



SPECIAL MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Special Meeting on Wednesday, August 14, 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
Bill Putty Patrick Adam
Matthew McCrossen

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

Absent: Kathryn Mitchell, Secretary Stephanie "Stevie" Seitz

1. Call to Order.

President Wootton called the meeting to order at 7:00 p.m.

PUBLIC HEARING:

- 2. Public Hearing on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2020. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 Type B Corporations. EDC FYE 2020 "Projects" include the following expenditures: Maintenance & Operating; Interest & Sinking (Debt Service); Personnel & Benefits; Office Rental; Memberships; Audit Fees; Conferences, Workshops & Seminars; Legal & Financial Fees; Conceptual Design / Land Use / Retail Recruitment / Capacity Analysis Consultants; Marketing & Social Media Campaigns; Website(s) Development & Maintenance; Managed Services Agmt. w/ City; Old Town Helotes Special District Pedestrian Bridge & Parking Lot Lease Agmt.; Land Acquisition; Economic Development Grants & Incentives; Ch. 380 Economic Development Agmt. Reimbursements; City Gateway Signage; Google 360 Tours; City Visitor's & Tourism Center; and Municipal Development District Creation.**

Public hearing was opened at 7:00 PM with no public comment hearing was closed at 7:01 PM.

OPEN SESSION:

3. 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. 4 – 6):

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 Bill Putty to approve Items 4 thru 6 as written. Motion carried unanimously.

4. ***Approval of the minutes of the EDC Regular Meeting dated June 19, 2019. (Staff)**
5. ***Approval of the EDC Fiscal Year Ending (FYE) 2019 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated August 5, 2019. (Staff)**
6. ***Approval of the EDC Quarterly Investment Report dated June 30, 2019. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Discussion of and direction on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2020. Proposed EDC budgets include economic development “Projects,” as defined by Texas Local Govt. Code Chapter 505 *Type B Corporations*. (Staff)**

Motion was made by Mathew McCrossen, second by Alan Holmes to discuss Item 7.

Rick Schroder presented the preliminary budgets. No action taken.

8. **Discussion of and action on sponsoring the Helotes 0.5K Challenge hosted by the Helotes Chamber Foundation. (Staff)**

Motion was made by Patrick Adam, second by Alan Holmes to discuss Item 8.

Motion was made by Alan Holmes, second by Mathew McCrossen to fund the purchase of promotional items for Shop Helotes in an amount not to exceed \$2,500 for inclusion in the Helotes 0.5K Challenge swag bag.

9. **Staff Updates:**

- **Work completed and/or in progress since June 19, 2019; and**
- **Current and proposed commercial developments with the City of Helotes.**

Mr. Goolsby reported on advertising created to promote local events, reviewed status of gateway signage, provided an update on software integration of RealMassive and GISPlanning into the EDC website, and updates on commercial projects within Helotes.

No action taken.

Adjourn the regular meeting of the EDC Board of Directors.

President Wootton adjourned the meeting at 7:58 p.m.



Rick A. Schroder
Executive Director