



**CITY OF LEON VALLEY
ECONOMIC AND COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE MEETING**
City Hall – Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, January 13, 2020 at 6:00 p.m.

AGENDA

1. Call to Order and Announcement of a Quorum
2. Pledge of Allegiance
3. Discussion and possible action on the approval of the October 14, 2019, Economic and Community Development Advisory Committee Meeting Minutes
4. Discussion and possible action on the approval of the November 20, 2019, Economic and Community Development Advisory Committee Meeting Minutes
5. Quarterly Financial Presentation – Floyd Messick, Assistant Finance Director
6. Economic Development Report – William Cox, Business Relations Director
7. Other items
8. Adjournment

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or any other City boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of City Council and any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These City Council members and members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE was posted Jan. 10, 2020 at 1:20 p.m. on the Bulletin Board at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, 78238, and remained posted until after the meeting(s) hereby posted concluded. This notice was also posted on the City's website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements for such services, please call (210) 684-1391, Extension 216.

Mawbel Mendoza on behalf of
Saundra Passailaigue, FRMC
City Secretary



CITY OF LEON VALLEY
ECONOMIC & COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING
City Hall – Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, January 13, 2020

MINUTES

The Economic & Community Development Advisory Committee met on the 13th day of January, 2020, at the Leon Valley City Hall located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

Call to Order and Announcement of a Quorum: The meeting was called to order at 6:00 p.m. by Vice Chairperson Amber Mouser and there was an announcement of a Quorum.

Present:

Amber Mouser	Larry Proffitt	Roger Christensen
Cynthia Flores	Heather Riddle	William Cox

Absent Members:

Dr. Geraldine Rodriguez-Smith	David Jordan (excused)	Olen Yarnell
Joseph Nazaroff		

Also Attending: Councilman Matthew Hoode, Finance Director Vickie Wallace, and Assistant Finance Director Floyd Messick.

Pledge of Allegiance

Discussion and Possible Action on the Approval of the October 14, 2019, Economic and Community Development Advisory Committee Meeting Minutes –Motion made by Heather Riddle to approve the October 14th meeting minutes. The motion was second by Roger Christensen to approve. Motion carried unanimously.

Discussion and Possible Action on the Approval of the November 20, 2019, Economic and Community Development Advisory Committee Meeting Minutes – Motion made by Roger Christensen to approve the November 20th meeting minutes with the addition of the project funding amounts and noting the 30-minute early departure of member Heather Riddle. The motion was second by Larry Proffitt to approve. Motion carried unanimously.

Quarterly Financial Presentation – Assistant Finance Director, Floyd Messick facilitated a quarterly financial presentation and discussion of the quarter ending 12/31/2019.

First Quarter Economic Development Update – Business Relations Director, William Cox facilitated the first quarter economic development update presentation and discussion which included; zoning inspections, certificate of occupancies issued, ED related functions/meetings, ED training for the Business Relations Director, ED projects, and a brief discussion on the economic prosperity of the Alamo Region.

Other Items – Committee member Roger Christensen requested the next agenda include a discussion and possible action concerning: Meeting minutes to include the dollar amount approved by the advisory committee.

William Cox shared the 2020 calendar for quarterly updates and annual update to City Council.

2020 First Quarter Update	January 13, 2020
2020 Second Quarter Update	April 20, 2020
Annual Report to City Council	June 2020 *Date tba*
2020 Third Quarter Update	July 20, 2020
2020 Fourth Quarter Update	October 19, 2020
Ad Hoc meetings	As needed basis. One-week notice of meeting sent by email to committee members and packet to be delivered 72-hours on advance.

William Cox facilitated a discussion on the roles and responsibilities of the Sign Code Update Advisory Committee. The discussion was in response to Member Olen Yarnell requesting that the sign committee approve all project funding for signs before it is heard by the EDCD Advisory Committee. Committee members received a copy of Ordinance No. 2018-63.

Committee members discussed Grand Openings and Project Funding check presentations. There was a consensus from the committee, requesting an invitation to these ceremonies.

William Cox requested that committee members verify contact information after the meeting, to ensure timely communication with committee members.

Madam Chair Dr. Geraldine Rodriguez-Smith sent an email stating the absence of committee member Olen Yarnell is excused.

Adjournment – Motion to adjourn at 6:50 p.m. made by Heather Riddle and seconded by Roger Christensen. Motion carried unanimously.

These minutes approved by the Leon Valley Economic & Community Development
Advisory Committee on the 23rd of March 2020.

APPROVED

A handwritten signature in black ink, appearing to be 'A. B. S.', written over a horizontal line.

CHAIR