**Van Alstyne Community Development Corporation**

**Minutes – Regular Board Meeting**

**228 E. Marshall St.**

**Thursday, September 10, 2020 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. VISITORS WISHING TO SPEAK MUST BE RECOGNIZED BY THE PRESIDENT OF THE BOARD AND LIMIT COMMENTS TO 2 MINUTES.**

1. **Call to order**

**The meeting was called to order at 5:59 p.m. Present were board members Robert Jaska, David Sileven, Brad Clough, Mark Moss, Alesha Crowell and Wayne Womack and Executive Director Rodney Williams.**

**2. Invocation**

**Robert Jaska delivered the invocation.**

**3. Recognition of guest(s)**

**Eliza Grace Botisca and Van Alstyne City Manager Lane Jones were recognized.**

**4. Discuss/Action: Approval of minutes from previous meetings: August 13, 2020 regularly scheduled meeting and August 27 special called meeting.**

**Wayne Womack made a motion to approve both sets of minutes as presented. Brad Clough seconded the motion and it passed unanimously, 6-0.**

**5. Discuss/Action: Façade grant request for Green Wick Interior Design, 184 Preston, Suite B**

**Grace Botisca presented her façade grant request for Green Wick Interior Design. However, she stated that she wanted to go with a different mural artist and did not have that estimate.**

**6. Discuss/Action: Community grant request for City of Van Alstyne for Christmas tree for Dorothy Fielder Park**

**Lane Jones presented his request for reimbursement of costs for a 22-foot Christmas tree purchased for use in Dorothy Fielder Park. Jones requested half of the original cost for a total reimbursement of $5,801.25.**

**7. Discuss/Action: Review of bylaws**

**Revised bylaws were not available and the motion was tabled.**

**8. Discuss/Action: Revised community and façade grant forms**

**Rodney Williams informed the Board that he and Executive Administrator Tiffany Chartier had completed a reworking of the current grant packet and forms. Williams presented the new packet and forms, as well as a brand new grant brochure, to the Board for review. Discussion was had regarding the look of the new information and Williams was directed to make light modifications regarding wording to some items.**

**9. Discuss/Action: Office structure/tenants**

**Rodney Williams and David Sileven informed the Board that they had met with Chamber of Commerce president David Morgan and board member Brenda McDonald regarding the Chamber’s new direction and their desire to return to the office as a tenant.**

**Brad Clough made a motion to rescind the vacate letter dated July 1 as sent to the Van Alstyne Chamber of Commerce and allow the Van Alstyne Chamber of Commerce to remain as tenants in the office. Mark Moss seconded the motion and it passed, 6-0.**

**This will be contingent upon a completed and signed written agreement between the two organizations. Williams was given instruction to draft an agreement letter between the VACED and the Chamber and present it at the October board meetings.**

**10. Discuss/Action: Acquiring Chromebooks for VACDC Board of Directors**

**Rodney Williams addressed the Board concerning going paperless and switching to Chromebooks for Board members. He presented information and pricing estimates as compiled by Tiffany Chartier.**

**Alesha Crowell made a motion to approve the purchase of eight Chromebooks at a per unit cost not to exceed $230 plus tax and to split the cost with the EDC. Mark Moss seconded the motion and it passed, 6-0.**

**11. Discuss/Action: Completion of Paynetworx funding**

**Rodney Williams informed the Board that Trent Voigt had complied with the painting of the window trim at the Paynetworx office as required in the original grant request. However, per the Board’s previous request Williams had asked for a separate invoice for the doors as they are smaller than what was presented in the original request. That document has not yet been received by Williams.**

**There was no action taken while waiting on the invoice for the doors as a separate document.**

**12. Discuss/Action: Estimate for new combined VACED website**

**Rodney Williams presented the estimate for the redone website from Laura Dapkus for $2,557. That amount is to be divided equally with the Van Alstyne Economic Development Corporation.**

**Alesha Crowell made a motion to approve the estimate cost with a second from Wayne Womack. The motion passed, 6-0.**

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

**Treasurer Mark Moss said the monthly financials looked good. He also requested to see credit card billing from the past 3 months.**

**Mark Moss made a motion to approve the financials as presented. Brad Clough seconded the motion and it passed, 6-0.**

**14. Discuss/Action: Director’s report**

**Rodney Williams presented his report of activities within the past month along with that of Executive Administrator Tiffany Chartier. He discussed the downtown building lights as undertaken by the CDC. Some bulbs are out and some light strands are not level. Williams said he is waiting on GCEC to complete repair work. The board asked him to find out the cost of a bucket truck and whether or not the City could help with fixing the problems.**

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

1. **Section 551.087. Deliberation Regarding Economic Development Negotiations. This chapter does not require a governmental body to conduct an open meeting: (1) 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; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1). Project Green, Phase II; Project Fetch**
2. **Section 551.074 – to deliberate or discuss the appointment, employment, evaluation, reassignment of duties, discipline, or dismissal of a public officer or employee;**
3. **Reconvene into open session**

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

**Mark Moss made a motion to authorize Rodney Williams to negotiate on behalf of the Van Alstyne Community Development Corporation with United Ag/John Deere for a development agreement to build a training and internet sales center. Wayne Womack seconded the motion and it passed, 6-0.**

**Williams was instructed to request further grant information from Grace Botisca for next month’s meeting.**

**Wayne Womack made a motion to fund the purchase of a community Christmas tree for Dorothy Fielder Park for the City of Van Alstyne in the amount of $5801.25. Brad Clough seconded the motion and it passed, 6-0.**

**17. Closing comments**

**There were no closing comments.**

**18. Adjourn**

**Robert Jaska made a motion to adjourn with a second from Brad Clough. The motion passed, 6-0.**

**Respectfully submitted by Rodney Williams**