

Pat Zaiontz, President  
Brenda Hoppe, Vice President  
Barbara Gardner, Treasurer  
Jonny Williams  
Clyde Hunt  
David Arevalo  
Joshua Chadwick

Executive Director/City Administrator, Paul Mendes  
City Secretary Lynne George  
4B CDC Attorney Leonard Schneider  
EDC/Planning Tech Tana Ross



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

### **MINUTES**

#### **REGULAR MEETING**

**THURSDAY AUGUST 8, 2019 - 5:30 P.M.**

Sewall Smith City Council Chambers  
18111 Buddy Riley Blvd., Magnolia, Texas 77354

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

President Pat Zaiontz called the meeting to order at 5:32 pm.

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

Clyde Hunt delivered the invocation.

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

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

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

President Zaiontz called roll and certified a quorum present with the following Board members in attendance: Pat Zaiontz, David Arevalo, Clyde Hunt, Joshua Chadwick (arrived at 5:37 p.m.), Brenda Hoppe

Absent: Barbara Gardner, Jonny Williams

Staff present: Executive Director/City Administrator Paul Mendes, City Secretary Lynne George, Economic Development/Planning Tech Tana Ross

#### **3. 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.

**4. ANNOUNCEMENTS**

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

None.

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

*(Barbara Gardner)*

A financial report was included in the packet.

**6. 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.)*

<b>Minutes</b>	<b>Date</b>
Approval of minutes	July 11, 2019
<b>Vendor</b>	<b>Amount</b>
Daniel's Landscaping (Inv.#356)	\$ 2,000.00
Magnolia Hardware & Supply (Inv.#128045)	\$ 167.89
Signtex Outdoor, Inc. (Inv.#57808)	\$ 900.00
Tana Ross	\$ 1,429.13

**MOTION:** Upon a motion to approve all Consent Agenda items made by Brenda Hoppe and seconded by Clyde Hunt, the Board members present voted and the motion carried unanimously.

**7. EDC/PLANNING TECH REPORT**

*(Tana Ross)*

- Sales tax report

Economic Development Coordinator/Planning Tech Tana Ross provided a report with sales tax down -9.72%, with an increase of 2.81% for the fiscal year to date.

- Sales tax revenue comparison

Mrs. Ross provided a monthly comparison of other cities, and historical sales tax data.

- EDC/Planning Tech Report

In her written report, Mrs. Ross summarized the EDC report highlights, business closings/relocations/openings, marketing, interests, projects, planning, contacts, solicitations, hostings, representations, visits and presentations, signage changes, etc. She also reported on meetings with developers and realtors, proposed/new/open businesses, future development status, park rental, permitting, and marketing.

**8. APPROVED PROJECTS REPORTS/UPDATES**

- a. Unity Park Project – *(approved 2006-2007) - (Jonny Williams, Pat Zaiontz)*

Executive Director/City Administrator Paul Mendes reported the Unity Park dam is finally completed at a total cost of \$216,000+, with 25% of that being the City's cost. All paperwork has been submitted and we should be getting a reimbursement check in the next month or so.

b. Grow Magnolia

Mr. Mendes reported that we are looking at some subdivisions that we have development agreements with to come into the City and encouraged them to petition for voluntary annexation.

c. Gateways – (*Brenda Hoppe*)

Tana Ross reported that the repair to the entryway monument sign is being addressed. Mr. Mendes reported that TxDot is relocating the city limits sign now. They are also going to place another sign out to our north on 1774/1486 on the boundary line of Escondido. He further reported that the 1774 overpass has hit a snag but should be open September 1<sup>st</sup>.

d. Downtown Upgrades - (*approved 2011*) – (*Joshua Chadwick*)

Tana Ross stated that the new multi-use project is still moving forward and we are waiting to see the work start soon.

e. 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.

**9. DISCUSSION/CONSIDERATION – MILL CREEK EXTENSION PROJECT**

Discussion, consideration and possible action to authorize staff to proceed with the Mill Creek Extension Project.

President Zaiontz commented that items 9. – 12. were for 4A. No action taken.

**10. DISCUSSION/CONSIDERATION – APPROVE FINANCING METHOD TO PROCEED WITH MILL CREEK EXTENSION PROJECT**

Discussion, consideration and possible action regarding approving a financing method to proceed with the Mill Creek Extension Project.

No action taken.

**11. DISCUSSION/CONSIDERATION – APPROVE DRAFTING AND EXECUTION OF AGREEMENTS WITH COUNTY/CITY FOR MILL CREEK EXTENSION PROJECT**

Discussion, consideration and possible action to approve the drafting and execution of agreements with the County/City for the Mill Creek Extension Project.

No action taken.

**12. DISCUSSION/CONSIDERATION – APPROVE TIMING SCHEDULE FOR FUNDING AND EXECUTION OF AGREEMENTS FOR MILL CREEK EXTENSION PROJECT**

Discussion, consideration and possible action to approve the timing schedule for funding and execution of agreements for the Mill Creek Extension Project.

No action taken.

**13. DISCUSSION/CONSIDERATION – SNOW CONE VENDOR OR BUILDING IN UNITY PARK**

Discussion, consideration and possible action regarding a snow cone vendor or building in Unity Park.

Tana Ross stated that two were interested, and one was coming in tomorrow to get a permit and start this weekend and bring in a trailer.

No action taken.

**14. DISCUSSION/CONSIDERATION – 3% COLA FOR EDC/PLANNING TECHNICIAN**

Discussion, consideration and possible action regarding a 3% COLA for EDC/Planning Technician.

**MOTION:** Upon a motion to approve a 3% COLA for EDC/Planning Technician made by Brenda Hoppe and seconded by David Arevalo, the Board members present voted and the motion carried unanimously.

**15. REQUEST(S) FOR AGENDA ITEM(S)**

Approve partial funding of golf cart in the amount of \$1,100.

**16. ADJOURN**

Declaring there was no further business, President Zaiontz adjourned the meeting at 6:08 p.m.

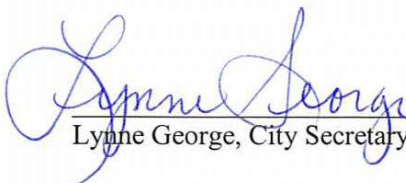


  
Pat Zaiontz, President

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting held on August 8, 2019 by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Lynne George, City Secretary