



## REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, August 15, 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  
Stephanie "Stevie" Seitz

Diane Anderson, Secretary  
Bill Putty

**Absent:** Joel Lutz, Vice President  
Kathryn Mitchell

Wayne Stacey

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

**1. Call to Order.**

President Wootton called the meeting to order at 7:02 p.m.

**OPEN SESSION:**

**2. Public Hearing.**

To give all interested persons the right to appear and be heard on proposed EDC Maintenance & Operating, Interest & Sinking, and Capital Budgets for Fiscal Year Ending (FYE) 2019. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 Type B Corporations. Proposed EDC budgets are posted on [www.heletosedc.com](http://www.heletosedc.com).

Public Hearing was opened at 7:03 p.m., with no public comment the hearing was closed.

**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 – 5):**

All items marked with an asterisk (\*) on the consent agenda were voted on as a group after discussion. Motion was made by Diane Anderson, second by Stevie Seitz to approve Items 4 & 5, as written. Motion carried unanimously.

4. \* Approval of the minutes of the EDC Regular Meeting dated July 18, 2018. (Staff)
5. \*Approval of the EDC Fiscal Year Ending (FYE) 2018 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated August 10, 2018. (Staff)

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

6. Discussion of and action on amendments to Article Ten *Board of Directors* of the Restated and Amended Articles of Incorporation of EDC dated June 25, 2015 modifying residency requirements for the EDC Directors. (President Wootton)

Motion to discuss Item 6 made by Bill Putty, second by Stevie Seitz.

President Wootton summarized previous actions taken by the EDC to amend the Articles of Incorporation and then stated City Council had requested the EDC to reconsider the amendment.

Motion was made by Bill Putty, second by Diane Anderson to amend the Bylaws to allow not more than three Directors residing outside the corporate city limits. Motion carried unanimously.

7. Discussion of and action on an Agreement to Provide Professional Consulting and Related Services between the EDC and Retail Strategies, LLC dated October 1, 2015. (Staff)

Motion to discuss Item 7 made by Diane Anderson, second by Bill Putty.

Motion was made by Diane Anderson, second by Stevie Seitz to not renew the contract with Retail Strategies upon expiration. Motion carried unanimously.

8. Presentation by EDC Staff and discussion of and direction on EDC Maintenance & Operating, Interest & Sinking, and Capital Budgets for FYE 2019 beginning October 1, 2018 and ending September 30, 2019, including, but not limited to, economic development "Projects," as defined by Texas Govt. Code Chapters 505 Type B Corporations. (Staff)

Glenn Goolsby and Rick Schroder reviewed anticipated FYE 2018 revenue and expenditures and then discussed projections for FYE 2019.

No action taken.

**Adjourn the regular meeting of the EDC Board of Directors.**

President Wootton adjourned the meeting at 8:20 p.m.



Rick A. Schroder  
Executive Director