

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, DECEMBER 8, 2022 – 4:00 P.M.**

#### **1. CALL MEETING TO ORDER**

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

##### **a. INVOCATION**

Anne Sundquist 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, Anne Sundquist, and Brenda Escalon.

Absent: Jake Kelly and Basil Tate

Staff present: Economic Development Executive Director Rachel Steele, City Administrator Don Doering, Finance Administrator Beverly Standley, 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)*

Citizen Frank Parker addressed the Board noting that either city staff or EDC staff is qualified to manage or administer the Board and should be held accountable. Mr. Parker recommended the Board seek immediate training.

#### **3. TREASURER'S REPORT –**

*(Treasurer, Basil Tate)*

General Sales Tax Report  
Expenses and Revenues

Ms. Steele provided a summary of the expenses and revenues. The Sales Tax Report was provided to the Directors. The Board took no action on the report.

**4. 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.)*

<b>Minutes</b>	<b>Date</b>
Approval of Minutes	November 10, 2022, November 22, 2022
<b>Invoices</b>	<b>Amount</b>
Rachel Steele Invoice	\$4,583.33
ADIM Media Invoice	\$4,150.00
High Star, Inc. (Rent)	\$625.00
First-Net Phone Line	\$20.91

**MOTION:** Upon a motion to approve the Consent Agenda made by Director Sundquist and seconded by Director Escalon, the Board members voted, and the motion carried unanimously, 3-0.

**5. CONSIDERATION: DISCUSS** and take action on professional services agreement with Bleyl Engineering for FM 1774 sewer extension.

Ms. Steele presented the agreement to the Board.

**MOTION:** Upon a motion to approve professional services agreement with Bleyl Engineering made by Director Sundquist and seconded by Director Escalon, the Board members voted, and the motion carried unanimously, 3-0.

**6. EXECUTIVE SESSION**

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

- a. Section 551.087 – Deliberations regarding economic development negotiations as it relates to the FM 149 tract.
- b. Section 551.074 – Deliberations regarding personnel matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.

President Robert Franklin convened into Closed Executive Session at 4:10 p.m. Executive Director Steele announced the Board will not be receiving any legal advice in Executive Session.

**7. 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 4:25 p.m.

**MOTION:** Upon a motion to terminate negotiations with Capital Real Estate Investments for the sale of the FM 149 tract made by Director Escalon and seconded by Director Sundquist, the Board members voted, and the motion carried unanimously, 3-0.

**MOTION:** Upon a motion to approve a 1-year service contract with Rachel Steele to serve as Executive Director of the Magnolia 4A Economic Development Corporation made by Director Sundquist and seconded by Director Escalon, the Board members voted, and the motion carried unanimously, 3-0.

**8. CONSIDERATION – Discuss and take action on software license from Placer Analytics for economic development research.**

Ms. Steele presented the software license to the Board. This license will be used to facilitate economic research for the existing businesses to retain and expand services and outreach to customers. The project costs will be split with the 4B corporation for FY 2023.

**MOTION:** Upon a motion to approve software from Placer Analytics for economic research made by Director Sundquist and seconded by Director Escalon, the Board members voted, and the motion carried unanimously, 3-0.

**9. CONSIDERATION – Discuss and take action on quarterly media report.**

Vendor, ADIM was not able to attend the meeting. In their absence Executive Director Steele presented this informational presentation to the Board to summarize social media activity through November 2022. The Board took no action on the report.

**10. CONSIDERATION – Discuss and take action on FY 2023 meeting schedule**

Ms. Steele presented this item, and the Board reviewed the schedule.

**MOTION:** Upon a motion to approve FY 2023 Meeting Schedule made by Director Escalon and seconded by Director Sundquist, the Board members voted, and the motion carried unanimously, 3-0.

**11. CONSIDERATION- Discuss and take action on CenterPoint easement request within the western portion of the MEDC's 22.391 acre tract, to secure electrical power to City of Magnolia Water Plant No. 3**

Ms. Steele presented the easement request from CenterPoint to the Board.

**MOTION:** Upon a motion to approve easement request from CenterPoint made by Director Sundquist and seconded by Director Escalon, the Board members voted, and the motion carried unanimously, 3-0.

**12. CONSIDERATION – Discuss and take action on Task order by AEI Engineering for engineering services to support East Magnolia Infrastructure Stabilization**

Ms. Steele presented this item and the Board reviewed the proposed work scope. This task order supports the Magnolia Temporary Water System, an approved project under the Texas Local Government code for targeted infrastructure to a targeted commercial users- businesses- and not the general population. Executive Director Steele expressed concerns about AEI performing the work outline as they had not been responsive in mobilizing the project. The Board requested more information to be presented in January and confirmation that AEI would execute the task order and took no action on the item.

**13. CONSIDERATION – Discuss and take action to authorize supplemental survey services agreement with CORE Survey to support the FM 1774 sewer extension project.**

Ms. Steele presented this item. This agreement supports the FM 1774 sewer extension project, a targeted infrastructure project the EDC is pursuing to expand industry and retain commercial businesses along the FM 1774 corridor.

**MOTION:** Upon a motion to approve survey services agreement with Core Survey made by Director Sundquist and seconded by Director Escalon, the Board members voted, and the motion carried unanimously, 3-0.

**14. EXECUTIVE DIRECTOR REPORT**

Ms. Steele presented a work summary to the Board through the end of November. The Board took no action on the report.

**15. FUTURE AGENDA ITEMS**

**16. ADJOURN**

**MOTION:** Upon a motion to adjourn made by Director Escalon and seconded by Director Sundquist, the Board members voted, the motion carried unanimously, 3-0 and the meeting was adjourned at 5:07 pm.

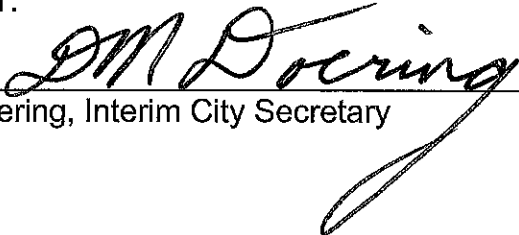


  
Robert Franklin, President

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on December 8, 2022, by the Board of the City of Magnolia 4A Economic Development Corporation.

ATTEST:

  
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Don Doering, Interim City Secretary