Van Alstyne Community Development Corporation
Minutes
Regular Board Meeting
228 East Marshall

Thursday, September 11, 2014, 6:30 p.m.

1. **Call to order-Recognition of Guests:** The meeting was called to order by Andrew Sikes, President of the board at 6:37 p.m.
    - Present: Andrew Sikes; Billy Plake; Nancy Webb; Jeff Skinner; Robert Lewis; Kim Uselton; City Manager Frank Baker; Mayor Teddie Ann Salmon and Kanita Larkins
    - Absent: Mark Rock
    - Guests: Gary Evans, Parks Board

2. **Minutes from previous meeting:** Minutes from the regular board meeting of August 14, 2014 were reviewed by the board. Kanita Larkins could not recall who had made the nominations and seconded the motions as concerns election of the Vice-President and Secretary for the board. After discussion of this matter it was determined who made the nominations and seconded the motions. Nancy Webb made a motion to accept the minutes with the corrections. Jeff Skinner 2nd the motion. Motion passed.

3. **Treasurer's Report:** The treasurer's reports to include Profit & Loss and Balance Sheet for the month of August 2014 were reviewed by the board members. Billy Plake made a motion to accept the treasurer's reports for August 2014. Robert Lewis 2nd the motion. Motion carried. Nancy Webb also reported to the board members that the VACDC Budget for 2014/2015 was approved by the City Council.

4. **Presentation by Gary Evans, Parks Board, regarding funding for Parks:** Gary Evans with the Parks Board provided an update on how the Parks Board plans to use the funding approved by the Van Alstyne Community Development Corporation. To date, $5,423.00 has been spent for rubber mulch at one of the Forrest Moore Park playgrounds, leaving a balance of $24,577.00 that has not been spent. Mr. Evans provided samples of flooring that is to be used for bridges that he would like to use to repair the holes in one of the bridges at Forrest Moore. The cost of the flooring is approximately $15,000.00. Additionally, some of the swings are in need of repair.

5. **Consider and take action regarding Parks Board's request for funding:** No action is required as the board has already approved the funds that will be used for the updates/repairs to the projects that Mr. Evans presented to the board.

6. **Update on Railcars:** Van Lawrence, the contractor for the railcars, has completed the concrete slab for the stage area. An invoice in the amount in the amount of $6,000.00

has been presented for payment. Kanita Larkins was provided with instruction that payments should be made directly to the Chamber they will be responsible for issuing payments to the contractor.

7. **Update on Museum:** Mayor Teddie Ann Salmon reports that the work on the museum is nearing completion. They will now be focusing on putting the museum items back in order. This will take some time so it is unlikely they will be finished before the Fall der All (October 18th). She still plans to have the yearly 4th grade tour on November 18th. The Van Alstyne Historical Museum is currently in the process of applying for a 501(c)(3) non-profit sales tax exemption.

8. **Consider and take action regarding Property Enhancement Incentive Programs:** Kanita Larkins and Kim Uselton informed the board of an incentive program that would provide funding to business owner wanting to improve the façade of their building. Benefits of this program is increased sales and property values, as well as it will create goodwill to the business community. Kanita Larkins will continue researching this program and will provide the board members with more information on this program.

9. **Update on Retire in Texas – Upcoming Opportunities: Advertisement in Senior Resource Guide and booth space at State Fair (Food and Fiber Pavilion's Wine Garden):** Kanita Larkins reported that she responded to an email from the GO TEXAN-Retire in Texas that gave the communities an opportunity to advertise for free in the Senior Resource Guide in Houston. Van Alstyne was one of the communities selected. The advertisement that was used in the spring will be used again. Additionally, we have an opportunity to put out information regarding Van Alstyne at the State Fair of Texas. She will set up a booth at the Food and Fiber Pavilion's Wine Garden on Friday, October 3rd.

10. **Update on hiring an Administrative Assistant:** Kanita Larkins reports that she has taken some applications for the position of Administrative Assistant and interviewed a few applicants. Most applicants are looking for more than ten hours a week so this has made the process a little more challenging. Suggestions from the board members included notifying the Grayson College of the open position, and sharing the position with the Chamber as they, too, are in the process of searching for an administrative assistant.

11. **Comments by the President, Mayor and City Manager:** City Manager Frank Baker informed the board members of the following: Golden Chick has pulled a permit to begin construction; and Sonic is currently hiring and it is anticipated that it will open by September 15th.

12. Adjourn: Nancy Webb made the motion to adjourn. Robert Lewis 2nd the motion. Motion carried. Adjourned at 7:01 p.m. The next regular board meeting is scheduled for **September 11, 2014.**

Minutes respectfully submitted by Kanita Larkins September 11, 2014