



REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, November 14, 2018 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 Kathryn Mitchell
Bill Putty Stephanie "Stevie" Seitz
Patrick Adam Alan Holmes
Matthew McCrossen

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

1. Call to Order.

President Wootton called the meeting to order at 7:00 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 – 5):

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 Kathryn Mitchell, second by Stevie Seitz to approve Items 3 thru 5 as written. Motion carried unanimously.

- 3. *Approval of the minutes of the EDC Regular Meeting dated October 17, 2018. (Staff)
- 4. *Approval of the EDC Fiscal Year Ending (FYE) 2018 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated November 8, 2018. (Staff)

5. *Approval of the EDC Quarterly Investment Report for the quarter ending September 2018. (Investment Officers)

ITEMS FOR INDIVIDUAL CONSIDERATION:

6. **Presentation on and discussion of and action on an Agreement between Bird’s Eye View and the EDC on the production of an aerial Helotes map to support tourism. (Staff)**

Motion to discuss Item 6 made by Stevie Seitz, second by Kathryn Mitchell.

Sarah Echert-Maurer presented an overview of the Bird’s Eye View Map and how they are used by local businesses and the tourism industry. She requested the EDC consider two funding options of either \$6,000.00 or \$10,000.00. In exchange for funding, Sarah would allow the EDC to include all business names that would fit legibly, with priority given to retail businesses.

Motion was made by Kathryn Mitchell, second by Patrick Adams to fund a Helotes map in an amount of \$6,000.00 and allow staff to draft and sign a contract outlining deliverables. Motion carried unanimously.

7. **Discussion of and action on the EDC Economic Development Plan Update for quarter ending September 30, 2018 to be presented to the City Council on December 13, 2018. (Staff)**

Motion to discuss Item 7 made by Bill Putty, second by Mathew McCrossen.

Glenn Goolsby presented progress made toward the FYE 2018 Strategic Work Plan.

8. **Discussion of and action on rescheduling or canceling the EDC Regular Meeting on December 19th 2018. (Staff)**

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

Motion was made by Kathryn Mitchell, second by Stevie Seitz to cancel the EDC Meeting scheduled for December 19, 2018.

9. **Staff Updates:**

- a. **EDC Restated and Amended Articles of Incorporation amendment; and**
- b. **Current and planned 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 9:15p.m.



Rick A. Schroder
Executive Director