



## REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, July 23, 2018 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*                      *Kathryn Mitchell*  
                                 *Wayne Stacey*

**Staff:**                      *Rick Schroder, Executive Director*  
                                 *Glenn Goolsby, Assistant Director*

**1. Call to Order.**

President Wootton called the meeting to order at 7:00 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 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. 3 – 4):**

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 3 & 4, as written. Motion carried unanimously.

**3. \* Approval of the minutes of the EDC Regular Meeting dated June 20, 2018. (Staff)**

**4. \*Approval of the EDC Fiscal Year Ending (FYE) 2018 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated July 13, 2018. (Staff)**

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

- 5. Presentation by Retail Strategies and discussion of and direction on an Agreement to Provide Professional Consulting and Related Services between the EDC and Retail Strategies dated October 1, 2018, including, but not limited to, Retail Strategies' scope of services, performance, and related retail recruitment within the City of Helotes. (Staff)**

Christopher Bontrager and Dalton Dillard presented efforts made by Retail Strategies to recruit retailers to Helotes. They stated over 150 companies had been contacted and several were in serious discussion about locating to Helotes.

- 6. Discussion of and action on amendments to the Article Ten Board of Directors of the Restated and Amended Articles of Incorporation of the City of Helotes Economic Development Corporation dated June 25, 2018 modifying regulations limiting the number of permissible Directors residing outside the City's corporate limits. (President Wootton)**

Motion to discuss made by Joel Lutz, second by Kathryn Mitchell.

Motion was made by Wayne Stacey, second by Diane Anderson to amend Article Ten by removing the residency restriction and add language to allow business owners within Helotes to be appointed to the Board of Directors. Motion carried unanimously.

- 7. Discussion of and action on a recommendation to the City Council of the City of Helotes, Texas on the appointment of the following individuals to the City of Helotes EDC Board of Directors:**
- **Bill Putty; and**
  - **Stephanie "Stevie" Seitz. (Mayor Schoolcraft)**

Motion to discuss made by Diane Anderson, second by Kathryn Mitchell.

Motion was made by Joel Lutz, second by Diane Anderson to recommend the appointment of Bill Putty and Stevie Seitz to the EDC Board of Directors. Motion carried unanimously.

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

President Wootton adjourned the meeting at 7:40 p.m.



Rick A. Schroder  
Executive Director