

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

**Justin Community Development Type B Corporation Meeting—January 26<sup>th</sup>, 2016.**

The Justin Community Development Type B Corporation convened into a regular meeting, the same being open to the public the 26<sup>th</sup> day of January, 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 Washburn, Bonnie Knowles, Liz Johnson, and Mike Holyfield.

Board member Stephen Chambers arrived at 7:23pm

Absent Board Members: None.

Staff: Executive Director Shani Ihnfeldt

**I. CALL TO ORDER**

Meeting was called to Order at 7:07. Board member Bonnie Washburn gave the Invocation.

**II. INTRODUCTION OF GUEST**

No Guest attended the meeting.

**III. CONSENT ITEMS**

1. Discuss, consider and act on approval of Minutes from the November 14, 2015 CDC Type B meeting.

Board member Johnson made a motion to approve the Minutes from November 14th, 2015 CDC Type B meeting.

Board member Washburn seconded the motion.

Vote:

Ayes: Russ, Washburn, Knowles, Johnson, Chambers, Holyfield

Nays: None

Absent or Not Voting:

**IV. REGULAR ITEMS**

2. Discuss, Consider and Act on December 2015 Financial Statements.

Discuss was held. No Action Taken.

3. Discuss, Consider, and Act on appointing a Vice President to the CDC Type B Board.

Discussion was held.

Board member Knowles made a motion to appoint member Liz Johnson as Vice President to the CDC Type B Board. Board member Johnson seconded the motion to nominate herself as Vice President to the CDC type B Board.

Vote:

Ayes: Russ, Washburn, Knowles, Johnson, Chambers

Nays:

Absent or Not Voting: Holyfield

4. Discuss, Consider, and Act on adding the Vice President to all CDC Type B Bank Accounts.

Board member Chambers made a motion to approve adding the Vice President to all CDC Type B bank accounts. Board member Knowles seconded the motion.

Vote:

Ayes: Russ, Washburn, Knowles, Johnson, Chambers

Nays:

Absent or Not Voting: Holyfield

**V. WORKSHOP ITEMS**

5. Discuss and Consider Directors & Officers Insurance (D&O).

Discussion was held.

Shani Ihnfeldt advised the board she submitted applications to several companies and is currently waiting for quotes. She will update the Board as soon as she knows something.

## **VI. MONTHLY STAFF REPORT AND UPDATES**

1. Comprehensive Plan
2. 156 Open for Business
3. Monthly Sales Tax Report
4. Upcoming Events, Meetings, and Trainings.

Shani Ihnfeldt gave an update on the Comprehensive Plan. The next Comp Plan meeting should be in February. Modifications are currently being made to honor the mediation map between the Town of Northlake and Justin.

Shani Ihnfeldt gave an update on 156. The Project start date is expected April/May 2016. A 156 meeting was held on January 21, 2016 and City Engineer Chris Cha confirmed no changes have been made and construction will begin in May. Utility movement has already started. Shani will notify the board of any updated information.

Shani Ihnfeldt informed the Board of upcoming events and training dates.

## **VII. EXECUTIVE SESSION**

Board did not go into Executive Session

## **VIII. FUTURE AGENDA ITEMS/MEETINGS**

Member Washburn request Ihnfeldt contact Attorney Jeff Moore to inquire about changing a board member term before being elected to an officer position. Shani will provide update at next meeting.

Member Hollyfield made a request to email all members if no meeting is to be held, and post something on the website for the public to see.

Member Russ request to update the Board on any new businesses coming to town.

## **IX. ADJOURNMENT**

Chambers made a motion to adjourn at 8:15pm. Knowles seconded the motion. Motion carried unanimously.

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Shani Ihnfeldt, Executive Director