

Jonny Williams, President  
Phyllis Stegen, Vice President  
Basil Tate, Secretary/Treasurer  
Pat Zaiontz  
Anne Sundquist

Executive Director/City Administrator, Paul Mendes  
City Secretary Lynne George  
4A EDC Attorney Leonard Schneider



## 4A ECONOMIC DEVELOPMENT CORPORATION

### **MINUTES** **REGULAR MEETING** **THURSDAY NOVEMBER 10, 2016 - 4:30 P.M.** Sewall Smith City Council Chambers 18111 Buddy Riley Blvd., Magnolia, Texas 77354

A meeting of the Magnolia 4A Economic Development Corporation was held on November 10, 2016, beginning at 4:30 p.m., in the Sewall Smith City Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, Texas 77354.

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

President Jonny Williams called the meeting to order at 4:30 pm.

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

Basil Tate delivered the invocation.

##### **b. PLEDGE OF ALLEGIANCE**

President Williams lead the pledge of allegiance to the United States flag.

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

President Williams called roll and certified a quorum present with the following 4A EDC Board members in attendance: Jonny Williams, Pat Zaiontz, Basil Tate,

Absent: Anne Sundquist, Phyllis Stegen

Staff present: Executive Director/City Administrator Paul Mendes

Also present: Economic Development Coordinator Tana Ross

#### **3. CITIZENS FORUM** *(No official or formal action or vote may be taken on any comment made by citizens during Citizens Forum)*

None.

#### **4. REQUESTS OR PETITIONS FROM THE PUBLIC**

None.

5. **ANNOUNCEMENTS**

Economic Development Coordinator Tana Ross announced the flag retirement ceremony at 6 pm tonight at Unity Park, TUFF Foundation Cooking4Courage event Nov. 11-12; Veterans Day steak dinner Nov. 11 at 11:00 am by the Magnolia Historical Society; Hometown Christmas will be Dec. 2-3 with the City tree lighting at 6 pm on Dec. 2 followed by the Chamber parade Dec. 3 at 10 am, followed by Magnolia Historical Society Christmas market, cookie express and children's activities after the parade.

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

*(Basil Tate)*

Basil Tate had provided a brief summary of revenues and expenditures.

Executive Director/City Administrator Paul Mendes reported that we received notice from the State that we were overpaid approximately \$83,000 and that we will pay it back over the next 27 months at \$3,000 a month - \$1,500 from the City, about \$700 from 4A, about \$350 from 4B, and about \$350 from HB445.

7. **CONSENT AGENDA – 4A EDC**

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

- |    |  |            |
|----|--|------------|
| a. | Approval of the 4A Economic Development Corporation minutes for the meeting held October 13, 2016. |            |
| b. | Liles Parker   | \$ 55.50   |
| c. | Tana Ross  | \$1,387.50 |

**MOTION: Upon a motion to approve Consent Agenda items a. through c. made by Pat Zaiontz and seconded by Basil Tate, the Board members voted and the motion carried unanimously.**

8. **ECONOMIC DEVELOPMENT COORDINATOR REPORT**

*(Tana Ross)*

- Sales tax report  
Economic Development Coordinator Tana Ross reported sales tax up 5.59%, with an increase of 9.93% for the first two months of the fiscal year to date.
- Sales tax revenue comparison  
Mrs. Ross provided a monthly comparison of other cities, and historical sales tax data.
- Economic Development Coordinator Report  
Mrs. Ross briefly summarized report highlights, business closings/relocations/openings, marketing, interests, upcoming businesses, projects, contacts, solicitations, hostings, representations and presentations. She also reported on attending the International Conference of Shopping Centers in early October in Dallas and that there was more activity there this year; and the Lone Star College Systems North Houston Regional Economic Development office pays for our booth.

**9. ANNEXATION/ETJ UPDATE**

Update of annexation/ETJ proceedings.

Executive Director/City Administrator Paul Mendes reported that we are proceeding with annexing the TxDot flyover access areas, Mill Creek Road and 3+ acres of St. Matthias property. This will give us a hop across to access other areas.

**10. DISCUSSION/CONSIDERATION – NEW LIGHTS IN INDUSTRIAL PARK**

Discussion, consideration and possible action to approve new lights in Industrial Park.

As a result of her checking on this issue, Economic Development Coordinator Tana Ross reported that the City owns the street, the detention pond and four acres in the back according to a plat with file #2001-0885510 and confirmed with Rubicon. They have no interest in taking care of the lights and she has not received any feedback from CenterPoint.

Executive Director/City Administrator Paul Mendes stated that the lights and poles, etc. are not up to CenterPoint standards and they want to replace all poles, etc. at a great expense. He suggested just replacing the heads with LED lights. Discussion followed.

**11. DISCUSSION/REPORT ON ADOPTED PROJECTS**

Discussion/status report on the following adopted projects:

a. Unity Park

Executive Director/City Administrator Paul Mendes stated that although this is a 4B project, some maintenance items are falling through the cracks because there is a bit of a disconnect, and asked for clarification for items like lights, repairs, etc.

President Williams that it should be Public Works Director David Coburn's job because it's a City park. David is supposed to be taking care of everything in the City that needs work done and the park is part of that project.

Mrs. Ross discussed some on-going issues that she has experienced.

Mr. Williams stated that because no one has really been doing a weekly check since the park has opened, it has been more or less a hit and miss situation, but if someone sees something that needs attention, it should be reported.

Mr. Mendes stated that he has asked Sammie Scott to report to us when he goes to unlock and lock the park up if he notices a light out, or vandalism, etc. so that it can be taken care of. He can call in to Rachel and she can generate a work order. Discussion followed.

b. Downtown Project

No report.

c. Economic Development Plan

No report.

i. Grow Magnolia

No report.

- d. Special Events  
No report.

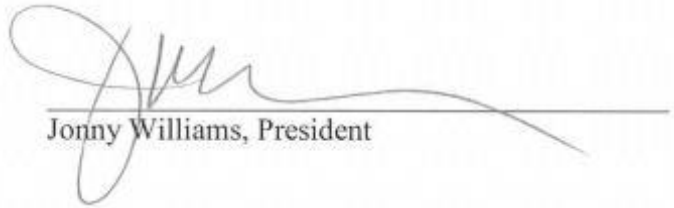
12. **BOARD OF DIRECTORS CONCERNS AND REQUESTS**

None.

13. **ADJOURNMENT**

**MOTION:** Upon a motion to adjourn made by Pat Zaiontz and seconded by Basil Tate, the Board members present voted, the motion carried unanimously and the meeting was adjourned at 5:16 pm.

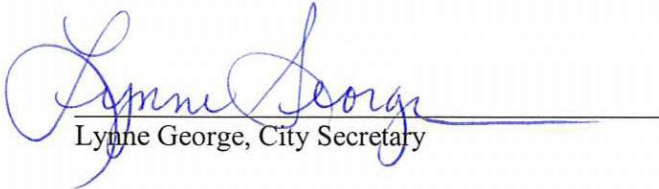


  
Jonny Williams, President

**CERTIFICATION**

I hereby certify that this is a true and correct copy of the minutes of the 4A EDC meeting held on November 10, 2016.

Attest:

  
Lynne George, City Secretary