



## **4-B COMMUNITY DEVELOPMENT CORPORATION**

### **MINUTES**

**CITY OF MAGNOLIA  
4B COMMUNITY DEVELOPMENT CORPORATION  
REGULAR MEETING  
THURSDAY APRIL 11, 2013 - 5:30 P.M.  
Sewall Smith City Council Chambers  
18111 Buddy Riley Blvd., Magnolia, Texas 77354**

A meeting of the Magnolia 4B Community Development Corporation was held on April 11, 2013, beginning at 5:32 pm, in the Sewall Smith City Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, Texas 77354.

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

The meeting was called to order by Pat Zaiontz at 5:32 pm.

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

Clyde Hunt delivered the invocation.

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

Pat Zaiontz lead the pledge of allegiance.

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

Pat Zaiontz called roll and certified a quorum present with the following Board members in attendance: Pat Zaiontz, Jonny Williams, Jerry Reed, Barbara Gardner, David Arevalo (arrived at 5:37 pm), and Clyde Hunt

Absent: Gari Lynn Hessong

Staff present: Executive Director/City Administrator Paul Mendes, City Secretary Lynne George, Economic Development Coordinator Deborah Rose Miller

Guest: Tana Ross

#### **3. ACCEPT RESIGNATION OF DEBORAH ROSE MILLER AS ECONOMIC DEVELOPMENT COORDINATOR**

Consideration and possible action to accept resignation of Deborah Rose Miller as Economic Development Coordinator.

Deborah Rose Miller wanted to clarify for the record that it technically was not a resignation, but a fulfillment/completion of her contract.

**MOTION:** Upon a motion to accept fulfillment of contract with Deborah Rose Miller as Economic Development Coordinator made by Jonny Williams and seconded by Barbara Gardner, the Board members present voted and the motion carried unanimously.

**4. PRESENTATION TO DEBORAH ROSE MILLER**

Pat Zaiontz presented a plaque to Deborah Rose Miller in appreciation of her work.

**5. APPOINT TANA ROSS AS ECONOMIC DEVELOPMENT COORDINATOR**

Consideration and possible action to appoint Tana Ross as Economic Development Coordinator.

**MOTION:** Upon a motion to appoint Tana Ross as Economic Development Coordinator made by Clyde Hunt and seconded by Jonny Williams, discussion followed. The Board members present voted and the motion carried unanimously.

Board member David Arevalo arrived.

**6. CITIZENS FORUM**

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

*(For matters not on the agenda. Comments shall be limited to three (3) minutes per person. Comments by the Board shall be limited to:*

- a. Statements of specific factual information given in response to an inquiry;*
- b. A recitation of existing policy in response to an inquiry;*
- c. A proposal to place the subject on a future agenda.*

None.

**7. ANNOUNCEMENTS**

*(Hear announcements concerning items of community interest from the Board members and City staff for which no action shall be taken or discussed.)*

Deborah Rose Miller presented a letter to the Board that Commissioner Doyal asked her to distribute to everyone that is in support of 249 and asked for signatures; sales tax is up 3.14%; and on May 11, the Cork & Canvas will be the next event on The Stroll.

**8. FINANCE MANAGER REPORT- MARCH 2013 FINANCIAL STATEMENTS**

*(Jerry Reed)*

Provided in packet. Mr. Reed provided a brief summary of revenue and expenditures.

**9. CONSENT AGENDA – ROUTINE ITEMS:**

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

- a. Approval of the minutes of the meeting of the 4B CDC held on March 14, 2013.

	<u>Vendor</u>	<u>Project #</u>	<u>Amount</u>
b.	WCA	500848	\$ 104.52
c.	Coast to Coast Portable Toilets (Inv.#86414)	500841	\$ 60.00
d.	John Deere (Inv.#105632)	500848	\$ 259.55
e.	Walmart	500848	\$ 54.65
f.	Clarks Electric (Inv.#676263)	500848	\$ 1,500.00

g.	Magnolia Hardware & Supply	500848	\$	795.50
h.	Sam's Club	500848	\$	154.40
i.	Deborah Rose Miller	500632	\$	1,333.85
j.	Liles Parker (Inv.#10198)	500640	\$	148.00

**MOTION:** Upon a motion to approve Consent Agenda items a. through j. made by Jerry Reed and seconded by Jonny Williams, the Board members present voted and the motion carried unanimously.

#### **10. CONSIDERATION – MATCHING GRANT PROGRAM REIMBURSEMENT REQUEST BY HOPE ELMS, SIGNATURE COLLISION SERVICES**

Consideration and possible action to authorize Matching Grant Program reimbursement of \$5,000 to Signature Collision Services for the remodeling of their building located at 32003 Nichols Sawmill Road.

**MOTION:** Upon a motion to authorize Matching Grant Program reimbursement of \$5,000 to Signature Collision Services for the remodeling of their building located at 32003 Nichols Sawmill Road made by Jonny Williams and seconded by David Arevalo, the Board members present voted and the motion carried unanimously.

#### **11. APPROVED PROJECTS REPORTS/UPDATES**

- a. Unity Park Project – *(approved 2006-2007)* - Jonny Williams, Pat Zaiontz  
Jonny Williams reported that they are looking at ways to cut costs and try and make some improvements regarding maintenance, cleaning, etc. of Unity Park and The Stroll. Pat Zaiontz stated that they have a meeting Monday with Daniel of Daniel's Landscaping.

Executive Director/City Administrator Paul Mendes reported that there has been some vandalism to the caps on the columns inside the pavilion and portions of the stacked stone. He has received a quote for \$860 to repair/replace to be charged under Unity Park maintenance.

- b. Yellow House – *(approved 2009)* – Barbara Gardner, Jonny Williams  
Deborah Rose Miller stated that May 1 is the proposed date for a new lease. She stated that Mr. Mendes met with the new chef Monday. Mr. Mendes commented that there is some concern that he is not happy with the air conditioning, ventilation on the 2<sup>nd</sup> floor, and it failed a health inspection because there is no hot water in the ladies restroom. It has been determined that we are only responsible for the hot water. Mr. Mendes stated that they did bring to our attention that there is a tree on the east side in the parking lot with broken limbs hanging that the City crew went and took care of. Mr. Miller further commented that for the record, the current owners have only paid February rent, so they owe March and April. No new lease will be executed until all obligations are met.
- c. Economic Development Program – *(approved 2007-2008)* – Jerry Reed  
No report.
  - (i). Grow Magnolia  
No report.

d. Farmers Market - Pat Zaiontz

Pat Zaiontz reported that it will continue to be a project but 4B is going to reduce its costs and it basically will cost \$60/month total output for the portacan, and everything else will be run by them, they will keep all of the revenues, but it will continue to be a project because we are furnishing the trailer which is a City asset and is insured by the City, until the end of the year. The budget will be adjusted accordingly for the upcoming year.

e. Gateways – Barbara Gardner

No report.

f. Downtown Upgrades - *(approved 2011)* - Gari Lynn Hessong

No report.

g. Project to promote new and expanded business development within the City limits and ETJ of Magnolia - Allocation of \$10,000.00 for land, buildings, equipment, facilities, expenditures, targeted infrastructure and improvements to promote new or expanded business development. *(approved March 2013)*

No report.

h. Project to promote new and expanded business development through the creation of a City Centre - Allocation of \$10,000.00 for land, buildings, equipment, facilities, expenditures, targeted infrastructure and improvements to promote new or expanded business development. *(approved March 2013)*

No report.

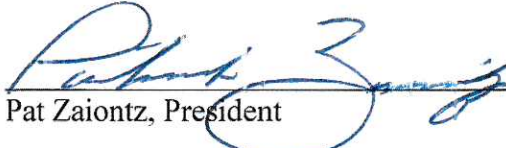
i. **BOARD OF DIRECTORS CONCERNS AND REQUESTS**

None.

j. **ADJOURNMENT**

**MOTION:** Upon a motion to adjourn made by Clyde Hunt and seconded by Barbara Gardner, the Board members present voted, the motion carried unanimously, and the meeting was adjourned at 6:02 pm.



  
Pat Zaiontz, President



I hereby certify this is a true and correct copy of the minutes of the meeting held on April 11, 2013, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Lynne George, City Secretary