



CITY OF FAIR OAKS RANCH

MUNICIPAL DEVELOPMENT DISTRICT MEETING

Wednesday, April 10, 2024 at 4:00 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum.

Present: President Laura Koerner, Treasurer Mike Lovelace, Steven Robertson
Keith Rhoden, David Fairhurst, and Ruben Olvera

Absent Vice President Nicholas DiCianni

With a quorum present, the meeting was called to order at 4:00 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. Citizens to be heard – None.

CONSENT AGENDA

4. Approval of the January 10, 2024 Regular MDD Board meeting minutes.

5. Approval of the March 27, 2024 Special MDD Board meeting minutes.

The consent agenda was approved by consensus.

REPORTS

6. Quarterly Financial & Investment Report - Q2 FY2024.

Summer Fleming, MDD Investment Officer, provided to the Board, the Quarterly Financial & Investment Report for Q2 FY2024 inclusive of answering questions and receiving feedback from the Board on the reports format.

CONSIDERATION / ACTION ITEMS

7. Discussion, consideration, and possible action on amendments to the existing Fair Oaks Ranch Municipal Development District Policy for Evaluation of Development Projects.

MOTION Made by Steven Roberston and seconded by Laura Korner, to amend Appendix A of the Fair Oaks Ranch Municipal Development District Policy for Evaluation of Development Projects by changing the Title to MDD Eligible Project Category and replacing the table with "The MDD will consider development projects as defined in Local Government Code Chapter 377 and Chapters 505.151-158" and directing staff to make administrative changes to the policy and correcting references to Appendix A as needed.

VOTE: 6-0; Motion Passed.

8. Discussion, consideration, and possible action on the MDD Funding Application from Leon Springs Fire Department.

MDD President, Laura Koerner and MDD Board Member, David Fairhurst, recused themselves from the item due to a conflict of interest. Board Member, Steven Robertson, led the discussion.

MOTION Made by Steven Roberston and seconded by Laura Korner, to approve the MDD Funding Application from Leon Springs Fire Department for a 1,000-gallon mobile tank for an amount not to exceed \$12,333.75.

VOTE: 2-2; Motion Failed. Keith Rhoden and Mike Lovelace voted Nay.

9. Discussion, consideration, and possible action on recommendations from the Small Scope / Small Dollar Subcommittee.

The Committee will write a policy, inclusive of a budget, for consideration by the Board at a future meeting. No action was taken.

10. Discussion, consideration, and possible action on MDD policies, rules, procedures, document reviews, and committees.

The Board discussed the policies, who owned the review of each document, and planned to review policies at a future meeting. A modified proposed schedule is attached as *Exhibit A*.

ADJOURNMENT

President Koerner adjourned the meeting at 5:48 PM.

ATTEST:



Keith Rhoden, MDD Secretary



Laura Koerner, MDD President

Exhibit A

Fair Oaks Ranch Municipal Development District Document Review Tracking Log

Document	Owner	Date Adopted	Review Cycle	Last Reviewed, Amended, or Reaffirmed	Next Scheduled or Required Review	Status / Notes
<i>Name of policy</i>	<i>Board member responsible for the policy</i>	<i>Date first adopted</i>	<i>As stipulated in policy, or default (biannually)</i>	<i>Date last reviewed, updated, reaffirmed</i>	<i>Date of next required review</i>	
Financial Management Policy	Treasurer	November 2013 (by resolution)	Every 2 years (stated in policy)	<ul style="list-style-type: none"> October 2022 (amended by vote) April 2022 (last amended by Resolution) 	October 2024	Requires Resolution
Investment Policy	Treasurer	November 2013 (by resolution)	Annually confirmed by resolution (per Financial Management Policy)	<ul style="list-style-type: none"> October 2022 (by vote) ²⁰²³ resolution April 2022 (last amended by Resolution) 	October 2023 October 2024 2026	<ul style="list-style-type: none"> Overdue for formal review / affirmation Not by Resolution July
Evaluation of Development Projects	Treasurer	November 2017 (by resolution)	Every 2 years (stated in policy)	July 2023 (reaffirmed by Resolution) April 2024	July 2025 April 2026 October 2024	<ul style="list-style-type: none"> Minor revision scheduled April 2024 Considering full review July-October 2024
Rules of Procedure (replaced By-Laws)	Board President	October 2021 (by vote)	Every 2 years (default)	-	October 2023	Overdue for full review
Interlocal Agreement between MDD and City of Fair Oaks Ranch	Board President	October 2021 (by vote)	Every 2 years (default)	-	October 2023	Overdue for full review
Policy Review Procedure	Secretary	October 2021 (by vote)	Every 2 years (default)	-	October 2023	Overdue for full review

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