

**MINUTES
State of Texas
County of Denton
City of Justin**

Justin Community Development Type B Corporation Meeting–May 3, 2016.

The Justin Community Development Type B Corporation convened into a regular meeting, the same being open to the public the 3rd day of May, 2016, 7:00 p.m. in the Justin Economic Development Building at 117 W. 4th, Justin, Texas, and notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Article 5 of the Texas Government Code, with the following members present and in attendance to wit:

Board Members: Mike Russ, Bonnie Knowles, Liz Johnson and Bonnie Washburn.

Absent Board Members: Mike Holyfield

Staff: Executive Director Shani Ihnfeldt

I. CALL TO ORDER

Meeting was called to Order at 7:02. Board member Mike Russ gave the Invocation.

II. INTRODUCTION OF GUEST

Brian French and Beate Dufresne.

III. CONSENT ITEMS

1. Discuss, consider and act on approval of Minutes from the March 29, 2016 CDC Type B meeting.

Board member Knowles made a motion to approve the Minutes from the January 26, 2016 CDC Type B meeting. Board member Washburn seconded the motion.

Vote:

Ayes: Russ, Knowles, Johnson, Washburn

Nays:

Absent or Not Voting: Holyfield

IV. REGULAR ITEMS

2. Discuss, consider and act on March 2016 Financial Statements.

Mike Russ requested a Year-To-Date Budget for review. Shani informed the Board she should be receiving Budget information from city staff for FY 2016-2017 sometime in June.

Board member Knowles made a motion to approve the March 2016 Financial Statements. Board member Washburn seconded the motion.

Vote:

Ayes: Russ, Knowles, Johnson, Washburn

Nays:

Absent or not voting: Holyfield

3. Discuss, consider and act on allowing any board member to attend a Grant Writing Course and have all expenses paid associated with the course.

Board member Washburn has no objection with anyone wanting to attend a Grant course but it's not needed for the CDC Board. If any member of the Board would like to attend they should for their own personal benefit and not as a representative of the Board. Liz said the Board should not pay for any expenses.

Board member Knowles made a motion to not allow the Board to pay for any Board member to attend Grant Writing Courses. Board member Johnson second the motion.

Vote:

Ayes: Russ, Knowles, Johnson, Washburn

Nays:

Absent or not voting: Holyfield

4. Discuss, consider and act amending the CDC Bylaws for Training Requirements.

Shani informed the Board the EDC Board is amending their Bylaws regarding training requirements for all EDC Board members. One of the requirements is to attend the Sales Tax Workshop within the first year appointed to the Board. The Course is offered at least 4 times per year with one course being local.

Board member Johnson made a motion to amend the CDC Bylaws for Training Requirements. Board member Knowles second the motion.

Vote:

Ayes: Russ, Knowles, Johnson, and Washburn
Nays: None
Absent or Not Voting: Holyfield

V. WORKSHOP ITEMS

5. Discuss and consider Centre Blvd

Discussion was held.

6. Discuss and consider the 2015/2016 CDC Budget-Shared Cost.

Discussion was held. Shani informed the Board the shared cost between the EDC and CDC will decrease due to one less employee. Adjustment will be made towards the end of the FY year. The shared cost adjustment should be close to \$38,275.

VI. MONTHLY STAFF REPORT AND UPDATES

1. New Businesses and Developments
2. 156 Update
3. Monthly Sales Tax Report
4. Upcoming Events, Meetings, and Trainings.

Shani Ihnfeldt gave updates. No change with upcoming Developments or 156.


VII. EXECUTIVE SESSION

Board did not go into Executive Session

VIII. FUTURE AGENDA ITEMS/MEETINGS

IX. ADJOURNMENT

Johnson made a motion to adjourn at 8:24pm. Washburn seconded the motion. Motion carried unanimously.



Shani Ihnfeldt, Executive Director