

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, JUNE 09, 2022 – 4:00 P.M.**

1. CALL MEETING TO ORDER

President Robert Franklin called the meeting to order at 4:02 pm.

a. INVOCATION

Basil Tate offered a moment of silence in honor of former 4A EDC and 4B CDC Director, Pat Zaiontz who passed away and 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, Basil Tate, Anne Sundquist, and Brenda Escalon

Absent: Jake Kelly

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

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)

- a. General Sales Tax Report
- b. Expenses and Revenues
- c. FY 2023 Budget Projections

Basil Tate provided a summary of the expenses and revenues. Executive Director Rachel Steele reviewed the sales tax report.

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	May 12, 2022
Invoices	Amount
Rachel Steele Invoice	\$4,583.33
Liles Parker Invoice	\$610.50
ADIM Media	\$7,756.84
Greater Magnolia Parkway Chamber of Commerce	\$30.00
Rachel Steele (Expense Report: Mileage & Receipts)	\$103.19

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

6. **DISCUSSION – RECEIVE PRESENTATION FROM AEI ENGINEERING ON PRELIMINARY ENGINEERING REPORT FOR THE FM 1774 SEWER EXTENSION PROJECT**

The Board received a report from Mike Kurzy with AEI Engineering on the preliminary engineering report for the extension of the FM 1774 sewer line.

7. **CONSIDERATION – DISCUSS AND TAKE ACTION TO APPROVE AN EFT OF \$79,567 TO CITY OF MAGNOLIA FOR OUTSTANDING INVOICES BY AEI ENGINEERS FOR ENVIRONMENTAL ASSESSMENT OF FM 149 TRACT AND PRELIMINARY ENGINEERING REPORT ON FM 1774**

MOTION: Upon a motion to approve an electronic funds transfer (EFT) of \$79, 567 to City of Magnolia for outstanding invoices by AEI Engineers for environmental assessment of FM 149 Tract and Preliminary Engineering Report on FM 1774 made by Anne Sundquist and seconded by Basil Tate, the Board members voted, and the motion carried unanimously, 4-0.

8. CONSIDERATION – DISCUSS AND TAKE ACTION TO APPROVE ADIM MEDIA CONTRACT FOR MARKETING SERVICES FOR 2022

MOTION: Upon a motion to approve ADIM Media Contract for marketing services for 2022 made by Basil Tate and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

9. EXECUTIVE SESSION

The 4A EDC may convene in Executive Session

a. In accordance with Texas Local Government Code 551.072 DELIBERATION REGARDING REAL PROPERTY; to deliberate the purchase, exchange, lease, or value of real property as it relates to the 41-acre FM 149 tract.

Executive Director Rachel Steele requested the motion be called for Code 551.071.

President Robert Franklin convened into Closed Executive Session at 4:09 p.m.

MOTION: Upon a motion to go into Executive Session under Texas Local Government Code 551.071 made by Anne Sundquist and seconded by Basil Tate, the Board members voted, and the motion carried unanimously, 4-0.

10. 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 4:34 p.m.

MOTION: Upon a motion to authorize Rachel Steele to begin negotiations with the City for cost estimates and concepts to manage and address access and easements to the tract to be brought back to the Board for approval regarding the 21-acre property on FM 149 made by Anne Sundquist and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

11. CONSIDERATION – DISCUSS AND TAKE ACTION ON LEASE OPTIONS FOR 18230 FM 1488 IN THE LANDMARK BUILDING

Ms. Steele presented this item and discussed the two options for consideration in conjunction with 4B Board's feedback.

MOTION: Upon a motion to approve the lease options for office numbers 324 & 328 at 18230 FM 1488 in the Landmark Building pending approval from the 4B Board made by Anne Sundquist 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 AND PRIORITIES

Ms. Steele presented this item: a summary of proposed priorities for FY 2023. After some discussion, the Board moved to prioritize the FM 1774 sewer project as well as property acquisition and management.

MOTION: Upon a motion to have Executive Director prepare project summaries for Item #2 - Support Sewer Expansion along FM 1774 and Item #5 - Strategic Acquisitions made by Brenda Escalon and seconded by Anne Sundquist, the Board members voted, and the motion carried unanimously, 4-0.

13. EXECUTIVE DIRECTOR REPORT

- a. Contracts
- b. Project List

Ms. Steele gave a progress report on activities, meetings and outreach the EDC had made for the month of May.

14. FUTURE AGENDA ITEMS

- 2023 Projects & Priorities List

15. ADJOURN

MOTION: Upon a motion to adjourn made by Brenda Escalon and seconded by Basil Tate, the Board members voted, the motion carried unanimously, 4-0 and the meeting was adjourned at 5:11 pm.




Robert Franklin, President

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on June 09, 2022, by the Board of the City of Magnolia 4A Economic Development Corporation.

ATTEST:


Kandice Garrett, City Secretary