



REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, March 16, 2022 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: John Kodosky, Vice-President Melody Cooper, Secretary
Greg Hayden Melissa Benavides
Joel Lutz Jeff Felty

Staff: Marian Mendoza, Executive Director
Glenn Goolsby, Assistant Director

Absent: Blaine Lopez, President

1. Call to Order.

Vice-President Kodosky called the meeting to order at 7:10 p.m.

OPEN SESSION:

2. Citizens to be heard.

The HEDC cannot discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). Comments are limited to three (3) minutes, and this time is not transferable. Discussion by the HEDC 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 HEDC Agenda.

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 3 – 4):

All items marked with an asterisk (*) on the consent agenda were voted on as a group. Motion was made by Jeff Felty, second by Greg Hayden to approve Items 3 and 4 as written. Motion carried unanimously.

3. *Approval of the minutes of the Regular Meeting dated February 16, 2022. (Staff)

4. *Approval of the EDC Fiscal Year Ending (FYE) 2022 Revenue and Expense Report dated March 10, 2022. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Discussion of and action on the Fiscal Year Ending (FYE) 2021 Comprehensive Annual Financial Report (CAFR) for the City of Helotes Economic Development Corporation. (Armstrong, Vaughan, & Associates, P.C., City Auditor) Audit.**

Kim Roach with Armstrong, Vaughan, & Associates, P.C., presented the FYE 2021 Audit. The HEDC received an unmodified opinion, meaning that the statements met the requirements demanded by the regulations and they were prepared in accordance with accounting principles, criteria and standards. She stated revenues were \$550,000 higher than budgeted and the HEDC had seen a 40% net increase over the last 3 years.

Motion was made by Greg Hayden, second by Melissa Benavides to accept the audit as presented. Motion carried unanimously.

6. **Discussion of and action on a request by Greenwing Wealth Management LLC. to approve an application to participate in the Retailer and Commercial Tenant Improvement Grant. (Staff)**

Austin Lane, owner of Greenwing Wealth Management presented his incentive request for consideration under the Retailer and Commercial Tenant Improvement Grant. He stated cost estimates for the finish out are approximately \$18,809 and is requesting the max grant amount of \$9,600.

Motion was made by Jeff Felty, second by Joel Lutz to approve the incentive request is presented. Motion carried unanimously.

Vice-President Kodosky, after reading the following section, adjourned into closed session at 7:24 p.m.

CLOSED SESSION:

7. **Closed Session in accordance with Texas Government Code § 551.072 *Deliberation Regarding Real Property* and § 551.074 *Personnel Matters*. In addition to the matters listed below, any matter scheduled for Open Session may be discussed in Closed Session, as appropriate and authorized by law:**

- **§551.072 *Deliberation Regarding Real Property* – To consider the purchase of a real property interest for future development purposes.**
- **§ 551.074 *Personnel Matters* – To discuss the qualifications of candidate for the position of Executive Director.**

Vice-President Kodosky reconvened the meeting at 8:17 p.m. and announced that no action had been taken during the closed session.

ITEMS FOR INDIVIDUAL CONSIDERATION:

8. **RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION.**

- **Discussion of and action on appointing an Interim Executive Director for Economic Development Corporation. (President)**

Motion was made by Joel Lutz, second by Jeff Felty to appoint Glenn Goolsby as Interim Executive Director. Motion carried unanimously.

Adjourn the regular meeting of the EDC Board of Directors.

Vice-President Kodosky adjourned the meeting at 8:25 p.m.



Glenn Goolsby
Interim Executive Director