**Van Alstyne Community Development Corporation**

**Minutes – Regular Board Meeting**

**228 E. Marshall St.**

**Thursday, January 20, 2022 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 - Recognition of guest(s)**

**The meeting was called to order at 6 p.m. Present were board members Dee Greve, Sherry Jeffcoat, Alesha Crowell, Mark Moss, Brad Clough and David Sileven and Executive Director Rodney Williams. Absent was board member Robert Jaska.**

**Also present was guest Donald Bacco.**

**2. Invocation**

 **Brad Clough delivered the invocation.**

**3. Discuss/Action: Approval of minutes from previous regularly scheduled meeting held on November 17, 2021 and special called meeting held on December 20, 2021.**

**Alesha Crowell made a motion to approve the regular minutes and the special called meeting minutes as presented. Sherry Jeffcoat seconded the motion and it passed unanimously, 6-0.**

**4. Discuss/Action: Façade Grant request for Pique Boutique, 245 E. Marshall St.**

 **Donald Bacco, owner of Pique Boutique, presented his request for a façade grant. He requested $1,900 for the installation of signage at his new business located at 245 E. Marshall St. The Board had questions regarding approval by the Architectural Review Panel. Bocco stated that he did not present to the panel but that the City had already issued a sign permit.**

**5. Discuss/Action: Moving of accounting duties to the City of Van Alstyne**

 **Rodney Williams explained to the Board that the planned moving of accounting duties to the City would not be happening. Executive Administrator Tiffany Chartier, who was overseeing the transfer on behalf of the CDC, was informed by Eddie Peacock, the City’s consultant overseeing the transfer on its end, that the current financial software could not handle the additional financials and, therefore, the City could not accommodate the CDC books. Williams explained that this was the second time the City had suggested the move and the second time the City said it could not handle the additional duties.**

 **Williams then presented a contract from Peacock for quarterly review of the CDC’s Quickbooks and year-end closing. Peacock and the City informed Susan LaFollett, the auditor who had been recommending the City consolidate accounting duties, of the situation and presented to Chartier that LaFollett approved of the plan.**

 **Concerns with the contract were brought up by the Board, specifically wording in the proposed contract in which Peacock would be compensated for round trip mileage. Williams was instructed to talk to Peacock to get this wording removed; if he was unsuccessful in doing so to then bring the matter back to the Board.**

 **Brad Clough made a motion to grant Rodney Williams the authorit8y to sign the proposed contract with the adjusted changes. Dee Greve seconded the motion and it passed, 6-0.**

**6. Discuss/Action: Update on downtown improvements**

 **Rodney Williams updated the Board on planned improvement to downtown roads and sidewalks following a meeting with City Manager Lane Jones.**

**7. Discuss/Action: Billboard signage**

 **Rodney Williams informed the Board that signage on the two billboards still have the December messaging. After some discussion, the Board asked Williams to have Lamar work up signage reminiscent of messaging from two prior quarters promoting downtown Van Alstyne. Williams suggested adding mention of the Central Social District Park, to which the Board agreed.**

**8. Discuss/Action: Reimbursement for executive director’s cell phone usage**

 **David Sileven addressed the Board regarding reimbursing Rodney Williams for use of his cell phone for corporation business. Following along with current City policy, Sileven suggested reimbursement of $50 per month with a submitted expense form and cell phone statement. Alesha Crowell made a motion to reimburse the executive director $50 per month for his cell phone usage with a second from Sherry Jeffcoat. The motion passed, 6-0.**

**9. Discuss/Action: Treasurer’s report**

 **Alesha Crowell had a question regarding a line item on the bank statement totaling $1006.94. Williams explained that this was the monthly bill for the corporate credit card. Brad Clough made a motion to approve the treasurer’s report with a second from Mark Moss. The motion passed, 6-0.**

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

 **Rodney Williams presented his report of monthly activities.**

**11. 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;** **Project Anchor; Project Sauce.**
2. **Reconvene into open session**

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

**Brad Clough made a motion to approve the façade grant request from Pique Boutique pending Architectural Review Panel approval in the amount of $1,900. Dee Greve seconded the motion and it passed, 6-0. Rodney Williams will discuss the situation with the City.**

**13. Closing comments**

 **There were no closing comments.**

**14. Adjourn**

**Brad Clough made a motion to adjourn the meeting with a second from Sherry Jeffcoat. The motion passed, 6-0, and the meeting was adjourned at 7:25 p.m.**

**Respectfully submitted by Rodney Williams.**