



MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, June 17, 2020 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: *Ron Lane, Vice-President* *Kathryn Mitchell, Secretary*
 Stephanie "Stevie" Seitz *Matthew McCrossen*
 John Kodosky *Phyllis Jackson*

Staff: *Marian Mendoza, Executive Director*
 Glenn Goolsby, Assistant Director

Absent: *Blaine Lopez, President*

1. Call to Order.

Ron Lane, Vice-President called the meeting to order at 7:11 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 and its Extraterritorial Jurisdiction (ETJ) 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.

Brad Graves, Chairman of the Helotes Area Chamber of Commerce stated he looks forward to a continued relationship with the HEDC and is here to answer any questions regarding a sublease.

Lydia McCloskey, board members of the Helotes Area Chamber of Commerce and a local business owner of SurGIS of Texas stated as a business owner the importance of having a local chamber of commerce. She expressed concern over the proposed increase in lease payment and considering the amount a space being utilized by the chamber feels that their counter offer is reasonable.

CONSENT AGENDA (ITEM NOS. 3 – 4):

All items marked with an asterisk (*) on the consent agenda were voted on as a group. Motion was made by Matthew McCrossen, second by Kathryn Mitchell to approve Items 3 & 4 as written. Motion carried unanimously.

3. *Approval of the minutes of the HEDC Meetings dated December 18, 2019, April 30, 2020, and May 13, 2020. - Staff
4. *Approval of the EDC Fiscal Year Ending (FYE) 2020 Revenue and Expense Report dated June 10, 2020. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Discussion of and action to enter into a Sublease Agreement for shard office space located at 12682 F.M 1560 West Suite 105, Helotes, Bexar County, Texas with the Helotes Area Chamber of Commerce. – Marian Mendoza, Executive Director**

Motion made by Matthew McCrossen, second by John Kodosky to discuss and take action on Item 5.

Marina Mendoza presented the sublease agreement and how staff determined the lease rate.

Motion was made by Matthew McCrossen, second by Kathryn Mitchell to amend the sublease agreement in the amount of \$300 per month until September 30, 2020 and to include a provision to end the sublease with 60-day notice, if the EDC relocates or the property is sold. Motion carried unanimously.

6. **Discussion of utilizing Economic Development Corporation funds for City events that promote local businesses as permitted under Texas Local Government Code Section 380.001 (b) Economic Development Programs and Section 505.103 Limitation on Use of Revenues for Promotional Purposes. – Stevie Seitz, Board of Directors Member**

Motion to discuss made by Matthew McCrossen, second by Kathryn Mitchell. All in favor.

Stevie Seitz presented why she felt the EDC should expend monies to support City events that bring in tourist.

Direction was given to bring the item back at the next EDC meeting with the expenditure of each event and how monies would be utilized to support and market those events.

Adjourn the regular meeting of the EDC Board of Directors.

President Lopez adjourned the meeting at 8:22 p.m.


Marian Mendoza
Executive Director