**Van Alstyne Community Development Corporation**

**Minutes – Regular Board Meeting**

**228 E. Marshall St.**

**Thursday, November 3, 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 6:00 p.m.**

 **Present were board members Robert Jaska, Dee Greve, David Sileven, Sherry Jeffcoat and Dustin Langton and Executive Director Rodney Williams.**

 **Absent were board members Alesha Crowell and Brad Clough.**

 **Guests present were Elena Kleisinger, Kandi Hessel and David Ritter (telephone).**

1. **Invocation**

 **David Sileven delivered the invocation.**

1. **Public comments on agenda items**

 **There were no public comments.**

1. **Discuss/Action:** **Façade Grant request from The Silver Lining Salon, 1282 W. Van Alstyne Parkway**

 **Elena Kleisinger presented her façade grant request for vinyl window signage and a monument sign placard in the amount of $454.50 for her business.**

 **Robert Jaska made a motion to approve the request in the amount of $454.50 as presented in accordance with section 501.103 of the Texas Local Govt. Code relating to site improvements. Dee Greve seconded the motion and it passed unanimously, 5- 0.**

1. **Discuss/Action: Development Grant request from the City of Van Alstyne municipal events department**

 **Kandi Hessel, the event coordinator for the City of Van Alstyne, presented a request for funding to purchase 26 pop-up event tents in the total amount of $20,905.59. Hessel explained that these tents would be used for events at the Central Social District and Fall der All, in addition to all possible other events. Rodney Williams added that the City would also possibly be purchasing larger tents in addition to these via their own funding.**

1. **Discuss/Action: Amendments to corporation bylaws**

 **Van Alstyne city attorney David Ritter was brought into the meeting by phone to discuss proposed changes to the CDC’s corporate bylaws. Ritter went through the process of the revisions and the move to bring in the corporation under the city umbrella, making it the Economic Development department of the city and under the city manager. Questions were asked about the specific wording regarding “economic development,” to which Rodney Williams stated that most CDCs are referred to in non-specific terms as “economic development” corporations. David Sileven asked Ritter if the revisions would prohibit the CDC from hiring part-time or contract work independently, to which Ritter replied it would not. Sileven also asked if the CDC had the ability to terminate the agreement in the future, to which Ritter replied yes. Discussion was additionally raised regarding the “25% increment” wage reimbursement terms and record keeping.**

 **Suggestions were made to amend the wording under Article III, Section 6 regarding the terms “Economic Development” staff and “Community Development” to establish continuity in the language.**

1. **Discuss/Action: Amendments to Interlocal Agreement with the City of Van Alstyne**

 **Sherry Jeffcoat noted that the fourth paragraph of the interlocal agreement should read “Article III, Section 6” instead of “Article IV, Section 6”.**

1. **Discuss/Action: Approval of minutes from previous meeting held on October 13, 2022**

 **Dustin Langton noted that his surname is misspelled in the minutes.**

 **Sherry Jeffcoat questioned the billboard discussion from the last meeting. Rodney Williams stated that he was told to “take the lead” on billboards, which is why new art was not presented before installation. David Sileven agreed that he was told to lead the project and asked for a plan for new vinyl installation moving forward.**

 **Robert Jaska made a motion to approve the minutes as amended with a second from Sherry Jeffcoat. The motion passed, 5-0.**

1. **Discuss/Action: Grant approval process for business located outside the Central Business District**

 **Rodney Williams stated that, similarly to the automatic grant approval process approved for downtown businesses, he would like to have automatic façade grant approval for Van Alstyne businesses outside the Central Business District in order to expedite the overall process. In addition to the standard board requirements for approval, he would also require approved permitting from the City before approving a grant.**

 **Williams also informed the board that he had received a façade grant request just two days prior to the meeting but after the agenda was posted. He did not want to delay a decision for the business’s sake, as the CDC was not scheduled to meet in December, but that the requested amount was $2,460, just outside the $2,000 limit set for downtown business. This led to a discussion regarding approved amounts.**

 **Robert Jaska made a motion to authorize Rodney Williams to approve all façade grant requests which meet CDC and City requirements up to $2,500 with notification sent out to the Board with a 48-hour turnaround time. David Sileven seconded the motion and it passed, 5-0.**

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

 **Rodney Williams presented his reporting 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; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1): Project Sauce**
2. **Reconvene into open session**
3. **Discuss/Action: Take any action as a result of closed session**

 **Rodney Williams was directed to go back to the City for more details regarding the grant request for pop-up event tents, specifically regarding the urgency of the request, the number of tents, what events specifically would these be used for and where these tents would be placed within the Central Social District park.**

 **David Sileven made a motion to accept the city-recommended changes to the CDC corporate bylaws with standardization of referenced changes. Robert Jaska seconded the motion and it passed, 5-0.**

 **David Sileven made a motion to accept the revisions to the Interlocal Agreement with changes as noted. Robert Jaska seconded the motion and it passed, 5-0.**

**13. Closing comments**

 **There were no closing comments.**

**14. Adjourn**

 **Dee Greve made a motion to adjourn with a second from Dustin Langton. The motion passed, 5-0.**

 **The meeting was adjourned at 7:47 p.m.**

**Respectfully submitted by Rodney Williams**