

Brenda Hoppe, President  
Joshua Chadwick, Vice President  
Barbara Gardner, Treasurer  
Clyde Hunt  
Trevor Brown  
Kevin Moore  
Lisa Grant



Natalie Floyd, Economic Dev. Coordinator  
Kandice Garrett, City Secretary  
Leonard Schneider, Corp. Attorney  
Beverly Standley, Finance Administrator

**MINUTES**  
**4B COMMUNITY DEVELOPMENT CORPORATION**  
**REGULAR MEETING**  
**THURSDAY APRIL 8, 2021 – 5:00 P.M.**  
**Sewall Smith City Council Chambers**  
**18111 Buddy Riley Blvd.**  
**Magnolia, Texas 77354**

---

**1. CALL TO ORDER**

President Brenda Hoppe called the meeting to order at 5:00 p.m.

**a. INVOCATION**

Clyde Hunt delivered the invocation.

**b. PLEDGE OF ALLEGIANCE**

President Brenda Hoppe led the Pledge of Allegiance.

**c. ROLL CALL AND CERTIFICATION OF QUORUM**

President Brenda Hoppe called roll and certified a quorum present with the following Board members in attendance: Brenda Hoppe, Joshua Chadwick, Barbara Gardner, Clyde Hunt, Trevor Brown, and Kevin Moore

Absent: Lisa Grant

Staff present: Executive Coordinator Natalie Floyd, City Administrator Don Doering, City Secretary Kandice Garrett, and Finance Administrator Beverly Standley.

**2. 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

**3. ANNOUNCEMENTS**

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

President Brenda Hoppe announced the Magnolia Festival Committee is planning to hold the Bicycle Parade on the 4<sup>th</sup> of July in conjunction with the City sponsoring the Fireworks Display. October 15-16<sup>th</sup> is the BBQ Cook-off. December will be the lighting of the Christmas tree at City Hall. The Corporation is waiting to hear back from MISD on their part.

**4. TREASURER'S REPORT**

(Director Barbara Gardner)

- a. Update on revenues and expenditures
- b. Monthly sales tax report

Barbara Gardner provided a summary of revenues, obligations and expenditures.

**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.)*

<b>Minutes</b>	<b>Date</b>
Approval of Minutes	03-11-2021
<b>Vendor</b>	<b>Amount</b>
<b>December:</b>	
Daniel's Landscaping	\$2,500.00
<b>March:</b>	
Daniel's Landscaping	\$2,500.00
Verizon	\$37.99

There was discussion and a question regarding who authorized the sprinkler repair in the amount of \$2,500 for December Daniel's Landscaping and a request for the invoice to be brought back with itemized costs as well as any signed agreements. The Verizon bill was removed.

**MOTION:** Upon a motion to approve Consent Agenda items for the Approval of Minutes 03-11-2021 and Daniel's Landscaping March invoice made by Joshua Chadwick and seconded by Clyde Hunt, the Board members present voted, and the motion carried unanimously, 5-0.

**6. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON EXECUTIVE COORDINATOR VEHICLE ALLOWANCE**

Economic Development Coordinator Natalie Floyd requested a \$500 per month car allowance from 4A and 4B; each pays one half. 4A approved one half of that amount at their last meeting. There was discussion on whether \$500 a month was needed for vehicle allowance to assist with business use if 1,000 miles were not

traveled. The Corporation decided to pay one-half of \$0.55 cents per mile and requested Natalie keep track of her mileage for a month to see what she uses.

**MOTION:** Upon a motion to approve one-half payment of \$0.55 cents per mile for vehicle allowance made by Kevin Moore and seconded by Barbara Gardner, the Board members present voted, and the motion carried unanimously, 5-0.

**7. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON EXECUTIVE COORDINATOR CELL PHONE ALLOWANCE**

Economic Development Coordinator Natalie Floyd requested a \$100 per month phone allowance from 4A and 4B; each pays one-half, for use of her personal phone for business.

**MOTION:** Upon a motion to approve the \$50 payment per month phone allowance made by Joshua Chadwick and seconded by Clyde Hunt the Board members present voted, and the motion carried unanimously, 5-0.

**8. CONSIDERATION AND DISCUSSION OF TAX ABATEMENT PROGRAM**

Economic Development Coordinator Natalie Floyd shared with the Corporation two nearby city's tax abatement programs and her intent on conducting business retention visits to offer in-kind incentives. There was discussion on what the City's similar dealings with ST9 Gas & Oil involved. There was further discussion and the request for Natalie to bring back a template that works for Magnolia.

**9. APPROVED PROJECTS REPORTS/UPDATES**

**a. Unity Park**

- Storage Shed Update

Natalie Floyd and Don Doering reported the dirt foundation is in place and the four corners have been marked.

**b. July 4<sup>th</sup> Festival**

- Montgomery County 911 Donations

Natalie Floyd said they should be arriving this month.

**c. Business Promotion Expansion Activities – (approved March 2013)**

- Land available for parking near The Stroll

Natalie Floyd presented the properties for sale near The Stroll. There was discussion regarding the cost per square foot.

**10. REQUEST FOR AGENDA ITEMS**

The board requested the following:

- Sales/property tax program
- Coordinator mileage breakdown
- More research on land for sale in area
- Breakdown of Daniel's Landscaping sprinkler repair
- Request for bank Signature Cards

## 12. ADJOURN

**MOTION:** Upon a motion to adjourn made by Clyde Hunt and seconded by Kevin Moore, the Board members present voted, and the motion carried unanimously, 5-0 and President Hoppe adjourned the meeting at 5:52 pm.



  
Brenda Hoppe, President

## CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on April 8, 2021, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Kandice Garrett, City Secretary