



**CITY OF HELOTES
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING MINUTES**

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a regular meeting on Wednesday, December 18, 2013 at 6:00 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: Keith Muhlestein, Secretary
Cynthia Massey
Bert Buys
Pat Wootton
Caleb Rackley

Staff: Glenn Goolsby, EDC Specialist

Absent:

Board Members: Ardith Garner, President
Drue Helms

1. Call to order.

Secretary Muhlestein called the meeting to order at 6:17 p.m.

OPEN SESSION:

2. Public comment.

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.

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 at the beginning of the meeting. Motion was made by Pat Wootton, second by Bert Buys to approve item 3 as amended and item 4 as presented. Motion carried unanimously.

3. *Approval of the meeting minutes dated November 20, 2013. (Staff)

4. *Approval of the monthly Revenue and Expenditure Report dated December 12, 2013. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. Discussion, direction, and / or appropriate action on the design and construction of water and sewer utilities along State Highway 16 between Scenic Loop Road and Circle A Trail, including, but not limited to, the following: (Staff)

- a. Update on project engineering and associated contract; and

b. San Antonio Water System participation.

Glenn Goolsby stated LNV has completed right-of-way marking and is continuing to move forward. He also informed the Board staff was still in negotiations with SAWS on project funding.

6. Discussion, and / or direction on the development of program guidelines for the Business Improvement Grant for Small Businesses. (Staff)

After discussion the Board directed staff to incorporate an arbitration provision, a signer authorization provision, full agreement statement, and other minor changes. Direction was also given to bring back the document with only the requested modifications.

7. EDC Specialist report on results from a Traffic Count Study performed by LNV Engineering within the City of Helotes. (Staff)

Mr. Goolsby discussed the recent Traffic Study and commented on the volume of traffic along Bandera Road had increased from 33,000 to 39,000 vehicles per day, Bandera Road at Scenic Loop increased from 16,400 to 19,200, and Leslie Road had increased from 8,500 to 17,600 vehicles per day. He stated possible reasons for the increased traffic were related to new home developments and Walmart.

8. Discussion, direction, and / or appropriate action regarding eligible economic development incentives offered by the City of Helotes EDC to primary employers to incentivize relocation into the City on or near property located at 15030 E. Bandera Rd., Helotes, Texas 78023 (Staff)

Mr. Goolsby presented the merits of attracting a primary employer and recent incentives offered by other jurisdictions. Direction was given to move forward with attracting a primary employer.

9. Discussion, direction, and / or appropriate action regarding commercial developments within the City of Helotes. (Staff)

Mr. Goolsby updated the Board on the status of ongoing commercial projects including Shops at Old Town Helotes, Helotes Town Center, Tractor Supply, and openings of One Vapor Place and Title Max.

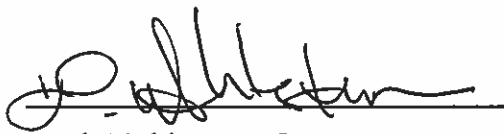
10. Discussion, direction, and / or appropriate action regarding a proposal from John Almarez of 360 Zone to produce Google 360 tours and still photography for qualified businesses in the City of Helotes. (Staff)

Mr. Goolsby informed the Board he had spoken with 58 businesses about participating in 360 virtual tours since the last meeting. The overwhelming majority were interested and were excited to hear that the EDC was looking to help fund such a project. After discussion, the Board requested Mr. Goolsby include in the contract that at least 58 businesses must be served and provide a status report at each EDC Meeting.

Motion was made by Pat Wootton, second by Bert Buys to approve an expenditure of \$1,000 per month for a total of \$10,000 for 10 months. 4 – Ayes and 1 – Abstention, Caleb Rackley

Adjourn the regular meeting of the EDC Board of Directors.

Secretary Muhlestein adjourned the meeting at 7:55 p.m.



Keith Muhlestein, Secretary