

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, MAY 12, 2022 – 4:00 P.M.

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

Vice President Jake Kelly called the meeting to order at 4:02 pm.

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

Basil Tate offered the invocation.

##### **PLEDEGE OF ALLEGIANCE**

Vice President Jake Kelly led the pledge of allegiance to the United States flag.

##### **b. ROLL CALL AND CERTIFICATION OF QUORUM**

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

Absent: Robert Franklin

Staff present: Economic Development Director Rachel Steele 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 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	April 14, 2022
Invoices	Amount
Rachel Steele Invoice	\$4,583.33
Liles Parker Invoice (March 2022)	\$610.50
Liles Parker Invoice (April 2022)	\$943.50
Greater Magnolia Chamber	\$375.00

**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. CONSIDERATION – DISCUSS AND TAKE ACTION ON PROJECT PROPOSAL TO FUND A PORTION OF THE CITY OF MAGNOLIA MASTER THOROUGHFARE PLAN**

Economic Development Director Rachel Steele presented this item and noted this would be a split cost of 35 percent with 4B and that it was reviewed and supported by City Attorney Leonard Schneider as a 4B project.

**MOTION:** Upon a motion to approve \$9,800 funds transfer project proposal to fund a portion of the City of Magnolia Master Thoroughfare Plan at 35 percent made by Anne Sundquist and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

**7. CONSIDERATION – DISCUSS AND TAKE ACTION ON VARIOUS OPTIONS FOR OFFICE SPACE LEASING**

Ms. Steele presented this item and went over four options with the Board.

**MOTION:** Upon a motion to have the Executive Director make negotiations with the Landmark Building for office space made by Anne Sundquist and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

**8. CONSIDERATION – DISCUSS AND TAKE ACTION ON ADIM MEDIA PROPOSAL FOR MARKETING SERVICES FOR REMAINDER OF FY 2022**

Ms. Steele presented this item and brought back to the Board a review of services.

**MOTION:** Upon a motion to approve ADIM Media proposal for marketing services for remainder of FY 2022 made by Anne Sundquist and seconded by Brenda Escalon, the Board members voted, and the motion carried unanimously, 4-0.

**9. CONSIDERATION – DISCUSS AND TAKE ACTION ON FY 2023 PROJECTS AND PRIORITIES**

Ms. Steele presented this item. There was brief discussion on the former projects and where the Board wants to go and a decision was made to postpone the item until the next meeting.

**10. EXECUTIVE DIRECTOR REPORT**

- a. Contracts
- b. Projects
- c. Budget Amendment
- d. 2023 Planning Updates

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

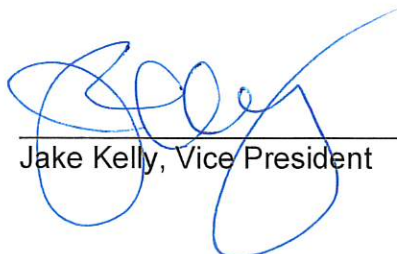
**11. FUTURE AGENDA ITEMS**

- 2023 Projects and Priorities
- Sewer Line Update
- Upcoming Budget Parameters

**12. ADJOURN**

**MOTION:** Upon a motion to adjourn made by Basil Tate and seconded by Brenda Escalon, the Board members voted, the motion carried unanimously, 4-0 and the meeting was adjourned at 4:36 pm.



  
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Jake Kelly, Vice President

### CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on May 12, 2022, by the Board of the City of Magnolia 4A Economic Development Corporation.

ATTEST:

  
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Kandice Garrett, City Secretary