



**MINUTES OF THE MEETING
OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Wednesday, July 27, 2015**

I. Call to Order and Determine If Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 6:34 p.m. Board Vice President Claude Guerra, Board Treasurer Mike McCarley, Board Member Rudy Garcia, Board Member Georgia Zannaras and Board Member Joe Sanchez were present, constituting a quorum. Board Secretary Dave Gannon was absent and excused. Also in attendance were Staff Liaison Claudia Mora, acting as recording secretary, and Economic Development Administrative Assistant Ana Federico. Board Attorney Jessie Lopez and Litigation Attorney Dan Pozza were present.

II. Introduction of New Board Attorney – Jessie Lopez with Davidson, Troilo, Ream and Garza

Board President Ynostrosa introduced Mr. Lopez as the new LVEDC Board Attorney. Mr. Lopez shared his background information.

III. Closed Session in Accordance with the Texas Government Code.

The City of Leon Valley Economic Development Corporation Board will Convene in Closed Session:

- A. Pursuant to Tex. Gov't Code Ann. § 551.071 (1),(2) consultation with attorney regarding *Larry Little v. Leon Valley EDC*;
- B. The City of Leon Valley Economic Development Corporation Board will Reconvene into Open Session and may take action on the Closed Session Items

The LVEDC and City Council went into closed session at 6:37 p.m.

The LVEDC and City Council returned to open session at 7:54 p.m. No action was taken in closed session

IV. Update on *Larry Little v. Leon Valley EDC*

There was no new information to share.

V. Update on Amendments to the City of Leon Valley Economic Development Corporation Certificate of Formation/Articles of Incorporation and Bylaws

Staff Liaison Mora shared with the Board the presentation made to the City Council on July 21st. In particular, Ms. Mora showed the Board the language being changed in the Articles of Incorporation, as approved by the City Council. Article 10, Section (a)(2) of the City of Leon Valley Economic Development Corporation's Articles of Incorporation was amended to allow up to two (2) city council members to be appointed to the LVEDC Board of Directors.

Ms. Mora reported that the City Council had the authority to amend the Articles of Incorporation but not the Bylaws. She recommended that the Board amend the Bylaws in the same manner that the Articles of Incorporation were amended. Ms. Mora went on to recommend that the Board take the opportunity to go through the entire document and make other amendments. An example given for amendment consideration was the designated meeting place being identified as the Kinman House. The Kinman House is no longer used as the LVEDC meeting location and the Bylaws should be amended to reflect that.



Discussion ensued on possible amendments. A suggestion was made to add language regarding the officers of the Board – for example, who is not eligible to serve as an officer. Another suggestion was made about changing the Board of Directors' term dates to coincide with the calendar year and not the fiscal year.

VI. Summary and Discussion of July 2015 City Council Meetings

Mr. Ynostrosa and Ms. Mora summarized the activity with the LVEDC FY2014-2015 budget adjustment. The City Council is asking for detail on the Board's expenditures for the fiscal year. Also, the City Council will have representation on the Board. The LVEDC will need to make their presentations to the City Council; staff will no longer do the presentations. Ms. Mora indicated that she will process the paperwork required for items to be placed on the City Council agenda.

VII. Citizens to be Heard

There were none.

VIII. Consideration of LVEDC Minutes – May 5, May 8, June 3, June 24, and July 2, 2015

Board President Ynostrosa asked Board Attorney Lopez for an opinion on whether Board minutes already approved by the Board could be amended. Mr. Lopez commented that the minutes could be amended to reflect facts that may have not been included in the earlier version and which the Board felt important and accurate in recording activity during a meeting. Mr. Ynostrosa asked that the June 10th minutes be amended to include, for the record, the timeline of the lawsuit which he presented at the June 10th special meeting with the City Council. Staff was directed to include the amended June 10th minutes in the August meeting packet.

The Board postponed action on the minutes of June 3, June 24 and July 2, 2015.

Board Vice President Guerra moved to approve the minutes of May 5 and May 8, 2015. Board Member Garcia seconded the motion. The motion passed by voice vote.

IX. Financial Report by LVEDC Treasurer and Consideration

The Financial Report provided in the meeting packet was reviewed. The balance in the bank as of July 21, 2015 was \$468,401.21. This total included \$36,811.68 in the checking account and \$431,401.21 in the money market account. Board Treasurer McCarley transferred \$25,000 into the checking account; the \$36,811.68 includes the amount transferred.

Mr. McCarley went on to discuss the repayment spreadsheet which shows the repayment to the State of the overpaid sales tax. He asked that the Board receive a copy each month to show each payment made and the balance due. He also asked that the Board think about how they wanted to handle consultant contracts like that with Patterson & Associates and how to continue in the future.

X. 8:00 Public Hearing, Presentation, Discussion and Possible Action on Façade and Signage Program Funding: Up to \$567.50 to Ideas Unlimited Printing & Graphics; Up to \$810 to Tellez Tamales & Barbacoa; Up to \$10,000 to Jenfield, LLC

The Board held a brief discussion on each application. They asked that Jenfield, LLC provide more detail and specific quotes for their project. The Jenfield project is a good project because it helps clean up a part of Bandera Road needing help.

Board Member Garcia moved to approve funding under the Façade and Signage Program for the projects listed and presented. Board Vice President Guerra seconded the motion. The motion carried by voice vote.

XI. Presentation, Discussion and Possible Action Regarding Grant to Forest Oaks Community Association

Staff presented a request from the Mayor to review the eligibility of the Forest Oaks Community Association for grant assistance to help with the pool. Ms. Mora informed the Board that she spoke with Ms. Mary Ann Howell, former representative for the association, regarding what type of assistance the association was looking for. Ms. Mora reported that a request was made for a grant to make repairs to the pool facilities and pay the back-sales taxes. Ms. Howell was informed that if the association qualified, the funds could not be used to pay back taxes.

Ms. Mora presented the eligibility criteria for the regular grant program. The Board proceeded to discuss the association's eligibility based on the information provided by Ms. Mora and the criteria. It was determined that the association would be eligible to apply for funding under the regular program. Ms. Mora was directed to inform the association.

XII. Presentation, Discussion and Possible Action on FY 2014-2015 Budget Adjustment

The Board provided staff with suggestions and direction on the presentation to City Council. Staff will shorten the presentation and provide figures divisible by 5. The idea is to have a presentation where "less is more" and specific examples of expenditures will present a clear picture of what has happened during the fiscal year.

Staff also provided updated figures which showed that the adjustment would be for under \$150,000.

XIII. Presentation, Discussion and Possible Action on FY2015-2016 Budget

Staff presented an updated version of the proposed budget. The Board asked that the proposed figures be rounded to figures divisible by 5. Staff was also asked to send the next update to the Board for review prior to the next meeting.

Staff reminded the Board that the budget should be approved at the August meeting so that it could be presented to the City Council at least once prior to the September 15th meeting, where the City Council would approve the City's budget and the LVEDC budget.

XIV. Future Agenda Items

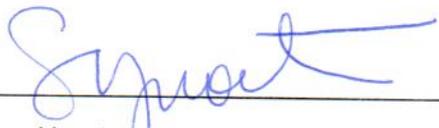
This agenda item was tabled.

XV. Announcements

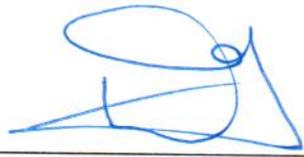
There were no announcements

XVI. Adjourn

Board Member Sanchez moved for adjournment. Board Member Garcia seconded the motion. The meeting was adjourned at 10:15 p.m.



Stephen Ynostrosa
Board President



David Gannon
Board Secretary