

Anahuac Municipal Development District  
Minutes  
Regular Meeting  
March 20, 2018

PRESENT:

Danny Thompson  
Janice Jircik  
Natalyn Royer  
Bill Stults  
Brandi Brown

Chairperson  
Vice-Chairperson  
Secretary-Treasurer  
Member  
Member

GUESTS:

Gary Ratliff  
Annette Abernathy

Ratliff & Jentho, CPAs  
Office Manager – AMDD

Agenda Item 1: Chairman Danny Thompson called the meeting to order at 6:00 p.m. with a quorum present.

Agenda Item 2: Mr. Gary Ratliff of Ratliff & Jentho, CPAs, presented the completed audit of Anahuac Municipal Development District for the year ending December 31, 2017. He gave a detailed explanation of the content of the audit stating that AMDD was in compliance with all requirements necessary. He made several recommendations for improvement of the financial records including assignment of an investment officer and preparation of a written investment policy and strategy. He also recommended placing AMDD on a yearly budget instead of the fiscal year as now used. Also recommended was placing excess funds in the checking account into an interest-bearing account. Director Royer stated that she will begin the process of revamping the budget to yearly reporting and also stated that AMDD has recently placed monies in a CD to earn interest. Mr. Ratliff stated that all expenditures were under budget and that AMDD was in good financial standings.

Agenda Item 3: A grant request from the Anahuac Chambers County Library for \$300 was then discussed. This grant will be used to help in the expenses of the summer program for the youth of Anahuac. This year's program is entitled "Libraries Rock" and will begin as soon as school is dismissed for the summer. Motion was made by Brandi Brown, seconded by Natalyn Royer, to approve the grant request. All in favor, motion carried.

Agenda Item 4: General Discussion, updates, etc.

a. Boat Ramp and Kayak Launch

- i. Director Stults informed the directors that he and Annette Abernathy had met at 9:00 a.m. this morning with CLCND Board of Directors concerning the use of a small area of land next to the boat dock soon to be constructed. This land would be used for parking trailers and boats for citizens utilizing the new boat ramp and kayak launch. After discussion of the matter, CLCND directors suggested that Mrs. Stengler, Darrell Morris and Pudge Willcox meet with Mr. Stults to form a more precise plan for the amount of land needed and the improvements necessary for use of the land.
- ii. Director Stults informed the directors that he had been in contact with Kevin McClung of Chambers County Road and Bridge concerning the improvement of the road leading to the ramps. Since their conversation, Road and Bridge has already brought in crushed concrete to temporarily improve the condition of the road. Mr. McClung stated that after the ramp is complete his department would re-evaluate the condition of the road and make improvements as necessary. Mr. Stults stated that he had a meeting set with Mr. McClung for the next morning at 10:00 a.m. at the location to discuss future improvements.
- iii. The ribbon cutting and celebration for completion of the boat and kayak ramps is still tentatively set for May 19 depending on weather conditions. The Sheriff's Department has placed this date on their calendar and other entities are now being informed. More details will be worked out in the near future.

- b. Director Thompson stated that the workshop attended by AMDD board members and City Council members March 8, 2018, did not cover the plans for the update of the 2003 Comprehensive Plan for the City of Anahuac as previously stated. The meeting entailed zoning issues for trailers within the city as well as other city matters.
- c. Director Jircik informed the members that the time clock for running events has arrived and is ready for use. A contract has been drawn up that all requested users must sign stating requirements that must be met. Annette Abernathy presented a picture of a sample printed sign that is to be setup beside the clock when in use. This would be a standing double-sided sign that would recognize AMDD as the provider of the clock. Cost of the sign would be \$215.00. Motion was made by Natalyn Royer, seconded by Brandi Brown, to purchase this sign as presented. All in favor, motion carried.
- d. Annette Abernathy informed the directors that all required paperwork has been completed and the 2 year CD has now been officially purchased.

Agenda Item 5: After a review of the minutes for February 20, 2018, motion was made by Brandi Brown, seconded by Natalyn Royer, to approve the minutes as presented. All in favor, motion carried.

Agenda Item 6: After review of the accounts payable and bank statement for February 2018, motion was made by Janice Jircik, seconded by Bill Stults, to approve the statements as presented. All in favor, motion carried. Director Royer then stated that the purchase of the CD would now be noted on the allotted funds statement shown on the Reconciliation Summary.

Agenda Item 7: There being no further business, meeting adjourned at 7:00 p.m.

  
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Danny Thompson, Chairperson

ATTEST:

  
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Janice Jircik, Vice-Chairperson