



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 (late 7:10pm)
	Jeff Felty	Marian Mendoza, Ex-Officio

Staff: 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