



REGULAR MEETING AGENDA

The City of Helotes Economic Development Corporation (HEDC) Board of Directors will meet for a Regular Meeting on Wednesday, May 21, 2025, 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.

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). 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.

CONSENT AGENDA (ITEM NOS. 3 - 5):

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.

3. Approval of the minutes for the Regular Meeting dated April 16, 2025. (Staff) - [Agenda Item](#)
4. Approval of the HEDC FYE25 Revenue and Expense Report dated April 30, 2025. (Staff) - [Agenda Item](#)
5. Approval of the HEDC Quarterly Investment Report dated March 31, 2025. (Staff) - [Agenda Item](#)

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

This meeting site is wheelchair-accessible and accessible parking spaces are available in front of the office. In compliance with the Americans with Disabilities Act, the Helotes EDC will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received seventy-two (72) hours prior to the meeting. For assistance, contact the Interim Executive Director at 210-695-5910.

COMMITTEE REPORTS:

6. Update from HEDC standing committees to include the following:
 - a. Executive Committee;
 - b. Finance Committee;
 - c. Governance Committee; and
 - d. Community Enhancement Committee.

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. Discussion, direction, and possible action on the evaluation of HEDC standing committee's and Director's appointed to each committee. (Staff)
8. Discussion, direction, and possible action on the final draft of the HEDC Board Member Guide. (Staff)
9. Discussion, direction, and possible action on the final draft of the HEDC Board Member Overview. (Staff) - [Agenda Item](#)
10. Discussion, direction, and possible action on the final draft of the HEDC Board Member Candidate Application. (Staff) - [Agenda Item](#)

CLOSED SESSION:

11. Closed Session in accordance with the provisions of Chapter 551, Subchapter D, Texas Local Government Code to include the following:

Section 551.071. CONSULTATION WITH ATTORNEY

Receive attorney advice and consultation regarding the processes and procedures for HEDC Board consideration of incentive applications.

Section 551.072. DELIBERATION REGARDING REAL PROPERTY

Deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

- Discuss the purchase of real property for Economic Development purposes

RECONVENE INTO OPEN SESSION:

12. Discussion of and take possible action on matters discussed in Closed Session.

STAFF REPORT:

- Business Center
- Incentive program review
- HEDC Policies Guide


FUTURE AGENDA ITEMS:

- Helotes Fitness Park and Disc Golf Course

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 May 16, 2025, at 12:30 am / 

Scott Hardwick

Scott Hardwick, Executive Director