**Van Alstyne Economic Development Corporation**

**Minutes**

**Regular Board Meeting**

**228 East Marshall**

**Van Alstyne, TX 75495**

**Friday, April 24, 2015, 9:30 A.M.**

**A QUORUM OF 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 Guests:** The meeting was called to order by Randy Uselton, EDC Board President at 9:38 a.m.
   * + **Present:** Kaaren Teuber; Patrick Flynn; Randy Uselton; James Lewis; Timmerle Kelly; and Kanita Larkins
     + **Absent:**  None
     + **Guests:** None
2. **Minutes from previous meeting:** Minutes from the regular board meeting of March 27, 2015 were reviewed by the board members. Patrick Flynn made a motion to accept the minutes. Kaaren Teuber 2nd the motion. Timmerle Kelly refrained from voting as she was not present at the meeting on March 27, 2015. Motion passed.

1. **Treasurer’s Report:** The treasurer’s reports to include the Profit & Loss and Balance Sheets for the month of March 2015 were reviewed by the board members. Randy Uselton made a motion to accept the minutes. James Lewis2nd the motion. Motion carried.
2. **Recess into closed session pursuant to Chapter 551, Texas Government Code for deliberation regarding: Section 551:072, Real Property: *went into closed session at 9:40 a.m.***

**a. Deliberate the purchase, lease and value of real property located at or near Industrial Park.**

**b. Personnel Matters *Out of closed session at 10:25 a.m.***

1. **Discuss/Action: Take any action as result of closed session-real property located at near Industrial Park:** No action at this time.
2. **Discuss/Action: Take any action as result of closed session-Personnel Matters.** No action at this time.
3. **Discuss/Action: Repairs and maintenance at Industrial Park:** Kanita Larkins reports the entrance sign at Industrial Park has been completed; however, the middle part that will actually have the name of the park and occupants will need to be added. Discussion by board members as to the material of the middle portion of the sign. Wood would not hold up to the weather, so the board instructed Kanita Larkins to obtain bids for concrete. James Lewis asked the board members to consider putting lights at the top of the sign instead of at the bottom of the sign. Kanita Larkins was instructed to obtain a quote from Bob Meinen regarding the lights.
4. **Discuss/Action: Review application for Small Business Loan:** An application for a small business loan has been submitted by Luv MedGroup. Patrick Flynn and Timmerle Kelly report that they do not have enough information as concerns collateral to make a recommendation. Patrick Flynn will meet with the owners. Timmerle Kelly made a motion to table this matter until after Patrick Flynn has met with the owners. James Lewis 2nd the motion. Motion carried.
5. **Discuss/Action: History of Industrial Park and City Parks:** Kanita Larkins reports that she has met with John Houx, the former EDC board president who oversaw the purchase of the land for Industrial Park, the construction of the rail spur, as well as the construction of Forrest Moore Park, and he, as well as other person who participated in these events, has agreed to provide a history of these events via videotape. Kaaren Teuber suggested that Mayor Teddie Ann Salmon may have some personal insight to these developments. Kanita Larkins will move forward with getting a date set for the videotaping.
6. **Update: TCOG Maps:**  Kanita Larkins reports that she has visited with Michael with TCOG and he states that the map and judgments entered by the Court regarding the ETJ of Van Alstyne do not provide any metes and bounds; and therefore, TCOG is not able to create a map. Kanita Larkins states she will contact Bill Helvey, the surveyor that prepared the initial ETJ map/survey.
7. **Update: Palladium:** Kanita Larkins reports she has not received any news.
8. **Training & Seminars:** Kanita Larkins reminded the board members of the tax workshop on June 26, 2015 at Richardson, Texas. Kaaren Teuber is enrolled and will be attending.
9. **Update on SWOT Analysis Workshop:** The second and final session of the SWOT Analysis Workshop was Wednesday, April 22, 2015. Randy Uselton stated it was well received and that all participants shared some valuable information. Randy Uselton and Kanita Larkins will provide a report with their notes for rest of the board members to review and discuss.
10. **Discuss/Action: Procedure in Handling Prospective Leads:** Kanita Larkins reports this matter was placed on this month’s agenda by mistake as it was discussed and resolved at the board meeting on March 27, 2015.
11. **Resourcing real property opportunities:** The board members discussed providing all the realtors who have listed property in Van Alstyne an opportunity to provide their contact information if the property fits the specific criteria needed by a prospect. Per Timmerle Kelly’s previous request that all industrial/commercial property listings on the EDC website should be placed on the City’s website home page, she suggested that when prospects are looking for a particular criteria in property, it should also be posted on the City’s website home page. Kaaren Teuber made a motion that an “in search of” category be created on the EDC website and the link also be placed on City website home page. Randy Uselton 2nd the motion. Motion carried.
12. **Comments of President, Mayor, and City Manager:**  None.
13. **Adjourn:** Randy Uselton made the motion to adjourn. Patrick Flynn 2nd the motion. Motion carried. Adjourned at 11:04 a.m. The next regular board meeting is scheduled for **May 22, 2015 at 9:30 a.m.**

Minutes respectfully submitted by Kanita Larkins April 24, 2015