



## REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, June 21, 2023 at 7:00 p.m., in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This was an open meeting, subject to the open meeting laws of the State of Texas.

**Present:**

**Board Members:** Blaine Lopez, President      John Kodosky, Vice-President  
Joel Lutz      Melissa Benavides  
Marian Mendoza, Ex-Officio

**Staff:** Glenn Goolsby, Executive Director

**Absent:** Melody Cooper, Secretary      Greg Hayden      Jeff Felty

**1. Call to Order.**

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

**OPEN SESSION:**

**2. Citizens to be heard.**

*The HEDC cannot discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). Comments are limited to three (3) minutes, and this time is not transferable. Discussion by the HEDC 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 HEDC Agenda.*

No citizen signed up to speak.

**CONSENT AGENDA (ITEM NOS. 3 – 4):**

All items marked with an asterisk (\*) on the consent agenda were voted on as a group. Motion was made by John Kodosky, second by Melissa Benavides to approve Items 3 and 4 as written. The motion carried unanimously.

**3. \*Approval of the Regular Meeting Minutes dated April 19, 2023.**

**4. \*Approval of the HEDC Fiscal Year Ending (FYE) 2023 Revenue and Expense Report dated June 15, 2023.**

## **COMMITTEE REPORTS:**

### **5. Update from HEDC standing committees to include the following:**

- **Executive Committee;**
- **Finance Committee;**

Joel reported all expenditures for May had been approved.

- **Governance Committee; and**
- **Building Evaluation Committee.**

## **ITEMS FOR INDIVIDUAL CONSIDERATION:**

### **6. Discussion of and action on an application made by Twin Brother's Burgerz to approve a grant reimbursement request under the Retailer and Commercial Tenant Improvement Incentive Program.**

Carlos Garcia presented his concept to the Board for a sports-themed burger restaurant he and his brother plan to operate inside the former Bobby J's Burgers.

Motion was made by Joel Lutz, second by Melissa Benavides to approve the grant request in the amount of \$20,000. Motion carried 3-ayes, and 1-abstained; John Kodosky.

### **7. Discussion of and action on approval of a recommendation by the Community Arts Grant Committee to select Esther Benedict's sculpture called "Western Dance."**

Glenn Goolsby presented the CAG Committee's recommendation and concurred that Ms. Benedict's sculpture was ideal for the location in Old Town Helotes. He stated the HEDC would still be responsible for other improvements to elevate the area in an effort to protect the sculpture. Marian stated the need to coordinate with the City's Public Works Department to ensure all improvements are completed according to ASHTO standards.

Motion was made by Joel Lutz, second by John Kodosky to approve the item as presented. The motion carried unanimously.

### **8. Discussion of and action on approval of an agreement with HDL Companies to provide monthly sales tax analytics, an annual audit, and recovery of misallocated sales tax.**

Glenn Goolsby reviewed some of the reports the software could generate and explained how the product saves substantial staff time in evaluating and generating sales tax reports.

Motion was made by John Kodosky, second by Melissa Benavides to approve Option 1 in the amount of \$6,000 plus a 30% commission on any recovered assets. The motion carried unanimously.

### **9. Discussion of and action on approving a contract with YOLO Texas to film an episode highlighting Helotes to Shop, Dine, and Play.**

Glenn Goolsby presented contracting with YOLO for another episode to be aired in late 2023. He stated the first episode successfully brought awareness to Helotes and all the businesses featured experienced a boost in traffic and sales. Blaine Lopes asked if there was a possibility to split the expense with the City, utilizing the Hotel Occupancy Tax. Mr. Goolsby stated he would be requesting support from the City.

Motion was made by Melissa Benavides, second by Joel Lutz to approve contracting with YOLO Texas in the amount of \$19,000 with the stipulation that the EDC can split the cost with the City of Helotes. The motion carried unanimously.

**10. Discussion of and action on approval to reallocate funds for the expansion of the HEDC offices to include a Visitor and Business Center.**

Glenn Goolsby stated that additional funds were needed in the Visitor Center line item to move forward and recommended transferring \$250,000 from Land Acquisition.

Motion was made by John Kodosky, second by Joel Lutz to approve the item as presented. The motion carried unanimously.


**STAFF REPORT:**

**11. Update on HEDC projects to include the following:**

- **E-Commerce Grant;**
- **Tenant Improvement Grant;**
- **Arts Grant; and**
- **OTH Signage.**

Glenn Goolsby reviewed the status of applicants for the grants and stated there had been a recent influx of interest so he anticipates several more requests coming soon.

President Lopez adjourned the meeting at 8:21 p.m.

  
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**Glenn Goolsby**  
Executive Director