



REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, September 20, 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* *Joel Lutz, Vice President*
 Diane Anderson, Secretary *Carl Hale*
 Kathryn Mitchell *Wayne Stacey*

Staff: *Glenn Goolsby, Assistant Director*
 Susan Darst, Assistant to the City Administrator

Absent: *Jim Meadows*

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 proposed EDC Maintenance & Operating, Interest & Sinking, and Capital Budgets for Fiscal Year Ending (FYE) 2018. Proposed EDC budgets include economic development "Projects," as defined by Art. 5190.6 Development Corp. Act of 1979, Secs. 2 & 4(B) of Vernon's Texas Civil Statutes.

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 and its Extraterritorial Jurisdiction 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 – 7):

All items marked with an asterisk (*) on the consent agenda were voted on as a group after discussion. Motion was made by Wayne Stacey, second by Kathryn Mitchell to approve Items 4 and 7, as written. Motion carried unanimously.

4. ***Approval of the minutes of the Regular Meeting dated August 16, 2017. (Staff)**
5. ***Approval of the FYE 2017 Revenue and Expenditure Report dated September 14, 2017. (Staff)**
6. ***Approval of the Quarterly Investment Report dated June 30, 2017. (Staff)**
7. ***Approval of a Resolution by the Board of Directors of the EDC adopting an Investment Policy and Strategy for public investment purposes for FYE 2018. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

8. **Discussion of and action on a Resolution by the Board of Directors of the EDC approving appropriations for the EDC's FYE 2018 Maintenance & Operating, Interest & Sinking, and Capital Budgets beginning October 1, 2017 and ending September 30, 2018 to support the EDC's programs, "Projects," as defined by Art. 5190.6 Development Corp. Act of 1979, Secs. 2 & 4(B) of Vernon's Texas Civil Statutes, and cooperatives; authorizing the EDC Executive Director to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. (Staff)**

Glenn Goolsby presented the budget and reviewed changes staff made to incorporate two incentive programs, including increased funds to Conceptual Design / Land Use Planning and Small Business Incentive Program.

Motion was made by Wayne Stacey, second by Carl Hale to authorize the Executive Director to take all necessary steps to implement the provisions of this Resolution; incorporating recitals; providing for severability; and adopting an effective date. Motion carried unanimously.

9. **Discussion of and action on sponsorship for the Helotes Area Chamber of Commerce's Awards Dinner on November 18, 2017. (Staff)**

Motion was made by Diane Anderson, second by Carl Hale to discuss and take action on Item 9.

Glenn Goolsby presented an opportunity for the EDC to sponsor the Helotes Area Chamber of Commerce's business Awards Dinner.

Motion was made by Kathryn Mitchell, second by Wayne Stacey to sponsor the event at the silver level. Motion carried unanimously.

10. **Discussion and action on the election of officers for the EDC Board of Directors, as required by the EDC Restated and Amended Articles of Incorporation, Article Ten Board of Directors, including, but not limited to, President, Vice-President, and Secretary. (Staff)**

The Board of Directors voted to maintain the current officers. All in favor.

President Wootton adjourned the Regular Meeting at 7:35 p.m. and went into Closed Session.

CLOSED SESSION:

11. **Closed Session in accordance with Texas Government Code 551.072 *Deliberations about Real Property*. 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 551.072 *Deliberations about Real Property* and the purchase or lease thereof within the City of Helotes' corporate limits, including, but not limited to, the relocation of the EDC corporate office(s).**

President Wootton reconvened the regular meeting to order at 8:08 p.m. and stated no actions had been taken during the Closed Session.

12. **Discussion of and action on matters discussed in Closed Session regarding the purchase or lease of real property within the City of Helotes' corporate limits for the relocation of the EDC corporate office(s). (Staff)**

Motion was made by Wayne Stacey, second by Diane Anderson to negotiate a lease agreement with Ken Dempsey for property located at the Shops at Old Town Helotes. Motion carried unanimously.

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

Glenn Goolsby updated the board on current and planned commercial developments. No action taken.

Adjourn the regular meeting of the EDC Board of Directors.

President Wootton adjourned the meeting at 8:20 p.m.



Rick A. Schroder
Executive Director