC TEXPOOL	26.82
101-2600	LOGIC	875,321.46
101-3100	FARM BUREAU EDC 6 MONTH CD	0.00
101-3200	FARM BUREAU BANK MM	4.11
105-1000	RECEIVABLE - SALES TAX	198,595.26
120-0000	DUE FROM GENERAL FUND	0.00
120-1000	DUE FROM EDC CAP PROJ	0.00
		<u>1,131,476.81</u>

TOTAL ASSETS

1,131,476.81

LIABILITIES		
201-0000	ACCOUNTS PAYABLE	0.00
201-0200	PRIOR YEAR PAYABLES	(1,001.00)
201-0300	380 AGREEMENT PAYABLE	113,848.73
201-1000	WAGES PAYABLE	0.00
202-0910	PREPAID PAYABLES	0.00
202-1300	DUE TO CITY OP	45,285.34
		<u>158,133.07</u>

TOTAL LIABILITIES

158,133.07

EQUITY		
390-0000	FUND BALANCE/RETAINED EARNINGS	929,402.35
390-1000	PREPAID ITEMS	439.99
		<u>929,842.34</u>

TOTAL BEGINNING EQUITY

929,842.34

TOTAL REVENUE		
713,520.56		
TOTAL EXPENSES		
670,019.16		
REVENUE OVER/(UNDER) EXPENSES		
<u>43,501.40</u>		
TOTAL EQUITY & OVER/(UNDER)		<u>973,343.74</u>

TOTAL EQUITY & OVER/(UNDER)

973,343.74

TOTAL LIABILITIES, EQUITY & OVER/(UNDER)
1,131,476.81

03 - CAPITAL REPLACEMENT

ACCOUNT# TITLE

ASSETS

101-2000	TEXPOOL CAPITAL PROJECTS	665.63
101-2200	SAFEKEEPING - CITY	0.00
101-2300	SAFEKEEPING - EDC	0.00
101-2400	CAPITAL CASH	0.00
101-2500	EDC CAPITAL CASH	48,382.77
101-2600	FIRE DEPT CAPITAL CASH	71,124.93
101-2700	POLICE DEPT CAPITAL CASH	7,917.57
101-2800	ADMIN CAPITAL CASH	99,812.99
101-3000	LOGIC CAPITAL CASH	702,849.16
101-3010	LOGIC CAPITAL EDC	128,698.90
120-0000	DUE FROM CITY	103,566.20

1,163,018.15

TOTAL ASSETS

1,163,018.15

LIABILITIES

201-0000	ACCOUNTS PAYABLE	463,180.76
201-0100	RETAINAGE PAYABLE	58,577.49
201-0200	PAYABLES PRIOR YEAR	0.00
202-0910	PREPAID PAYABLES	(91,809.51)
202-1300	DUE TO OTHER FUNDS	0.00
202-1305	DUE FROM OTHER ACCOUNTS	0.00

TOTAL LIABILITIES

429,948.74

EQUITY

390-0000 FUND BALANCE/RETAINED EARN

706,977.92

TOTAL BEGINNING EQUITY

706,977.92

TOTAL REVENUE

175,552.15

TOTAL EXPENSES

149,460.66

REVENUE OVER/(UNDER) EXPENSES

26,091.49

TOTAL EQUITY & OVER/(UNDER)

733,069.41

TOTAL LIABILITIES, EQUITY & OVER/(UNDER)

1,163,018.15

DETAILED REPORT

G/L ACCOUNT	ACCOUNT NAME	PO NO#	DATE	VENDOR	VENDOR NAME	ITEM DESCRIPTION	AMOUNT
03 550-5509	EDC 2015 Cofo EXPENDITUR	19-01012	4/01/2019	1829	HILL COUNTRY BRIDG	PEDESTRIAN BRIDGE INSTA	151,278.15
** TOTAL **							151,278.15

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT: **CONSENT**
 INDIVIDUAL
 PRESENTATION
 CLOSED

CAPTION:

Discussion of and action on the EDC FYE 2019 Strategic Work Plan, and authorizing the Executive Director to transmit said Plan to the City Council for final review and approval. (Staff)

BACKGROUND:

The EDC Board of Directors reviewed and discussed the FYE 2019 Strategic Work Plan at their January 16th and February 20th regularly-scheduled meetings. The EDC held a work session and forwarded the Plan to the City Council for review and approval on March 20, 2019. On March 28, 2019, the City Council requested the removal of “pre-development meetings” from Goal 1, Priority One, first Project. The Plan included within EDC packets amends said section to the following:

“On an as-needed basis only, communicate available incentives during business meetings, trade shows, et cetera.”

No other recommended changes were communicated by Council.

FINANCIAL: N/a

RECOMMENDATION:

EDC Staff recommends approval of the amended EDC FYE 2019 Strategic Work Plan, as mandated by Article IV, Section 4.1 of the EDC Amended Bylaws.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION:

Motion to approve the amended EDC FYE 2019 Strategic Work Plan, as mandated by Article IV, Section 4.1 of the EDC Amended Bylaws, and authorizing the Executive Director to transmit said Plan to the City Council for final review and approval.

City of Helotes
Economic Development Corporation
FYE 2019 WORK PLAN

ADMINISTERED BY:



BOARD OF DIRECTORS

Pat Wootton, President, Place Three
Alan Holmes, Vice President, Place Four
Kathryn Mitchell, Secretary, Place Five
Bill Putty, Place One
Patrick Adam, Place Two
Mathew McCrossen, Place Six
Stevie Seitz, Place Seven

TECHNICAL SUPPORT

Rick Schroder, Executive Director
Glenn Goolsby, Asst. Exec. Director

Approved by the HEDC Board of Directors on April 17, 2019
Approved by the City Council on _____.

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EXECUTIVE SUMMARY

The **Work Plan** is a living document created by the Helotes Economic Development Corporation (HEDC) Board of Directors to guide future policy decisions and Staff actions. Each year, the HEDC Board of Directors revisits the document to remind itself of the Corporation's mission, vision, history, and goals. The Work Plan constitutes the Annual Plan of the HEDC, mandated by Article IV, Section 4.1 of the HEDC Bylaws, and the Plan must be approved by the City Council on an annual basis.

MISSION STATEMENT

To promote, encourage, and enhance the creation of jobs, the expansion of the local tax base, and our quality-of-life through projects that assist in the retention and expansion of existing employers and which attract new employers and aid in their development and growth.

VISION STATEMENT

Our vision for Helotes includes a balance of sales and property taxes that takes into account our town's historic roots and unique environment, resulting in an improved quality-of-life for all Helotes citizens.

HISTORY

The City of Helotes was incorporated in 1981 in an effort by local residents to avoid annexation by the City of San Antonio. The newly organized City of 1,535 residents rapidly transitioned from a small rural town to a suburban community. To ensure positive growth, the City Council appointed an Economic Development Committee in 1997. In 2002, Helotes citizens approved a ballot initiative to add a half-cent 4B Economic Development Sales Tax. The Helotes Economic Development Corporation (HEDC) was formed in 2003, and the HEDC Board of Directors was tasked with the administration of the dedicated 4B sales tax fund.

Today, the HEDC remains dedicated to thoughtful economic growth, and supports public and private investment in projects that improve the economic outlook of the City and enhance the quality-of-life for more than 9,000 Helotes citizens.

GOAL 1 | DEVELOP INDUSTRY TARGETS
short term goal (2018 – 2019)**PRIORITY ONE:**

Refine and communicate incentive policies to attract desirable industries and business types.

PROJECTS

- On an as-needed basis only, communicate available incentives during business meetings, trade shows, et cetera.
- Utilize existing and future incentive opportunities, such as:
 - OTHSD Tax Abatement Program;
 - Chapter 380 economic development agreements;
 - Water / sewer impact fee credits and pro rata refunds;
 - Permit / license fee reductions; and
 - Tax increment reinvestment zones.

PRIORITY TWO:

Support the development of Class A office space.

PROJECTS

- Conduct a capacity analysis and identify the amount of underutilized and / or undeveloped office space needed within Helotes.
- Work with property owners, brokers, and speculative office space developers to promote office development opportunities.

PRIORITY THREE:

Encourage the development of mixed-use (including restaurants and retailers), entertainment, and hotel concepts.

PROJECTS

- Conduct a capacity analysis and identify the amount of underutilized and / or undeveloped mixed use, entertainment, and hotel concepts needed within Helotes.
- Identify sites suitable for the aforementioned concepts.
- Work with property owners, brokers, and speculative developers to promote mixed use, entertainment, and hotel development opportunities.

GOAL 2 | GATEWAY SIGNAGE
mid-term goal (2018 – 2021)

PRIORITY ONE:

Establish location(s), funding source(s), and design(s) of gateway signage along State rights-of-way.

PROJECTS

- Locate and secure, through TxDOT, public rights-of-way for signage location(s).
- Engage a landscape architect, architect, or professional engineer to design signage.
- Develop project cost estimate(s) and determine funding options.

PRIORITY TWO:

Bid and construct gateway signage in TxDOT rights-of-way.

GOAL 3 | EXTERNAL MARKETING & COMMUNICATION PLAN
Development and Real Estate Community
short term goal (2018 – 2019)

PRIORITY ONE:

Evaluate and refine current marketing and communication plan efforts for the development and real estate community.

PROJECTS

- Ensure easy access to complete and pertinent development information on City and HEDC websites and through other electronic mediums.
- Use social media and other mediums to promote development opportunities.
- Attend trade and similar events and distribute information directly to the development and real estate community.

PRIORITY TWO:

Better communicate the City of Helotes' commercial growth strategy within the corporate City limits and its Extraterritorial Jurisdiction (ETJ).

PROJECTS

- Promote development within the Old Town Helotes Special District.
- Promote development along the S.H. 16 commercial corridor.
- Promote the S.H. 16 water and sewer utility project, including the use of water impact fee credits and sewer pro rata refunds as incentives for desirable developments.
- Work with City Officials and Staff to implement the HEDC Growth Management Plan.
- Highlight the benefits of being located within the corporate City limits.
- Encourage annexation if located in the ETJ.

GOAL 4 | INTERNAL MARKETING & COMMUNICATION PLAN
Area Business Owners
short term goal (2018 – 2019)

PRIORITY ONE:

Evaluate and refine current marketing and communication plan efforts for existing businesses in the City of Helotes.

PROJECTS

- Ensure easy access to complete and pertinent information for existing businesses on City and HEDC websites and through other electronic mediums.
- Use social media, Helotes Magazine, area partnerships, and other mediums to promote business retention and expansion opportunities, economic development opportunities, and related items of interest within the business community.
- Assist and/or coordinate educational programs that support existing business owners. Partners may include the following:
 - UTSA Small Business Development Center;
 - Helotes Area Chamber of Commerce;
 - Alamo Workforce Solutions;
 - Alamo Area Council of Governments;
 - National Association of the Self-Employed;
 - National Association of Women Business Owners; and
 - U.S. Small Business Administration.

PRIORITY TWO:

Continue to promote and encourage day-tripping and other forms of tourism within Helotes.

PROJECTS

- Create a campaign that promotes what to see/do/eat in Helotes.
- Develop videos that highlight activities in Helotes.

GOAL 5 | VISITOR CENTER
long-term goal (2019 – 2029)

PRIORITY ONE:

Establish a Helotes Visitor Center consisting of office space for the HEDC, Helotes Area Chamber of Commerce, Historical Society of Helotes, and other interested organizations that provide governmental, educational, and/or business-related assistance to the community.

PROJECTS

- Gather potential stakeholders and develop a memorandum of understanding.
- Conduct site assessments and determine suitable tract(s).
- Complete land and construction cost estimates.
- Complete a cost benefit analysis of leasing versus ownership.
- Obtain approval from stakeholders and City Council on most viable option.
- Secure funding, either in part or in full.

GOAL 6 | CREATE A MUNICIPAL DEVELOPMENT DISTRICT
mid-term goal (2018 – 2023)

PRIORITY ONE:

Create a Municipal Development District (MDD) once the City of Helotes has secured the release of the San Antonio Metropolitan Transit Authority's (VIA) sales and use tax within the City's ETJ.

PROJECTS

- Collaborate with City Officials and Staff to secure the release of VIA sales and use tax within the City's ETJ.
- Secure City Council approval for MDD creation.
- Hold an election to adopt MDD.

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT: **CONSENT**
 INDIVIDUAL
 PRESENTATION
 CLOSED

CAPTION:

Discussion of and action on the Old Town Helotes Pedestrian Bridge Project and appropriating capital monies for the manufacture of the bridge and, generally, the construction of bridge abutments, bridge installation, and sidewalk connectivity. (Staff)

BACKGROUND:

On March 19, 2019, FEMA issued a Conditional Letter of Map Revision (CLOMR) on the OTH Pedestrian Bridge Project allowing the EDC/City to proceed with the installation of a pedestrian bridge across Helotes Creek and at the same elevation as the existing vehicular bridge. At Project completion, the EDC/City will be required to complete a final Letter of Map Revision (LOMR) revising the effective floodplain map in and around the Project area.

As previously communicated, the August 2017 bid price for the revised pedestrian bridge remains the same at \$141,060 (Wheeler Lumber, LLC). The August 2017 bid price for the bridge abutments, bridge installation, and sidewalk connections has increased \$5,085 from \$146,193 to \$151,278 (Hill Country Bridge, Inc.).

The revised bid of \$151,278 takes into account the removal and reinstallation of concrete rip rap around the bridge abutments in as minimal quantities as possible. Consequently, the removal of existing concrete riprap and riprap reinstallation have been taken out of the base bid and placed under unit pricing. Additionally, the \$151,278 does NOT include sidewalk connections on either side of the bridge, but rather, includes unit pricing for a variety of related items.

The pedestrian bridge and abutment construction documents have been approved by the City and LNV Engineering. Wheeler Lumber is finalizing shop drawings and, upon completion and approval, will start bridge manufacturing. Lead time for bridge manufacturing and delivery is approximately 10 to 12 weeks. Hill Country Bridge would like to start construction by the end of April; however, a potential underground utility conflict may delay the contractor's start date. Staff is attempting to have an underground survey company "pothole" (subsurface utility engineering or SUE) the identified conflict locations prior to the end of April so that the contractor can proceed as desired. The SUE is an unexpected, but necessary, additional cost.

FINANCIAL:

\$281,526 remains within the EDC's Capital Fund:

\$281,526	Balance
- \$141,060	Wheeler Lumber PO
- \$151,278	Hill Country Bridge PO
- \$ 4,215	Remaining Balance Owed to LNV Engineering (Bridge)
- \$ 10,000	SUE / Potholing (est.)
- \$ 30,256	20% Contingency (Riprap Repair, Sidewalk Connections, Handrails, Etc.)
- <u>\$ 15,837</u>	<u>LOMR by LNV Engineering</u>
\$ (71,120)	Remaining Balance

RECOMMENDATION:

EDC Staff recommends approval of the Old Town Helotes Pedestrian Bridge Project and appropriating capital monies for the manufacture of the bridge and, generally, the construction of bridge abutments, bridge installation, and sidewalk connectivity.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION:

Motion to approve the Old Town Helotes Pedestrian Bridge Project and appropriating capital monies for the manufacture of the bridge and, generally, the construction of bridge abutments, bridge installation, and sidewalk connectivity.



Federal Emergency Management Agency

Washington, D.C. 20472

March 19, 2019

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

The Honorable Tom Schoolcraft
Mayor, City of Helotes
P. O. Box 507
Helotes, TX 78023

IN REPLY REFER TO:

Case No.: 18-06-3763R

Community Name: City of Helotes, TX

Community No.: 481643

Dear Mayor Schoolcraft:

We are providing our comments with the enclosed Conditional Letter of Map Revision (CLOMR) on a proposed project within your community that, if constructed as proposed, could revise the effective Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for your community.

If you have any questions regarding the floodplain management regulations for your community, the National Flood Insurance Program (NFIP) in general, or technical questions regarding this CLOMR, please contact the Director, Mitigation Division of the Federal Emergency Management Agency (FEMA) Regional Office in Denton, Texas, at (940) 898-5127, or the FEMA Map Information eXchange (FMIX) toll free at 1-877-336-2627 (1-877-FEMA MAP). Additional information about the NFIP is available on our website at <https://www.fema.gov/national-flood-insurance-program>.

Sincerely,

Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration

Enclosure:

Conditional Letter of Map Revision Comment Document

cc: Mr. Rick A. Schroder
City Administrator
City of Helotes

Mr. Brian Spina, P.E., CFM
LNC, Inc.

Mr. Byron G. Sanderfer P.E., CFM
LNV, Inc.



Federal Emergency Management Agency
Washington, D.C. 20472

**CONDITIONAL LETTER OF MAP REVISION
COMMENT DOCUMENT**

COMMUNITY INFORMATION		PROPOSED PROJECT DESCRIPTION	BASIS OF CONDITIONAL REQUEST
COMMUNITY	City of Helotes Bexar County Texas	BRIDGE	UPDATED TOPOGRAPHIC DATA HYDRAULIC ANALYSIS
	COMMUNITY NO.: 481643		
IDENTIFIER	Old Bandera Road Pedestrian Bridge	APPROXIMATE LATITUDE AND LONGITUDE: 29.578, -98.694 SOURCE: USGS QUADRANGLE DATUM: NAD 83	
AFFECTED MAP PANELS			
TYPE: FIRM*	NO.: 48029C0205G DATE: 9/29/2010	* FIRM - Flood Insurance Rate Map	
TYPE: FIRM*	NO.: 48029C0210G DATE: 9/29/2010		

FLOODING SOURCE AND REACH DESCRIPTION

See Page 2 for Additional Flooding Sources

Helotes Creek - from approximately 740 feet downstream of Bandera Road to 100 feet downstream of Scenic Loop Road

PROPOSED PROJECT DESCRIPTION

Flooding Source	Proposed Project	Location of Proposed Project
Helotes Creek	Bridge Modification	Extension of the Old Bander Rd. Bridge on the downstream end of Helotes Creek

SUMMARY OF IMPACTS TO FLOOD HAZARD DATA


Flooding Source	Effective Flooding	Proposed Flooding	Increases	Decreases
Helotes Creek	Zone AE	Zone AE	Yes	Yes
	BFEs	BFEs	Yes	Yes
	Zone X (shaded)	Zone X (shaded)	Yes	Yes

* BFEs - Base (1-percent-annual-chance) Flood Elevations

COMMENT

This document provides the Federal Emergency Management Agency's (FEMA's) comment regarding a request for a CLOMR for the project described above. This document is not a final determination; it only provides our comment on the proposed project in relation to the flood hazard information shown on the effective National Flood Insurance Program (NFIP) map. We reviewed the submitted data and the data used to prepare the effective flood hazard information for your community and determined that the proposed project meets the minimum floodplain management criteria of the NFIP. Your community is responsible for approving all floodplain development and for ensuring that all permits required by Federal or State/Commonwealth law have been received. State/Commonwealth, county, and community officials, based on their knowledge of local conditions and in the interest of safety, may set higher standards for construction in the Special Flood Hazard Area (SFHA), the area subject to inundation by the base flood. If the State/Commonwealth, county, or community has adopted more restrictive or comprehensive floodplain management criteria, these criteria take precedence over the minimum NFIP criteria.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1 877 338 2627 (1 877 FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-8426. Additional information about the NFIP is available on our website at <https://www.fema.gov/national-flood-insurance-program>


 Patrick "Rick" F. Sacbilbit, P.E., Branch Chief
 Engineering Services Branch
 Federal Insurance and Mitigation Administration



Federal Emergency Management Agency
Washington, D.C. 20472

**CONDITIONAL LETTER OF MAP REVISION
COMMENT DOCUMENT (CONTINUED)**

COMMUNITY INFORMATION

To determine the changes in flood hazards that will be caused by the proposed project, we compared the hydraulic modeling reflecting the proposed project (referred to as the proposed conditions model) to the hydraulic modeling used to prepare the Flood Insurance Study (FIS) (referred to as the effective model). If the effective model does not provide enough detail to evaluate the effects of the proposed project, an existing conditions model must be developed to provide this detail. This existing conditions model is then compared to the effective model and the proposed conditions model to differentiate the increases or decreases in flood hazards caused by more detailed modeling from the increases or decreases in flood hazards that will be caused by the proposed project.

The table below shows the changes in the BFEs

BFE Comparison Table

Flooding Source: Helotes Creek		BFE Change (feet)	Location of maximum change
Existing vs. Effective	Maximum increase	0.4	Approximately 58 feet upstream of Old Bandera Road
	Maximum decrease	0.1	Approximately 80 feet downstream of Senic Loop Road
Proposed vs. Existing	Maximum increase	0.4	Approximately 58 feet upstream of Old Bandera Road
	Maximum decrease	None	Not applicable
Proposed vs. Effective	Maximum increase	0.8	Approximately 58 feet upstream of Old Bandera Road
	Maximum decrease	0.01	Approximately 80 feet downstream of Senic Loop Road

NFIP regulations Subparagraph 60.3(b)(7) requires communities to ensure that the flood-carrying capacity within the altered or relocated portion of any watercourse is maintained. This provision is incorporated into your community's existing floodplain management ordinances; therefore, responsibility for maintenance of the altered or relocated watercourse, including any related appurtenances such as bridges, culverts, and other drainage structures, rests with your community. We may request that your community submit a description and schedule of maintenance activities necessary to ensure this requirement.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1 877 336 2627 (1 877 FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3801 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426. Additional information about the NFIP is available on our website at <https://www.fema.gov/national-flood-insurance-program>

Patrick "Rick" F. Sacbitt, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency
Washington, D.C. 20472

**CONDITIONAL LETTER OF MAP REVISION
COMMENT DOCUMENT (CONTINUED)**

COMMUNITY INFORMATION (CONTINUED)

DATA REQUIRED FOR FOLLOW-UP LOMR

Upon completion of the project, your community must submit the data listed below and request that we make a final determination on revising the effective FIRM. If the project is built as proposed and the data below are received, a revision to the FIRM would be warranted.

- Detailed application and certification forms must be used for requesting final revisions to the maps. Therefore, when the map revision request for the area covered by this letter is submitted, Form 1, entitled "Overview and Concurrence Form," must be included. A copy of this form may be accessed at <https://www.fema.gov/media-library/assets/documents/1343>.

- The detailed application and certification forms listed below may be required if as-built conditions differ from the proposed plans. If required, please submit new forms, which may be accessed at <https://www.fema.gov/media-library/assets/documents/1343>, or annotated copies of the previously submitted forms showing the revised information.

Form 2, entitled "Riverine Hydrology and Hydraulics Form." Hydraulic analyses for as-built conditions of the base flood, the 10-percent, 2-percent, and 0.2-percent-annual-chance floods must be submitted with Form 2.

Form 3, entitled "Riverine Structures Form."

- A certified topographic work map showing the revised and effective base and 0.2-percent-annual-chance floodplain boundaries. Please ensure that the revised information ties in with the current effective information at the downstream and upstream ends of the revised reach.

- An annotated copy of the FIRM, at the scale of the effective FIRM, that shows the revised base and 0.2-percent-annual-chance floodplain boundary delineations shown on the submitted work map and how they tie-in to the base and 0.2-percent-annual-chance floodplain boundary delineations shown on the current effective FIRM at the downstream and upstream ends of the revised reach.

- As-built plans, certified by a registered Professional Engineer, of all proposed project elements.

- Documentation of the individual legal notices sent to property owners who will be affected by any widening or shifting of the base floodplain and/or any BFE increases along Helotes Creek.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1 877 338 2627 (1 877 FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-8426. Additional information about the NFIP is available on our website at <https://www.fema.gov/national-flood-insurance-program>.

Patrick "Rick" F. Sacibbit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency
Washington, D.C. 20472

CONDITIONAL LETTER OF MAP REVISION
COMMENT DOCUMENT (CONTINUED)

COMMUNITY INFORMATION (CONTINUED)

DATA REQUIRED FOR FOLLOW-UP LOMR (continued)

• FEMA's fee schedule for reviewing and processing requests for conditional and final modifications to published flood information and maps may be accessed at <https://www.fema.gov/forms-documents-and-software/flood-map-related-fees>. The fee at the time of the map revision submittal must be received before we can begin processing the request. Payment of this fee can be made through a check or money order, made payable in U.S. funds to the National Flood Insurance Program, or by credit card (Visa or MasterCard only). Please either forward the payment, along with the revision application, to the following address:

San Antonio River Authority
Attn: Watershed Engineering Dept., LOMC Administrator
P.O. Box 839980
San Antonio, TX 78283-9980

or submit the LOMR using the LOMC portal at <https://hazards.fema.gov/femaportal/onlinelomc/signin>.

After receiving appropriate documentation to show that the project has been completed, FEMA will initiate a revision to the FIRM. Because the flood hazard information (i.e., base flood elevations, base flood depths, SFHAs, zone designations, and/or regulatory floodways) will change as a result of the project, a 90-day appeal period will be initiated for the revision, during which community officials and interested persons may appeal the revised flood hazard information based on scientific or technical data.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1 877 336 2627 (1 877 FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3801 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6428. Additional information about the NFIP is available on our website at <https://www.fema.gov/national-flood-insurance-program>.

Patrick "Rick" F. Sacibiti, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency

Washington, D.C. 20472

CONDITIONAL LETTER OF MAP REVISION COMMENT DOCUMENT (CONTINUED)

COMMUNITY INFORMATION (CONTINUED)

COMMUNITY REMINDERS

We have designated a Consultation Coordination Officer (CCO) to assist your community. The CCO will be the primary liaison between your community and FEMA. For information regarding your CCO, please contact:

Ms. Sandy Keefe
Director, Mitigation Division
Federal Emergency Management Agency, Region VI
Federal Regional Center, Room 202
800 North Loop 288
Denton, TX 76209
(940) 898-5127

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Map Information eXchange toll free at 1 877 338 2627 (1 877 FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3801 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-8426. Additional information about the NFIP is available on our website at <https://www.fema.gov/national-flood-insurance-program>.

A handwritten signature in black ink, appearing to read "Rick Sacbibit".

Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration

P U R C H A S E O R D E R

City of Helotes

PURCHASE ORDER # 17-00900

08/07/2017

ISSUED TO: VEND #: 99-1828
 WHEELER LUMBER, LLC

SHIP TO:
CITY OF HELOTES
PO BOX 507
HELOTES TX 78023
ACCOUNTING DEPT

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
1.00	PEDESTRIAN BRIDGE AUTHORIZED BY EDC	03 -550-5509	EDC 2015 Cofo EXPENDITURES	141,060.00

*** TOTAL *** 141,060.00

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery methods, and
3. Send all correspondence to:
City of Helotes Acct. Dept.
P.O. Box 507
Helotes, Texas 78023
210.695.5915
210.695.2123 (fax)
tdurr@helotes-tx.gov (email)

Authorized By: RICK SCHRODER

P U R C H A S E O R D E R

City of Helotes

PURCHASE ORDER # 19-01012

04/01/2019

ISSUED TO: VEND #: 99-1829
HILL COUNTRY BRIDGE, INC.
PO BOX 376
BULVERDE, TX 78163

SHIP TO:
CITY OF HELOTES
PO BOX 507
HELOTES TX 78023
ACCOUNTING DEPT

UNITS	DESCRIPTION	G/L ACCOUNT	PRICE	AMOUNT
1.00	PEDESTRIAN BRIDGE INSTALL INSTALLATION OF PEDESTRIAN BRIDGE OVER HELOTES CREEK. SEE QUOTE REVISED DATE 03/29/2019 FOR COMPLETE DETAILS. THIS PURCHASE ORDER REPLACES PURCHASE ORDER 17-00901.	03 -550-5509 EDC 2015 CofO EXPENDITURES	151,278.15	151,278.15

*** TOTAL *** 151,278.15

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery methods, and
3. Send all correspondence to:
City of Helotes Acct. Dept.
P.O. Box 507
Helotes, Texas 78023
210.695.5915
210.695.2123 (fax)
tdurr@helotes-tx.gov (email)

Authorized By: RICK SCHRODER



"DBE/WBE/SBE Certified Contractor"

QUOTATION

Hill Country Bridge, Inc.
 P.O. Box 376
 Bulverde, TX 78163
 830-885-4294 (Office)
 830-885-4295 (Fax)
 512-574-0383 (Cell)
mdeadmond@hillcountrybridge.com
 Prepared By : Mark L. Deadmond

Project : CITY OF HELOTES
 PEDESTRIAN BRIDGE OVER HELOTES CREEK

Bid Date : 1/22/2019
 Revised: 3/29/2019

To: City of Helotes
 PO Box 507
 Helotes TX 78023

Attn: Rick Schroder
 210-695-5915 210-695-2123
RSchroder@Helotes-TX.gov

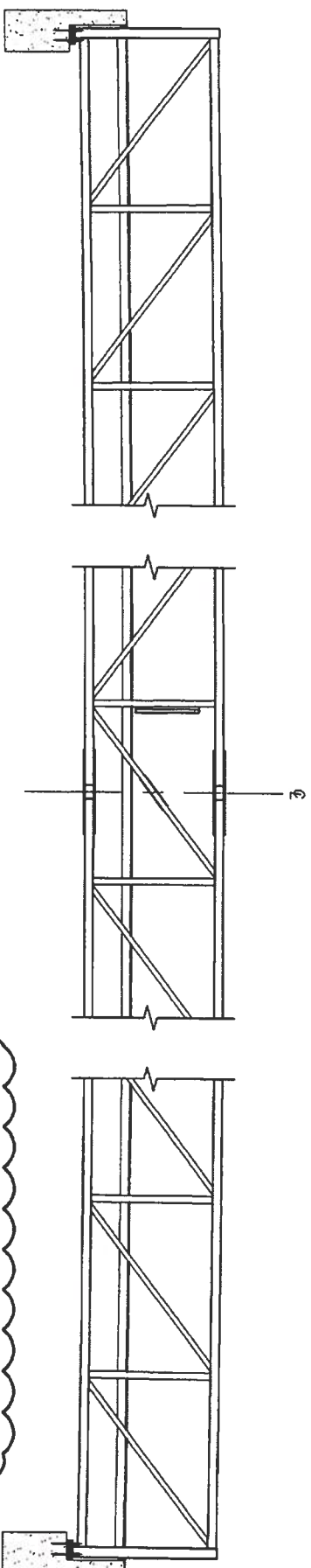
Hill Country Bridge, Inc. has fairly and accurately quoted the following:

Item #	Bid Item Description	Unit	Quantity	Unit Price	Extended	Seq
	CEMENT STABILIZED BACKFILL	CY	41.50		0.00	1
	DRILL SHAFT(30")	LF	95.00		0.00	2
	CL C CONC(ABUT)	CY	31.00		0.00	3
	STRUCTURAL STEEL(MISC)(NON-BRIDGE)	LB	224.00		0.00	4
	PREFAB PED STL TRUSS BRIDGE SPAN	EA	1.00		0.00	5
	BARRICADES, SIGNS AND TRAFFIC HANDLING	MO	2.00		0.00	6
Total					151,278.15	

ADDITIONAL ITEMS THAT MAY BE REQUIRED BUT ARE NOT QUANTIFIED IN THE PLANS

Item #	Bid Item Description	Unit	Quantity	Unit Price	Extended	Seq
	REMOVE EXISTING CONCRETE SIDEWALKS	SY	1.00	20.00	20.00	7
	REMOVE EXISTING CONCRETE CURB	LF	1.00	8.00	8.00	8
	REMOVE & RELAY LIMESTONE BLOCKS	SY	1.00	100.00	100.00	9
	REMOVE EXISTING CONCRETE RIPRAP	SY	1.00	25.00	25.00	10
	RIPRAP(CONC)(5")	CY	1.00	600.00	600.00	11
	BLOCK SODDING	SY	1.00	7.00	7.00	12
	EXCAVATION	CY	1.00	25.00	25.00	13
	EMBANKMENT	CY	1.00	30.00	30.00	14
	TEMPOARY SPECIAL SHORING	SF	1.00	45.00	45.00	15
	RAIL(HAND RAIL)(TY E)	LF	1.00	150.00	150.00	16
	BARRICADES, SIGNS AND TRAFFIC HANDLING	MO	1.00	5,200.00	5,200.00	17
	ADDITIONAL MOBILIZATIONS	EA	1.00	5,000.00	5,000.00	18
	ROCK FILTER DAMS (INSTALL) (TY 3)	LF	1.00	60.00	60.00	19
	ROCK FILTER DAMS (REMOVE)	LF	1.00	15.00	15.00	20
	TEMP SEDMT CONT FENCE (INSTALL)	LF	1.00	3.00	3.00	21
	TEMP SEDMT CONT FENCE (REMOVE)	LF	1.00	1.00	1.00	23
	CONC CURB (TY I)	LF	1.00	18.00	18.00	24
	CONC CURB (TY F1)	LF	1.00	100.00	100.00	25
	CONC CURB (TY F2)	LF	1.00	150.00	150.00	26
	CONC CURB (TY F3)	LF	1.00	200.00	200.00	27
	CONC SIDEWALKS (5")	SY	1.00	55.00	55.00	28

PEDESTRIAN BRIDGE CITY OF HELOTES, TEXAS



REVIEWER APPROVE:
SUPERSTRUCTURE DESIGNED BASED
ON THE 50 YEAR FLOOD DATA AND
CORRESPONDING FLOOD VELOCITY.

ELEVATION VIEW
RAILING NOT SHOWN
(SCHEMATIC)

DESIGN DATA

1) DESIGN OF SUPERSTRUCTURE COMPLIES WITH THE ASHTO LRFD BRIDGE DESIGN SPECIFICATIONS, THE ASHTO LRFD GUIDE SPECIFICATIONS FOR DESIGN OF PEDESTRIAN BRIDGES, SUPPLEMENTED BY AISC, AND THE PROJECT SPECIFICATIONS.

2) DESIGN LOADS:

- A) A UNIFORM LIVE LOAD OF 90 psf APPLIED TO THE ENTIRE DECK SURFACE; OR
- B) 10,000 LB. VEHICLE (H-5)
- C) DESIGN IS BASED ON A MAXIMUM OF 20,000 CYCLES OF 1 TON OR GREATER VEHICLES OVER THE LIFE OF THE BRIDGE
- D) 1,000 LB POINT LOAD (IN ADDITION TO THE DESIGN VEHICLE; IF ANY, BRIDGE WILL SAFELY ACCOMMODATE ANY VEHICLE WITH WHEEL LOADS LESS THAN OR EQUAL TO THE DESIGN POINT LOAD.)



PRELIMINARY BRIDGE WEIGHT
(WITHOUT CONCRETE DECK)

ESTIMATED LIFTING WEIGHT OF BRIDGE	46,800 LBS
SECTION 1 =	23,400 LBS
SECTION 2 =	23,400 LBS

BRIDGE SPAN CAMBER

SHOP CAMBER	1'-11 5/8"
RESIDUAL CAMBER (AFTER DEAD LOAD DEFLECTION)	1'-7 1/2"

TEMPERATURE/LENGTH CHART

TEMPERATURE	LENGTH
-40° F	129'-10 7/8"
70° F	130'-0"
110° F	130'-0 3/8"

BRIDGE SPAN REACTIONS

COMBINE REACTIONS AS PER LOCAL OR GOVERNING BUILDING CODES AS REQUIRED		
	P lbs	H lbs
DEAD	32,400	
UNIFORM LIVE	29,100	
VEHICLE	5,800	
WIND		16,400
WINDWARD	-17,100	
LEEWARD	5,900	
STREAM	-16,300	15,500
THE RAIL		6,500

7/8" - VERTICAL LOAD EACH BASE PLATE (4 PER BRIDGE SPAN)
1/4" - HORIZONTAL LOAD EACH FOOTING (2 PER BRIDGE SPAN)
1/4" - LONGITUDINAL LOAD EACH BASE PLATE (4 PER BRIDGE SPAN)

- KEY NOTES:**
- STREAM FLOW PRESSURE IS THAT DUE TO FLOWING WATER ONLY AS PER ASHTO, AND DOES NOT INCLUDE DYNAMIC ICE OR DEBRIS FORCES NOR ANY PRESSURE RESULTING FROM WATER ACTING AGAINST A DEBRIS PILE NOR ANY INCREASE IN THE EXPECTED WATER SURFACE ELEVATION DUE TO BLOCKAGE.
 - SUPERSTRUCTURE HAS BEEN DESIGNED FOR THE 50 YEAR FLOOD DATA PER THE OWNER'S BID DOCUMENTS.

WELD NOTES:

EXCEPTIONS TO THE STANDARD WELD SIZES INCLUDE RAILINGS, SIDE DAMS, COVER PLATES OR ANGLES, AND THE DOWNS WHICH SHALL BE 3/16", AND HANDRAIL BRACKET WELD TO VERTICAL WHICH SHALL BE 3/8", UNLESS DETAILED OR NOTED OTHERWISE.

WHEN A FILLET WELD IS MADE FROM A BRANCH MEMBER TO THE RADIIUS PORTION OF A TUBULAR THROUGH MEMBER, THE RADIIUS SHALL BE BUILT UP AS REQUIRED TO OBTAIN FULL WELD THROAT.

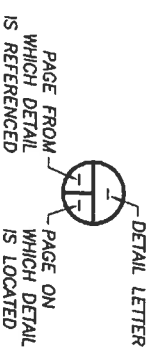
FILLET WELD CHART

THICKNESS OF THINNEST PIECE	WELD SIZE
1/4" OR LESS	1/4"
3/8" OR GREATER	5/16"

WELD PROCEDURES

FILLET	PARTIAL PEN
FC-02	FC-06
FC-03	FC-10
FC-04	FC-14
FC-12	FC-15
1/4" AT FLANGES	FC-16
3/16" AT WEBS	
NON STANDARD WELDS	FULL PEN
SEE "MEMBER SIZE TABLE" ON SHEET 2 FOR NON-STANDARD WELD SIZES.	FC-05
	FC-07
	FC-09

CALLOUT LEGEND



ENGINEER'S SIGNATURE AND SEAL ARE TO ASSUME DESIGN RESPONSIBILITY FOR THE PREFABRICATED STEEL SUPERSTRUCTURE AS DRAWN AND SUPPLIED BY WHEELER LUMBER, LLC. INDEPENDENT OF ITS FINAL POSITION. THIS DESIGN RESPONSIBILITY IS LIMITED TO THE PREFABRICATED STEEL SUPERSTRUCTURE ONLY AND DOES NOT INCLUDE ANY DESIGN RESPONSIBILITY, PERTAINING TO, BUT NOT LIMITED TO, SUBSTRUCTURE DESIGN OR CAPACITY, HYDRAULICS, SOILS, SCOUR ANALYSIS, PERMITTING PROCEDURES, UTILITY FACILITIES, ERECTION, ROADWAY GEOMETRICS, ETC.

NO.	DESCRIPTION	DATE	INT.

DO NOT SCALE DRAWINGS

- BRIDGE HANDRAIL SHALL BE 1 1/4" SCHEDULE 40 WEATHERING STEEL PIPE.
- BRIDGE TO BE FABRICATED AND DELIVERED TO THE SITE AS 2 UNITS.
- METAL DECK SHALL CONSIST OF (3) 36" WIDE VOLUCRAFT ZULTR PLUS (2) 6" GIRDER FILLER. MATERIAL SHALL BE GALVANIZED.
- ALL HIGHLY VISIBLE SURFACES OF STEEL SHALL BE BLAST CLEANED IN ACCORDANCE WITH THE STEEL STRUCTURES PAINTING COUNCIL SURFACE PREPARATION SPECIFICATION NO. 7 BLAST CLEANING (SSPC-SP7).
- BRIDGE TO BE FABRICATED AND DELIVERED TO THE SITE AS 2 UNITS.
- METAL DECK SHALL CONSIST OF (3) 36" WIDE VOLUCRAFT ZULTR PLUS (2) 6" GIRDER FILLER. MATERIAL SHALL BE GALVANIZED.
- BRIDGE HANDRAIL SHALL BE 1 1/4" SCHEDULE 40 WEATHERING STEEL PIPE.

FABRICATION & MATERIAL NOTES:

- THE BRIDGE SHALL BE FABRICATED FROM COLD-FORMED WELDED AND SEAMLESS HIGH STRENGTH LOW-ALLOY STRUCTURAL TUBING WITH APPROVED ATMOSPHERIC CORROSION RESISTANCE MEETING THE REQUIREMENTS OF ASTM A847, AND PLATES AND STRUCTURAL SHAPES MEETING THE REQUIREMENTS OF ASTM A588. (FY = 50,000 PSI).
- THE WELDING PROCESS SHALL BE THE FLUX CORE ARC WELDING PROCESS, UTILIZING E81T1-W2/M2M ELECTRODES.
- WELDED CONNECTIONS SHALL BE AS DETAILED AND NOTED EXCEPT THAT MISCELLANEOUS MEMBERS, INCLUDING STRINGERS SUPPORTED ON TOP OF FLOOR BEAMS, RAILINGS, AND OTHER MEMBERS FOR WHICH WELDS ARE NOT SPECIFICALLY DETAILED, SHALL BE STITCH WELDED TO THE SUPPORTING MEMBER. A STITCH WELD IS DEFINED AS A WELD OF APPROXIMATELY 1-1/2" TO 2" IN LENGTH, OF A SUFFICIENT NUMBER TO ADEQUATELY HOLD THE MEMBER IN PROPER POSITION.
- TEN PERCENT OF EACH DIFFERING STRUCTURAL WELD (DIFFERING WELD TO BE DEFINED BY TYPE, SIZE, LENGTH) SHALL BE RANDOMLY TESTED (MAGNETIC PARTICLE). ALL WELDS SHALL BE VISUALLY INSPECTED AND CONFORM TO AWS D1.1.
- SHOP SPLICES OF TUBULAR MEMBERS, WHEN NEEDED, SHALL BE FULL PENETRATION JOINTS UNLESS DETAILED OTHERWISE. JOINT DETAIL SHALL BE AS SPECIFIED IN THE APPROPRIATE WELD PROCEDURE. TOP AND BOTTOM CHORD SPLICES SHALL BE TESTED USING ULTRASONIC. SHOP SPLICE LOCATIONS SHALL BE APPROVED BY THE ENGINEER SEALING THESE PLANS.
- RAILINGS AND SIDE DAMS SHALL BE SHOP SPLICED AS FOLLOWS: OPEN SHAPE, ROUND PIPE, AND LARGE (3x OR GREATER) TUBULAR MEMBERS MAY BE SPLICED WITH THE PROVIDED DETAILS AND WELD PROCEDURES AT ANY LOCATION. SMALL TUBULAR MEMBERS SHALL BE SPLICED AT OR WITHIN TWO FEET OF A SUPPORT. MEMBERS THAT ARE SPLICED DIRECTLY OVER A SUPPORT MAY BE WELDED AT THE VISIBLE FACES ONLY, PROVIDED THE SPLICE IS CENTERED ON THE SUPPORT AND BOTH ADJOINING MEMBERS ARE AT A MINIMUM STITCH WELDED TO THE SUPPORT. TUBULAR RAILINGS DESIGNATED AS TRAFFIC BARRIERS SHALL ONLY BE SPLICED CENTERED ON A SUPPORT AND EACH ADJOINING MEMBER SHALL BE CONTINUOUS OVER A MINIMUM OF TWO PANELS. HOLD DOWN AND THE DOWN ANGLES DO NOT REQUIRE SPLICES.

COVER SHEET

130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS



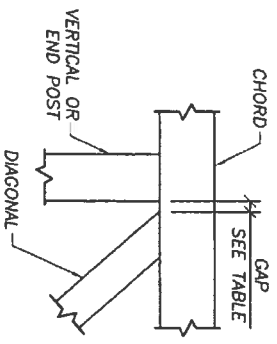
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9531 West 78th Street - Suite 100
Eden Prairie, MN 55344
952-929-7854
info@wheeler1892.com
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DATE: 3/8/19	TRACKING NO. T20001	SHEET NO.
CHK: JAS	DWN: NBB	ORDER NO. 14101
		1 of 9

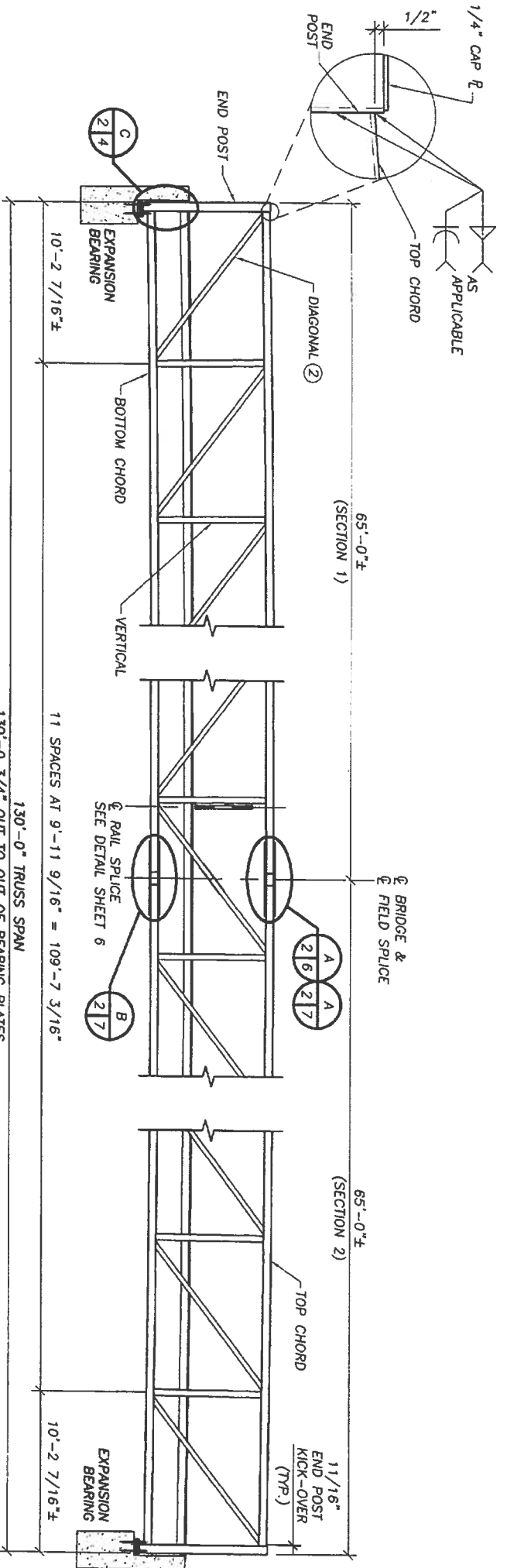
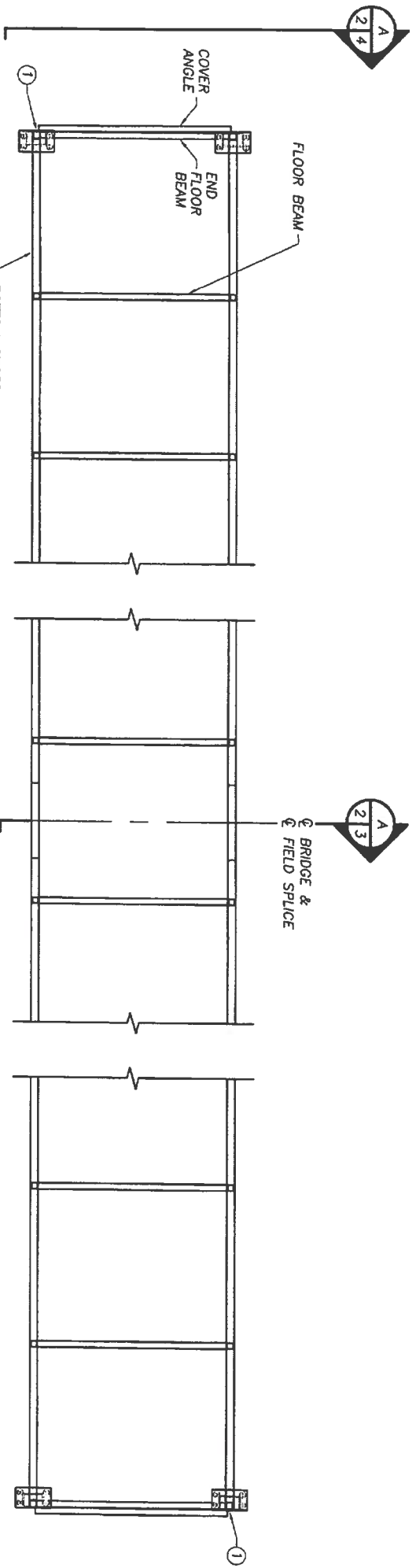
MEMBER	SIZE	WELD SIZE (3)
TOP CHORD	HSS 10x10x3/8	-
BOTTOM CHORD	HSS 8x8x3/8	-
END POST	HSS 10x6x3/8	5/16
VERTICAL	HSS 5x5x3/8	5/16
DIAGONAL A	HSS 5x5x1/4	1/4
DIAGONAL B	HSS 4x4x1/4	1/4
FLOOR BEAM	W 10x17	1/4
END FLOOR BEAM	W 16x26	1/4
HANDRAIL	1.25" SCH. 40 PIPE	-
SAFETY RAIL	L 1.25x1.25x1/8	-
TOE RAIL	C 4x5.4	-
INTER. SUPPORT	FB 1/2x2	-
COVER ANGLE	L 4x4x1/4	-
END DAM	R 1/4x3	-
SIDE DAM	C 8x8.2	-
DECKING	2X11/8	-
BEARING PLATE	R 1	-

DIAGONAL MEMBER AND GAP TABLE (2)		
DIAGONAL MEMBER	GAP SIZE	
FIRST	TOP	BOTTOM
A	1 3/4"	1 1/2"
B	2 3/4"	1 3/4"

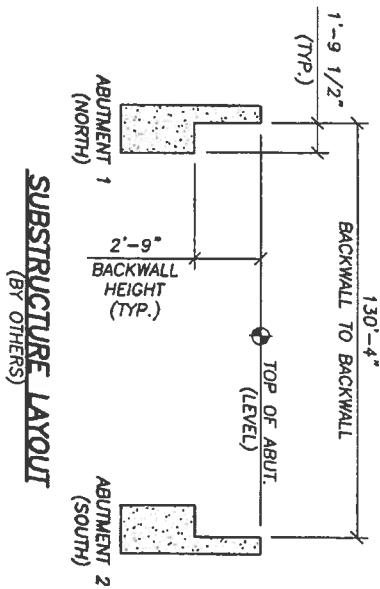
* UNLESS NOTED OTHERWISE IN CHART



DIAGONAL GAP DETAIL



REVIEWER APPROVE:
REVISED BACKWALL HEIGHT



KEY NOTES:

- BRIDGE NAME PLATE/LOAD LIMIT PLATE EACH END. PLATE SHALL STATE, "5 TON VEHICLE LOAD LIMIT." IF LOAD LIMIT PLATES ARE OBSTRUCTED, ADDITIONAL PLATES WILL BE PROVIDED UPON REQUEST TO WHEELER.
- SEE MEMBER AND GAP TABLE THIS SHEET. MEMBER NUMBERING BEGINS AT END OF BRIDGE. MEMBERS AND GAPS SHOWN ARE SYMMETRICAL ABOUT THE CENTERLINE OF THE BRIDGE UNLESS NOTED OTHERWISE.
- FOR RECTANGULAR TRUSS MEMBERS, THE DIMENSION SHOWN IN THIS COLUMN IS THE DIMENSION SEEN IN THE TRUSS ELEVATION VIEW.



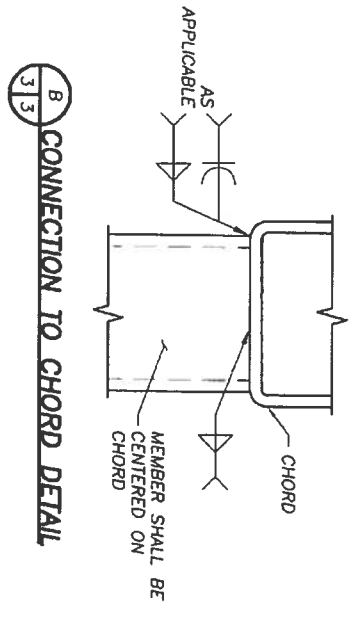
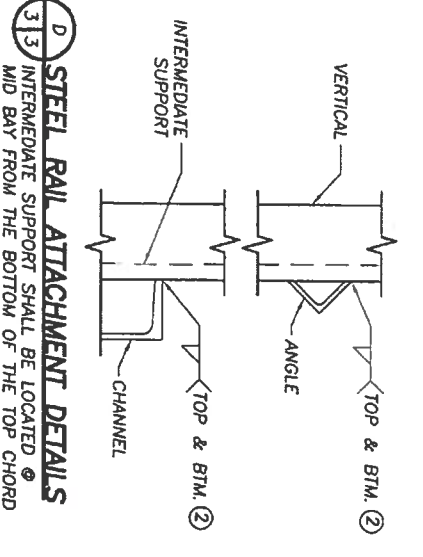
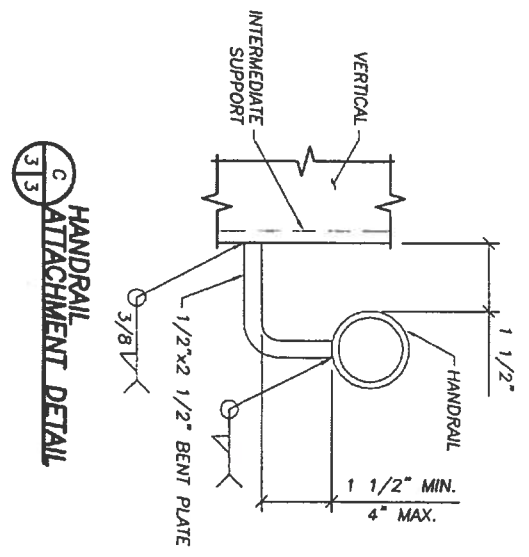
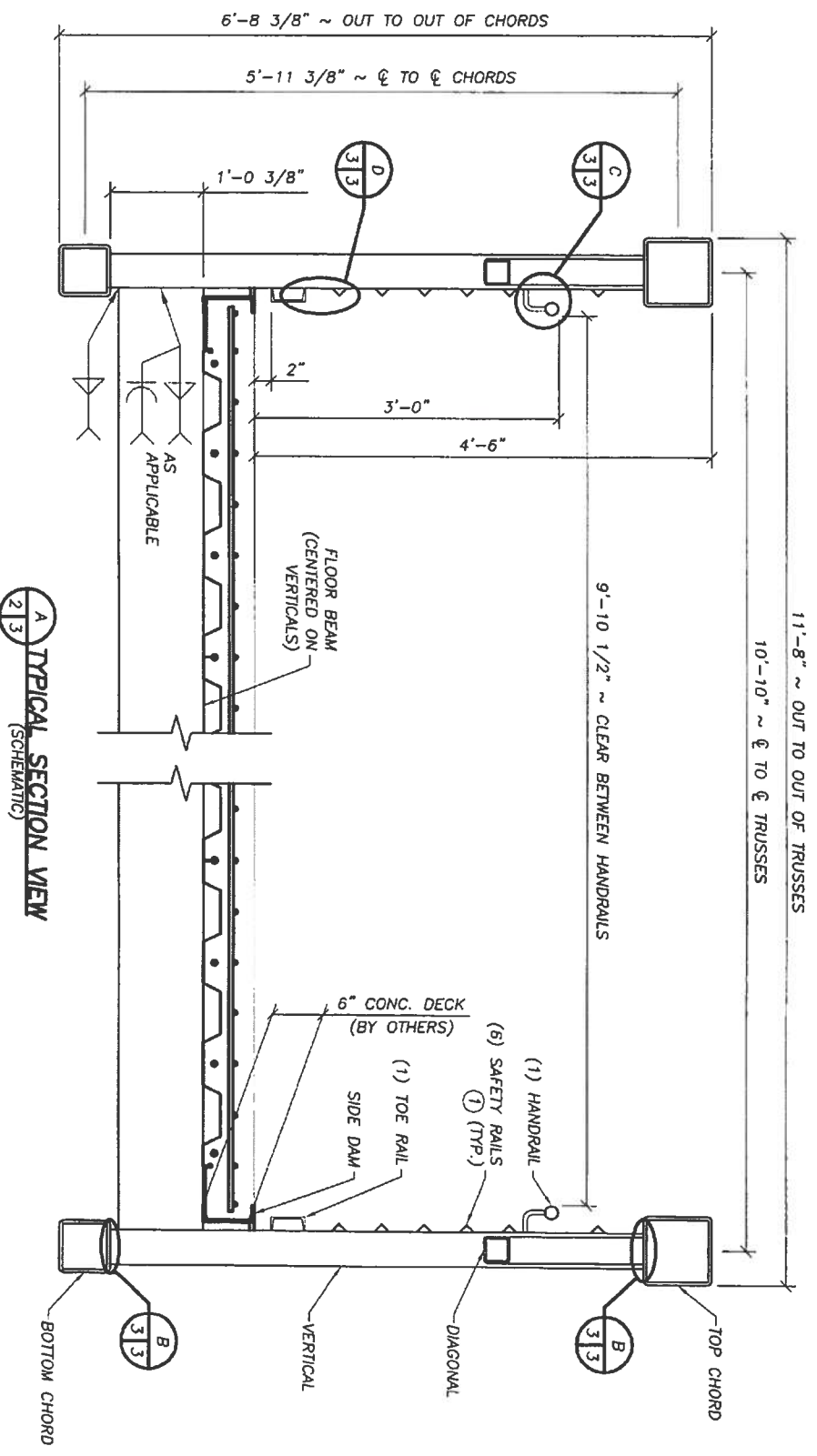
SHEET TITLE:
GENERAL PLAN & ELEVATION

130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS



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Eden Prairie, MN 55344
952-929-7854
Info@wheeler1892.com
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DATE: 3/8/19	TRACKING NO. T20001	SHEET NO.
CHK: JAS	ORDER NO. 14101	2 OF 9



- KEY NOTES:**
- ① SAFETY RAIL TO CONTAIN A 4" SPHERE.
 - ② SEE FABRICATION AND MATERIAL NOTE 3 ON SHEET 1.

SHEET TITLE:

DO NOT SCALE DRAWINGS

SECTION DETAILS

130'-0" PEDESTRIAN BRIDGE

10'-0" WALKWAY

CITY OF HELOTES, TEXAS



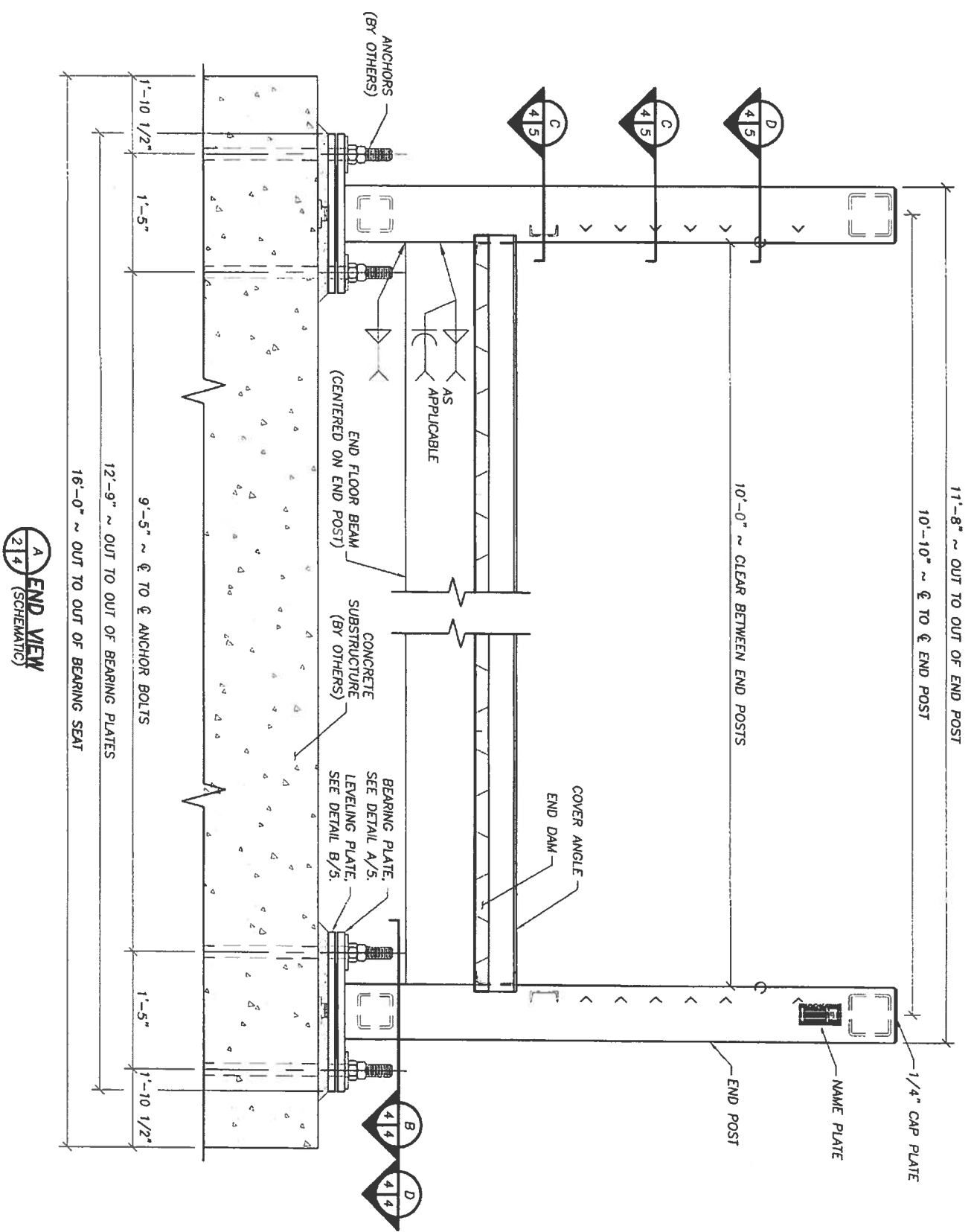
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Eden Prairie, MN 55344
952-929-7854
info@wheeler1892.com
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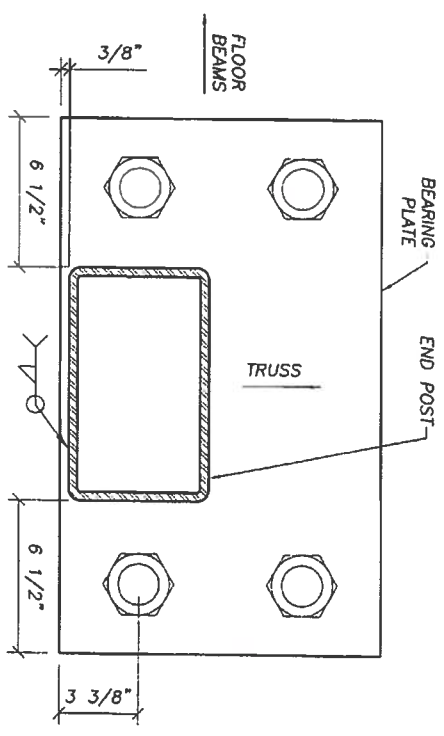
DATE: 3/8/19
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ORDER NO. 14101

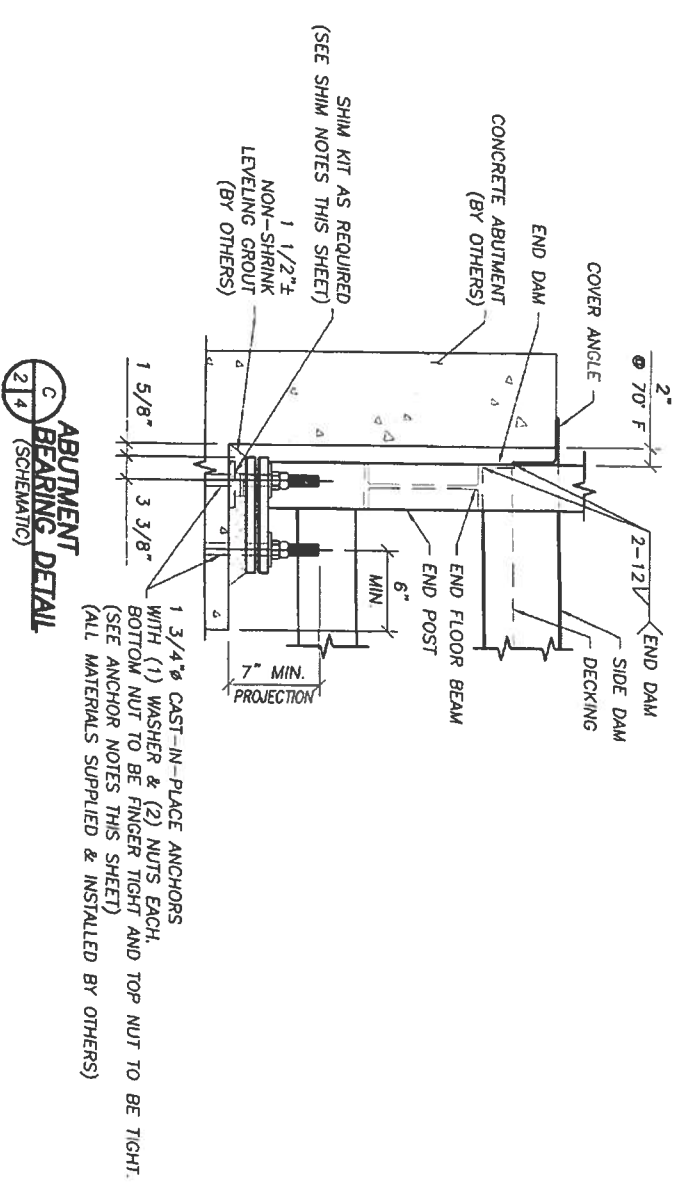
SHEET NO.
3 OF 9



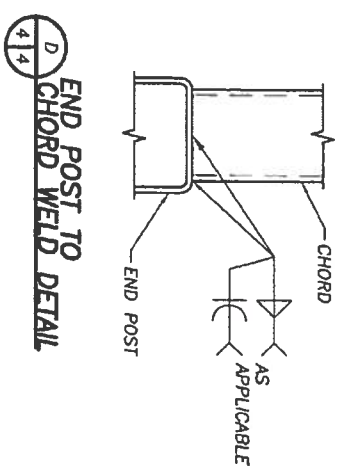
A
END VIEW
2/4 (SCHEMATIC)



B
BEARING PLAN
4/4



C
ABUTMENT BEARING DETAIL
2/4 (SCHEMATIC)



D
END POST TO CHORD WELD DETAIL
4/4

DO NOT SCALE DRAWINGS

SHEET TITLE:
END VIEW DETAILS
130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY

CITY OF HELOTES, TEXAS

NOTES FOR BRIDGE PLACEMENT:

FINAL ELEVATION ADJUSTMENT OF THE BRIDGE WILL BE MADE WITH 2"x2" SQUARE SHIMS, PLACED ON A 4"x4"x1/2" PLATE (ALL PROVIDED). SHIMS & PLATE SHALL BE CENTERED ON THE END POST.
ALLOW COVER ANGLES TO JUST TOUCH THE TOP OF THE ABUTMENT BACKWALL. DO NOT ALLOW ANY BRIDGE WEIGHT TO REST ON COVER ANGLES.
CEMENTITIOUS NON-SHRINK GROUT SHALL MEET ASTM C-1107, 7000 psi MINIMUM, UNLESS SPECIFIED OTHERWISE. FOR BRIDGES WITH CONCRETE DECK, THE BEARINGS SHALL NOT BE GROUTED UNTIL AFTER DECK PLACEMENT. IN ALL CASES THE CONTRACTOR SHALL ENSURE STABILITY PRIOR TO GROUTING.

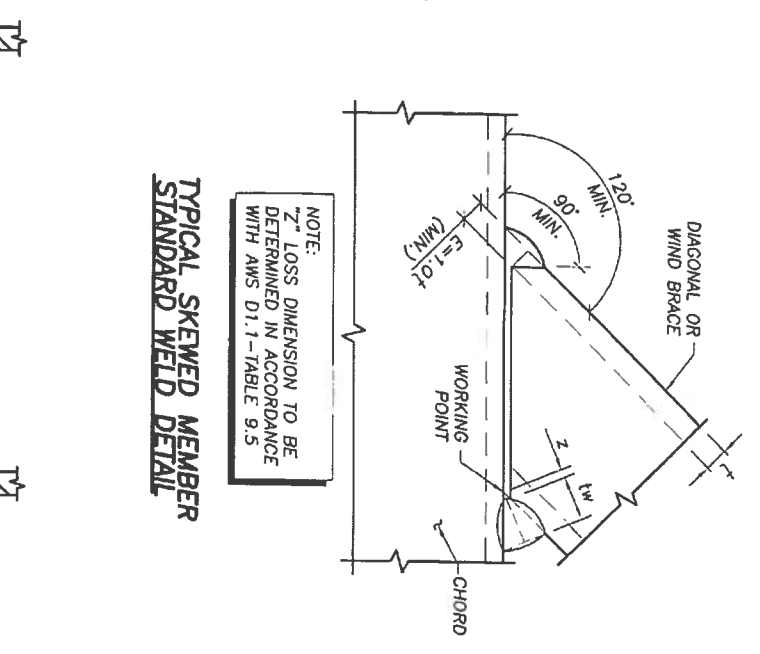
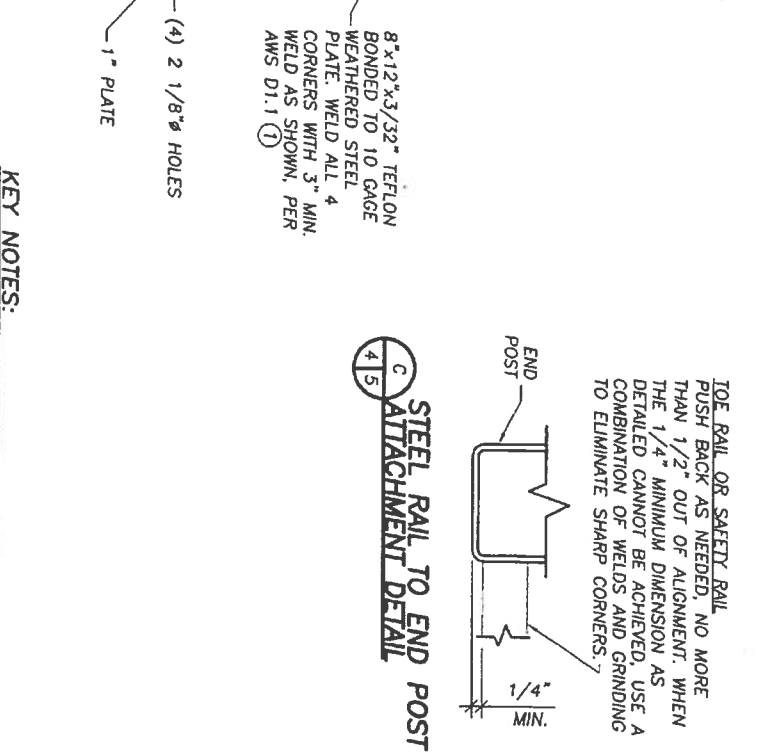
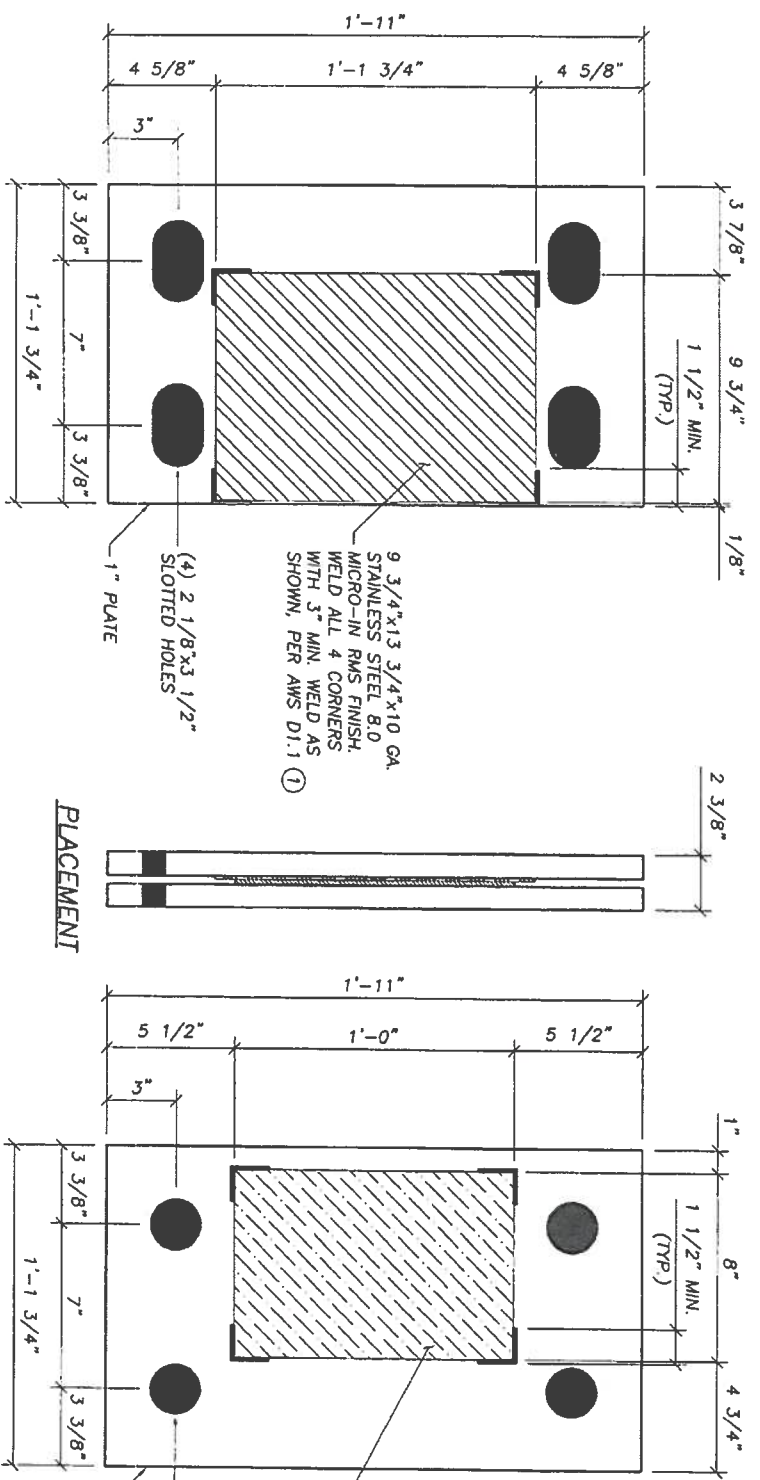
NOTES FOR CAST-IN-PLACE ANCHORS (BY OTHERS):

ANCHORS SHALL BE 1 3/4" DIAMETER AND HAVE A MINIMUM PROJECTION HEIGHT OF 7".
ANCHORS SHALL BE SURROUNDED BY AT LEAST ONE REINFORCEMENT BAR ON ALL SIDES WITHIN THE CONCRETE SUBSTRUCTURE.
ANCHORS SHALL BE PROPERLY DESIGNED (BY OTHERS) FOR THE REACTIONS SHOWN ON SHEET 1.
ANCHORS SHALL BE CAREFULLY PLACED (BY OTHERS) WITH CONSIDERATION TO THE TOLERANCES PROVIDED IN THE BEARING PLATE HOLES AND SLOTS AS SHOWN ON SHEET 5.



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952-929-7854
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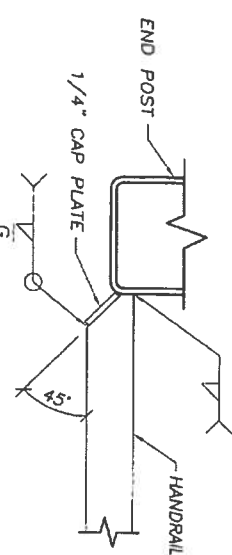
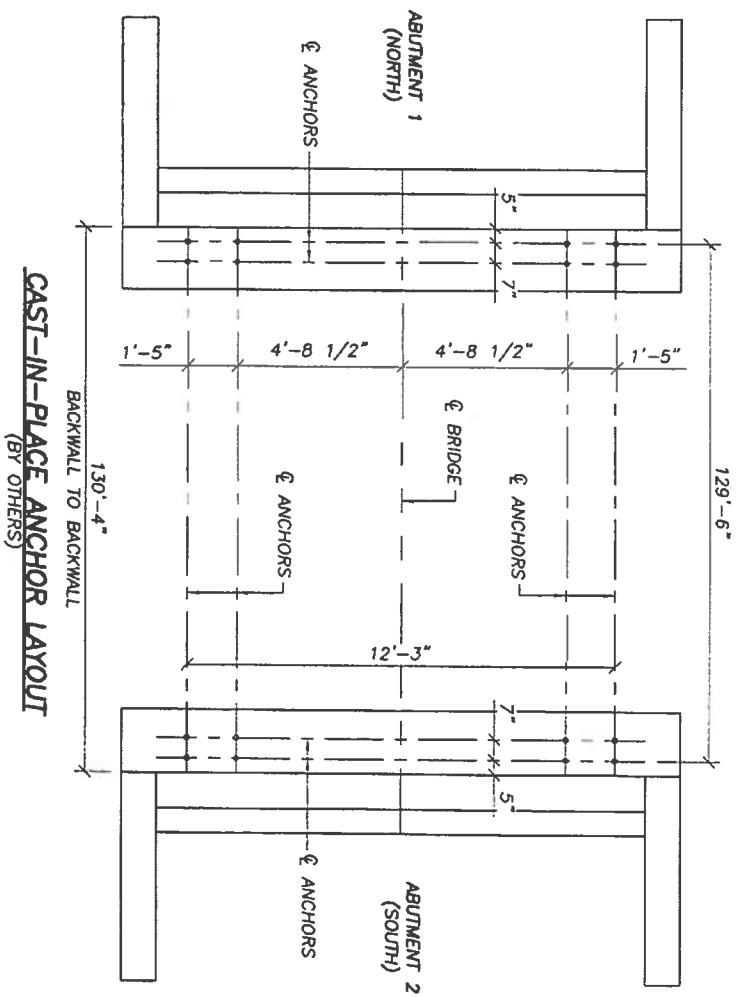
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ORDER NO. 14101
SHEET NO. 4 OF 9



KEY NOTES:

① TEFLON AND STAINLESS TO BE COVERED UP DURING SHIPMENT AND LIFTING TO AVOID ANY DAMAGE TO EITHER PRIOR TO BRIDGE PLACEMENT.

REVIEWER APPROVE:
REVISED CAST-IN-PLACE ANCHOR LAYOUT



- TUBULAR MEMBER WEEP HOLE DETAIL**
1. WEEP HOLES SHALL BE PROVIDED AT THE FOLLOWING LOCATIONS:
 - FLOOR BEAMS WITH SCREWED ON METAL DECK (LOW POINT)
 - END POST(S) WITH NAME PLATE (LOWER END)
 - CHORDS AND RAILING MEMBERS WITH FIELD SPLICE (NEAR EACH END POST)
 - DIAGONALS WITH FIELD SPLICE (LOWER END)
 - STRINGERS WITH FIELD SPLICE (NEAR EACH END FLOOR BEAM)
 - WIND BRACES WITH FIELD SPLICE (LOW POINT)
 - ANY OTHER MEMBER WITH A HOLE OR DRILLED ATTACHMENT OR OTHERWISE NOT COMPLETELY SEALED (LOW END OR BOTH END OF A LEVEL MEMBER)
 2. HOLE SHALL BE LOCATED AS NEAR THE END OF THE MEMBER AS POSSIBLE, BUT NOT INTO WELD.
 3. WEEP HOLES MAY BE DELETED AT FREE DRAINING OPEN ENDED LOCATIONS.
 4. WEEP HOLES SHALL BE DRILLED.

DO NOT SCALE DRAWINGS

SHEET TITLE:

MISC. DETAILS

130'-0" PEDESTRIAN BRIDGE

10'-0" WALKWAY

CITY OF HELOTES, TEXAS



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9531 West 78th Street - Suite 100
Eden Prairie, MN 55344
952-929-7854
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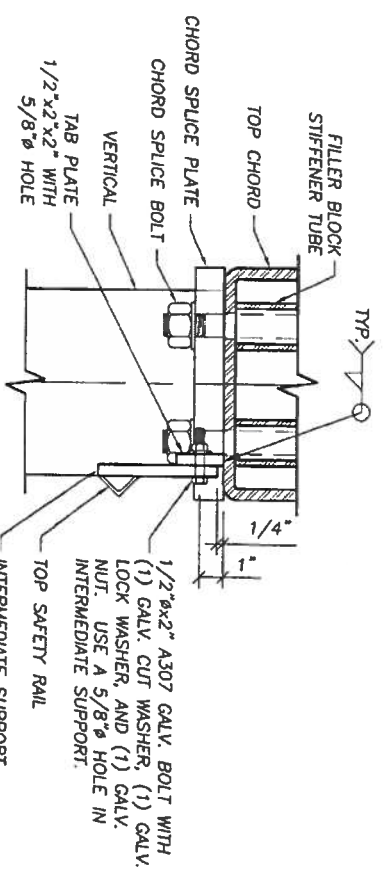
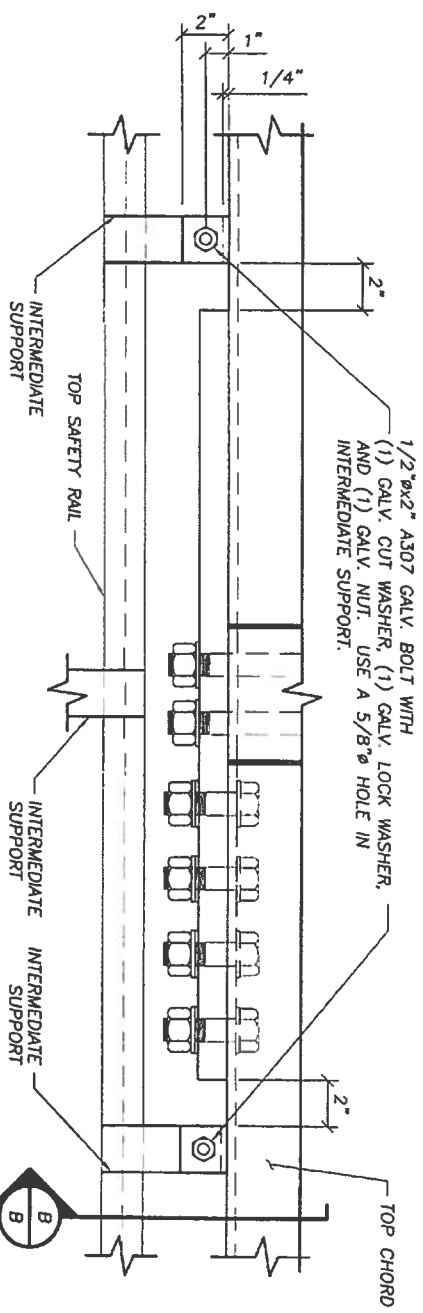
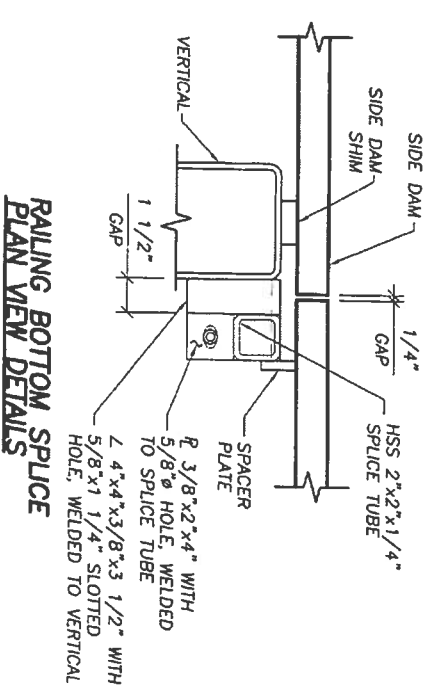
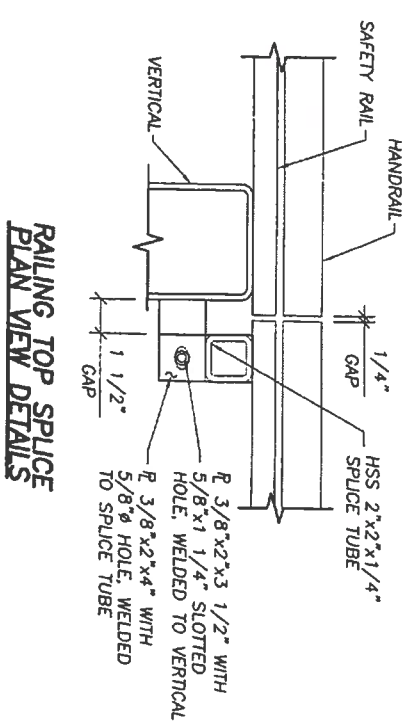
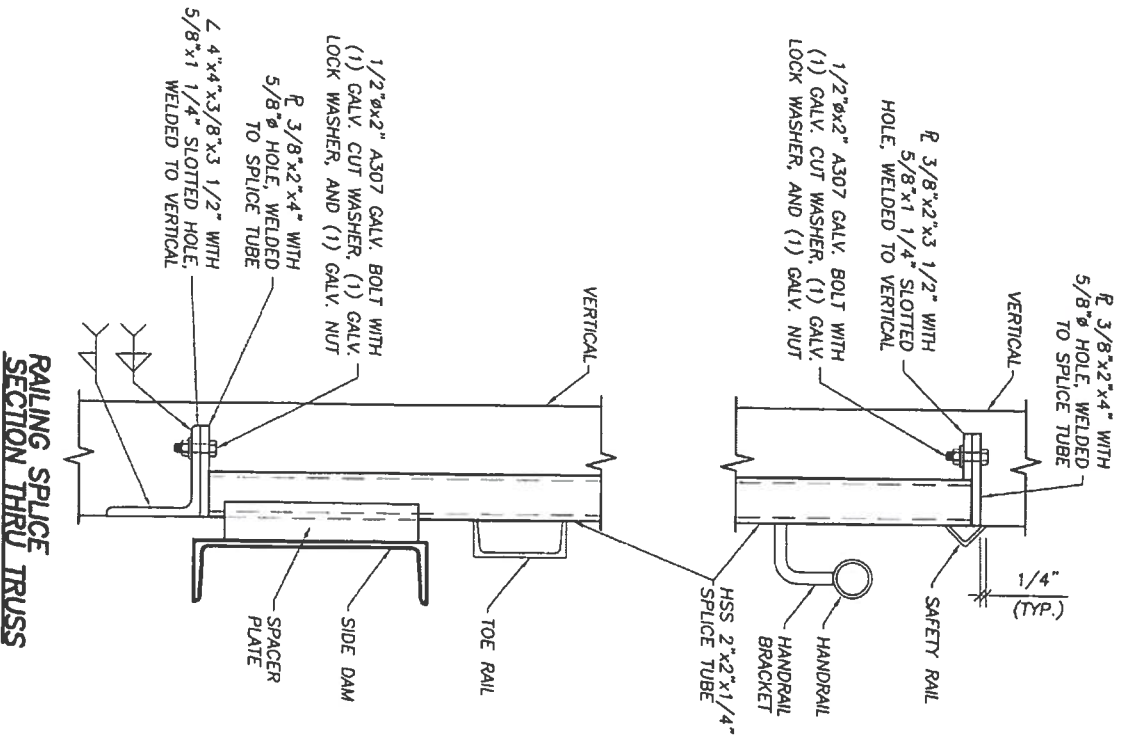
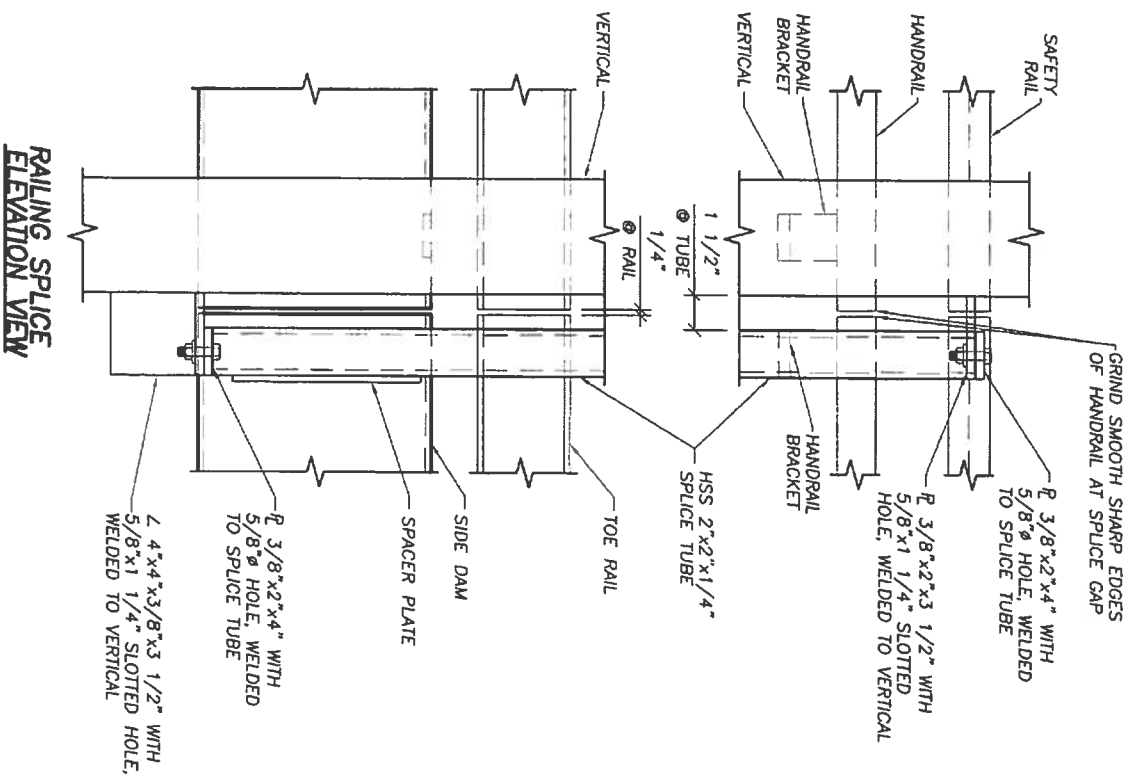
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DWN: NBB

TRACKING NO. T20001

ORDER NO. 14101

SHEET NO. 5 OF 9



A INTERMEDIATE SUPPORT SPICE DETAIL
SHOP CHECK DIRECTION OF FIELD SPlicing WITH INSTALLATION INSTRUCTIONS.

B SECTION THRU TRUSS

DO NOT SCALE DRAWINGS



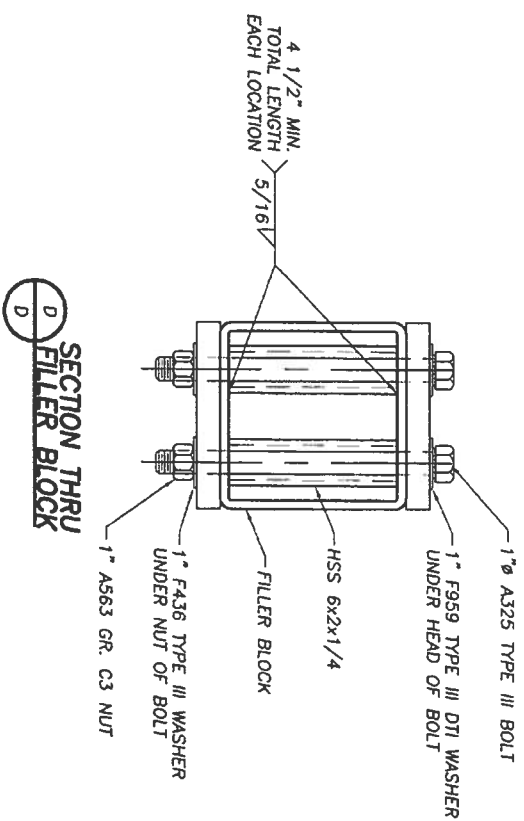
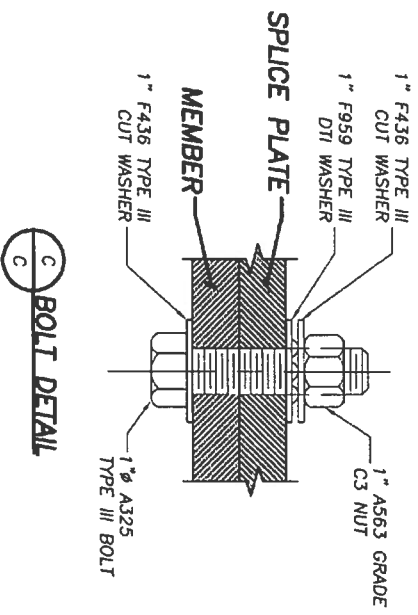
SHEET TITLE:
SPICE DETAILS
130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS



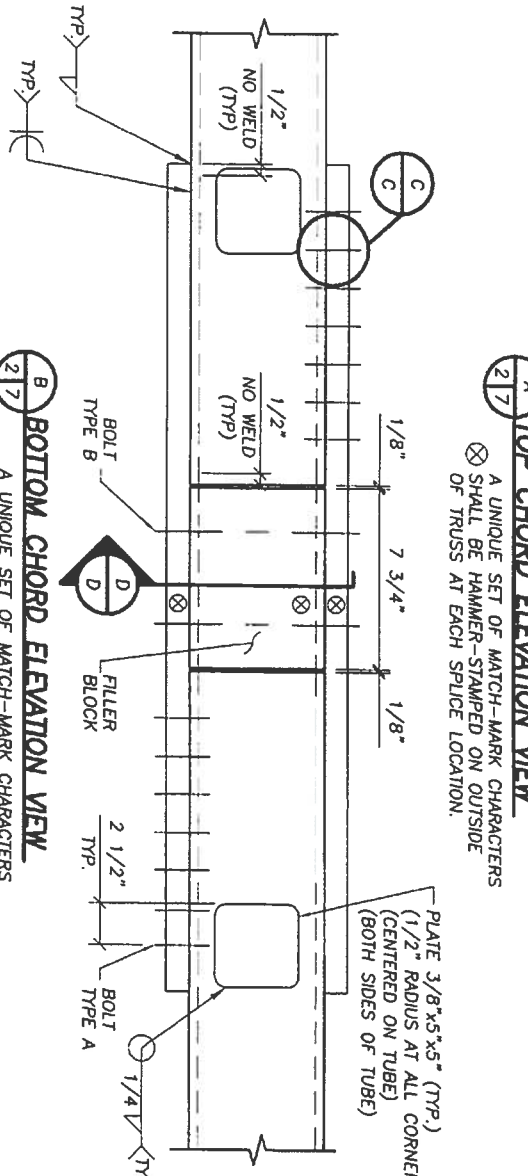
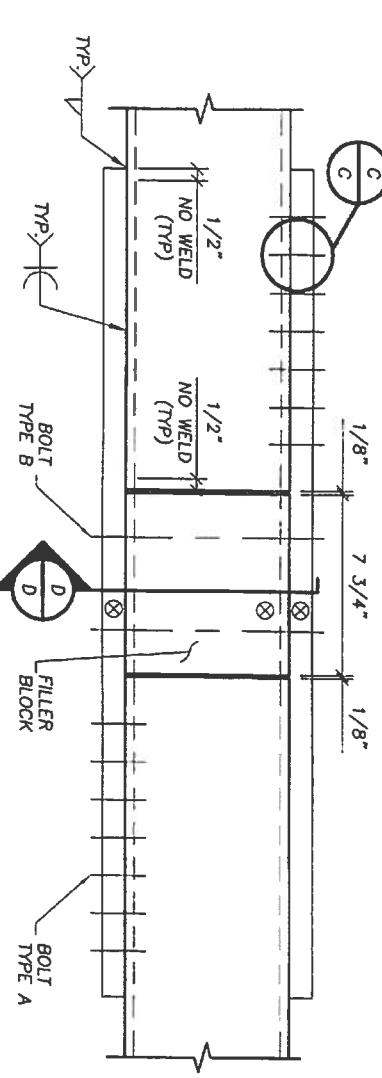
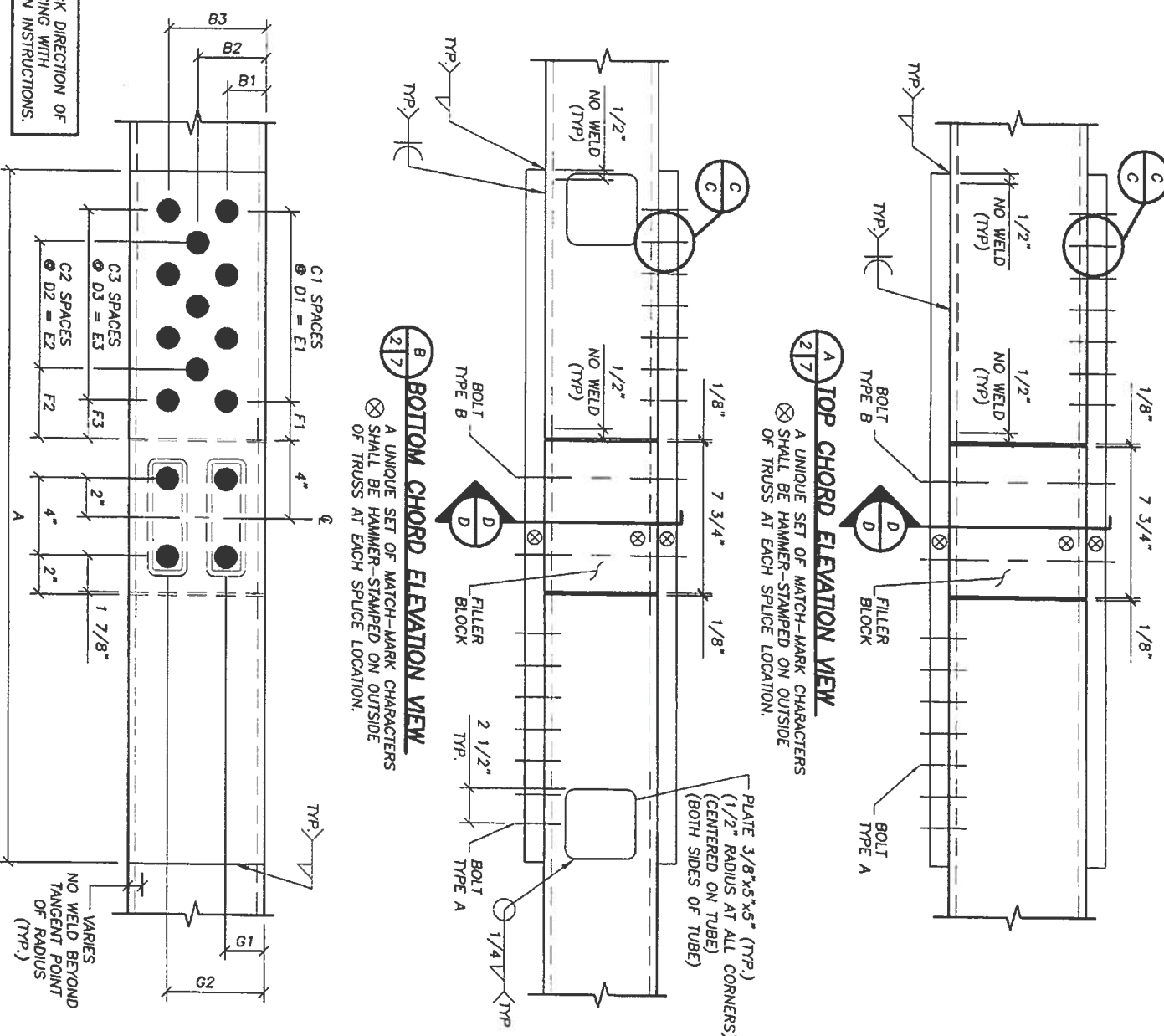
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SHEET NO. 6 OF 9

TYPE I SPlice DIMENSION TABLE			
LOCATION	TOP CHORD	BOTTOM CHORD	
MEMBER SIZE	HSS 10x10x3/8	HSS 8x8x3/8	1"
PLATE THICKNESS	1"		
BOLT TYPE A - QUANTITY	24	20	
- LENGTH	3 1/4"	3 1/4"	
BOLT TYPE B - QUANTITY	4	4	
- LENGTH	1'-2"	1'-0"	
DIMENSIONS			
A	4'-0 1/2"	3'-6"	
B1	2 1/2"	2"	
C1	5 SPACES	4 SPACES	
D1	3 1/4"	3 1/4"	
E1	1'-4 1/4"	1'-1"	
F1	2"	2"	
B2	7 1/2"	6"	
C2	5 SPACES	4 SPACES	
D2	3 1/4"	3 1/4"	
E2	1'-4 1/4"	1'-1"	
F2	2"	2"	
B3	-	-	
C3	-	-	
D3	-	-	
E3	-	-	
F3	-	-	
G1	2 1/2"	2"	
G2	7 1/2"	6"	



SHOP CHECK DIRECTION OF FIELD SPlicing WITH INSTALLATION INSTRUCTIONS.



TESTING NOTE:
 AN ADDITIONAL 3 BOLTS OF EACH SIZE FROM EACH LOT SHALL BE PROVIDED FOR INDEPENDENT FIELD-TESTING OF SPlice HARDWARE.

SHEET NOTES:

- DIRECT TENSION INDICATING WASHER (DTI WASHER) SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND ASHTO IN THE EXACT LOCATION SHOWN FOR EACH APPLICATION. IN ALL CASES, THE TURNED ELEMENT SHALL BE THE NUT. DTI INSTALLATION METHOD IS PROVIDED IN SECTION 11.5.6.4.7 OF ASHTO BRIDGE CONSTRUCTION SPECIFICATIONS AND SHALL GOVERN.
- ALL FAYING SURFACES SHALL BE BLAST CLEANED IN ACCORDANCE WITH SSPC-SP6 AND SHALL BE UNPAINTED.
- ALL HOLES TO BE 1 1/16".
- PLATE WIDTH EQUALS MEMBER WIDTH.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THE BRIDGE IS SAFELY SUPPORTED AGAINST SLIPPAGE OF THE FIELD SPlice.

DO NOT SCALE DRAWINGS



SHEET TITLE:
 STANDARD FIELD SPlice TYPE I
 130'-0" PEDESTRIAN BRIDGE
 10'-0" WALKWAY
 CITY OF HELOTES, TEXAS

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 Eden Prairie, MN 55344
 952-929-7854
 info@wheeler1892.com
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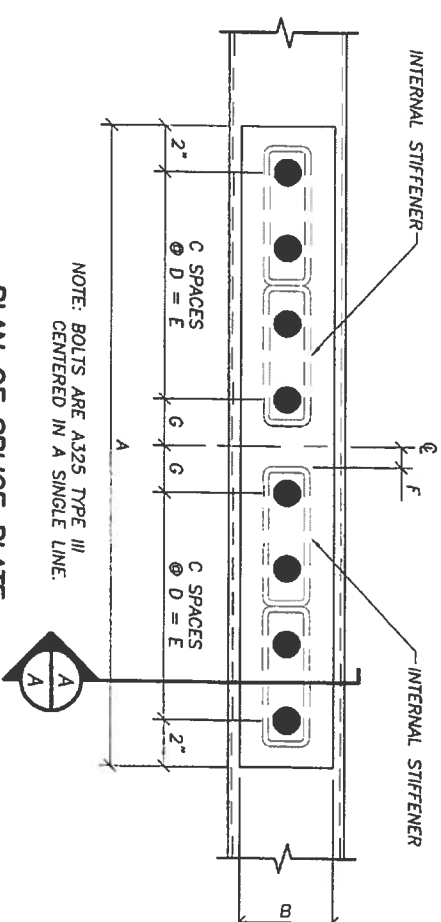
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 DW: NBB
 TRACKING NO. 120001
 ORDER NO. 14101
 SHEET NO. 7 OF 9

TYPE II SPLICE DIMENSION TABLE	
LOCATION	DIAGONAL B
MEMBER SIZE	HSS 4x4x1/4
PLATE THICKNESS	3/4"
BOLT - DIAMETER	1"
- QUANTITY	6
INTERNAL STIFFENER	7 1/2"
- LENGTH	(2) 10x2x1/4
DIMENSIONS	
A	1'-10"
B	4"
C	2 SPACES
D	3 1/4"
E	6 1/2"
F	3/4"
G	2 1/2"

TESTING NOTE:
AN ADDITIONAL 3 BOLTS OF EACH SIZE FROM EACH LOT SHALL BE PROVIDED FOR INDEPENDENT FIELD-TESTING OF SPLICE HARDWARE.

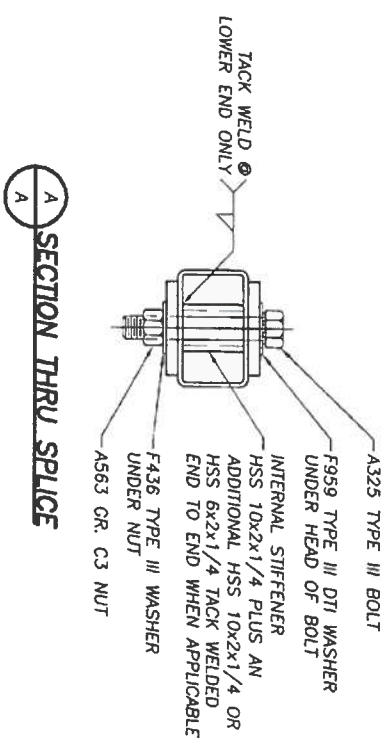
TYPE II SPLICE NOTES:

- DIRECT TENSION INDICATING WASHER (DTI WASHER) SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND ASHTO IN THE EXACT LOCATION SHOWN FOR EACH APPLICATION. IN ALL CASES, THE TURNED ELEMENT SHALL BE THE NUT. DTI INSTALLATION METHOD IS PROVIDED IN SECTION 11.5.6.4.7 OF ASHTO BRIDGE CONSTRUCTION SPECIFICATIONS AND SHALL GOVERN.
- ALL FAYING SURFACES SHALL BE BLAST CLEANED IN ACCORDANCE WITH SSPC-SP6 AND SHALL BE UNPAINTED.
- ALL HOLES IN TUBE TO BE 1/16" LARGER THAN THE BOLT SIZE AND ALL HOLES IN SPLICE PLATES TO BE 1/16" LARGER THAN THE BOLT SIZE.
- GRIND INTERNAL STIFFENERS TO ACCEPT SEAM WELD AT INSIDE OF TUBE WHEN APPLICABLE.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THE BRIDGE IS SAFELY SUPPORTED AGAINST SLIPPAGE OF THE FIELD SPLICE, PRIOR TO INSTALLING ANY BOLTS IN THE FIELD SPLICE.
- WIND BRACES MAY BE FABRICATED WITH ONE OR TWO SPLICES. WHEN TWO SPLICES, MEMBER WILL BE SHIPPED LOOSE. POSITION OF SPLICE(S) ALONG MEMBER IS OPTIONAL.

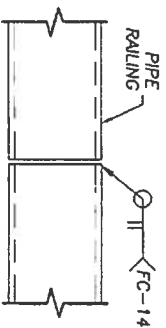


NOTE: BOLTS ARE A325 TYPE III, CENTERED IN A SINGLE LINE.

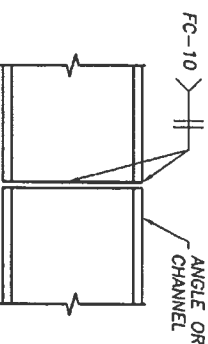
PLAN OF SPLICE PLATE



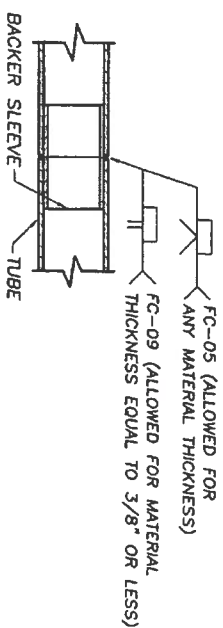
SECTION THRU SPLICE



SHOP SPLICE FOR PIPE RAILINGS



SHOP SPLICE FOR OPEN SHAPES



FULL PENETRATION SHOP SPLICE

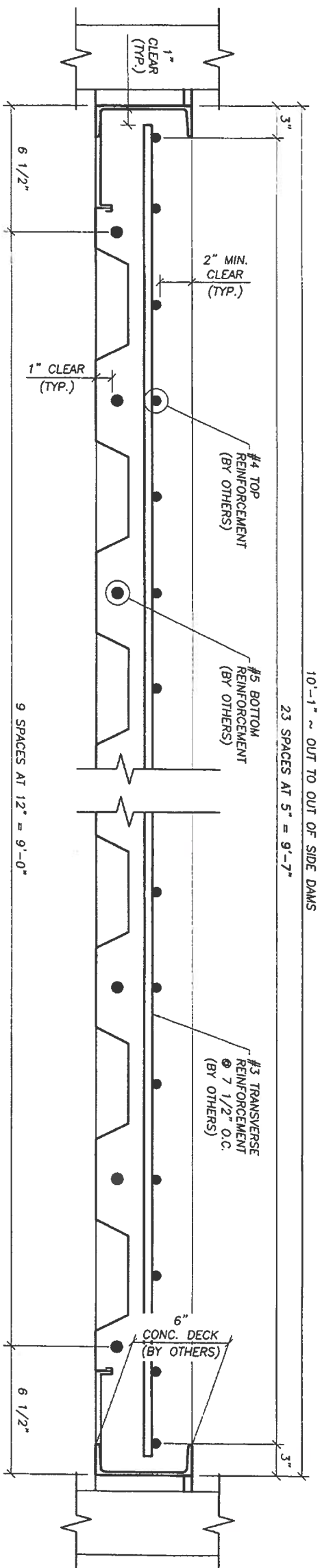


DO NOT SCALE DRAWINGS

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STANDARD FIELD SPLICE TYPE II
130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS

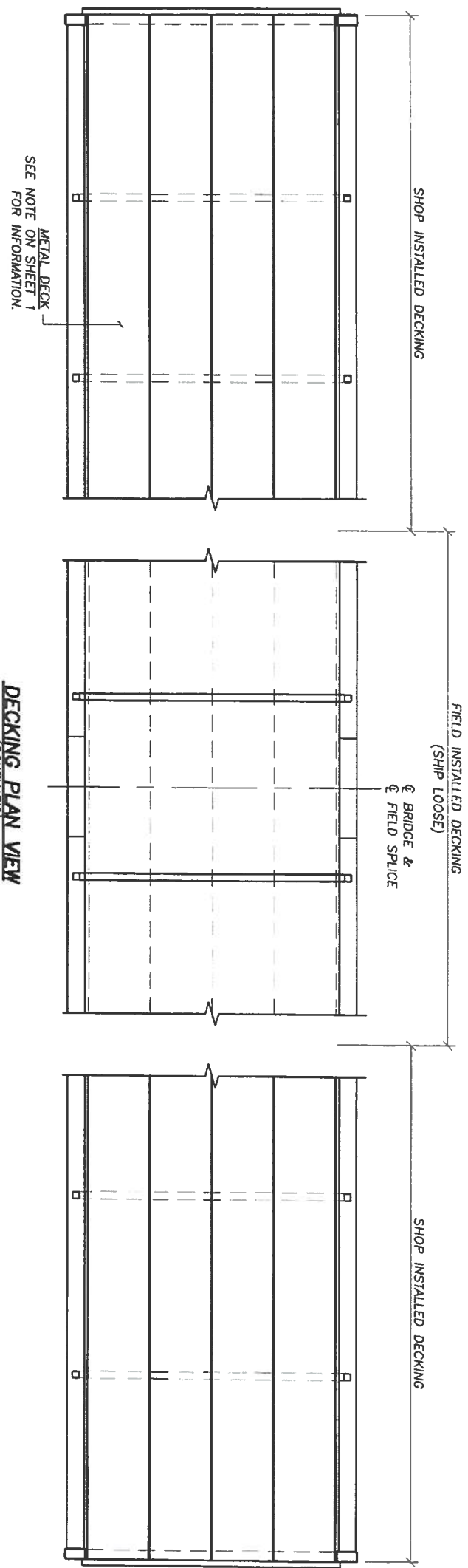
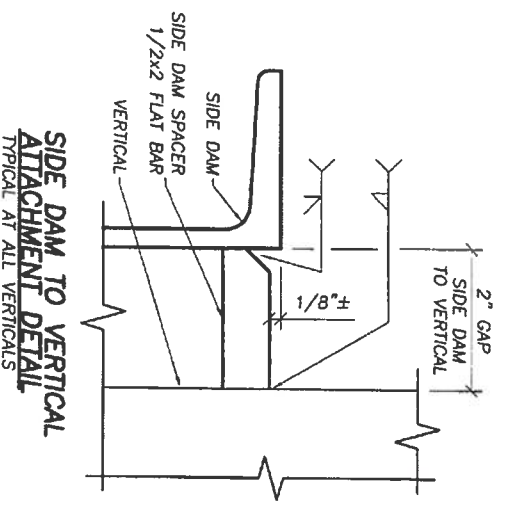
Wheeler
9531 West 78th Street - Suite 100
Eden Prairie, MN 55344
952-929-7854
info@wheeler1892.com
wheeler1892.com

DATE: 3/8/19
CHK: JAS
DWG: NBB
TRACKING NO. T20001
ORDER NO. 14101
SHEET NO. 8 OF 9

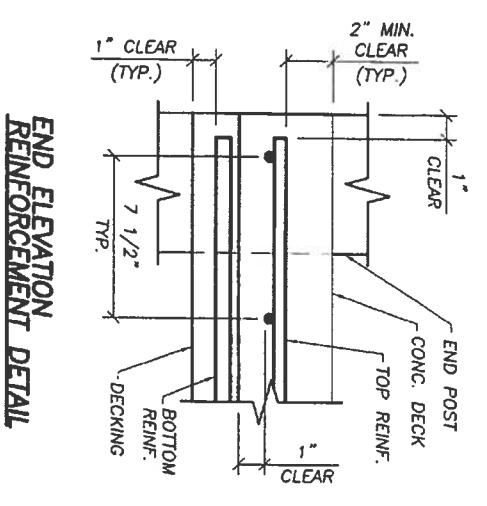


10'-1" ~ OUT TO OUT OF SIDE DAMS
23 SPACES AT 5" = 9'-7"

SECTION THRU DECK
(SCHEMATIC)



DECKING PLAN VIEW
(SCHEMATIC)



END ELEVATION REINFORCEMENT DETAIL

DECKING NOTES:

1. CONCRETE DECK SHALL BE ROUGH BROOMED TRANSVERSELY UNLESS SPECIFIED OTHERWISE.
2. BRIDGE SLAB TO BE 4,000 PSI NORMAL WEIGHT CONCRETE. STEEL REINFORCEMENT SHALL BE EPOXY COATED, GRADE 60. CONCRETE CONSTRUCTION, INCLUDING BUT NOT LIMITED TO CONCRETE AND REBAR MATERIAL PROPERTIES, MIX DESIGN, QUALITY CONTROL, CONCRETE PLACEMENT, AND REBAR PLACEMENT SHALL BE IN ACCORDANCE WITH AASHTO, STATE SPECIFICATIONS AND PROJECT SPECIFICATIONS AS DIRECTED BY THE PROJECT ENGINEER AT THE SITE.
3. METAL DECKING SHALL BE CONTINUOUS OVER A MINIMUM OF TWO PANELS. PANEL ENDS MAY BE BUTTED AGAINST ONE ANOTHER WHEN THE FLOOR BEAM IS 5.5 INCHES OR MORE IN WIDTH, OTHERWISE PANELS SHALL BE LAPPED FOR A LENGTH EQUAL TO THE FLOOR BEAM WIDTH AND SHALL BE TIGHTLY FIT. DECKING SHALL BE CONNECTED TO FLOOR BEAMS AT 12" O.C. AND TO SIDE DAMS AT 24" O.C. CONNECTIONS SHALL CONSIST OF GALVANIZED #12 X 1-1/4" TEK 5 SCREWS. LONGITUDINAL SEAMS SHALL IN ALL CASES BE CONNECTED AT 36" O.C. MAXIMUM WITH GALVANIZED #12 X 1-1/4" TEK 5 SCREWS OR BY BUTTON CRIMPING. ALL GAPS SHALL BE TAPED WHEN NECESSARY (BY OTHERS) AS DIRECTED BY THE PROJECT ENGINEER ON SITE. TUBE FLOOR BEAMS (IF ANY) SHALL HAVE A WEEP HOLE DRILLED AT THE LOW POINT.
4. REINFORCEMENT MAY BE SPLICED AS NEEDED AND SPLICE LOCATIONS ARE UNRESTRICTED. TOP BAR LAP LENGTHS SHALL BE 1'-11" MINIMUM. BOTTOM BAR LAP LENGTHS SHALL BE 3'-0" MINIMUM. BOTTOM LONGITUDINAL REINFORCEMENT MAY BE ADJUSTED HORIZONTALLY AS MUCH AS 1 1/2" AS NEEDED TO AVOID SEAMS IN METAL DECKING.
5. SPLICED BRIDGES SHALL HAVE DECKING IN FIELD SPLICE LOCATION SHIPPED LOOSE. THESE PIECES WILL COVER TWO PANELS. THIS DECKING SHALL BE INSTALLED AS DESCRIBED IN NOTE 3.

DO NOT SCALE DRAWINGS

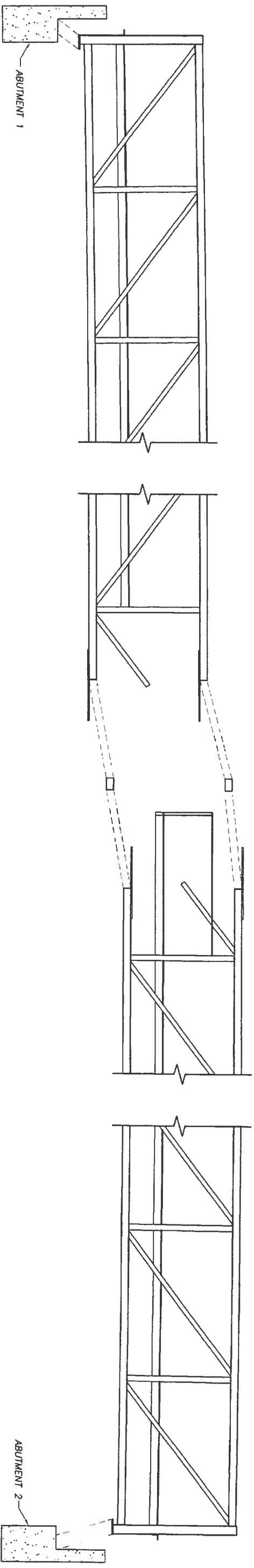
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DECK DETAILS
130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS



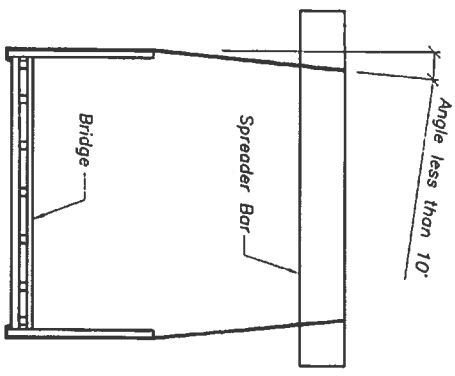
Wheeler
9531 West 78th Street - Suite 100
Eden Prairie, MN 55344
952-929-7854
Info@wheeler1892.com
wheeler1892.com

DATE: 3/8/19
CHK: JAS
DWN: NBB
TRACKING NO. TZ0001
ORDER NO. 14101
SHEET NO. 9 OF 9

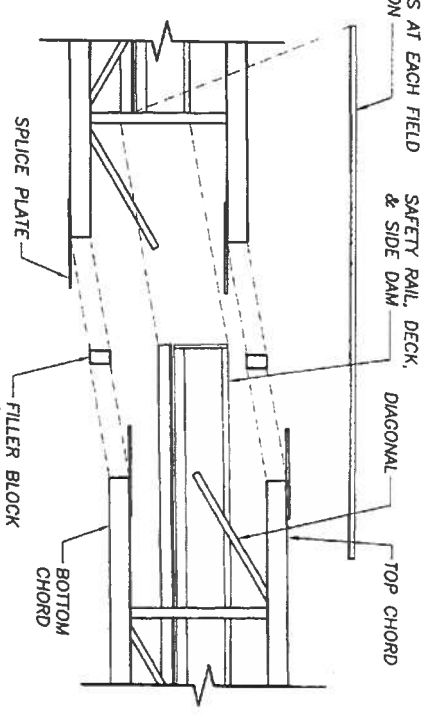
INSTALLATION INSTRUCTIONS



Lift bridge anywhere from end post to $\frac{1}{3}$ points on each span. Straps are to be attached to top chord or bottom chord at a panel point and to a spreader bar above. The straps should not be twisted. Other methods such as launching or lifting from middle panel point will usually be allowed when the contractor takes full responsibility for their methods and any necessary analysis is performed (at the contractor's expense).



LOOSE DECKING FIELD INSTALLED IN ACCORDANCE WITH PLANS. COVERS 2 BAYS AT EACH FIELD SPICE LOCATION



FIELD SPICE DETAIL - ELEVATION

ALL PIECES ARE MATCH MARKED

CONTRACTOR MUST VERIFY NOT FOR CONSTRUCTION

BRIDGE INSTALLATION

1. Construct substructures with great care regarding squareness and distance between abutment backwalls and/or centerline of piers to precisely accommodate the bridge superstructure. **MEASURE THESE DIMENSIONS IMMEDIATELY AFTER COMPLETION.** If dimensions are incorrect, remove and replace or otherwise modify substructures as needed well before superstructure delivery to expedite installation. Also construct concrete substructures with great care regarding placement of rebars with respect to drilled anchor bolt locations; two inches clear from rebar to drilled anchor bolt is required and bors must surround anchor bolts on all sides. Re-measure rebar locations before placing concrete. For concrete or timber substructures, do not drill holes for anchor bolts until the bridge superstructure is sitting in the design position, unless indicated otherwise in the plans.

2. Before setting bridge in design position, remove temporary bolts and/or temporary spacer from bearings when applicable.

3. Install and fully tighten field splices when applicable. See plans for splice details. Rollings may require adjustment to clear truss members during splice procedures. The contractor shall ensure that the bridge is safely supported and stabilized prior to anyone reaching inside the tube, where applicable. The bridge shall be blocked up to the correct profile before tensioning the bolts. All bolts, including filler block, shall be installed and fully tensioned while the bridge is safely supported and stabilized. Bolts shall be tightened in accordance with washer manufacturer and AASHTO. Tension indicating washers (provided) will be placed in the exact locations as indicated in the plans and installed as per the manufacturer's instructions (see www.tumasure.com for details).

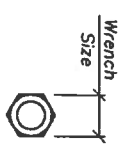
4. Welding, drilling, cutting, grinding, and any other alterations performed without written permission may affect warranty coverage.

5. When substructures are not at equal elevations, make sure bridge span is sloped correctly. Bridge span order number & substructure location will be hammer-stamped on cover plates (or on nearest structural member to name plate). When bridges have a combination of fixed and expansion bearings, be sure the expansion bearings (with slotted holes) are placed on the correct substructure, and also note that the specified joint opening is most critical at expansion substructures. When bridges have all expansion bearings, slight variations in joint openings should be equally distributed.

6. For final elevation adjustment of bridges and Bearing Installation Sequence, see next sheet.

7. When applicable, touchup point shall be field applied, offer assembly, in regions of splices and in areas of damaged shop applied point. Faying surfaces of splices shall not be painted unless indicated otherwise in the plans.

8. Some additional items may be shipped loose and require field installation, see plans.



Common Wrench Sizes:

Bolt Dia.	Bolt Head	Nut Size
3/4"	1-1/4"	1-1/4"
1"	1-5/8"	1-5/8"
1 1/4"	2"	2"

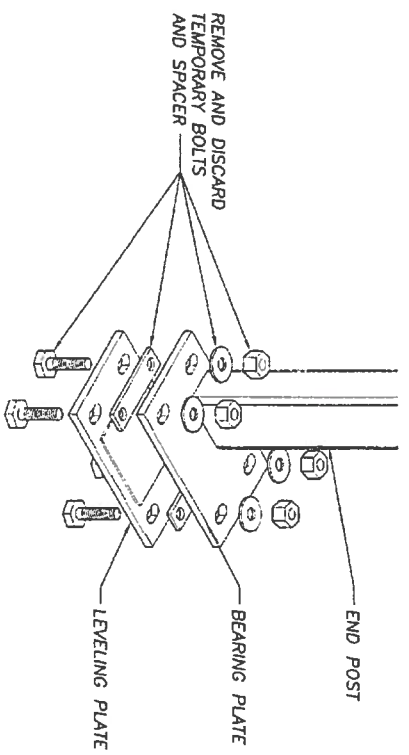
REV.	DESCRIPTION	DATE	INT.
1			
2			
3			
4			

SHEET TITLE:
INSTALLATION INSTRUCTIONS
130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS

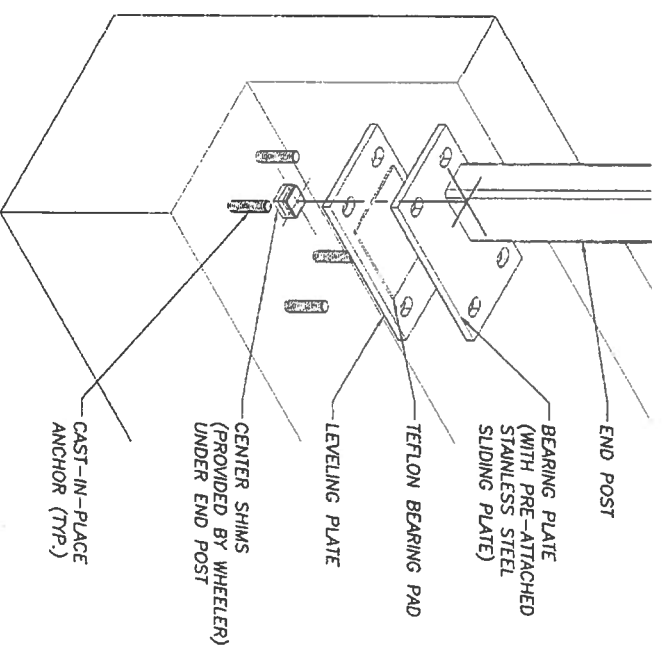


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 952-929-7854
info@wheeler1892.com
wheeler1892.com

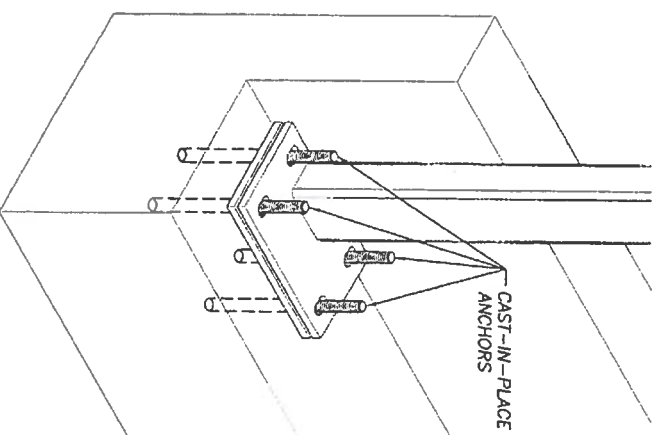
DATE: 3/8/19	TRACKING NO. T20001	SHEET NO.
CHK: JAS	DWN: NBB	ORDER NO. 14101
		E 1 OF E2



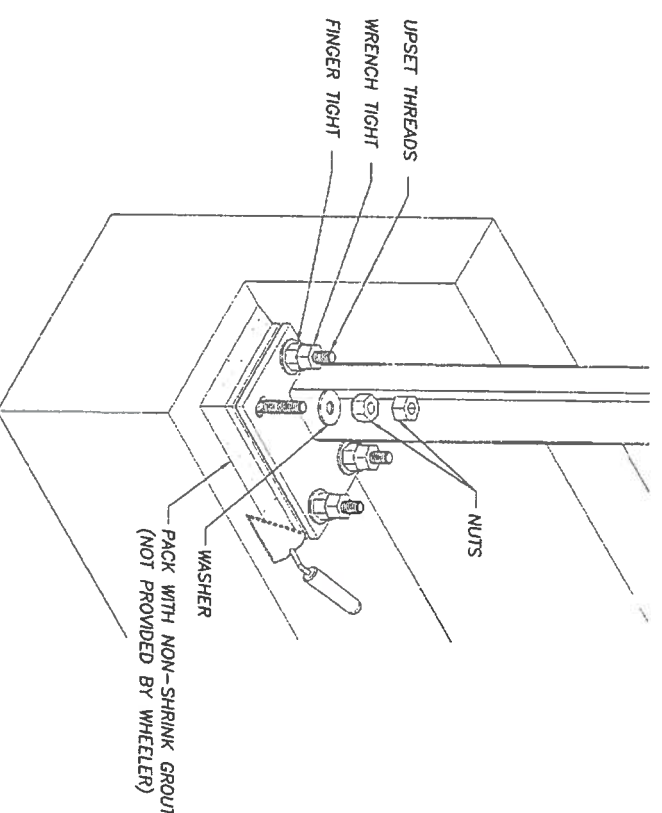
STEP 1
 Before setting bridge in final position, remove temporary bolts and/or temporary spacer from bearings when applicable. Use caution not to damage or scratch Teflon and stainless steel.



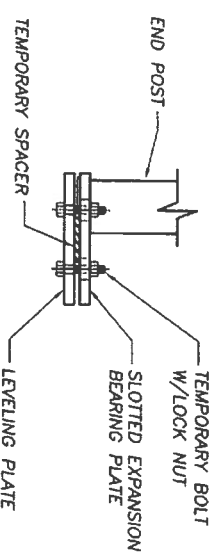
STEP 2
 Final elevation adjustment of bridges with leveling plates on concrete substructures will be made with shims (provided, see plans). In all cases, allow the cover angle to just touch the top of the abutment backwall without carrying any bridge weight.



STEP 3
 For any type of cast-in-place anchor, extreme care shall be taken to properly place the anchor bolts in the substructure, centered on the slotted holes.



STEP 4
 Inject an approved non-shrink grout between the leveling plate and concrete substructure when applicable. See plans for further grouting requirements. Install nuts and washers as noted in plans. Upsetting of anchor bolt threads is also recommended.

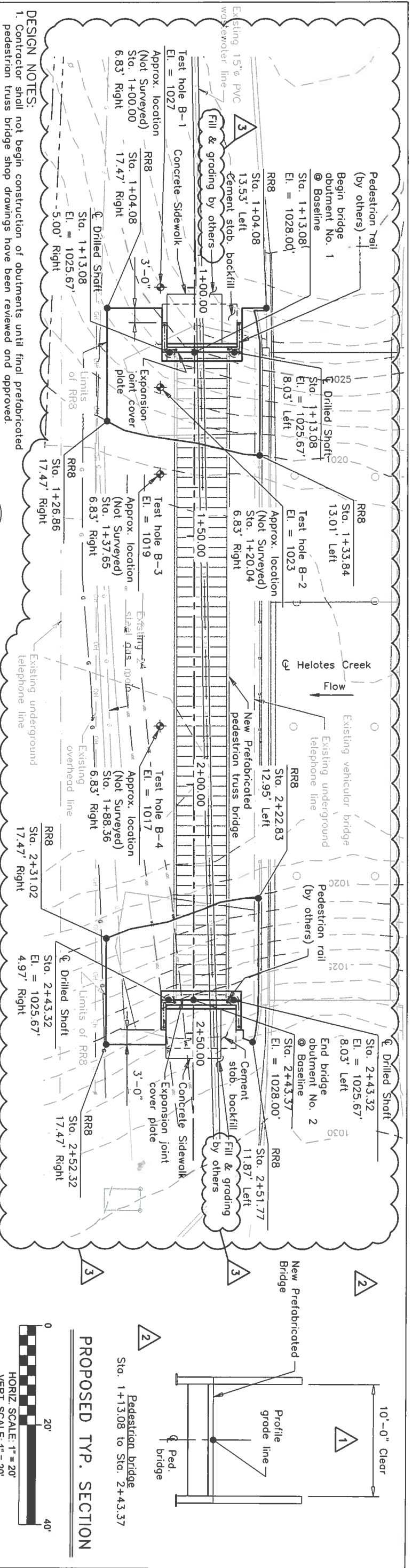


BEARING ASSEMBLY
 As shipped condition.

SHEET TITLE:
BEARING INSTALLATION SEQUENCE
130'-0" PEDESTRIAN BRIDGE
10'-0" WALKWAY
CITY OF HELOTES, TEXAS

Wheeler
 9531 West 78th Street - Suite 100
 Eden Prairie, MN 55344
 952-929-7854
 info@wheeler1892.com
 wheeler1892.com

DATE: 3/8/19 TRACKING NO. T20001 SHEET NO.
 CHK: JAS DWM: NBB ORDER NO. 14101 E2 OF E2



PEDESTRIAN BRIDGE PLAN & PROFILE

DESIGN NOTES:

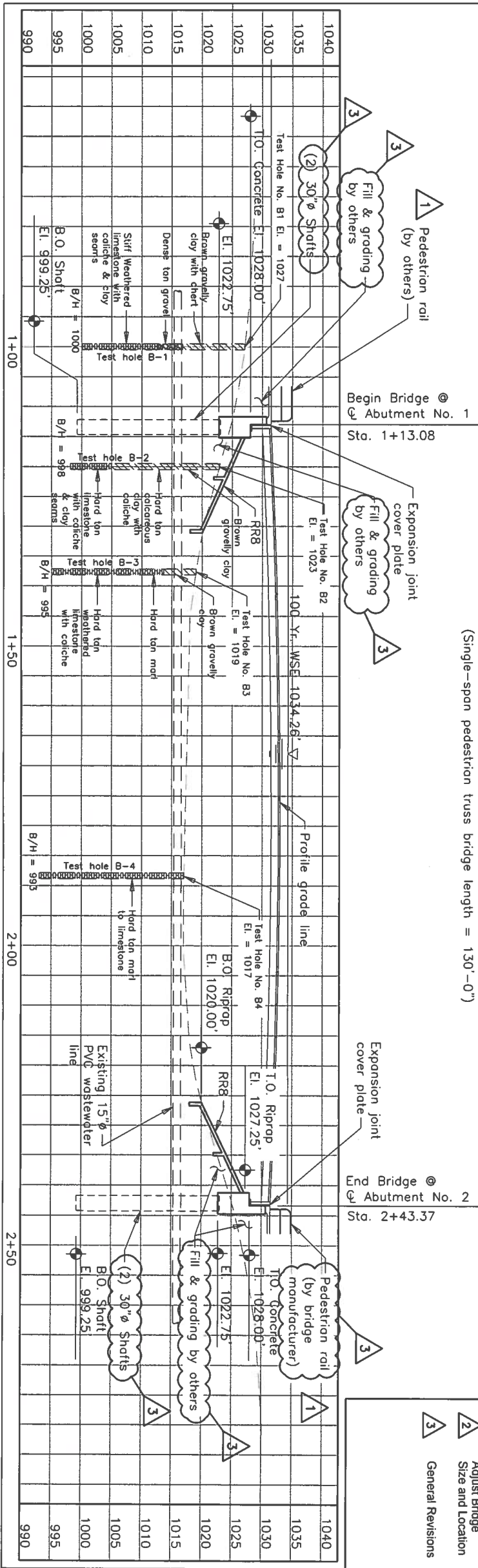
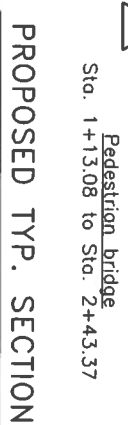
1. Contractor shall not begin construction of abutments until final prefabricated pedestrian truss bridge shop drawings have been reviewed and approved.
2. Abutment dimensions, anchor locations and backwall height shall be verified w/ final prefabricated pedestrian truss bridge shop drawings prior to placing concrete.
3. Prefabricated Pedestrian Truss Bridge shall be designed in accordance w/ LRFD Guide Specifications for the Design of Pedestrian Bridges (2009 w/ latest revisions) See Special Specification 4000 - Prefabricated Pedestrian Steel Truss Bridge Span.
4. Prefabricated Pedestrian Truss Bridge shall have a cast-in-place concrete deck. Deck must be ADA compliant.
5. Prefabricated Pedestrian Truss Bridge shall be on H section type truss bridge by Wheeler Lumber, LLC or equal. The depth from top of deck to low steel shall be minimized as much as practical.
6. Contractor is responsible for contacting the Texas One-Call system for utility locates prior to any excavation.
7. Found drilled shafts of the elevations shown or deeper to obtain a minimum one drilled shaft diameter penetration into limestone.

Abutment Elevations

Location	Bearing	T.O.C.
Abutment 1	1028.08	1028.00
Abutment 2	1028.08	1028.00

Hydraulic Data

100-YEAR EVENT		50-YEAR EVENT	
Q	WSE	Q	WSE
(cfs)	(ft)	(cfs)	(ft)
19,298	1034.26	17.27	19,298
			1031.87
			7.12



- Sheet Modifications:**
1. Modify Deck Type & widen bridge
 2. Adjust Bridge Size and Location
 3. General Revisions

OLD TOWN HELOTES PEDESTRIAN BRIDGE STRUCTURAL

BRIDGE PLAN & PROFILE

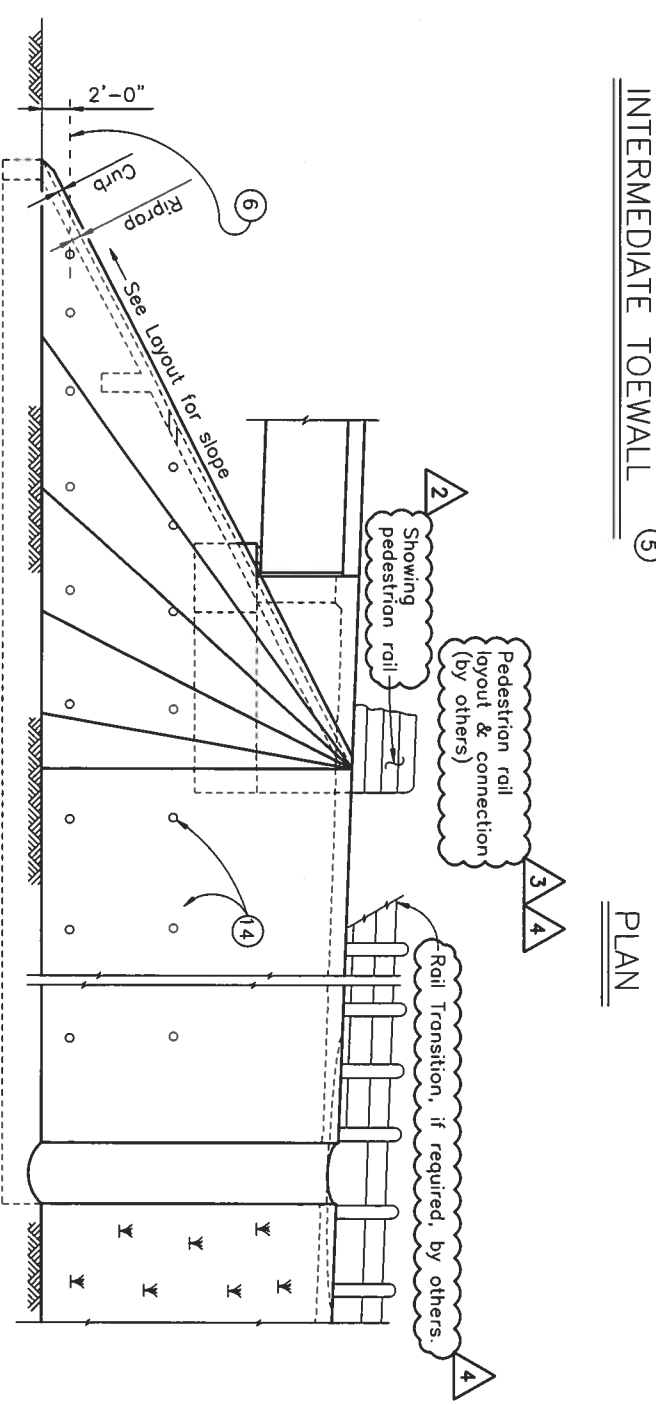
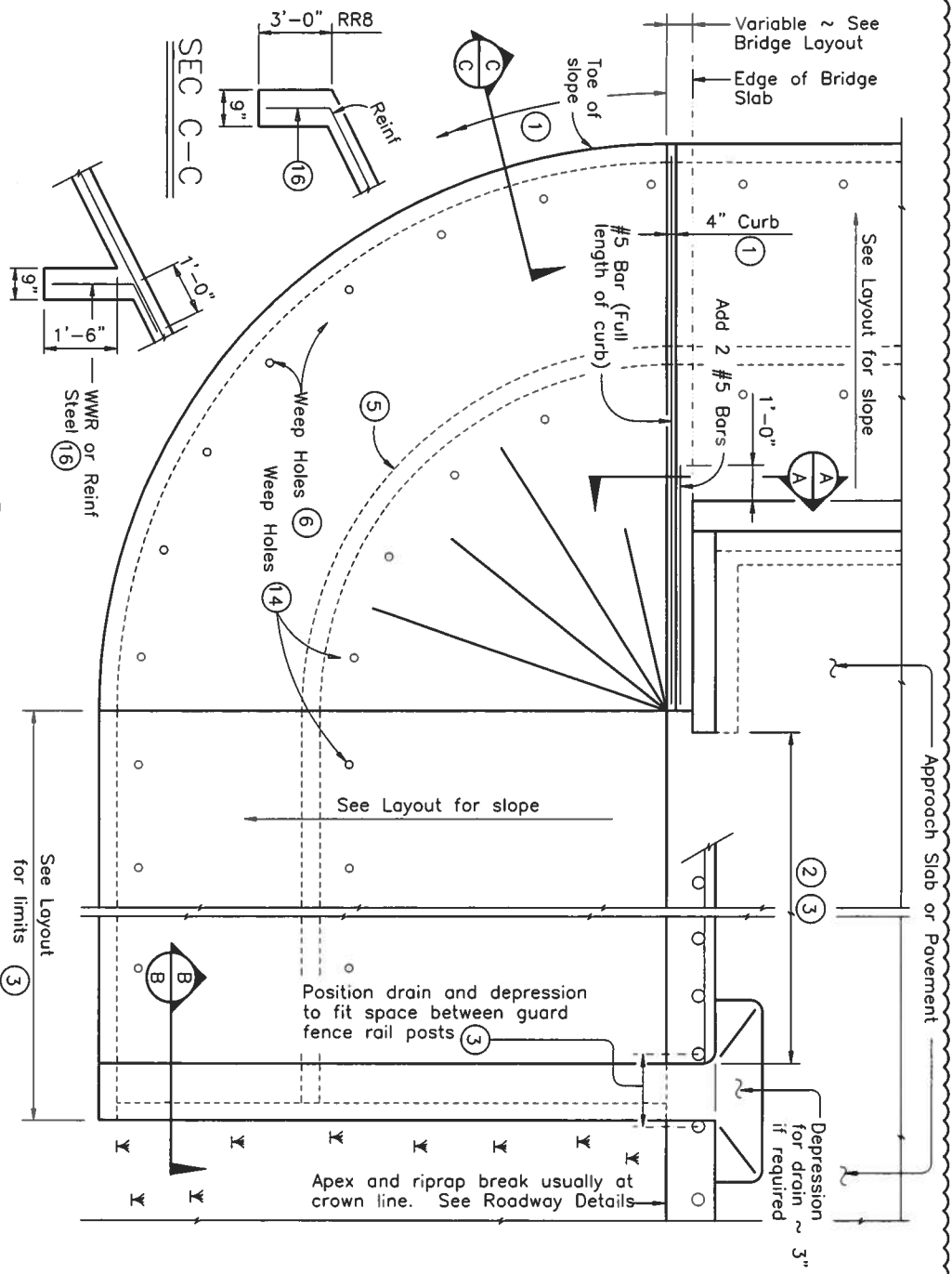
SCALE AS NOTED

DATE: 8/28/18

STATE OF TEXAS
 PROFESSIONAL ENGINEER
 JENNIFER D. SCHEFFLER
 LICENSE NO. 111687

engineers | architects | surveyors
 ENVIRONMENTAL PLANNING
 LNW
 11000 N. LOOP WEST, SUITE 200
 DALLAS, TEXAS 75243

TITLE	FEDERAL AID PROJECT	SHEET NO.	60B
DIVISION	6	DATE	8/28/18
STATE	TEXAS	COUNTY	BEAR
COMMITTEE	SAIT	SECTION	537
CONTRACT NO.	12	JOB NO.	537
PROJECT NO.	0915	HIGHWAY NO.	VA

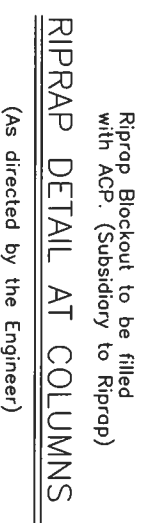


FOR CONTRACTOR'S INFORMATION ONLY:
 5" of RR8 = 0.015 CY/SF
 4" of RR8 = 0.012 CY/SF
 #3 Reinf at 18" c-c = 0.501 Lbs/SF
 6x6-D3xD3 = 0.408 Lbs/SF

INTERMEDIATE TOEWALL (5)

PLAN

ELEVATION



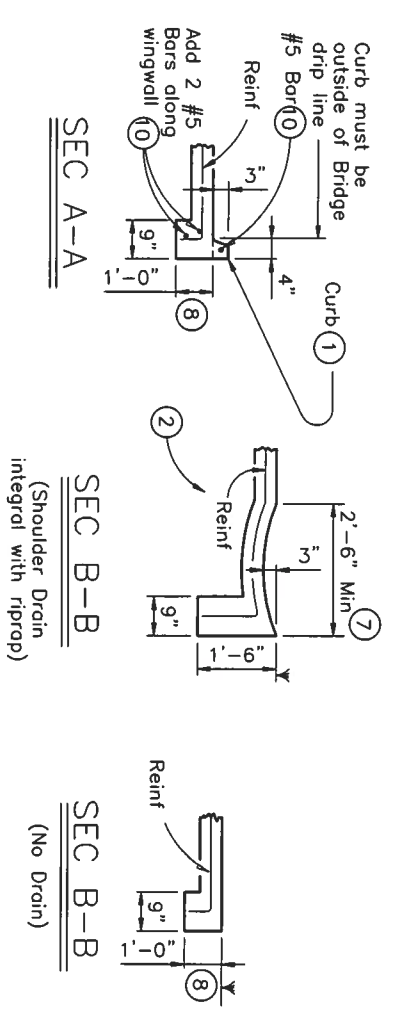
GENERAL NOTES:

- A. Provide Class "B" concrete with a minimum compressive strength of 2,000 psi unless noted elsewhere in plans.
- B. Provide Grade 60 reinforcing steel.
- C. Provide synthetic fibers listed on the "Fibers for Concrete" Material.
- D. Install construction joints or grooved joints extending the full slant.
- E. Slope height at intervals of approximately 20 feet unless otherwise directed by the Engineer.
- F. Hardware cloth, loose grade stone behind weep holes, flashing, or other sealing material are subsidiary to the bid item "Riprap."
- G. Use reinforcing bars, deformed Welded Wire Reinforcing (WWR), or any suitable combination of both types for "riprap" reinforcing, unless specified elsewhere in the plans.
- H. See layout for limits of riprap.

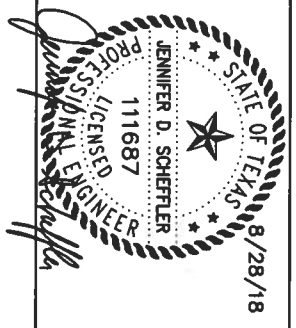
NOTES:
 See concrete Riprap (CRR) - 2 for numbered notes

Sheet Modifications:

- 1 Original TXDOT standard sht. was divided in (2) sheets, see sheet 60F.
- 2 Changed concrete rail to pedestrian rail.
- 3 Modified plan and elevation showing shoulder drain.
- 4 Modify Notes

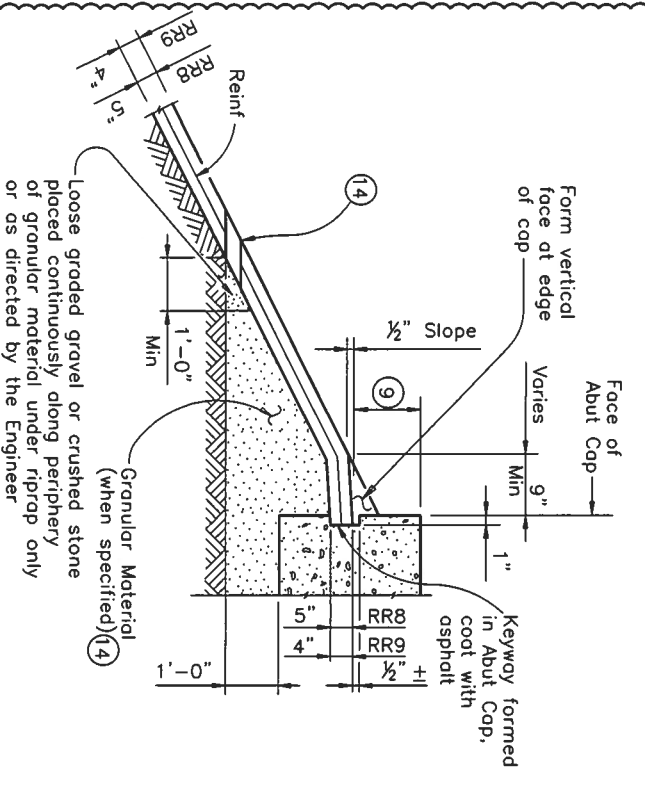


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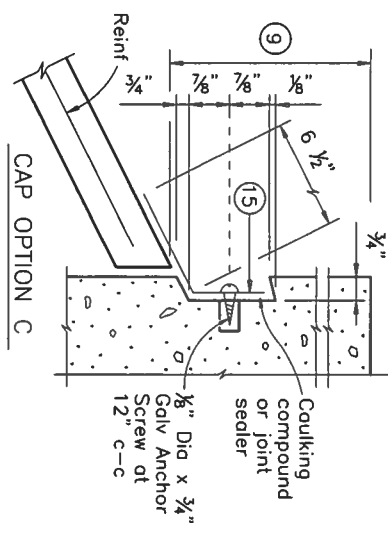


Texas Department of Transportation
 © 2015 TxDOT
CONCRETE RIPRAP AND SHOULDER DRAINS EMBANKMENTS AT BRIDGE ENDS (TYPES RR8 & RR9) (MOD)

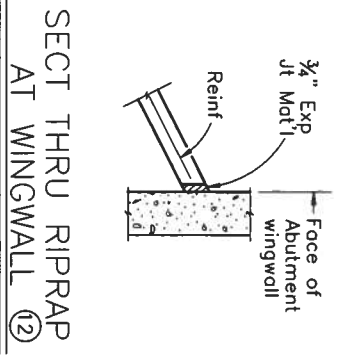
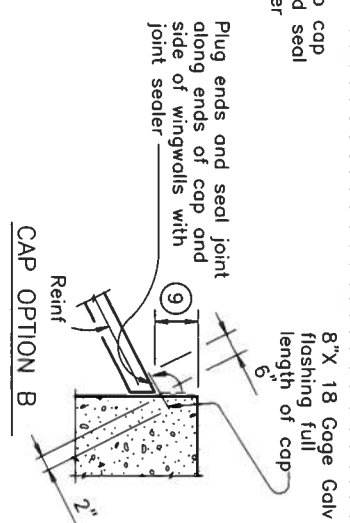
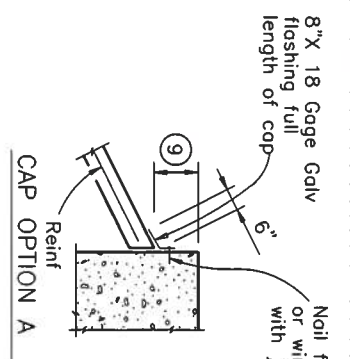
Sheet 1 of 2		SCALE AS NOTED	
FEDERAL AID PROJECT	60E	SHEET	1/1
DIVISION	6	DATE	8/28/18
STATE	TEXAS	COUNTY	BEXAR
DESIGN	SAT	SECTION	537
CONTRACT	0915	HIGHWAY AND	VA



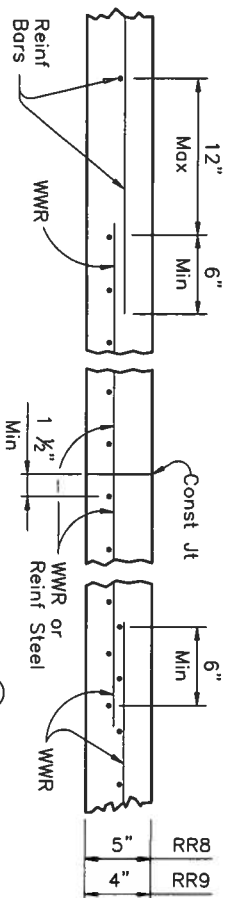
SHOWING KEYWAY OPTION



SECTIONS THRU RIPRAP AT CAP ⑩



SECT THRU RIPRAP AT WINGWALL ⑫



REINFORCEMENT DETAILS ⑬
 See General Notes for optional synthetic fiber reinforcement.

- ① When riprap is shown extended around header on layout, extend slab and toewall as shown and eliminate 4" curb.
- ② Limits and configuration of drains and depressions are as shown elsewhere in plans or as directed by the Engineer.
- ③ Location of shoulder drain must consider limitations imposed by rail transition. Do not locate shoulder drains at expansion joints between approach slab and concrete pavement.
- ④ See details elsewhere in plans for installation of guard fence posts through concrete riprap.
- ⑤ Provide intermediate toewall only when designated elsewhere in the plans or included in the specifications.
- ⑥ Provide lower level of 2" Dia weep holes at 10' c-c backed by 1 CF pocket of gravel and galvanized hardware cloth at all locations unless directed by the Engineer to eliminate.
- ⑦ Use wider or other drain configurations if shown elsewhere in plans or if directed by the Engineer.
- ⑧ Wall extension may be reduced or modified if approved by the Engineer. Increase wall extension to 1'-6" whenever the optional intermediate toewall is called for in the plans.
- ⑨ Top of cap to top of riprap dimension varies as directed by the Engineer. Should be 9" Min for beam/slab type bridges and 1'-6" for slab span, box beam, or slab beam bridges.
- ⑩ #5 bars shown are required even when synthetic fiber reinforcing option is selected.
- ⑪ Provide sealing option for joint between the face of cap and riprap as designated by the Engineer or as shown elsewhere on plans.
- ⑫ Flashing (shown in Cap Option A) may be used at wingwall in addition to Exp Jt Mat'l if shown on plans or directed by the Engineer.
- ⑬ Provide #3 reinforcing bars at 18" Spa c-c. Provide Welded Wire Reinforcement (WWR) as 6x6-D3xD3. Combinations of WWR and reinforcing bars may be used if both are permitted. Use lap splices of a minimum 6 inches, measured from the transverse wire of WWR, and the ends of reinforcing bars.
- ⑭ If granular material is specified, provide upper level of 2" Dia weep holes at 10' c-c backed by galvanized hardware cloth.
- ⑮ 8" x 18 Gage Galv Sheet Metal
- ⑯ Provide WWR or #3 bars, with 1'-0" extension into slope.

Sheet Modifications:
 Original TxDOT standard sht. was divided in (2) sheets,
 see sheet 60E.

STATE OF TEXAS
 8/28/18
 JENNIFER D. SCHEFFLER
 111687
 LICENSED PROFESSIONAL ENGINEER

LNW
 engineers | architects | surveyors
 2805 FRENCH ST. SUITE 200
 AUSTIN, TX 78705
 TEL: 512.452.1234
 WWW.LNWENGINEERS.COM

Texas Department of Transportation
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CONCRETE RIPRAP AND SHOULDER DRAINS EMBANKMENTS AT BRIDGE ENDS (TYPES RR8 & RR9) (MOD)

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Sheet 2 of 2		SCALE AS NOTED	
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STATE	DIST	COUNTY	
TEXAS	SAT	BEAR	
CONT	SECT	JOB	HIGHWAY NO.
0915	12	537	VA

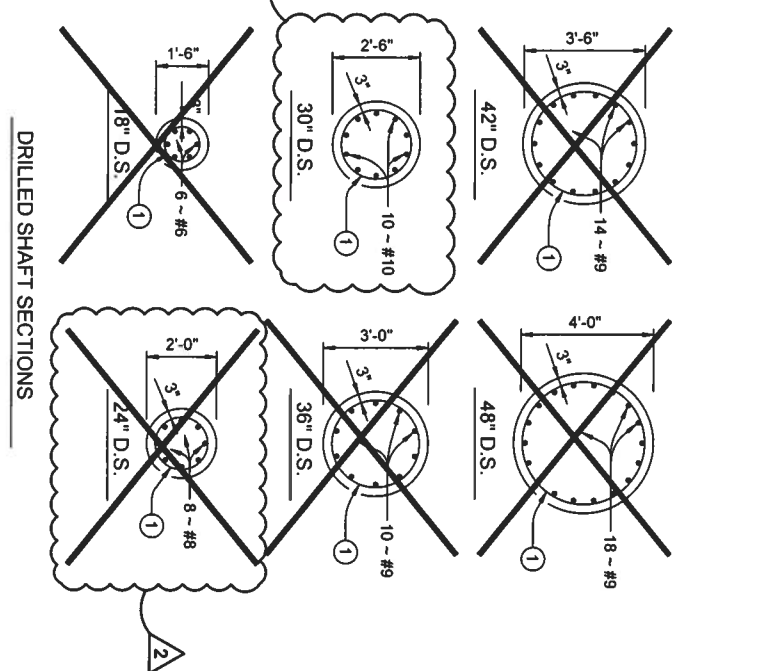
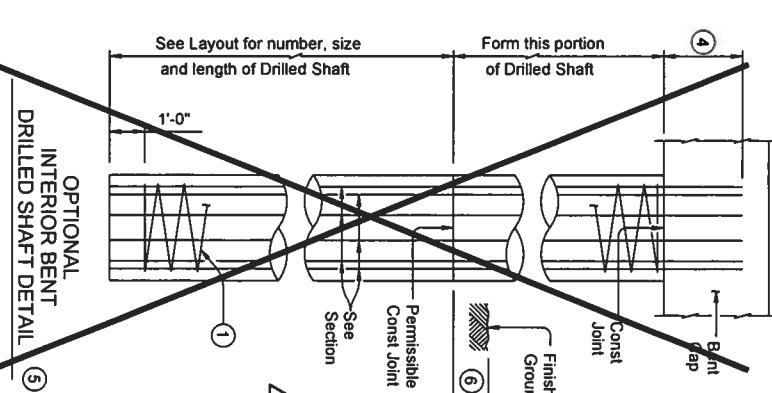
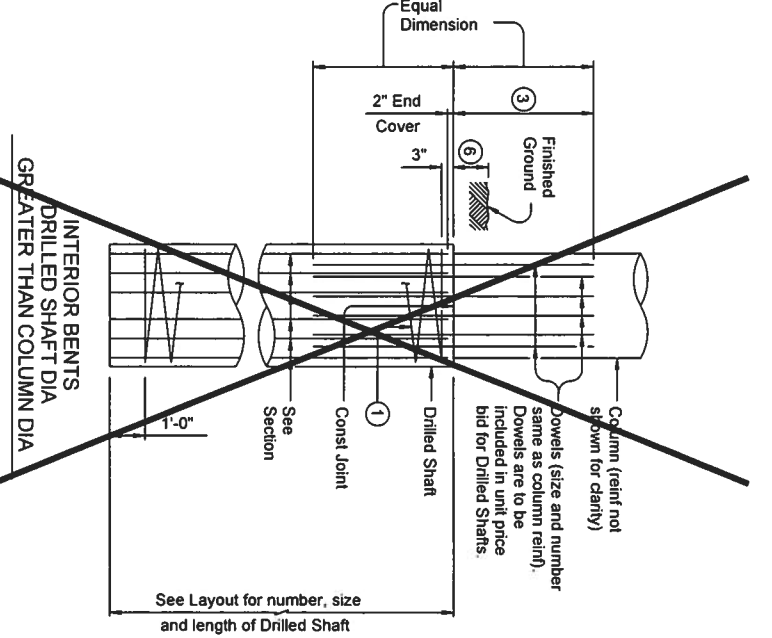
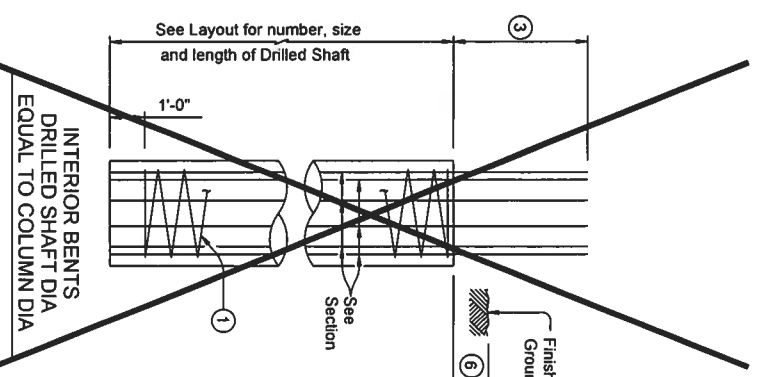
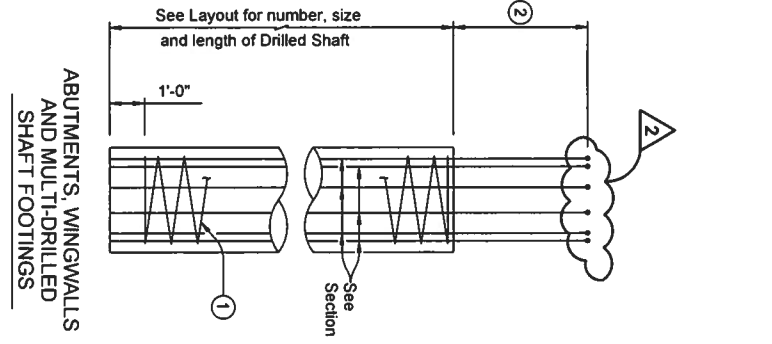
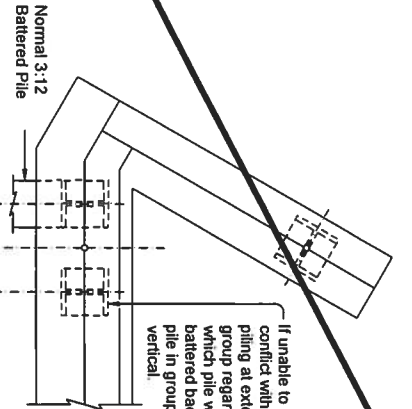
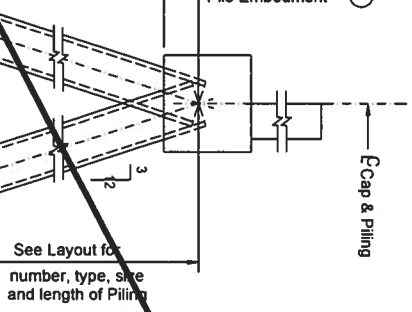
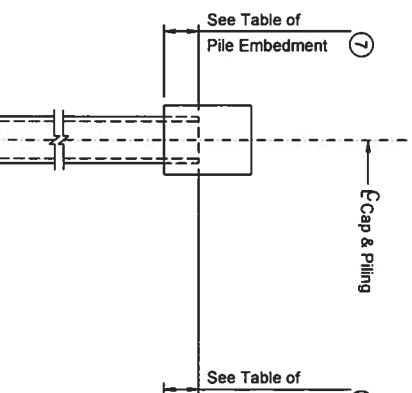
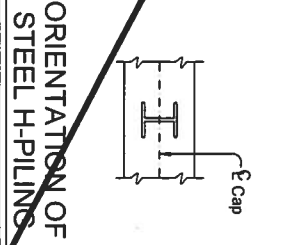
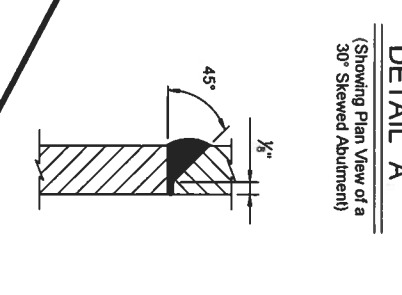
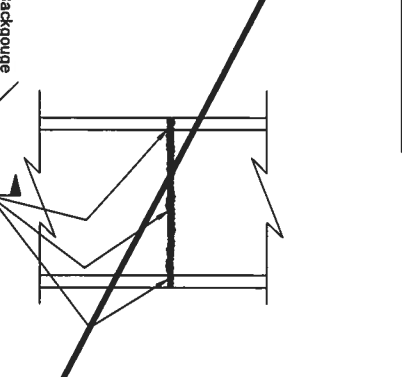
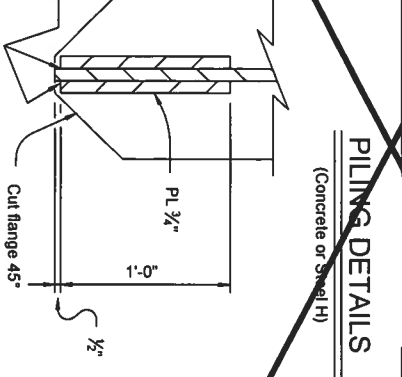
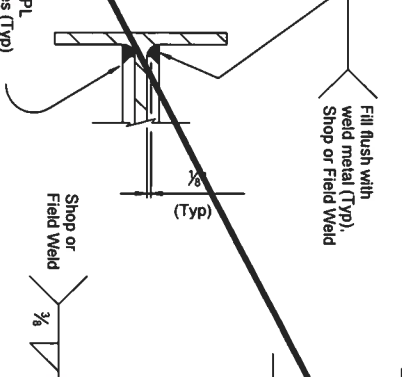
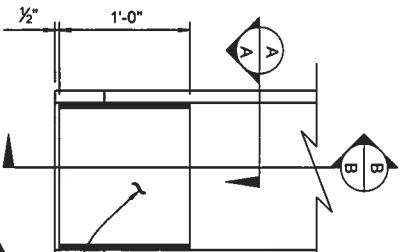


TABLE OF PILE EMBEDMENT	
Pile Type	Embedment Depth (ft)
16" Sq Concrete	1'-0"
18" Sq Concrete	
HP14 Steel	
20" Sq Concrete	1'-6"
24" Sq Concrete	
HP18 Steel	

See standard CP for additional details on concrete pile embedment.



If unable to avoid conflict with wingwall piling at exterior pile group regardless of which pile would be battered back, one pile in group may be vertical.



- 1 #3 Spiral at 6" pitch (One and a half flat turns top & bottom).
- 2 Min extension into supported element:
#6 Bars = 1'-6"
#7 Bars = 1'-8"
#10 Bars = 4'-8" w/ ACI Std. 90° hook
- 3 Min lap with Column reinf:
#7 Bars = 2'-9"
#9 Bars = 4'-6"
- 4 Min extension into supported element:
#6 Bars = 1'-6"
#7 Bars = 1'-8"
#9 Bars = 2'-8"
- 5 Drilled Shafts may extend to the bottom of bent caps for "H" heights of 6 ft and less (as shown on the Bridge Layout), if approved. This option can only be used when the Drilled Shaft diameter equals the Column diameter. Obtain approval of the forming method above the ground line prior to construction. No adjustments in payment will be made if this option is used.
- 6 1'-0" Min
- 7 Or as shown on plans.

- Sheet Modifications:
- 1 Changed bar size to #8.
 - 2 Reverse drilled shaft and reinf.

Texas Department of Transportation
 COMMON FOUNDATION DETAILS (MOD)

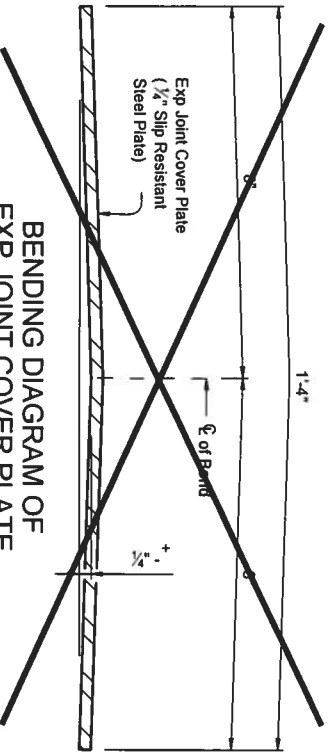
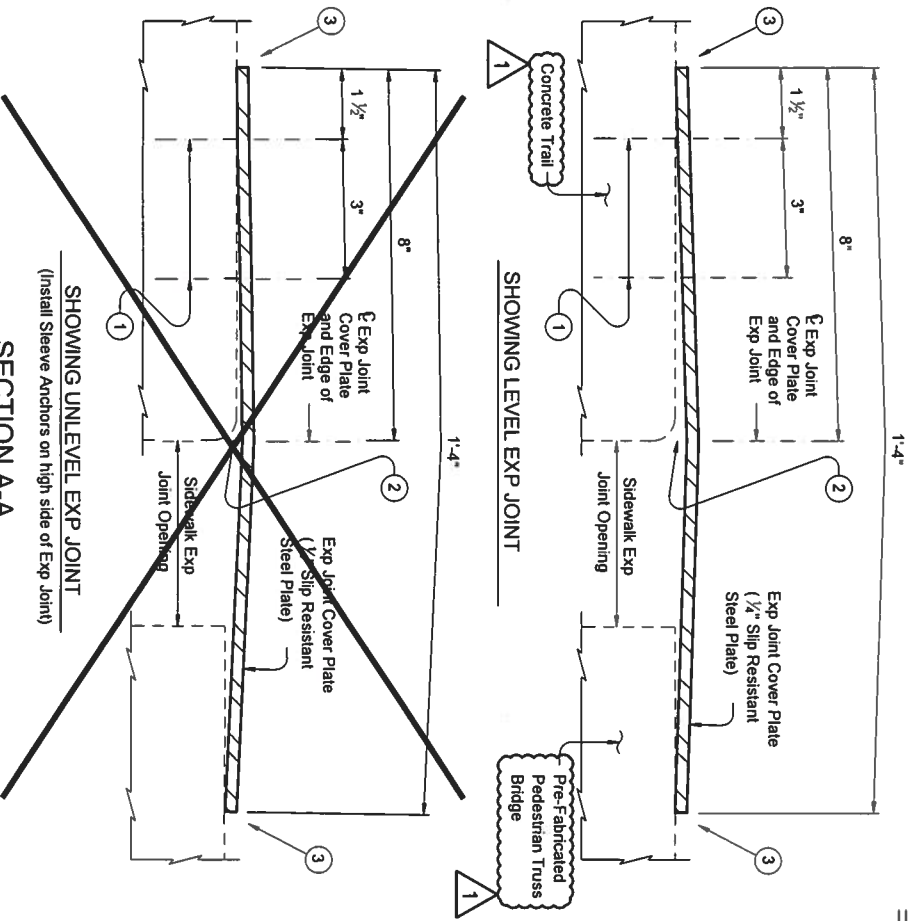
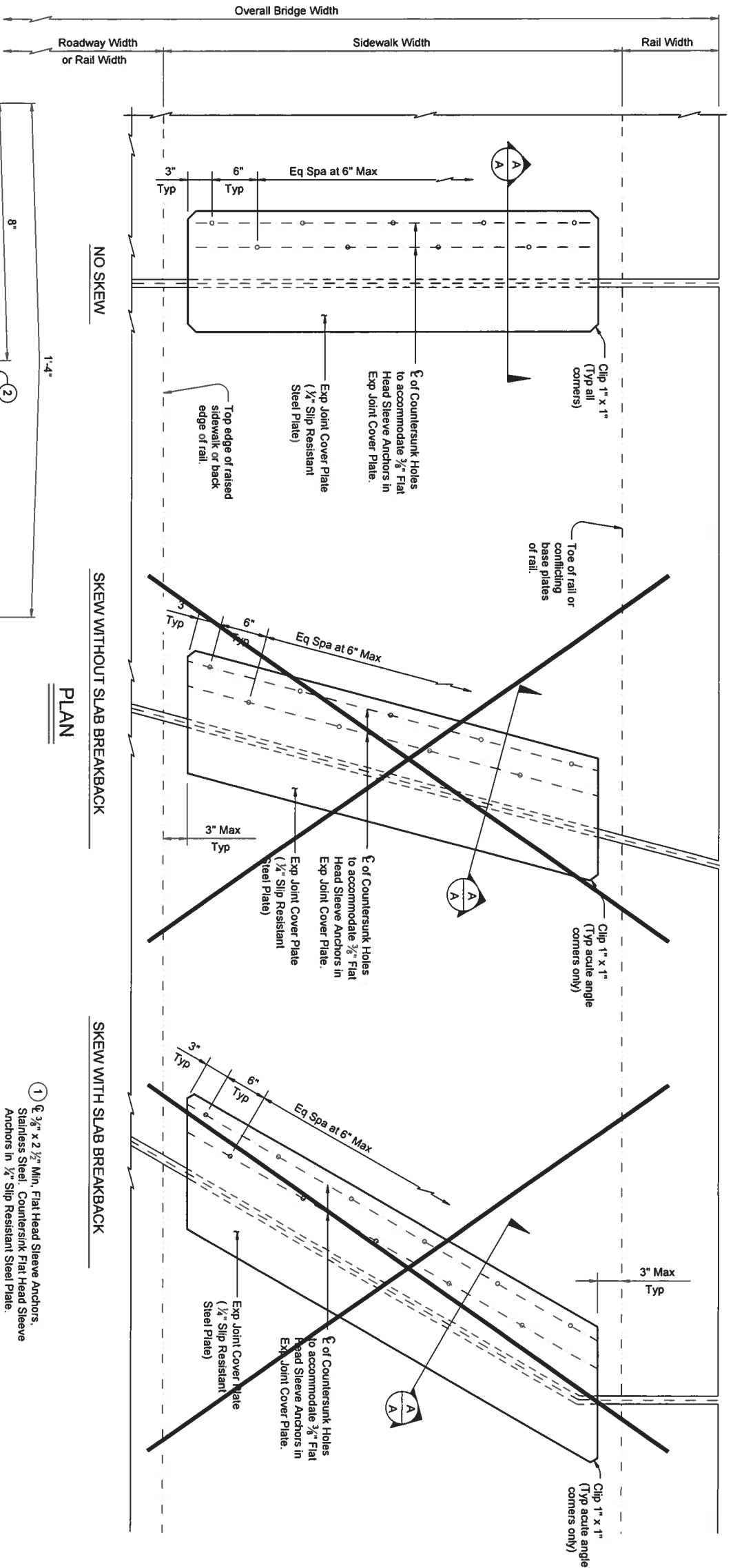
LNV ENGINEERS ARCHITECTS SURVEYORS
 1500 W. BRIDGE STREET, SUITE 100
 AUSTIN, TEXAS 78703
 TEL: 512.452.1234 FAX: 512.452.1235
 WWW.LNV-INC.COM

JENNIFER D. SCHEFFLER
 LICENSED PROFESSIONAL ENGINEER
 111687
 8/28/18

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PROJECT NO.	605
SHEET NO.	12
DATE	09/15
STATE	TEXAS
COUNTY	BEAR
CONTRACT	537
HIGHWAY NO.	VA

FD SCALE AS NOTED



EXP JOINT COVER PLATE BEVEL DETAIL
 Bevel all plate edges as shown.

- 1 ϕ $\frac{3}{8}$ " x $2\frac{1}{2}$ " Min. Flat Head Sleeve Anchors. Stainless Steel. Countersunk Flat Head Sleeve Anchors in $\frac{1}{2}$ " Slip Resistant Steel Plate.
- 2 It is not necessary to remove plate crown provided the plate is firmly secured to the sidewalk.
- 3 Transverse edges must be in contact with sidewalk/pre-fabricated truss bridge deck surface after installation.

APPROVED SLIP RESISTANT PLATE	
Product	Manufacturer Website
Mebac® #3 Steel	www.harscoitkg.com
Algnip™ Steel	www.algnip.com
SlipNOT® Grade 2 Steel	www.slipnot.com

Sheet Modifications:
 1 Added callouts for trail & pedestrian bridge.

FABRICATION NOTES:
 Shop drawings for the fabrication of Sidewalk Expansion Joint Cover Plate will not require the Engineer's approval if fabrication is in accordance with the details shown on this standard.
 A Bridge Sidewalk Expansion Joint Cover Plate Layout which identifies location side of sleeve anchors and orientation of all cover plate sections must be developed by the fabricator. Mark each steel section in accordance with the Bridge Sidewalk Expansion Joint Cover Plate Layout. A copy of the Bridge Sidewalk Expansion Joint Cover Plate Layout is to be provided to the Engineer.
 Sidewalk expansion joint cover plates must be hot-dipped galvanized $\frac{1}{2}$ " slip resistant steel plate. Checker plate or diamond plate is not allowed nor are slip resistant tapes, films and non-metallic coatings.
 Minimum required yield strength of steel plate is 36 ksi.
 Hot-dip galvanized slip resistant steel plate after fabrication in accordance with Item 445, "Galvanizing".
 Provide stainless steel flat head sleeve anchors meeting the requirements of ASTM F 593, Group 1, Alloy 304. Countersunk holes in slip-resistant plate for sleeve anchors. Drill holes in sidewalk as per sleeve anchor manufacturer's recommendations. Install sleeve anchors flush with, or slightly recessed below, top surface of sidewalk expansion joint cover plate.
GENERAL NOTES:
 Sidewalk expansion joint cover plates can only accommodate up to a 7" maximum expansion joint. Details provided are applicable to concrete walkway surfaces only.
 Payment for sidewalk expansion joint cover plates must be by the pound of "Structural Steel (Misc Non-bridge)" as per Item 442, "Metal for Structures".
 Estimated weight of one sidewalk expansion joint cover plate is 14 pfl.

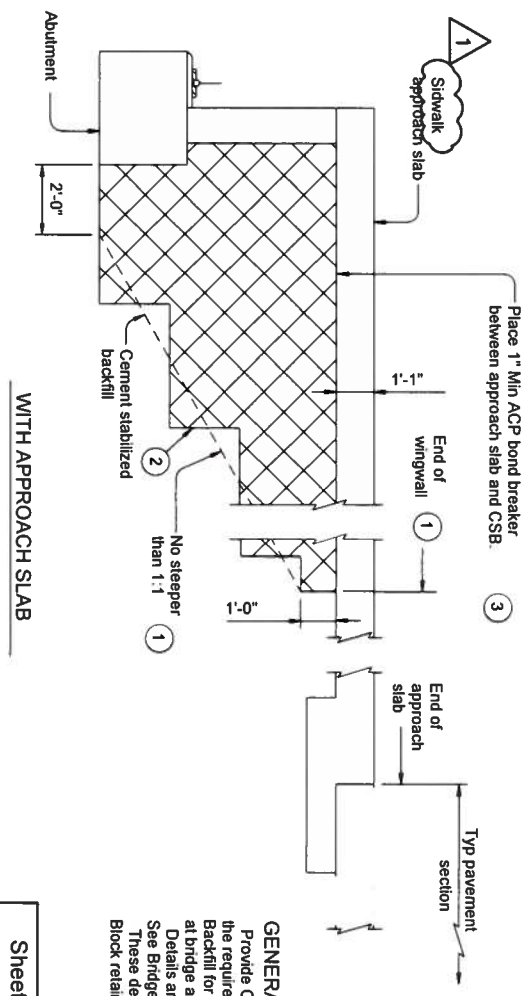
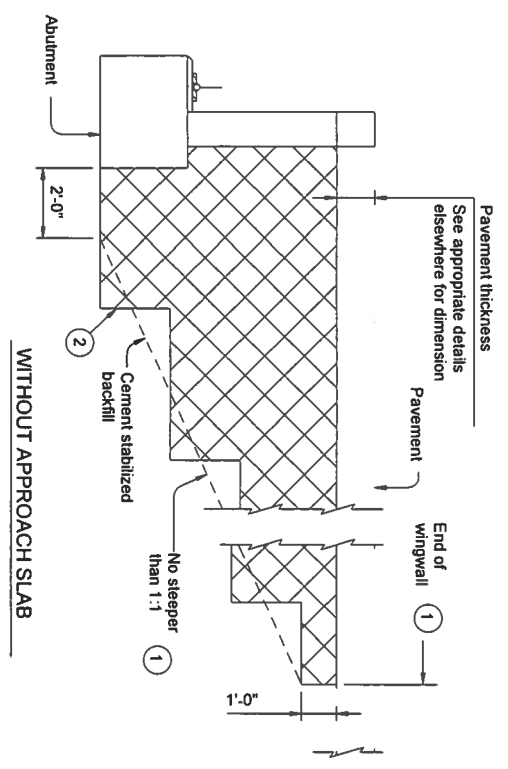
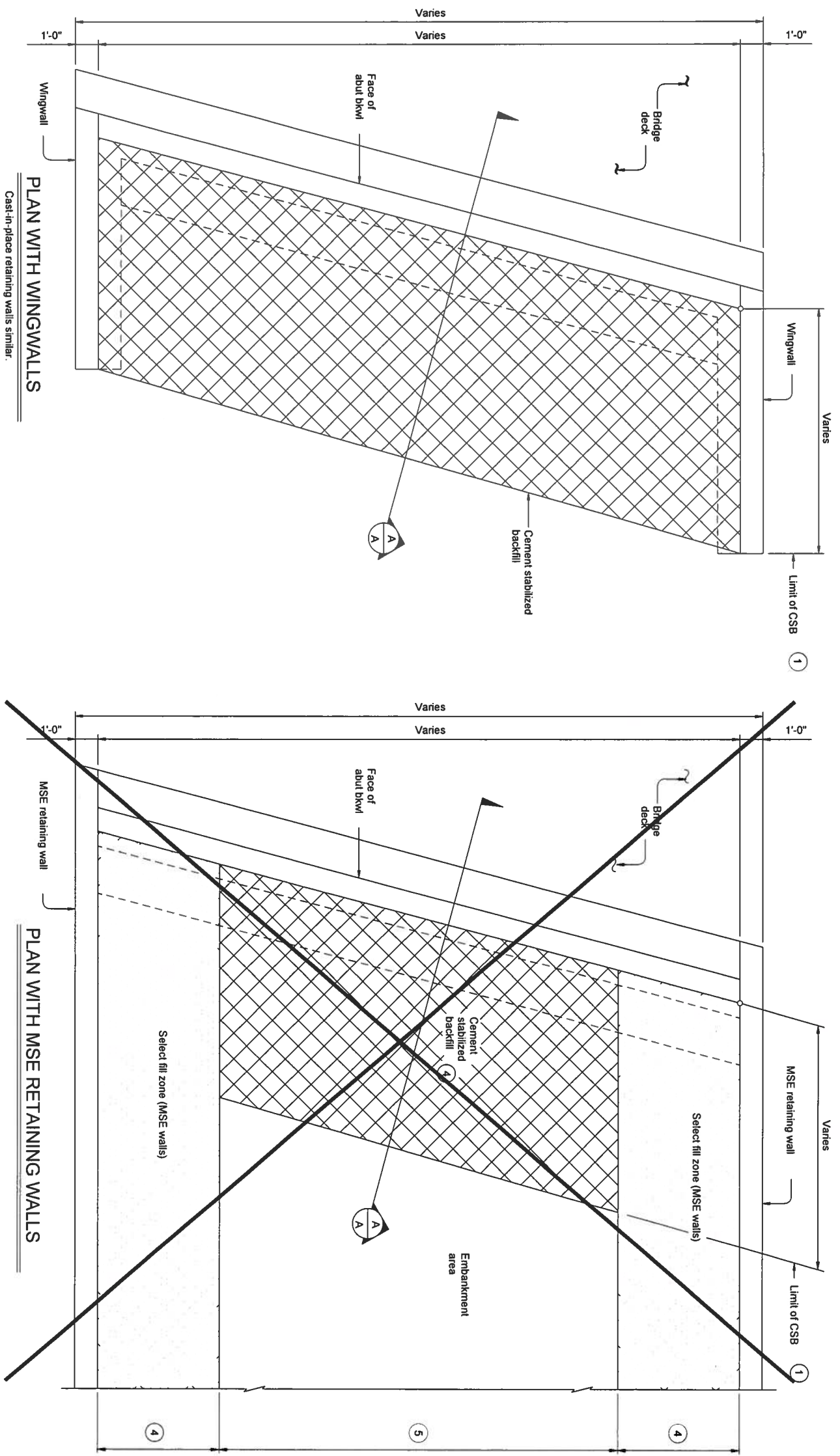
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Texas Department of Transportation
 @ 2013 TxDOT

BRIDGE SIDEWALK EXPANSION JOINT COVER PLATE (ALL SKEWS)
 (MOD)
 BS-EJCP

PROJECT	FEDERAL AID PROJECT	SHEET	60H
DIVISION	6	DIST.	
STATE	TEXAS	COUNTY	BEKAR
SECTION	0915	SECTION	537
		HIGHWAY NO.	VA



- 1 Usual limit of Cement Stabilized Backfill is at end of wingwall. Extend CSB limits as required to maintain a slope no steeper than 1:1 at bottom of backfill.
- 2 Bench backfill as shown with 12" (approximate) bench depths.
- 3 Other materials can be used as a bond breaker if permitted by the Engineer. 2 layers of 30 lb roofing felt or 2 layers of heavy mil polyethylene sheeting are examples.
- 4 Where MSE retaining walls are present, adjust CSB limits to accommodate the select fill zone. See retaining wall details for additional information.
- 5 When distance between select fill zones is less than 5'-0". MSE select fill may be substituted for cement stabilized backfill with approval from the Engineer.

GENERAL NOTES:
 Provide Cement Stabilized Backfill (CSB) meeting the requirements of Item 400, "Excavation and Backfill for Structures," to the limits shown at bridge abutments.
 Details are drawn showing left forward skew. See Bridge Layout for actual skew direction. These details do not apply when Concrete Block retaining walls are used in lieu of wingwalls.

Sheet Modifications:
 Added sidewalk reference for trail.

STATE OF TEXAS
 8/28/18
JENNIFER D. SCHEFFLER
 111687
 LICENSED PROFESSIONAL ENGINEER

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LNV
 engineers | architects | surveyors
 500 ALBUQUERQUE AVENUE, SUITE 400
 AUSTIN, TEXAS 78701
 WWW.LNVINC.COM

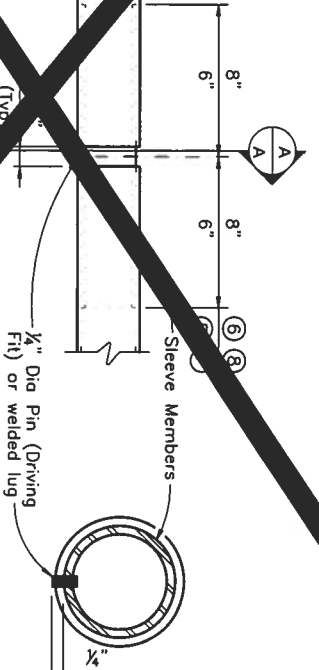
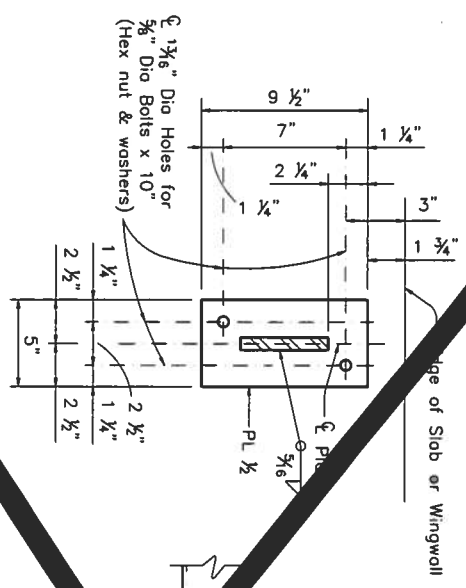
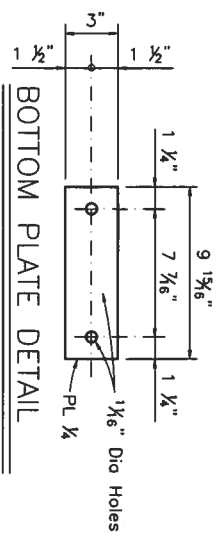
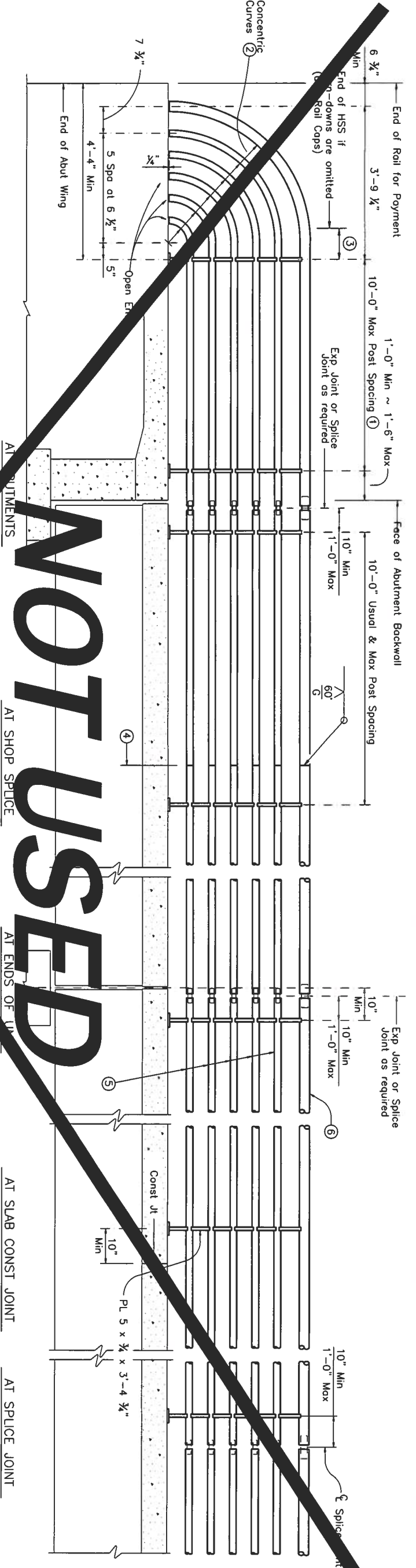
Texas Department of Transportation
 © 2015 TxDOT

STRUCTURAL
CEMENT STABILIZED
ABUTMENT BACKFILL
BRIDGE ABUTMENT
(MOD)

CSAB
 SCALE AS NOTED

PROJECT NO.	FEDERAL AID PROJECT	SHEET
6		601
STATE	DATE	
TEXAS	SAT	BEVAR
COORD.	JEK	HICHAOK, MD
0915	12	537
		VA

NOT USED



BASE PLATE DETAIL

HSS SPLICE DETAIL

AT SPLICE OR EXP. JOINT

SECTION A-A

RAIL CAP DETAIL

BASIC CONDITION

ON ABUT WING OR CIP RETAINING WALL

ON CULVERTS OR SLABS OVER 8" THICK

- ① Min of 2 posts required on wingwall
- ② Portion of railing with turn-downs to be used or omitted as indicated on Bridge Layout.
- ③ 10" Min ~ 1'-6" Max if turn-downs are omitted.
- ④ One shop splice per panel is permitted (with minimum 85 percent penetration). The weld may be square groove or single vee groove. Grind smooth.
- ⑤ HSS 2.375 x 0.154
- ⑥ HSS 3.500 x 0.216
- ⑦ HSS 1.900 x 0.145
- ⑧ HSS 2.875 x 0.203

GENERAL NOTES:

Designed according to AASHTO LRFD Specifications. Rail anchorage details shown on this standard may require modification for select structure types. See appropriate details elsewhere in plans for these modifications.
 Do not use this railing on bridges with expansion joints providing more than 5" movement.
 For all rails, submit erection drawings showing section lengths, splice locations, rail post spacing and anchor bolt setting, for approval.
 Average weight of railing is 30 plf.

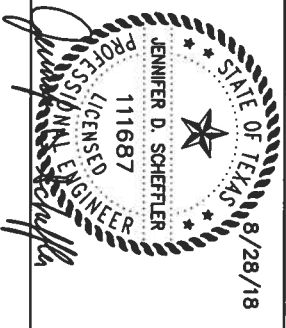
MATERIAL NOTES:

Provide ASTM-A500 Grade B, A1085 or A53 Grade B for all HSS. Provide ASTM-A36 for posts and plates.
 Galvanize all steel components unless otherwise shown.
 Anchor bolts must be 3/4" Dia ASTM A307 Grade A bolts (or A36 threaded rods with one lock welded hex nut each) with one hex nut and one hardened steel washer at each bolt. Threaded rods may be 0.557" minimum diameter with rolled threads. Nuts must conform to A563 requirements.

CONSTRUCTION NOTES:

Panel lengths of railing must be attached to a minimum of three posts except at abutment wingwalls.
 Face of rail and posts must be vertical transversely unless otherwise approved. Posts must be perpendicular to adjacent roadway grade. Use Type VIII epoxy mortar under post base plates if gops larger than 3/8" exist.
 For curved railing applications, fabricate the HSS rails to the radius when the radius is 600' or less. Submit shop drawings for approval when tubes are required to be fabricated to a radius. Shop drawings must be submitted to the Engineer for approval. Round or chamfer exposed edges of HSS rail and HSS rail posts to approximately 1/16" by grinding.

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Texas Department of Transportation
 PEDESTRIAN RAIL
 DETAILS

FED. AID PROJ. NO.	6	SHEET NO.	60J
STATE	TEXAS	DIST.	SAT
COUNTY	BEYAR	SECTION	12
PROJECT NO.	0915	DATE	5/31

SUMMARY OF PEDESTRIAN BRIDGE ITEMS

LOCATION	400 6005	416 6002	420 6013	432 6002	442 6007	4000 6007
PEDESTRIAN BRIDGE	CEMENT STAB BACKFILL CY	DRILL SHAFT (30 IN) LF	CL C CONC (ABUT) CY	RIPRAP (CONC)(5 IN) CY	STRUCTURAL STEEL (MISC NON-BRIDGE) LB	PREFAB PED BRIDGE SPAN (130FT) EA
PROJECT TOTALS	28	95	31	30	* 224	1

* QUANTITY FOR BRIDGE SIDEWALK EXPANSION COVER PLATE, SEE STANDARD BS-EJCP FOR DETAILS (SHEET 60H)

PEDESTRIAN BRIDGE BASELINE HORIZONTAL ALIGNMENT DATA

Beginning chain PED_BRIDGE description

Point 200	N	13,758,153.81	E	2,066,472.22	Slo	0+50.00
Course from 200 to 201	S	39'	07.57"	E Dist	24.20	
Point 201	N	13,758,135.24	E	2,066,487.74	Slo	0+74.20
Course from 201 to 202	S	13'	43' 18.26"	E Dist	9.75	
Point 202	N	13,758,125.77	E	2,066,490.05	Slo	0+83.95
Course from 202 to 203	S	36'	11' 08.87"	E Dist	199.54	
Point 203	N	13,757,964.72	E	2,066,607.86	Slo	2+83.49
Course from 203 to 204	S	7'	30' 56.29"	W Dist	8.82	
Point 204	N	13,757,955.97	E	2,066,606.70	Slo	2+92.31
Course from 204 to 205	S	50'	55' 04.64"	W Dist	8.01	
Point 205	N	13,757,950.92	E	2,066,600.48	Slo	3+00.33

Ending chain PED_BRIDGE description

NOTE:
PEDESTRIAN BRIDGE CENTERED ON ABUTMENTS

TXDOT Specifications

- Item 400 - Excavation and Backfill for Structures
- Item 401 - Flowable Backfill
- Item 402 - Trench Excavation Protection
- Item 416 - Drilled Shaft Foundations
- Item 420 - Concrete Substructures
- Item 421 - Hydraulic Cement Concrete
- Item 440 - Reinforcement for Concrete
- Item 441 - Steel Structures
- Item 442 - Metal for Structures
- Item 447 - Structural Bolting
- Item 449 - Anchor Bolts
- Special Specifications 4000 - Prefabricated Pedestrian Steel Truss Bridge Span

Sheet Modifications:

- 1 Added Specifications and horizontal alignment data
- 2 REVISED QUANTITIES

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OLD TOWN HELOTES PEDESTRIAN BRIDGE
 STRUCTURAL
 ESTIMATED QUANTITIES

SCALE AS NOTED

TITLE	FEDERAL AID PROJECT	SHEET	60K
DIVISION	6	NO.	60K
STATE	TEXAS	DIST	BEJAR
COUNTY	SAT	JOB	HIGHWAY NO.
CONTRACT	12	537	VA

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT:

<input type="checkbox"/>	CONSENT
<input checked="" type="checkbox"/>	INDIVIDUAL
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	CLOSED

CAPTION:

Discussion of and action on an FYE 2019 Budget Amendment transferring funds from the EDC General Operating Fund to the City/EDC Capital Fund for the Old Town Helotes Pedestrian Bridge Project. (Staff)

BACKGROUND:

See Agenda Item Request Form No. 6

FINANCIAL:

\$281,526 remains within the EDC's Capital Fund:

	\$281,526	Balance
-	\$141,060	Wheeler Lumber PO
-	\$151,278	Hill Country Bridge PO
-	\$ 4,215	Remaining Balance Owed to LNV Engineering (Bridge)
-	\$ 10,000	SUE / Potholing (est.)
-	\$ 30,256	20% Contingency (Riprap Repair, Sidewalk Connections, Handrails, Etc.)
-	<u>\$ 15,837</u>	<u>LOMR by LNV Engineering</u>
	\$ (71,120)	Remaining Balance

RECOMMENDATION:

EDC Staff recommends approval an FYE 2019 Budget Amendment transferring \$71,120 from the EDC General Operating Fund to the City/EDC Capital Fund for the Old Town Helotes Pedestrian Bridge Project.

The budgeted General Operating Fund balance at fiscal year end is \$928,173. The proposed Budget Amendment lowers the expected General Operating Fund balance at fiscal year-end to \$857,053.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION:

Motion to approve an FYE 2019 Budget Amendment transferring \$71,120 from the EDC General Operating Fund to the City/EDC Capital Fund for the Old Town Helotes Pedestrian Bridge Project.

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT:

- CONSENT
- INDIVIDUAL
- PRESENTATION
- CLOSED

CAPTION:

Discussion of and action on the design and installation of gateway monument and city pride signage on S.H. 16, Hausman Rd., and F.M. 1560, including, but not limited to, authorizing the Executive Director to solicit proposals from sign contractors for the design and construction of said signage within TxDOT rights-of-way. (Staff)

BACKGROUND:

On March 20, 2019, the EDC Board of Directors directed Staff to pursue TxDOT’s City Pride Sign program as an intermediate and economical solution for welcome signage along S.H. 16, Hausman Rd., and F.M. 1560.

Staff prepared the application included within EDC agenda packets; however, Mayor Schoolcraft prefers that the EDC pursue monument signage that conforms, as much as possible, with the provisions of Chapter 66 *Signs*, Sec. 66-49 *Commercial signs: single-business use (monument type)* of the Municipal Code of Ordinances.

- Size.* The surface area of the sign shall not exceed 84 square feet, including the sign face, frame, and mounting hardware.
- Height.* No part of the sign shall extend above eight feet from average grade, including a base which is not less than 18 inches above the average grade.
- Design.* Reference Chapter 98 *Zoning*, Article IX *Architectural Review by Planning and Zoning Commission*, Section 98-253, Subsection (f) *signage*. Sign content shall be limited to appropriate information necessary to identify the business and to carry out the normally accepted activities for a business of its type. The monument sign design should contain the street number where it is located, but the street number may be placed on the sign frame or face. The base of the monument sign shall have a minimum height of 18 inches above average grade and be in a landscaped setting, and any design shall be shown not to create a traffic hazard. Changeable copy allowed.
- Lighting.* Indirect or internally illuminated.

FINANCIAL:

At this time, the cost of monument signage, as stated above, is unknown.

City pride signage costs are estimated below:

- 80 sq. ft. signs are approximately \$4,000 each for production, hardware, and install.
- 50 sq. ft. signs are approximately \$2,900 each for production, hardware, and install.

RECOMMENDATION:

If the Mayor and City Council prefer monument-type signage over city pride signage, Staff recommends authorizing the Executive Director to solicit proposals from sign contractors for the design and construction of said signage within TxDOT rights-of-way.

Monument-type sign design and construction documents must be reviewed by the Planning and Zoning Commission, approved by the City Council, and approved by TxDOT.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION:

Motion to authorize the Executive Director to solicit proposals from sign contractors for the design and construction of monument-type signage within TxDOT rights-of-way.



TxDOT Form 2020
(rev. 7/7/2005)

Application for Participation in the City Pride Sign Program

Date: March 26, 2019

To the Texas Department of Transportation, c/o District Engineer, San Antonio, Texas

This form must be received at least 14 days prior to the requested date of placement.

Formal notice is hereby given that the city of Helotes proposes to place a City Pride sign within the right-of-way of F.M. 1560, S.H. 16 (North & South locations), & Hausman Rd. See attached map.

in Bexar County, Texas.

Check here for placement of multiple signs and submit the information requested on the Supplemental Sheet (Page 2).

The City Pride sign will be placed 12 feet from the edge of the roadway.

NOTE: All City Pride signs shall conform to TxDOT Standards and specifications.

The City Pride sign will have the following characteristics:

Mounting Height: 13' Sign Height: 6' Sign Width: 8'

Thickness: 0.080" Sign Material: Aluminum

Dimensions of Sign Support: > 7' in height to allow for mounting and in-ground placement.

Material of Sign Support: 3 lb. galvanized u-channel posts w/ breakaway hardware.

Proposed Text: Welcome to Helotes. Gateway to the Texas Hill Country. Est. 1981.

Background Color: SW2315 Brown Legend Color: SW2130 White

Provide sketch here or on an attached sheet:

By (print): Mayor Thomas A. Schoolcraft

Signature: _____

Address: 12951 Bandera Rd., Helotes, TX 78023

Phone: 210-695-5912

Retroreflective film w/ SW2315 brown background & 1" SW2130 white border on aluminum.

8'

All font ≤ 8" in height.



6'

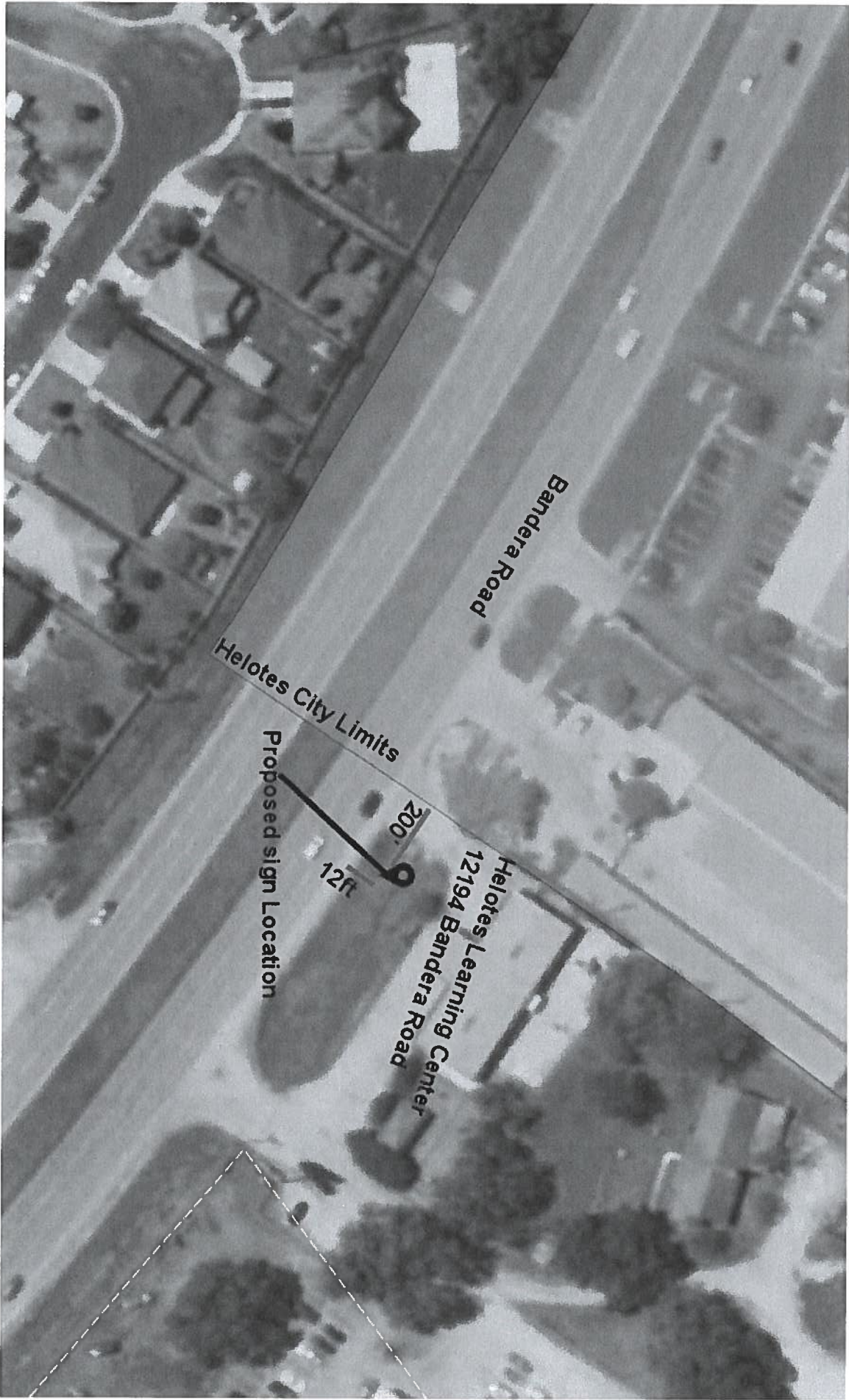
13'

12' from edge of roadway.

3lb. galvanized u-channel posts w/ breakaway hardware.

7'





Bandera Road

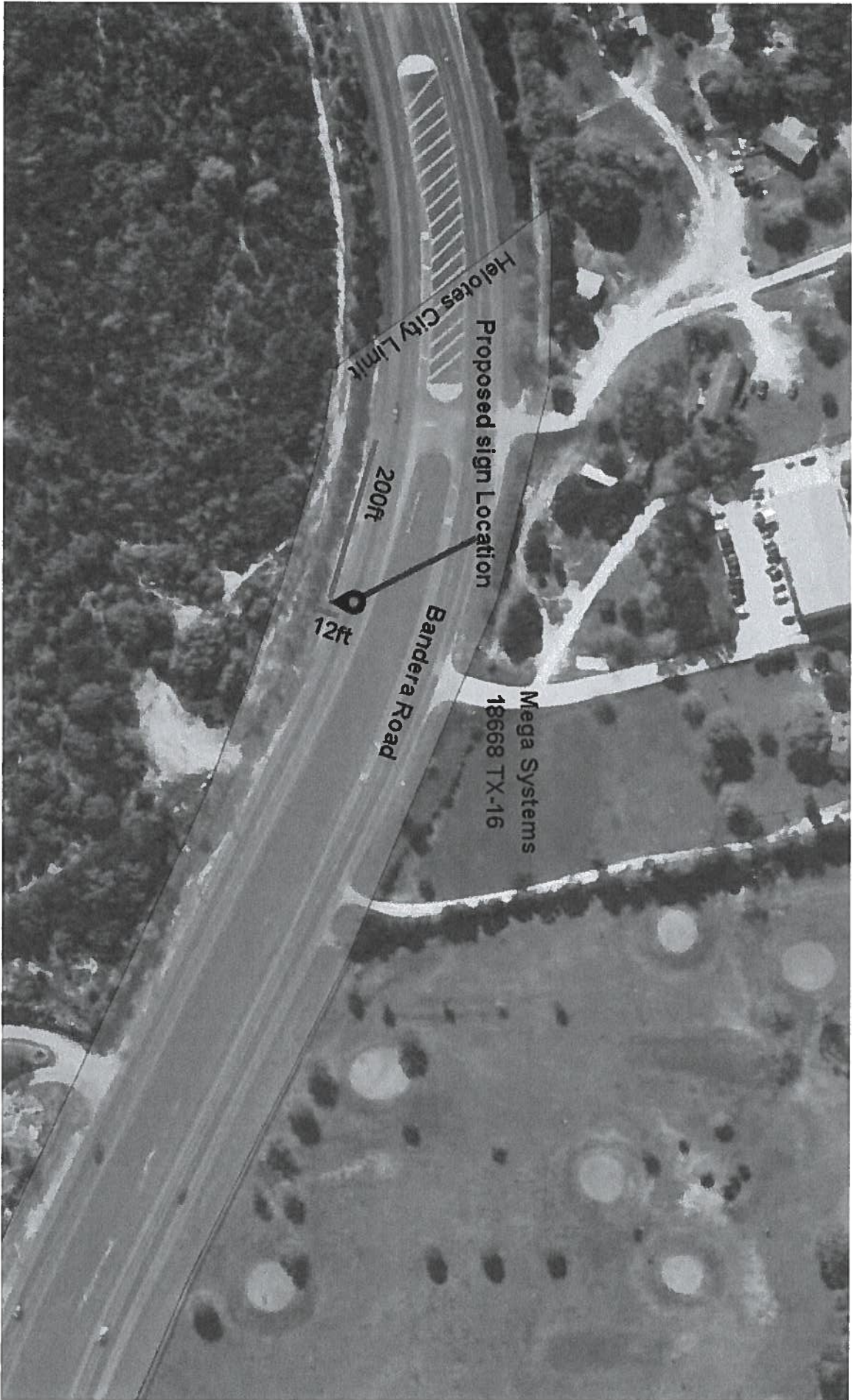
Helotes City Limits

Proposed sign Location

12ft

200

Helotes Learning Center
12194 Bandera Road



Helotes City Limit

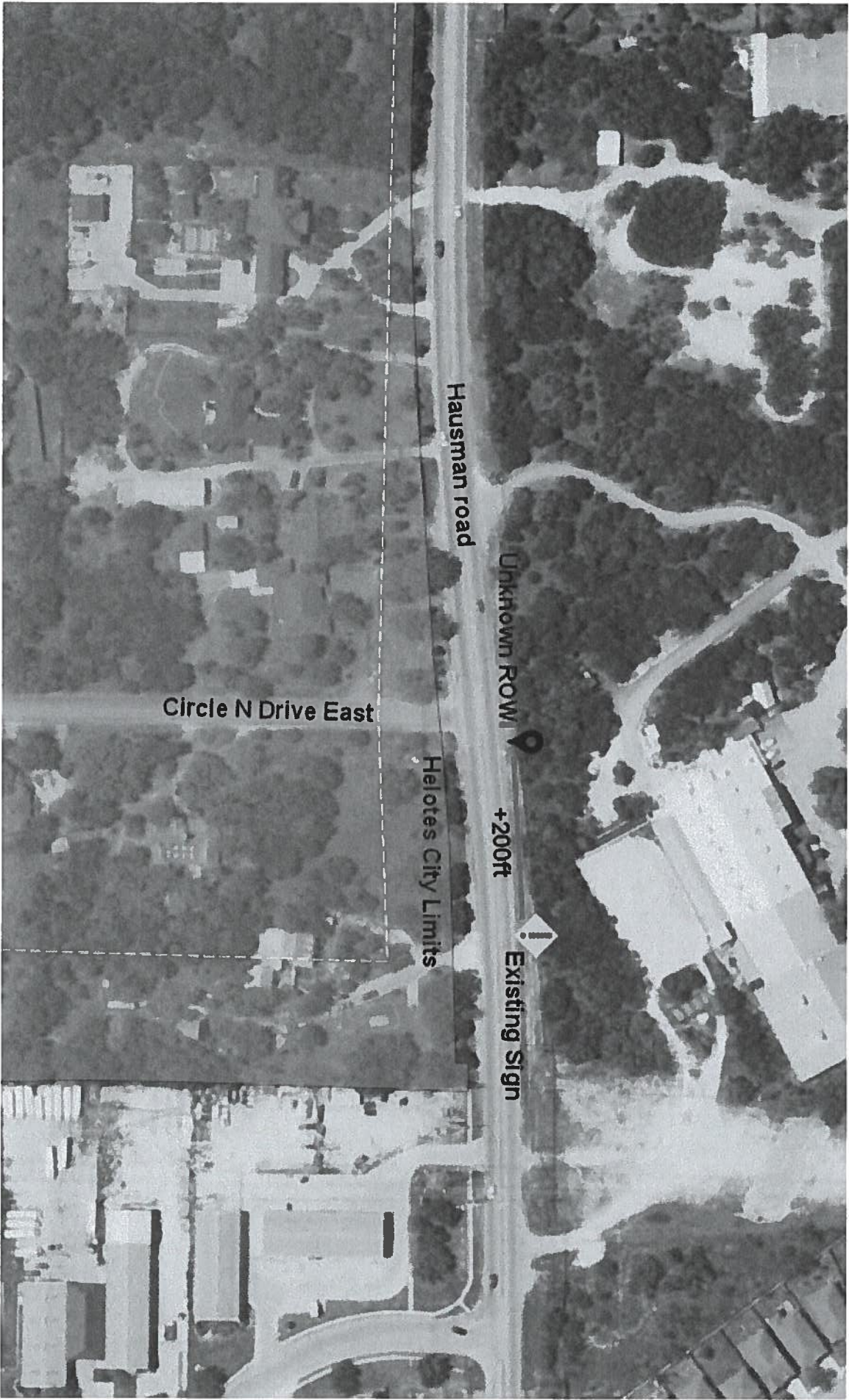
Proposed sign Location

200ft

12ft

Bandera Road

Mega Systems
18668 TX-16



Hausman road

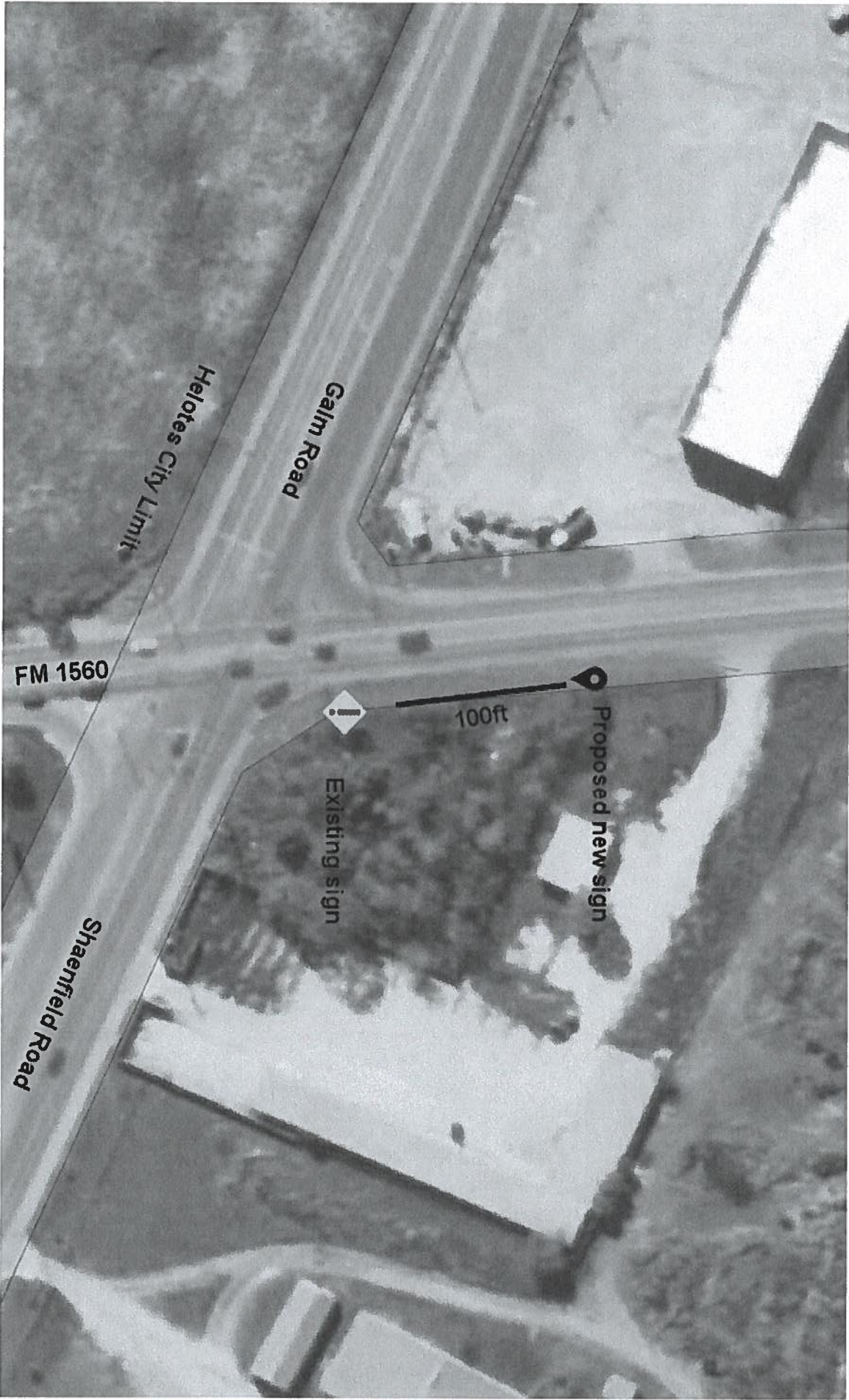
Circle N Drive East

Unknown ROW

+200ft

Existing Sign

Helotes City Limits



Helotes City Limit

Galm Road

FM 1560

Shaerfield Road



Existing sign

100ft



Proposed new sign

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT: **CONSENT**
 INDIVIDUAL
 PRESENTATION
 CLOSED

CAPTION:

Discussion of and direction on the extension of water utility services in lieu of annexation for Mega Systems, Inc., a stage and architectural lighting manufacturer, located at 18668 S.H. 16 that seeks to expand operations within the City of Helotes Extraterritorial Jurisdiction (ETJ). (Staff)

BACKGROUND:

Goal 3, Priority Two of the EDC FYE 2019 Work Plan encourages the EDC to promote rational annexation of commercial projects located within Helotes' ETJ. Recently, Staff was approached by a stage and architectural lighting manufacturer, Mega Systems, Inc., seeking to expand its operations on property located at 18668 S.H. 16 within Helotes' ETJ. To comply with current Fire Code, the project will require the installation of, at a minimum, one (1) fire hydrant on the property.

Unfortunately, the closest water line is located directly across S.H. 16 from said property. The manufacturer is reluctant to extend the utility, and it has inquired if there are any plans or incentives available to expand utility services in the area.

FINANCIAL:

See Opinion of Probable Construction Cost included within EDC packets.

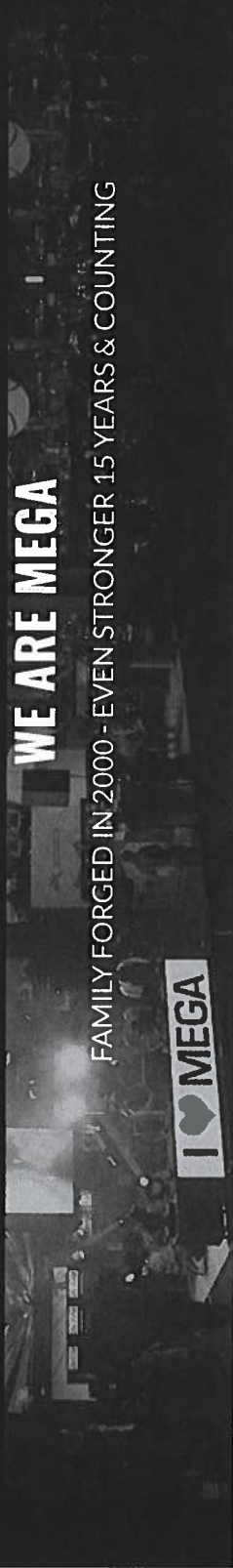
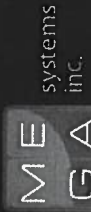
RECOMMENDATION:

No recommendation provided; however, if the EDC and City Council desire to approve this project, Staff recommends Mega Systems, Inc. consent to voluntary annexation and enter into a pre-annexation and Chapter 380 economic development agreement.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION:

No suggested motion provided.



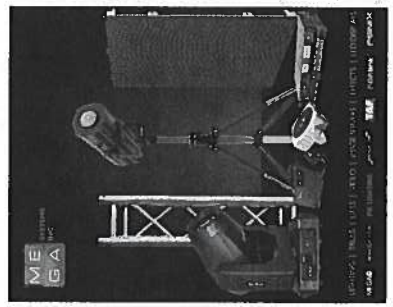
WE ARE MEGA

FAMILY FORGED IN 2000 - EVEN STRONGER 15 YEARS & COUNTING



Who we are.

We are MEGA. Mega Systems, Inc. stands for the four brothers Miguel, Elio, Guillermo and Arturo who founded the company in 2000. They brought their collective experience in entertainment and sales together to form what is now one of the leading manufacturers in the market. The family-owned company is focused on developing cutting-edge, quality gear and providing outstanding service. Mega Systems, Inc. is located in Helotes, Texas. The company showcases its products throughout the United States at industry tradeshows. Its products are sold internationally through an expanding dealer network and team of sales representatives.



OUR BRANDS AND WHO WE SERVE.

Mega Systems, Inc. manufactures Mega-Lite, a leading producer of professional lighting fixtures for entertainment and architectural installations. The company makes LED stage lighting, architectural color changing fixtures and lighting control software, catering to the needs of houses of worship, theatres, tours, installs and much more. Mega Systems, Inc. is the exclusive US distributor for PR Lighting intelligent lighting fixtures, MegaView LED Displays and RGBlink video processors, ImageCue image servers, and TAF truss systems.



Quick Question? Speak to us here!

Online



OUTSTANDING SERVICE IS OUR PRIORITY.

At Mega Systems, Inc., a staff member is always available to trouble shoot issues over the phone or by e-mail. All gear is serviced and repaired in house and has either a one-year warranty or limited two-year warranty. Extended warranties are also available on many units.

FAMILY AT OUR CORE.

Mega Systems, Inc. is family owned and operated. Its staff genuinely cares about its customers and always responds quickly to their needs. It's no wonder that professionals are making Mega Systems Inc. their first choice in lighting, video, control products and truss.

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PRODUCT INFO

- [lighting.](#)
- [video.](#)
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- [catalogs.](#)

SUPPORT

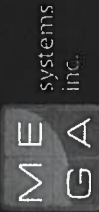
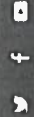
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CONTACT

Toll Free: 866-460-MEGA
 Local: 210-684-2600
 Fax: 210-855-6279
sales@megasystemsinc.com
info@megasystemsinc.com

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Arturo Cabada
 Sales Director
 Corporate Treasury
 a@mega.lighting
 mobile: 310-908-5452
 direct: 210-202-0430
 Skype ID:
 arturocabada



Isabel Cabada
 Sales Account Manager
 ic@mega.lighting
 mobile: 310-908-8954



Julia Garcia
 Sales Account Manager
 jg@mega.lighting
 mobile: 915-526-8170
 direct: 210-202-0376



Luis Mendoza
 Inside Sales
 lm@mega.lighting



Curtis Ferguson
 Inside Sales
 cf@mega.lighting



Alfredo Martinez
 Sales Account Manager
 am@mega.lighting
 mobile: 011 52 1 5532996549



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LIGHTING VIDEO TRUSS LIFTING TOWERS EFFECTS DOWNLOADS CALENDAR



Jesse Gutierrez
RGBlink Product Specialist
nv@mega.lighting
mobile: 210-596-1030



Winston Potgieter
Control Specialist/
Software Developer
wp@mega.lighting
mobile: 210-286-2975



Judith Martinez
Cabada
Logistics Director
jm@mega.lighting
direct: 210-202-0392
Skype ID:
Judith.cabada



Marisol Gamboa
Cabada
Accounting Director
mgc@mega.lighting
direct: 210-202-0379



Fiona Huynh
Accounting Assistant
fh@mega.lighting



Tony Magaña
RGBlink Sales Manager
tm@mega.lighting



Lorena Vasquez
Shipping Supervisor
lv@mega.lighting

Randy Romero
Shipping &
Receiving
rr@mega.lighting

Alfonso Gamboa
Purchasing/Inventory
Agent
ag@mega.lighting

Tom He
International Sales
Representative
tomh@rgblink.com
Skype: tomh_260

Molly Yip
International Sales
Representative
molly@rgblink.com
Skype: +86 135
2889 1346

Leopold "Dad"
Cabada
Shipping &
Receiving

"Mama Cabada"
Maintenance

Eduardo Ruiz
Service Technician
lm@mega.lighting

Cruz Rodriguez
Service Technician



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 info@megasystemsinc.com

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OPINION OF PROBABLE CONSTRUCTION COST
HWY 16 WATER LINE EXTENSION
CITY OF HELOTES



Date: 4/10/2019

ITEM	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	AMOUNT
413	FLOWABLE FILL	CY	\$155.00	5	\$ 775.00
818	12" C900 (DR 14) PVC WATERLINE	LF	\$120.00	80	\$ 9,600.00
828	12" GATE VALVE	EA	\$2,500.00	1	\$ 2,500.00
836	PIPE FITTINGS, ALL SIZES AND TYPES	TON	\$5,000.00	1	\$ 5,000.00
840	12" WATER TIE-INS	EA	\$4,150.00	1	\$ 4,150.00
841	HYDROSTATIC TESTING	EA	\$2,500.00	1	\$ 2,500.00
844	2" BLOWOFF, TEMPORARY	EA	\$1,300.00	2	\$ 2,600.00
846	1" AIR RELEASE VALVE ASSEMBLY	EA	\$3,300.00	1	\$ 3,300.00
856	JACKING, BORING, OR TUNNELING 24"	LF	\$450.00	140	\$ 63,000.00
856	12" CARRIER PIPE FOR JACKING, BORING, OR TUNNELING	LF	\$80.00	140	\$ 11,200.00
856	CASING OR LINER 24" (BORING)	LF	\$100.00	140	\$ 14,000.00
	BORE PITS	CY	\$75.00	135	\$ 10,125.00
858	CONCRETE ENCASEMENT, CRADLES, SADDLES AND COLLARS	CY	\$280.00	2.00	\$ 560.00
				SUBTOTAL	\$ 129,310.00
				30% CONTINGENCY	\$ 38,793.00
				TOTAL	\$ 168,103.00

CITY OF HELOTES

HWY 16 WL EXTENSION

Legend

- 18668 TX-16
- Oak Valley Golf Course
- Pinnacle Cheer

10' x 20' Bore Pit
(End)

10' x 10' Bore Pit
(Start)

+/- 140 LF 12"
Water Line
Proposed Bore

Google Earth

© 2018 Google

500 ft



Shadow Canyon Dr

Bandera Rd

16

18668 TX-16

VI Rd

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT: CONSENT
 INDIVIDUAL
 PRESENTATION
 CLOSED

CAPTION:

Discussion of and direction on the purchase of real property located near 12510 S.H. 16 for economic development purposes. (Staff)

BACKGROUND:

The owner of real property located near 12510 S.H. 16 has approached EDC Staff about purchasing approximately 6.8 acres of undeveloped land behind a recently-developed shopping center, Kentucky Fried Chicken and Wash Tub.

Abiso Development has owned the property since March 2017 and has successfully developed the Bandera Rd. frontage. The developer is currently involved in six other projects in Bexar Country and is looking to sell the abovementioned property.

FINANCIAL: No advertised price.

RECOMMENDATION: No recommendation provided.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION: No suggested motion provided.

BANDERA RD SITE

6.7± ACRES . B-3 OD

OUTSIDE LOOP 1604, BEXAR COUNTY, TX

FOR SALE



EXCELLENT OFFICE PARK DEVELOPMENT OR USER SITE

SALE PRICE
CONTACT BROKER

LAND SIZE
6.761± ACS
MAY DIVIDE

ZONING
B-3 OD
OVERLAY DISTRICT

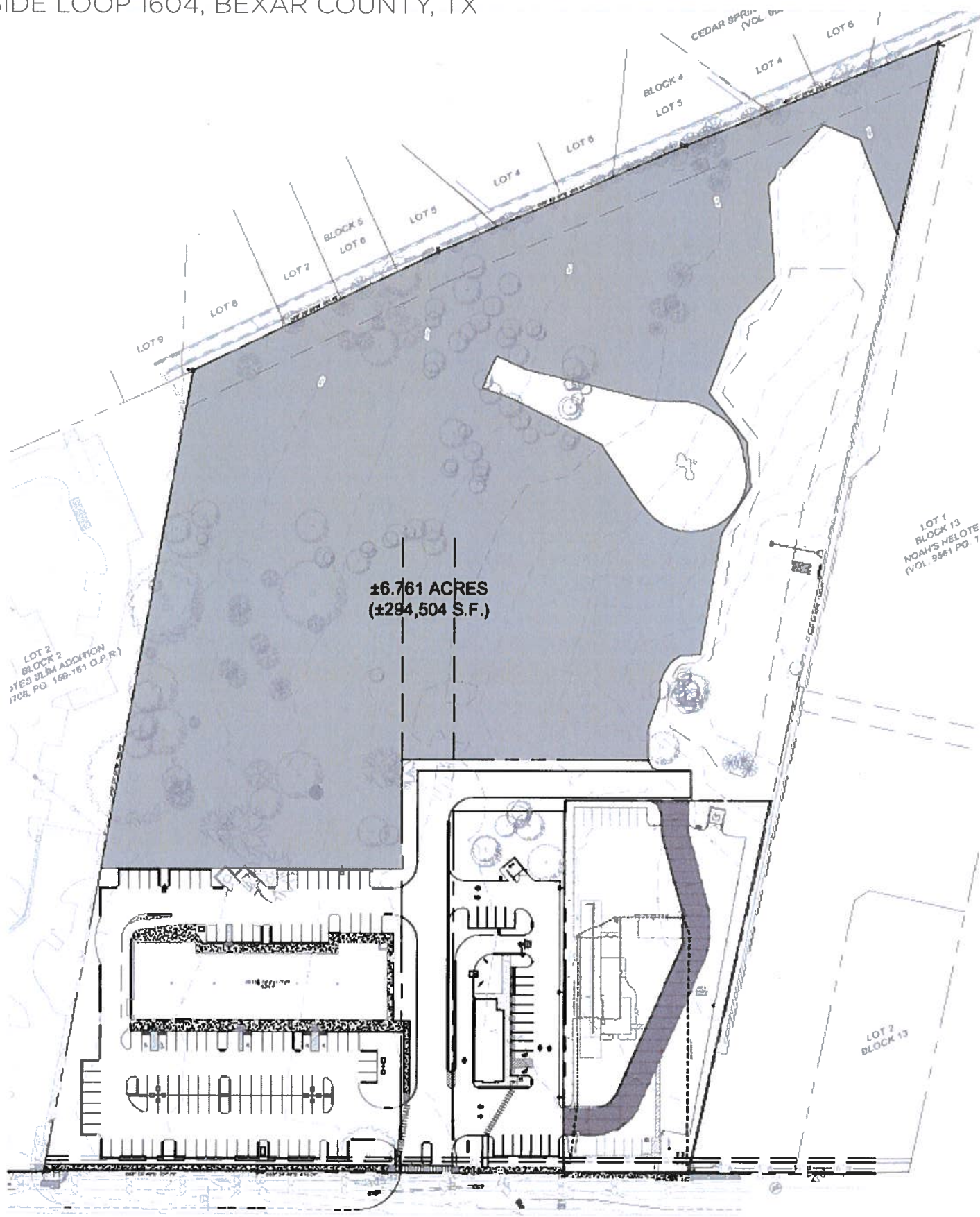
- DYNAMIC RETAIL CORRIDOR of Bandera & Loop 1604 with dense population growth, high daytime population, above average incomes and great traffic counts.
- ONE OF THE LAST LAND DEVELOPMENT TRACTS IN HELTOES
- MONUMENT SIGNAGE ON HWY 16
- APPROVED WPAP
- PLATTED & TREE SURVEY COMPLETE
- DETENTION POND FOR ENTIRE SITE

BANDERA RD SITE

6.7± ACRES . B-3 OD

OUTSIDE LOOP 1604, BEXAR COUNTY, TX

FOR SALE



BANDERA RD SITE

6.7± ACRES . B-3 OD

OUTSIDE LOOP 1604, BEXAR COUNTY, TX

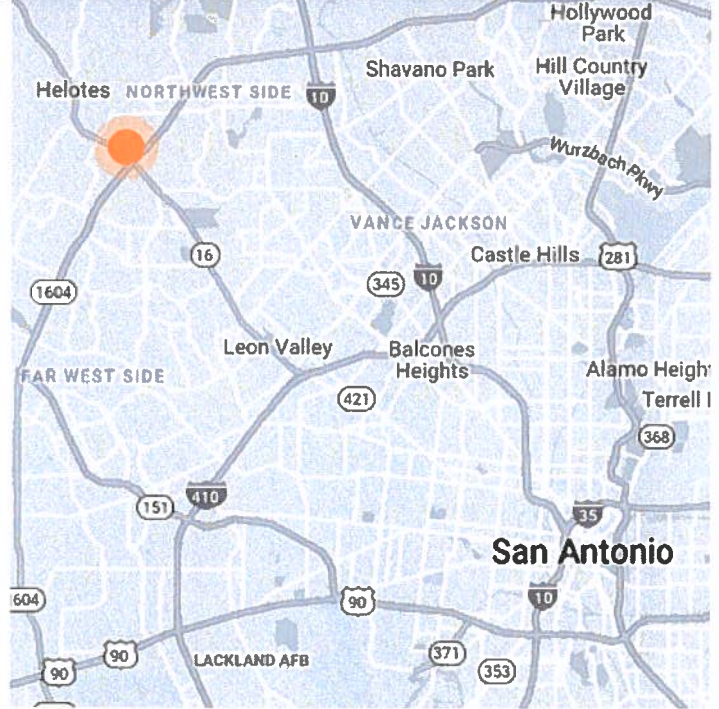
FOR SALE



2017 DEMOGRAPHICS	1 MILE	3 MILE	5 MILE
POPULATION	9,279	100,216	225,927
AVG HH INCOME	\$95,679	\$97,345	\$87,098
MEDIAN AGE	34.1	34.3	33.1

STRONG DEMOGRAPHICS / HIGH GROWTH: less than one mile from Sandra Day O'Connor High School with enrollment of over 3,000 students; within 3 miles of Helotes Town Center with above average incomes and great traffic counts.

MAJOR RETAILERS IN IMMEDIATE AREA: Target, HEB Plus, Lowe's, Home Depot, Academy, Kohl's, Petsmart, Petco, TJMAXX.



[CLICK TO LEARN MORE](#)

[HELOTES RESIDENTIAL GROWTH](#)

[HELOTES RETAILERS & DEMOGRAPHICS](#)

[HELOTES EDC](#)



sullivan.com
For additional info,
please contact:

PETE TASSOS
210 341 9292 x303
ptassos@sullivan.com



Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

11-2-2015

TYPES OF REAL ESTATE LICENSE HOLDERS:

- A **BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- A **SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

AS AGENT FOR OWNER (SELLER/LANDLORD): The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent.

AS AGENT FOR BUYER/TENANT: The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent.

AS AGENT FOR BOTH – INTERMEDIARY: To act as an intermediary between the parties the broker must first obtain the written agreement of *each party* to the transaction. The written agreement must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligation as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinion and advise to, and carry out the instructions of each party to the transaction;
- Must not, unless specifically authorized in writing to do so by the party, disclose:
 - that the owner will accept a price less than the written asking price;
 - that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
 - any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

AS SUBAGENT: A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

TO AVOID DISPUTES, ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

LICENSE HOLDER CONTACT INFORMATION: This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

SULLIVAN COMMERCIAL REALTY

LICENSE NO: 491694 Phone: 210-341-9292
200 Concord Plaza Dr., Suite 440, San Antonio, TX 78216

James E. Sullivan, Jr., Broker
Pete Tassos, Broker
Zach Davis, Broker

LICENSE NO: 347973 jsullivan@sullivansa.com 210-341-9292 ext 304
LICENSE NO: 488379 ptassos@sullivansa.com 210-341-9292 ext 303
LICENSE NO: 555684 zdavis@sullivansa.com 210-341-9292 ext 309

Buyer/Tenant initials

Seller/Landlord Initials

Date

**City of Helotes
Economic Development Corporation
AGENDA ITEM REQUEST FORM**

DATE: April 17, 2019

AGENDA PLACEMENT: **CONSENT**
 INDIVIDUAL
 PRESENTATION
 CLOSED

CAPTION:

Discussion of and action on the EDC’s affiliation with the Helotes Area Chamber of Commerce, including, but not limited to, the following:

- Staffing and administrative support;
- Membership dues;
- Annual sponsorship packages;
- Power Lunch series sponsorships; and
- A Service and Office Use Agreement providing office space to the Chamber.

BACKGROUND:

In FYE 2019, the EDC has purchased, or received through an in-kind donation, the following from the Helotes Area Chamber of Commerce:

- | | |
|----------------------------------------------|------------------------------|
| • Annual Membership (Chairman’s Circle) - | \$1,000 |
| • Annual Sponsorship Package (Supporting) - | \$2,500 (in-kind/office use) |
| • Power Lunch Sponsorship Package (Annual) - | \$1,000 |
| • Service and Office Use Agreement - | In-kind |

FINANCIAL: See above.

RECOMMENDATION:

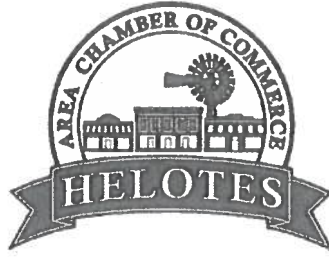
No recommendation provided. EDC Staff seeks input from the Board of Directors on the current and future EDC relationship with the Helotes Area Chamber of Commerce, including, but not limited to, staffing and administrative support, membership, sponsorships, and office space.

SUBMITTED BY: EDC Staff

SUGGESTED MOTION: No suggested motion provided.

INVESTMENT LEVELS

	Non-Profit	Associate	Preferred	Chairman's Circle
MEMBER BENEFITS				
Number of Primary/Voting Members	1	1	1	1
Membership Decal and Plaque	✓	✓	✓	✓
City, County and State Advocacy	✓	✓	✓	✓
Sponsorship Opportunities for Chamber Events	✓	✓	✓	✓
NETWORKING BENEFITS				
Networking Opportunities at Chamber Events	✓	✓	✓	✓
Invitation to Evening Networking Mixers	✓	✓	✓	✓
Copy of Attendee List at each Event	✓	✓	✓	✓
Copy of Chamber Mailing List (upon request)	✓	✓	✓	✓
Invitation to Chairman's Reception	✓	✓	✓	✓
VISIBILITY BENEFITS				
New/Renewal Member Recognition on Chamber Facebook, Luncheon Slide-show, and Chamber Website	✓	✓	✓	✓
Chamber Directory Listing (includes, logo, photos, & map)	✓	✓	✓	✓
Ribbon Cutting for Grand Opening/Anniversary/Special Occasions	✓	✓	✓	✓
Press Releases and Events Listing on Website and E-Newsletter	✓	✓	✓	✓
Business Spotlight on Chamber Website Front Page (rotating basis)	✓	✓	✓	✓
1 Free Rotating Banner Ad on Chamber Website	✓	✓	✓	✓
Business Name Listed on Banner at All Chamber Events	✓	✓	✓	✓
Business Logo Featured on Banner at All Chamber Events	✓	✓	✓	✓
Business Logo featured on Chamber Facebook and Luncheon Slide-show	✓	✓	✓	✓
Logo Predominantly Displayed w/Hyper-link on Chamber Website	✓	✓	✓	✓
Video Spotlight on Chamber Website	✓	✓	✓	✓
DISCOUNT BENEFITS				
Discounts to all Chamber Events	✓	✓	✓	✓
Participation in Member Perks Discount Program	✓	✓	✓	✓
Discount on Any Size Ad on Website			25%	40%
EDUCATION BENEFITS				
Access to Online Educational Resources	✓	✓	✓	✓
Invitation to Educational Power Lunches	✓	✓	✓	✓
Ability to Submit White Pages or How to Guides on Chamber Website	✓	✓	✓	✓
2019 MEMBERSHIP INVESTMENT	\$125	\$225	\$500	\$1,000



2019 ANNUAL SPONSORSHIP PACKAGES

Sponsorship packages offer your business an opportunity to quickly and easily choose a best fit sponsorship that allows you to support the mission of the Helotes Area Chamber of Commerce while receiving exposure all year long in a number of different ways. Investors looking for the most visibility have a variety of options for partnership, based on budget and marketing goals. By investing in one of our annual packages, your business receives online promotion, branding with strategic events, tickets, signage, public relations, and a high level of recognition.

Packages range from \$2,500 to \$7,500.

SPONSORSHIP LEVELS

\$7,500 Title Sponsor Package (1 Available) - Increase your visibility by choosing the Title sponsorship for TopGolf Tournament and Diamond sponsor at the Annual Awards Dinner. Your business will also receive the Annual sponsorship for Chamber After Hours and Power Lunches, as well as an opportunity to host a private event at your location valued up to \$1,000. Your company logo will appear on the Chamber website banner for an entire year and will be included as the prominent logo in promotional materials for all events. Plus receive all other benefits as outlined in each package. (Email events@heloteschamber.com for availability)

\$5,000 Presenting Sponsor Package (4 Available) - Increase your visibility by choosing the Gold sponsorship at the TopGolf Tournament and Diamond sponsorship for the Annual Awards Dinner. Your business will also receive the Annual sponsorship of either Chamber After Hours or Power Lunches. Your company logo will appear on the Chamber website banner for an entire year and will be included as the prominent logo in promotional materials for all annual events. (Email events@heloteschamber.com for availability)

\$2,500 Supporting Sponsor Package (Unlimited) - Increase your visibility by choosing the Diamond sponsorship for Annual Awards Dinner and Gold sponsorship at the TopGolf Tournament. Your company logo and/or name will appear on the Chamber website banner for an entire year and will be included in promotional materials for all annual events.

If you're interested in customizing a package for your business, call the Chamber offices at 210.931.0683 or email events@heloteschamber.com to discuss in more detail what best fits your company.

AWARDS DINNER AND CASINO NIGHT

The Annual Awards Dinner and Casino Night is a celebration of the year's successes and a time to honor our annual award winners. The upscale evening begins with dinner and is followed by an awards program and casino night. Awards and recognitions will be given to Small Business of the Year, Large Business of the Year, Best New Business, Best Family Business, Non-profit of the Year, Community Service Award, and Lifetime Achievement Award. This event is typically held in February each year. This is a valuable opportunity to showcase your business in front of approximately 120 guests.

\$1,000 Diamond Sponsorship

- ✓ One reserved table of 8
- ✓ Two bottles of wine
- ✓ 16 Drink Tickets
- ✓ Logo on invite, program, emails, social media, and table tent
- ✓ Opportunity to place a logo item in gift bag
- ✓ \$80.00 - Extra Casino Tickets

\$750 Pearl Sponsorship

- ✓ One reserved table of 8
- ✓ Two bottles of wine
- ✓ 8 Drink Tickets
- ✓ Logo on invite, program, emails, social media, and table tent
- ✓ Opportunity to place a logo item in gift bag
- ✓ \$40.00 - Extra Casino Tickets

\$600 Denim Sponsorship

- ✓ One reserved table of 8
- ✓ Name listed on invite, program, emails, social media, and table tent
- ✓ Opportunity to place a logo item in gift bag

\$250 Casino Table Sponsorship

- ✓ Two event tickets
- ✓ Company name listed on invite, program, emails, and social media
- ✓ Company logo displayed at casino tables

TOP GOLF TOURNAMENT

The Chamber Top Golf Tournament is the area's premier golf event. Proceeds each year are dedicated to supporting a specific Chamber project. It's a great opportunity to promote your business and support the Chamber's work in a fun, relaxed environment. The night includes 3 hours of golf, networking, and buffet, followed by an awards presentation. The golf tournament is typically held in October with approximately 120 guests.

SPONSORSHIP LEVELS

\$3,000 Title Sponsor (1 Available)

- ✓ Two teams of six included
- ✓ Company name and/or logo prominently featured and listed as exclusive Title Sponsor in all marketing materials, including the front of the invitation of the tournament
- ✓ Recognition on signage, banquet tables, and televisions at event
- ✓ Company's promotional item and/or marketing materials in Swag Bag

\$2,000 Gold Sponsor (5 Available)

- ✓ Two teams of six included
- ✓ Company name and/or logo listed as Gold Sponsor in all marketing materials
- ✓ Recognition on signage and televisions at event
- ✓ Company's promotional item and/or marketing materials in Swag Bag

\$1,000 Silver Sponsor (5 Available)

- ✓ One team of six included
- ✓ Company name and logo prominently featured and listed as Silver Sponsor in all marketing materials
- ✓ Company's promotional item and/or marketing materials in Swag Bag
- ✓ Recognition on signage and televisions at event

\$750 Beer Bucket/Beverage Sponsor (1 Available)

- ✓ Two tickets included
- ✓ Company name and logo prominently features and listed as Sponsor in all marketing materials
- ✓ Company name and logo featured on each bucket
- ✓ Company's promotional item and/or marketing materials in Swag Bag

\$750 Golf Towel Sponsor (1 Available)

- ✓ Two tickets included
- ✓ Company name and logo prominently featured and listed as Sponsor in all marketing materials
- ✓ Company name and logo featured exclusively on golf towel given to all player
- ✓ Company's promotional item and/or marketing materials in Swag Bag

\$750 Swag Bag Sponsor (1 Available)

- ✓ Two tickets included
- ✓ Company name and logo prominently featured and listed as Sponsor in all marketing materials
- ✓ Company name and logo featured exclusively on swag bags given to all player
- ✓ Company's promotional item and/or marketing materials in Swag Bag

\$500 Koozie Sponsor (1 Available)

- ✓ Two tickets included
- ✓ Company name and logo will be displayed prominently and listed as Sponsor in marketing and event material including invitations, banner, and Chamber website
- ✓ Company name and logo featured with Chamber exclusively on Koozies

\$500 Food Sponsor (2 Available)

- ✓ One ticket included
- ✓ Company name

\$250 Hole-In-One Sponsor

- ✓ Company name listed in all advertising
- ✓ Company name on signage at event
- ✓ One ticket included

POWER LUNCH

The Chamber's Power Lunches provide Chamber investors and the general public with an opportunity to stay informed on issues relevant to the business community along with promoting connections with other business colleagues. The event is typically held on the third Tuesday bi-monthly, from 11:30 am to 1:00 pm. This valuable opportunity allows you to show your support for the business community. Typical attendance of approximately 45+ people.

SPONSORSHIP LEVELS

\$1,000 Annual Sponsorship

- ✓ Headlining sponsorship for up to 6 Power Lunches
- ✓ Optional three-minute presentation at the beginning of the program
- ✓ Two tickets for each luncheon, with a reserved table
- ✓ Logo included in all promotional materials
- ✓ Company literature at every table

\$250 Presenting Sponsorship (per event)

- ✓ Optional one-minute presentation at the beginning of the program
- ✓ Two tickets for the luncheon
- ✓ Name included in all promotional materials
- ✓ Company literature at registration table

**SERVICE AND OFFICE USE AGREEMENT
BETWEEN
CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION AND
HELOTES AREA CHAMBER OF COMMERCE**

THIS AGREEMENT entered into this 17th day of October, 2018, by and between **CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION** (hereinafter referred to as the "HEDC"), and **HELOTES AREA CHAMBER OF COMMERCE**, a Texas nonprofit corporation (hereinafter referred to as the "HACC").

WHEREAS, the HEDC wishes to contract for Services and to allow for HACC to share offices as outlined in Section III, and;

WHEREAS, HACC wishes to provide such Services to the HEDC, and;

WHEREAS, the parties desire to memorialize the terms, covenants, and conditions for the Services in this Agreement.

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration,

I. TERM

This Agreement shall be for an initial term of twelve (12) months, effective October 1, 2018, and ending September 30, 2019. This contract may be terminated by either party with sixty (60) days written notice with or without cause.

II. RENEWAL TERMS

Following the initial term, the parties may elect to renew this Agreement under the same terms for successive one-(1) year terms. To exercise the option to extend this Agreement for an additional one-year term, each party shall notify the other in writing at least thirty (30) days prior to the expiration of the term of this Agreement. Any renewal term is contingent on and subject to budget appropriation adopted annually by the HEDC Board of Directors.

III. SERVICES TO BE PROVIDED

During the term of this Agreement, HACC shall:

- Maintain regular office hours at HEDC offices to assist with walk-in traffic.

- Assess issues of concern to local businesses and assist with promoting a healthy business climate within the community.
- During the office hours, HACC will provide assistance to visitors, respond to telephone inquiries, distribute tourism materials and information.
- Facilitate programs for business retention and expansion for existing businesses in the City.
- Such other services, as the parties agree may be feasible, necessary, and appropriate to help expand the City's job base and improve the City's tax base.

IV. FEES AND EXPENSES

The HEDC agrees to provide HACC office space, including all utilities in exchange for an Annual Supporting Sponsorship Package to the Helotes Area Chamber of Commerce valued at two thousand five hundred (\$2,500.00) dollars.

V. INDEMNIFICATION

HACC SHALL, AT ALL TIMES, INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION, HEDC BOARD OF DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS OF THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION FROM AND AGAINST ALL LIABILITY AND EXPENSE, INCLUDING DEFENSE COSTS AND LEGAL FEES, ARISING FROM AND CONNECTED WITH CLAIMS AND LAWSUITS FOR DAMAGES RELATING TO THIS AGREEMENT, WHICH RESULT FROM BODILY INJURY, DEATH, PERSONAL INJURY, OR PROPERTY DAMAGE UNDER THIS AGREEMENT.

VI. NOTICES

All notices to be given under this Agreement shall be in writing and shall either be personally served on the other Party or given by certified mail or registered mail, return receipt requested, postage prepaid and addressed to the proper party at the address which appears below or at such other address as the Parties may designate. All notices given by mail shall be deemed to have been given three (3) days after the time of deposit in the United States mail and shall be effective from such date.

If to HEDC: HEDC Executive Director, PO Box 507, Helotes, TX 78023

If to HACC: HACC Chairman, P.O. Box 76, Helotes, TX 78023

VII. AMENDMENTS AND WAIVERS

Changes, modifications, or amendments in scope, price, or fees to this Agreement shall not be allowed without a prior formal contract amendment approved by the HEDC Board of Directors in advance of the change in scope, price, or fees. No modification of this Agreement shall be binding unless made in writing and executed by both parties. No waiver by either party or any breach or obligation of the other party under this Agreement shall constitute a waiver of any other prior or subsequent breach or obligation.

VIII. SEVERABILITY

If any clause or provision of this Agreement is held invalid, illegal or unenforceable under present or future Federal, State or Local laws, including, but not limited to, City Code of ordinances, then and in that event it is the intention of the Parties hereto that such invalidity, illegality or unenforceability shall not affect any other clause or provision hereof and that the remainder of this Agreement shall be construed as if such invalid, illegal, or unenforceable clause or provision was never contained herein; it is also the intention of the Parties hereto that in lieu of each clause or provision of this Agreement that is invalid, illegal, or unenforceable, there be added as a part of the Agreement a clause or provision as similar in terms to such invalid, illegal, or unenforceable clause or provision as may be possible, legal, valid and enforceable.

IX. APPLICABLE LAW AND VENUE

This Agreement shall be construed under and in accordance with the laws of the State of Texas and any legal action or proceeding brought or maintained, directly or indirectly, as a result of this Agreement shall be heard and determined in Bexar County, Texas. Nothing contained herein shall ever be construed as a waiver of sovereign or governmental immunity available to the HEDC or the defenses of the Parties as provided by other law the rights to which are expressly reserved herein and minimally to the extent then and there existing prior to the execution hereof.

X. LEGAL AUTHORITY

The signers of this Agreement for the HEDC and HACC represent, warrant, assure and guarantee that they have full legal authority to execute this Agreement on behalf of themselves and to bind themselves to all of the terms, conditions, provisions and obligations herein contained.

XI. PARTIES BOUND

This Agreement shall be binding on and inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, legal representatives, and successors and assigns, except as otherwise expressly provided for herein.

XII. ASSIGNMENTS

Neither party may assign its rights, privileges or obligations under this Agreement, in whole or in part, without the written consent of the governing body of the other party. Any attempt to assign without such approval shall be void.

XIII. COMPLIANCE WITH LAWS AND ORDINANCES

The Parties hereby agree to comply with all Federal, State, and Local laws and ordinances applicable to the work or services to be performed under this Agreement.

XIV. ENTIRE AGREEMENT

This Agreement sets forth the entire agreement and understanding between the parties on the subject matter of this Agreement. Neither party shall be bound by any conditions, definitions, representations or warranties with respect to the subject matter of this Agreement other than those as expressly provided herein. The parties shall not amend this Agreement, except by an amendment in writing signed by both parties.

XV. INDEPENDENT CONTRACTOR

Notwithstanding anything contained herein to the contrary whatsoever, this Agreement is not intended to create, nor shall it be construed as creating or constituting, an agency or employment, between the Parties. It is expressly agreed between the Parties that HACC is an independent Contractor and is in no way an agent or employee of the HEDC. HACC is totally and solely responsible for the supervision of its employees and for the quality and nature of their acts while providing services under this Agreement. No employee, agent, or servant of HACC shall be or shall be deemed to be the employee, agent, or servant of the HEDC. The HEDC is interested only in the results obtained under the Agreement; the manner and means conducting the performance this Agreement are the sole control and responsibility of HACC. None of the benefits provided by the HEDC for its employees (including, but not limited to, compensation insurance and unemployment insurance) are available from the HEDC to the employees, agents, or servants of the HACC.

XVI. WORKERS' COMPENSATION INSURANCE

HACC shall provide any workers' compensation insurance for its employees as required by State law. HACC shall also maintain motor vehicle insurance pursuant to minimum State requirements for operation of any motor vehicles under its direction and control.

XVII. EQUAL EMPLOYMENT OPPORTUNITY

This Agreement is subject to all federal, state and local laws, rules and regulations pertaining to equal employment opportunities. HACC shall not discriminate or permit discrimination in violation of federal or state laws or local ordinances because of race, color, sex, age, disability, political or religious affiliations or national origin.

XVIII. CONFLICTS OF INTEREST


HACC agrees that no employee of HACC, or its designees or agents, shall have any interest, direct or indirect, in this Agreement other than in the direct course of his/her employment with HACC.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first written above.



Sibonae Jones, Chairman
Helotes Area Chamber of Commerce

10-18-18
Date



Rick Schroder, Executive Director
Helotes Economic Development Corporation
City of Helotes, Texas

10/18/18
Date