



The City of Helotes Economic Development Corporation (EDC) Board of Directors will meet for a Special Meeting on Wednesday, August 14, 2019 at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This is an open meeting, subject to the open meeting laws of the State of Texas.

1. Call to order.

PUBLIC HEARING:

2. Public Hearing on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2020. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 *Type B Corporations*. EDC FYE 2020 "Projects" include the following expenditures: Maintenance & Operating; Interest & Sinking (Debt Service); Personnel & Benefits; Office Rental; Memberships; Audit Fees; Conferences, Workshops & Seminars; Legal & Financial Fees; Conceptual Design / Land Use / Retail Recruitment / Capacity Analysis Consultants; Marketing & Social Media Campaigns; Website(s) Development & Maintenance; Managed Services Agmt. w/ City; Old Town Helotes Special District Pedestrian Bridge & Parking Lot Lease Agmt.; Land Acquisition; Economic Development Grants & Incentives; Ch. 380 Economic Development Agmt. Reimbursements; City Gateway Signage; Google 360 Tours; City Visitor's & Tourism Center; and Municipal Development District Creation.

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.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Helotes City Hall is wheelchair accessible, and accessible parking spaces are available. In compliance with the Americans with Disabilities Act, the City of Helotes will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received forty-eight (48) hours prior to the meeting. Please contact the City Secretary's Office at 210.695.5911 or by facsimile at 210.695.2123.

CONSENT AGENDA (ITEM NOS. 4 – 6):

All Consent Agenda items listed below are considered routine by EDC Staff and are intended to be enacted by one motion. There will be no separate discussion of these items, unless a Director requests it, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

4. Approval of the minutes of the EDC Regular Meeting dated June 19, 2019. (Staff)
5. Approval of the EDC Fiscal Year Ending (FYE) 2019 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated August 5, 2019. (Staff)
6. Approval of the EDC Quarterly Investment Report dated June 30, 2019. (Staff)

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. Discussion of and direction on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2020. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 *Type B Corporations*. (Staff)
8. Discussion of and action on sponsoring the Helotes 0.5K Challenge hosted by the Helotes Chamber Foundation. (Staff)
9. Staff Updates:
 - Work completed and/or in progress since June 19, 2019; and
 - Current and proposed commercial developments with the City of Helotes.

Adjourn.

The EDC Board of Directors reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting be open to the public, in accordance with Texas Government Code, Chapter 551 *Open Meetings*, Subchapter D *Exceptions to Requirement that Meetings be Open*. No action may be taken in Closed Session.

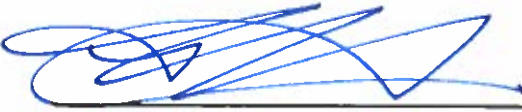
A quorum of the City Council and/or other City Boards, Committees, or Commissions may be present at this meeting. The City Council and/or other City Boards, Committees, or Commissions may not take action regarding public business or policy.

I certify that this Agenda was posted on August 8, 2019 at 5 p.m.

Attest:



Glenn Goolsby
Assistant Director



Rick A. Schroder
Executive Director

HEARST

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SAN ANTONIO EXPRESS NEWS AFFIDAVIT OF PUBLICATION

STATE OF TEXAS:
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared. Lynette Nelson, who after being duly sworn, says that she is the BOOKKEEPER of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS-NEWS, a daily newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

Customer ID: 702738
Customer Name: City Of Helotes
Order ID: 3032262

Publication	Pub Date
EN Classified	31-JUL-19

Lynette Nelson

 Lynette Nelson
 Bookkeeper

NOTICE OF RESCHEDULED PUBLIC HEARINGS

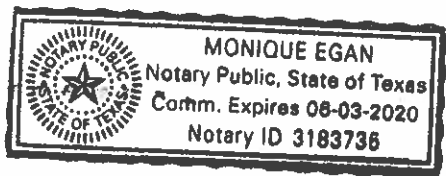
Helotes Economic Development Corp. (EDC) will hold Public Hearings on Aug. 14 and Sept. 18, 2019 at 7 pm CST at 12951 Bandera Rd., Helotes, TX 78023 on proposed Maintenance & Operating, Interest & Sinking, and Capital budgets for Fiscal Year Ending (FYE) 2020. City Council will hold Public Hearings on the same at the same location and time on Aug. 22 and Sept. 12, 2019. Proposed EDC budgets include economic development "Projects," as defined by Texas Local Govt. Code Chapter 505 Type B Corporations. Proposed EDC budgets are posted on www.helotesedc.com.

EDC FYE 2020 "Projects" include the following expenditures: Maintenance & Operating; Interest & Sinking (Debt Service); Personnel & Benefits; Office Rental; Memberships; Audit Fees; Conferences, Workshops & Seminars; Legal & Financial Fees; Conceptual Design / Land Use / Retail Recruitment / Capacity Analysis Consultants; Marketing & Social Media Campaigns; Website(s) Development & Maintenance; Managed Services Agmt. w/ City; Old Town Helotes Special District Pedestrian Bridge & Parking Lot Lease Agmt.; Land Acquisition; Economic Development Grants & Incentives; Ch. 380 Economic Development Agmt. Reimbursements; City Gateway Signage; Google 360 Tours; City Visitor's & Tourism Center; and Municipal Development District Creation.

Sworn and subscribed to before me, this 1 day of Aug A.D. 2019

Notary public in and for the State of Texas

Monique Egan





REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, June 19, 2019 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 Alan Holmes, Vice President
 Kathryn Mitchell, Secretary Bill Putty
 Stephanie "Stevie" Seitz Patrick Adam

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

Absent: Matthew McCrossen

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 (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 Public Comment

CONSENT AGENDA (ITEM NOS. 3 – 6):

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 Stevie Seitz, second by Alan Holmes to approve Items 3 thru 6 as written. Motion carried unanimously.

3. *Approval of the minutes of the EDC Regular Meeting dated April 17, 2019. (Staff)

4. ***Approval of the EDC Fiscal Year Ending (FYE) 2019 Revenue and Expenditure, Balance Sheet, and Encumbrance Reports dated June 14, 2019. (Staff)**
5. ***Approval of the EDC Quarterly Investment Report dated March 31, 2019. (Staff)**
6. ***Pursuant to Article IV, Section 4.1 of the City of Helotes Economic Development Corporation (EDC) Amended Bylaws, approval of the EDC FYE 2019 Strategic Work Plan modified and approved by the City Council on May 23, 2019. (Staff)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Discussion of and action on the Old Town Helotes Pedestrian Bridge Project and appropriating capital monies for the manufacture of the bridge and, generally, the construction of bridge abutments, bridge installation, and sidewalk connectivity. (Staff)**

Motion was made by Alan Homes, second Bill Putty to discuss Item 7.

Rick Schroder discussed the need for additional funding to cover project oversight fees from Raba-Kistner and LNV Engineering in the amount of \$22,173.

8. **Discussion of and action on an FYE 2019 Budget Amendment transferring funds from the EDC General Operating Fund to the City/EDC Capital Fund for the Old Town Helotes Pedestrian Bridge Project. (Staff)**

Motion was made by Patick Alan, second by Kathryn Mitchell to transfer \$22,173 from the EDC General Operating Fund to the EDC Capital Fund. Motion carried unanimously.

9. **Discussion of and action on the design and installation of gateway monument signage on S.H. 16, Hausman Rd., and/or P.M. 1560, including, but not limited to, authorizing the Executive Director to obtain City approval of design and location(s) and coordinate with the Texas Dept. of Transportation (TxDOT) on final location(s). (Staff)**

Motion was made by Patrick Adams, second by Kathryn Mitchell to discuss Item 9.

Rick Schroder presented several sign option created by Keller Custom Signs, the only company to respond to an RFP. The Board gave direction to staff to work with the sign contractor to create signage that incorporates more stone and rustic character.

No action taken.

10. **Discussion of and direction on proactive retail, restaurant, developer, and tenant representative outreach and recruitment services within the City of Helotes and an agreement between the EDC and NextSite for the same. (Staff)**

Motion was made by Stevie Seitz, second nu Patrick Adams to discuss Item 10.

Glenn Goolsby presented a proposal from NextSite that incorporates a pay-for-performance fee structure for businesses opened during the contract period. The Board directed staff to wait and bring the item back at a later date.

11. Staff Updates:

- **Work completed and/or in progress since April 17, 2019;**
- **International Council of Shopping Centers ReCON convention, Las Vegas, NV;**
- **Commercial property database, GIS integration, and EDC website;**
- **S.H. 16 water / sewer utility project; and**
- **Current and proposed commercial developments with the City of Helotes.**

Mr. Goolsby reported on advertising created to promote local events, an update on software integration of RealMassive and GISPlanning into the EDC website, video production with NeonCloud was rescheduled for August 2nd & 3rd, and updates on commercial projects within Helotes.

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

05 -ECONOMIC DEVELOPMENT CORP
FINANCIAL SUMMARY

REVENUE SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-PROPERTY TAXES	1,220,288.82	0.00	1,223,424.19 (3,135.37)	100.26
MISCELLANEOUS REVENUE	8,492.00	0.00 (82,053.32)	90,545.32	966.24-
TOTAL REVENUES	1,228,780.82	0.00	1,141,370.87	87,409.95	92.89

EXPENDITURE SUMMARY

ADMINISTRATION	1,228,780.82	1,200.00	878,578.83	350,201.99	71.50
TOTAL EXPENDITURES	1,228,780.82	1,200.00	878,578.83	350,201.99	71.50
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (1,200.00)	262,792.04 (262,792.04)	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: AUGUST 5, 2019

05 -ECONOMIC DEVELOPMENT CORP
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-PROPERTY TAXES</u>					
401-3140 SALES TAX	1,210,581.82	0.00	1,213,609.52 (3,027.70)	100.25
401-3150 MIXED BEVERAGE	9,707.00	0.00	9,814.67 (107.67)	101.11
TOTAL NON-PROPERTY TAXES	1,220,288.82	0.00	1,223,424.19 (3,135.37)	100.26
<u>MISCELLANEOUS REVENUE</u>					
406-1010 INTEREST	8,492.00	0.00	17,239.68 (8,747.68)	203.01
406-1060 TRANSFERS IN/OUT	0.00	0.00 (99,293.00)	99,293.00	0.00
TOTAL MISCELLANEOUS REVENUE	8,492.00	0.00 (82,053.32)	90,545.32	966.24-
TOTAL REVENUES	1,228,780.82	0.00	1,141,370.87	87,409.95	92.89

05 -ECONOMIC DEVELOPMENT CORP
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
PERSONNEL					
510-5101 SALARIES	68,053.00	0.00	57,209.23	10,843.77	84.07
510-5111 LONGEVITY	1,100.00	0.00	1,100.00	0.00	100.00
510-5113 BENEFITS	17,352.22	0.00	13,184.68	4,167.54	75.98
TOTAL PERSONNEL	86,505.22	0.00	71,493.91	15,011.31	82.65
CONTRACTUAL SERVICES					
510-5201 MEMBERSHIPS, DUES & LICENSES	16,000.00	0.00	8,197.53	7,802.47	51.23
510-5202 AUDIT FEES	3,200.00	0.00	3,200.00	0.00	100.00
510-5203 SCHOOLS, SEMINARS, CONFERENCES	3,000.00	0.00	1,004.86	1,995.14	33.50
510-5204 INTL. CONF. SHOPPING CENTERS	9,000.00	0.00	8,173.32	826.68	90.81
510-5205 BANK FEES	500.00	0.00	0.00	500.00	0.00
510-5206 LEGAL FEES / MDD CREATION	2,993.00	0.00	624.00	2,369.00	20.85
510-5208 CONC. DESIGN & LAND USE PLANS	25,000.00	0.00	1,781.00	23,219.00	7.12
510-5210 WORKSHOPS & PROMOTIONS	3,000.00	0.00	189.41	2,810.59	6.31
510-5211 MARKETING / TOURISM	35,000.00	0.00	13,222.07	21,777.93	37.78
510-5212 WEBSITE DEV. & MAINTENANCE	8,144.00	0.00	6,326.66	1,817.34	77.68
510-5214 MANAGED SVCS. AGREEMENT	5,523.68	0.00	5,523.68	0.00	100.00
510-5215 DEBT SERVICE	323,040.00	0.00	323,040.00	0.00	100.00
510-5221 RETAIL RECRUITMENT CONSULTING	20,000.00	0.00	0.00	20,000.00	0.00
510-5224 OFFICE RENTAL	9,600.00	800.00	8,700.22	899.78	90.63
510-5225 OTHSD PARKING LOT LEASE	6,000.00	400.00	4,716.78	1,283.22	78.61
510-5226 LAND ACQUISITION	234,149.84	0.00	0.00	234,149.84	0.00
510-5227 CAPACITY / GAP ANALYSES	0.00	0.00	0.00	0.00	0.00
510-5228 VISITOR CENTER	0.00	0.00	0.00	0.00	0.00
510-5229 GATEWAY SIGNAGE	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	704,150.52	1,200.00	384,699.53	319,450.99	54.63
COMMODITIES					
510-5301 OFFICE SUPPLIES	3,126.08	0.00	391.59	2,734.49	12.53
510-5302 OPERATIONAL EXPENSES	12,250.00	0.00	12,079.58	170.42	98.61
510-5305 COMMUNICATION EQUIPMENT	1,421.00	0.00	1,004.24	416.76	70.67
510-5326 EXPENSE REIMBURSEMENT	250.00	0.00	0.00	250.00	0.00
510-5333 380 AGREEMENT REIMBURSEMENTS	421,078.00	0.00	408,909.98	12,168.02	97.11
TOTAL COMMODITIES	438,125.08	0.00	422,385.39	15,739.69	96.41
TOTAL ADMINISTRATION	1,228,780.82	1,200.00	878,578.83	350,201.99	71.50
TOTAL EXPENDITURES	1,228,780.82	1,200.00	878,578.83	350,201.99	71.50
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(1,200.00)	262,792.04	(262,792.04)	0.00

AS OF: AUGUST 5, 2019

05 -ECONOMIC DEVELOPMENT CORP

ACCOUNT#	TITLE	
ASSETS		
101-2000	EDC OPERATING CASH	60,620.86
101-2100	EDC TEXPOOL	1,145.47
101-2600	LOGIC	1,057,954.18
101-3100	FARM BUREAU EDC 6 MONTH CD	0.00
101-3200	FARM BUREAU BANK MM	4.11
105-1000	RECEIVABLE - SALES TAX	221,456.64
120-0000	DUE FROM GENERAL FUND	0.00
120-1000	DUE FROM EDC CAP PROJ	0.00
		<u>1,341,181.26</u>

TOTAL ASSETS 1,341,181.26

LIABILITIES		
201-0000	ACCOUNTS PAYABLE	0.00
201-0200	PRIOR YEAR PAYABLES	(1,001.00)
201-0300	380 AGREEMENT PAYABLE	116,474.05
201-1000	WAGES PAYABLE	0.00
202-0910	PREPAID PAYABLES	0.00
202-1300	DUE TO CITY OP	12,837.77
		<u>128,310.82</u>

TOTAL LIABILITIES 128,310.82

EQUITY		
390-0000	FUND BALANCE/RETAINED EARNINGS	949,638.41
390-1000	PREPAID ITEMS	439.99
		<u>950,078.40</u>

TOTAL BEGINNING EQUITY 950,078.40

TOTAL REVENUE 1,141,370.87

TOTAL EXPENSES 878,578.83

REVENUE OVER/(UNDER) EXPENSES 262,792.04

TOTAL EQUITY & OVER/(UNDER) 1,212,870.44

TOTAL LIABILITIES, EQUITY & OVER/(UNDER) 1,341,181.26

03 -CAPITAL REPLACEMENT
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
MISCELLANEOUS REVENUE	104,161.50	0.00	284,150.14 (179,988.64)	272.80
TOTAL REVENUES	104,161.50	0.00	284,150.14 (179,988.64)	272.80
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	500.00	0.00	0.00	500.00	0.00
BUILDING & GROUNDS	907,552.77	164,500.49	606,856.74	300,696.03	66.87
TOTAL EXPENDITURES	908,052.77	164,500.49	606,856.74	301,196.03	66.83
REVENUES OVER/ (UNDER) EXPENDITURES	(803,891.27)	(164,500.49)	(322,706.60)	(481,184.67)	40.14

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: AUGUST 5, 2019

03 -CAPITAL REPLACEMENT
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
406-1010 INTEREST	10,202.50	0.00	21,648.14 (11,445.64)	212.18
406-1018 PD MISC REVENUES	2,150.00	0.00	1,400.00	750.00	65.12
406-1019 FD MISC REVENUES	91,809.00	0.00	161,809.00 (70,000.00)	176.25
406-1020 EDC MISC REVENUES	0.00	0.00	99,293.00 (99,293.00)	0.00
406-1023 ADMIN MISC REVENUES	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS REVENUE	104,161.50	0.00	284,150.14 (179,988.64)	272.80

TOTAL REVENUES	104,161.50	0.00	284,150.14 (179,988.64)	272.80

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: AUGUST 5, 2019

03 -CAPITAL REPLACEMENT
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES					
510-5200 BANK CHARGES	500.00	0.00	0.00	500.00	0.00
TOTAL CONTRACTUAL SERVICES	500.00	0.00	0.00	500.00	0.00
TOTAL ADMINISTRATION	500.00	0.00	0.00	500.00	0.00

REVENUE & EXPENSE REPORT - UNAUDITED
AS OF: AUGUST 5, 2019

03 -CAPITAL REPLACEMENT
BUILDING & GROUNDS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY					
550-5501 FIRE DEPT PURCHASES	91,809.00	0.00	31,651.90	60,157.10	34.48
550-5509 EDC PURCHASES	396,677.20	164,196.60	368,654.25	28,022.95	92.94
550-5510 POLICE DEPT PURCHASES	9,367.57	0.00	0.00	9,367.57	0.00
550-5512 ADMINISTRATION PURCHASES	409,699.00	301.89	206,550.59	203,148.41	50.42
550-5514 VEHICLE PURCHASES	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	907,552.77	164,500.49	606,856.74	300,696.03	66.87
TOTAL BUILDING & GROUNDS					
	907,552.77	164,500.49	606,856.74	300,696.03	66.87
TOTAL EXPENDITURES					
	908,052.77	164,500.49	606,856.74	301,196.03	66.83
REVENUES OVER/(UNDER) EXPENDITURES					
	(803,891.27)	(164,500.49)	(322,706.60)	(481,184.67)	40.14

*** END OF REPORT ***

03 -CAPITAL REPLACEMENT BALANCE SHEET AS OF: AUGUST 5, 2019

ACCOUNT#	TITLE	
ASSETS		
101-2000	TEXPOOL CAPITAL PROJECTS	670.57
101-2200	SAFEKEEPING - CITY	0.00
101-2300	SAFEKEEPING - EDC	0.00
101-2400	CAPITAL CASH	353.66
101-2500	EDC CAPITAL CASH	(145,120.48)
101-2600	FIRE DEPT CAPITAL CASH	39,473.03
101-2700	POLICE DEPT CAPITAL CASH	8,617.57
101-2800	ADMIN CAPITAL CASH	28,065.12
101-3000	LOGIC CAPITAL CASH	709,895.49
101-3010	LOGIC CAPITAL EDC	68,698.90
120-0000	DUE FROM CITY	103,566.20
120-1000	PREPAID PAYABLES	91,809.51
		<u>906,029.57</u>

TOTAL ASSETS 906,029.57

LIABILITIES		
201-0000	ACCOUNTS PAYABLE	10,981.20
201-0100	RETAINAGE PAYABLE	119,021.16
201-0200	PAYABLES PRIOR YEAR	28,013.97
202-0910	PREPAID PAYABLES	91,809.51
202-1300	DUE TO OTHER FUNDS	0.00
202-1305	DUE FROM OTHER ACCOUNTS	0.00
		<u>249,825.84</u>

TOTAL LIABILITIES 249,825.84

390-0000	FUND BALANCE/RETAINED EARN	978,910.33
		<u>978,910.33</u>
	TOTAL REVENUE	284,150.14
	TOTAL EXPENSES	606,856.74
	REVENUE OVER/(UNDER) EXPENSES	(322,706.60)
	TOTAL EQUITY & OVER/(UNDER)	<u>656,203.73</u>

TOTAL LIABILITIES, EQUITY & OVER/(UNDER) 906,029.57

STATUS: ALL
VENDOR RANGE: ALL
DEPT BREAK: N

8/05/2019 12:55 PM P. O. E N C U M B R A N C E
G/L RANGE : ALL
ISSUE DATE: 0/00/0000 ~ 99/99/9999
REPORTED THRU: CURRENT BALANCES

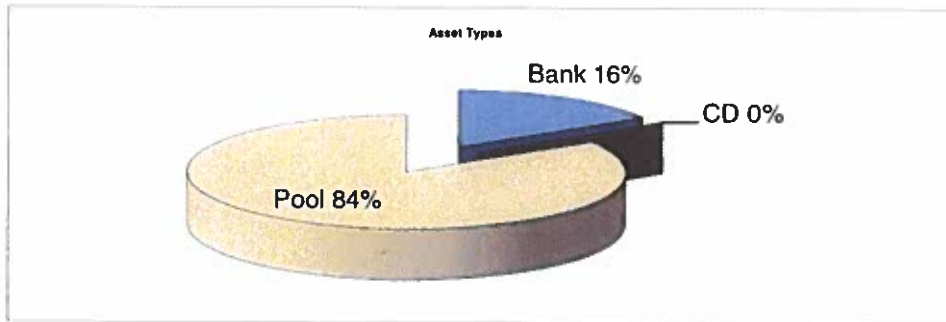
DETAILED REPORT

G/L ACCOUNT	ACCOUNT NAME	PO NO#	ISSUE DATE	VENDOR	VENDOR NAME	ITEM DESCRIPTION	AMOUNT
05 510-5211	MARKETING / TOURISM	19-01016	4/12/2019	2000	NEON CLOUD PRODUCT TOURISM VIDEO		2,750.00
** TOTAL **							2,750.00

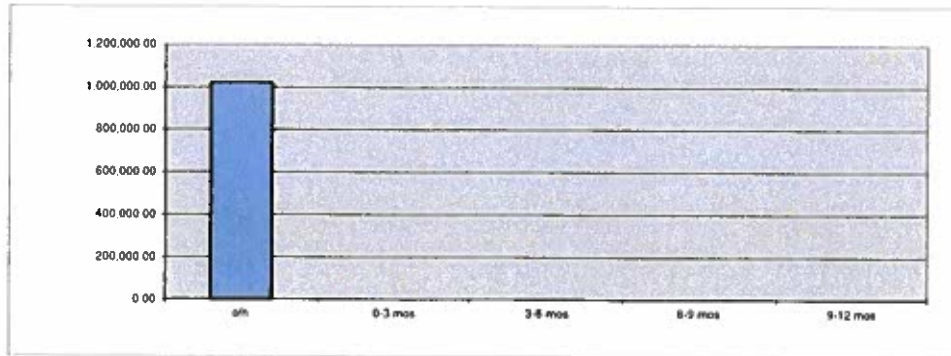
CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY INVESTMENT REPORT SUMMARY
period ending 06/30/19

Beginning Book Value	\$ 937,759.68
Beginning Market Value	\$ 937,759.68
Beginning Weighted Average Maturity	0 days
Beginning Yield	2.5700%
Ending Book Value	\$ 1,018,298.23
Ending Market Value	\$ 1,018,298.23
Ending Weighted Average Maturity	0 days
Ending Yield	2.4600%
Unrealized Gain/(Loss)	\$ -
Change in Market Value	\$ 80,538.55
Benchmark Yield (6 Mth. T-Bill)	2.2400%

Allocation by Type of Investment



Allocation by Maturity Date



CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION
 QUARTERLY INVESTMENT REPORT

as of
06/30/19

Purchase Date	Security	Coupon or Avg. Rate	Maturity Date	Yield	Par	Price	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Change In Market	Period Earnings
Bank Checking Accounts													
N/A	Frost Operating Fund	2.0400%	06/30/19	2.0400%	\$182,338.57	100.000	0	\$ 62,407.29	\$ 62,407.29	\$ 162,338.57	\$ 162,338.57	\$ 99,931.28	\$ 415.14
N/A	Farm Bureau Bank	0.0000%	06/30/19	0.0000%	4.11	100.000	0	\$ 4.11	\$ 4.11	\$ 4.11	\$ 4.11	\$ -	\$ -
	Subtotal Checking Accounts				\$ 162,342.68			\$ 62,411.40	\$ 62,411.40	\$ 162,342.68	\$ 162,342.68	\$ 99,931.28	\$ 415.14
Pools													
N/A	LOGIC Operating Fund	2.5400%	06/30/19	2.5400%	\$855,928.73	100.000	0	\$ 875,321.46	\$ 875,321.46	\$ 855,928.73	\$ 855,928.73	\$ (19,392.73)	\$ 5,607.27
N/A	TexPool Operating Fund	2.5600%	06/30/19	2.5600%	\$26.82	100.000	0	\$ 26.82	\$ 26.82	\$ 26.82	\$ 26.82	\$ -	\$ -
	Subtotal Pools				\$ 855,955.55			\$ 875,348.28	\$ 875,348.28	\$ 855,955.55	\$ 855,955.55	\$ (19,392.73)	\$ 5,607.27
	TOTALS				\$ 1,018,298.23			\$ 937,759.68	\$ 937,759.68	\$ 1,018,298.23	\$ 1,018,298.23	\$ 80,539.55	\$ 6,022.41
Average Weighted Maturity													
Average Weighted Yield													
Average Portfolio Benchmark (6 Mth. T-Bill)													
0 days													
2.46%													
2.24%													

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the EDC's Investment Policy.

Notes: Funds are left in the bank depository to pay for bank fees. Bank fees are charged based upon an Earnings Credit Rate (ECR) equal to the prior month's average 91-day T-bill rate + 15 points. The ECR is paid directly to the bank depository.
 Approx. Apr. ECR = 2.56; May. ECR = 2.53; Jun. ECR = 2.51

For EDC Capital Fund monies, see City's Quarterly Investment Report dated 06/30/19

Investment Officer *Jalinda Durr* Date *4-17-19* Investment Officer *[Signature]* Date *7/17/19*

05 - ECONOMIC DEVELOPMENT CORP

REVENUES	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 ACTUAL	CURRENT BUDGET	2018-2019 Y-T-D ACTUAL	PROJECTED YEAR END	2019-2020 PROPOSED BUDGET
					\$950,079		\$1,293,976
	BEGINNING FUND BALANCE						
<u>NON-PROPERTY TAXES</u>							
401-3140 SALES TAX	633,289	757,921	1,215,880	1,210,582	1,213,610	1,456,332	1,456,332
401-3150 MIXED BEVERAGE	7,759	8,733	9,302	9,707	9,815	9,815	9,815
TOTAL NON-PROPERTY TAXES	641,049	766,654	1,225,182	1,220,289	1,223,424	1,466,147	1,466,147
<u>MISCELLANEOUS REVENUE</u>							
406-1010 INTEREST	1,833	3,009	9,534	8,492	17,240	18,257	18,257
406-1060 TRANSFERS IN/OUT	0	(2,520)	0	0	(99,293)	(99,293)	0
TOTAL MISCELLANEOUS REVENUE	1,833	489	9,534	8,492	(82,053)	(81,036)	18,257
<u>TOTAL REVENUES</u>	642,882	767,143	1,234,715	1,228,781	1,141,371	1,385,111	1,484,404

7

05 - ECONOMIC DEVELOPMENT CORP
ADMINISTRATION
EXPENDITURES

(----- 2018-2019 -----) (----- 2019-2020 -----)

	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 ACTUAL	CURRENT BUDGET	2018-2019 ACTUAL	PROJECTED YEAR END	PROPOSED BUDGET
PERSONNEL							
510-5101 SALARIES	0	0	0	68,053	57,209	67,611	72,545
510-5111 LONGEVITY	0	860	980	1,100	1,100	1,100	1,220
510-5113 BENEFITS	0	0	0	17,352	13,185	15,582	18,266
TOTAL PERSONNEL	0	860	980	86,505	71,494	84,293	92,031
CONTRACTUAL SERVICES							
510-5201 MEMBERSHIPS, DUES & LICENSES	5,992	5,741	9,419	16,000	8,198	9,838	16,000
510-5202 AUDIT FEES	2,900	3,000	3,100	3,200	3,200	3,200	3,200
510-5203 SCHOOLS, SEMINARS, CONFERENCES	1,762	1,247	1,784	3,000	1,005	1,206	3,000
510-5204 INTL. CONF. SHOPPING CENTERS	6,188	7,528	4,664	9,000	8,173	9,808	9,808
510-5205 BANK FEES	245	0	0	500	0	500	500
510-5206 LEGAL FEES / MDD CREATION	4,101	4,147	2,868	2,993	624	749	5,000
510-5208 CONC. DESIGN & LAND USE PLANS	4,700	0	7,300	25,000	1,781	2,137	15,000
510-5210 WORKSHOPS & PROMOTIONS	300	1,000	0	3,000	189	227	3,000
510-5211 MARKETING / TOURISM	26,606	28,178	11,099	35,000	13,222	15,866	35,000
510-5212 WEBSITE DEV. & MAINTENANCE	0	1,050	6,336	8,144	6,327	7,592	7,592
510-5214 MANAGED SVCS. AGREEMENT	15,000	15,000	11,084	5,524	5,524	5,524	5,400
510-5215 DEPT SERVICE	335,000	195,000	200,000	323,040	323,040	323,040	329,210
510-5221 RETAIL RECRUITMENT CONSULTING	35,000	30,000	25,000	20,000	0	0	0
510-5224 OFFICE RENTAL	0	0	17,031	9,600	8,700	9,600	10,800
510-5225 OTHSD PARKING LOT LEASE	0	0	162	6,000	4,717	6,000	5,520
510-5226 LAND ACQUISITION	0	0	0	234,150	0	0	0
510-5227 CAPACITY / GAP ANALYSES	0	0	0	0	0	0	15,000
510-5228 VISITOR CENTER	0	0	0	0	0	0	50,000
510-5229 GATEWAY SIGNAGE	0	0	0	0	0	0	50,000
TOTAL CONTRACTUAL SERVICES	437,794	291,891	299,848	704,151	384,700	395,287	564,030
510-5206 LEGAL FEES / MDD CREATION							
PERMANENT NOTES:							
STRATEGIC WORK PLAN GOAL NO. 6							
510-5211 MARKETING / TOURISM							
PERMANENT NOTES:							
STRATEGIC WORK PLAN GOAL NO. 4							
510-5227 CAPACITY / GAP ANALYSES							
PERMANENT NOTES:							
STRATEGIC WORK PLAN GOAL NO. 1							
510-5228 VISITOR CENTER							
PERMANENT NOTES:							
STRATEGIC WORK PLAN GOAL NO. 5							
510-5229 GATEWAY SIGNAGE							
PERMANENT NOTES:							
STRATEGIC WORK PLAN GOAL NO. 2							

05 - ECONOMIC DEVELOPMENT CORP
ADMINISTRATION
EXPENDITURES

	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 ACTUAL	CURRENT BUDGET	2018-2019 ACTUAL	PROJECTED YEAR END	2019-2020 PROPOSED BUDGET
COMMODITIES							
510-5301 OFFICE SUPPLIES	730	957	3,037	3,126	392	470	3,000
510-5302 OPERATIONAL EXPENSES	641	1,755	15,703	12,250	12,080	14,496	14,496
510-5305 COMMUNICATION EQUIPMENT	1,530	235	1,362	1,421	1,004	1,205	1,205
510-5326 EXPENSE REIMBURSEMENT	128	129	0	250	0	250	250
510-5333 380 AGREEMENT REIMBURSEMENTS	0	0	421,727	421,078	408,910	545,213	545,213
TOTAL COMMODITIES	3,029	3,076	441,828	438,125	422,385	561,635	564,164
TOTAL ADMINISTRATION	440,823	295,827	742,656	1,228,781	878,579	1,041,214	1,220,225
TOTAL EXPENDITURES	440,823	295,827	742,656	1,228,781	878,579	1,041,214	1,220,225
REVENUE OVER/(UNDER) EXPENDITURES	202,058	471,316	492,059	0	262,792	343,897	264,179
ENDING FUND BALANCE						\$1,293,976	\$1,558,155

*** END OF REPORT ***



August 8, 2019

BOARD OF DIRECTORS

Sibonae de la Garza Jones
Chair
Frost Bank

Brad Graves
Vice Chair
Coldwell Banker

Kathy Olivarez
Secretary
Trinity Title

Joel Lutz
Treasurer
Lutz Insurance

Leah Flores
Public Relations
Phyllis Browning

Bert Buys
Helotes Councilman

Glenn Goolsby
City of Helotes EDC

Jeff Marsh
Hinee Gourmet Coffee

Karen Freeman
NISD Trustee

Katrina Gonzalez
9Round

Lydia McCloskey
SurGIS of Texas

Mark Lowry
Serv-Pro Helotes

Mike Rohr
Lutheran High School

Rebecca Becker
Life in Sonoma Ranch
N2 Publishing

Todd Meuth
Health Markets

Dear Business Owner,

A wise person once said, "In business, it is best to market to your widest audience" Well, we've got you covered, literally! The Helotes Chamber Foundation is partnering with Any Baby Can and Besties for Breasties a Susan G. Komen Race Team to host the first annual **Helotes 0.5K Challenge "The Race for the Rest of Us."**

The 0.5K is a fun spoof of a typical 5K race that will attract under achievers, couch potatoes, procrastinators, and the exercise challenged from all over San Antonio and the Hill Country. This is a fun event and every participant wins! We will have fun parody challenges along the way, a costume contest, music, vendors, an awesome after party, and swag bags for all participants. We will also have free beer at the start and refuel stations with snacks along the way. Don't worry; there will be juice for the kids.

Proceeds will benefit The Helotes Chamber Foundation, a 501(c)3 non-profit that awards scholarships to our local high school students, as well as Any Baby Can and Besties for Breasties a Susan G. Komen Race Team.

We could really use your support by sponsoring this event that celebrates the average Joe, a drastically underserved segment of our community!

Please review our sponsorship opportunities and be a hero by over committing yourself!

It's all for a good cause!

Thank you for helping us make this a fun, funny, and foolish event that will bring a lot of smiles and benefit our amazing community. See you there!

Sincerely,

HACC Board of Directors,
Helotes 0.5K Challenge Committee

Helotes Chamber Foundation, Taxpayer ID 82-3140695

HELOTES 0.5K CHALLENGE

A RACE FOR THE REST OF US



Sponsorship Opportunities

	Ultimate Procrastinator \$3,500	Dilly-Dallier \$2,000	Couch Potato \$1,000	Straggler \$500
# Of Free Race Entries	15	10	5	1
Pre-Event Recognition				
Social Media Promotion (Facebook, Twitter, Instagram)	●	●	●	●
Website Presence	●	●	●	●
Email Blasts	●	●	●	●
Race Advertisements	●	●	●	
Event Flyer	●	●	●	
Press Release	●	●		
On-Site Recognition				
Branded VIP Tent at Entrance	●			
Logo on Sponsor Banners	●	●	●	●
Logo on back of Event T-Shirt	●	●	●	●
Logo along Race Course	●	●		
Logo on Event Medal Lanyard	●	●		
Logo on Race Bib	●			
Corporate Item in Goody Bags	●	●	●	●
10x10 Vendor Space	●	●	●	●
Post-Event Recognition				
Outgoing Press Releases	●	●		
Chamber Newsletter	●	●	●	●
Thank you Email Blast	●	●	●	●

Supporting
HELOTES
 CHAMBER FOUNDATION

susan g. komen
race
 FOR THE **cure.**
Any Baby Can Team Besties for Breasties

UNDERWRITING OPPORTUNITIES \$1,500

Race T-Shirt Sponsor

- Name & Logo on T-shirt Sleeve
- Plus Couch Potato Benefits

Race Medal Sponsor

- Name or Logo on back of Medal
- Plus Couch Potato Benefits

Sportpack Sponsor

- Name & Logo on Sportpack
- Plus Couch Potato Benefits

Beverage Sponsor

- Name or Logo on Can Cooler
- Plus Couch Potato Benefits

Vendor Space

Members \$100

Non-members \$200

Contact Info

Mark Lowry
 Helotes Area Chamber
 O: 210-931-0683
 C: 210-386-3408
 events@heloteschamber.com
 www.heloteschamber.com

Adventure Station \$250

Want to be more involved with participants? Host an adventure station. Create a humorous imitation of any activity, such as a 2ft rock wall or a mud crawl in a kiddie pool. The goal is to be fun, funny and foolish. Call us to coordinate at 210-931-0683.

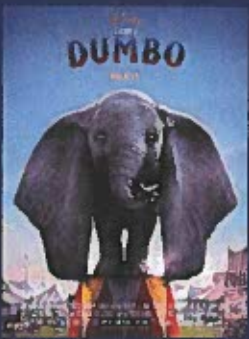
Ad created for Helotes Highlights to promote Movie Night.



July 19



August 16



September 20

MOVIE NIGHT AT THE PARK

ACTIVITIES BEGIN
AT 6:00 PM
HELOTES CITY HALL

FREE!

Fun for the whole family.
Don't forget to bring your own chairs
or blankets. Located at 12951
Bandera Road, Helotes, TX 78023.

For more info visit:
www.visithelotes.com



Banner ads created for placement on the Helotes Area Chamber of Commerce website.

HELOTES
TEXAS
ECONOMIC DEVELOPMENT

Location Assistance

Site-specific Data

Google 360 Tours

Shop Helotes Business Directory

Small Town. Big Ideas!

HELOTES
— TEXAS —
EST. 1981

SMALL TOWN CHARM
1.5 MILLION NEIGHBORS

Ad created for placement in the O'Connor Football Program to SeeClickFix.

GOOD LUCK PANTHERS!

VisitHelotes.com

SeeClickFix
HELOTES

Capture
Document issues you see

Report
Upload them to the app

Communicate
Get updates on-the-go

Download the app today!

Download on the App Store

GET IT ON Google Play

Ad created for placement in the City of Helotes Magazine.

*Small Town.
Big Ideas!*

HELOTES — TEXAS —



EST. 1981

SMALL TOWN CHARM
1.5 MILLION NEIGHBORS



Location Assistance



Site-specific Data



Google 360 Tours



**Shop Helotes
Business Directory**



www.helotesdc.com

Events Attended:



Helotes Area Chamber of Commerce

POWER LUNCH

CYBER SECURITY

PRESENTED BY DR. GREGORY WHITE, PROFESSOR UTSA

JUL 23
11:30 AM - 1:00 PM

COST:
\$20 MEMBERS (BEFORE JULY 18TH)
\$30 NON-MEMBERS

LOCATION:
STONE WERKS - CULEBRA COMMONS
6626 W. LOOP 1604 N.
SAN ANTONIO, TX 78254

REGISTER TODAY AT WWW.HELOTESCHAMBER.COM

SPONSORS:

- Frost
- HELOTES EDC
- RBCU

The complex block contains promotional information for a 'Power Lunch' event on July 23. It includes the Helotes Area Chamber of Commerce logo, the event title 'CYBER SECURITY' presented by Dr. Gregory White, Professor at UTSA. The event is on July 23 from 11:30 AM to 1:00 PM at Stone Werks - Culebra Commons. Costs are \$20 for members and \$30 for non-members. Registration is at www.heloteschamber.com. Sponsors listed are Frost, Helotes EDC, and RBCU.

Old Town Helotes Special District Pedestrian Bridge Project:

The bridge was delivered and installed on July 16, 2019. A film / drone crew was hired to document the delivery and installation. Hill Country Bridge has opted to not do the sidewalk connections. We are bidding out sidewalk connections with Shannon-Monk, Inc., True Built Const. Co., and Slabco, LLC.

Gateway monument signage:

Signage presented for review and comment to the EDC, City Council and P&Z. Comments from all entities were consolidated and sent to Keller Custom Signs for five (5) different designs. Comments (some conflicting) were as follows:

Sign Design:

- Use more stone;
- Make the sign more “primitive” or “rustic”;
- Windmill does not need to be the focus of the sign;
- Items detached from the face of the sign may get dirty;
- The City’s logo is meant for a shirt – not for an outdoor welcome sign;
- Likes the “depth” provided through items detached from the face of the sign;
- Make the logo smaller;
- Likes sign with flat face (i.e. everything on face of sign) and white outline; and
- Windmill background should be kept, but be more recognizable for vehicular traffic.

Sign Wording:

- “Helotes” should be the predominate sign feature – not the windmill;
- Proposed sign attributes, such as the words and letters that are attached to the base or away from the face of the sign, may be subject to vandalism;
- Prefers “Helotes” be outlined;
- Prefers “Welcome to Helotes”;
- Place “Welcome” at the top of the sign, and eliminate “City of”;
- Add “Gateway to the Texas Hill Country”; and
- In other cities, it always says “Welcome to”;
- Add “City of”; and
- Add “Have a great day” or “Thank you for visiting” on rear of sign.

Sign Colors:

- More contrast needed between the blue font and the red background;
- Rust or earth-toned colors are preferable to red; and
- Too much red.

Monument Base:

- Use natural – rather than cut – stone for the monument base; and
- Base and sign face should be same size.

Sign Width / Height:

- The sign height is fine; however, the sign’s mass is too small;
- Sign does not need to be as big as proposed;
- Lower total sign height; and
- Prefers a wider and less tall sign.

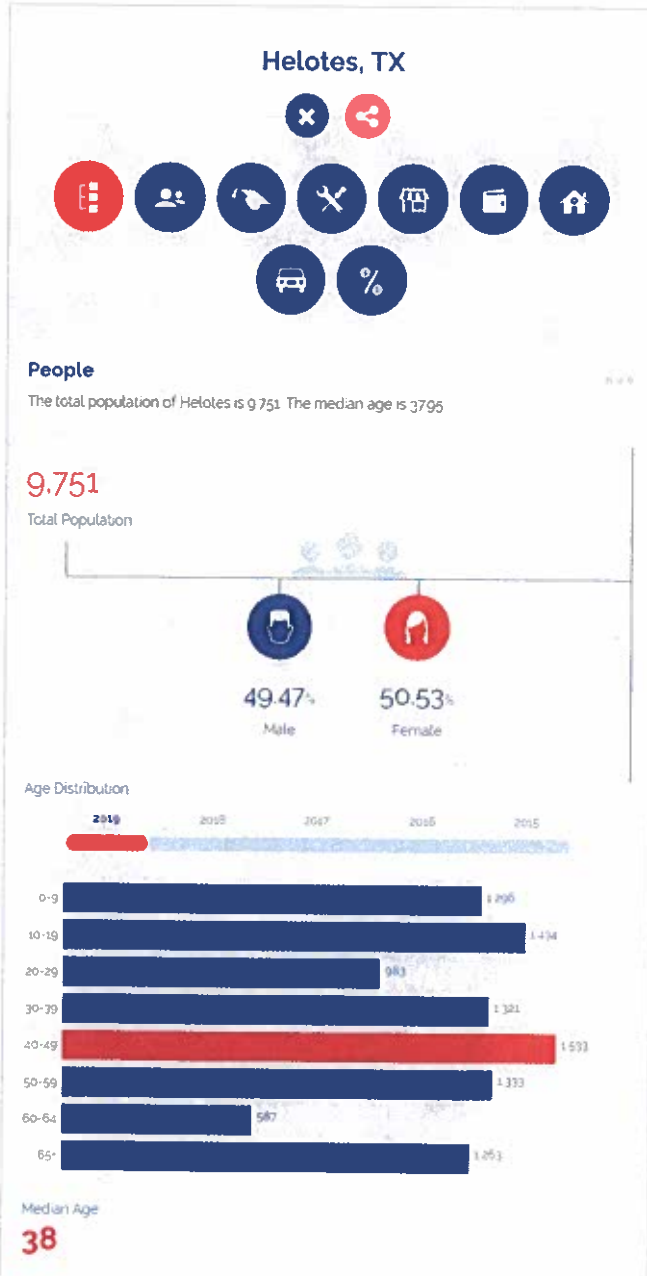
EDC Website:

GISPlanning and RealMassive are finalizing project implementation. The Intelligence Components from GISPlanning have been embedded into the EDC website. There are some minor formatting issues that are being addressed. LNV is consulting with the two firms on ensuring that the corporate City limits and ETJ are correct. In addition, Google Maps has been contacted, and GIS files for the correct City limits and ETJ have been uploaded to their servers. However, this still requires Google to manipulate files on their end.

Demographic Map

- Community Profile
- Mapping
- Compare Cities
- Helotes Talent Pool

COMMUNITY PROFILE DEMOS



The EDC

City of Helotes Economic Development Corporation
P.O. Box 507
12882 Oak F.M. 1560
Helotes, Texas 78073
(210) 295-8977 (Phone)
(210) 655-2123 (Fax)

Traffic Counts

Click on the Report Below for the City of Helotes 2018 Traffic Study

Municipal Traffic Counts

Analytics

Click on the Reports Below for Community Analytic Information

- Executive Summary
- Business Summary
- Retail Leakage
- Residential Growth Map
- Retail Trade Area Heat Map
- Hotel Feasibility Study
- Growth Management Plan

Prospects:

HEDC staff has been in contact with a restaurant and a fitness prospect, and retail developer looking to expand in Helotes.

We have also met with a tiny home developer looking to sell individual units and create a commercial tiny office development. The developer is evaluating site options and will follow up once they have identified a location.

Commercial Development Updates:

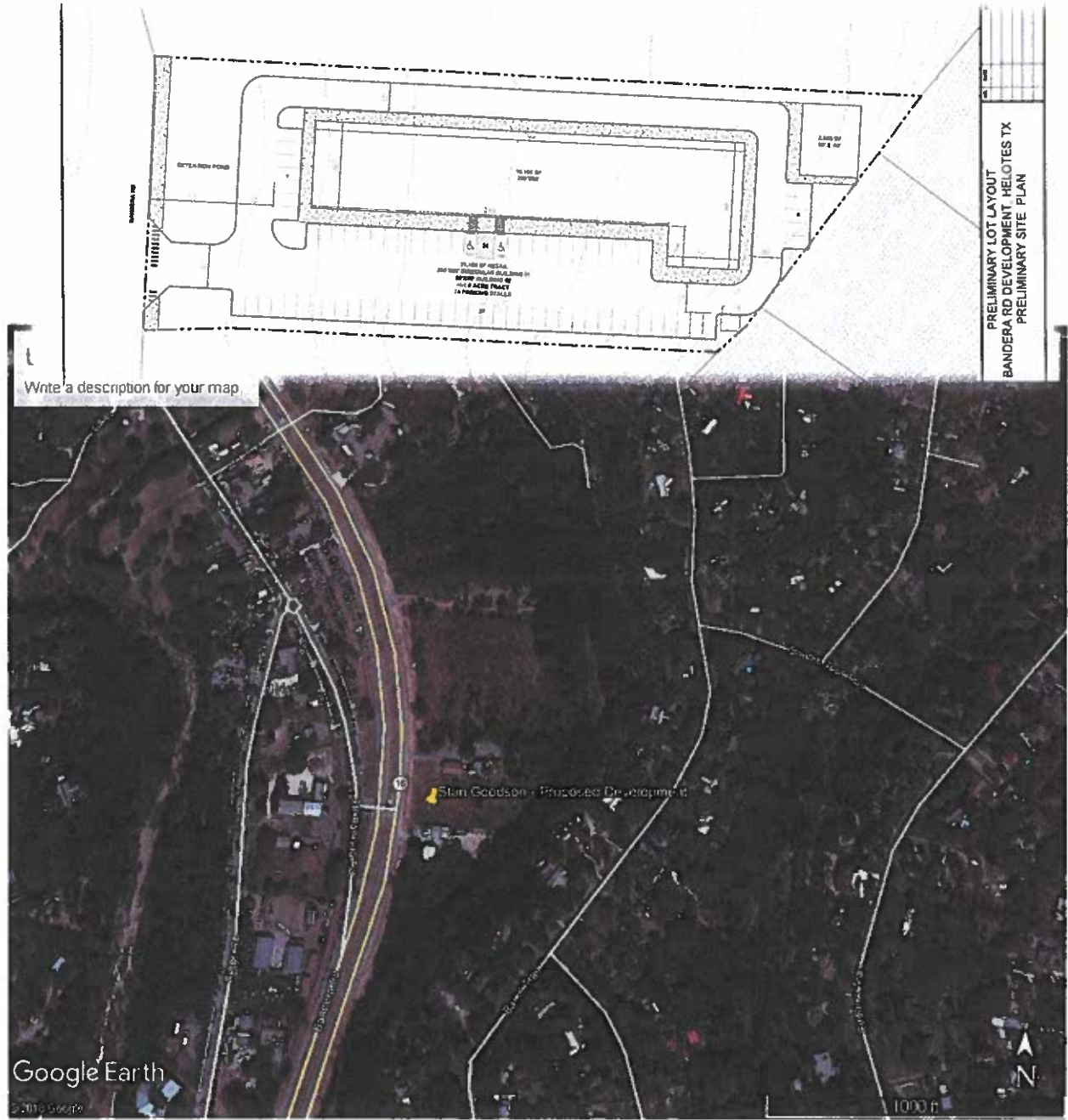
HEDC staff has received permission from the property owner to begin promoting the site to developers. Staff is still working with Manhard Consulting to create additional site plans that highlight a wide range of uses.



Proposed 18,175 sqft. office building. The property owners are submitting documents to obtain a demolition permit. The property still needs to be platted.



Proposed 20,000 sqft. office / retail center – The property owner/developer, Stan Goodson has hired an architect and contractor to work on the site layout and building design. They plan to submit a conceptual design at the next Planning and Meeting.



S.H. 16 water / sewer utility project:

SAWS Water Impact Fee Credits and Sewer Pro Rata Refunds established:

Bond Account # 14181 – City of Helotes – water credits – Balance: \$1,302,362.95

Construction cost \$1,183,966.32 plus 10% Engineering Design Fee = \$1,302,362.95

The installation of approximately 7,041 linear feet of 12" PVC waterline on State Highway 16 Bandera Road from Circle A Trail to Scenic Loop Road with SAWS GCP Permit # 113273, Job # 15-1142.

Pro-Rata Sanitary Sewer Main

The installation of approximately 5,239 linear feet of 8" and 12" PVC sanitary sewer line on State Highway 16 Bandera Rd from Circle A Trail to Scenic Loop Road.

The City of Helotes requests the Pro-Rata refunds for the sanitary sewer utilities that were constructed with SAWS GCP Permit # 113274, Job# 15-1630, to be payable to the City of Helotes located at P.O. Box 507 Helotes, Texas 78023-0507.

Linear Feet of Sewer Main – 5,239

Service – Both Sides of Sewer Main

Total Amount Construction Cost - \$1,198,952.70

Pro-Rata Calculations:

- 5,239 linear feet X 2 (both sides of main) = 10,478 linear feet
- \$1,198,952.70 plus 10 % Engineer Design Fee = \$1,318,847.97 / 10,478 linear ft = **\$125.87 per linear ft frontage**

