



WORKSHOP AGENDA

The City of Helotes Economic Development Corporation (EDC) Board of Directors will meet for a Workshop on Wednesday, October 16, 2019 at 6:30 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.
2. Welcome newly-appointed EDC Directors.
3. Discussion on the City of Helotes Economic Development Corporation, including, but not limited to, the Corporation's incorporation, purpose, history, mission, Restated Certificate of Formation, Amended Bylaws, Board of Directors and Executive Officers, Executive Director, and City Council oversight.

Adjourn.

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.

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 October 11, 2019 at 5 p.m.

Rick A. Schroder
Executive Director

Attest:

Glenn Goolsby
Assistant Director

A RESOLUTION CANVASSING THE RETURNS AND DECLARING THE RESULTS OF AN ELECTION CONCERNING THE ADOPTION OF AN ADDITIONAL SALES AND USE TAX AS PERMITTED BY THE PROVISIONS OF SECTION 4B, AS AMENDED, TEXAS REVISED CIVIL STATUTES ANNOTATED ARTICLE 5190.6; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, on October 24, 2002, the City Council (the *City Council*) of the City of Helotes, Texas (the *City*) ordered an election to be held on February 1, 2003, for the purpose of determining whether the resident, qualified electors of the City would authorize the adoption of an additional sales and use tax as permitted by the provisions of Section 4B, as amended, Texas Revised Civil Statutes Annotated Article 5190.6; and

WHEREAS, the City Council has reviewed and investigated all matters pertaining to this election, including the ordering, notices, election officers, holding, and returns thereof; and

WHEREAS, the City Council hereby canvasses the returns of this election, at which there were submitted to all resident, qualified electors of the City for their action thereupon, the following proposition:

PROPOSITION

“SHALL THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS BE AUTHORIZED TO IMPOSE AND ADOPT A SALES AND USE TAX FOR THE PURPOSES PERMITTED BY THE PROVISIONS OF SECTION 4B, AS AMENDED, TEXAS REVISED CIVIL STATUTES ANNOTATED ARTICLE 5190.6 AT THE RATE OF ONE-HALF (½) OF ONE PERCENT (1%), TO PAY THE COSTS OF CONSTRUCTING, IMPROVING, AND EQUIPPING ANY PROJECTS THAT WILL PROMOTE NEW OR EXPANDED BUSINESS ENTERPRISES IN THE CITY, ALONG WITH PAYING THE MAINTENANCE AND OPERATING EXPENSES RELATED TO THESE PROJECTS”

; and

WHEREAS, the City Council has diligently inquired into the poll lists and the official election returns which were duly and lawfully made to this City Council by the judges and clerks holding and conducting the election; the poll lists and the official election returns showing separately the votes cast in the election; and

WHEREAS, from these returns, this City Council hereby finds that the following votes were cast in the election by voters who were resident, qualified electors of the City;

PROPOSITION

“THE ADOPTION OF A SALES AND USE TAX FOR THE PURPOSES OF ECONOMIC DEVELOPMENT AT THE RATE OF ONE-HALF (½) OF ONE PERCENT (1%), AS PERMITTED BY THE PROVISIONS OF SECTION 4B, AS AMENDED, TEXAS REVISED CIVIL STATUTES ANNOTATED ARTICLE 5190.6 TO PAY THE COSTS OF CONSTRUCTING, IMPROVING, AND EQUIPPING ANY PROJECTS THAT WILL PROMOTE NEW OR EXPANDED BUSINESS ENTERPRISES IN THE CITY, ALONG WITH PAYING THE MAINTENANCE AND OPERATING EXPENSES RELATED TO THESE PROJECTS”

	<u>For</u>	<u>Against</u>
Early Votes	<u>57</u>	<u>11</u>
Election Day Votes	<u>59</u>	<u>23</u>
	<u>116</u>	<u>34</u>

TOTAL

NOW, THEREFORE, IT IS ACCORDINGLY FOUND, DECLARED, AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS THAT:

SECTION 1. The City Council of the City officially finds, determines, and declares that the election was duly and properly ordered, that proper legal notice of such election was duly given in the English language and the Spanish language, that proper election officers were duly appointed prior to the election, that the election was duly and legally held, that all resident, qualified electors of the City were permitted to vote at the election, that due returns of the results of the election had been made and delivered, and that the City Council of the City has duly canvassed such returns, all in accordance with the laws of the State of Texas and of the United States of America and the resolution calling the election.

SECTION 2. A MAJORITY of the resident, qualified electors of the City of Helotes, Texas, voting in the election, having voted FOR the levy of an additional sales and use tax as permitted by the provisions of Section 4B, as amended, Texas Revised Civil Statutes Annotated Article 5190.6 as provided in the measure, the Council hereby determines that the measure carried at the election, that the election was duly called, proper notice given, and that the election was held in all aspects in conformity with the law, and that the Council is hereby accordingly authorized to levy the additional sales and use tax in accordance with the authority granted in the measure and with law.

SECTION 3. The City Council finds and determines that the sales tax proposition was approved by the following number of votes: 116.

SECTION 4. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

SECTION 5. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 7. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

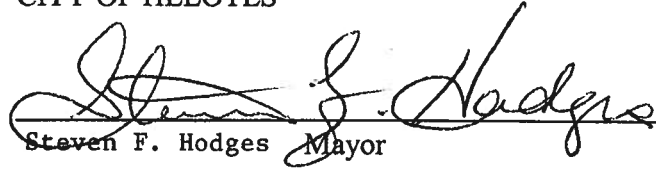
SECTION 8. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9. This Resolution shall be in force and effect from and after its final passage and it is so resolved.

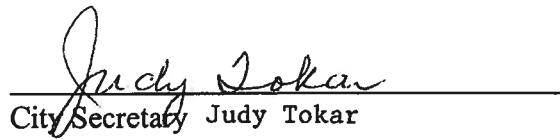
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PASSED, ADOPTED AND APPROVED this, the 6th day of February, 2003.

CITY OF HELOTES


Steven F. Hodges Mayor

ATTEST:


City Secretary Judy Tokar

(CITY SEAL)



Office of the Secretary of State

**CERTIFICATE OF FILING
OF**

**City of Helotes Economic Development Corporation
800210564**

The undersigned, as Secretary of State of Texas, hereby certifies that a Restated Certificate of Formation for the above named domestic nonprofit corporation has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

Dated: 11/27/2017

Effective: 11/27/2017



A handwritten signature in black ink, appearing to read "R. Pablos".

Rolando B. Pablos
Secretary of State

RESTATED CERTIFICATE OF FORMATION
OF THE
CITY OF HELOTES
ECONOMIC DEVELOPMENT CORPORATION

FILED
In the Office of the
Secretary of State of Texas

NOV 27 2017

Corporations Section

WE, THE UNDERSIGNED natural persons, not less than three in number, each of whom is at least 18 years of age and a qualified elector of the City of Helotes, Texas, a duly established Type A General Law Municipality under the Texas Constitution and the laws of the State of Texas, acting as incorporators of a public instrumentality and Non-profit Development Corporation (the "Corporation") under the Development Corporation Act of 1979, as amended, with the approval of the City Council (the "Council") of the City of Helotes, Texas (the "City"), as evidenced by the Resolution attached as Attachment A and made a part of this Restated Certificate of Formation for all purposes, do hereby adopt the following Restated Certificate of Formation (the "Restated Certificate") for the Corporation:

**ARTICLE ONE
NAME**

The name of the Corporation is the City of Helotes Economic Development Corporation.

**ARTICLE TWO
AUTHORIZATION**

The Corporation is a Non-profit Corporation and is an Industrial Development Corporation under the Development Corporation Act of 1979 and the V.T.C.A. Local Government Code, Title 12, Subtitle C-1,, as amended (the "Local Govt. Code"), and it shall be governed by Section 501 and 505 of the Local Govt. Code, as now existing or as may be amended, and as approved at a special election held in the City on February 1, 2003.

**ARTICLE THREE
DURATION**

Subject to the provisions of Article Fourteen hereof, the period of duration of the Corporation is perpetual.

**ARTICLE FOUR
PURPOSE AND LIMITATIONS**

(a) The Corporation is organized exclusively for the purpose of benefitting and accomplishing the public purposes of, and to act on behalf of, the City, and the specific purposes

Page -1-

for which the Corporation is organized. The Corporation may issue bonds, notes, and other forms of debt instruments, and it may acquire, maintain, lease, and sell property, and interests therein, on behalf of the City, as authorized by Section 505 of the Local Govt. Code, to promote economic development within the City and the State of Texas in order to eliminate unemployment and underemployment and to promote and encourage employment and the public welfare of, for, and on behalf of the City. The Corporation may finance and undertake any such project, subject to the regulations and limitations set forth in Section 505 of the Local Govt. Code and a special election held in the City on February 1, 2003. The Corporation is authorized to issue bonds, as permitted by the Local Govt. Code; provided, however, no bonds may be issued by the Corporation and no project may be financed with bond proceeds or other revenues of the Corporation unless such bonds or projects are first approved by the Council. The Corporation is a constituted authority and a public instrumentality within the meaning of the Local Govt. Code, the regulations of the United States Treasury Department, and the rulings of the Internal Revenue Service, prescribed and promulgated pursuant to Sections 103 and 141 of the Internal Revenue Code of 1986, as amended, and the Corporation is authorized to act on behalf of the City, as provided in the Local Govt. Code and this Restated Certificate.

(b) In the fulfillment of its corporate purpose, the Corporation shall have and may exercise the powers described in paragraph (a) of this Article, together with all of the other powers granted to the corporations that are incorporated under the Local Govt. Code and that are governed by Section 505 thereof, and, to the extent not in conflict with the Local Govt. Code, the Corporation shall additionally have and may exercise all of the rights, powers, privileges, authorities, and functions given by the general laws of the State of Texas to non-profit corporations under the Business Organizations Code, as amended, Section 2.008 and Section 22.001, et seq. (the "Business Code").

(c) The Corporation shall have the purposes and powers permitted by the Local Govt. Code, pursuant to the authority granted in Article III, Section 52-a of the Texas Constitution, but the Corporation does not have and shall not exercise the powers of sovereignty of the City, including the power to tax, except for the power to receive and use the sales and use taxes specified in Section 505 of the Local Govt. Code, and the police power, except that the Corporation shall have and may exercise the power of eminent domain when the exercise thereof is approved by the Council and to the extent allowed by the City Charter, if applicable, and State Law. For the purposes of the Texas Tort Claims Act, as amended under Subchapter A, Chapter 101, Texas Civil Practice and Remedies Code, the Corporation is a governmental unit and its actions are governmental functions.

(d) No bonds, notes, other debt instruments, other obligations, contracts, or agreements of the Corporation are or shall ever be deemed to be or constitute the contracts, agreements, bonds, notes, other debt instruments, other obligations, the lending of credit, or a grant of the public money or things of value, of, belonging to, or by the State of Texas, the City, or any other political corporation, subdivision, or agency of the State of Texas, or a pledge of the faith and credit of any of them. Any and all of such contracts, agreements, bonds, notes, other debt instruments, other obligations, contracts, and agreements shall be payable solely and exclusively from the revenues

and funds received by the Corporation from the sources authorized by Section 505 of the Local Govt. Code and from such other sources as may be otherwise lawfully available and belonging to the Corporation from time to time.

ARTICLE FIVE FINANCING

(a) Before the consummation of the initial delivery of any bonds, notes, or other forms of debt instruments, the Corporation shall obtain approval by the Council.

(b) In the exercise of the powers of the Corporation, the Corporation may enter into loan, lease, trust, or other agreements, as authorized by the Local Govt. Code, that are necessary and appropriate to the fulfillment of the public purpose of the Corporation, all of which agreements, the specific uses, and the methods of withdrawal and expenditure of the proceeds of the bonds, notes, or other debt instruments must be included as a part of the approval process of the Council required by paragraph (a) above.

(c) In the exercise of the powers of the Corporation, the Corporation may not enter into any loan, lease, trust, or other agreement the effect of which would grant, convey, transfer, mortgage, encumber, pledge, or assign a security interest or any other interest in any property owned by the City. Any agreement entered into by the Corporation shall contain language substantially to the effect that any grant, conveyance, transfer, mortgage, encumbrance, pledge, or assignment of property owned by the City is prohibited.

ARTICLE SIX MEMBERS

The Corporation has no members and is a non-stock corporation.

ARTICLE SEVEN SALES TAX

Upon receipt from the City of the proceeds of the sales and use tax imposed under Section 505 of the Local Govt. Code, the Corporation may use the proceeds as permitted by the Local Govt. Code, as now existing or as may be amended, and this Restated Certificate.

ARTICLE EIGHT AMENDMENT

This Restated Certificate may be amended at any time, as provided in the Local Govt. Code and the Business Code, to make any changes and add any provisions which might have been included or not included in the documents in the first instance or as may be permitted by subsequent changes in the law. Any amendment may be accomplished in either of the following manners:

(a) The members of the Board of Directors of the Corporation shall file with the Council a written application requesting approval of the amendments to this Restated Certificate specifying in such application the amendments proposed to be made. The Council shall consider such application and, if it shall by resolution, duly find and determine that it is advisable that the proposed amendments be made, it shall approve the form of the proposed amendments. The Board of Directors of the Corporation may then amend this Restated Certificate by adopting such amendments at a meeting of the Board of Directors and delivering such amendments to the Secretary of State; or

(b) The Council may, at its sole discretion and at any time, amend this Restated Certificate and alter or change the structure, organization, programs, activities of the Corporation, or terminate or dissolve the Corporation, subject to the provisions of the Local Govt. Code and the Business Code and subject to any limitation provided by applicable constitutions and laws of the impairment of contracts entered into by the Corporation, by resolution adopting the amendment to this Restated Certificate and/or Certificate of Termination at a meeting of the Council and delivering such amendments to the Secretary of State, as provided in the Local Govt. Code and the Business Code. Restated Certificates of Formation may be filed with the Secretary of State, as provided in the Local Govt. Code and the Business Code, without the additional consent of the Council.

ARTICLE NINE ADDRESS

The street address of the initial registered office of the Corporation is 12951 Bandera Road, Helotes, Texas 78023, and the registered agent at that address is Rick Schroder. The mailing address for the Corporation is Post Office Box 507, Helotes, Texas 78023.

From time to time and with Council approval, the Board of Directors and/or City Council may elect to move the Corporation's registered office to other commercially-available office space within the corporate City limits or change its mailing address.

Regular and special meetings of the Corporation's Board of Directors shall take place at City Hall, 12951 Bandera Road, Helotes, Texas 78023. Workshops and/or site visits may take place at other locations, as directed by the Corporation's President.

ARTICLE TEN BOARD OF DIRECTORS

(a) The affairs of the Corporation shall be managed by a Board of Directors, which shall be composed of seven persons appointed by the Council. The terms of the initial Board of Directors shall be as follows:

Three (3) of the Directors shall be appointed to terms expiring September 30, 2003 and four (4) of the Directors shall be appointed to terms expiring September 30, 2004. Thereafter, the terms of Directors shall be two (2) years, expiring on September 30 of odd numbered and even numbered years, respectively.

Directors may be appointed to succeed themselves. Each Director must be a registered voter in and a resident of Bexar County, Texas, with preference given to residents of the City of Helotes, its Extraterritorial Jurisdiction, and/or Northwest Bexar County; however, not more than two (2) Directors may reside outside the corporate City limits. A Director shall not be a City Official, City Staff Member, and/or a City Council Member. A majority of the entire membership of the Board, including any vacancies, is a quorum. The Board shall conduct all meetings in accordance with Articles Nine, Ten, and Eleven of this Restated Certificate.

If a Director fails, for any reason, to attend more than three (3) regular meetings within any fiscal year period, that member shall automatically be considered for replacement. The Executive Director shall inform the City Secretary of the situation, and the City Secretary shall place the item on the subsequent City Council agenda for action. A meeting cancelled for lack of a quorum is considered a meeting for purposes of recording attendance. Due to quorum requirements, when an absence is anticipated, the Director shall notify the Executive Director in advance, and the absence shall be counted against the Director's attendance record.

(b) The names and street addresses of the persons who serve as the Directors and the dates of expiration of their terms as Directors, are as follows:

NAME	ADDRESS	EXPIRATION OF TERM
James E. Meadows, Place 1	12951 Bandera Road Helotes, Texas 78023	September 30, 2017
Joel Lutz, Place 2	12951 Bandera Road Helotes, Texas 78023	September 30, 2018
Pat Wootton, Place 3	12951 Bandera Road Helotes, Texas 78023	September 30, 2017
Wayne R. Stacey, Place 4	12951 Bandera Road Helotes, Texas 78023	September 30, 2018
Kathryn Mitchell, Place 5	12951 Bandera Road Helotes, Texas 78023	September 30, 2017
Diane Anderson, Place 6	12951 Bandera Road Helotes, Texas 78023	September 30, 2018
Carl Hale, Place 7	12951 Bandera Road Helotes, Texas 78023	September 30, 2017

Each Director, including the initial Directors, shall be eligible for reappointment. Each Director shall serve until a successor is appointed. Directors are removable by the Council at any time with or without cause.

(c) The Directors shall serve without compensation, but they shall be reimbursed for their actual expenses incurred in the performance of their duties as Directors. Any vacancy occurring on the Board of Directors, by reason of death, resignation, or otherwise, shall be filled by appointment by the Council of a person who shall hold office until the expiration of the term.

(d) The Board of Directors shall elect a President, Vice President, Secretary and any other officers that the Corporation considers necessary to serve as executive officers of the Corporation, as more specifically provided in the Corporation's Bylaws. The term of each officer's office shall expire on September 30 of each year. The City Administrator, or his/her designee who shall be reviewed by the Board of Directors and approved by the City Council, shall serve as the Executive Director of the Corporation, but the Executive Director shall not be a member of the Board of Directors.

(e) Meetings of the Board of Directors are subject to the Texas Open Meetings Act, as amended, Texas Government Code, Chapter 551, and the Corporation is subject to the Texas Open Records Act, as amended, Texas Government Code, Chapter 552.

ARTICLE ELEVEN BYLAWS

The initial Bylaws of the Corporation have been approved by the Council and shall be adopted by the Corporation's Board of Directors and shall, together with this Restated Certificate, govern the initial affairs of the Corporation until and unless amended in accordance with the provisions of the Local Govt. Code, the Business Code and this Restated Certificate.

ARTICLE TWELVE INCORPORATORS

The name and street address of each incorporator are:

1. Fritz Bohne 12951 Bandera Road, Helotes, Texas 78023
2. Eva Juarez 12951 Bandera Road, Helotes, Texas 78023
3. Morton Ault 12951 Bandera Road, Helotes, Texas 78023

Each incorporator was a qualified elector of the City at the time of original incorporation.

ARTICLE THIRTEEN COUNCIL APPROVAL

The City specifically authorized the Corporation by ordinance to act on its behalf to further the public purposes stated in said ordinance and its Articles of Incorporation, and the City has by said ordinance dated February 13, 2003, approved the Corporation's Articles of Incorporation. A copy of such ordinance is on file among the permanent public records of the City and the Corporation.

Page -6-

By Resolution No. ~~17-017~~ dated ~~October 26~~, 2017, the City approved the amendments to this Restated Certificate. A copy of Resolution No. ~~17-017~~, is attached to this Restated Certificate and is on file among the permanent public records of the City and the Corporation.

ARTICLE FOURTEEN DISSOLUTION

(a) The Corporation shall not be dissolved, and its business shall not be terminated, by act of the Council or otherwise so long as the Corporation shall be obligated to pay any bonds, notes, or other obligations and unless the collection of the sales and use tax authorized by Section 505 of the Local Govt. Code is eligible for termination in accordance with the provisions of Section 505.258 of the Local Govt. Code.

(b) No action shall be taken, pursuant to paragraph (a) of this Article or pursuant to paragraph (b) of Article Sixteen of this Restated Certificate, in any manner or at any time that would impair any contract, lease, right, or other obligation theretofore executed, granted, or incurred by the Corporation.

ARTICLE FIFTEEN NOT A PRIVATE FOUNDATION

If the Corporation is ever determined to be a private foundation within the meaning of Section 509(a) of the Internal Revenue Code of 1986, as amended (the "Code"), the Corporation:

(a) Shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Code;

(b) Shall not engage in any act of self-dealing, as defined in Section 4941(d) of the Code;

(c) Shall not retain any excess business holdings, as defined in Section 4943 (c) of the Code;

(d) Shall not make any investments in such manner as to subject it to tax under Section 4944 of the Code; and

(e) Shall not make any taxable expenditures, as defined in Section 4945(d) of the Code.

ARTICLE SIXTEEN MISCELLANEOUS

(a) No dividends shall ever be paid by the Corporation and no part of its net earnings remaining after payment of its expenses and other obligations shall be distributed to or inure to the benefit of its Directors or Officers, or any individual, private firm, or private corporation or association, except in reasonable amounts for services rendered.

(b) If, after the close of any fiscal year, the Board of Directors shall determine that sufficient provision has been made for the full payment of all current expenses, together with all amounts payable on the contracts, agreements, bonds, notes, and other obligations of the Corporation, and that all of the terms, provisions, and covenants therein have been met, then any net earnings derived from sources other than the sales and use taxes collected for the account of the Corporation, pursuant to Section 505 of the Local Govt. Code, thereafter accruing in connection with projects financed, pursuant to Section 505 of the Local Govt. Code, and lease payments received in connection with projects financed, pursuant to Section 505 of the Local Govt. Code, shall be used solely for the purposes permitted by Section 505 of the Local Govt. Code and Article 4(a) of this Restated Certificate.

(c) If the Corporation ever should be dissolved when it has, or is entitled to, any interest in any funds or property of any kind, real, personal, or mixed, such funds or property or rights thereto shall not be transferred to private ownership, but shall be transferred and delivered to the City after satisfaction of debts and claims.

(d) No part of the Corporation's activities shall consist of the carrying on of propaganda or otherwise attempting to influence legislation, and the Corporation shall not participate in any political campaign for or in opposition to any candidate for public office.


DATE: October 27, 2017.

**CITY OF HELOTES ECONOMIC
DEVELOPMENT CORPORATION**

By:  _____

Name: Pat Wootton

Title: President

By:  _____

Name: Diane Anderson

Title: Secretary

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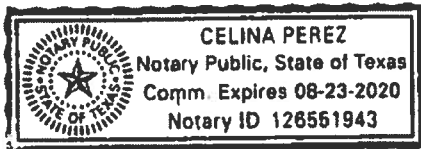
Verification Follows

STATE OF TEXAS §
COUNTY OF BEXAR §

KNOW ALL MEN BY THESE PRESENTS:

VERIFICATION

Before me, a notary public, on this 27 day of October, 2017, personally appeared Pat Wootton, President of the **CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION**, and being first duly sworn declared that he signed this Restated Certificate of Formation in the capacity designated, and further states that he has read the above Restated Certificate of Formation and the statements therein contained are true.



Celina Perez

Notary Public, State of Texas
Printed Name of Notary: Celina Perez
My Commission Expires: 8-23-20



RESOLUTION NO. 63

A RESOLUTION OF THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION TO AMEND ITS ARTICLES OF INCORPORATION; AUTHORIZING THE PRESIDENT AND SECRETARY TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE PROVISIONS OF THIS RESOLUTION; INCORPORATING RECITALS; PROVIDING FOR SEVERABILITY; AND ADOPTING AN EFFECTIVE DATE.

WHEREAS, the City of Helotes, Texas (hereinafter referred to as the "City") authorized the creation of the City of Helotes Economic Development Corporation (the "EDC"), pursuant to the provisions of Texas Revised Civil Statutes Annotated Article 5190.6, as amended (the "Act"); and

WHEREAS, the EDC has determined it is necessary and proper to make certain amendments to its Articles of Incorporation and to update them to conform to the Texas Business Organizations Code and that it is in the best interests of the EDC to do so; and

WHEREAS, the City has determined that it is in the best interests of the EDC and the City to amend the EDC's Articles of Incorporation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION THAT:

Section One. Approval. The Restated Certificate of Formation (With New Amendments) for the City of Helotes Economic Development Corporation and the Restated Certificate of Formation of the City of Helotes Economic Development Corporation attached hereto as Exhibit "A" and Exhibit "B" are hereby approved.

Section Two. Authorization. The President and Secretary of the EDC are hereby authorized to take all necessary steps to implement the provisions of this Resolution.

Section Three. Effective Date. This Resolution shall take effect immediately upon its adoption.

Section Four. Recitals. The EDC finds all of the above recitals to be true and correct and incorporates the same in this Resolution as findings of fact.

Section Five. Severability. If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The EDC hereby declares that it would have passed this Resolution, and each section, subsection,

clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared void.

PASSED AND APPROVED THIS 18 DAY OF October, 2017.

**CITY OF HELOTES ECONOMIC
DEVELOPMENT CORPORATION**

By: 
Pat Wootton, President

ATTEST:


Diane Anderson, Secretary



RESOLUTION NO. 17-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS APPROVING AMENDMENTS TO THE ARTICLES OF INCORPORATION FOR CITY OF HELOTES ECONOMIC DEVELOPMENT CORPORATION; INCORPORATING RECITALS; PROVIDING FOR SEVERABILITY; AND ADOPTING AN EFFECTIVE DATE.

WHEREAS, the City of Helotes, Texas (hereinafter referred to as the "City") authorized the creation of the City of Helotes Economic Development Corporation (the "EDC"), pursuant to the provisions of Texas Revised Civil Statutes Annotated Article 5190.6, as amended (the "Act"); and

WHEREAS, the EDC has advised the City that it is necessary and proper to make certain amendments to its Articles of Incorporation and to update them to conform to the Texas Business Organizations Code and that it is in the best interests of the EDC to do so; and

WHEREAS, the City has determined that it is in the best interests of the EDC and the City to amend the EDC's Articles of Incorporation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HELOTES, TEXAS THAT:

Section One. Approval. The Restated Certificate of Formation (With New Amendments) for the City of Helotes Economic Development Corporation and the Restated Certificate of Formation of the City of Helotes Economic Development Corporation attached hereto as Exhibit "A" and Exhibit "B" are hereby approved.

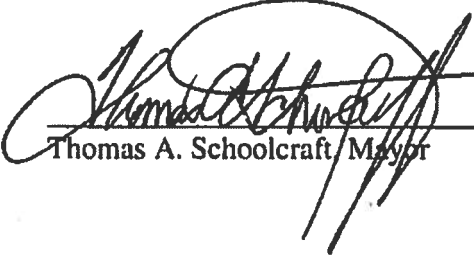
Section Two. Effective Date. This Resolution shall take effect immediately upon its adoption.

Section Three. Recitals. The City Council finds all of the above recitals to be true and correct and incorporates the same in this Resolution as findings of fact.

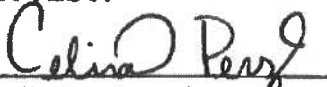
Section Four. Severability. If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The City Council hereby declares that it would have passed this Resolution, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared void.

PASSED AND APPROVED THIS 26 DAY OF October, 2017.

CITY OF HELOTES, TEXAS

By: 
Thomas A. Schoolcraft, Mayor

ATTEST:


Celina Perez, City Secretary



AMENDED BYLAWS
OF
THE CITY OF HELOTES
ECONOMIC DEVELOPMENT CORPORATION

ARTICLE ONE
PURPOSE AND POWERS

Section 1.1 Purpose. The Corporation is incorporated for the purposes set forth in Article Four of its Articles of Incorporation, as amended, the same to be accomplished on behalf of the City of Helotes, Texas (the *City*) as its duly constituted authority and instrumentality in accordance with the Development Corporation Act of 1979, as amended, Texas Revised Civil Statutes Annotated Article 5190.6 (the *Act*), and other applicable laws.

Section 1.2 Powers. In the fulfillment of its corporate purposes, the Corporation shall be governed by Section 4B of the Act and a special election held in the City on February 1, 2003 (the *Election*), and it shall have all the powers set forth and conferred in its Articles of Incorporation, as amended, in the Act, and in other applicable law, subject to the limitations prescribed therein and herein and to the provisions thereof and hereof.

ARTICLE TWO
BOARD OF DIRECTORS

Section 2.1 Powers, Number, and Terms of Office.

(a) The property and affairs of the Corporation shall be managed and controlled by a Board of Directors (the *Board*) under the guidance and direction, acting through the Executive Director, of the City Council of the City (the *Council*), and, subject to the restrictions imposed by law, by the Articles of Incorporation, as amended, and by these Bylaws, the Board shall exercise all of the powers of the Corporation.

(b) The Board shall consist of seven (7) Directors, each of whom shall be appointed by the Council. As vacancies occur on the Board or terms expire, the Mayor will recommend appointments of new candidates and submit same to Council for approval.

(c) The Directors constituting the first Board shall be those Directors named in the Articles of Incorporation. Successor Directors shall have the qualifications and be appointed to the terms set forth in the Articles of Incorporation, as amended.

(d) Any Director may be removed from office by the Council at will.

Section 2.2 Meetings of Directors.

(a) The Directors shall hold their meetings, as specified in Article Nine *Address* of the Corporation's Articles of Incorporation, as amended. Regular meetings of the Board shall be held the third (3rd) Wednesday of each month at 7 p.m. C.S.T. Special meetings of the Board shall be held whenever called by the President, by the Executive Director, by a majority of the Directors, by the Mayor of the City, or by a majority of the Council.

(b) Corporation Staff, on behalf of the Secretary, shall give notice to each Director of each meeting in person or by mail, telephone, or email at least seventy-two (72) hours before the meeting. Unless otherwise indicated in the notice thereof, any and all matters pertaining to the purposes of the Corporation may be considered and acted upon at a meeting. At any meeting at which a quorum of Directors shall be present, any matter pertaining to the purpose of the Corporation may be considered and acted upon consistent with applicable law.

(c) Attendance at Corporation meetings by members of the Board of Directors is critical for the Board to operate effectively and to be sure the requirements for a quorum can be met so that business can be conducted.

If a Director fails, for any reason, to attend more than three (3) regular meetings within any fiscal year period, that Director shall automatically be considered for replacement. The Executive Director shall inform the City Secretary of the situation, and the City Secretary shall place the item on the subsequent City Council agenda for action. A meeting cancelled for lack of a quorum is considered a meeting for purposes of recording attendance. Due to quorum requirements, when an absence is anticipated, the Director shall notify the Executive Director in advance, and the absence shall be counted against the Director's attendance record.

Section 2.3 Open Meetings Act. All meetings and deliberations of the Board shall be called, convened, held, and conducted, and notice shall be given to the public, in accordance with the Texas Open Meetings Act, as amended, Chapter 551, Texas Government Code.

Section 2.4 Quorum. A majority of the entire membership of the Board shall constitute a quorum to conduct official business of the Corporation. The act of a majority of the Directors present at a meeting at which a quorum is in attendance shall constitute an official act of the Board and of the Corporation, unless the act of a greater number is required by law.

Section 2.5 Conduct of Business.

(a) At the meetings of the Board, matters pertaining to the business of the Corporation shall be considered in accordance with Roberts Rules of Order, latest edition, and rules of procedure, as from time to time prescribed by the Board.

(b) At all meetings of the Board, the President shall preside. In the absence of the President, the Vice President shall preside. In the absence of the Vice President, the Secretary shall preside.

(c) The Presiding Officer shall not be a voting member of the Board, unless his/her vote is required to break a tie. The Presiding Officer shall not make a motion or second a motion made by another Director for any agenda item.

(d) The Secretary of the Corporation, acting through Corporation Staff, shall act as the secretary of all meetings of the Board. In the absence of the Secretary, the Presiding Officer may appoint any person to act as the secretary of the meeting.

Section 2.6 Committees of the Board.

The Board may designate three (3) or more Directors to constitute an ad hoc committee of the Board to exercise such authority, as approved by resolution of the Board. It is provided, however, that all final, official actions of the Corporation may be exercised only by a majority vote of the Board. Each committee so designated shall keep regular minutes of the transactions of its meetings and shall cause such minutes to be recorded in books kept for that purpose in the principal office of the Corporation, and any such meetings must be conducted in accordance with the provisions of the Texas Open Meetings Act, as amended, Chapter 551, Texas Government Code, if applicable.

Section 2.7 Compensation of Directors. Directors shall not receive any salary or compensation for their services as Directors. However, Directors shall be reimbursed for their actual expenses incurred in the performance of their official duties as Directors.

**ARTICLE THREE
OFFICERS AND CORPORATE OFFICIALS**

Section 3.1 Titles and Terms of Office.

(a) The officers of the Corporation shall be a President, Vice President, and Secretary. The President, Vice President, and Secretary shall be named from among the members of the Board. No person may hold more than one office. Initial officers shall serve the terms disclosed in the Articles of Incorporation. Thereafter, terms of office shall be for one (1) year with the terms of office expiring on September 30 of each year. Upon the expiration of the terms, each officer shall have the right to be reappointed or reelected by a majority vote of the Board of Directors.

(b) All officers shall be subject to removal from office at any time by a vote of a majority of the Council or Board of Directors.

(c) A vacancy in the office of any officer shall be filled by a majority vote of the Board of Directors.

Section 3.2 Powers and Duties of the President. The President shall have such powers and duties as may be prescribed by the Board and shall be the Presiding Officer over the meetings of the Corporation.

Section 3.3 Vice President. The Vice President shall have such powers and duties as may be prescribed by the Board and shall exercise the powers of the President during that officer's absence or inability to act. Any action taken by the Vice President in the performance of the duties of the President shall be conclusive evidence of the absence or inability to act of the President at the time such action was taken.

Section 3.4 Treasurer. The City Treasurer shall be a Corporate Official and shall be responsible for coordinating all of the financial matters of the Corporation, including arranging for and oversight of the annual audit. The Treasurer may be an employee or independent contractor of the City. To the extent that the Treasurer is an employee or independent contractor of the City, he/she shall not be a member of the Board.

Section 3.5 Secretary. The Secretary, acting through Corporation Staff, may keep the minutes of all meetings of the Board and books provided for that purpose; may give and serve all notices; shall sign with the Executive Director in the name of the Corporation and/or attest the signature thereto all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes, and other instruments of the Corporation; may have charge of the corporate books, records, documents, and instruments, except the books of account and financial records and securities, and such other books and papers as the Board may direct, all of which shall at all reasonable times be open to public inspection upon application at the principal office of the Corporation during business hours; and may, in general, perform all duties incident to the office of the Secretary and subject to the control of the Board, all as required by law.

Section 3.6 Executive Director. The City Administrator, or his/her designee, shall be a Corporate Official and shall serve as the Executive Director of the Corporation and receive policy direction, as established by a majority vote of the Board of Directors. The President shall be the point of contact between the Executive Director and the Board of Directors regarding official Corporate business. The Executive Director is the Chief Executive Officer of the Corporation and, subject to the authority of the Board of Directors and Council, the Executive Director is in general charge of the affairs of the Corporation, including the execution of contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes, and other instruments in the name of the Corporation. The Executive Director, subject to the Corporation's annual budget approved by the Board of Directors and Council, shall exercise direct supervision, including hiring and firing authority, over subordinate Corporation staff. The Executive Director shall retain legal counsel and financial advisors for the Corporation, subject to the approval of the majority of the Board. The Executive Director shall not be a member of the Board, and, unless excused by the President, the Executive Director shall attend all meetings of the Board of Directors. A majority vote of the Board of Directors may appeal an action taken by the Executive Director to the City Council, who shall have the authority to sustain, modify, or reverse said action by the Executive Director

Section 3.7 Compensation. Officers who are members of the Board shall not receive any salary or compensation for their services, except that they shall be reimbursed for the actual expenses incurred in the performance of their duties as officers.

Section 3.8 Conflict of Interest. In the event that a Director is aware that he or she has a conflict of interest or potential conflict of interest, as defined by State Law and/or Chapter Two

Administration, Article IV. *Ethics* of the City Code of Ordinances, with regard to any particular matter or vote before the Board, the Director shall bring the same to the attention of the Board and shall abstain from discussion and voting thereof. If any Director believes that any other Director may have a conflict of interest on a matter before the Board, he/she is obligated to inform the Director of that opinion. It is then the responsibility of the Director with the possible conflict to resolve the situation. Any questions of possible ethics violations shall be referred to the Corporation's legal counsel.

ARTICLE FOUR FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

Section 4.1 City of Helotes Economic Development Corporation Plan.

(a) It shall be the duty and obligation of the Board to finance and implement the City of Helotes Economic Development Corporation Plan, subject to approval or disapproval by Council.

(b) In carrying out its obligations under subsection (a), the Corporation shall be authorized to exercise all rights and powers granted under the Act, including, but not limited to Section 4B.

(c) The Board shall submit reports to the Council as to the status of its activities in carrying out its obligations under this Section. Reports shall be submitted, at a minimum, on a quarterly fiscal year basis.

(d) Any and all agreements with a cumulative value at or above Ten Thousand Dollars (\$10,000.00) made between the Corporation and other parties shall be individually approved by the City Council, and any and all agreements made between the Corporation and other parties shall be authorized, executed, approved, and delivered in accordance with applicable law.

(e) An administrative services contract may be executed annually as a part of the budget process between the Corporation and the City for the services provided by the Executive Director, Treasurer, City Attorney, and other City services / functions. Subject to the authority of the City Administrator, the Corporation may have the right to utilize City services, employees, and, if applicable, independent contractors provided (i) that the City Administrator approves the utilization of such services; (ii) that the Corporation may pay, as stipulated within the administrative services contract and approved by the City Administrator, reasonable compensation to the City for such services; and (iii) the performance of such services does not materially interfere or conflict with the other duties of such personnel of the City. Utilization of the aforesaid City services, employees, and independent contractors may be solely by an administrative services contract approved by the City Council.

Section 4.2 Annual Corporate Budget. Prior to the commencement of each fiscal year of the Corporation, the Board shall adopt a proposed budget of expected revenues from sources set out in Section 4.5 of this Article and proposed expenditures for the next ensuing fiscal year. The budget shall contain such classifications and shall be in such form as may be prescribed from time to time by the Council. The budget shall not be effective until the same has been approved by the Council.

Section 4.3 Books, Records, Audits.

(a) The Corporation shall keep and properly maintain, in accordance with generally accepted accounting principles, complete books, records, accounts, and financial statements pertaining to its corporate funds, activities, and affairs.

(b) At the direction of Council, the books, records, accounts, and financial statements of the Corporation may be maintained for the Corporation by the City Treasurer.

(c) The Corporation shall cause its books, records, accounts, and financial statements to be audited at least once each fiscal year by the same outside, independent auditing and accounting firm selected by the Council for the City. Such audit shall be at the expense of the Corporation.

Section 4.4 Deposit and Investment of Corporation Funds.

(a) All proceeds from loans or from the issuance of bonds, notes, or other debt instruments (the *Obligations*) issued by the Corporation shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to their execution or issuance.

(b) Subject to the requirements of contracts, loan agreements, indentures or other agreements securing Obligations, all other money of the Corporation, if any, shall be deposited, secured, and/or invested in the manner provided by the Corporation's Investment Policy for the deposit, security, and/or investment of the public funds. The Board, with Council approval, shall designate the accounts and depositories to be created and designated for such purposes, and it shall designate the methods of withdrawal of funds therefrom for use by and for the purposes of the Corporation upon the signature of its Investment Officer(s) and such other persons as the Board designates, all in accordance with the Corporation's Investment Policy. The accounts, reconciliation, and investment of such funds and accounts shall be performed by the Corporation's Investment Officer(s).

Section 4.5 Expenditure of Corporate Money. The sales and use taxes collected pursuant to Section 4B of the Act, the proceeds from the investment of funds of the Corporation, the proceeds from the sale of property, revenues generated by any Projects, as defined in Section 4B of the Act, proceeds derived from the sale of Obligations, or any other source of revenues that are payable to the Corporation may be expended by the Corporation for any purposes authorized by the Act and the Election, subject to the following limitations:

(a) Expenditures that may be made from a fund created with the proceeds of Obligations and expenditures of money derived from sources other than the proceeds of Obligations may be used for the purpose of financing or otherwise providing for one or more Projects, as defined in Section 4B of the Act, and in accordance with the Election;

(b) All other proposed expenditures shall be made in accordance with and shall be set forth in the annual budget required by Section 4.2 or in contracts meeting the requirements of Section 4.1 (d) and (e) of this Article.

Section 4.6 Issuance of Obligations. No Obligations, including refunding obligations, shall be authorized, sold, and/or delivered by the Corporation unless the Council approves such Obligations by action taken prior to the date of the initial delivery of the Obligations to the initial purchasers thereof.

ARTICLE FIVE MISCELLANEOUS PROVISIONS

Section 5.1 Principle Office.

(a) The principal office and the registered agent of the Corporation shall be the principal office and registered agent specified in the Articles of Incorporation, as amended.

(b) The Corporation shall have and shall continually designate a registered agent at its office, as required by the Act.

Section 5.2 Fiscal Year. The fiscal year of the Corporation shall be the same as the fiscal year of the City.

Section 5.3 Seal. The seal of the Corporation shall be as follows:



Section 5.4 Resignations. Any Director or officer may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or, if no time is specified, at the time of its receipt by the President or Secretary. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Section 5.5 Approval or Advice and Consent of the Council. To the extent that these Bylaws refer to any approval by the City or refer to advice and consent by the Council, such advice and consent shall be evidenced by a certified copy of a resolution, ordinance, or motion duly adopted by the Council.

Section 5.6 Services of City Staff and Officers. The Corporation may utilize the services and staff employees of the City in accordance with an administrative services contract and Section 4.1 hereof. All requests for staff time or inquiries of staff will be requested through the City Administrator's Office and approved by the Mayor.

Section 5.7 Indemnification of Directors, Officers, and Employees.

(a) As provided in the Act, the Corporation is, for the purposes of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practices and Remedies Code), a governmental unit and its actions are governmental functions.

(b) The Corporation shall indemnify each and every member of the Board, its officers, its employees, each member of the Council, and each employee of the City, to the fullest extent permitted by law, against any and all liability or expense, including attorney's fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the sanctions and activities of the Corporation. The legal counsel for the Corporation is authorized to provide a defense for each and every member of the Board, its officers, its employees, each member of the Council, and each employee of the City.

**ARTICLE SIX
EFFECTIVE DATE, AMENDMENTS**

Section 6.1 Effective Date. These Bylaws shall become effective upon the approval of these Bylaws by the Council.

Section 6.2 Amendments to Articles of Incorporation and Bylaws. The Articles of Incorporation, as amended, of the Corporation and these Bylaws may be amended only in the manner provided in the Articles of Incorporation, as amended, and the Act.

City of Helotes
Economic Development Corporation

FYE 2019 WORK PLAN

ADMINISTERED BY:



BOARD OF DIRECTORS

Pat Wootton, President, Place Three
Alan Holmes, Vice President, Place Four
Kathryn Mitchell, Secretary, Place Five
Bill Putty, Place One
Patrick Adam, Place Two
Mathew McCrossen, Place Six
Stevie Seitz, Place Seven

TECHNICAL SUPPORT

Rick Schroder, Executive Director
Glenn Goolsby, Asst. Exec. Director

Approved by the HEDC Board of Directors on June 19, 2019.
Approved by the City Council on May 23, 2019.

TABLE OF CONTENTS

PAGE 3 	EXECUTIVE SUMMARY Mission & Vision Statements and History
PAGE 4 	GOAL 1: Develop Industry Targets
PAGE 5 	GOAL 2: Gateway Signage
PAGE 6 	GOAL 3: External Marketing & Communication Plan
PAGE 7 	GOAL 4: Internal Marketing & Communication Plan
PAGE 8 	GOAL 5: Visitor Center
PAGE 9 	GOAL 6: Create a Municipal Development District

EXECUTIVE SUMMARY

The **Work Plan** is a living document created by the Helotes Economic Development Corporation (HEDC) Board of Directors to guide future policy decisions and Staff actions. Each year, the HEDC Board of Directors revisits the document to remind itself of the Corporation's mission, vision, history, and goals. The Work Plan constitutes the Annual Plan of the HEDC, mandated by Article IV, Section 4.1 of the HEDC Bylaws, and the Plan must be approved by the City Council on an annual basis.

MISSION STATEMENT

To promote, encourage, and enhance the creation of jobs, the expansion of the local tax base, and our quality-of-life through projects that assist in the retention and expansion of existing employers and which attract new employers and aid in their development and growth.

VISION STATEMENT

Our vision for Helotes includes a balance of sales and property taxes that takes into account our town's historic roots and unique environment, resulting in an improved quality-of-life for all Helotes citizens.

HISTORY

The City of Helotes was incorporated in 1981 in an effort by local residents to avoid annexation by the City of San Antonio. The newly organized City of 1,535 residents rapidly transitioned from a small rural town to a suburban community. To ensure positive growth, the City Council appointed an Economic Development Committee in 1997. In 2002, Helotes citizens approved a ballot initiative to add a half-cent 4B Economic Development Sales Tax. The Helotes Economic Development Corporation (HEDC) was formed in 2003, and the HEDC Board of Directors was tasked with the administration of the dedicated 4B sales tax fund.

Today, the HEDC remains dedicated to thoughtful economic growth, and supports public and private investment in projects that improve the economic outlook of the City and enhance the quality-of-life for more than 9,000 Helotes citizens.

GOAL 1 | DEVELOP INDUSTRY TARGETS
short term goal (2018 – 2019)

PRIORITY ONE:

Support the development of Class A office space.

PROJECTS

- Conduct a capacity analysis and identify the amount of underutilized and / or undeveloped office space needed within Helotes.
- Work with property owners, brokers, and speculative office space developers to promote office development opportunities.

PRIORITY TWO:

Encourage the development of mixed-use (including restaurants and retailers), entertainment, and hotel concepts.

PROJECTS

- Conduct a capacity analysis and identify the amount of underutilized and / or undeveloped mixed use, entertainment, and hotel concepts needed within Helotes.
- Identify sites suitable for the aforementioned concepts.
- Work with property owners, brokers, and speculative developers to promote mixed use, entertainment, and hotel development opportunities.

GOAL 2 |**GATEWAY SIGNAGE
mid-term goal (2018 – 2021)****PRIORITY ONE:**

Establish location(s), funding source(s), and design(s) of gateway signage along State rights-of-way.

PROJECTS

- Locate and secure, through TxDOT, public rights-of-way for signage location(s).
- Engage a landscape architect, architect, or professional engineer to design signage.
- Develop project cost estimate(s) and determine funding options.

PRIORITY TWO:

Bid and construct gateway signage in TxDOT rights-of-way.

GOAL 3 | EXTERNAL MARKETING & COMMUNICATION PLAN
Development and Real Estate Community
short term goal (2018 – 2019)

PRIORITY ONE:

Evaluate and refine current marketing and communication plan efforts for the development and real estate community.

PROJECTS

- Ensure easy access to complete and pertinent development information on City and HEDC websites and through other electronic mediums.
- Use social media and other mediums to promote development opportunities.
- Attend trade and similar events and distribute information directly to the development and real estate community.

PRIORITY TWO:

Better communicate the City of Helotes' commercial growth strategy within the corporate City limits and its Extraterritorial Jurisdiction (ETJ).

PROJECTS

- Promote development within the Old Town Helotes Special District.
- Promote development along the S.H. 16 commercial corridor.
- Promote the S.H. 16 water and sewer utility project, including the use of water impact fee credits and sewer pro rata refunds as incentives for desirable developments.
- Work with City Officials and Staff to implement the HEDC Growth Management Plan.
- Highlight the benefits of being located within the corporate City limits.
- Encourage annexation if located in the ETJ.

GOAL 4 | INTERNAL MARKETING & COMMUNICATION PLAN
Area Business Owners
short term goal (2018 – 2019)

PRIORITY ONE:

Evaluate and refine current marketing and communication plan efforts for existing businesses in the City of Helotes.

PROJECTS

- Ensure easy access to complete and pertinent information for existing businesses on City and HEDC websites and through other electronic mediums.
- Use social media, Helotes Magazine, area partnerships, and other mediums to promote business retention and expansion opportunities, economic development opportunities, and related items of interest within the business community.
- Assist and/or coordinate educational programs that support existing business owners. Partners may include the following:
 - UTSA Small Business Development Center;
 - Helotes Area Chamber of Commerce;
 - Alamo Workforce Solutions;
 - Alamo Area Council of Governments;
 - National Association of the Self-Employed;
 - National Association of Women Business Owners; and
 - U.S. Small Business Administration.

PRIORITY TWO:

Continue to promote and encourage day-tripping and other forms of tourism within Helotes.

PROJECTS

- Create a campaign that promotes what to see/do/eat in Helotes.
- Develop videos that highlight activities in Helotes.

GOAL 5 | VISITOR CENTER
long-term goal (2019 – 2029)

PRIORITY ONE:

Establish a Helotes Visitor Center consisting of office space for the HEDC, Helotes Area Chamber of Commerce, Historical Society of Helotes, and other interested organizations that provide governmental, educational, and/or business-related assistance to the community.

PROJECTS

- Gather potential stakeholders and develop a memorandum of understanding.
- Conduct site assessments and determine suitable tract(s).
- Complete land and construction cost estimates.
- Complete a cost benefit analysis of leasing versus ownership.
- Obtain approval from stakeholders and City Council on most viable option.
- Secure funding, either in part or in full.

GOAL 6 |**CREATE A MUNICIPAL DEVELOPMENT DISTRICT
mid-term goal (2018 – 2023)****PRIORITY ONE:**

Create a Municipal Development District (MDD) once the City of Helotes has secured the release of the San Antonio Metropolitan Transit Authority's (VIA) sales and use tax within the City's ETJ.

PROJECTS

- Collaborate with City Officials and Staff to secure the release of VIA sales and use tax within the City's ETJ.
- Secure City Council approval for MDD creation.
- Hold an election to adopt MDD.