**Van Alstyne Community Development Corporation**

**Agenda – Regular Board Meeting**

**292 Cartwright Road**

**Wednesday, December 13, 2017, 6:00 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)**

**Vice-president Mark rock called the meeting to order at 6:05 p.m.**

**Present: Mark Rock, Wayne Womack, Robert Jaska, Robert Lewis, Collin Flynn, Alesha Crowell, Rodney Williams**

**Absent: Chris Dorak**

**Guests: Mayor Larry Cooper, Steve White, Suzon Crowell, Mark Crowell**

1. **Discuss/Action: Funding for city park lighting, benches and dog park**

**Public Works Director Steve White presented on behalf of the Parks Board a request for lighting and park benches for Dorothy Fielder Park and a dog park for Forrest Moore Park. White requested replacement of pole lighting in the amount of $3,400 for two LED systems, in-ground flag pole lighting in the amount of $300 for two LED systems and replacement of two plastic benches with metal benches in the amount of $1,200 at Dorothy Fielder Park. Installation was requested at an estimated cost of $1,000. Additionally, White requested funding in the amount of $3,000 for a dog park to be constructed on under-utilized Forrest Moore Park land where an outdoor volleyball currently takes up space.**

**Robert Lewis requested paper work for board members and was told that White had not had time to provide that. Lewis requested that in the future White provide materials for board members to review when making monetary requests. Lewis also expressed concern that attention is being paid to Dorothy Fielder Park and Forrest Moore Park but that it does not appear much is being done to aid East Field, or McKinney Wilson Park.**

**Wayne Womack made a motion to table the lighting and bench request until the January meeting at which time Steve White can provide documentation for the requests. Lewis seconded the motion and it passed, 6-0.**

**Lewis made a motion to also table the dog park request for documentation to be provided at the January meeting. Womack seconded the motion and it passed, 6-0.**

**3. Recess into closed session pursuant to Chapter 551, Texas Government Code**

**for deliberation regarding:**

**a. Section 551.074 - to deliberate or discuss the appointment, employment, evaluation, reassignment of duties, discipline, or dismissal of a public officer or employee;**

**b. 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.**

**c. Reconvene into open session**

**This item was moved to the end of the meeting. The Board entered executive session at 7:08 p.m.**

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

 **The Board reconvened at 7:34 p.m. No action was taken as a result of closed session.**

**5. Discuss/Action: Approval of minutes from November 9, 2017 meeting.**

**Robert Jaska made a motion to approve the November minutes as presented and Wayne Womack seconded the motion. The motion passed, 5-0.**

**6. Discuss/Action: Approval of Treasurer’s Report**

**Reimbursement for travel expenses was presented as part of the Treasurer’s Report. Robert Jaska made a motion to approve the expenses with a second by Wayne Womack. The motion passed, 5-0.**

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

**Rodney Williams advised that his report would be presented as part of Project Mongoose to be discussed during executive session.**

**8. Discuss/Action: Update on parking issues in downtown Van Alstyne**

**Rodney Williams advised the board that there is a pending sale of land on the north side of the Central Business District as announced at the City Council meeting on 12/12 but no movement on the parking issues regarding Marshall Street.**

**9. Discuss/Action: New Community Grant forms**

**Rodney Williams presented a new form for use with community grants and not specific to the Façade Grant Program. He also advised that there is a maintenance commitment component to the façade program that may not be applicable to a general community grant program. Wayne Womack made a motion to approve the new form with the deletion of the maintenance requirement, and Robert Jaska seconded the motion. Motion passed, 6-0.**

**10. Discuss/Action: Update on façade project for Quality Drafting**

 **Rodney Williams advised that the project is on hold until Wesley Shanklin, Sr. can come in from Lufkin to oversee commencement of the project. He is expected to do so in December.**

**11. Discuss/Action: invoices for community projects involving: a) Kristy Bryant properties; b) Duchess Inn.**

1. **Invoices were presented for the completion of the 1873 Market, Café & Event Center project as part of the Façade Grant Program. Robert Lewis made a motion to pay out the eligible amount for the four projects totaling $13,783.67. Alesha Crowell seconded the motion and it was passed 5-0 with Collin Flynn abstaining.**
2. **Invoices were presented for the completion of the Duchess Inn project to help outfit the historic home with a fire suppression system. Alesha Crowell made a motion to pay out the eligible amount totaling $9,340 with a second from Robert Lewis. The motion passed, 6-0.**

**12. Discuss/Action: Review of new VACDC logo designs**

 **Six logos were presented to board members for their review. The VACDC seeks to establish one sole logo in order to better brand the VACDC and to aid in marketing after using several different logos throughout the years. Robert Jaska made a motion to table the item so that all members can have a chance to review and act on in January. Wayne Womack seconded the motion and it passed, 6-0.**

**13. Discuss/Action: EDC-commissioned residential study**

 **Rodney Williams explained that he had been approached by EDC Director Jodi Carr to ascertain whether or not the CDC would be willing to reimburse the EDC for a portion of a residential study commissioned in 2016. As neither Carr nor Williams were in their respective positions at the time it was unclear whether or not the CDC had agreed to pay for a portion of the study. Robert Lewis stated that the CDC had approached EDC about using the study after it was commissioned but the report was soon determined to be obsolete at that point. Collin Flynn stated that there had been discussion about using the study in conjunction with a confidentiality agreement but that ultimately the study was deemed to be obsolete at that point. Lewis made a motion to deny payment of $750 to the EDC for the study. Wayne Womack seconded the motion and it passed, 6-0.**

**14. Discuss/Action: Invoice for and additional funding of KVAB purchase of Christmas lights for Dorothy Fielder Park**

**This item was tabled as no invoice had yet been received from Keep Van Alstyne Beautiful.**

**15. Discuss/Action: Purchase of camera and equipment in conjunction with VAEDC**

 **Rodney Williams told the Board that he and EDC Director Jodi Carr were wishing to split the cost of purchasing a camera, the purpose of which to update the photos on each respective website and Facebook page and to aid in future marketing. The total cost of the camera is $499 with each entity paying $250. Wayne Womack made a motion to approve a camera purchase not to exceed $600. Robert Lewis seconded the motion and it passed, 6-0.**

**16. Closing comments**

 **There were no comments made.**

**17. Adjourn**

 **The meeting was adjourned at 7:38 pm.**

**Respectfully Submitted by Rodney Williams**