

Anahuac Municipal Development District  
Minutes  
Regular Meeting  
January 15, 2019

**PRESENT:**

Janice Jircik  
Natalyn Royer  
Bill Stults

Vice-Chairperson  
Secretary-Treasurer  
Member

**ABSENT:**

Danny Thompson  
Kenneth Miller

Chairperson  
Member

**GUESTS:**

William Grigsby  
Sue Hawthorne  
Annette Abernathy

City Administrator  
Reporter – The Progress  
Office Manager – AMDD

Agenda Item 1: Chairperson Janice Jircik called the meeting to order at 6:01 p.m. with a quorum present.

Agenda Item 2: Comments from citizens: no citizen comments were presented.

Agenda Item 3: Director Kenneth Miller was unable to attend the meeting; therefore, a welcome will be extended to him at the next scheduled meeting.

Agenda Item 4: A copy of the suggested changes to the current AMDD bylaws was prepared and passed out to all directors for their review and consideration. Directors were asked to interject any ideas they may have to update this document to be discussed at the next regularly scheduled meeting in February.

Agenda Item 5: Natalyn Royer presented the completed budget for the 2019 year. After thorough review motion was made by Director Jircik, seconded by Director Stults, to approve the budget as presented. All in favor, motion carried.

Agenda Item 6: Concerning the creation of a formal logo to be used for the promotion of the City of Anahuac, William Grigsby, City Administrator, invited the AMDD Directors to a workshop that will be held in the near future to address this project. Directors accepted his invitation and will address this item further after the workshop is held.

Agenda Item 7: Directors reviewed the Vacant and Abandoned Building Policy submitted by Director Jircik. They also reviewed the Memorandum of Agreement document that is required for signature by the property owner requesting removal of their structure. Motion was made by Natalyn Royer, seconded by Bill Stults, to approve the Vacant and Abandoned Building Policy as written and approve the MOA with an additional requirement stating: "If the property owner does not have the funds for removal through AMDD and non-profit organizations, a request will be initiated to the City of Anahuac to place a lien on the property by AMDD for reimbursement when the property is sold." All in favor, motion carried. Annette Abernathy stated that she has been in contact with Raymond Anders of the Oak Island Fire Department, and he is finalizing operations to carry out the controlled burn on the Desmoreaux trailer house located on Ross Sterling.

Agenda Item 8: Directors addressed the lack of completion of the Anahuac Boat Dock contracted to Berdena Management Company that was entered into in September 2017. Motion was made by Director Stults, seconded by Director Royer, to send a certified letter to Mr. Robert Reeves, owner of Berdena Management Group, stating that AMDD will allow him 30 days from date of receipt of certified letter to complete the Anahuac Boat Dock as stated in the contract and the addendum to the contract. If the contract and addendum is not completed by that date, AMDD will turn the matter over to the legal team at the City of Anahuac. All in favor, motion carried.

Agenda Item 9: Election of officers for 2019 then proceeded. Motion was made by Bill Stults, seconded by Natalyn Royer, to nominate Janice Jircik for the position of Chairperson of AMDD for the 2019 term. All in favor, motion carried. Motion was made by Janice Jircik, seconded by Natalyn Royer to nominate Bill Stults for Vice-Chairperson of AMDD for the 2019 term. All in favor, motion carried.

Motion was made by Bill Stults, seconded by Janice Jircik, to nominate Natalyn Royer to continue in her present position as secretary-treasurer for the 2019 term. All in favor, motion carried.

Agenda Item 10: General discussion, updates, etc. – Directors discussed the necessity for addressing the change in the routing numbers on all automatic payments with the purchase of Post Oak Bank by Allegiance Bank. Renewal of the \$50,000.00 6 month term CD was also noted. Annette Abernathy stated that she was in the process of removing past Director Brandi Brown and adding newly appointed Director Kenneth Miller to the signature card for check signing authority.

Agenda Item 11: Discussion then proceeded concerning the annual audit of AMDD. Past minutes approved the audit every three years with reviews done in year 2 and 3. Directors requested that Annette Abernathy check into the cost and the necessity of the reviews as well as with TML concerning the legal requirement for the audit and reviews. This information will be presented at the next board meeting in February for further discussion.

Agenda Item 12: After a review of the minutes for November 20, 2018, and Special Called Meeting November 27, 2018, motion was made by Director Royer, seconded by Director Stults, to approve the minutes as read. No approval was necessary for the scheduled December 18, 2018, meeting as it was cancelled due to lack of quorum.

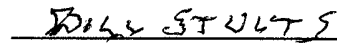
Agenda Item 13: After review of the accounts payable and bank statements for November and December 2018, motion was made by Director Stults, seconded by Director Jircik, to approve the accounts payable and bank statements as presented. All in favor, motion carried.

Agenda Item 14: There being no further business, meeting adjourned at 7:00 p.m.



\_\_\_\_\_  
Janice Jircik  
Vice-Chairperson

ATTEST:



\_\_\_\_\_  
Bill Stults  
Member