



City of Fair Oaks Ranch Municipal Development District
FOR MDD Project Funding Process Design Committee
Workshop Agenda
Monday, August 28, 2017 2:00 to 3:00 PM
Council Chambers
7286 Dietz Elkhorn, Fair Oaks Ranch, TX 78015



MDD Project Funding Process Design Committee Workshop

I. **Call to Order**

II. **Workshop**

- A. Approve August 11, 2017 Minutes.
- B. Develop specifications for Project Funding Process Policy & Procedures..
- C. Agreement on Action Items.

III. **Adjournment**

Signature of Agenda Approval: *Roy E. Elizondo*

I, Christina Picioccio, City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, being convenient and readily accessible to the general public at all times. The FOR MDD Process Design Committee does not constitute a quorum of the FOR MDD Board. In any case, said Notice was voluntarily posted by 5:00 PM, August 23, 2017 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch City Hall is wheelchair accessible at the side entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available. The City Council reserves the right to convene into Executive Session at any time regarding an issue on the agenda for which it is legally permissible; pursuant to *Texas Gov't Code* Chapter 551. Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).



**City of Fair Oaks Ranch Municipal Development District
Subcommittee Workshop Minutes
Monday, August 11, 2017 2:00 PM
Council Chamber
7286 Dietz Elkhorn, Fair Oaks Ranch, TX 78015**



MDD PROCESS DESIGN COMMITTEE MEETING MINUTES

I. Call to Order

Members Present: Roy Elizondo; Debra Grandjean; Laura Koerner

Members Absent: None

The Municipal Development District subcommittee workshop was called to order at 2:00 pm on Monday August 11 2017.

II. Workshop

- A. The Committee minutes for July 17, 2017 were approved.
- B. The Committee members discussed the content and facilitation plan for the August 14 MDD Board Meeting
- C. The Committee members agreed that there were no outstanding action items for the August 14 Board meeting.

Based on discussions the following action items were assigned:

What	Who	When
NA	NA	NA

III. Adjournment

The Committee agreed to conduct its next workshop on August 28, 2017 at 2:00 pm.

This meeting was adjourned at 3:00 pm on Monday August 11, 2017.

FAIR OAKS RANCH MUNICIPAL DEVELOPMENT DISTRICT POLICY FOR APPROVAL & FUNDING OF DEVELOPMENT PROJECTS

(Revision 0.0 Working Draft for Process Design Committee)

POLICY STATEMENT

It is the policy of the Fair Oaks Ranch Municipal Development District Board (FOR MDD) that approval and funding of Development Projects will be conducted in accordance with guidelines and procedures established by the FOR MDD Board. The objectives of this Policy are to ensure:

1. Accomplishment of the FOR MDD Goals & Objectives
2. Compliance with legal requirements per Chapter 377 of the Texas Local Government Code
3. Compliance with the City of Fair Oaks Ranch enabling ordinances
4. Adherence to sound fiduciary principles

Under this Policy each proposed Development Project will be evaluated to determine eligibility for funding based on the Board's assessment of the following dimensions:

1. Compliance with FOR MDD statutory constraints and City ordinances & codes
2. Fit to FOR MDD mission, goals & objectives
3. The expected extent and duration economic and quality of life benefits for the citizens of Fair Oaks Ranch
4. The assessed quality of the Development Project proposal, including (but not limited to) consideration of counterparty qualifications, project delivery risk and ongoing operations risk

GUIDELINES

1. Stakeholder communication & outreach
2. Compliance framework
3. Project categories
4. Due diligence framework
 - 4.1. Project application framework
 - 4.2. Project evaluation framework
5. Financial controls framework
 - 5.1. Funding contract
 - 5.2. Funding principles
 - 5.2.1. Safeguarding of FOR MDD funds
 - 5.2.2. Assurance of benefits delivery
 - 5.2.3. Assurance of ongoing benefits

PROCEDURES

1. Media & content management
 - 1.1. Web site
 - 1.2. Social media
 - 1.3. Other media
 - 1.4. Public outreach
2. Application distribution
3. Application receipt
4. Application evaluation
 - 4.1. Tier 1 review
 - 4.2. Tier 2 review
 - 4.3. Board decision meeting
5. Communication of decision outcomes
6. Reporting of program activities & outcomes