



## SPECIAL MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Special Meeting on Wednesday, May 13, 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:**      *Blaine Lopez, President*      *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:**

**1. Call to Order.**

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

**PUBLIC HEARING:**

**2. Public Hearing on a proposal for the City of Helotes Economic Development Corporation (HEDC) to fund a Small Business Assistance Program that will offer zero (0%) interest loans to businesses in the City of Helotes that have been impacted by COVID 19. The program qualifies as an economic development "Project", as defined by Texas Local Govt. Code Chapter 505 Type B Corporations.**

President Lopez opened the public hearing at 7:02 p.m. With no one signing up to speak; the hearing was closed at 7:02 p.m.

**OPEN SESSION:**

**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 (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.***

No citizens to be heard.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

- 4. Discussion of and action on a Resolution of the City of Helotes Economic Development Corporation (HEDC) approving a project to establish a Small Business Loan Assistance Program that will offer zero (0%) interest loans to businesses within the corporate limits of Helotes that have been impacted by the coronavirus (COVID-19); and authorizing the HEDC Executive Director to take all necessary steps to implement the provisions of this Resolution. (Staff)**

Motion was made by Matthew McCrossen, second by Kathryn Mitchell to discuss and take action on Item 4.

Marian reviewed comments made by the Board during the last meeting and stated she was in negotiation with BCL of Texas for loan program administration.

Motion to approve the Small Business Loan Assistance Program carried unanimously.

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

President Lopez adjourned the meeting at 7:20 p.m.

  
Marian Mendoza  
Executive Director