



**MINUTES
CITIZEN BOND COMMITTEE
RECREATION CENTER
14050 HEARTSIDE PLACE, OAK ROOM
FARMERS BRANCH, TEXAS 75234
MARCH 31, 2016
7:00 p.m.**

Members Present: Chairperson Michelle Holmes, Tamara Cleghorn, Bronson Blackson, Rodger Cramer, Jorge Gonzalez, David Merritt, John Speed, Michael Driskill, Martina De Los Santos, Marcus Miller, Meredith MacLeod, Joan O'Shea, Nic Rady, Vincent Montenegro, James Webb, Tim Yarbrough

Members Absent: Colin Eddy

Staff Present: Shawna Eikenberry, Management Analyst, Staff Liaisons for Sub-committees: Andy Gilles, Allison Cook, Chief Steve Parker, Mitzi Davis, Meredith Dowdy and Tom Bryson.

1. CALL TO ORDER

Chairperson Michelle Holmes called the meeting to order at 7:05 p.m.

2. APPROVAL OF THE MINUTES

Motion made by Tamara Cleghorn to approve the minutes with corrections from the March 17, 2016 Citizen Bond Committee meeting. Motion seconded by Rodger Cramer. *Motion approved unanimously.*

3. REVIEW SUBCOMMITTEES AND APPOINTMENTS, STAFF LIAISONS INTRODUCTIONS

Shawna Eikenberry reported that the Justice Center improvements will be taken care of through Certificates of Obligation and will no longer be under consideration by the Bond Committee. Ms. Eikenberry provided a list of all six sub-committees, initial appointments and projects for consideration by each sub-committee. Ms. Eikenberry included a list of citizens who expressed an interest and applied to serve on sub-committees but do not serve on the larger bond committee. We were reminded that all sub-committees are subject to open meeting rules and staff liaisons must be in attendance at all sub-committee meetings. Ms. Eikenberry introduced the following staff liaisons and new appointments for each sub-committee:

Economic Development Commercial

Andy Gilles – staff liaison
Casey Hougen

Economic Development

Allison Cook – staff liaison
Margaret Stidham
Artie Palmer

Public Safety

Chief Steve Parker – staff liaison
Bronson Blackson
Meredith MacLeod

Parks & Recreation

Mitzi David, Meredith Dowdy – staff liaisons
John Jakob

Arts & Education

John Land – staff liaison
Louise Henning
Lib Grimmatt

Communications

Tom Bryson – staff liaison
Tamara Cleghorn

Becky DeGrasse – unspecified

4. PROJECT EVALUATION BENCHMARKS

Ms. Eikenberry outlined assessment criteria for common benchmarks against which all proposed projects would be evaluated for feasibility and priority: need, cost, benefit, existing plans and other constraints. The Committee discussed using an Excel matrix program to facilitate this process. Ms. Eikenberry presented a working timeline for the Committee and subcommittees to reach goals and prepare written proposals for a May 2017 bond election.

5. SCHEDULE OF FUTURE MEETINGS

The Committee agreed that all sub-committees will meet twice monthly and report back to the larger bond committee the last Thursday of each month beginning in April 2016. The following meeting dates have been set:

Parks & Recreation – 1st and 3rd Mondays at City Hall

Arts & Culture – 2nd and 3rd Wednesdays

Economic Development Com. – 1st and 3rd Thursdays at City Hall 7 pm

Economic Development Res. - 1st and 3rd Thursdays at City Hall 12 Noon

Public Safety - 1st and 3rd Thursdays at Fire Station #3

Communications – Tuesday, May 9, 2016; next meetings TBD by sub-committee

Staff Liaisons will be responsible for setting the agenda of first meeting and committee officers, Chair, Vice-Chair and Secretary will be appointed at that time. The Citizen Bond

Committee general meeting will meet Thursday, April 28 at 7 p.m. and the agenda will include sub-committee reports, venue to be determined. Copy deadline for Committee reports to the City newsletter is at the end of each month and may be submitted to Tom Bryson.

ADJOURNMENT

Motion to adjourn was made by Tamara Cleghorn. Motion seconded by Nic Rady. *Motion approved unanimously.*

The meeting adjourned at 8:43 p.m.


Chair

Attest:


Secretary