

Willis, Texas  
April 30, 2019  
5:30 p.m.

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:

Tamara Young-Hector President  
Sharon Luster – Board Member  
Sonda Toliver – Board Member  
Mary Reed – Board Member  
Yolanda Harris – Board Member  
J. Rice – CDC Director  
Marissa Quintanilla – City Secretary  
Rick Valdez – Director of Finance

And the following members absent: Lorrinda Bishop, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the regular meeting.  
Tamara Young-Hector 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.  
Ms. Young-Hector called roll.  
Pledges were recited.  
J. Rice gave the invocation.
3. CITIZENS INQUIRY
  - a. Public Comments  
None were received.
4. NEW BUSINESS
  - a. Election of Officers  
Tamara Young-Hector nominated Mary Reed for President. Nomination passed unanimously.  
Tamara Young-Hector nominated Sharon Luster for Vice President. Nomination passed unanimously.  
Sonda Toliver nominated Marissa Quintanilla for Secretary. Nomination passed unanimously.  
Mary Reed nominated Sonda Toliver for Treasurer. Nomination passed unanimously.
  - b. Discuss and take action on changing the Citizen of the Month awards  
Tamara stated that the board has been having a hard time coming up with citizens to nominate and was thinking that maybe the board should think about eliminating award. Mary Reed stated she was also thinking the same, or maybe changing the criteria for which a citizen can be nominated, like live in the City or have a business in the City. Mr. Rice stated that the board could do that, recommended tabling the item so that board could work on criteria requirements for the award. Motion was made by Mary Reed to table item 4b until the next board meeting. Yolanda Harris seconded the motion. Motion passed unanimously.
  - c. Discuss and take action on the Independence Day Celebration fireworks show.  
Tamara Young-Hector stated that she had contacted the company and told them the board was going a different way this year due to the price. The company for the fireworks sent another proposal for 2 years at \$11,200. Ms. Young-Hector stated that she was not comfortable with this, because if she decided that she would not be over the Independence Day Celebration the following year, and no one volunteered, we would still be obligated to pay. Ms. Young-Hector asked if the board could donate to the American

Legion to sponsor their fireworks show. Mr. Rice stated that this could be done. Mr. Rice stated it was the same principle; the board would be donating to promote Willis. Ms. Young-Hector stated she would speak with the American Legion. Motion was made by Mary Reed to table item 4c until the next board meeting. Sonda Toliver seconded the motion. Motion passed unanimously.

- d. Discuss and take action on MLK Park Improvements preliminary engineering planning.  
Mr. Rice stated that the park committee had met with the Mayor, City Manager, and Director of Public Works regarding the improvements to MLK Park. Mr. Rice stated that at the last meeting changes were proposed to the concept plan because of the storm sewer being in the way of where the splash pad was originally going to be located. Mr. Rice also stated that they proposed to not do away with the parking lot, because cost would be too high. Mr. Rice stated that after plenty of discussion the park committee decided to bring the splash pad to where the playground is, and move the playground to the south side of the restrooms. Mr. Rice stated that the parking lot would be toward the middle with the possibility of extending to the east as proposed in the concept plan. Mr. Rice stated that this was an overall picture of the new plan. Mr. Rice stated that the park committee, Mayor, and City Manager all agreed this was a good way to go. Mr. Rice stated that if Board is ok this would go in the budget for next year, amend this year's budget, and go before Council, and if Council is ok with it, we could get the engineering started this summer and the next fiscal year start construction. Derek Wind with Bleyl Engineering spoke with the Board about the reasons that the splash, the playground area, and parking had to rearrange from the first concept plan. Mr. Rice stated that if Board approves this concept plan it would go before Council in June. Mr. Rice stated that there would be a line item amendment and put the cost of engineering in this year's budget, so that when Council approves this in June the Board could have the engineer to start on the design and in October can go out to bids. Mr. Rice stated that he proposed the Board take the cost out of their fund balance, which would be about \$800,000 and would leave about \$800,000 in the Board's fund balance. Motion was made by Mary Reed to approve the MLK Park Improvement preliminary engineering plan. Yolanda Harris seconded the motion. Motion passed unanimously.
- e. Discuss and take action on 2019-2020 fiscal year budget.  
Mr. Rice went over the 2019-2020 budget with the board. Mr. Rice stated that the line item for maintenance might have to be amended due to maintenance cost of the splash pad. Mr. Rice stated that the line item for clearance demolition stayed the same, and recommended the Sam Houston Town Center increase from \$150,000 to \$170,000. Mr. Rice stated Mayor and Council had requested this. Mr. Rice continued to go over the proposed budget for the next fiscal year budget. Sharon Luster asked about Lindley Park. Mr. Rice stated that during the discussion with the park committee, Mayor, and City Manager, about all the MLK park improvements, the other parks were put on the back burner. Mr. Rice stated that the idea being that they finish all MLK improvements, before moving on to another park project. Motion was made by Mary Reed to approve the 2019-2020 fiscal year budget with the correction to the promotional line item. Sharon Luster seconded the motion. Motion passed unanimously.
- f. Discuss and take action on an amendment to the 2018-19 fiscal year budget.  
Mr. Rice stated line item for engineering fees to do the MLK Park engineering. Mr. Rice stated that currently the line item has only \$10,000 and needed to be changed to \$172,000. Motion was made by Sharon Luster to approve amending the engineering line item from \$10,000 to \$172,000. Mary Reed seconded the motion. Motion passed unanimously.  
Mr. Rice stated that line item for electricity, janitorial for the school. Mr. Rice stated that Willis I.S.D. want the City to pay for the disputed land on the west side of MLK Park. Mr. Rice stated that the City through a title search that the chain of title was broken back in the 30's or 40's. Mr. Rice stated that part of the property is in the street, and part of it is in the Park. Mr. Rice stated that Willis I.S.D. was asking \$23,000 for it. Mr. Rice stated that the City attorney drafted a letter stating that the City would not be paying for the street. The street has been maintained by the City for years, but is willing to explore how to fund \$13,650 for the remaining portion that is .344 acres. Mr. Rice stated that the City attorney is proposing that the CDC Pay the \$13,650 and then the CDC would forego paying the janitorial and electricity for the teen center for a period of 4 years. Mr. Rice stated that they would get value for the lot and in turn reimburse the CDC. Mr. Rice stated that this has not been agreed upon as of yet, but recommends Board go ahead and amend the budget, so that the City attorney can go ahead with it if agreed. Mr. Valdez suggested that he did not see the board using an affordable housing budget this this

line item could be reduced and put into capital outlay and no money would have to be taken out of the fund balance. Motion was made by Mary Reed to reduce the line item for affordable housing by \$13,650 and put into capital outlay. Sonda Toliver seconded the motion. Motion passed unanimously.

5. REPORTS

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

No reports were received.

6. ADJOURN

Motion was made by Mary Reed to adjourn. Sonda Toliver seconded the motion. Motion passed unanimously.

The meeting adjourned at 6:35 p.m.

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Marissa Quintanilla, City Secretary