



REGULAR MEETING MINUTES

The City of Helotes Economic Development Corporation (EDC) Board of Directors met for a Regular Meeting on Wednesday, April 19, 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
Melody Cooper, Secretary Greg Hayden
Joel Lutz Melissa Benavides
Jeff Felty Marian Mendoza, Ex-Officio

Staff: Glenn Goolsby, Executive Director

Absent:

1. Call to Order.

President Lopez called the meeting to order at 7:02 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 March 15, 2023.

4. ***Approval of the HEDC Fiscal Year Ending (FYE) 2023 Revenue and Expense Report dated April 14, 2023.**

COMMITTEE REPORTS:

5. **Update from the Finance Committee.**

Melody Cooper stated the committee had met to review March expenditures and unanimously approved them.

6. **Update from the Governance Committee.**

Melissa Benavides stated the committee had narrowed the design of the Old Town signage and is requesting direction from the Board of Directors.

The consensus was to move forward with option 1 as presented.

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. **Presentation by Armstrong, Vaughan, & Associates, P.C. and discussion of and action on the Fiscal Year Ending (FYE) 2022 Comprehensive Annual Financial Report (CAFR) for the City of Helotes Economic Development Corporation. (Armstrong, Vaughan, & Associates, P.C., City Auditor)**

Presentation was made by Kim Roach to review the FYE 2022 HEDC Audit. She stated the HEDC has received an unmodified opinion once again with no recommendations. Mrs. Roach highlighted that revenues had increased and the HEDC was able to place approximately \$1 million in reserves.

Motion was made by John Kodosky, second by Melissa Benavides to approve the Fiscal Year Ending (FYE) 2022 Comprehensive Annual Financial Report. The motion carried unanimously.

8. **Discussion of and action on expanding the HEDC offices, including creating coworking office space. (Staff)**

Presentation was made by Glenn Goolsby to introduce ideas for creating a visitor and business center in newly available lease space. He also provided a preliminary forecast on the construction cost and revenue stream.

Motion was made by John Kodosky, second by Jeff Felty to sign a Letter of Intent in an amount not to exceed \$3,000 with the property owner and hire an architect if needed to develop plans for the next meeting. Motion carried unanimously.

9. **Discussion of and action on art pieces approved during the 2022 arts grant program.**

Motion was made by Joel Lutz, second by Jeff Felty to discuss and act on the item as written.

The consensus was that the installed sculptures were not representative of the concept the Board approved and would like to relocate the pieces to another more appropriate place. Direction was given to amend any future agreements requiring the artist to submit progress reports and obtain Board approval before making any changes to approved artwork.

Motion was made by Jeff Felty, second by Joel Lutz to receive the final two art pieces and work with the City of Helotes to find a suitable location in the City. Motion carried unanimously.

STAFF REPORT:

10. Update on the 2023 Art Grant Program major sculpture call for artists.

Glenn Goolsby informed the Board he had extended the Call for Artists that was soliciting for a major sculpture in the Old Town traffic circle until the end of April.

President Lopez adjourned the meeting at 8:30 p.m.



Glenn Goolsby
Executive Director