



REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, January 18, 2017 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
Drue Helms
Wayne Stacey

Diane Anderson, Secretary
Carl Hale

Staff: Rick Schroder, Executive Director
Glenn Goolsby, EDC Specialist

Absent: Joel Lutz, Vice President
Kathryn Mitchell

1. **Call to Order.**

OPEN SESSION:

2. **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 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. 3 – 4):

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 Drue Helms to approve Items 3 thru 4. Motion carried unanimously.

3. ***Approval of the Regular Meeting Minutes dated November 16, 2016. (Staff)**

4. ***Approval of the Fiscal Year Ending (FYE) 2017 Revenue and Expenditure Report dated January 11, 2017. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. Presentation by Freese and Nichols, Inc. and discussion of and action on a Growth Management Plan for the City of Helotes and its Extraterritorial Jurisdiction.

Dan Sefko presented the final plan and highlighted 4 priority development areas as well as the importance for the City to become Home Rule.

Motion was made by Wayne Stacey, second by Diane Anderson to direct staff to work with Freese and Nichols to address final changes and bring the document back for approval during the next EDC Meeting. Motion carried unanimously.

6. Presentation by Retail Strategies and discussion of and direction on retail recruitment within the City of Helotes.

Ashton Arrington updated the Board on prospect contacted totaling 64 and 9 leads generated YTD. She also stated they are encouraged about the growth potential with three new prime sites being placed on the market that were previously unavailable.

No action taken.

7. Discussion of and action on the release of the final payment to Terra Design Group in the amount of Thirty-six Thousand and Seventy-eight Dollars and No Cents (\$36,078.00), pursuant to Invoice No. 05-1939 dated 05/13/2016, for the *Improving Old Town Helotes Bicycle and Pedestrian Facilities Project* following City of Helotes Economic Development Corporation and City Council consensus to withhold the same payment on July 14, 2016 and July 21, 2016, respectively.

Rick Schroder updated the Board that after speaking with our attorneys they suggested we release the final payment to Terra Design Group.

Motion was made by Diane Anderson, second by Wayne Stacey to approve the final payment. Motion carried unanimously.

8. Discussion of and action on the FYE 2017 Work Plan, pursuant to Article IV, Section 4.1 of the EDC Bylaws. (Staff)

Motion was made by Diane Anderson, second by Wayne Stacey to approve the FYE 2017 Work Plan. Motion carried unanimously.

9. Staff report.

a. Commercial Development Update.

Glenn Goolsby discussed the status of current commercial developments. Rick Schroder updated the Board on pending utility improvements.

Adjourn the regular meeting of the EDC Board of Directors.

President Wootton adjourned the meeting at 8:43 p.m.



Rick A. Schroder
Executive Director