



## REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, April 19, 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  
Diane Anderson, Secretary  
Carl Hale  
Wayne Stacey

Joel Lutz, Vice President  
Kathryn Mitchell

**Staff:** Glenn Goolsby, EDC Specialist

**Absent:** Drue Helms

**1. Call to Order.**

President Wootton called the meeting to order at 7:07 p.m.

**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 – 6):**

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 Wayne Stacey to approve Items 3 and 4. Motion carried unanimously.

- 3. \*Approval of the Regular Meeting minutes dated March 15, 2017. (Staff)**
- 4. \*Approval of the Fiscal Year Ending (FYE) 2017 Revenue and Expenditure Report dated April 13, 2017. (Staff)**

## **ITEMS FOR INDIVIDUAL CONSIDERATION:**

### **5. Presentation by Armstrong, Vaughan, & Associates, P.C. and discussion of and action on the Fiscal Year Ending 2016 Audit for the City of Helotes Economic Development Corporation. (Auditor)**

Kim Roach with Armstrong Vaughan and Associates presented the FYE 2016 Audit to the Board of Directors. Mrs. Roach stated, "the EDC received the highest rating her firm could provide, an unmodified opinion." She also commented the EDC maintained a healthy Balance Sheet with \$703,464 in cash assets.

Motion was made by Diane Anderson, second by Wayne Stacey to approve the FYE 2016 Audit. Motion carried unanimously.

### **6. Discussion of and action on amending a 380 Economic Development Agreement between the EDC and Slim Texas, LLC. (Slim Chickens Restaurant) for the provision of sales tax grants; and authorizing the Executive Director to negotiate, execute, and take all necessary steps to implement the provisions of this amendment; providing for severability; repealing any other provisions in conflict herewith; and setting an effective date. (Staff)**

Sergio Beltran with Slim Chickens requested a cash advance on their approved Chapter 380 Agreement, stating development cost have continued to rise and have now exceeded \$346,000.00.

No action taken.

President Wootton adjourned the open session at 7:30 p.m. and convened into closed session.

## **CLOSED SESSION:**

Closed Session in accordance with Texas Government Code 551.087 *Deliberations about Economic Development* and 551.074 *Deliberations about 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:

- Texas Government Code 551.087 *Deliberations about Economic Development* on amending a 380 Economic Development Agreement between the EDC and Slim Texas, LLC. (Slim Chickens Restaurant) for the provision of sales tax grants; and authorizing the Executive Director to negotiate, execute, and take all necessary steps to implement the provisions of this amendment; providing for severability; repealing any other provisions in conflict herewith; and setting an effective date.
- Texas Government Code 551.074 *Deliberations about Personnel Matters* on the appointment of Glenn Goolsby, Economic Development Specialist, to Assistant Director of Economic Development and a commensurate increase in compensation.

President Wootton reconvened into open session at 8:00 p.m. and stated no action had been taken during Closed Session.

**OPEN SESSION:**

**7. Staff Report: Commercial Development Update.**

Glenn Goolsby updated the Board on the status of new developments and other capital improvement projects around the City of Helotes.

No action taken.

**8. Discussion of and action on the appointment of Glenn Goolsby, Economic Development Specialist, to Assistant Director of Economic Development and a commensurate increase in compensation. (Executive Director)**

Motion was made by Wayne Stacey, second by Joel Lutz to promote Glenn Goolsby to Assistant Director of Economic Development and a commensurate salary of \$57,026.00. Motion carried unanimously.

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

President Wootton adjourned the meeting at 8:07 p.m.



Rick A. Schroder  
Executive Director