



## SPECIAL MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Special Meeting on Wednesday, August 12, 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*  
                                 *Matthew McCrossen*      *John Kodosky*  
                                 *Phyllis Jackson*

**Staff:**      *Marian Mendoza, Executive Director*  
                         *Glenn Goolsby, Assistant Director*

**Absent:**      *Kathryn Mitchell, Secretary*      *Stephanie "Stevie" Seitz*

**1. Call to Order.**

President, Blaine Lopez called the meeting to order at 7:04 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 (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 comments.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

- 3. Discussion of and action on a Resolution of the City of Helotes Economic Development Corporation (EDC) amending Resolution No. 20-001 by converting the Small Business Loan Assistance Program (the "Loan Program") into a Small Business Grants Assistance Program (the "Grants Program"); approving all previously awarded loans be included in the Grants Program; and authorizing the EDC Executive Director to take all necessary steps to implement the provisions of this Resolution. (Staff)**

Marian Mendoza presented the Item stating the HEDC had previously approved \$300,000.00 for a Small Business Loan Assistance Program and \$36,000.00 for the administration of said program. Since launching the program the EDC has funded three applicants and pending one more. Mrs. Mendoza also mentioned staff was recently made aware the EDC is eligible to receive up to \$300,000.00 from Bexar County through the CARES Act to fund Micro to Small Business Grants within the City of Helotes. Staff is now recommending the board consider converting the current loan program into a grant program.

Motion was made by Matthew McCrossen, second by John Kodosky to discuss and take action on the Item as written. Motion carried unanimously.

President Lopez asked how many of the existing borrowers would have qualified for the proposed grant program. Mrs. Mendoza stated all but one applicant. Director Kodosky suggested the EDC could reduce the administration cost of the loan program if all existing loans were converted to grants.

Motion to amend was made by Matthew McCrossen, second by John Kodosky to include converting all existing loans to grants. Motion carried unanimously.

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

President Lopez adjourned the meeting at 7:30 p.m.

  
Marian Mendoza  
Executive Director