**Van Alstyne Community Development Corporation**

**Minutes – Regular Board Meeting**

**228 East Marshall**

**Thursday, October 11, 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 6:31 p.m.**

**Present: Chris Dorak, Alesha Crowell, Wayne Womack, Robert Lewis, Robert Jaska, Mark Rock, Rodney Williams**

**Absent: Collin Flynn**

**Guests: Jennifer Gould**

1. **Discuss/Action: Approval of minutes from previous meeting: Sept. 13, 2018.**

**Robert Lewis made a motion to accept the minutes from September 13, 2018. Wayne Womack seconded the motion and it passed unanimously 6-0.**

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

 **Due to end-of-year there was no treasurer’s report presented.**

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

**Executive Director Rodney Williams presented his director’s report for the month. He discussed… getting the downtown bench project underway… CDC participating in the merchant-sponsored Halloween celebration downtown… trademarking the VACDC logo with the Secretary of State… the sale of the former City Hall building… adding the façade grant program information and mission and vision statements to the web site. Williams also… met with prospective business owners regarding retail space downtown… met with a local developer regarding marketing of property to the west of Highway 75… delivered a façade grant check to AirView A/C and toured the new facilities… attended a meeting with the City Manager, City Engineer and a developer… worked with a downtown business owner to address permitting… worked on a request for space for a distribution/shipping facility… attended City Council meeting on October 9 and a Chamber Networking Breakfast on Oct. 10.**

**Williams further informed the Board that he had earlier in the day received the new board member applicant package from Jennifer Gould and that they would need to schedule a special called meeting to formally rank the candidates as the next regularly scheduled meeting fell one day after the return date as requested by the City. The decision was made to hold a special called meeting to rank the applicants on Monday, October 15 at 6:30 p.m.**

**5. Discuss/Action: Downtown vacant window signage**

**Rodney Williams reported that he is in discussions with the high school art teacher to have some of his students paint windows downtown for the holidays.**

**6. Discuss/Action: Conduct a public hearing regarding the formal adoption of the Community Development Capital Improvement Program (CDCIP) and required annual updates to CDCIP**

 **Board President Chris Dorak stated that Rodney Williams had presented the CDCIP to City Council and that it had gone very well and he was pleased. Wayne Womack made a motion to formally adopt the CDCIP with required annual updates and Robert Lewis seconded the motion. It passed 6-0.**

**7. Discuss/Action: Christmas Town project**

**Jennifer Gould, on behalf of the Christmas Town planning committee, submitted a request to the Board to fund the purchase of a metal and removable Christmas Tree and additional lighting for Dorothy Fielder Park for the Christmas Town celebration. Robert Lewis suggested a 20-21-foot tree with incandescent lighting instead of LED lighting to save on cost. Light color was discussed with the Board preferring multi-colored lighting but agreeing to leave that final decision to the Christmas Town committee. Lewis made a motion to approve the tree and lighting request for an amount not to exceed $4,000. Chris Dorak seconded the motion and it passed 5-1 with Mark Rock voting against. Williams thanked Gould for her hard work on the project.**

**8. Discuss/Action: Community parks survey matrix**

**Chris Dorak presented his revised parks survey matrix as he was concerned that Dunaway got a 10 percent voting stake in the outcome. He re-configured the matrix to show what would have resulted had Dunaway not been given a voting stake with a few items changing; the hike & bike trail project, lighting in the park and multi-purpose fields moved up in the rankings. Wayne Womack stated that he appreciated Dorak’s work as it is important to see a better reflection of the actual community’s wishes. Dorak then discussed these higher-ranked projects that would be affordable in the near future, chief amongst them lighting for the parks. Alesha Crowell added to this by informing the Board that the lighting situation at East Field Park is very poor and needs attention soon.**

**9. Discuss/Action: Updates on a) railcar renovation; b) downtown benches; c) East Field doors**

 **a) Robert Lewis stated that the railcar has been sanded but needs to be painted; b) Rodney Williams reported that the benches were in and assembled and that two had been installed by Public Works and the rest would be done as soon as weather permitted; c) Lewis stated that the doors are in the rail car for storage and still need to be installed.**

**10. Discuss/Action: December meeting**

**Rodney Williams informed the Board that City Council is not hosting a December regular meeting and he suggested that CDC cancel its regularly scheduled December meeting as well. Alesha Crowell made a motion to cancel the regularly scheduled December Board meeting with a second from Wayne Womack. The motion passed 6-0.**

**11. Closing comments**

 **There were no comments.**

**12. Adjourn**

 **The meeting was adjourned at 7:31 p.m.**

**Respectfully submitted by Rodney Williams**