

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

Mary Reed, President  
Lisa Toliver, Board Member  
Sharon Luster, Board Member  
Anthony Williams, Board Member  
Yolanda Harris, Board Member  
J. Rice, General Manager  
Marissa Quintanilla, City Secretary  
Beth Rodriguez, Finance Director  
Taylor Whichard, Public Works Director

And the following members absent: Tamara Young-Hector, and Sonda Toliver, constituting a quorum at which time the following business was transacted to-wit:

1. Call to order the regular meeting.  
Ms. 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.  
Ms. Reed called roll. Pledges were recited. Anthony Williams gave the invocation.
3. CITIZENS INQUIRY
  - a. Public Comments  
No public comments
4. CONSENT AGENDA
  - a. Approval of the minutes of the previous November 30, 2021, regular meeting
  - b. Approval of financial statements  
Ms. Reed asked for questions or comments on the consent agenda. None were received. Motion was made by Anthony Williams to approve the consent agenda. Yolanda Harris seconded the motion. Motion passed unanimously.
5. NEW BUSINESS
  - a. Discuss and take action on proposal and contract with CommEcoDev, LLC for the administration of the HOME program.  
Ms. Quintanilla stated that only one firm had submitted a proposal which was CommEcoDev, LLC. Ms. Quintanilla stated it was scored by two members of the Board and herself. Ms. Reed asked how long CommEcoDev had been in business. Mr. Rice stated since 2018. Mr. Rice stated that CommEcoDev, LLC was his company and Ms. Rice would be handling the administration for the HOME Program. Motion was made by Sharon Luster to award CommEcoDev, LLC the administration of the HOME program. Anthony Williams seconded the motion. Motion passed unanimously.
  - b. Discuss and take action on bids for the sale of the YMCA after school program building.  
Mr. Rice stated that the only bid submitted had been from Mountain Home Company in the amount of \$3,300 and recommended Board approval. Ms. Reed ask for questions. None were received. Motion was

made by Sharon Luster to accept a bid for the sale of the YMCA building in the amount of \$3,300. Anthony Williams seconded the motion. Motion passed unanimously.

- c. Discuss and take action on airfare, meal and lodging expenses for Mary Reed attending the National League of Cities conference.

Ms. Reed asked the board to approve half expenses of airfare, meal, and lodging for attending the National League of Cities conference in March. Motion was made by Anthony Williams to approve expenses for Ms. Reed to attend the Nation League of Cities conference. Lisa Toliver seconded the motion. Motion passed unanimously.

## 6. REPORTS

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

Mr. Rice handed the Board guidelines for the HOME program that have been recommended by the TDHCA. Mr. Rice stated that these would need to be approved at the next meeting. Mr. Rice stated the guidelines were an

essential

tool on how to run the program. The Board discussed scheduling a special meeting on February 8, 2022, at 5:30 p.m. Derek Wind gave the Board an update on the progress of the Lindley Park. Mr. Wind stated that around mid-February the playground equipment should arrive.

## 7. ADJOURN

Motion was made by Lisa Toliver to adjourn. Yolanda Harris seconded the motion. Motion passed unanimously. The meeting adjourned at 5:57 p.m.

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Marissa Quintanilla, City Secretary