



CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION (LVEDC)
BOARD OF DIRECTORS REGULAR MEETING
Leon Valley City Hall - Council Chamber
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, September 28, 2016 at 4:00 p.m.

MINUTES

The Leon Valley Economic Development Corporation met on the 28th day of September, 2016 at the Leon Valley City Hall Council Chamber located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

1. Call to Order and Determine if Quorum is Present.

The meeting was called to order by Vice President Joseph Nazaroff at 4:02 p.m. on September 28, 2016. A quorum was declared to be in attendance. Those Directors in attendance were: Treasurer Michael McCarley, Secretary Larry Proffitt, Director David Jordan, Director Monica Alcocer and Director Gayle Monnig.

Also in attendance were:

City/Board Attorney Denise Frederick and Economic Development Administrative Assistant Ana Federico.

2. Citizens to be Heard.

None

3. The Leon Valley Economic Development Corporation shall meet in Executive Session under Texas Government Code §551.074 *Personnel Matters* to deliberate the appointment of the Leon Valley Economic Development Director. (J. Nazaroff)

The LVEDC Board of Directors went into closed executive session at 4:04 p.m.

4. Reconvene into Regular Session and take action on issues discussed in Executive Session if necessary.

The LVEDC Board reconvened into regular session at 8:37 p.m.

A motion was made by Director Monica Alcocer and seconded by Treasurer Michael McCarley to move forward with processing the application for candidate Amber Anthony which was selected as a possible choice to serve as the new Leon Valley Economic Development Director. Also to conduct a background check and whatever is necessary to offer Ms. Anthony the Economic Development Director position. Upon a unanimous vote, Vice President Joseph Nazaroff announced the motioned carried.

5. Consider, discuss and take possible action to elect new board President. (J. Nazaroff)

A motion was made by Director David Jordan and seconded by Director Gayle Monnig to elect Mr. Joseph Nazaroff as the new LVEDC President. Upon a unanimous vote, President Joseph Nazaroff announced the motion carried.

6. Consider, discuss and take action to approve LVEDC Minutes. (L. Proffitt)
a) August 24, 2016 Regular LVEDC Meeting

A motion was made by Director Monica Alcocer and seconded by Treasurer Michael McCarley to approve LVEDC Regular Minutes for August 24, 2016. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

7. Consider, discuss and take possible action on LVEDC YouTube Channel. (A. Federico)

Economic Development Administrative Assistant Ana Federico informed the board about the existence of a YouTube channel for the LVEDC. Ms. Federico explained the item on the agenda was for the board to consider and discuss and vote on making the channel public or not use it at all for LVEDC public meeting recording purposes.

A motion was made by Director Monica Alcocer and seconded by Treasurer Michael McCarley to disapprove live streaming or LVEDC meeting recording uploads to YouTube. Also to bring this item back to a future agenda for further discussion on LVEDC live streaming meetings. Upon a vote of three (3) for, and two (2) opposed, President Joseph Nazaroff announced the motion carried. Directors David Jordan and Gayle Monnig cast the negative votes.

8. Consider, discuss and take possible action to approve funding for advertisement of the Ballot not to exceed \$300.00. (L. Proffitt)

A motion was made by Director Gayle Monnig and seconded by Director David Jordan to approve funding for advertisement of the Ballot not to exceed \$300.00.

Director Gayle Monnig then withdrew her motion and Director David Jordan withdrew his second.

A new motion was made by Director Gayle Monnig and seconded by Secretary Larry Proffitt to approve funding for ballot information to be distributed in Leon Valley not to exceed \$300.00. Upon a vote of four (4) for, and one (1) opposed, President Joseph Nazaroff announced the motion carried. Treasurer Michael McCarley cast the negative vote.

9. Consider, discuss and take possible action to approve expenditures for September 2016 and review update on LVEDC Financial Report (as of August 31, 2016). (Finance Work Group)

Economic Development Administrative Assistant Ana Federico informed the board about its September 2016 expenses.

A motion was made by Secretary Larry Proffitt and seconded by Treasurer Michael McCarley to approve September 2016 expenditures *excluding* expenditures for conference registrations and memberships. With no vote from the board members, the motion failed.

A new motion was made by Secretary Larry Proffitt and seconded by Director Monica Alcocer to approve September 2016 expenditures *including* expenditures for conference registrations and memberships; but only if Board Director Patricia Manea is willing to attend. If not, let it be approved to

suspend conference registrations and memberships fees until the new budget is in effect October 1, 2106. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

10. Consider, discuss and take possible action on the proposed repayment plan by the Leon Valley Area Chamber of Commerce. (L. Proffitt)

A motion was made by Director David Jordan and seconded by Secretary Larry Proffitt to send a letter to the Leon Valley Area Chamber of Commerce (LVACC) via registered mail as a reminder that payment was due September 1st. Also assigning City/Board Attorney Denise Frederick to draft the letter and send it before the October 4, 2016 mediation.

Director David Jordan then withdrew his motion and Secretary Larry Proffitt withdrew his second.

A new motion was made by Director David Jordan and seconded by Secretary Larry Proffitt to send via email a notification to the LVACC and inform them they are now past due on their payment to the LVEDC and that the Board requests payment in 3 days. Upon a vote of four (4) for, and one (1) opposed, President Joseph Nazaroff announced the motion carried. Director Gayle Monnig cast the negative vote.

11. Consider and discuss the possible function of the LVEDC under the new structure pending the November election. (L. Proffitt, J. Nazaroff)

A motion was made by Director Monica Alcocer and seconded by Secretary Larry Proffitt to table item 11 to next LVEDC Regular meeting. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

12. Consider, discuss and take possible action to assign an LVEDC Board Director to attend the Texas Economic Development Council (TEDC) Annual Conference: October 19-21, 2016 Time: Wednesday 11am-Friday 12 pm. (J. Nazaroff)

A motion was made by Director Monica Alcocer and seconded by Secretary Larry Proffitt to assign President Joseph Nazaroff to attend the Texas Economic Development Council (TEDC) Annual Conference.

Director Monica Alcocer then withdrew her motion and Secretary Larry Proffitt withdrew his second.

A new motion was made by Director Monica Alcocer and seconded by Director Gayle Monnig to add \$500.00 more the September 2016 Accounts Payable to cover the registrations for President Joseph Nazaroff and Board Director Patricia Manea to attend the Texas Economic Development Council (TEDC) Annual Conference. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

13. Announcements

- a) **Thank you Board Members for attending the Special Parliamentary Procedure and Open Meeting Training on Saturday, August 27, 2016. Board Directors in attendance were: Patricia Manea, Larry Proffitt, Gayle Monnig, Monica Alcocer, David Jordan and Mike McCarley.**
- b) **Mediation between the LVEDC and the LVACC Wednesday, October 04, 2016 at 1:00 p.m.**

President Joseph Nazaroff asked Economic Development Administrative Assistant Ana Federico to check with Board Director Patricia Manea and see if she's planning to attend this mediation. If not, to notify President Joseph Nazaroff so he can attend on Ms. Manea's behalf.

- c) **LVEDC 09-21-16 Finance Work Group Meeting Notes have been attached to meeting packet for LVEDC Board to review.**
- d) **Next Finance Work Group Meeting Wednesday, October 19, 2016 at 10:00 a.m.**
President Joseph Nazaroff informed the board he will not be able to attend the Finance meeting due to another meeting he will be attending that day and time.
- e) **Next LVEDC Board Meeting Wednesday, October 26, 2016 at 6:00 p.m.**
- f) **Other announcements by LVEDC Board members.**
No other announcements were made.

7. Adjourn

Upon a unanimous vote, President Joseph Nazaroff adjourned the meeting at 9:49 p.m.

These minutes approved by the Leon Valley Economic Development Corporation on the 26th of October, 2016.

APPROVED

ATTEST:



LARRY PROFFITT
LVEDC SECRETARY



JOSEPH NAZAROFF
LVEDC PRESIDENT