

CITY/COUNTY REVOLVING LOAN FUND

Board Meeting Minutes

January 15, 2004

The City/County Revolving Loan Fund Board met Thursday, January 15, 2004, at 3:30 p.m. in the County Courthouse Conference Room, 3rd Floor, Room 306. The following members were present:

Randolph Young
Larry Madrid

George Stewart
Martha Maldonado

Mary Haynes
Roberto Guerra

Others present: County Commissioner Miguel Teran; Rodrigo Mercado and Jesse Acosta, County of El Paso Planning Department; Gordon Cook, Rio Grande Council of Governments; Linda Castle, Larry Romero and Judy Gutierrez, Economic Development Department.

NOTE Commissioner Teran spoke to the Board members present prior to the meeting being called to order. Commissioner Teran wanted to commend the Board for their support of the RLF program and encouraged continued collaborative efforts between the City and County. Commissioner Teran then discussed his wishes for funding revival of the Mission Trail and what that could mean to both the City and County.

A. Call To Order

Meeting was called to order by Chair Young at 3:48p.m.

B. Approval of December 4, 2003 RLF Board Meeting Minutes

Chair Young asked for a motion to approve the above item. Motion for approval was made by Martha Maldonado and seconded by Roberto Guerra and the motion passed.

C. Discussion and Action on Monthly Loan Report

Gordon Cook distributed the report to all members present. Mr. Cook noted that as requested by the Board, a letter was sent to River Oaks Properties regarding Marcelo & Flor Pitrelli, dba Just a Dollar Store, requesting that River Oaks Properties reduce the space as requested by the Pitrelli's. However, River Oaks notified Wells Fargo and the RLF that the Pitrelli's were locked out of their business in December 2003. All stock is still in the store. Mr. Cook said he has talked to Ms. Vasquez at River Oaks who said they are now proceeding with terms set in the lease agreement in an attempt to restructure the agreement but to date have not been in contact with the Pitrelli's.

Mr. Cook informed the Board that Peter Schimkus, dba Peter's German Café & Bakery, has requested the Board approve moving his payment from the first of the month to the 20th of each month. There is no jeopardy for the loan in approving this move and Mr. Cook was in support of this change. Mary Haynes motioned to approve the loan report, including the request from Mr. Schimkus. Larry Madrid seconded the motion and the motion passed.

D. Discussion re Duties, Terms of County Appointees to RLF Board

Rodrigo Mercado from the County of El Paso Planning Department distributed copies of a memorandum issued to the County appointed RLF Board Members. A lengthy discussion ensued touching on the following aspects:

- Additional term for Board members, from the current two 2-year term limit, to three 2-year terms

- pursuing an amendment to the Interlocal City-County Agreement to extend the terms to three 2-year terms
- responding one-on-one to Linda Castle or Gordon Cook regarding remaining on the board

Mary Haynes suggested that each Board member speak to their respective Commissioner and Chair Young suggested that Linda Castle speak to counsel to get clarification on term extensions.

E. Discussion and Action on Participation with County's Revolving Loan Fund

Mr. Mercado further discussed the administration of the County RLF funds. Mr. Mercado went into further detail on the County's desire to aggressively seek applicants through an RFP to manage the County's funds. The County has set up policies for the County RLF fund, which was developed by State mandated guidelines. A question was posed on the feasibility of transferring the County's RLF funds into the City-County RLF. A fourth amendment to the RLF Program Agreement would have to be done to incorporate the County's funds into the City-County RLF. The same guidelines would apply to the County funds currently being followed by the City-County RLF Board. Mr. Mercado stated that avenue could be pursued, though the Commissioner's Court would still have to vote and approve the loans, as they are ultimately still responsible for the funds. Mr. Mercado said he would forward the request for proposals to Linda Castle for the City to review.

F. Discussion and Action on Loan Application(s)

There are no applications to present at this time.

G. Discussion and Action on Next Meeting Date

Chair Young suggested the next RLF Board meet on Thursday, February 19th, 2004, at 3:30 p.m. Mary Haynes motioned to approve and Larry Madrid seconded the motion. The motion passed.

H. Adjournment

There being no further business, the meeting was adjourned at 4:30 p.m.