

Robert Franklin, President
Jake Kelly, Vice President
Basil Tate, Treasurer
Anne Sundquist
Brenda Escalon



Rachel Steele, EDC Director
Kandice Garrett, City Secretary
Leonard Schneider, 4A EDC Attorney
Don Doering, City Administrator
Beverly Standley, Finance Administrator

4A ECONOMIC DEVELOPMENT CORPORATION

MINUTES

REGULAR MEETING

THURSDAY, AUGUST 11, 2022 – 4:00 P.M.

1. CALL MEETING TO ORDER

President Robert Franklin called the meeting to order at 4:00 pm.

a. INVOCATION

Jake Kelly offered the invocation.

PLEDEGE OF ALLEGIANCE

President Robert Franklin led the pledge of allegiance to the United States flag.

b. ROLL CALL AND CERTIFICATION OF QUORUM

President Robert Franklin called roll and certified a quorum present with the following 4A EDC Board members in attendance: Robert Franklin, Jake Kelly, Anne Sundquist, and Brenda Escalon.

Absent: Basil Tate

Staff present: Economic Development Director Rachel Steele, City Administrator Don Doering, and City Secretary Kandice Garrett.

2. CITIZENS FORUM

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

Frank Parker, 31602 Hanks Rd., Magnolia, TX 77355 spoke in regard to the FM 1774 sewer line project and the possibility of building a road off of Nichols Sawmill Rd. and how they correlate with the Comprehensive Plan.

3. REQUESTS OR PETITIONS FROM THE PUBLIC

None

4. **TREASURER'S REPORT – UPDATE OF REVENUES & EXPENDITURES**
(Treasurer, Basil Tate)
General Sales Tax Report
Expenses and Revenues

Executive Director Rachel Steele presented this item and provided brief updates on the balance sheet activity and sales tax reports.

5. **CONSENT AGENDA – ROUTINE ITEMS:**

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

Minutes	Date
Approval of Minutes	July 14, 2022
Invoices	Amount
Rachel Steele Invoice	\$4,583.33
ADIM Media Invoice	\$2,600.00
O'Connor & Associates	\$1,800.00
High Star, Inc. (Rent)	\$1,250.00
Liles Parker Invoice	\$555.00

MOTION: Upon a motion to approve the Consent Agenda made by Anne Sundquist and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

6. **PRESENTATION – RECEIVE JULY DATA ANALYTICS REPORT FROM ADIM MEDIA**

Lori Pace with ADIM Media presented this item and reviewed the Analytics Report for July 2022 provided in their packets.

7. **EXECUTIVE SESSION**

The 4A EDC may convene in Executive Session under Texas Local Government Code:

- a. Section 551.072 – Deliberations regarding real property; to deliberate the lease, sale, purchase or exchange of real property as it relates to the FM 149 tract
- b. Section 551.087 – Deliberations regarding economic development negotiations as it relates to the FM 149 tract;
- c. Section 551.072 – Deliberations regarding real property; to deliberate the purchase, exchange, lease, or value of real property as it relates FM 1774 Sewer Extension Project.

President Robert Franklin convened into Closed Executive Session at 4:17 p.m.

8. **RECONVENE** into regular session and consider action, if any, on item(s) discussed in executive session.

President Robert Franklin adjourned the Closed Executive Session and reconvened the Open Meeting at 5:10 p.m.

MOTION: Upon a motion to instruct the Executive Director to continue to negotiate with potential buyers of property at FM 149 made by Anne Sundquist and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

MOTION: Upon a motion to instruct Executive Director to speak on behalf of the Board to the potential buyer of property at FM 1774 made by Anne Sundquist and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

9. **CONSIDERATION – DISCUSS AND TAKE ACTION ON FY 2022 BUDGET AMENDMENT**

Executive Director Rachel Steele presented this item and noted the amendments are due to the adoption of the budget prior to the completion of the project list.

MOTION: Upon a motion to approve FY 2022 Budget Amendment made by Jake Kelly and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

10. **CONSIDERATION – DISCUSS AND TAKE ACTION TO ADVERTISE A REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES REGARDING THE FM 1774 SEWER PROJECT**

Executive Director Rachel Steele presented this item and asked the Board for approval to prepare the RFQ for the project.

MOTION: Upon a motion to instruct Executive Director to prepare the Request For Qualifications (RFQ) for PE Services regarding the FM 1774 Sewer Project made by Jake Kelly and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

11. **CONSIDERATION – DISCUSS AND TAKE ACTION ON WORK ORDER AMENDMENT NO. 1 FOR AEI TASK ORDER 211009.31 (FM 149 TRACT)**

Executive Director Rachel Steele presented this item and reported that the amendment to the task order included in their packets is for some updates AEI needs to make to the platting not to exceed \$3,100.

MOTION: Upon a motion to approve Work Order Amendment No. 1 for AEI Task Order 211009.31 (FM 149 Tract) made by Jake Kelly and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

12. CONSIDERATION – DISCUSS AND TAKE ACTION ON FY 2023 PROJECTS

Executive Director Rachel Steele presented this item and reminded the Board this preliminary draft is revised from previous discussions and includes the FM 1774 Sewer Line Project and potentially the design services on the FM 149 Roadway.

MOTION: Upon a motion to approve FY 2023 Projects made by Jake Kelly and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

13. FUTURE AGENDA ITEMS

None

14. ADJOURN

MOTION: Upon a motion to adjourn made by Jake Kelly and seconded by Brenda Escalon, the Board members voted, the motion carried unanimously, 4-0 and the meeting was adjourned at 5:16 pm.




Robert Franklin, President

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on August 11, 2022, by the Board of the City of Magnolia 4A Economic Development Corporation.

ATTEST:


Kandice Garrett, City Secretary