



Board of Directors

Janie Barrera
(Financial Institution)

Joseph A. Carreon
(Resident)

Emilio Castro
(San Antonio ISD)

Dr. Jose Cervantes
(Edgewood ISD)

Theresa De La Haya
(University Hospital System)

Mark Hernandez
(Small Business)

Christopher Martinez
(Small Business)

Jason Mata
(Resident)

Dr. Thomas Mengler
(St. Mary's University)

Stephen O'Donnell
(Large Business)

Rod Radle
(Housing)

Donald Rattan
(Small Business)

Dan Yoxall
(Our Lady of the Lake
University)

Dr. Jesse Zapata
(UTSA – Downtown)

Ex-Officio

Roberto C. Treviño
City Councilmember
District 1

Shirley Gonzales
City Councilmember
District 5

Ray Lopez
City Councilmember
District 6

Cris Medina
City Councilmember
District 7

Staff

Leonard B. Rodriguez
President

Jocelyn A. Van Coney
Program Manager

Martin Herrera
Operations / Special Projects

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Westside Development Corporation Board of Directors Meeting Minutes 2300 W. Commerce Street, San Antonio, TX 78207 4:00 p.m., Wednesday, August 26, 2015

Board Members Present

Joseph A. Carreon

Emilio Castro

Theresa De La Haya

Mark Hernandez

Chris Martinez

Thomas Mengler

Steve O'Donnell

Rod Radle

Mac Rattan

Dan Yoxall

Jesse Zapata

Staff and Guests Present

Leonard B. Rodriguez, President

Jocelyn Van Coney, Program/Development Manager

Martin Herrera, Operations/Special Projects

Frank Garza, General Counsel

Citizens to be heard.

Discussion / Action Items

1. *APPROVAL OF MINUTES FOR THE BOARD OF DIRECTORS MEETING OF JUNE 24, 2015.*

Dr. Zapata moved to approve the minutes. Mr. Rattan provided a second. Motion carried.

2. *PRESIDENT'S REPORT*

Mr. Rodriguez briefed the Board on a variety of topics; including current staffing; an update on acquisition of IT services to complete separation from the City of San Antonio; the receipt or award of grant funds from the Small Business Administration, BBVA Compass, and Bank of America; progress on the renewal of agreements with the San Antonio Housing Authority; and the outcome of the "On Tap Small Business Workshop" held last month.

No action taken.

3. *ACCEPT THE YEAR-TO-DATE FINANCIALS OF THE ORGANIZATION FOR THE PERIOD ENDING JULY 31, 2015.*

Mr. Rodriguez briefed the Board on the year-to-date financials.

Mr. Rattan moved to accept the financial report. Dr. Zapata provided a second. Motion carried.

Agreements

4. *DISCUSSION AND POSSIBLE ACTION REGARDING A LOAN AGREEMENT WITH WILLIAM LAMBERT, DBA FRENCH AND MICHIGAN, FOR WORKING CAPITAL.*

Mr. Rattan gave the Board a brief overview of discussions from the Joint Committee, including the agreed-upon recommendation. Mr. Radle also spoke of the applicant's participation in the WDC's technical assistance programs.

The Board approved the recommendation of the Joint Finance and Project committee to approve a loan to William Lambert in the amount of \$15,000 for a term of 48 months at 6.25% interest.

5. *DISCUSSION AND POSSIBLE ACTION ON A RECOMMENDATION FROM THE FINANCE AND EXECUTIVE COMMITTEES TO SELECT THE CPA FIRM OF LEAL & CARTER, PC, TO PERFORM AUDITING SERVICES FOR THE YEAR ENDING SEPTEMBER 30, 2015, WITH TWO ONE-YEAR OPTIONS FOR EXTENSION.*

Mr. Rodriguez briefed the Board on the number of proposals that were received in response to the RFP and briefly touched on the process. Mr. Martinez stated he was pleased with the solicitation and scoring process, as well as the number of proposals that were submitted.

The Board approved the recommendation of the Finance and Executive committees to select the CPA firm of Leal & Carter, PC to perform auditing services for the year ending September 30, 2015, with two one-year options for extension.

6. *DISCUSSION AND POSSIBLE ACTION ON A DELEGATE AGENCY FUNDING AGREEMENT WITH THE CITY OF SAN ANTONIO FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2016.*

Mr. Martinez briefed the Board on the Delegate Agency Funding Agreement and explained that the routine document is the means by which the City of San Antonio provides funds to the WDC. With the exception of edits to dates and dollar amounts, the document is substantively identical to those of previous years.

Mr. Rodriguez advised the Board that a Scope of Work attachment still needed to be approved and attached to the final agreement before it could be signed and funds disbursed.

To avoid a potentially six-week delay in executing the final documents and receiving the funds, Mr. Rodriguez recommends the Board authorize the Project Committee to approve a final draft of the Scope of Work, and to authorize the President to execute the documents. The final document will then be brought back to the Board in October for ratification.

The Executive Committee considered this item at their meeting on August 19th and made the same recommendation.

The Board approved the recommendation of the Executive Committee to authorize the Project Committee to approve a Scope of Work attachment for the Delegate Agency Funding Agreement; to authorize the President to execute the Agreement; and for the Agreement to be ratified by the Board at the October meeting.

7. *DISCUSSION AND POSSIBLE ACTION ON A MEMORANDUM OF UNDERSTANDING BETWEEN THE ALAMO COLLEGES, EDGEWOOD INDEPENDENT SCHOOL DISTRICT, CITY OF SAN ANTONIO, AND THE WESTSIDE DEVELOPMENT CORPORATION FOR THE WESTSIDE EDUCATION AND TRAINING CENTER, LOCATED AT 563 SW 40TH STREET.*

Mr. Garza briefed the Board on the current draft of the Memorandum of Understanding (MOU), including the parties to the agreement, their roles and the terms of the agreement. He advised the Board that, at the present time, all terms pertaining to the WDC have been agreed to by all parties and are accurately represented in the current document. However, he added that certain terms pertaining and exclusive to Alamo Colleges and the Edgewood Independent School District are in last-minute negotiation.

Mr. Garza opined that the terms between Alamo Colleges and Edgewood Independent School District will be resolved quickly in an effort to bring a final MOU before the City Council in September. Since the WDC Board of Directors will not meet again until the end of October, Mr. Garza recommends the Board consider approval of the current draft of the MOU and to authorize the Executive Committee to approve of any possible changes to the agreement that are deemed to not substantially diminish the position of the WDC.

Mr. Martinez advised the Board may alternately consider taking no action on the item and convene a Special Meeting once a final draft is completed.

Mr. Castro moved to approve the Memorandum of Understanding and to authorize the Executive Committee to approve of any possible amendments to the Memorandum of Understanding that are deemed to not substantially diminish the position of the WDC. Mr. Radle provided a second. Motion carried.

Miscellaneous

8. *DISCUSSION AND POSSIBLE ACTION REGARDING A BOARD AND COMMITTEE SCHEDULE FOR THE 2016 FISCAL YEAR.*

Mr. Martinez asked the Board to review the draft schedule of regular meetings for the Board and Committees. He pointed out that the proposed frequency of meetings this fiscal year is being reduced to quarterly instead of bi-monthly.

Mr. O'Donnell noted that special meetings of the Board or Committees could be called, as needed, to address any emergent issues.

Ms. De La Haya remarked that the reduced frequency may diminish the role of the Board from working to merely being advisory. The Board then continued to discuss the pros and cons of such a change.

Mr. Radle moved to approve the Board and Committee Schedule. Mr. Carreon provided a second. Motion carried.

Adjourn.

DRAFT