



# EMPOWERMENT ZONE ADVISORY BOARD

City of El Paso – Community and Human Development Department – Empowerment Zone Grant (EZ)

BOARD MEETING MINUTES  
BEALL ELEMENTARY SCHOOL, CAFETERIA, 320 S. PIEDRAS ST.  
EL PASO, TEXAS  
JUNE 18, 2009  
5:30 p.m.

The Empowerment Zone Advisory Board met in regular session at the above place and date. Meeting was called to order at 5:47 p.m. Sally J. Andrade was present and presiding.

The following Advisory Board members answered roll call:

Trinidad Acevedo,  
Sally J. Andrade (Chair),  
Daniel Ortiz,  
Norma Tena,  
Carlos Veloz

Absent:

Park Kerr,  
Soledad Muniz,  
Han C. Park  
Edith Zuvanich (Vice-Chair)

Staff present:

Bill Lilly (Community and Human Development Director),  
Isela Robison (Empowerment Zone Grant Coordinator),  
Priscilla Arellano (Recording Secretary)

The following members of the public commented:

Guillermo Glenn

1. Advisory Board Members' Introductions

Each Board member introduced themselves.

2. Public Comments on Agenda Items

Guillermo Glenn commented on the need of job creation in the Empowerment Zone.

3. Approval of February 10, 2009 Minutes

Motion made by Carlos Veloz, seconded by Trinidad Acevedo, and unanimously carried to **APPROVE** minutes.

AYES: Trinidad Acevedo, Sally J. Andrade, Daniel Ortiz, Norma Tena, Carlos Veloz

NAYS: None

ABSENT: Park Kerr, Soledad Muniz, Han C. Park, Edith Zuvanich

.....

4. Staff Update and Reports on

A. 2008 Strategic Plan – HUD approval

Mrs. Robison informed the EZAB of HUD's approval of the 2008 Strategic Plan. The Empowerment Zone is now able to begin the 2009 Request for Proposal (RFP) Process.

B. 2009 Request for Proposal (RFP) Process

- 1) Small Business Technical Assistance
- 2) Small Business Incubator
- 3) Bilingual Workforce Development
- 4) Childcare
- 5) Outreach and Education of Economic Opportunities

Mrs. Robison presented on the RFP Process. She highlighted the general guidelines, deadlines, eligibility requirements, proposal evaluation, and Empowerment Zone Advisory Board review process. The Federal Regulations will be in the RFP packet. City Staff and EZAB will give their recommendations to City Council.

C. 2009 RFP Planning Schedule

Advisory Board requested for City staff to inform all EZAB members of how critical the dates are in the planning schedule. Reminders will be sent of meeting dates. The meetings will be taking place at City Hall in the 8<sup>th</sup> floor Conference Room.

.....

5. Discussion and Action

- A. City Revolving Loan Fund Lending Guidelines
- B. Small Business Loans
- C. Micro-Business Forgivable Loans
- D. Commercial Façade Improvement Program

Regulations of the Empowerment Zone grant were discussed.

Ms. Robison discussed the two loan programs that were submitted in the Strategic Plan and the EZ Resident Benefit Standard. EZ Staff will be hiring a Grants/Loan Manager. City Staff answered questions from the Advisory Board. Modifications requested by the EZAB to clarify guidelines will be made by City Staff. Action on the City Revolving Loan Fund Lending Guidelines will be discussed at the next meeting.

.....

Small Business loans were submitted in the Strategic Plan with a cap of \$100,000. Due to timeframe of 1 year, City staff is requesting the EZAB to consider increasing the cap to \$500,000, but keeping the rebate cap at \$20,000. Existing RLF funds will be used in the increase.

Motion made by Carlos Veloz, seconded by Trinidad Acevedo, and unanimously carried to **APPROVE** recommendation of the Small Business loan be expanded up to a maximum of \$500,000, with 20 % rebate with a cap of \$20,000.

AYES: Trinidad Acevedo, Sally J. Andrade, Daniel Ortiz, Carlos Veloz, Norma Tena

NAYS: None

ABSENT: Park Kerr, Soledad Muniz, Han C. Park, Edith Zuvanich

.....

Commercial Façade Improvement Program was submitted in the Strategic Plan with a cap match of \$10,000. Due to timeframe of 1 year, City staff is requesting the EZAB to consider increasing the cap to \$50,000. The property owner would invest dollar:dollar.

Motion made by Trinidad Acevedo, seconded by Carlos Veloz, and unanimously carried to **APPROVE** recommendation of the Commercial Façade Improvement Program be expanded up to a maximum of \$50,000.

AYES: Trinidad Acevedo, Sally J. Andrade, Daniel Ortiz, Carlos Veloz, Norma Tena

NAYS: None

ABSENT: Park Kerr, Soledad Muniz, Han C. Park, Edith Zuvanich

---

.....  
6. Set Next Meeting

Next meeting scheduled for Monday, July 13, 2009 at 5:30 p.m.

.....  
7. Adjournment

Motion made by Carlos Veloz, seconded by Trinidad Acevedo, and unanimously carried to adjourn meeting at 7:05 p.m.

---