



4-B COMMUNITY DEVELOPMENT CORPORATION

MINUTES

CITY OF MAGNOLIA

4B COMMUNITY DEVELOPMENT CORPORATION

REGULAR MEETING

THURSDAY DECEMBER 12, 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 December 12, 2013, beginning at 5:30 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 President Pat Zaiontz at 5:30 pm.

a. INVOCATION

Clyde Hunt delivered the invocation.

b. PLEDGE OF ALLEGIANCE

President Zaiontz lead the pledge of allegiance.

2. ROLL CALL AND CERTIFICATION OF QUORUM

President Zaiontz called roll and certified a quorum present with the following Board members in attendance: Jonny Williams, Pat Zaiontz, Jerry Reed, Gari Lynn Hessong, Clyde Hunt, David Arevalo and Barbara Gardner

Staff present: Executive Director/City Administrator Paul Mendes, City Secretary Lynne George, 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)

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.)

Clyde Hunt announced that services for Boo Henderson would be on Saturday at 2:00 pm.

5. **FINANCE MANAGER REPORT – UPDATE OF REVENUES & EXPENDITURES**

(Jerry Reed)

Jerry Reed provided a recap of revenues, expenditures, surplus and current balance.

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.)

a. Approval of the minutes of the 4B CDC meetings held on November 14, 2013.

<u>Vendor</u>	<u>Project #</u>	<u>Amount</u>
b. Doodie Calls Portable Toilets (Inv.#267)	500841	\$ 85.00
c. WCA (Inv.#010-0000293594)	500848	\$ 109.75
d. The Home Depot	500848	\$ 67.88
e. Jimmy Thornton dba Proforma Big Time Branding	500851	\$ 490.05
f. Post Net	500851	\$ 38.50
g. Leonard Schneider (Inv.#10300)	500640	\$ 92.50
h. Tana Ross	500632	\$ 1,250.00

MOTION: Upon a motion to approve Consent Agenda items a. through h. made by Gari Lynn Hessong and seconded by Barbara Gardner, the Board members voted and the motion carried unanimously.

7. **ECONOMIC DEVELOPMENT COORDINATOR REPORT**

(Tana Ross)

Economic Development Coordinator Tana Ross provided a report for the December 2013 Sales Tax Revenue Comparisons stating that sales tax was up \$30,000 overall, and provided copy of her monthly report of her economic development activity, contacts, visits, and stated that in regard to the available retail occupancy, that 91.4% of available retail space is taken.

a. Highlights of 2013

Tana Ross presented a powerpoint presentation of the highlights of this year's economic development, current and proposed.

b. 2014 Retail Program

Tana Ross provided a copy of a 2014 Retail Focus Program outline that she put together which is partnering with Lone Star College System Small Business Development Center for free quarterly programs facilitated by professionals given before start of business day at City Hall. The first program is scheduled for Feb. 25, 2014. Also, this will include retail networking and tourism for retail and participation in Harris County – Destinations Galore! Expo, Jan. 28, 2014. This requires a \$75 fee which could be split between 4A and 4B and ratified at the next meeting.

8. **APPROVED PROJECTS REPORTS/UPDATES**

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

President Zaiontz reported that broken benches were repaired by the Public Works staff; vandals were caught defacing the pavilion and there will be restitution for that vandalism.

- b. Yellow House – *(approved 2009) – (Barbara Gardner, Jonny Williams)*

Executive Director/City Administrator Paul Mendes reported that a commercial contract was signed by Mr. Mark Beaver, got things cleaned up and ready to go, he came and inspected the house with us and was pleased with what he saw. Mr. Mendes stated that he has tried to get in contact with him several times and never got a returned call or email, so he went down to see him personally today. Mr. Beaver said that he had a plumber go through the house who has found many shortfalls to include the air conditioning system and Mr. Beaver indicated basically he was not going to repair it and that it was our problem. The a/c vents on the floor are unacceptable with the County Health Dept. inspector and will need to be removed. Mr. Beaver had gotten a price of \$2,800 to reroute the system and Mr. Mendes asked if Mr. Beaver would split the cost and he agreed; however, now he stated he was not going to split the cost. Mr. Beaver has not paid any rent or deposits to date, and in speaking with Mr. Schneider, it was his recommendation that we need to send a demand letter, and if he does not come across with the rent and deposit, terminate his contract. Discussion followed. Mr. Mendes stated that he was going to have our inspector, Mike Coy, go out and take a look at it and if there are in fact health violations or hazards, we need to correct them.

- c. Economic Development Program – *(approved 2007-2008) – (Jerry Reed)*

No report.

- (i). Grow Magnolia

President Zaiontz reported that at the December Council meeting, the City Council approved a setback variance for a builder in Windmill Estates for thirteen new homes, adopted an amended ordinance for manufactured homes in Timberbrook Estates, and Magnolia Ridge is growing.

- d. Farmers Market – *(Pat Zaiontz)*

President Zaiontz reported that the portacan contract is coming to an end this month. He asked if anyone had a problem with extending the use of the trailer for an additional ninety days, due to the recent passing of Boo Henderson. No one expressed an objection.

- 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.


9. REQUESTS FOR FUTURE AGENDA ITEMS

None.

10. ADJOURNMENT

MOTION: Upon a motion to adjourn made by Clyde Hunt and seconded by Gari Lynn Hessong, the Board members present voted, the motion carried unanimously, and the meeting was adjourned at 6:20 pm.




Pat Zaiontz, President

I hereby certify this is a true and correct copy of the minutes of the meeting held on December 12, 2013, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:


Lynne George, City Secretary