



**CITY OF LEON VALLEY**  
**ECONOMIC & COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING**  
City Hall – Council Chambers  
6400 El Verde Road, Leon Valley, Texas 78238  
Wednesday, November 20, 2019

**MINUTES**

The Economic & Community Development Advisory Committee met on the 20th day of November, 2019, at the Leon Valley City Hall located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

**Call to Order and Announcement of a Quorum:** The meeting was called to order at 5:30 p.m. by Chairperson Dr. Geraldine Rodriguez-Smith and there was an announcement of a Quorum.

Present were:

Dr. Geraldine Rodriguez-Smith	Amber Mouser	Roger Christensen
David Jordan	Larry Proffitt	Olen Yarnell
Kelly Kuenstler	William Cox	Cynthia Flores

Absent Members:

None. Committee member Proffitt stepped away from the meeting for approximately one-hour. Alternate Committee member Riddle left the meeting for 30-minutes to attend CPAC meeting.

Also Attending: Councilor Monica Alcocer

**Pledge of Allegiance**

**Discussion and Possible Action on the Approval of the October 14, 2019, Economic and Community Development Advisory Committee Meeting Minutes** – The October 14<sup>th</sup> Meeting Minutes were not approved. Committee members stated to a request made by a committee member.

**Presentation, Discussion, and Consider Recommendation to Approve Partial Reimbursement of Flagpole located at 6324 Bandera.** – City Manager Kelley Kuenstler presented the project funding request from Knapheide Truck Equipment. Project reimbursement not to exceed \$3,479.14. Larry Proffitt made a motion to approve the project funding reimbursement proposal as presented. Motion was seconded by David Jordan. Motion carried unanimously.

**Presentation, Discussion, and Consider Recommendation to Approve Partial Reimbursement of Wall Signage located at 6504 Bandera #1. Kelly Kuenstler, City Manager** - City Manager Kelley Kuenstler presented the partial project funding request from Baby Sharks Snack Attack. Roger Christensen made a motion to table the project proposal until the business owner can provide additional supporting documents. Motion was seconded by Olen Yarnell. Motion carried unanimously.

**Presentation, Discussion, and Consider Recommendation to Approve Funding a City-Wide Commercial Dumpster Graffiti Abatement Program** – City Manager Kelley Kuenstler presented the project funding request from the Business Relations Director to fund a commercial dumpster graffiti abatement program. Project not to exceed \$358,200. Committee member Roger Christensen made a motion to approve the project funding proposal as presented with caution to maintain boundaries of similar programs that should be allocated through the general city budget and not EDCD funds. Motion was seconded by Larry Proffitt. Motion carried unanimously.

**Presentation, Discussion, and Consider Recommendation to Approve Funding for the Senior Community Center Remodel of the Kitchen, Flooring, Restrooms and Paint the Interior and Exterior of the Building** – Special Events Coordinator, Maribel Mendoza presented a proposal for project funding for repairs to the Senior Community Center Remodel. Project amount approved at \$179,240. David Jordan made a motion to approve the project funding reimbursement proposal as presented. Motion was seconded by Amber Mouser. Motion carried unanimously.

**Presentation, Discussion, and Consider Recommendation to Approve Funding for Engineering and Other Services for the Seneca West Flood Improvement Project** – Public Works Director, Melinda Moritz presented a proposal for project funding for engineering and other services for the Seneca West Flood Improvement project. Roger Christensen made a motion to approve the project funding proposal for option number three (3) in the amount of \$313,482. Motion was seconded by Amber Mouser. Olen Yarnell opposed the motion. Motion carried and approved

**Presentation, Discussion, and Consider Recommendation to Approve Funding a Portion of Cost for Active Net Software for the Purpose of Online Rental and Reservations** – Utility Billing Clerk, Yvonne Acuna presented a proposal for partial project funding for ActiveNet Software. Committee member David Jordan made a motion to completely approve the project proposal at 100%, in the amount of \$23,645. Motion was seconded by Larry Proffitt. Motion carried unanimously.

**Discussion and Consider Recommendation Related to Procedures for Ad Hoc Meetings and Meeting Frequency** – Madam Chair Dr Geraldine Rodriguez-Smith facilitated a discussion concerning Ad Hoc meetings and frequency. The consensus of the committee was to continue quarterly updates and ad hoc meetings on an 'as-needed' basis with one week notice to committee

**Discussion Related to Suggested and Required Committee Member Training -**  
Madam Chair Dr Geraldine Rodriguez-Smith facilitated a discussion concerning required training for committee members. Committee Chair stated that all training shall be completed before the next meeting to remain on the EDCD Advisory Committee.

**Other Items – None**

**Adjournment** – Motion to adjourn at 7:48 p.m. made by Roger Christensen and seconded by David Jordan. Motion carried unanimously.

These minutes approved by the Leon Valley Economic & Community Development Advisory Committee on the 12<sup>th</sup> of January 2020.

APPROVED



CHAIR