



**CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION (LVEDC)-FINANCE COMMITTEE**

Leon Valley City Hall-Council Chamber
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, June 15, 2016 at 10:00 a.m.

AGENDA

1. Consider, discuss and take action to approve LVEDC Finance Committee Minutes for April 20, 2016.
2. Review of Accounts Payable for June 2016.
3. Review and discuss LVEDC May 2016 Financial Reports from Leon Valley Finance Department.
4. Discuss and prepare for LVEDC June 22, 2016 Meeting Agenda.
5. Discuss LVEDC Budget FY 2016-2017.
6. Review the completed Tex Pool application and submit per board approval from May 25, 2016 LVEDC Board Meeting.
7. Announcements
 - A. Reminder: Public Funds Investment Act (PFIA) Training for LVEDC Investment Officers. See attached link for online training.
 - B. Update on letter to outstanding signage candidates. Ideas Unlimited and Applewhite Automotive have sent in or will be meeting with City Staff to complete projects.

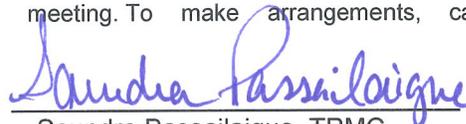
The public is hereby notified that notices for all regular and special meetings of the City of Leon Valley Economic Development Corporation ("LVEDC") will no longer distinguish between matters to be discussed in open or closed session of the meeting. The practice in accordance with rulings of the Texas Attorney General allows the LVEDC to convene in closed session to discuss any matter listed on the agenda so authorized by the Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding prospective gift), 551.074 (personnel matters), 551.076 (deliberation regarding security devices), 551.087 (economic development), and 551.088 (deliberation regarding test item). **THE LVEDC MAY TAKE APPROPRIATE OFFICIAL ACTION ON ANY AGENDA ITEM.**

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 CITY OF LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION was posted on the Bulletin Board, at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, on the June 09, 2016 at 8:00 a.m. and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City 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, call (210) 684-1391.



A handwritten signature in blue ink that reads "Sandra Passailaigue".

Sandra Passailaigue, TRMC
City Secretary
City of Leon Valley

JUNE 2016 EXPENSES

INVOICE DATE	VENDOR	FEE	SERVICE
N/A	City of Leon Valley	\$ 3,833.00	May 2016 Services Agreement
		TOTAL \$	3,833.00

NOTES:

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MAY 31ST, 2016

500-LVEDC
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Revenues	0.00	30,340.69	0.00	142,527.79	0.00 (142,527.79)	0.00
*** TOTAL REVENUES ***	0.00	30,340.69	0.00	142,527.79	0.00 (142,527.79)	0.00
EXPENDITURE SUMMARY							
LVEDC	414,236.00	3,889.91	0.00	182,938.94	0.00	231,297.06	44.16
*** TOTAL EXPENDITURES ***	414,236.00	3,889.91	0.00	182,938.94	0.00	231,297.06	44.16
** REVENUE OVER (UNDER) EXPENDITURES *	(414,236.00)	26,450.78	0.00	(40,411.15)	0.00 (373,824.85)	90.24
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET GAIN OR (LOSS)	(414,236.00)	26,450.78	0.00	(40,411.15)	0.00 (373,824.85)	9.76

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MAY 31ST, 2016

500-LVEDC
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>Revenues</u>							
41010 Sales Tax	0.00	30,322.15	0.00	142,446.17	0.00 (142,446.17)	0.00
41011 Interest Income	0.00	18.54	0.00	81.62	0.00 (81.62)	0.00
TOTAL Revenues	0.00	30,340.69	0.00	142,527.79	0.00 (142,527.79)	0.00
TOTAL ????	0.00	30,340.69	0.00	142,527.79	0.00 (142,527.79)	0.00

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MAY 31ST, 2016

500-LVEDC
 LVEDC
 DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>SUPPLIES</u>							
5100-520.01 Office Supplies	100.00	0.00	0.00	0.00	0.00	100.00	0.00
5100-520.02 Operating Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5100-520.04 Miscellaneous Supplies	213.00	0.00	0.00	525.22	0.00 (312.22)	246.58
TOTAL SUPPLIES	313.00	0.00	0.00	525.22	0.00 (212.22)	167.80
<u>CONTRACTUAL SERVICES</u>							
5100-530.01 Professional Services	61,260.00	15.06	0.00	44,165.51	0.00	17,094.49	72.10
5100-530.02 Contractual Services	46,000.00	3,833.00	0.00	30,664.00	0.00	15,336.00	66.66
5100-530.03 Telephone	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5100-530.04 Utilities-Gas, Water, Elec	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5100-530.05 Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5100-530.06 Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5100-530.08 Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5100-530.09 Travel	4,500.00	0.00	0.00	875.00	0.00	3,625.00	19.44
5100-530.10 Membership	1,200.00	0.00	0.00	875.00	0.00	325.00	72.92
5100-530.15 EDC Project Funding	286,031.00	0.00	0.00	105,632.37	0.00	180,398.63	36.93
5100-530.16 Miscellaneous	14,932.00	41.85	0.00	201.84	0.00	14,730.16	1.35
TOTAL CONTRACTUAL SERVICES	413,923.00	3,889.91	0.00	182,413.72	0.00	231,509.28	44.07
TOTAL LVEDC	414,236.00	3,889.91	0.00	182,938.94	0.00	231,297.06	44.16
*** TOTAL EXPENDITURES ***	414,236.00	3,889.91	0.00	182,938.94	0.00	231,297.06	44.16
** REVENUE OVER (UNDER) EXPENDITURES *(414,236.00)	26,450.78	0.00 (40,411.15)	0.00 (373,824.85)	90.24
NET GAIN OR (LOSS)	(414,236.00)	26,450.78	0.00 (40,411.15)	0.00 (373,824.85)	9.76

**COMBINED SALES TAX REPORT
FY 2016**

	City Sales	Street	Economic Development	TOTALS
Dec-15	171,841.65	42,954.50	21,477.25	236,273.40
Jan-16	171,410.51	42,846.74	21,423.37	235,680.62
Feb-16	208,640.82	52,153.03	26,076.52	286,870.37
Mar-16	171,793.85	42,942.56	21,471.28	236,207.69
Apr-16	169,065.50	42,260.56	21,130.28	232,456.34
May-16	241,737.84	60,426.15	30,213.07	332,377.06
Jun-16				-
Jul-16				-
Aug-16				-
Sep-16				-
Oct-16				-
Nov-16				-
TOTALS	1,134,490.17	283,583.54	141,791.77	1,559,865.48

Investment Portfolio Pledged Securities

Frost Bank
San Antonio, TX

InTrader (pledged)
Last : 05/30/2016
As-of: 05/31/2016
001

Sec ID	Ticket	Security Description Line 1	Security Description Line 2	Safekeeping Agent	Rate	Maturity	Grp	Original Face S & P	Par/Curr Face	Moody	Priced Pledged	Book Value
PLEGGED TO: W48 LEON VALLEY ECON DEVEL												
912828G95		U.S. Treasury Notes		Fed Home Loan Bk	1.625	12/31/2019	ipa 14	748,000.00			05/31/2016	756,937.53
fh1	160094139	Pledge Description: pledge s/d 2/26/16						748,000.00			02/26/2016	760,184.17
TOTAL FOR PLEDGE ID W48		Pledged: 1		Orig Face: 748,000.00		Current Face: 748,000.00		Market: 760,184.17		Book: 756,937.53		

**ECONOMIC DEVELOPMENT CORPORATION
PLEGGED SECURITIES ANALYSIS**

	Frost #02-0213888 LVEDC Money Market	Frost #02-0213896 LVEDC Business Checking	Total Frost Bank Balances	Frost Pledged Securities	FDIC Coverage	{Excess} Deficiency in Coverage
OCT 2015	\$ 243,747.76	\$ 100,192.50	\$ 343,940.26	\$ 752,197.78	\$ 250,000	\$ (658,257.52)
NOV 2015	\$ 221,445.19	\$ 150,156.82	\$ 371,602.01	\$ 750,337.50	\$ 250,000	\$ (628,735.49)
DEC 2015	\$ 242,916.44	\$ 44,824.79	\$ 287,741.23	\$ 749,577.53	\$ 250,000	\$ (711,836.30)
JAN 2016	\$ 264,346.28	\$ 20,485.81	\$ 284,832.09	\$ 750,220.81	\$ 250,000	\$ (715,388.72)
FEB 2016	\$ 225,428.98	\$ 54,674.63	\$ 280,103.61	\$ 762,025.00	\$ 250,000	\$ (731,921.39)
MAR 2016	\$ 276,916.06	\$ 19,097.92	\$ 296,013.98	\$ 762,609.19	\$ 250,000	\$ (716,595.21)
APR 2016	\$ 298,063.00	\$ 9,340.92	\$ 307,403.92	\$ 762,025.00	\$ 250,000	\$ (704,621.08)
MAY 2016	\$ 328,294.61	\$ 7,699.86	\$ 335,994.47	\$ 760,184.17	\$ 250,000	\$ (674,189.70)
JUN 2016					\$ 250,000	\$ (250,000.00)
JUL 2016					\$ 250,000	\$ (250,000.00)
AUG 2016					\$ 250,000	\$ (250,000.00)
SEP 2016					\$ 250,000	\$ (250,000.00)



**CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION (LVEDC)**

Leon Valley City Hall-Council Chamber
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, June 22, 2016 at 6:00 p.m.

AGENDA

1. 6:00 p.m. - Call to Order and Determine if Quorum is Present.
2. **Citizens to be Heard** "Citizens to be heard" is for the LVEDC to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the LVEDC. Should a member of the public bring an item to the LVEDC, for which the subject was not posted on the agenda of that meeting, the LVEDC may receive the information but cannot act upon it during the meeting. LVEDC may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the LVEDC.

Note: The LVEDC may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however the LVEDC may present any factual response to items brought up by citizens. [Attorney General Opinion- JC 01691].
3. Motion to rescind the 9/23/15 LVEDC Amended Minutes approved on 04/27/16. **(R.Cotroneo)**
4. Consider, discuss and take action regarding Item I of the 9/23/2015 LVEDC Minutes, "Call to Order."
5. Consider, discuss and take action to approve LVEDC Board Meeting Minutes for February 24, 2016, March 23, 2016, April 27, 2016 and May 25, 2016. **(L.Proffitt)**
6. Discuss update on LVEDC Financial Report as of May 31, 2016. **(P. Manea, M.McCarley)**
7. Discuss and take action to approve Accounts Payable for June 2016. **(A. Federico)**
8. Discuss and update status on reimbursable grant and performance agreement for The Precinct Academy and Daycare, LLC. **(R. Cotroneo)**
9. Discuss and update on letter to outstanding signage candidates. Ideas Unlimited and Applewhite Automotive have sent in or will be meeting with City Staff to complete projects.
10. CLOSED/EXECUTIVE SESSION:
 - a. Meet in executive session pursuant to Section 551.071 of the Texas Public Information Act to meet with its attorney on a matter in which the duty of the attorney to the LVEDC under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Public Information Act, to seek legal advice regarding LVEDC Board Meeting Minutes and changes to be made per the LVEDC's request. **(R. Cotroneo)**
11. OPEN SESSION: Consider, discuss and take action, if any, on any item discussed in Executive Session.
12. Announcements
 - a) International Council of Shopping Centers (ICSC) update on memberships. **(P. Manea)**
 - b) LVEDC 04-20-16 Finance Committee Meeting Minutes have been attach to meeting packet for LVEDC Board to review.
 - c) Next Finance Committee Meeting Wednesday, July 20, 2016 at 10:00 a.m.



- d) Next LVEDC Meeting Wednesday, July 27, 2016 at 6:00 p.m.
- e) Other announcements by LVEDC Board members.

13. Adjourn

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Sandra Passailaigue, TRMC
City Secretary
City of Leon Valley



Training Options

ONSITE – Two 2016 Dates, and Two 2017 Dates to Choose From!

2016

AUSTIN (for small cities, population 15,000 and under)

THURSDAY AND FRIDAY, JUNE 23-24, 2016

Thursday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:30 a.m. – 4:45 p.m.

Friday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:00 a.m. – Noon

*The meeting will be held at the **Texas Municipal Center**, 1821 Rutherford Lane, First Floor Conference Room, Austin*

Directions and Austin Hotels

For a map to the center and a list of local hotels with special rates, go to [where to stay](#). Then click on "Training" and you will see links to the "Hotels Near TML" and "Directions to TML."

SAN ANTONIO

THURSDAY AND FRIDAY, DECEMBER 8-9, 2016

Thursday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:30 a.m. – 4:45 p.m.

Friday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:00 a.m. – Noon

*The meeting will be held at the **Hilton San Antonio Hill Country Hotel & Spa, 9800 Westover Hills Boulevard, San Antonio.***

*Please call the hotel directly at **210-509-9800** or toll free at **1-800-HILTONS** and refer to the Public Funds Investment Act Training room block for room reservations. You can also make reservations online at **www.sanantoniohillcountry.hilton.com**. A guest room rate of \$114 (single/double) will be available until **November 17**, or until the block is full.*

2017

GALVESTON (for small cities, population 15,000 and under)

THURSDAY AND FRIDAY, MARCH 23-24, 2017

Thursday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:30 a.m. – 4:45 p.m.

Friday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:00 a.m. – Noon

*The meeting will be held at the **Moody Gardens Hotel, Seven Hope Blvd., Galveston.***

*Please call the hotel directly at **888-388-8484** and refer to the Texas Municipal League Public Funds Investment Act Training room block for room reservations. A guest room rate of \$149 (single/double) will be available until **March 1**, or until the block is full.*

AUSTIN (for small cities, population 15,000 and under)

THURSDAY AND FRIDAY, JULY 27-28, 2017

Thursday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:30 a.m. – 4:45 p.m.

Friday:

Registration/Continental Breakfast 7:30 a.m.

Start time: 8:00 a.m. – Noon

*The meeting will be held at the **Texas Municipal Center, 1821 Rutherford Lane, First Floor***

Conference Room, Austin

Directions and Austin Hotels

For a map to the center and a list of local hotels with special rates, go to *where to stay*. Then click on "Training" and you will see links to the "Hotels Near TML" and "Directions to TML."

ONLINE

TML partners with Virtual Learning Concepts (VLC) to offer PFIA training online for TML members. This online course is the equivalent of the full ten hours of training, but it allows a participant to certify from the comfort of home or office. All materials needed to complete the course is included; no additional books or other materials are required. Members may enroll at any time and will have 90 days from the date of enrollment to complete the course. Testing will take place as sections of the material are completed, and a certificate can be generated at the conclusion of the course. For more information, visit www.virtuallearningconcepts.com. To obtain a discount certificate, visit www.tml.org/bulletin_vlc.

Texas Municipal League 2016

All Rights Reserved





Invoice

4103 FACTORY HILL
SAN ANTONIO, TX 78219

Date	Invoice #
3/17/2016	8793

Bill To
IDEAS UNLIMITED 5213 BANDERA RD. SAN ANTONIO, TX 78238

Ship To

P.O. Number	Terms	Rep
TAX SERVICES		

Project

Quantity	Item Code	Description	Price Each	Amount
1	CHANNEL LETT...	1) 32" X 64" X 5" S/F CHANNEL LETTER STYLE BOX SIGN W/ 5" BLACK RETURNS, 1" BLACK TRIM CAP, WHITE PLEX W/ VINYL, WHITE SAMSUNG LEDs MAKE SELF-CONTAINED NEEDS CUSTOM ANGLE MOUNTING BRACKETS ON THE SIDE SEE PETER OUTDOOR SIGN DON'T UL VINYL 3630-33 RED 3630-157 SULTAN BLUE Sales Tax	700.00	700.00
			8.25%	0.00

*Rec'd
clerk # 3607
\$700-*

Thank you for your business.

Phone #
210 479 2919

Total	\$700.00
Payments/Credits	\$0.00
Balance Due	\$700.00

PROFESSIONAL ELECTRICIAN ED ZAMORA

407 Saratoga
San Antonio, TX 78213

210-341-4821
State Lic. 6936



NAME	IDEAS UNLIMITED	DATE	5/31/14
CONTACT		PH	
ADDRESS	APT.	DATE COMPLETED:	
CITY		5/31/14	

QTY	PART NO.	DESCRIPTION	PRICE	AMOUNT
		INSTALLED SIGNAGE		
		LABOR & MATERIAL		
SERVICE PERFORMED			Total Material	
PAID IN FULL			Service Time	
CC# 3672			Tax (0.0825%)	
[Signature]			TOTAL	200.00

By signing, I hereby accept the performed services as being satisfactory and acknowledge that the equipment has been left in good condition.

Thank You!

Customer Signature:

Guarantee: We are pleased to guarantee all parts installed by us against normal service failure for a period of 90 days.

PLEASE NOTE: The above charges cover this specific repair job only. Our guarantee does not, of course, apply to any portion of your equipment on which we have not performed service at this time. If new repairs become necessary in the future, they will be subject to our regular rates. TERMS NET CASH upon Completion of Work.