

WILLIS COMMUNITY DEVELOPMENT CORPORATION

Willis, Texas

April 27, 2021

5:30 p.m.

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

Mary Reed, President
Tamara Young-Hector, Board Member
Sonda Toliver, Board Member
Yolanda Harris, Board Member
Sharon Luster, Board Member
Lisa Toliver, Board Member
J. Rice, Board Director
Marissa Quintanilla, City Secretary
Robert Evans, City Manager
Derek Wind, City Engineer
James Nowak, Chief of Police

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

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.
Ms. Reed called roll; pledges were recited, and Chief Nowak gave the invocation.
3. CITIZENS INQUIRY
 - a. Public Comments
No public comments
4. NEW BUSINESS
 - a. Discuss and take action on proposed FY 2021-22 budget.
The Board discussed the proposed FY 2021-22 budget. Mr. Rice stated that because the sales tax revenue has been down some, he is projecting that our revenue will be \$504,000 next year versus what was projected for this year of \$550,000 it looks like only going to get about \$450,000. Mr. Rice stated this can change, thinks the economy is coming back but a lot of what has happened in the pandemic the worst part was the end of last year and the first part of this year. Mr. Rice stated its always better to be cautious about projecting revenue. Mr. Rice stated that the amounts for meetings and conferences, insurance, legal notices, and consultants is pretty much what we had last year except for the engineering. Mr. Rice stated we don't project there being any engineering cost for the next year because we are hoping to start on the Lindley Park this year. Mr. Rice stated that under local government, it was budgeted for 50% of Park Employee Salary, and 5% of the City Secretary and Finance Director's salary. Mr. Rice stated the \$4,000 is for the YMCA teen center for electricity and janitorial services.
Mr. Rice stated that under clearance and demolition for \$15,000 is something we've done in the past, but have not done any this year, but we've cleared lots and demolished substandard structures. Mr.

Rice stated that the Sam Houston Town Center (SHTC), as far as he knows the agreement with Fidelis has been done and they paid this off, so there is no more expense for this line item. Mr. Rice stated that for affordable housing, we've had \$80,000 in the budget line item for several years, and we've done some things on affordable housing, such as putting infrastructure and for housing assistance. Mr. Rice stated that this year, the Board approved applying for some home funds for homeowner assistance, for people who live in dilapidated structures that are low to moderate income. Mr. Rice stated we will probably not spend that kind of money next year, but we did agree that we can apply for this or apply on the reservation system. Mr. Rice stated this would take a long time to get done, and probably won't do more than two houses next year. Mr. Rice stated for promotional marketing, the Board can set aside 10% of your budget for promotional marketing. Mr. Rice stated the projected revenues is \$450,000 so 10% would be \$45,000. Mr. Rice stated there is a line item for promotional marketing carryover. Mr. Rice stated the carryover amount was \$134,000. Under park maintenance he set aside \$5,000 and spoke with public works director Taylor Whichard and he stated it would be enough for park maintenance. Mr. Rice stated under Park Improvements Lindley Street Park was added for \$575,400. Mr. Rice stated that on the indebtedness that the board is assisting the City with are for the Series 2014 FM 1097 East infrastructure and the series 2017 North Highway 75 infrastructure and a paying agent fee. Mr. Rice stated the total expenses is \$1,031,281 which would mean having to take \$527,281 out of the fund balance in order to zero out the overage. Mr. Rice stated it would leave at the end of next fiscal year with a fund balance of \$1,248,337, and this is based on the budget that we have this year. Ms. Reed asked for any questions. Sharon Luster asked how much the park insurance was. Mr. Rice stated we paid park insurance last year, and that it's just a liability policy that the City thought was necessary. Mr. Rice stated it was through TML. Mr. Rice stated it was \$780. Tamara Young-Hector asked about the teen center. Ms. Young-Hector stated they don't receive updates from them. Mr. Rice stated he's gotten emails from them and they are still doing the program. Mr. Reed stated that they had promised to build a building here years ago, and she does not believe they are, so she does not believe that the board should still be partnering with them and paying the \$4,000. Mr. Rice stated that if the Board decided to terminate the relationship with the YMCA something to think about is the Board owns the building, so we'll either have to sell it or get it taken off the property. Ms. Young-Hector asked about the promotional marketing and the Keep Willis Beautiful. Mr. Rice stated that was listed on their because the Board had spent money on that before, but it can be taken off. Ms. Reed asked about the amount under promotional marketing for this year in the amount of \$7,966, and what that was for. Mr. Rice stated it was for the Christmas tree. Mr. Reed asked about the Park Maintenance, and if \$5,000 was sufficient, or should we put \$10,000. Ms. Reed stated she'd like to increase it to \$10,000 for all three parks for any maintenance they need to do, instead of having to call special meetings. Ms. Reed suggested adding more money to park improvement, so that we would not have to wait till the next year to add improvement to parks, the money would already be budgeted. The Board discussed budgeting between \$800,000 to \$850,000 in the park improvement line item, so if any other improvement needed to be made in the park they would not have to wait to the following year to do so. Lisa Toliver asked about Lindley Park and if the design was final. Mr. Rice stated yes, it was approved at the last CDC meeting. Ms. Toliver asked about adding a splash pad at Lindley Park. Ms. Reed stated that Lindley Park was not big enough for a splash pad. Ms. Toliver stated that if the playground area was smaller, and the size of the splash pad smaller could it not fit at Lindley. Mr. Reed stated we just didn't have the funds for the current improvements and a splash pad at Lindley park at this time. Mr. Rice stated that he would make the changes to the budget and bring it before the Board at the May meeting for approval. Then go before City Council for approval.

b. Discuss and take action on the budget for the 2021 Juneteenth Celebration.

Mr. Reed went over the Juneteenth budget with the Board. Ms. Reed stated that Miller Hall is the place where they serve the food. Ms. Reed stated they would be having chopped beef sandwiches which will be served with chips and drinks. T-shirts are being done by flip flop bling. Tall Boy Entertainment will provide table, chairs, DJ, popcorn, snow cone and cotton candy machines. Flyers

for the water bills are also being printed. Ms. Reed stated there would be a basketball tournament, with gift cards as prizes. Ms. Reed stated there would be raffle prizes also. Ms. Reed stated she would be going to Sam's Club for drinks, plates, cups, watermelons, chips, and other miscellaneous items. Motion was made by Tamara Young-Hector to approve the 2021 Juneteenth Celebration budget. Sonda Toliver seconded the motion. Motion passed unanimously.

5. REPORTS

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

Ms. Reed asked if something could be done about having people drive their car into the actual park at MLK. Mr.

Whichard stated that they have put up bollards so they wouldn't be able to drive into the actual park.

6. ADJOURN

Motion was made by Sharon Luster to adjourn. Yolanda Harris seconded the motion. Motion passed unanimously. The meeting adjourned at 6:23 p.m.

Marissa Quintanilla, City Secretary