



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
May 29, 2013**

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:32 p.m. on **Wednesday, May 29, 2013** in the City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. CALL TO ORDER

Present were Board Vice President Stephen Ynostrosa, Board Treasurer Mike McCarley, Board Secretary David Gannon, Board Member Claude Guerra, Board Member Georgia Zannaras, and Board Member Herman Segovia. 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

Abraham Diaz, Board President, resigned from the LVEDC Board. He was elected to the Leon Valley City Council on May 11 and was unable to continue serving on the LVEDC Board of Directors. The Board commented on Mr. Diaz's service on the LVEDC and thanked him for his contributions. Board Vice President Ynostrosa presented Mr. Diaz with a plaque of appreciation from the LVEDC Board.

III. CONSIDER LVEDC MINUTES – APRIL 24, 2013

The minutes were not ready for consideration. Consideration and approval will be taken up at the next board meeting.

IV. FINANCIAL REPORT BY LVEDC TREASURER AND CONSIDERATION

Board Treasurer McCarley reported that as of 4:00 p.m., the LVEDC had a total of \$505,203.35 in the bank. Of that amount, \$476,438.33 was the balance in the money market account, and \$28,765.02 was the total in the checking account. Mr. McCarley reported that he transferred \$10,000 from the money market account to the checking account on May 20. He also reported that the average sales tax revenue this year has been approximately \$19,000 per month.

Board Member Gannon moved to accept the Treasurer's report. Board Member Guerra seconded the motion. The motion carried by voice vote.

V. DISCUSSION AND POSSIBLE ACTION ON PROPOSAL FROM THE RETAIL COACH FOR CONSULTING SERVICES ON A RETAIL ECONOMIC DEVELOPMENT PLAN

Aaron Farmer, Vice President of The Retail Coach, addressed the LVEDC Board. He said that there was good opportunity for retail development in Leon Valley. In particular, Mr. Farmer indicated that Leon Valley had redevelopment opportunities –existing vacant locations that would be attractive to retailers. Mr. Farmer explained the different phases of the development of the retail plan.

During the discussion, Board Member Segovia and Board Member Gannon indicated that the development of the retail plan would be beneficial for Leon Valley to have prior to the Texas ICSC conference in November. Mr. Farmer indicated that most of the work on the plan would be done in time for the Texas ICSC conference, and that The Retail Coach would help set up appointments for Leon Valley for that conference.

Board Member Segovia moved to adopt a resolution to approve the proposal from The Retail Coach for consulting services on a retail economic development plan subject to the approval of the agreement language by the Board Attorney. Board Member Zannaras seconded the motion. The motion carried by voice vote.

VI. PRESENTATION OF DRAFT LVEDC BUDGET FOR FY2013-2014

Staff Liaison Mora presented the DRAFT LVEDC budget for Fiscal Year 2013-2014. Ms. Mora proposed a budget of \$215,922 for the coming fiscal year. The amount is based on an average of the actual economic development sales tax amounts for the preceding fiscal years:

2009-2010	\$210,980
2010-2011	\$214,736
2011-2012	\$222,050

Ms. Mora indicated that the Contractual Services line item would increase from \$41,153 to \$42,227 to show the increase in FICA, retirement, health benefits, cafeteria plan for additional medical coverage, workers compensation, liability insurance and longevity pay. The Advertising line item is proposed at \$7,645 to cover ads or subscription services to promote Leon Valley and the LVEDC. The Membership line item is increased from \$700 to \$1,050 to include individual memberships for each board member to the International Council of Shopping Centers (ICSC) and the Texas Economic Development Council. The EDC Project Funding line item is increased from \$108,147 to \$115,000.

The final budget will be considered and acted upon by the LVEDC Board at the July meeting. Board Member Gannon moved to table discussion and action. Board Member Segovia seconded the motion to table. The motion carried by voice vote.

VII. DISCUSSION ON LVEDC AND ECONOMIC DEVELOPMENT STRATEGIC PLAN

Board Treasurer McCarley moved to defer this agenda item to next month. Board Member Zannaras seconded the motion. The motion carried by voice vote.

VII. REPORT ON ICSC RECon

Staff Liaison Mora reported on the recruitment trip to Las Vegas and the ICSC RECon. Ms. Mora reported that Board Members Gannon and Segovia represented the LVEDC on the trip. The Leon Valley contingent met with six business representatives and/or developers including In-N-Out Burger, Chipotle Mexican Grille, Dunkin' Brands, Jersey Mike's Subs, Endura Advisory Group (Panera Bread) and Dots, LLC. The meetings were positive and informative. The key will be to follow-up and plan to meet with these groups again in Dallas in November.

IX. EXECUTIVE SESSIONS IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE

The City of Leon Valley Economic Development Corporation Board convened in Executive Session:

A. Pursuant to Section 551.087, Deliberation Regarding Economic Development Negotiations (1) to Discuss or Deliberate Regarding Commercial or Financial Information that the Governmental Body Seeks to Have Locate, Stay, or Expand in or Near the Territory of the Governmental Body and with Which the Governmental Body is Conducting Economic Development Negotiations; or (2) to Deliberate the Offer of a Financial or Other Incentive to a Business Prospect Described by Subdivision (1), Regarding El Sol Bakery.

Executive Session Convened at 8:00 p.m.

B. The City of Leon Valley Economic Development Corporation Board will Reconvene into Open Session.

The LVEDC Board reconvened into open session at 8:53 p.m.

C. The City of Leon Valley Economic Development Corporation Board will Take Any Possible Actions Resulting from the Executive Session.

No action was taken as a result of the Executive Session.

X. FUTURE AGENDA ITEMS

The Board discussed whether to place the following items on future agendas:

A. Presentation on spending policy – next meeting.

B. Amendments to Articles of Incorporation and Bylaws – remove from list.

C. Investment Policies, Financial Operations and Information on Banks – place with proposal from Linda Patterson of Patterson & Associates.

Board Vice President Ynostrosa commented that he would like for an updated presentation from Acción to be placed on a future meeting agenda.

Board Member Guerra reminded the Board that the Board had expressed an interest in setting up a façade program.

Board Member Segovia asked for a report on the Branding Committee.

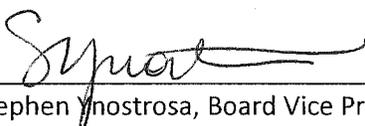
XI. ANNOUNCEMENTS

Staff Liaison Mora informed the Board that a tentative special joint meeting with the City Council was scheduled for June 18. Ms. Mora would confirm and provide more information to the Board.

Ms. Mora also reminded the Board that the terms for Board Director Places 1, 3, 5, and 7 expired September 30. Current Board members in those places were urged to reapply for appointment as soon as possible. Ms. Mora would forward the current board application.

XII. ADJOURN

Board Member Gannon moved that the meeting be adjourned. Board Member Guerra seconded the motion. The motion carried by voice vote. Board Vice President Ynostrosa adjourned the meeting at 9:18 p.m.



Stephen Ynostrosa, Board Vice President



David J. Gannon, Board Secretary