**Van Alstyne Community Development Corporation**

**Minutes – Regular Board Meeting**

**228 East Marshall**

**Thursday, April 12, 2018 6:30 P.M.**

**A QUORUM OF THE CITY COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION OF THE CITY COUNCIL WILL BE TAKEN AT THIS MEETING.**

1. **Call to order - Recognition of guest(s)**

**The meeting was called to order at 6:32 p.m. Present were board members Chris Dorak, Alesha Crowell, Wayne Womack, Robert Lewis, Collin Flynn and Robert Jaska and Executive Director Rodney Williams. Absent was Mark Rock. Guests present were Lane Jones and Steve White.**

1. **Discuss/Action: Approval of minutes from previous meeting: March 8, 2018**

**Alesha Crowell made a motion to accept the minutes as presented. Robert Lewis seconded the motion and it passed unanimously, 6-0.**

1. **Discuss/Action: Approval of treasurer’s report**

**Wayne Womack made a motion to accept the treasurer’s report as presented. Robert Lewis seconded the motion and it passed, 6-0.**

1. **Discuss/Action: Request from Public Works Director Steve White to provide funding for benches and lighting at Dorothy Fielder Park**

**Steve White requested $6,500 from the VACDC to fund a pair of new benches, LED overhead lighting and ground-level LED flag lights for Dorothy Fielder Park. Alesha Crowell questioned whether there are other projects of a higher priority and whether or not a list was kept of these projects. White said these requests are all reported to the Parks Board. Robert Lewis asked about the Parks budget and who administers said budget, to which White replied the Parks budget comes out of Pubic Works and that White himself oversees the budget. Collin Flynn asked if these were the “last bit” of improvements to be requested for Dorothy Fielder Park. White said sprinklers are needed but that is in his budget and that this should be the last request. Flynn asked for more input from the Parks Board following the survey to be done regarding what the citizenry wants from their parks. Lane Jones said that the parks are “very critical” to what we become in five years and are very important. Wayne Womack made a motion to approve the requested amount for Dorothy Fielder Park improvements and Lewis seconded the motion. It passed 5-0 with Alesha Crowell abstaining.**

1. **Discuss/Action: Request from Public Works Director Steve White to provide funding for a new dog park at Forrest Moore Park**

**Steve White requested $5,000 to build a dog park at Forrest Moore Park. Following discussion earlier regarding using the survey being planned for distribution to find out what the citizenry actually wants from its parks, Wayne Womack made a motion to table the item until the survey results are available. Robert Lewis seconded and the motion passed, 6-0.**

1. **Discuss/Action: Authorizing Rodney Williams to obtain a debit card through Texas Star Bank**

**Robert Jaska explained that Rodney Williams is not a signor on the VACDC account at Texas Star Bank though he will be the sole user of a debit card, therefore permission is required in writing. Wayne Womack made a motion to authorize Rodney Williams to obtain a debit card through Texas Star Bank on behalf of the Van Alstyne Community Development Corporation. Robert Lewis seconded the motion and it passed, 6-0.**

**7. Discuss/Action: Downtown aesthetic improvements including benches and planters**

**Chris Dorak led a discussion regarding the placement of flower planters and new benches in front of the Van Alstyne Welcome Center. This will serve as an example to downtown business owners what can be done to beautify their storefronts and hopefully inspire them to do the same. Dorak suggested putting two planters with seasonal plants and flowers in front of the building. He also suggested ordering a bench from Hunter Knepshield of Texas in brown and black. Wayne Womack made a motion to buy two barrels, plants and a bench with a cost not to exceed $1,500. Robert Lewis seconded the motion and it passed, 6-0.**

**8. Discuss/Action: Light pole banners throughout downtown – Lane Jones**

**City Manager Lane Jones presented a request to install sign banners on existing light posts downtown. After some discussion regarding Oncor’s purported ownership of the light posts, Jones recommended the purchase of nine banners and brackets for the eight light posts downtown. Jones said the cost would be a total of $847.71 but that he would approach Oncor regarding paying all or a portion of this and report back if he was successful. Robert Jaska made a motion to purchase the banners and brackets at a cost not to exceed $1,000. Wayne Womack seconded the motion and it passed, 6-0.**

**9. Discuss/Action: Formalize Vicky Guess as new administrative assistant**

**Robert Lewis made a motion to approve the hire of Vicky Guess as the CDC’s new administrative assistant. Wayne Womack seconded the motion and it passed, 6-0.**

**10. Discuss/Action: Community task force update**

**Chris Dorak and Robert Lewis, as VACDC representatives, updated the Board on the Community Task Force. Downtown lighting was discussed as was the lack of an invitation to the meetings for the Van Alstyne Chamber of Commerce. Chris Dorak and Collin Flynn discussed the fact that many of the projects being discussed are ones that were in discussion by the VACDC Board. Dorak said that these meetings should be open to the public and advertised as such. Discussion was had regarding Gateway Planning’s role in all this as that company is being paid by the City to formulate the new Community Master Plan. Lane Jones said he has been in contact with Gateway and expects a report soon. Dorak said he wants to make sure that the task force channels its energy into supporting the Gateway plan and all in attendance agreed.**

**11. Discuss/Action: Permitting fees for Farmer’s Market**

**Permitting fees for the Railcar Farmers Market were discussed, as was the Market’s ability to draw visitors downtown and become a significant traffic generator for downtown merchants. The permitting cost is believed to be $50 per every three events. Lane Jones said that the City will not charge for the first two events to allow the Market a chance to get going. Robert Lewis made a motion for the VACDC to reimburse the first season’s permitting fees to organizer Roy Chandler with a cost not to exceed $500. Wayne Womack seconded the motion and it passed, 6-0.**

**12. Discuss/Action: Update on projects: a) railcar renovation**

**Robert Lewis informed the Board that he will be purchasing paint within the next few days and expects the railcar to be completed before the April 24th opening of the Railcar Farmers Market.**

**13. Discuss/Action: Director’s Report**

**Rodney Williams presented his Director’s Report. He discussed the changeover of direct deposits to the new Texas Star Bank account, showing two different sets of potential business owners around Van Alstyne, a meeting with an ownership group and the City Engineer and his attendance at the Parks Board visioning session, Chamber of Commerce meeting and City Council meeting, in addition to other business.**

**14. Recess into closed session pursuant to Chapter 551, Texas Government Code for deliberation regarding:**

1. **Sec. 551.087 - to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; Project Mongoose; Project Barley.**
2. **Reconvene into open session**

**15. Discuss/Action: Take any necessary action as a result of closed session**

**No action was taken as a result of the closed session.**

**16. Closing comments**

**There were no closing comments.**

**17. Adjourn**

**The meeting adjourned at 9:18 p.m.**

**Respectfully submitted by Rodney Williams**