



**MINUTES OF THE MEETING OF THE  
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

**November 28, 2012**

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:32 p.m. on **Wednesday, November 28, 2012** in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

**I. CALL TO ORDER**

Present were President Abraham Diaz, Vice President Stephen Ynostrosa, Treasurer Michael McCarley, Board Member Claude Guerra, Board Member Dr. Georgia Zannaras, and Board Member Herman Segovia. Excused: Board Member David Gannon. Also present were Board Attorney Steven Peña and Economic Development Director Claudia Mora acting as staff support and recording secretary.

**II. CITIZENS TO BE HEARD**

There were no citizens to be heard.

**III. FINANCIAL REPORT BY LVEDC TREASURER (MICHAEL MCCARLEY) AND CONSIDERATION**

Treasurer McCarley reported that as of November 28, the balance in the main account was \$410,388.73. The balance in the checking account was \$17,434.45. The total was \$427,823.18. The obligations for the month were \$4,327.92. After paying the obligations, the balance for the month was \$423,196.64. Board Member Segovia moved to accept the Financial Report. Board Member Guerra seconded. The motion carried.

**IV. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-011, REGARDING TAX SERVICES FOR PREPARING AND FILING OF IRS FORM 990 FOR 2012 BY THOMAS D. LEROY – BOOKKEEPING & TAX SERVICES, INC.**

Staff Liaison Mora reported that Mr. LeRoy had been working with staff to prepare the IRS Form 990 for the past two years. For 2011, Mr. LeRoy charged the LVEDC \$350 to complete the form. He was quoting the same cost to do the 2012 form. Board Member McCarley moved to have Mr. LeRoy perform the tax services for preparing and filing the IRS Form 990 for 2012. Board Member Guerra seconded the motion. The motion carried.

**V. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-13, REGARDING THE FUNDING AGREEMENT BETWEEN THE LVEDC AND MAURICIO ROMERO AND EL SOL BAKERY, INC.**

The Board discussed the structure of the agreement. It was determined that the agreement would be called a performance agreement. The interest rate was discussed. It was suggested that the interest rate on the loan be equal to that of the percentage of the FirstMark loan. Ms. Mora reported that she had spoken with Jerry Yost from Frost Bank to inquire whether the bank would service the loan for the LVEDC. It was reported that Frost Bank was not servicing loans for clients, like the LVEDC, any longer. Discussion ensued as to how the bank would service the loan and how the LVEDC would approach the bank to consider servicing the loan. Board Vice President Ynostrosa and Ms. Mora would have a conference call with Mr. Yost to explain what the Board wants in servicing a loan from Frost with the Board guaranteeing the \$37,500 for a collateralized loan. They would report back to the Board at the next meeting.

Treasurer McCarley expressed his concern for approving the agreement without seeing a list of collateral with serial numbers and certified or appraised values. The Board discussed expressing their concerns to the City Council prior to the City Council having a second reading of the resolution and approving the funding.

Board Member Guerra moved to approve Resolution 2012-013 with the changes discussed. Board Vice President Ynostrosa seconded the motion.

The Board approved Resolution 2012-013 with the following changes:

1. The agreement is a performance agreement; and
2. The Board will seek to obtain a third party to perform the loan underwriting and servicing.

**VI. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-012, REGARDING LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION PROGRAM GUIDELINES – FUNDING POLICIES AND APPLICATION**

The Board went over items noted in the guidelines and staff provided comments on the notes. The Board Attorney was asked to do a final review. The item was not voted on and will be considered at the next Board meeting.

**VII. ELECTION OF LVEDC BOARD SECRETARY**

This item was pulled from the agenda, and will be placed on the next meeting's agenda.

**VIII. DISCUSSION AND CONSIDERATION OF RESCHEDULING OR CANCELLING DECEMBER BOARD MEETING.**

The consensus of the Board was to schedule a special Board meeting for December 12.

**VIII. FUTURE AGENDA ITEMS**

No discussion was held on this item.

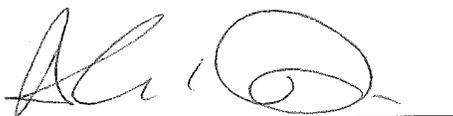
**IX. ANNOUNCEMENTS**

Board Members Gannon and Segovia are scheduled to attend the Texas Economic Development Council (TEDC) Sales Tax Training in Austin on December 14. Treasurer McCarley is scheduled to attend the Texas Municipal League Public Funds Investment Act Training on December 13 and 14 in San Antonio.

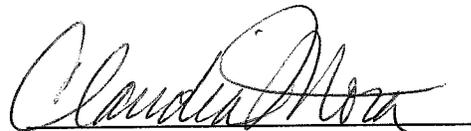
Board President Diaz mentioned the International Council of Shopping Centers Real Estate Conference (ICSC RECon) to be held in Las Vegas May 19-22. He directed Ms. Mora to forward the most recent conference email to the Board. If any of the Board members were interested in attending, they needed to let Ms. Mora know. President Diaz and Ms. Mora provided some information on the conference and the LVEDC's and City of Leon Valley's participation at the conference.

**X. ADJOURN**

Treasurer McCarley moved to adjourn, seconded by Board Member Segovia. The motion carried by voice vote and the meeting was adjourned at 8:31 p.m.



**ABRAHAM DIAZ**  
**BOARD PRESIDENT**



**CLAUDIA MORA**  
**STAFF LIAISON**