

**City of Leon Valley Economic Development Corporation (LVEDC)
Minutes for Board Meeting held on June 17, 2009**

The LVEDC Board meeting was held at the City of Leon Valley's Kinman House, 6417 Evers Road, 78240.

Call to Order:

Director Mike Davis, President, called the meeting to order at 6:39 p.m.

Attendance Poll:

Director Marin conducted an attendance poll. There were five Directors present: Mike Davis, Georgia Zannaras, Claude Guerra, Nancy Marin, and Abraham Diaz. Director Alberto Milmo communicated that he would not be in attendance due to an out of town commitment. Also present was Rose Ryan, LV Economic Development Director. Note: Director Mike McCarley arrived shortly after the completion of the attendance poll for a total of six Directors in attendance.

Approval of Minutes:

Director Marin noted that the revised minutes from the May 21, 2009 board meeting that were presented for approval needed one additional revision. Director Marin also requested clarification for an addition to the June 4, 2009 board meeting minutes. Director Guerra provided the clarification. Minutes for both the May 21, 2009 and the June 4, 2009 were approved as corrected; moved by Director Zannaras, seconded by Director Guerra and approved by all.

Treasure's Report:

- A. Tax Funding for LVEDC for June 10, 2009 – Director McCarley, Treasurer, reported that the June 2009 sales tax payment is \$14,672.85. The funds are being held in Texpool, an interest bearing account, until we have established our own bank account for the LVEDC.
- B. Frost Bank - Director McCarley will inquire as to fees, if any, to transfer funds from City account to LVEDC account to support future selection of bank for LVEDC banking.

Old Business:

- A. Consider LVEDC Articles of Incorporation – Rose Ryan distributed city attorney responses, provided by Mr. Lambert, to questions raised at the May 21, 2009 Board meeting. Following a review of the city attorney responses Director Marin moved to make application to amend Article Four to read “...The Corporation is authorized to issue bonds as permitted by the Act, provided, however, no bonds may be issued by

Page 2 – LVEDC Board Meeting Minutes, June 17, 2009 Cont'd.

the Corporation and no project may be financed with bond proceeds of the Corporation unless such bonds or projects are first approved by the Council...” striking the term “or other revenues.” Director Marin’s motion also included correction of typographical errors identified at the prior meeting. Director McCarley seconded the motion. The motion passed unanimously. President Davis asked Director Marin to draft the written application to the City Council requesting an amendment to the Articles of Incorporation. Rose Ryan stated that she would prepare the M&C for the same.

- B. Review LVEDC Bylaws with Modifications – Director Marin reviewed revisions to the Bylaws template that were incorporated into the current draft based on input at the prior board meeting. Director Guerra moved that the Bylaws be adopted with the noted revisions, seconded by Director Diaz. The motion passed unanimously. Regarding the staggered terms of the Directors, it was agreed that the four officers would serve the longer term.
- C. Proposed Budget for 2009 and 2010 – Director Zannaras requested of Rose Ryan that she gather costs by line item as she researches agreements that comparable size cities charge their Economic Development Corporations for basic services. Director Guerra requested Rose Ryan to put together a twelve month budget. Director Guerra moved to approve expenditure not to exceed \$6,000 to cover expenses for board member participation in the Texas Economic Development Council Basic Economic Development Course to be held in San Antonio September 28– October 1, 2009, seconded by Director Diaz. The motion passed unanimously.
- D. Review Contract with City for Basic Services –Rose Ryan gave a verbal overview of services/facilities, etc. that could be provided by the City. Director Diaz gave an overview of City of San Antonio (COSA) charges for board support. Tabled pending receipt of a proposal for use of City for basic services.
- E. Discuss LVEDC Project Grant Application and Process – Director Diaz provided information regarding COSA Tax Increment Financing (TIF) scoring and other aspects that COSA takes into consideration for project selection. Further action was tabled.
- F. Consider ideas for LVEDC Logo/Corporate Seal/Mission Statement – Director Marin moved that the board develop a mission statement prior to the development of the corporation logo. Director Diaz seconded the motion. The motion passed unanimously. Further action was tabled.

Page 3 – LVEDC Board Meeting Minutes, June 17, 2009 Cont'd.

- G. Discuss ED Plan for LV – RFP's for Consultant – Rose Ryan distributed the UTSA 1997 Leon Valley Economic Development Plan and Strategic Planning material from UTSA for the board's review. Director Davis requested that board members review the documents in preparation for the next meeting.
- H. Plans for TEDC's ED Summit, Sept. '09 – This item referenced the Texas Economic Development Council Basic Economic Development Course. The term “Summit” was used to reference this event. See agenda item “Old Business C.” for reference to action on this agenda item.
- I. LVEDC Directors - Term Selection (staggered?) – Reviewed during discussion of Bylaws (see above).
- J. Discuss LVEDC Executive Director – Item was tabled.

New Business:

Director Diaz proposed that if Mr. Newman is not available to attend the next board meeting the agenda items would consist of budget, application process and contract with the city only. All Directors were in agreement.

Other Business:

Suggest new business items for next meeting - None

Set Next Meeting Date/Time:

Next meeting scheduled for July 1, 2009, 6:30 p.m., at the Kinman House.

Adjourn:

Director Marin moved to adjourn, seconded by Director Guerra. Meeting adjourned at 9:10 p.m.

Signed _____ Attested _____
Mike Davis, LVEDC President Nancy Marin, LVEDC Secretary