



## REGULAR MEETING AGENDA

The City of Helotes Economic Development Corporation (EDC) Board of Directors will meet for a Regular Meeting on Wednesday, August 17, 2022 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.

### **PUBLIC HEARING:**

2. Public Hearing on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2023. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 *Type B Corporations*. EDC FYE 2023 "Projects" include the following expenditures: Maintenance & Operating; Interest & Sinking (Debt Service); Reimbursement to City of Helotes for 2015 Certificate of Obligation Debt related to infrastructure projects that promoted, encouraged, and enhanced the creation of jobs and the expansion of the local sales and property tax base; Personnel & Benefits; Office Rental; Memberships; Audit Fees; Conferences, Workshops & Seminars; Legal & Financial Fees; Conceptual Design / Land Use Planning; Marketing; Special Event Marketing; Website(s) Development & Maintenance; Managed Services Agrmt. w/ City; Old Town Helotes Parking Lot Lease Agrmt.; Visitor Center; Land Acquisition; Ch. 380 Economic Development Agrmt. Reimbursements; Google 360 Tours; E-Commerce Accelerator Grant; Business Improvement Grant; Retailer & Tenant Improvement Grant; Targeted New Business Development Incentive; and Community Arts Grant Program.

### **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). 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. 4 – 5):**

***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.***

4. Approval of the minutes of the Regular Meeting dated July 20, 2022.
5. Approval of the EDC Fiscal Year Ending (FYE) 2022 Revenue and Expense Report dated August 10, 2022.

**COMMITTEE REPORTS:**

6. Update from the Executive Committee meeting.
7. Update from the Finance Committee meeting.
8. Update from the Governance Committee meeting.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

9. Discussion of and action on approval of a Resolution for an Economic Development Agreement between the City of Helotes and Helotes Economic Development Corporation to assist with the repayment of debt services related to infrastructure projects associated with the Certificates of Obligation Series 2015 and authorizing the Interim Executive Director to take all necessary steps to implement the agreement.
10. Discussion of and action on sponsoring interpretive signage for the Historical Society of Helotes.
11. Discussion of and action on amending the matching funds requirement for the FYE 2022 Community Arts Grant.
12. Presentation of and discussion on the proposed FYE 2022-2023 HEDC Operating Budget.
13. Discussion of and action on submitting letters of recommendation to City Council for the reappointment of Blaine Lopez, Melody Cooper, and Gregory Hayden to the Helotes Economic Development Corporation Board of Directors; as required by the HEDC Bylaws Article Two: Section 2.1(e).

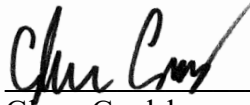
***Adjourn into Open Session***

***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 by August 11, 2022 at 5:00 p.m.



---

Glenn Goolsby  
Interim Executive Director  
Helotes Economic Development Corporation

**City of Helotes EDC**  
**AGENDA ITEM REQUEST FORM**  
**DATE: August 17, 2022**

**Agenda Placement:**  **PUBLIC HEARING**  
 **CONSENT**  
 **STAFF/COMMITTEE REPORT**  
 **INDIVIDUAL**  
 **CLOSED**

**CAPTION:**

Public Hearing on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2023. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 Type B Corporations. EDC FYE 2023 "Projects" include the following expenditures: Maintenance & Operating; Interest & Sinking (Debt Service); Reimbursement to City of Helotes for 2015 Certificate of Obligation Debt related to infrastructure projects that promoted, encouraged, and enhanced the creation of jobs and the expansion of the local sales and property tax base; Personnel & Benefits; Office Rental; Memberships; Audit Fees; Conferences, Workshops & Seminars; Legal & Financial Fees; Conceptual Design / Land Use Planning; Marketing; Special Event Marketing; Website(s) Development & Maintenance; Managed Services Agrmt. w/ City; Old Town Helotes Parking Lot Lease Agrmt.; Visitor Center; Land Acquisition; Ch. 380 Economic Development Agrmt. Reimbursements; Google 360 Tours; E-Commerce Accelerator Grant; Business Improvement Grant; Retailer & Tenant Improvement Grant; Targeted New Business Development Incentive; and Community Arts Grant Program.

**EXECUTIVE SUMMARY:**

This is the only Public Hearing the HEDC will hold on the Proposed FY 2022 - 2023 HEDC Operating Budget. Helotes City Council will also hold two Public Hearings on August 25, 2022 and September 8, 2022. The budget will subsequently be approved by the HEDC on September 21, 2022 and by City Council on September 22, 2022.

**ATTACHMENTS:**

Attachment A: Affidavit of Publication for Notice of Public Hearing

**PREPARED BY:** Glenn Goolsby, Interim Executive Director

**DATE SUBMITTED:** August 10, 2022

# HEARST

## MEDIA SOLUTIONS

San Antonio Express News | ExpressNews.com | mySA.com

### NOTICE OF PUBLIC HEARINGS

Helotes Economic Development Corp. (EDC) will hold a Public Hearing on Aug. 17, 2022 at 7 pm CST at 12951 Bandera Rd., Helotes, TX 78023 on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2023. City Council will hold Public Hearings on the same at the same location and time on Aug. 25 and Sept. 08, 2022. 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.helotesedc.com](http://www.helotesedc.com).

EDC FYE 2023 "Projects" include the following expenditures: Maintenance & Operating; Interest & Sinking (Debt Service); Reimbursement to City of Helotes for 2015 Certificate of Obligation Debt related to infrastructure projects that promoted, encouraged, and enhanced the creation of jobs and the expansion of the local sales and property tax base; Personnel & Benefits; Office Rental; Memberships; Audit Fees; Conferences, Workshops & Seminars; Legal & Financial Fees; Conceptual Design / Land Use Planning; Marketing; Special Event Marketing; Website(s) Development & Maintenance; Managed Services Agrmt. w/ City; Old Town Helotes Parking Lot Lease Agrmt.; Visitor Center; Land Acquisition; Ch. 380 Economic Development Agrmt. Reimbursements; Google 360 Tours; E-Commerce Accelerator Grant; Business Improvement Grant; Retailer & Tenant Improvement Grant; Targeted New Business Development Incentive; and Community Arts Grant Program.

### SAN ANTONIO EXPRESS - NEWS AFFIDAVIT OF PUBLICATION

STATE OF TEXAS:  
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Geena Garza, who after being duly sworn, says that she is the Bookkeeper of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS - NEWS, a newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

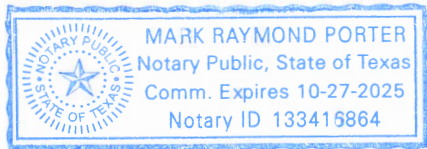
Customer ID	Customer	Order ID	Publication	Pub Date
20000334	CITY OF HELOTES	34217696	SAE Express-News	07/29/22

*Geena Garza*  
\_\_\_\_\_  
Geena Garza  
Bookkeeper

Sworn and subscribed to before me, this 29<sup>th</sup> day of July A.D. 2022

Notary public in and for the State of Texas

*Mark Raymond Porter*





## REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, July 20, 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:**

<i>Board Members:</i>	Blaine Lopez, President	John Kodosky, Vice-President
	Melody Cooper, Secretary	Greg Hayden
	Melissa Benavides	Joel Lutz ( <i>late 7:10pm</i> )
	Jeff Felty	Marian Mendoza, Ex-Officio
<i>Staff:</i>	Glenn Goolsby, Interim Executive Director	

**Absent:**

**1. Call to Order.**

President Lopez called the meeting to order at 7:03 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.

**CONSENT AGENDA (ITEM NOS. 3 – 5):**

All items marked with an asterisk (\*) on the consent agenda were voted on as a group. Motion was made by Melody Cooper, second by Greg Hayden to approve Items 3 thru 5 as written. Motion carried unanimously.

**3. \*Approval of the minutes of the Regular Meeting and Workshop Meeting dated June 15, 2022.**

**4. \*Approval of the EDC Fiscal Year Ending (FYE) 2022 Revenue and Expense Report dated July 14, 2022.**

5. **\*Approval of the EDC Quarterly Investment Report for the quarter ending June 30, 2022.**

**COMMITTEE REPORTS:**

6. **Update from the Executive Committee meeting.**

Blaine Lopez spoke of the committee's work developing a funding agreement between the HEDC and City of Helotes.

7. **Update from the Finance Committee meeting.**

John Kodosky stated the committee had met to plan the FYE 2023 Budget.

8. **Update from the Governance Committee meeting.**

Greg Hayden stated the only issue the committee had to address was future HEDC Board appointments that will be placed on the next agenda.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

9. **Discussion and action to approve a request by Tim and Wanda Boller to participate in the Retailer and Tenant Improvement Grant Program. (Staff)**

Motion was made by Jeff Felty, second by Joel Lutz to discuss and act on Item 9.

Tim Boller presented his project to bring an HTeaO franchise to Helotes at the former Golden Chick location. He is currently accepting bids for the tenant improvements and anticipates a budget around \$700,000.00.

Motion to approve the item as written carried. 6-ayes, 1-abstane; John Kodosky

10. **Discussion and direction on redesigning an HEDC sign located in Old Town Helotes along Hwy. 16. (Staff)**

Motion was made by Joel Lutz, second by Greg Hayden to discuss Item 10.

Direction was given to redesign the signage with brighter colors and consider lighting options. The Governance Committee offered to coordinate.

11. **Discussion and action on sponsorship for the Helotes Chamber's 0.5K in Old Town Helotes. (Staff)**

Motion was made by John Kodosky, second by Greg Hayden to discuss and act on Item 11.

Motion to approve sponsorship in the amount of \$3,500.00 carried. 6-ayes, 1-abstain; Joel Lutz

12. **Discussion and direction on rebranding shophelotes.com. (Staff)**

Motion was made by Joel Lutz, second by Melissa Benavides to discuss Item 12.

Direction was given to rebrand shophelotes.com to visithelotes.com.

**13. Discussion and action on adopting the FYE 2023 Strategic Work Plan. (Staff)**

Motion was made by John Kodosky, second by Melody Cooper to discuss and act on Item 13.

**14. Presentation and action on entering into a funding agreement with the City of Helotes to assist with the repayment of debt services related to projects associated with the 2015 Certificate of Obligation and authorizing the Interim Executive Director to take all necessary steps to implement the agreement. (President, Blaine Lopez)**

Motion was made by Jeff Felty, second by John Kodosky to discuss and act on Item 14.

Blaine Lopez presented the proposed terms of the funding agreement which would annualize the debt service payments in the amount of \$325,000 beginning in FYE 2023 for a period of twelve years.

Motion to approve carried unanimously.

**15. Presentation and discussion on a Proposed FYE 2022-2023 HEDC Operating Budget submitted by the HEDC Finance Committee. (Staff)**

Motion was made by Joel Lutz, second by Melissa Benavides to discuss Item 15.

Glenn Goolsby presented the proposed FYE 2023 Budget and highlighted each new line item requested and how they tied into the Strategic Work Plan.

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

President Lopez adjourned the meeting at 9:15 p.m.

---

Glenn Goolsby  
Interim Executive Director



CITY OF HELOTES  
 REVENUE & EXPENSE REPORT - UNAUDITED  
 AS OF: AUGUST 10TH, 2022

05 -ECONOMIC DEVELOPMENT CORP  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-PROPERTY TAXES	1,090,350.00	0.00	1,845,083.51 (	754,733.51)	169.22
MISCELLANEOUS REVENUE	<u>186,000.00</u>	<u>0.00</u>	<u>4,472.64</u>	<u>181,527.36</u>	<u>2.40</u>
TOTAL REVENUES	1,276,350.00	0.00	1,849,556.15 (	573,206.15)	144.91
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>1,227,626.08</u>	<u>16,121.51</u>	<u>889,031.50</u>	<u>338,594.58</u>	<u>72.42</u>
TOTAL EXPENDITURES	1,227,626.08	16,121.51	889,031.50	338,594.58	72.42
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	48,723.92 (	16,121.51)	960,524.65 (	911,800.73)	1,971.36

CITY OF HELOTES  
 REVENUE & EXPENSE REPORT - UNAUDITED  
 AS OF: AUGUST 10TH, 2022

05 -ECONOMIC DEVELOPMENT CORP

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-PROPERTY TAXES</u>					
401-3140 SALES TAX	1,079,650.00	0.00	1,831,992.86 (	752,342.86)	169.68
401-3150 MIXED BEVERAGE	6,500.00	0.00	9,590.65 (	3,090.65)	147.55
401-3160 SUBLEASE HELOTES CHAMBER	<u>4,200.00</u>	<u>0.00</u>	<u>3,500.00</u>	<u>700.00</u>	<u>83.33</u>
TOTAL NON-PROPERTY TAXES	1,090,350.00	0.00	1,845,083.51 (	754,733.51)	169.22
<u>MISCELLANEOUS REVENUE</u>					
406-1010 INTEREST	5,000.00	0.00	4,472.64	527.36	89.45
406-1060 TRANSFERS IN/OUT	<u>181,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>181,000.00</u>	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	186,000.00	0.00	4,472.64	181,527.36	2.40
TOTAL REVENUES	1,276,350.00	0.00	1,849,556.15 (	573,206.15)	144.91
	=====	=====	=====	=====	=====

CITY OF HELOTES  
 REVENUE & EXPENSE REPORT - UNAUDITED  
 AS OF: AUGUST 10TH, 2022

05 -ECONOMIC DEVELOPMENT CORP  
 ADMINISTRATION  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL</u>					
510-5101 SALARIES	75,074.08	2,887.46	66,341.16	8,732.92	88.37
510-5111 LONGEVITY	1,560.00	0.00	1,460.00	100.00	93.59
510-5113 BENEFITS	<u>19,360.00</u>	<u>430.05</u>	<u>12,502.69</u>	<u>6,857.31</u>	<u>64.58</u>
TOTAL PERSONNEL	95,994.08	3,317.51	80,303.85	15,690.23	83.66
<u>CONTRACTUAL SERVICES</u>					
510-5201 MEMBERSHIPS, DUES & LICENSES	16,000.00	0.00	11,725.00	4,275.00	73.28
510-5202 AUDIT FEES	3,500.00	0.00	3,500.00	0.00	100.00
510-5203 SCHOOLS, SEMINARS, CONFERENCES	3,200.00	0.00	523.03	2,676.97	16.34
510-5204 INTL. CONF. SHOPPING CENTERS	3,200.00	0.00	0.00	3,200.00	0.00
510-5205 BANK FEES	750.00	0.00	0.00	750.00	0.00
510-5206 LEGAL FEES / MDD CREATION	5,000.00	304.00	2,663.00	2,337.00	53.26
510-5207 FACADE/TENANT IMPROVEMENT	150,000.00	0.00	0.00	150,000.00	0.00
510-5208 CONC. DESIGN & LAND USE PLANS	30,000.00	0.00	1,450.00	28,550.00	4.83
510-5210 WORKSHOPS & PROMOTIONS	3,000.00	0.00	173.50	2,826.50	5.78
510-5211 MARKETING / TOURISM	75,000.00	12,500.00	43,217.45	31,782.55	57.62
510-5212 WEBSITE DEV. & MAINTENANCE	5,000.00	0.00	5,500.00 (	500.00)	110.00
510-5214 MANAGED SVCS. AGREEMENT	36,000.00	0.00	36,000.00	0.00	100.00
510-5215 DEBT SERVICE	322,112.00	0.00	339,560.11 (	17,448.11)	105.42
510-5217 LAND ACQUISITION/DUE DILIGENCE	285,000.00	0.00	285,000.00	0.00	100.00
510-5223 BUSINESS IMPROVEMENT GRANTS	80,000.00	0.00	0.00	80,000.00	0.00
510-5224 OFFICE RENTAL	13,200.00	0.00	10,800.00	2,400.00	81.82
510-5225 OTHSD PARKING LOT LEASE	6,120.00	0.00	4,601.04	1,518.96	75.18
510-5230 MARKETING/CITY EVENTS	50,000.00	0.00	50,000.00	0.00	100.00
510-5231 CAPITAL IMPROVEMENTS	<u>25,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	1,112,082.00	12,804.00	794,713.13	317,368.87	71.46
<u>COMMODITIES</u>					
510-5301 OFFICE SUPPLIES	3,000.00	0.00	62.62	2,937.38	2.09
510-5302 OPERATIONAL EXPENSES	15,000.00	0.00	13,169.81	1,830.19	87.80
510-5305 COMMUNICATION EQUIPMENT	1,300.00	0.00	782.09	517.91	60.16
510-5326 EXPENSE REIMBURSEMENT	<u>250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>	<u>0.00</u>
TOTAL COMMODITIES	19,550.00	0.00	14,014.52	5,535.48	71.69
<hr/>					
TOTAL ADMINISTRATION	1,227,626.08	16,121.51	889,031.50	338,594.58	72.42
<hr/>					
TOTAL EXPENDITURES	1,227,626.08	16,121.51	889,031.50	338,594.58	72.42
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	48,723.92 (	16,121.51)	960,524.65 (	911,800.73)	1,971.36
<hr/>					

\*\*\* END OF REPORT \*\*\*



**City of Helotes EDC  
AGENDA ITEM REQUEST FORM  
DATE: August 17, 2022**

- Agenda Placement:**  PUBLIC HEARING  
 CONSENT  
 STAFF/COMMITTEE REPORT  
 INDIVIDUAL  
 CLOSED

**CAPTION:**

Discussion of and action on approval of a Resolution for an Economic Development Agreement between the City of Helotes and Helotes Economic Development Corporation to assist with the repayment of debt services related to infrastructure projects associated with the Certificates of Obligation Series 2015 and authorizing the Interim Executive Director to take all necessary steps to implement the agreement.

**EXECUTIVE SUMMARY:**

The HEDC Board of Directors approved negotiating a Funding Agreement on July 17, 2022 and requested the final contract be placed on the next HEDC Agenda. Staff has consulted with our attorney to address each concern previously mentioned.

**ATTACHMENTS:**

Attachment A: Resolution  
Exhibit A: Economic Development Agreement

**PREPARED BY:** Glenn Goolsby, Interim Executive Director

**DATE SUBMITTED:** August 10, 2022

**A RESOLUTION**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION (“HEDC”) APPROVING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF HELOTES AND HEDC TO ASSIST WITH THE REPAYMENT OF DEBT SERVICES RELATED TO INFRASTRUCTURE PROJECTS ASSOCIATED WITH THE CERTIFICATES OF OBLIGATION SERIES 2015; AUTHORIZING THE INTERIM EXECUTIVE DIRECTOR TO EXECUTE, AND TAKE ALL NECESSARY STEPS TO IMPLEMENT THE PROVISIONS OF THIS RESOLUTION.**

**WHEREAS**, the City of Helotes authorized the creation of the HEDC, a non-profit corporation incorporated, pursuant to Texas Local Government Code Chapters 501 and 505 and the Texas Non-Profit Corporations Act; and

**WHEREAS**, the HEDC desires to enter into an agreement with the City of Helotes to assist with the repayment of debt services related to infrastructure projects associated with the Certificates of Obligation Series 2015 that were approved by the City of Helotes City Council by Ordinance 2015-572 on July 23, 2015; and

**WHEREAS**, the term “Project” includes expenditures found by the HEDC Board of Directors to be suitable for infrastructure necessary to promote or develop new or expanded business enterprises, but such infrastructure improvements are limited to streets and roads, rail spurs, water and sewer utilities, electric utilities, gas utilities, drainage, site improvement, and related improvements; accordingly, HEDC may assist with limited infrastructural improvements that the board finds will promote or develop new or expanded business development; and

**WHEREAS**, HEDC reviewed the specific projects associated with the Certificates of Obligation Series 2015, including but not limited to (1) completing F.M. 1560 realignment project near, generally, the intersections of F.M. 1560, Riggs Rd., Circle A Trail, and S.H. 16, including the construction, improvement, and repair of streets, sidewalks, bike lanes, drainage areas, utility line replacements within the City; (2) complete the S.H. 16 / Cedar Trail culvert enlargement drainage project, including the construction, improvement, and repair of streets, sidewalks, drainage improvements, utility line replacements within the City; (3) complete the S.H. 16 water and sanitary sewer project between Circle A Trail and Scenic Loop Rd., including the construction,

improvement and extension of waterworks and sewer system infrastructure within the City; (4) complete the Helotes Creek Linear Park transportation enhancement project, including (a) the acquisition and installation of equipment along new and existing pedestrian trails throughout the Old Town Helotes Special District, including bicycle racks, trash receptacles, wayfinding, and benches, (b) construct and equip a bicycle and pedestrian crosswalk at the intersection of S.H. 16 and Scenic Loop Rd. in and near the Old Town Helotes Special District; (c) construct and equip a scenic overlook and a Helotes Creek Linear Park access point within the Old Town Helotes Special District; (d) construct and equip new bicycle and pedestrian trails throughout the Helotes Creek Linear Park and within the Old Town Helotes Special District, including proposed interconnections between East (OTHSD) and West sides of S.H. 16; and (e) construct and equip a bicycle and pedestrian bridge across Helotes Creek in the Old Town Helotes Special District; (5) complete the F.M. 1560 Helotes Creek Tributary A bridge crossing project between, generally, Saltillo Flat and Alta Loma Roads, including a matching contribution from the City to the Texas Department of Transportation for the construction of a bridge and related flood control improvements within the; and

**WHEREAS**, the HEDC found that by assisting with the repayment of debt services related to infrastructure projects described above and associated with Certificates of Obligation Series 2015, have helped and will continue to help, to promote, encourage, and enhance the creation of jobs and the expansion of the local sales and property tax base and assist in the retention and expansion of existing employers and which attract new employers and aid in their development, growth, and investment of human and capital resources within the City; and

**WHEREAS**, pursuant to Sec. 505 of the Texas Local Government Code, the HEDC held a public hearing on this “Project” on August 17, 2022 and the City Council held two public hearings on this “Project” on August 25, 2022 and September 08, 2022 as part of the HEDC FYE 2023 Maintenance and Operating Budget. The City Council will approve the EDC Budgets on September 08, 2022.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION:**

**SECTION ONE. Approval:** The Economic Development Agreement between the City of Helotes and Helotes Economic Development Corporation is attached hereto as Exhibit “A”.

**SECTION TWO. Recitals:** The HEDC find all of the above recitals to be true and correct and incorporates the same in this Agreement as findings of fact

**SECTION THREE. Authorization:** The Interim Executive Director is authorized to take all necessary steps to implement the provisions of this Resolution.

**SECTION FOUR. Severability:** If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The EDC Board of Directors hereby declares that it would have passed this Resolution, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared void.

**SECTION FIVE. Term:** This Agreement is for the period beginning Fiscal Year 2023 and expiring Fiscal Year 2035 unless terminated by the parties sooner per the terms of this Agreement.

**PASSED AND APPROVED** by the Board of Directors of the City of Helotes Economic Development Corporation this \_\_\_\_\_ day of August 2022.

---

**Blaine Lopez, President  
Helotes Economic Development Corporation**

Attest:

---

**Glenn Goolsby, Interim Executive Director**

**ECONOMIC DEVELOPMENT AGREEMENT BETWEEN  
THE CITY OF HELOTES AND  
THE HELOTES ECONOMIC DEVELOPMENT CORPORATION**

This is an agreement made and entered by and between the **City of Helotes**, a General Law municipality and political subdivision of the State of Texas ("City") and the **Helotes Economic Development Corporation** ("HEDC"), a non-profit corporation incorporated and created pursuant to Texas Local Government Code Chapters 501 and 505 and the Texas Non-Profit Corporations Act ("Agreement"). City and HEDC shall be referred to jointly as the "parties" and at times be referred to individually as a "party."

**RECITALS**

**WHEREAS**, the City of Helotes desires to enter into an agreement with the Helotes Economic Development Corporation to assist with the repayment of debt services related to infrastructure projects associated with the Certificates of Obligation Series 2015 that were approved by the City of Helotes City Council by Ordinance 2015-572 on July 23, 2015; and

**WHEREAS**, the term "Project" includes expenditures found by the HEDC Board of Directors to be suitable for infrastructure necessary to promote or develop new or expanded business enterprises, but such infrastructure improvements are limited to streets and roads, rail spurs, water and sewer utilities, electric utilities, gas utilities, drainage, site improvement, and related improvements; accordingly, HEDC may assist with limited infrastructural improvements that the board finds will promote or develop new or expanded business development; and

**WHEREAS**, HEDC reviewed the specific projects associated with the Certificates of Obligation Series 2015, including but not limited to (1) completing F.M. 1560 realignment project near, generally, the intersections of F.M. 1560, Riggs Rd., Circle A Trail, and S.H. 16, including the construction, improvement, and repair of streets, sidewalks, bike lanes, drainage areas, utility line replacements within the City; (2) complete the S.H. 16 / Cedar Trail culvert enlargement drainage project, including the construction, improvement, and repair of streets, sidewalks, drainage improvements, utility line replacements within the City; (3) complete the S.H. 16 water and sanitary sewer project between Circle A Trail and Scenic Loop Rd., including the construction, improvement and extension of waterworks and sewer system infrastructure within the City; (4)



complete the Helotes Creek Linear Park transportation enhancement project, including (a) the acquisition and installation of equipment along new and existing pedestrian trails throughout the Old Town Helotes Special District, including bicycle racks, trash receptacles, wayfinding, and benches, (b) construct and equip a bicycle and pedestrian crosswalk at the intersection of S.H. 16 and Scenic Loop Rd. in and near the Old Town Helotes Special District; (c) construct and equip a scenic overlook and a Helotes Creek Linear Park access point within the Old Town Helotes Special District; (d) construct and equip new bicycle and pedestrian trails throughout the Helotes Creek Linear Park and within the Old Town Helotes Special District, including proposed interconnections between East (OTHSD) and West sides of S.H. 16; and (e) construct and equip a bicycle and pedestrian bridge across Helotes Creek in the Old Town Helotes Special District; (5) complete the F.M. 1560 Helotes Creek Tributary A bridge crossing project between, generally, Saltillo Flat and Alta Loma Roads, including a matching contribution from the City to the Texas Department of Transportation for the construction of a bridge and related flood control improvements within the; and

**WHEREAS**, the HEDC found that by assisting with the repayment of debt services related to infrastructure projects described above and associated with Certificates of Obligation Series 2015, have helped and will continue to help, to promote, encourage, and enhance the creation of jobs and the expansion of the local sales and property tax base and assist in the retention and expansion of existing employers and which attract new employers and aid in their development, growth, and investment of human and capital resources within the City;

**NOW THEREFORE**, for the consideration outlined below, the parties agree as follows:

1. **Recitals.** The City and HEDC find all of the above recitals to be true and correct and incorporates the same in this Agreement as findings of fact
2. **Term:** This Agreement is for the period beginning Fiscal Year 2023 and expiring Fiscal Year 2035 unless terminated by the parties sooner per the terms of this Agreement.
3. **Payment to be Provided by the HEDC:**
  - A. Beginning Fiscal Year 2023, HEDC shall budget and pay to the City \$325,000 to pay the debt service related to the 2015 Certificates of Obligation. The amount of

\$325,000 shall be paid annually by the HEDC regardless of the annual payment made by the City.

- B. Payment to City shall be transferred by HEDC starting on October 15, 2022 and then by October 15<sup>th</sup> of every year this Agreement is in effect. Board of Directors shall be notified of the payment, but Board approval for such annual payments is not required.
- C. HEDC Board of Directors agree to make the debt service payments through Fiscal Year 2035 or sooner if bonds have been paid off prior to Fiscal Year 2035. HEDC will annually budget sufficient revenues to make the payment related to the 2015 Certificates of Obligation.

**4. CITY Obligations during the term of this Agreement:**

- A. City shall make the annual debt service payment related to the 2015 Certificates of Obligation on a timely basis.
- B. City shall establish a separate account for the purpose of receiving the HEDC funds to pay for the 2015 Certificates of Obligation. The funds in this account will be exclusively used for the sole purpose of paying off the debt service of the 2015 Certificates of Obligation.
- C. If the City refinances the debt that reduces the annual debt service payment related to the 2015 Certificates of Obligation, HEDC shall still be obligated to pay the annual \$325,0000 to the City to be used solely for the annual debt service until funds are no longer needed for this purpose.
- D. City shall not seek or take an action to repeal or reduce the current HEDC one-half percent (0.50%) Sales and Use Tax during the term of this Agreement. Such action by the City shall cause the Agreement to be terminated. This provision shall not apply if the City was legally required to call for such an election as a result of petitions being filed to reduce or repeal the HEDC sales tax.
- E. If the City decides to pay off the debt prior to the Fiscal Year 2035, HEDC will only be obligated to pay the annual debt service payment up to \$325,000 and will not be obligated to pay any additional funds for the pay off of the debt.

- F. One of the projects completed by the Certificates of Obligation Series 2015 included complete the S.H. 16 water and sanitary sewer project between Circle A Trail and Scenic Loop Rd., including the construction, improvement and extension of waterworks and sewer system infrastructure within the City. Some of the work done by the City may be reimbursed by San Antonio Water Systems (SAWS). City agreed that it shall remit any pro-rata reimbursements the City receives from SAWS for developments along the Hwy 16 sewer line extension from Circle A Trail to Scenic Loop Road to the HEDC.
5. **Applicable Law:** This Agreement and all of the transactions contemplated herein shall be governed by and construed in accordance with the laws of the State of Texas. The provisions and obligations of this Agreement are performable in Bexar County, Texas, such that exclusive venue for any action arising out of this Agreement shall be in Bexar County, Texas.
6. **Entire Agreement:** It is understood and agreed that this Agreement contains the entire agreement between the parties and supersedes any and all prior engagements, arrangements, or understandings between the parties relating to the subject matter. No oral understandings, statements, promises, or inducements contrary to the terms of this Agreement exist. This Agreement cannot be changed or terminated orally.
7. **Amendments and Waivers:** 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.
8. **Conditions:** City and HEDC agree that each party paying for the performance of functions or services (including governmental functions or service, if applicable) under this Agreement shall make such payments from current revenues available to the paying party.

9. **Termination:**

A. In the event that an election is called for by a petition of the citizens, this agreement shall terminate on the date the City Council canvasses the election if such election is successful in the reduction or repeal of the EDC sales tax.

B. In the event that any party (1) violates any of the terms and conditions of this Agreement beyond a period of thirty (30) days after written notice from the other party, and (2) fails to cure such failure within thirty (30) days after written notice from the other party, such violation of the terms and conditions of this Agreement and failure to cure shall constitute an act of default, and this Agreement may be terminated by the non-defaulting party.

10. **Severability:** In case any one or more of the provisions contained in this Agreement shall for any reason be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein

11. **Binding Effect:** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

12. **Rights and Remedies:** The parties have all rights and remedies by any proceeding, at law or in equity to enforce and/or interpret its rights and obligations under the Agreement.

13. **Attorney's Fees:** Any party to this Agreement who is the prevailing party in any legal proceeding against any other party brought under or in connection with this Agreement or the subject matter hereof, shall be additionally entitled to recover court costs and reasonable attorneys' fees, and all other litigation expenses, including deposition costs, travel and expert witnesses' fees from the non-prevailing party.

EXECUTED on this the \_\_\_\_ day of \_\_\_\_\_, 2022

---

**Rich Whitehead, Mayor**  
**City of Helotes**

---

**Blaine Lopez, President**  
**Helotes Economic Development Corporation**

Attest:

---

**Celina Perez, City Secretary**



**City of Helotes EDC  
AGENDA ITEM REQUEST FORM  
DATE: August 17, 2022**

- Agenda Placement:**  PUBLIC HEARING  
 CONSENT  
 STAFF/COMMITTEE REPORT  
 INDIVIDUAL  
 CLOSED

**CAPTION:**

Discussion of and action on sponsoring interpretive signage for the Historical Society of Helotes.

**EXECUTIVE SUMMARY:**

The Historical Society of Helotes has requested consideration to assist with funding 9 interpretive signs throughout Old Town Helotes that will provide an overview of each historical building. The anticipated cost is approximately \$600 each for a total of \$5,400.00. Staff would like to consider funding 50% of the cost.

**ATTACHMENTS:**

Attachment A: Letter and sample interpretive signage

**PREPARED BY:** Glenn Goolsby, Interim Executive Director

**DATE SUBMITTED:** August 10, 2022

**HISTORICAL  
SOCIETY of  
HELOTES**

P.O. Box 707  
Helotes, TX 78023



August 4, 2022

Mr Glenn Goolsby

Executive Director

Helotes Economic Development

Re: Historical Society of Helotes  
Interpretive Signage Project  
Helotes Old Town Historic District

Glenn,

Per our discussion of this morning, I would like to present to you an overview of the referenced project. The Project consists of the installation of nine interpretive signs to be placed in front of some of the historic buildings in the Helotes Old Town Historic District.

The signs will be 12"x18" in landscape format on one-half inch thick polycarbonate with a clear cover coating. Each sign will be on two posts with the sign itself leaned back at a 30\* angle to facilitate reading. Each sign will have photos of the building as it looked at some time in the past and another of its more current appearance. In addition, there will be a brief written history of the building. Copies of two sample signs are included for your review.

The cost of each sign, along with its mounting posts is the neighborhood of Six-Hundred Dollars (\$600) each delivered. We are asking the City of Helotes Public Works Department to perform the installation of the signs.

Our first five signs will be the Hileman-Riggs Boarding House (Texas Coffee), Riggs Grocery Store (Art Gallery), Terry House, Riggs Gasoline & Service Station (Depot Antiques) and Workers' Quarters (Cottage Antiques). From there we will move northward on Old Bandera to include four more historic buildings to be announced later.

[www.historicalsocietyofhelotes.org](http://www.historicalsocietyofhelotes.org)

Email: [info@historicalsocietyofhelotes.org](mailto:info@historicalsocietyofhelotes.org)

*The Historical Society of Helotes is recognized by the IRS as an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, and gifts are tax-deductible to the extent allowed by law.*

**Glenn, in that we feel this project will not only promote the history of Helotes, but also to boost tourism and increase business interest in our city, we are soliciting financial assistance from the Board of Directors of the Helotes Economic Development Corporation.**

**Thank you for your consideration.**

A handwritten signature in black ink, appearing to read "Alan Holmes", with a long horizontal flourish extending to the right.

**Alan Holmes**

**Board Member**

**Historical Society of Helotes**

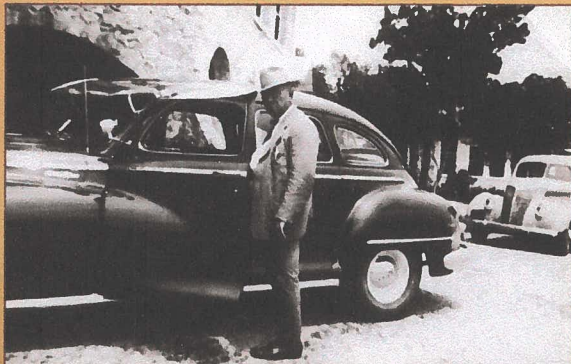


# Hileman-Riggs House

Helotes had long been a rest stop for cowboys on cattle drives traveling along Bandera Road to and from San Antonio. The settlement's proximity to Helotes Creek made it a refreshing stop. The cowhands spent the night along the creek. In 1912, entrepreneur Wilbert S. "Bert" Hileman (1873-1956), who moved his family from Nebraska and settled in Helotes in 1908, saw the need for a boarding house and erected this building.



Bert Hileman (sitting on the porch with his wife Nellie and two of his children), built this house in 1912 for his mother-in-law, sitting by the front door, to run as a boarding house in downtown Helotes.

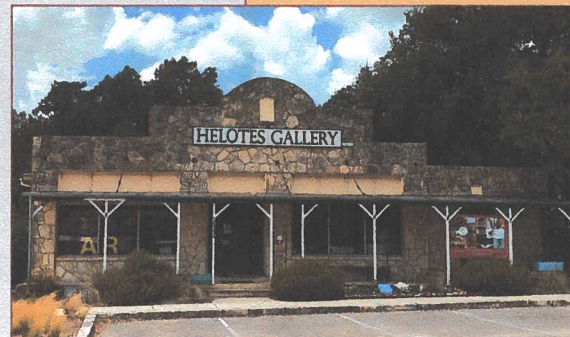
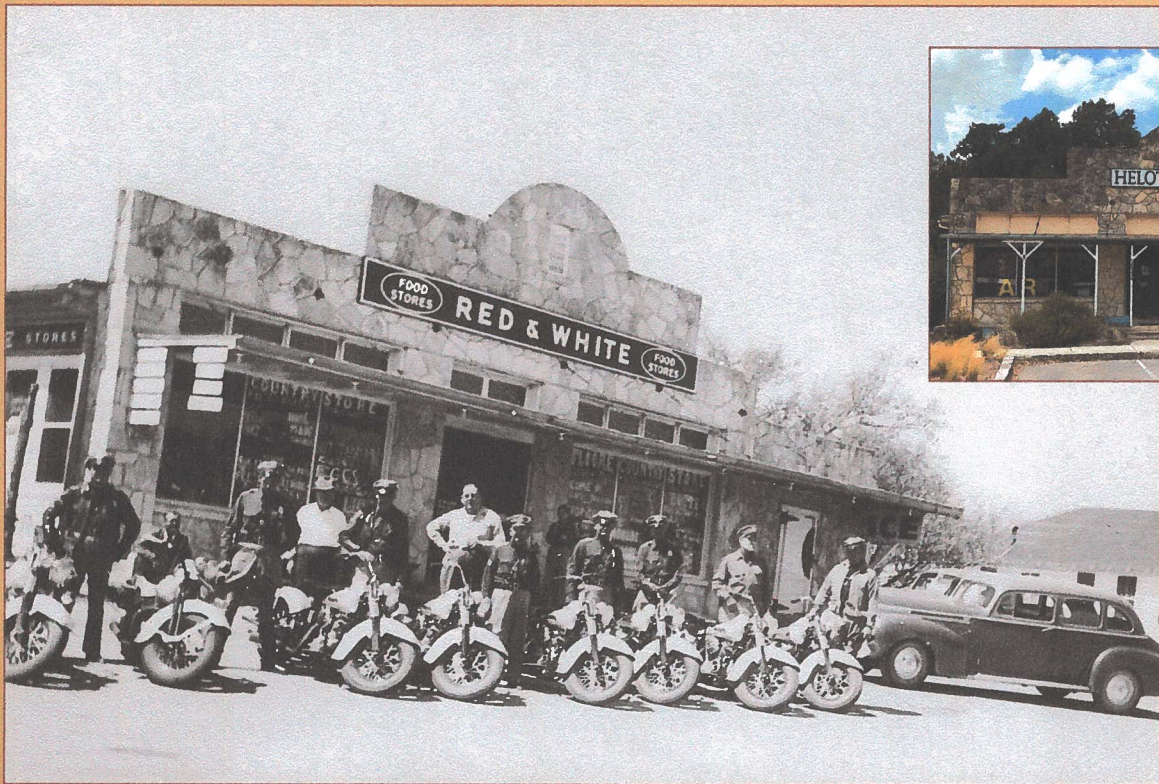


James and Kate Riggs purchased the boarding house in 1919 and made it their residence. They removed the porches and installed the limestone rock facade seen today (above photo, circa 2022). Riggs (1879-1964), shown here in front of the house, circa 1940s, was known as Helotes' first honorary mayor for his leadership and community service.

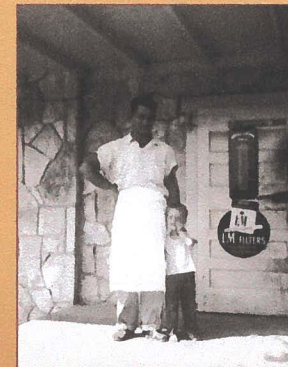


# Riggs Grocery Store

James Riggs (1879-1964) erected this building in the 1920s and opened a grocery store and meat market, which he and wife Kate Niernberg Logan (1879-1946) operated. During the Depression (1929-1939), the couple accepted trade for food and, according to one employee, "Mr. Riggs was like the neighborhood banker. He carried a wad of bills on him and loaned money to people who needed it."



In 1942, John T. Floore (1898-1975), seen by the front doorway in the 1949 photo on the far left, opened a Red & White grocery that he called Floore Country Store in this building. He operated it until 1952, when he opened his "world-famous" dance hall and concert venue across the street. Inset photo, circa 2022.



In 1953, Riggs' nephew Martin Terry (1920 - 2000) moved to Helotes to run the Red & White Grocery Store, which he and wife Uvalda (1922-2015) operated until 1962. The couple had three children, Diane, Martin Jr, and Timothy. Photo of Martin and son Timothy in front of the store, circa 1956.



## Native Plant Gardens

Native plants, when planted in the proper habitat, require less maintenance, fertilizer, pesticides, and water. They provide what wildlife requires: pollen, nectar, fruit, seed, and shelter. They host native insects. Without native plants there would be no Monarchs, Swallowtails, Painted Ladies or other pollinators whose larvae depend on specific native plants. The loss of such insects means the loss of food for other wildlife and pollinators for many of our food crops. Most land birds feed nestlings only insects even when as adults they may feed on berries, seeds, or nuts.

Nonnative plants often become invasive in natural areas as they have few predators. Invasive nonnative plants harm wildlife by crowding out the native species that wildlife needs.



Garlic Mustard (*Alliaria petiolata*) is one example of an invasive nonnative plant. Native to Europe, it grows well in Ozark forests and may completely cover the ground preventing growth of native plants.



These native gardens were planted in October 2011. Park volunteers maintain them twice per year, weeding and mulching in spring and fall.

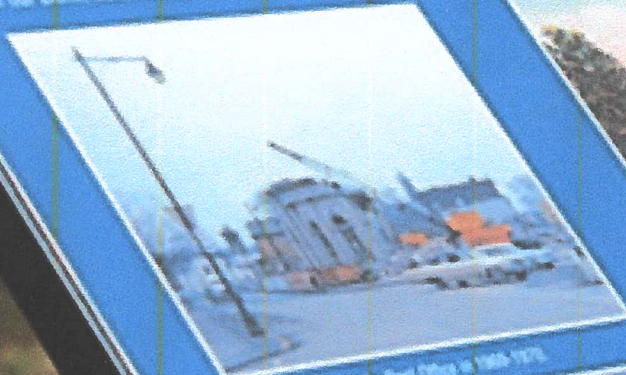
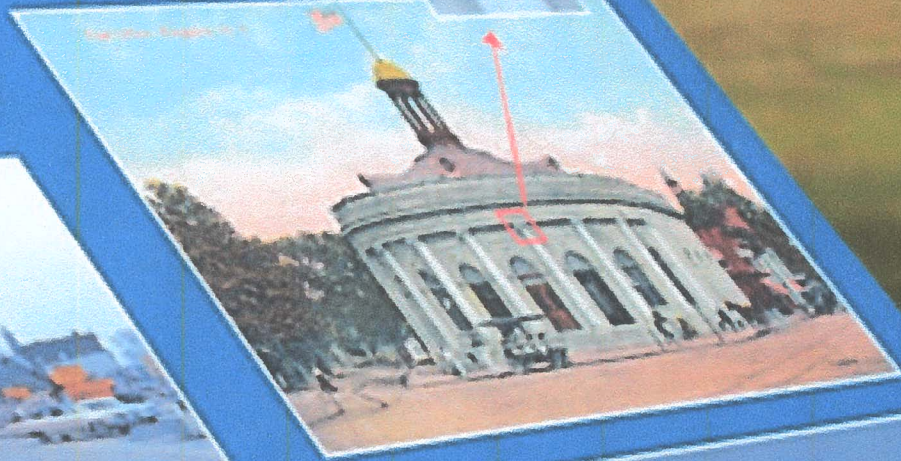


## Friends of Historic Kingston Preservation of the Column Capitals of the Kingston Post Office

The four classical column capitals featured nearby are copies of the Kingston Post Office (erected 1864-70), that was a distinguished landmark on Trinity at Prince Street until its demolition in 1988-70. The capitals, with curving acanthus volutes of the Ionic order, graced the semi-circular facade of the Post Office, designed by James Knox Taylor of Washington, D.C.

The destruction of the Post Office and its replacement by a fast-food restaurant helped galvanize public opinion in Kingston and the region against the thoughtless destruction of our architectural heritage.

The capitals were donated to the Friends of Historic Kingston by the Family of Donald Lowell White, Jr., and passed from it to the Friends of Montserrat Cemetery in 2010.



The demolition of the Post Office in 1988-1970

**City of Helotes EDC**  
**AGENDA ITEM REQUEST FORM**  
**DATE: August 17, 2022**

**Agenda Placement:**  PUBLIC HEARING  
 CONSENT  
 STAFF/COMMITTEE REPORT  
 INDIVIDUAL  
 CLOSED

**CAPTION:**

Discussion of and action on amending the matching funds requirement for the FYE 2022 Community Arts Grant.

**EXECUTIVE SUMMARY:**

The HEDC Board of Directors approved a Community Arts Grant Program on January 19, 2022. The project submittal deadline was June 30, 2022. The Arts Grant Committee met on July 28, 2022 to review the applications and approved one project submitted by Michael O'Brian for 4 sculptures.

The program's intent was to incentivize private investment in the arts by offering a 1:1 match between a business or organization and the HEDC. Since the approved project will be located in the City's right-of-way the artist has requested consideration for additional funds to cover material and labor expenses.

**ATTACHMENTS:**

Attachment A: Project Proposal  
Attachment B: Project Budget  
Attachment C: Map

**PREPARED BY:** Glenn Goolsby, Interim Executive Director

**DATE SUBMITTED:** August 10, 2022

Michael O'Brien 210-683-8438  
[michaelobrienart@gmail.com](mailto:michaelobrienart@gmail.com)  
[www.michaelobrienart.com](http://www.michaelobrienart.com)

### **Preliminary Proposal for Helotes Community Arts Program FY2022**

This public art proposal is intended to showcase the original intent and artistic theme for a public artwork project in Helotes, Texas.

Helotes is uniquely situated over the Edward's aquifer recharge area, which makes it a responsible party to the success and quality of our area's drinking water. The theme of these sculptures is to give shape to the stages of the water cycle as it relates to our unique aquifer system.

#### **Four possible sculptures:**

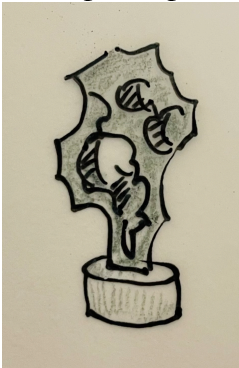
##### **"River Muse"**

This piece is a visual representation of our waterways that channel water runoff and become spring fed arteries when aquifer levels are high enough. Oriented vertically, it's welded steel curvilinear forms mimic an abstracted human figure.



##### **"Karst Muse"**

Constructed of steel but made to look like the porous limestone rock that serves as filtration, reservoir and structure to our underground aquifer system, this piece elicits an anthropomorphic response to its upright and voluptuous form.



### “Cloud Muse”

Constructed of steel screen this piece is airy and light to illustrate the cloud forming and evaporative aspect of the natural water cycle.



### “Rain Muse”

Diagonal streaks of steel ‘rain’ elements are joined to form a larger volume and create an inter-play of voids and solid forms.



These proposed sculptures can be placed in various available locations such as the center of the roundabout, parking lot medians, or landscaped areas in between parking spots along Old Bandera and Riggs Roads. Sizes can vary from 6’ overall height to 12’ overall height. Taken as a group or as one or two individual sculptures, all sculptures can be constructed in sizes relative to funds and sites available once project and budget are approved. All pieces will be constructed from welded steel and given a final powder coat and sealed from the elements. They can be mounted to pre-poured concrete pads or solid limestone pedestals. All pieces will be weather and public proof. Maintenance will be easily performed with water and mild soap if needed at all.

Michael O'Brien Art

[www.michaelobrienart.com](http://www.michaelobrienart.com)

(210) 683-8438

---

9410 Rue de Bois

San Antonio, TX 78254

**Helotes Community Arts Grant 2022 sculpture budget  
(Completion date 9/30/22)**

'CLOUD'

\$100 steel mesh

\$300 limestone rock

\$200 concrete pad

\$75 epoxy kit

**\$675 TOTAL**

'KARST'

\$200 steel pipe caps

\$50 steel sheet

\$300 powder coat

\$300 limestone rock

\$200 concrete pad

\$75 epoxy kit

**\$1125 TOTAL**

'RAIN'

\$200 steel pipe, angle, tubing

\$300 powder coat

\$300 limestone rock

\$200 concrete pad

\$75 epoxy kit

**\$1075 TOTAL**

'RIVER'

\$200 steel sheet

\$300 powder coat

\$300 limestone rock

\$200 concrete pad

\$75 epoxy kit

**\$1075 TOTAL**



ADDITIONAL MATERIALS

\$300 shielding gas, welding wire

\$150 supplies

\$200 plaques

**\$4600 MATERIALS TOTAL ESTIMATE**

FABRICATION LABOR

'CLOUD'

32 hours

'KARST'

60 hours

'RAIN'

45 hours

'RIVER'

50 hours

TRANSPORTATION AND INSTALL LABOR

20 hours

**207 TOTAL HOURS @ \$50/hour**

**\$10,350 LABOR TOTAL**

**\$14,950 TOTAL PROJECT COST**

# Community Art Locations

Attachment C

Legend

4. Karst Muse

3. River Muse

2. Rain Muse

1. Cloud Muse

Helotes Creek Winery

Old Town Depot Antiques





**City of Helotes EDC  
AGENDA ITEM REQUEST FORM  
DATE: August 17, 2022**

- Agenda Placement:**  PUBLIC HEARING  
 CONSENT  
 STAFF/COMMITTEE REPORT  
 INDIVIDUAL  
 CLOSED

**CAPTION:**

Presentation of and discussion on the proposed FYE 2022-2023 HEDC Operating Budget.

**EXECUTIVE SUMMARY:**

The HEDC Finance Committee met on July 13, 2022 to prepare a draft for the proposed FYE 2022-2023 HEDC Operation Budget based upon the HEDC Strategic Work Plan. The proposed budget was presented during the July 20, 2022 HEDC Meeting.

The HEDC will hold one Public Hearing on the Proposed FY 2022 - 2023 HEDC Operating Budget on August 17, 2022. Helotes City Council will also hold two Public Hearings on August 25, 2022 and September 8, 2022. The budget will subsequently be approved by the HEDC on September 21, 2022 and by City Council on September 22, 2022.

**ATTACHMENTS:**

Attachment A: Presentation

Attachment B: Proposed FYE2023 Operating Budget

**PREPARED BY:** Glenn Goolsby, Interim Executive Director

**DATE SUBMITTED:** August 10, 2022

# 2022-2023 BUDGET PRESENTATION

PRESENTED TO HEDC BOARD — AUGUST 17, 2022

PRESENTED TO CITY COUNCIL - AUGUST 11, 2022



**ECONOMIC DEVELOPMENT  
CORPORATION**

Presented by:  
Glenn Goolsby  
Interim Executive Director



# FY22 – 23 PROPOSED BUDGET

The Proposed Budget has been developed to:

- Be consistent with the established mission, vision and goals of the Helotes Economic Development Corporation;
- Provide a fiscal plan to accomplish high priority action steps consistent with the Strategic Work Plan;
- Allocate resources to provide business development through effective communication, supporting existing businesses and recruit new businesses;
- Highlight how the allocation of HEDC financial and capital resources are targeted to achieve the HEDC's established mission, vision and goals

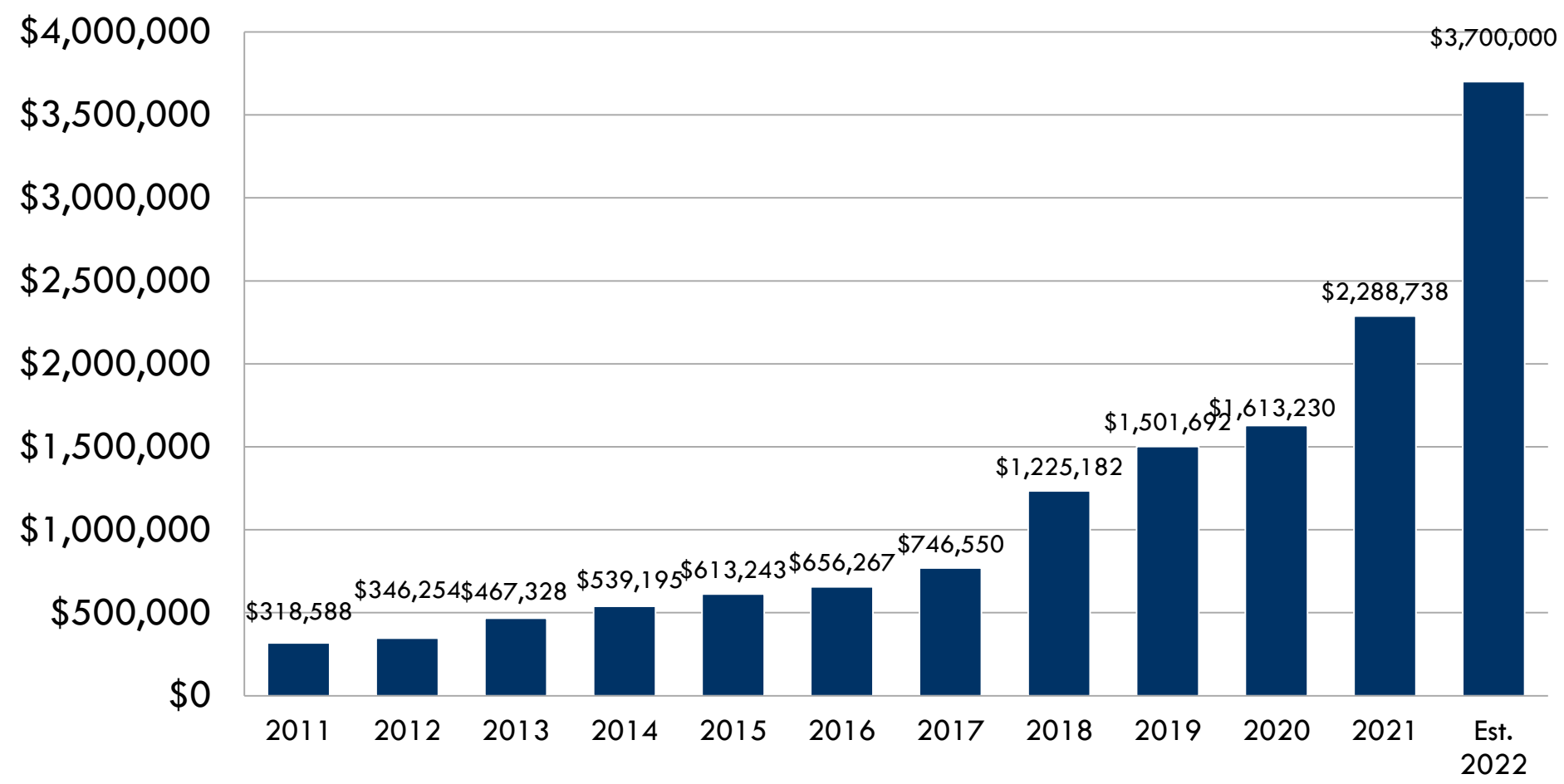
# SALES TAX



- Sales tax revenue is primary source for HEDC funding
- The HEDC receives a one-half percent (.50%) sales tax
- For the Proposed Budget, \$3,530,000 is projected to be collected by the HEDC from sales tax
- The HEDC anticipates approximately \$2,000,000 will be remitted in a Chapter 380 Agreement



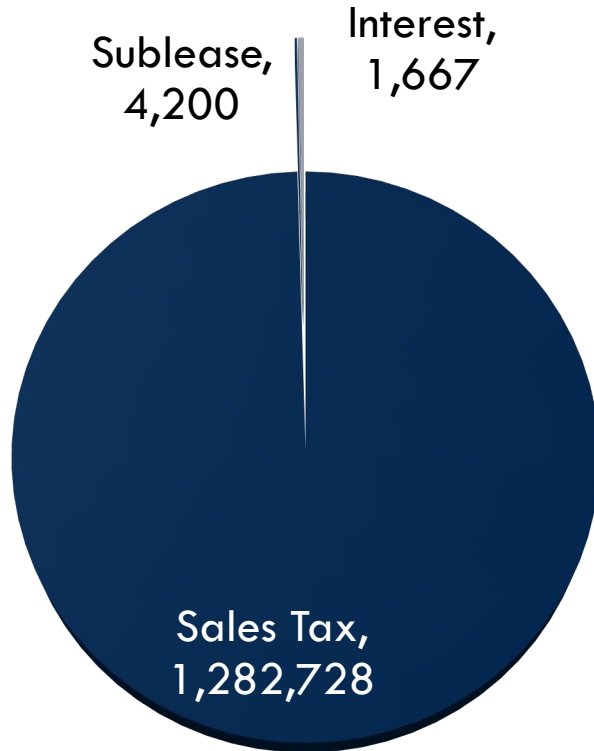
# TOTAL REVENUE



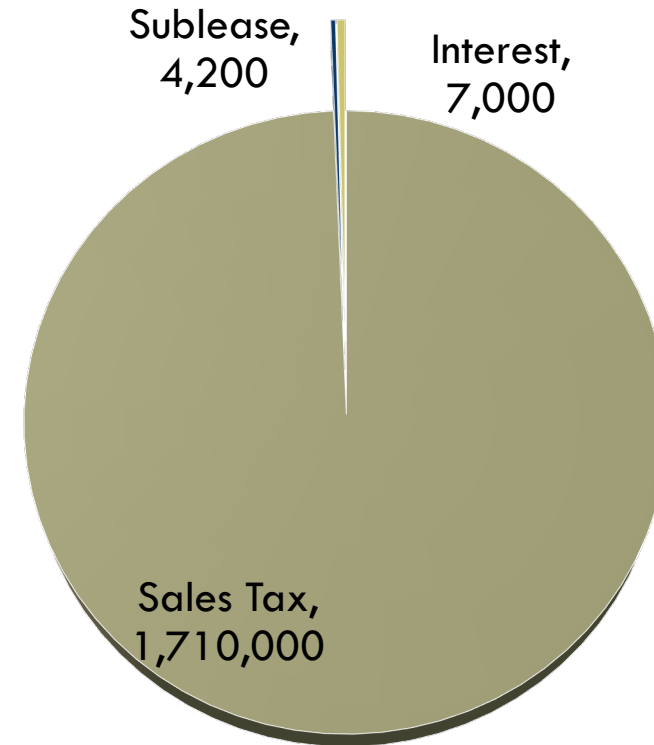
# REVENUE COMPARISON



### 2021 Revenue



### 2022 Est. Revenue





# FY 20-21 BUDGET - HEDC



	<b>Actual FY21</b>	<b>Adopted FY22</b>	<b>Projected FY22</b>	<b>Proposed FY23</b>
Personnel	\$ 92,575	\$ 95,994	\$ 94,800	\$ 115,574
Contractual Services	\$ 898,899	\$ 1,112,082	\$ 666,222	\$ 1,598,161
Commodities	\$ 18,411	\$ 19,550	\$ 16,650	\$ 2,349,450
Capital Outlay				
<b>Total Expenditures:</b>	<b>\$ 1,009,885</b>	<b>\$ 1,227,626</b>	<b>\$ 777,672</b>	<b>\$ 1,830,626</b>
<b>Percentage increase over Adopted Budget:</b>				<b>49.12%</b>

# PROGRAM CHANGES FY 22-23



- **510-5207 Tenant Improvement Grant**
  - \$150,000 – Tenant Improvement Program\*
    - Support new retail, office, and food/beverage-based business
    - Reimbursable grant – up to 50% of the cost not to exceed \$20,000
- **510-5217 Land Acquisition**
  - \$250,000 – Future Development
- **510-5223 Business Improvement Grant**
  - \$80,000 – E-Commerce Accelerator Incentive Program

# PROGRAM CHANGES FY 21-22



- **510-5228 Visitor Center**
  - \$50,000 to explore location for Visitor Center
- **510-5232 Arts Grant Incentive**
  - \$50,000 to continue the promotion of art projects
- **510-5233 Targeting Business Incentive**
  - \$400,000 to be used to attract specific developments
- **510-5333 380 Agreement Reimbursement**
  - \$2,000,000 - Texas Developers 380 Agreement

# PROGRAM CHANGES FY 22-23



- **510-5230 Marketing/City Events**
  - \$50,000 for City Events
    - MarketPlace - \$25,000
    - Cornyval Parade - \$17,000
    - July 4<sup>th</sup> - \$3,000
    - Christmas Parade - \$5,000

# PROGRAM CHANGES FY 22-23

- **510-5231 Capital Improvements**
  - LOMR – Engineer Services - \$25,000
  - Completion needed for Pedestrian Bridge – requirement
- **510-5503 Transfer Out to City**
  - Funding Agreement \$325,000

# FUND STATEMENTS

- The proposed expenditures for FY 22-23 is \$4,063,185 representing a 231% increase from the current year adopted budget.
- Factors for EDC Budget increase:
  - Business Incentives – new and current business development
  - 380 Agreement Reimbursement – increases with Sales Tax Revenue
  - Funding Agreement with City of Helotes

# FUND STATEMENTS



- Total revenue for FY 22-23 are projected to be \$3,551,200 representing a 224% increase from the current year adopted budget.
- To balance the proposed budget the HEDC will transfer \$511,985 from reserve funds.

# PROJECTED EDC FUND REVENUES/ALLOCATIONS FOR CURRENT FISCAL YEAR ENDING 9/30/22

<b>Beginning Balance 10/1/21</b>	<b>\$2,086,623</b>
Projected Revenues	\$1,721,200
Projected Expenses	-\$777,672
<b>Projected Unreserved Fund Balance 9/30/22</b>	<b>\$3,030,151</b>



# PROPOSED HEDC FUND BALANCE FY 2023

<b>Projected Beginning Balance 10/1/22</b>	<b>\$3,030,151</b>
Proposed Revenues	\$3,551,200
Proposed Expenses	-\$4,063,185
<b>Estimated Unreserved Fund Balance 9/30/23</b>	<b>\$2,518,166</b>

# NEXT STEPS



Friday, July 29, 2022	Publish Notice of Public Hearing
Wednesday, August 17, 2022	First Public Hearing for FY 2022-23 Proposed Budget
Thursday, August 25, 2022	First City Council Public Hearing for the FY 2022-23 Proposed Budget
Thursday, September 8, 2022	Second City Council Public Hearing for the FY 2022-23 Proposed Budget
Thursday, September 21, 2022	HEDC final approval of FY 2022-23 Proposed Budget

EDC 05

2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 APPROVED	Y-T-D ACTUAL	PROJECTED YEAR END	2022-2023 PROPOSED
---------------------	---------------------	-----------------------	-----------------	-----------------------	-----------------------

tt me t

NON-PROPERTY TAX													
401-3140	SALES TAX	\$	1,604,285.25	\$	1,274,241.69	\$	1,079,650.00	\$	1,831,992.86	\$	1,700,000.00	\$	3,530,000.00
401-3150	MIXED BEVERAGES	\$	8,945.16	\$	8,486.61	\$	6,500.00	\$	9,590.65	\$	10,000.00	\$	10,000.00
401-3160	SUBLEASE FROM CHAMBER	\$	-	\$	4,200.00	\$	4,200.00	\$	3,500.00	\$	4,200.00	\$	4,200.00
<b>TOTAL</b>		\$	<b>1,613,230.41</b>	\$	<b>1,286,928.30</b>	\$	<b>1,090,350.00</b>	\$	<b>1,845,083.51</b>	\$	<b>1,714,200.00</b>	\$	<b>3,544,200.00</b>

MISCELLANEOUS REVENUE													
406-1010	INTEREST	\$	14,410.32	\$	1,667.21	\$	5,000.00	\$	4,472.64	\$	7,000.00	\$	7,000.00
406-1060	TRANSFERS IN/OUT	\$	-	\$	-	\$	181,000.00	\$	-	\$	-	\$	511,985.00
<b>TOTAL MISC REVENUES</b>		\$	<b>14,410.32</b>	\$	<b>1,667.21</b>	\$	<b>186,000.00</b>	\$	<b>4,472.64</b>	\$	<b>7,000.00</b>	\$	<b>518,985.00</b>

PERSONNEL													
510-5101	SALARIES	\$	70,922.89	\$	73,168.20	\$	75,074.00	\$	63,453.70	\$	75,074.00	\$	90,000.00
510-5111	LONGEVITY	\$	1,220.00	\$	1,340.00	\$	1,560.00	\$	1,460.00	\$	1,460.00	\$	1,580.00
510-5113	BENEFITS	\$	17,287.29	\$	18,067.22	\$	19,360.00	\$	11,560.86	\$	18,266.00	\$	23,994.00
<b>PERSONNEL</b>	<b>TOTAL</b>	\$	<b>89,430.18</b>	\$	<b>92,575.42</b>	\$	<b>95,994.00</b>	\$	<b>76,474.56</b>	\$	<b>94,800.00</b>	\$	<b>115,574.00</b>

CONTRACTUAL SERVICES													
510-5201	MEMBERSHIPS, DUES & LICENSES	\$	19,632.80	\$	5,446.00	\$	16,000.00	\$	11,725.00	\$	15,805.00	\$	16,000.00
510-5202	AUDIT FEES	\$	3,300.00	\$	3,400.00	\$	3,500.00	\$	3,500.00	\$	3,500.00	\$	3,600.00
510-5203	SCHOOLS, SEMINARS, CONFERENCES	\$	79.00	\$	761.00	\$	3,200.00	\$	523.03	\$	2,500.00	\$	3,200.00
510-5204	INTL. CONF. SHOPPING CENTERS	\$	1,928.04	\$	-	\$	3,200.00	\$	-	\$	-	\$	3,200.00
510-5205	BANK FEES	\$	500.00	\$	210.00	\$	750.00	\$	-	\$	750.00	\$	1,000.00
510-5206	LEGAL FEES	\$	1,651.00	\$	247.00	\$	5,000.00	\$	2,359.00	\$	2,932.00	\$	7,500.00
510-5207	TENANT IMPROVEMENT					\$	150,000.00	\$	-	\$	60,000.00	\$	150,000.00
510-5208	CONC. DESIGN & LAND USE PLANS	\$	-	\$	6,000.00	\$	30,000.00	\$	1,450.00	\$	2,175.00	\$	30,000.00
510-5210	WORKSHOPS & PROMOTIONS	\$	-	\$	-	\$	3,000.00	\$	173.50	\$	500.00	\$	3,000.00
510-5211	MARKETING / TOURISM	\$	23,376.55	\$	27,144.00	\$	75,000.00	\$	30,717.45	\$	60,000.00	\$	80,000.00
510-5212	WEBSITE DEV. & MAINTENANCE	\$	7,929.09	\$	2,381.00	\$	5,000.00	\$	5,500.00	\$	6,000.00	\$	15,000.00
510-5214	MANAGED SVCS. AGREEMENT	\$	15,000.00	\$	36,000.00	\$	36,000.00	\$	36,000.00	\$	36,000.00	\$	30,000.00
510-5215	DEBT SERVICE	\$	329,210.22	\$	321,669.00	\$	322,112.00	\$	339,560.11	\$	339,560.00	\$	330,661.00
510-5216	SBLAP GRANTS * & ADMINISTRATION	\$	1,000.00	\$	450,850.00	\$	-					\$	-
510-5217	LAND ACQUISITION					\$	285,000.00	\$	285,000.00	\$	68,000.00	\$	250,000.00
510-5223	BUSINESS IMPROVEMENT GRANT					\$	80,000.00					\$	80,000.00
510-5224	OFFICE RENTAL	\$	9,700.00	\$	11,800.00	\$	13,200.00	\$	10,800.00	\$	13,000.00	\$	14,200.00
510-5225	OTHSD PARKING LOT LEASE	\$	4,959.85	\$	5,457.00	\$	6,120.00	\$	4,601.04	\$	5,500.00	\$	5,800.00
510-5228	VISITOR CENTER	\$	-	\$	-	\$	-					\$	50,000.00
510-5230	MARKETING/CITY EVENTS	\$	-	\$	23,586.00	\$	50,000.00	\$	50,000.00	\$	50,000.00	\$	50,000.00
510-5231	CAPITAL IMPROVEMENTS					\$	25,000.00	\$	-	\$	-	\$	25,000.00
510-5232	ARTS GRANT											\$	50,000.00
510-5233	NEW BUSINESS DEVELOPMENT INCENTIVE					\$	-	\$	-	\$	-	\$	400,000.00
<b>CONTRACTUAL SERVICES</b>	<b>TOTAL</b>	\$	<b>418,266.55</b>	\$	<b>898,899.22</b>	\$	<b>1,112,082.00</b>	\$	<b>781,909.13</b>	\$	<b>666,222.00</b>	\$	<b>1,598,161.00</b>

COMMODITIES													
510-5301	OFFICE SUPPLIES	\$	222.04	\$	245.00	\$	3,000.00	\$	62.62	\$	300.00	\$	3,000.00
510-5302	OPERATIONAL EXPENSES	\$	10,165.71	\$	17,105.00	\$	15,000.00	\$	13,169.81	\$	15,000.00	\$	20,000.00
510-5305	COMMUNICATION EQUIPMENT	\$	1,098.17	\$	1,061.00	\$	1,300.00	\$	782.09	\$	1,200.00	\$	1,200.00
510-5326	EXPENSE REIMBURSEMENT	\$	93.73	\$	-	\$	250.00	\$	-	\$	150.00	\$	250.00
510-5333	380 AGREEMENT REIMBURSEMENTS	\$	606,631.74	\$	-	\$	-	\$	-			\$	2,000,000.00
510-5503	TRANSFER OUT TO CITY	\$	-	\$	-	\$	-	\$	-			\$	325,000.00
<b>COMMODITIES</b>	<b>TOTAL</b>	\$	<b>618,211.39</b>	\$	<b>18,410.56</b>	\$	<b>19,550.00</b>	\$	<b>14,014.52</b>	\$	<b>16,650.00</b>	\$	<b>2,349,450.00</b>

<b>TOTAL REVENUES</b>		\$	<b>1,627,640.73</b>	\$	<b>1,288,595.51</b>	\$	<b>1,276,350.00</b>	\$	<b>1,849,556.15</b>	\$	<b>1,721,200.00</b>	\$	<b>4,063,185.00</b>
-----------------------	--	----	---------------------	----	---------------------	----	---------------------	----	---------------------	----	---------------------	----	---------------------

<b>TOTAL EXPENSES</b>		\$	<b>1,125,908.12</b>	\$	<b>1,009,885.20</b>	\$	<b>1,227,626.00</b>	\$	<b>872,398.21</b>	\$	<b>777,672.00</b>	\$	<b>4,063,185.00</b>
-----------------------	--	----	---------------------	----	---------------------	----	---------------------	----	-------------------	----	-------------------	----	---------------------

<b>TOTAL OVER &amp; UNDER</b>		\$	<b>501,732.61</b>	\$	<b>278,710.31</b>	\$	<b>48,724.00</b>	\$	<b>977,157.94</b>	\$	<b>943,528.00</b>	\$	<b>-</b>
-------------------------------	--	----	-------------------	----	-------------------	----	------------------	----	-------------------	----	-------------------	----	----------

**City of Helotes EDC**  
**AGENDA ITEM REQUEST FORM**  
**DATE: August 17, 2022**

**Agenda Placement:**  PUBLIC HEARING  
 CONSENT  
 STAFF/COMMITTEE REPORT  
 INDIVIDUAL  
 CLOSED

**CAPTION:**

Discussion of and action on submitting letters of recommendation to City Council for the reappointment of Blaine Lopez, Melody Cooper, and Gregory Hayden to the Helotes Economic Development Corporation Board of Directors; as required by the HEDC Bylaws Article Two: Section 2.1(e).

**EXECUTIVE SUMMARY:**

According to the HEDC Bylaws Article Two: Section 2.1(e) The Corporation may provide up to two nominees for each vacancy, term expiration, or replacement. The Corporation may submit a letter(s) of recommendation within sixty (60) calendar days, prior to the Term Expiration of any Director.

The Governance Committee is recommending the reappointment of the following nominees:

Place Two: Melody Cooper

Place Four: Blaine Lopez

Place Six: Gregory Hayden

**ATTACHMENTS:** N/A

**PREPARED BY:** Glenn Goolsby, Interim Executive Director

**DATE SUBMITTED:** August 10, 2022