

Notice is hereby given that the Board of Directors of Jasper County Development District No.1 will hold a special meeting on April 21, 2016, at 10:00 a.m. at the Rayburn Club House, 212 Country Club Drive, Brookeland, Jasper County, Texas, inside the boundaries of the District, to discuss and if appropriate, act upon the following items:

#### CONSENT AGENDA

1. Certification of meeting notice
2. Consideration and approve Minutes of Dec. 17, 2015
3. Amendment of October 28, 2015 minutes to include Oath of Office

#### FINANCIAL REPORT

4. Review of District Financial's

#### PAYMENT OF BILLS

5. Reimburse Director Collins for postage and mileage
6. Authorization to pay reoccurring invoices and bills
7. Authorize Website Payment – Reimburse Director Dally

#### ACTION ITEMS

8. Conflict of interest forms
9. Review funding request for Southeast Texas Coaches' meeting
10. Discuss and action on Pavilion Management Plan
11. Quarterly Pavilion Payment Discussion and Action
12. Parker's Fishing and Golf Tournament
13. Coaching Clinic Funding Request
14. Review of TBF Contract and Invoice

#### DISCUSSION ITEMS

15. Report on Texas Travel Industry—Director Dally
16. Other items that may be presented
16. Adjournment

**MINUTES OF JASPER COUNTY DEVELOPMENT DISTRICT NO. 1**  
**April 21, 2016**

The Board of Directors of the Jasper County Development District No. 1 (the District) held a special meeting, open to the public, on the 21st day of April 2016, at 10:00 a.m. at the Rayburn Clubhouse, 212 Country Club Blvd., Brookeland, Texas, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board.

Members Present

Gary Collins President  
Brent Meaux Secretary  
Randall Dally Present  
Charles Burke Director  
Richard Carpenter Present

Others in attendance were: Bryan Branham; Rayburn Pavilion.

**CERTIFICATION OF PUBLIC NOTICE**

President Collins presented the Board with the public notice certification indicating the time, date, meeting place and agenda to be considered by the Board. The agenda was posted on the JCDD web site, at the Jasper County Court House, Piney Point Plaza Post Office and Rayburn Clubhouse.

**CONSENT AGENDA**

The consent agenda was approved on a motion by Director Meaux with a second from Director Burke with a unanimous vote of the Board. Items included in the motion were listed under the consent agenda and the last item was the authority to pay reoccurring invoices and bills previously approved by the Board.

## **MINUTES**

The minutes from the December 17, 2015 was approved as submitted.  
The minutes from October 28, 2015 were amended to include Oath of Office to Directors Collins and Burke given by Director Meaux.

## **FINANCIAL REPORT**

A financial report from the District's bookkeeper, Phyllis Herbst, was given to all in attendance. The report indicated that the District had total deposits of \$259,156.99 which included \$101,725.84 certificates of deposit. Director Collins reported that the District had encumbrances totaling approximately \$50,000 that would be due later in the year.

## **PAYMENT OF BILLS**

Director Collins did not have expenses to submit.  
Director Dally had an expense of \$231 for Web Site expenses.  
Phyllis Herbst had an invoice of \$655.15 for services through the current date.

Authorization for Director Collins to pay reoccurring invoices and bills was approved by the Board. Such things as dues to the Chamber, invoices from the District's attorney, bookkeeper, pavilion fees, auditor fees, and others that were the same as previously approved for such services. This approval did not give Director Collins the authority to change any charges or create any contracts resulting in charges without formal Board approval.

## **ACTION ITEMS**

**Conflict of Interest Forms:** Yearly forms were completed by all Board members indicating any conflict of interest they might have with decisions made during the year. They were placed on file for future reference.

**Funding Request from Southeast Texas Coaches:** Coach Barbay, Jasper High School, made a request to help in the funding of the coaching school conducted at Rayburn Country during the summer. This was the third annual meeting. The request was for expenses for speakers' rooms, golf fees, food, and conference room expenses totaling an amount of \$4,000. After some deliberation and review of last year's expenses, the Board decided to go with the same amount as last year setting the limit of \$2,500. The motion was made by Director Carpenter with a second from Director Burke with a unanimous vote of the Board.

It should be noted that this item was duplicated in the Action Item list of decisions under items 9 and 13 on the agenda.

**Quarterly Pavilion Fees:** At the last meeting, the Board sent a management plan to the Pavilion Board regarding a meeting of both Boards to discuss long range plans for the Pavilion as well as establishing a management plan. Several attempts by Director Collins to communicate with Pavilion Board President, J.D. Holmes, regarding this issue resulted in no response from the Pavilion Board. So at the direction of the Board, President Collins was instructed to write the Pavilion Board a letter indicating a desire to meet in the near future to discuss such things as financial's, management planning, long range goals for the Pavilion and any related topics. If no response is made by the Pavilion Board to this request, the Pavilion Quarterly Payments would be suspended until such meeting occurs. If no response is heard after that, then suspension of the ramp fees would be initiated. The letter would be reviewed by the Board before mailing, and it should be mailed to all Pavilion Board members and Charles Shoffner, Commissioner Pct. 1. The motion was made by Director Burke with a second from Director Dally and a unanimous vote of the Board.

**Parker Lumber Fishing Tournament Request:** Parker Lumber made a request for \$1,500 to help with expenses in conducting their fishing and golf tournament held on August 9, 2016. This year there were 350 fishermen and 25 golfers. Of that number approximately 250 people were from out of town requiring an overnight stay. The total cost to Parker Lumber Company for the weekend was \$25,000. After reviewing the request, the Board approved \$1,500 to Parker Lumber on a motion from Director Carpenter with a second from Director Meaux and a unanimous vote of the Board.

**Invoice form High School Bass Federation:** Director Collins stated he had received an invoice from TBF in the amount of \$3,750 without documentation on number of participants. Since the contract between JCDD and TBF gave a sliding scale for funding, Director Collins requested the entry forms or weigh-in sheets from the tournament. When they arrived it indicated that TBF only had 130 teams which called for a funding amount of \$2,500. The Board voted to honor the contract and provide a payment of \$2,500 on a motion by Director Meaux with a second from Director Carpenter and a unanimous vote of the Board.

At this time in the meeting, 11:05 a.m., Director Burke left the meeting for a Doctor's appointment.

#### **DISCUSSION ITEMS:**

**Tourism Funding Proposal:** Directors Meaux and Dally presented a proposal to the Board to consider making a contribution to the Jasper / Lake Sam Rayburn Chamber of Commerce to be used in an effort to assist in a mutual effort to improve the number of tourist to the area. The amount was to be \$5,000 and the Chamber Board would have discretion to use the money as they saw fit. The Chamber would be informed of our intention once their yearly plans are made, and the JCDD Board would take formal action the proposal at a later date.

**Proposal for Fund Raising Fishing Tournament:** The Board then reviewed a request from Chrystal Heigley to fund the Pavilion usage fees for the Texas Boom Softball fishing tournament to be held on May 14. After a lengthy discussion, the Board was afraid that it was prohibited from funding such activities as it would be opening up to every kind of fund raising activity in the area. There was also a concern that we were prohibited from funding such activities by law. Director Collins was to contact her with this information and ask her to submit a form indicating the level of participation with zip codes along with offering options of Mill Creek and St. Augustine Facilities with little or no costs. No action was taken on this item.

**OTHER ITEMS AS PRESENTED:** Director Dally presented a recap of a State meeting he attended on Texas Tourism Travel and provided a page of information regarding the revenue and job impact on the overall Texas economy.

**Adjournment:** There being no other business to come before the Board, they adjourned on a motion by Director Carpenter with a second from Director Dally with a unanimous vote of the Board at 11:21 a.m.