



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, June 15, 2016 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
Keith Muhlestein, Vice President
Carl Hale
Kathryn Mitchell
Joel Lutz

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

Absent:

Board Members: Diane Anderson, Secretary
Drue Helms

President Pat Wootton called the Regular Meeting to order at 7:05 p.m.

OPEN SESSION:

1. 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. 2 – 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 Keith Muhlestein, second by Carl Hale to approve Items 2 thru 4 as written. Motion carried unanimously.

- 2. *Approval of the Regular Meeting Minutes dated April 20, 2016. (Staff)**
- 3. *Approval of the monthly Revenue and Expenditure Report dated June 9, 2016. (Staff)**
- 4. *Approval of the Quarterly Investment Report dated March 30, 2016. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. Discussion of and action on a Parking Lot Lease Agreement between the City of Helotes and Uvalda Terry and heirs for property located at 14392 Old Bandera Road.

Glenn Goolsby discussed the Parking Lot Lease Agreement and stated Martin Terry had provided written notice to terminate the current agreement. Mr. Terry subsequently requested the City to consider signing a new one year Lease Agreement for an amount of \$500.00 per month plus consideration of site improvements. The Board directed staff to negotiate with Mr. Terry on a five year lease including language for deducting any site improvements from the monthly payment, a 30 day termination notice with a prorated reimbursement for site improvements, right of first refusal, and no towing of vehicles.

6. Staff Report:

- a. **Commercial development update;**
- b. **Promotional booklet; and**
- c. **Update on ICSC contacts.**

Mr. Goolsby updated the Board on Item 6(a) current and pending commercial developments; Item 6(b) provided a sample of the promotional booklet that will be mailed to prospects; Item 6(c) provided the Board a list of all contact and leads made during ICSC RECon.

Adjourn the regular meeting of the EDC Board of Directors.

President Wootton adjourned the meeting at 7:42 p.m.



Rick A. Schroder
Executive Director