



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 Thursday, August 17, 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  
Diane Anderson, Secretary  
Kathryn Mitchell  
Carl Hale  
Joel Lutz

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

**Absent:**

Board Members: Drue Helms

1. **Call to Order.**

President Wootton called the meeting to order at 7:00 p.m.

**OPEN SESSION:**

2. **Public Hearing.**

To give all interested persons the right to appear and be heard on the adoption of operating and capital budgets for the Fiscal Year Ending (FYE) 2017. The proposed EDC FYE 2017 budgets include economic development "Projects," as defined by Art. 5190.6 Development Corporation Act of 1979, Secs. 2 and 4(B) of Vernon's Texas Civil Statutes. The proposed budgets are posted on the front page of the EDC website, [www.helotesedc.com](http://www.helotesedc.com), and on the City's public notice board.

No public comment.

3. **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. 4 – 6):**

President Wootton pulled the consent items for discussion.

**4. \*Approval of the Special and Joint Meeting Minutes dated July 14, 2016. (Staff)**

Director Muhlestein requested a summary of where the EDC stands regarding the Helotes Creek Linear Park Project.

Discussion included the estimated cost of the project and the Board decision to rescind the grant. Director Muhlestein requested the EDC consider filing suit against Terra Design for non-compliance.

**5. \*Approval of the monthly Revenue and Expenditure Report dated August 11, 2016. (Staff)**

**6. \*Approval of Quarterly Investment Report dated June 30, 2016. (Staff)**

All items marked with an asterisk (\*) on the consent agenda were voted on as a group after discussion. Motion was made by Keith Muhlestein, second by Dian Anderson to approve Items 4 thru 6 as amended. Motion carried unanimously.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

**7. Presentation by EDC Staff and discussion of and action on the EDC Fiscal Year Ending (FYE) 2017 Operating and Capital Budgets.**

Glenn Goolsby presented the proposed FYE 2017 Budget to the Board and stated another presentation will be held on September 21, 2016.

**8. Discussion of and action on the creation of a marketing program providing Google 360 Virtual Tours to businesses located within the corporate City limits. (Staff)**

Glenn Goolsby introduced the item and discussed how the program could be structured to benefit Helotes businesses.

Motion was made by Keith Muhlestein, second by Kathryn Mitchell to approve the program with an amount not to exceed \$8,000.00 beginning October 1, 2016. Motion carried unanimously.

**9. Discussion of and action on the Helotes Area Chamber of Commerce Awards Dinner, including a table sponsorship, for the Board of Directors and Staff. (Staff)**

Joel Lutz filed a conflict of interest affidavit and refrained from discussion and voting on this item. Joel Lutz sits on the Board of Directors for the Helotes Area Chamber of Commerce.

Glenn Goolsby introduced the item. Discussion included how the EDC could support the Chamber.

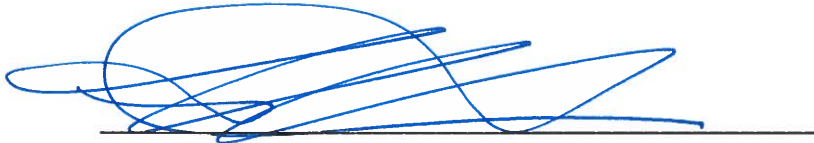
Motion was made by Keith Muhlestein, second by Carl Hale to sponsor the event at \$750.00 level. Motion carried; 5 – Ayes, 0 – Nays, 1 – Abstain: Joel Lutz.

10. Staff Report:
  - a. Commercial development update; and
  - b. Hotel Feasibility Study.

Glenn Goolsby informed the Board of new businesses opening and potential prospects. He also stated staff was in the process of securing a contract from Spurrier Consulting to perform a hotel feasibility study.

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

President Wootton adjourned the meeting at 8:08 p.m.



Rick A. Schroder  
Executive Director