



**CITY OF LEON VALLEY  
ECONOMIC & COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING**  
City Hall – Council Chambers  
6400 El Verde Road, Leon Valley, Texas 78238  
Monday, March 4, 2019

**MINUTES**

The Economic & Community Development Advisory Committee met on the 4<sup>th</sup> day of March, 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 6:00 p.m. by Dr. Geraldine Rodriguez-Smith (Chairperson) and there was an announcement of a Quorum. Also present were Larry Proffitt, Amber Mouser, Matt Hodde, Roger Christensen, Cynthia Flores, Joshua Jaeschke and Olen Yarnell (alternate). Absent member was Dr. Gayle Monnig.

**Presentation and Possible Action on the Approval of the January 10, 2019, Meeting Minutes:** Larry Proffitt moved to approve the January 10, 2019, meeting minutes. There was a second by (inaudible). The motion carried unanimously.

**Nomination of a Vice Chairperson:** Motion made by Roger Christensen and seconded by Larry Proffitt for Amber Mouser to serve as the new Vice Chairperson.

**Presentation and Discussion on Resolution 19-009R:** Kelly Kuentler discussed Resolution 19-009R, a recently updated resolution by the City Council. Ms. Kuentler directed the committee to the 2 changes made by the council to the resolution that created the advisory committee. First change was that the committee would review quarterly financial reports and the 2<sup>nd</sup> change was that two (2) alternate members were added to the committee. She also explained the reason that the EDC is now an advisory committee by explaining what the voters did in 2016 to decrease the Section 4B sales and use tax by 1/8% and adopt a general revenue sales and use tax at 1/8% for the purpose of economic & community development. Chairperson Rodriguez-Smith explained that the committee was there to vet projects and asked that Ms. Kuentler scan and e mail the cards she used as her reference to the entire committee. Roger Christensen also asked for some background information on the Committee and their actions, Ms. Kuentler agreed to send the minutes to the committee and also stated that they could be found on the city's website.

**Financial Presentation:** Ashley Wayman gave the financial presentation through December 31, 2018, as prepared by the finance department. Larry Proffitt stated that he previously requested a breakdown of expenditures by account code and he wanted it to be sent to the committee members on a quarterly basis. Ashley Wayman stated that she would get the breakdown e- mailed to the committee.

**Economic Development Report:** William Cox gave the economic development report. Mr. Cox discussed the re-opening of Arbys and their upcoming monument sign. The old Dickey's sign was abated. The new owner may want to come to the EDCD for a monument sign proposal. Mr. Cox gave an update on the non- conforming signs and the property at Seneca and Bandera. He also gave an update on the Pilgrim's Cleaners building. Mr. Cox discussed the upcoming breakfast with UTSA. He also discussed his work with a chiropractor who is attempting to re-locate to Leon Valley. Finally, he discussed 2 active stop work orders and new Certificates of Occupancy. Dr. Geraldine Rodriguez-Smith reminded the group that these were also on the City Manager's Report. Member Christensen commended Mr. Cox on his efforts to maintain business continuity and asked that his next report be submitted in power point style. Chairperson Rodriguez-Smith requested the same and asked the staff to explain the UTSA Breakfast

Kelly Kuenstler explained that the UTSA Breakfast will be held in conjunction with the Small Business Development Department at the University. She explained that the advisory committee voted to pay for these breakfasts for the year and then further explained the purpose of the breakfast.

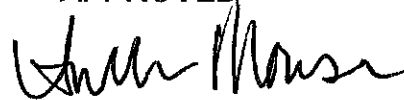
Ms. Kuenstler also explained to the committee about the 3 businesses whose sales taxes were re-directed to Leon Valley with Mr. Cox's efforts. Finally, Ms. Kuenstler reported on the 2 ribbon cuttings that were held during the week, Office Furniture Liquidations and Allstar Healthcare.

**Discussion and Possible Action on Regular Meeting Dates and Times:** The Committee decided to meet regularly on the 3<sup>rd</sup> Monday of the quarter and on an as-needed basis. This motion was made by Roger Christensen and seconded by Amber Mouser.

The meeting concluded at approximately 6:38 p.m. with a motion to adjourn by Amber Mouser – there was no second; however no one opposed the motion when the Chairperson asked if there was opposition.

**These minutes approved by the Leon Valley Economic & Community Development Advisory Committee on the 15 of April 2019.**

APPROVED



CHAIR