

The Melissa Community and Economic Development Corporation (4B) Board met in regular session on **Wednesday, May 5, 2004**, at the Melissa Municipal Center, 901 State Highway 121, Melissa, Texas.

MINUTES

1. Call to order at 7:44 PM.
2. Roll call. Present were Tammy Williams, Doug Zadow, Kelly Maberry (see note), John Vroman, Brian Billings, Ray Corbin, and Bill Reynolds.
3. Approval of minutes from previous meeting. Minutes of the meeting of January 20, 2004, approved 5/0/2 on motion by Reynolds, seconded by Maberry. Williams and Vroman abstained – they were not present at the meeting.
4. Conduct a 2003 year-end accounting of revenue and expenses. Tabled on motion by Corbin, seconded by Reynolds, due to insufficient prior year data for a comprehensive review.
5. Review and revise 2004 budget. Reviewed. Revisions deferred until action on agenda items 6 and 7.
6. Discuss and take action on active projects, including but not limited to:

a) Park maintenance. Legal council has opined 4B support of park maintenance is within the scope of the corporation's authority. Motion by Maberry, seconded by Reynolds, to allocate \$2500.00 monthly to park maintenance, funds to be transferred to the Melissa General Fund for maintenance required at any city park for the period 5 May 2004 through 31 September 2004. Passed unanimously.

b) Sodding infield at MZP. Motion passed at previous meeting.

Reynolds was directed to provide information to City Attorney for advice on publication, public hearing, and other requirements prior to funding the project. Corbin was directed to reflect this item in the FY04 budget.

7. Discuss and take action on proposals for future projects, including but not limited to:

a) Melissa Zadow Park improvements. Park Board recommendations are

(1) Electrical supply to the gazebo and lighting along the walking trail

(2) Tennis courts

Motion Billings, second Vroman, to support electrical improvements (item (1)) up to \$25K. Passed 6/0 (see note). Item (2) not supported at this time: action deferred for more planning and site determination.

b) Bob Miller Park improvements. Park Board recommendations:

(1) Pavilion

- (2) Gazebo
- (3) Tree planting
- (4) Parking lot security lighting
- (5) Bridge and walkway.

Motion Reynolds, second Williams, to support above listed improvements up to \$50K in aggregate. Passed 6/0 (see note).

c) Melissa Fire Station. Motion Billings, second Reynolds, commit up to \$100K toward construction of Melissa Fire Station. Passed 6/0 (see note).

d) Comprehensive plan. No action. Deferred to 4A on advice of City Attorney.

e) Hunters Ridge Park improvements.

- (1) Walking trail with benches
- (2) Development of land west of amenities center

No action due to developer's commitment to support park development.

f) Future park land. Tabled by on motion by Reynolds, second Billings.

8. Discuss and take action on the 4B bank account. Motion Corbin, second Vroman, to change signature authority on the Corporation bank account to Board Officers only (Zadow, Billings, Reynolds, Corbin). Passed 6/0 (see note).

9. Adjourn at 9:30 PM.

Note: Director Maberry was present for discussions on agenda item 7 but departed prior to voting on items to be supported.

Respectfully Submitted

_____,
William L. Reynolds, Secretary

7 May 2004

Approved (as corrected):

Attest:

_____,
William L. Reynolds, Secretary

Date