



CITY OF HELOTES
ECONOMIC DEVELOPMENT CORPORATION
MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a regular meeting on Wednesday, August 19, 2015 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: Ardith Garner, President
 Drue Helms, Vice President
 Pat Wootton
 Caleb Rackley
 Kathy Oliver
 Carl Hale

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

Absent:

Board Members: Keith Muhlestein, Secretary

Call Regular Meeting to Order at 7:00 p.m.

OPEN SESSION:

1. 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) 2016. The proposed EDC FYE 2016 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, and on the City's public notice board.

President Garner opened the public hearing at 7:01 p.m. With no public comment, the hearing was closed at 7:02 p.m.

2. Public comment.

The EDC cannot discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). 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 - 5):

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 Pat Wootton, second by Drue Helms to approve items 3 thru 5 as written. Motion carried unanimously.

3. *Approval of the meeting minutes dated July 15, 2015. (Staff)
4. *Approval of the monthly Revenue and Expenditure Report dated August 12, 2015. (Staff)
5. *Approval of the Quarterly Investment Report dated June 30, 2015. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

6. Discussion of and action on amendments to the Agreement for Management Services between the City of Helotes and Helotes EDC. (Staff)

President Garner recommended postponing discuss until she had time to review with Mayor Schoolcraft.

Motion was made by Pat Wootton, second by Cathy Oliver to postponed discussion until the next regular meeting. Motion carried unanimously.

7. Discussion of and direction on the EDC Fiscal Year Ending (FYE) 2016 Operating and Capital Budgets. (Staff)

Rick Schroder discussed revisions made to the budget document, in particular with the addition of \$46,000.00 for an ETJ Development Plan.

8. Discussion of and action on an Agreement between the EDC and Retail Strategies for retail analytics and recruitment within the City of Helotes. (Staff)

Rick Schroder highlighted the service Retail Strategies would be performing under the contract. Caleb Rackley asked we fortify section 13.

Motion was made by Carl Hale, second by Pat Wootton, to amend the contract to include quarterly presentations, verify the Helotes ETJ in included, and allow the Executive Director to execute the agreement pending Attorney review. Motion carried unanimously.

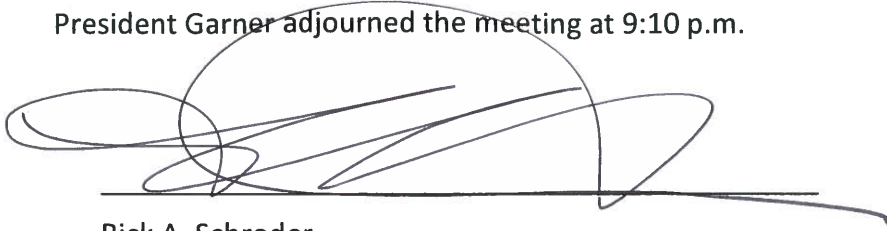
9. Staff Report:

- a) **Water and sewer utilities along State Highway 16 between, generally, Scenic Loop Road and Circle A Trail;**
- b) **Helotes Creek Linear Park Transportation Enhancement Project;**
- c) **Marketing plan implementation; and**
- d) **Commercial development update.**

Glenn Goolsby updated the board regarding the status of water and sewer plan submittal and change order request from LNV. The board give direction to Rick Schroder to approve the request. Mr. Goolsby presented a revised trail alignment for the Helotes Creek Linear Park and stated efforts were being made to contact property owners to request easments. He also updated the board on the status of prior approved marketing items, including brochure printing, videography, and other marketing materials. Mr. Goolsby ended with an update on the status of pending commercial developments.

Adjourn the regular meeting of the EDC Board of Directors.

President Garner adjourned the meeting at 9:10 p.m.



Rick A. Schroder
Executive Director

