

## MEETING MINUTES

### NOTICE OF A REGULAR MEETING AND WORKSHOP OF THE BOARD OF DIRECTORS OF THE WHITEWRIGHT COMMUNITY DEVELOPMENT CORPORATION HELD AT THE WDCD/CHAMBER OFFICE – 113 W. GRAND, ON MONDAY, AUGUST 9, 2021 COMMENCING AT 7:00 P.M.

1. **Attendance/Notice of Meeting:**

- 1.1. **Board Members:** Karri Donoho, Chris Donoho, Ruby Howell, Olivia Hutchison, Kelly Selman, Shirley Ballard arrived 7:22 PM.
- 1.2. **Absent Board Members:** Matt Cook
- 1.3. **Guests:** Don Williams, Marven Aterberry, Traci Barr, Officer in Charge Chris West, Avery Dodson, Gwyn Jordan, Eric Prindle
- 1.4. **Notice of Meeting:** To be received and accepted as posted and distributed.
- 1.5. **Called to Order:** At 7:08 PM Karri Donoho, President called the meeting to order.

2. **Visitor's/Citizens Forum:** None

3. **Workshop:**

- 3.1. CDC 2021-2022 Budget. Preliminary budget presented and discussed. Sales Tax Revenues to be increased. Expenditures to remain as is with the exception of necessary Nature Park Pond repair, retainer wall repair, lighting and needed walkway work. A slight salary increase will be added for staff member. Expenditures to remain within budget.

4. **Action Items:**

- 4.1. Approve Minutes from July 12, 2021 Regular Meeting. Motion to Approve: Kelly Selman. Seconded: Ruby Howell. Motion carried 6-0.
- 4.2. Approve May 2021 Financial Report. Motion to Approve: Shirley Ballard. Seconded: Ruby Howell. Motion carried 6-0.
- 4.3. Approve June 2021 Financial Report. Motion to Approve: Kelly Selman. Seconded: Chris Donoho. Motion carried 6-0.
- 4.4. Approve July 2021 Financial Report. Motion to Approve: Kelly Selman. Seconded: Ruby Howell. Motion carried 6-0.

5. **Action Items - BUSINESS OF MEETING:**

- 5.1. Review and approve Sealed Bids 2021-1 Mowing Parks and Beautification Areas. Three bids received. One received after the deadline and two bids received, reviewed and accepted by deadline for Park Mowing BID #2021-1: Aterberry's Lawn Service, Whitewright, Texas and Curtis Smith Lawn Service, Bonham, Texas. Bid awarded to Aterberry's Lawn Service. Motion to Accept Bid: Chris Donoho. Seconded: Kelly Selman. Motion carried 6-0.
- 5.2. Review and approve Sealed Bids 2021-2 Highway Mowing. Two bids received. Two bids reviewed and accepted by deadline for Highway Mowing BID #2021-2: WDW Lot & Pasture Mowing, Whitewright, TX and Curtis Smith Lawn Service, Bonham, Texas. Bid awarded to WDW Lot & Pasture Mowing. Motion to Accept Bid: Kelly Selman. Seconded: Ruby Howell. Motion carried 6-0.
- 5.3. Review and approve Sealed Bids 2021-3 Christmas Lighting. One bid received. One bid reviewed and accepted by deadline for Christmas Lighting BID #2021-3: Curtis Smith Lawn Care, Bonham, Texas. Bid awarded to Curtis Smith Lawn Care. Motion to Accept Bid: Kelly Selman. Seconded: Shirley Ballard. Motion carried 6-0.
- 5.4. Consider and approve 2021-2022 CDC Budget. Motion to approve Preliminary 2021-2022 Budget with changes made in Workshop on August 9, 2021. Motion to Approve: Kelly Selman. Seconded: Shirley Ballard. Motion carried 6-0.
- 5.5. Discuss and approve reallocating Splash Pad funds. Motion to table reallocate of Splash Pad Fund to a later date. Motion to Table: Shirley Ballard. Seconded: Olivia Hutchison. Motion carried 6-0.
- 5.6. Discuss and approve providing assistance to Meals on Wheels. The building where Meals on Wheels operates from is in need of repairs and emergency funds for maintenance and insurance. They would like a contribution of \$3,000 to go toward the purchase of a new HVAC unit. Motion to Approve Contribution of \$3000: Kelley Selman. Seconded: Shirley Ballard. Motion carried 6-0.
- 5.7. Community Park Clean-up Day update. The Masonic Lodge will discuss at their next meeting providing a Fish Fry that evening after cleanup. The coach at the High School has been contacted to see if the football players will volunteer to assist with clean-up for that day, the Boy Scouts will also be contacted. That evening we are looking for a musician to play at the pavilion. September 25<sup>th</sup> is the preliminary date at this time. Mulch has been located on Hwy 56, we will need a dump truck.
- 5.8. Consider and approve Community Park(s) Sponsorships. Karri Donoho, Realtor - Bois D'Arc Realty would like to sponsor the Skate Park. The seniors each year will paint the side of the skate ramps. This program will be opened to other business within our community to be able to sponsorship the cleanup and maintenance of the community parks. The B Board will only manage the sponsorships. Motion to Approve Sponsorship: Shirley Ballard. Seconded: Kelly Selman. Motion carried 6-0.

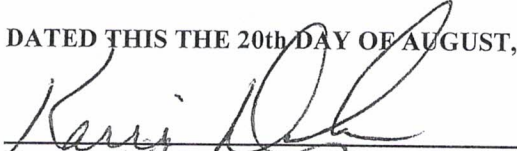
5.9. Electrical repair update. Electrical work at "Y" has been completed. Two additional lights will be added at Nature Park on each side of the monument and one light will be added inside Gazebo to replace broken light. We are waiting on cost for up-lighting at "Y" and Rose Garden that can also be used for holiday lightning.


6. **Informational Reports:** (These reports are for information only. No discussion is appropriate unless there is a specific item listed below or there is a request that the item be placed on a subsequent agenda as a discussion and action item. Sec. 551.0415 of Open Meetings Act):

6.1. Board Members Concerns: Who owns and is responsible for the mowing on the strip of land on the ditch side of Echols Lane and S. Bond Street behind the high school

7. **Adjourn:** Meeting was adjourned by Karri Donoho, President at 9:23 PM. Motion to Adjourn: Ruby Howell. Seconded: Olivia Hutchison. Motion carried 6-0.

DATED THIS THE 20th DAY OF AUGUST, 2021.

  
Karri Donoho, President

  
Olivia F. Hutchison, Secretary