



4A ECONOMIC DEVELOPMENT CORPORATION

MINUTES **REGULAR MEETING** **THURSDAY AUGUST 11, 2011 - 3:30 P.M.** Sewall Smith City Council Chambers 18111 Buddy Riley Blvd., Magnolia, Texas 77354

A regular meeting of the Magnolia 4A Economic Development Corporation was held on August 11 2011, beginning at 3:30 p.m., in the Sewall Smith City Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, Texas 77354.

1. CALL TO ORDER

President Jonny Williams called the meeting to order at 3:34 pm.

a. INVOCATION

Calvin Williams delivered the invocation.

b. PLEDGE OF ALLEGIANCE

President Jonny Williams lead the pledge of allegiance.

2. ROLL CALL AND CERTIFICATION OF QUORUM

President Jonny Williams called roll and certified a quorum present with the following Board members in attendance: Jonny Williams, Calvin Williams, Pat Zaiontz

Absent: Jeff Chumley

Staff present: Executive Director/City Administrator Paul Mendes, Candace Randall, Economic Development Coordinator Deborah Rose Miller

3. CITIZENS FORUM *(No official or formal action or vote may be taken on any comment made by citizens during Citizens Forum)*

None.

4. REQUESTS OR PETITIONS FROM THE PUBLIC

None.

5. ANNOUNCEMENTS

None.

6. FINANCIAL STATEMENTS – JUNE 2011

Provided in packets.

7. CONSENT AGENDA – 4A EDC

This portion of the agenda consists of items considered routine and will be enacted by one motion unless separate discussion is requested by a Board Director or a citizen.

- a. Approval of the 4A Economic Development Corporation minutes for the meeting held June 9, 2011.
- b. Tex-Star Rentals (Inv. #115401-1) \$ 7.65
- c. Moore Supply Co. (Inv. #9541957) \$ 21.10
- d. Cajun Ready Mix, Ltd. (Sale # 5146) \$ 191.25
- e. O'Malley Engineers, LLP (Inv. #8275) \$27,061.71
- f. Clark's Electric (Inv. #224853) \$ 635.00
- g. Elliott Electric Supply (Ticket #28-69356-02) \$ 74.50
- h. Moore Supply Co. (Inv. #97015) \$ 462.50
- i. WCA (Inv. #010-0000169003) \$ 65.00
- j. Liles Parker (Inv. #10669) \$ 92.50
- k. Tex-Star Rentals (Inv. #115370-1) \$ 91.80
- l. Josh Seaman (Ticket #2101) \$ 162.50
- m. Liles Parker (Inv. # 10711) \$ 185.00
- n. Words, Inc. (July 6, 2011) \$ 173.40
- o. Burditt Consultants, LLC (Inv. #12475) \$ 290.50
- p. Liles Parker (Inv.#10764) \$ 148.00
- q. Words, Inc. (August 4, 2011) \$ 127.50

MOTION: Upon a motion to agenda items a. through q. made by Pat Zaiontz and seconded by Calvin Williams, the Board members present voted and the motion carried unanimously.

OLD BUSINESS

8. DISCUSSION/REPORT ON THE FOLLOWING ADOPTED PROJECTS

- a. Unity Park
President Jonny Williams reported that the restrooms were finished, the grass is in, there are some more benches and tables, and the speed humps are ready to be put in.
- b. Yellow House
Economic Development Coordinator Deborah Rose Miller provided a report with a breakdown of her time expended between 4A and 4B, and reported that she is the liaison between Mr. Anderson and the City. She reported that the City's portion and inspection was going to be complete by tomorrow and based on that and the Health Department, Mr. Anderson's plans are that they will be open next Saturday, August 20th. They will also be hosting the VIP reception this Saturday and Ms. Miller stated that everyone was invited.
- c. Downtown Project
No report.
- d. Economic Development Plan
 - i. Grow Magnolia
Economic Development Coordinator Deborah Rose Miller reported that she has been working with attorneys and the Greater Magnolia Economic Development Partnership regarding the voluntary ETJ inclusion; she is also working with Executive Director/City

Administrator Paul Mendes, staff, and our attorneys regarding Project Delta. Out of 70 nationwide applications regarding Project Delta, 26 being from Texas, Magnolia was chosen as one of six. She stated that this was a great opportunity and exercise for possible future economic development opportunities. This past Monday, a presentation was made to their executive officers and they are going to be making their final decision soon. Ms. Miller also reported that she and Tana Ross went to Dallas to a CDBG grant workshop and she will be giving the Board more details as she puts it together regarding two grants that she feels we would be eligible for. One of them is a \$1.2 million infrastructure grant and the other is for \$150,000 that could help with the sidewalks and lighting for downtown.

e. Special Events

Economic Development Coordinator Deborah Rose Miller reported that this Saturday on The Stroll will be the Tailgate Party and that they are having an phenomenal response as there are over 50 vendors, which is over their record, great participation from the schools. She further stated that some developers will be joining them for the reception at the yellow house, and that invitations have already been sent out and a photographer hired to help her cover both ends of The Stroll so they can get some press shots to use for marketing.

Tana Ross reported working on and finishing a new Farmer's Market/Craft Market brochure, she submitting an article to the Community Impact News, that she will be working with Economic Development Coordinator Deborah Rose Miller on the \$150,000 grant, and that she is continuing to aggressively pursue getting the word out.

f. Beautification

Pat Zaiontz reported that 4B was going to discuss wildflowers today at their meeting, contingent upon the weather conditions. Executive Director/City Administrator Paul Mendes stated that a water line has been located up by the monument on the north side of 1774 and they are going to extend the line to both flower beds and into the area that is targeted to plant wildflower seeds.

NEW BUSINESS

9. CONSIDERATION - DESIGNATION OF NEW PROJECT

Consideration and possible action upon finding that the project will advance the economic interests of the City of Magnolia and is the type of project believed to be within the intent of the statute creating the Economic Development Corporation to adopt and designate the following as a project to funding:

The extension of 6th Street to adjoin Unity Drive.

Executive Director/City Administrator Paul Mendes stated that in the interest of the financial economy, we will work at it as we can to get it done by next spring, do some of the prep ourselves with a 6" stabilized base and 2" asphalt which would basically be as good or better than some of our current residential streets.

Economic Development Coordinator Deborah Rose Miller stated that Dr. Todd Stephens has taken this to the school attorneys to take the appraised value of the land at \$70,000 and split it up over four years of payments, roughly \$18,000 per year, and he is hoping to have a proposal by August 22nd to take to the trustees for approval. Once that has been done, it will be brought

before the Board. Ms. Miller further discussed tentative plans to move some of the portable buildings at the Alpha Academy, and extending the parking lot to create more parking.

MOTION: Upon a motion made by Pat Zaiontz upon finding that the project will advance the economic interests of the City of Magnolia and is the type of project believed to be within the intent of the statute creating the Economic Development Corporation to adopt the extension of 6th Street to adjoin Unity Park Drive and seconded by Calvin Williams, the Board members present voted and the motion carried unanimously.

10. CONSIDERATION – EXECUTIVE DIRECTOR SPENDING AUTHORITY

Consideration and possible action to authorize the Executive Director to spend up to \$1,000 prior to Board approval.

MOTION: Upon a motion to authorize the Executive Director to spend up to \$1,000 twice a month only and anything over that would require two Board members signatures prior to Board approval made by Pat Zaiontz and seconded by Calvin Williams, the Board members present voted and the motion carried unanimously.

11. CONSIDERATION – BUDGET WORKSHOP

- a. Preliminary discussion of the budget
Discussion followed. Jonny Williams stated that he would like to have the sales tax broken out in the agenda every month for tracking purposes.
- b. Consideration and possible action to set date and time for budget workshop.
No action.

12. BOARD OF DIRECTORS CONCERNS AND REQUESTS

None.

13. EXECUTIVE SESSION

The 4A Economic Development Corporation may convene into a closed session in accordance with the Government Code, Section 551 to discuss the following matters:

- a. §551.074 - Personnel Matters – To deliberate the employment, evaluation, reassignment, duties, or discipline of Economic Development Coordinator.

Executive Session was not convened. Economic Development Coordinator Deborah Rose Miller distributed a copy of her job description to the Board members.

14. CONSIDERATION – EXECUTIVE SESSION

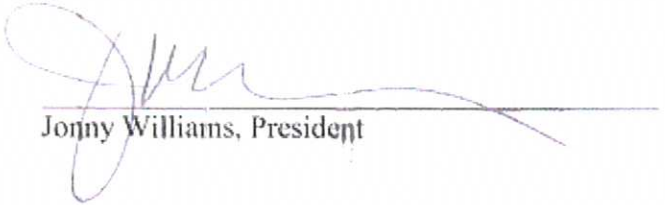
Consideration and possible action regarding matters discussed in Executive Session.

MOTION: Upon a motion to accept 4B CDC's Economic Development Coordinator Deborah Rose Miller's job description and duties and split her time equally between 4A and 4B made by Pat Zaiontz and seconded by Calvin Williams, the Board members present voted and the motion carried unanimously.

15. ADJOURNMENT

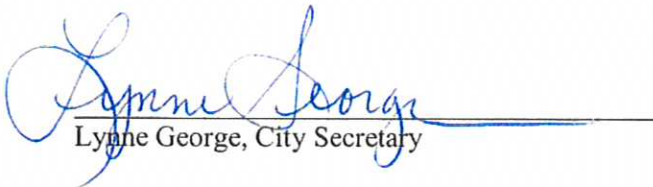
MOTION: Upon a motion to adjourn made by Calvin Williams and seconded by Pat Zajontz, the Board members present voted, the motion carried unanimously and the meeting was adjourned.




Jonny Williams, President

I hereby certify that this is a true and correct copy of the minutes of the regular meeting held on August 11, 2011, by the Board of the City of Magnolia 4A Economic Development Corporation and were approved on September 8, 2011.

ATTEST:


Lynne George, City Secretary