

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

SPECIAL MEETING

MONDAY, JANUARY 27, 2022 – 4:00 P.M.

1. CALL MEETING TO ORDER

Board President Robert Franklin called the meeting to order at 4:06 pm.

a. INVOCATION

Basil Tate offered the invocation.

PLEDEGE OF ALLEGIANCE

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

b. ROLL CALL AND CERTIFICATION OF QUORUM

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

Absent: None

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)

None

3. REQUESTS OR PETITIONS FROM THE PUBLIC

None

4. **TREASURER'S REPORT – UPDATE OF REVENUES & EXPENDITURES**

(Treasurer, Basil Tate)

Sales Tax Report

Expenses and Revenues

Basil Tate provided a summary of the sales tax report and update on expenses and revenues.

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	December 9, 2021
Invoices	Amount
Rachel Steele	\$4,583.33
Liles Parker	\$888.00
Magnolia Hardware	\$383.07
Intrepid Signs (Business Cards)	\$15.17
Amazon (Office Supplies)	\$12.53
Rachel Steele (reimbursement)	\$15.00

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. **DISCUSS AND TAKE ACTION TO INSTALL OFFICERS OF THE CORPORATION FOR CALENDAR YEAR 2022.**

MOTION: Upon a motion to install Robert Franklin as President made by Basil Tate and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

MOTION: Upon a motion to install Jake Kelly as Vice President made by Basil Tate and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

MOTION: Upon a motion to install Basil Tate as Treasurer made by Brenda Escalon and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

7. **CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON DISSOLUTION OF RESOLUTION NO. 4AR-2021-004**

Economic Development Director Rachel Steel noted there was a typo error on the agenda item and the actual is Resolution No. 4AR-2021-002.

MOTION: Upon a motion to dissolve Resolution No. 4AR-2021-002 made by Brenda Escalon and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

8. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON LAND CLEARING PROPOSALS FOR FM 149 TRACT

MOTION: Upon a motion to approve land clearing proposal from Tyson for FM 149 tract made by Jake Kelly and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

9. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON MEMBERSHIP TO COMMGATE/ HOUSTON REALTORS INFORMATION SERVICE

Ms. Steele presented this item and the Board discussed trying it for a year and then evaluate the service.

MOTION: Upon a motion to approve the membership to Commgate / Houston Realtors information service made by Anne Sundquist and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

10. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION TO DEVELOP A CORPORATE MISSION AND VISION STATEMENT

Ms. Steele presented this item as it relates to the Strategic Plan and some history of the Corporation and offered up suggestions for visioning as a starting point asking the Board for feedback on their mission and vision statement. The Board decided to have this ready before their next meeting. No action taken.

11. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON FM 149 APPRAISAL FROM O'CONNOR AND ASSOCIATES

MOTION: Upon a motion to approve FM 149 appraisal from O'Connor and Associates 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 POSSIBLE ACTION TO AUTHORIZE ISSUANCE OF RFP FOR THE FM 149 TRACT

Ms. Steele presented this item and asked the Board to provide direction on what they want to do with the property. She explained that the potential RFP preparations are to provide structure to the process so that everyone has a fair and equal opportunity to bring forward to the Board their proposal on what they want to do for the tract. Survey is being completed and everything is clear on the title now.

MOTION: Upon a motion to approve the issuance of RFP for the FM 149 tract made by Jake Kelly and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

13. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON FLYER VIEW PROPOSAL FOR MARKETING SERVICES

Ms. Steele presented this item in cooperation with the 4B Board seeking interest to cost split for the updating of this marketing tool. This is an established company that has worked with the Boards in the past.

MOTION: Upon a motion to approve the Flyer View Proposal for marketing services made by Anne Sundquist and seconded by Basil Tate, the Board members voted, and the motion carried unanimously, 4-0.

14. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON HAWKEYE PHOTOGRAPHY AND MEDIA PROPOSAL FOR MARKETING SUPPORT

Ms. Steele presented this item and noted this is a local media company who also did the Chamber Parade. Many cities are bringing into their marketing efforts this type of support to highlight what is going on in their area. The Board decided to begin an initial focus on the FM 149 tract.

MOTION: Upon a motion to approve the Hawkeye Photography And Media Proposal for marketing support made by Anne Sundquist and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

15. CONSIDERATION – DISCUSS AND TAKE POSSIBLE ACTION ON AEI PROPOSAL FOR FM 1776 SEWER EXTENSION PROJECT

Ms. Steele pointed out that this item is for FM 1774 and presented this initial proposal beginning at Nichols Sawmill Rd. and run through Friendship Dr. There was discussion regarding the current impact fees for water and sewer and the possibility of locking in these rates before they increase.

MOTION: Upon a motion to approve the AEI Proposal for FM 1774 Sewer Extension Project made by Basil Tate and seconded by Jake Kelly, the Board members voted, and the motion carried unanimously, 4-0.

16. CONSIDERATION – DISCUSS AND TAKE ACTION ON POTENTIAL ACQUISITION POLICY

No action taken.

17. FUTURE AGENDA ITEMS

- Corporate Mission/Vision Statement
- Memorandum of FM 1774 Sewer Service

18. ADJOURN

MOTION: Upon a motion to adjourn made by Basil Tate and seconded by Jake Kelly, the Board members voted, the motion carried unanimously, 4-0 and the meeting was adjourned at 5:08 pm.



Robert Franklin, President

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on January 27, 2022, by the Board of the City of Magnolia 4A Economic Development Corporation.

ATTEST:

Kandice Garrett, City Secretary