

The Willis Community Development Corporation of the City of Willis, Texas convened in regular session at the city hall on the date and time aforesaid, with the following members present:

Mary Reed, President
Tamara Young-Hector, Board Member
Sharon Luster, Board Member
Sonda Toliver, Board Member
Yolanda Harris, Board Member
Lisa Toliver, Board Member
Teresa Herod, Board Member
J. Rice, Board Director
Marissa Quintanilla, City Secretary

And the following members absent: none, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the regular meeting.
Mary Reed called the meeting to order at 5:30 p.m.
2. Roll Call, Pledge of Allegiance, and Invocation
I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all. Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.
Mary Reed called roll.
Pledges were recited.
J. Rice gave the invocation.
3. CITIZENS INQUIRY
 - a. Recognition of October Citizen of the Month. Name November Citizen of the Month
Tamara Young-Hector announced the business of the month for October was Wise Grocery owned by Larry Wise. No citizen or business of the month was named.
 - b. Public Comments
No public comments.
4. CONSENT AGENDA
 - a. Approval of the minutes of the previous regular meeting: July 23, 2019
 - b. Approval of financial statements.
Motion was made by Tamara Young-Hector to approve the consent agenda. Yolanda Harris seconded the motion. Motion passed unanimously.
5. NEW BUSINESS
 - a. Discuss and take action on bids and contract for Martin Luther King (MLK) Park Improvements.
Jennifer Steen with Bleyl Engineering went over the MLK Park improvements with the board. Ms. Steen stated that two bids were submitted for the MLK Park Improvements. Ms. Steen stated the low bid was Excel Construction. Ms. Steen stated the base bid with extra items came in at \$903,486.15. Ms. Steen stated that the extra items consisted of the canopy for the swing set and the will stops. Ms. Steen stated these were removed from incase the project came in over budget with them included. Ms. Steen stated that all references were contacted and all were good. Ms. Steen recommended approval of the bid to Excel Construction for the base bid with extra items for

\$903,486.15. Motion was made by Tamara Young-Hector to award the bid for Martin Luther King Park Improvements to Excel Construction for the base bid with extra items for \$903,486.15. Teresa Herod seconded the motion. Motion passed unanimously.

b. Discuss and take action on assisting with Christmas Parade costs.

Mr. Rice stated that Mr. Don Pope is requesting help with the cost of the parade which is estimated at about \$1,270. Ms. Sherman discussed the parade budget with the board. Tamara Young-Hector stated that in the past someone from the board had to oversee the committee, in the past it had been her because the parade was included with the Christmas festival also. Tamara Young-Hector agreed to oversee the parade committee this year. Motion was made by Sharon Luster to approve the Christmas Parade budget in the amount of \$1,270. Tamara Young-Hector seconded the motion. Motion passed unanimously.

c. Discuss possible affordable housing subdivision for low to moderate-income families and possible Willis CDC assistance for infrastructure improvements for it.

Donna Glass with Walker Montgomery Community Development Corporation spoke with the board about affordable housing. Ms. Glass stated that they have done some work in Willis in the past, the most recent project being the Gulf Coast subdivision on the south side of County Line Road. Ms. Glass stated that the water and sewer lines were done by funds from the CDC board. Ms. Glass stated that the next proposed project in Willis will be approximately 14 homes built with the same or comparable plans as the first subdivision. Ms. Glass stated these will be for low income, not just elderly, which will increase the property tax by a substantial amount. Ms. Glass stated that the subdivision will also have curbed and paved streets with lighting. Ms. Glass stated that the proposed site would be 4 acres directly across from Peggy Lane on Rogers Road. The proposed projected start date would be June of 2022. Ms. Glass stated that the reason for being at the meeting was to ask for the CDC's help in bringing in the infrastructure. Mr. Rice stated that at this point this was just a discussion item to bring to the board, and if there is no objection to proceeding, this is a matter where we need to talk with city staff, engineers, and City Manager to determine what kind of financing is needed for the cost of these infrastructure improvements, than it would be brought back to the board.

d. Discuss and take action regarding security cameras for MLK Park.

Lieutenant Nelson stated that last year the Police Department installed cameras around the building. Lt. Nelson stated they installed 7 high definition cameras and upgraded to a 4 TB hard drive holds about a weeks' worth of recordings. Lt. Nelson stated the cost was about \$5,000. Lt. Nelson stated that the cameras installed at the PD would not work for what the board needs at MLK Park as a preventative and investigative tool. Lt. Nelson stated that there are companies that specialize in park settings. Lt. Nelson advise the board to contact a company that specializes in cameras for park settings, tell them the needs are. Cameras for vandalism, cameras that cover all of park areas, and can work at night etc. Mary asked for questions. No questions received.

6. REPORTS

Input from Board related to issues for possible inclusion on future agendas.

Mr. Rice stated that Ms. Herod and Ms. Toliver would need to set up time for training on the Open Meetings Act, and corporations' laws, and regulations.

7. ADJOURN

Motion was made by Tamara Young-Hector to adjourn. Yolanda Harris seconded the motion. Motion passed unanimously. The meeting adjourned at 6:37 p.m.

