



## 4-B COMMUNITY DEVELOPMENT CORPORATION

### **MINUTES**

**CITY OF MAGNOLIA**

**4B COMMUNITY DEVELOPMENT CORPORATION**

**REGULAR MEETING**

**THURSDAY DECEMBER 13, 2012 - 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 13, 2012, 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 Pat Zaiontz at 5:30 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**

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

Absent: Jerry Reed

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

Economic Development Coordinator Deborah Rose Miller provided a recap of last year's accomplishments and activities:

- December 15, 2011 – joint meeting where we presented masonry ordinance possibilities and what a comprehensive plan would mean to Magnolia
- December 15, 2011 – Legacy Trust signed and added officially to our ETJ
- January 10, 2012 – first Magnolia On The Move VIP reception
- April 2012 – Council approved comprehensive plan contract with Kendrig Keast and formed committee
- May 2012 – Council completed annexation process. Magnolia's city limits expanded to Friendship Drive. This was our first such annexation in over 30 years.
- Outback Wall of Fame was dedicated on The Stroll
- June 2012 – Love Bug Fest – branded a new 3-day festival for our community set for the 2<sup>nd</sup> weekend in June.
- August 2012 – Expanded water service in Unity Park along the barbeque area
- September 2012 – hosted the first realtor breakfast update partnered with MACC and MISD
- Finished relocation of utilities for FM 1774 expansion and enlarged water lines from 3 inches to 12 inches on 1774 throughout city limits including past Friendship Drive. This included fire hydrants for better fire protection
- Purchased land from MISD for 6<sup>th</sup> Street extension into Unity Park
- October 2012 – Walgreens opened their doors. Widened and repaired road along Commerce St. and 10<sup>th</sup> St. for Walgreens which improved Farmers Market access
- November 2012 – completed ETJ expansion to FM 149 Spur off of FM 1488
- Masonry ordinance committee and zoning committee formed and approved by Council. Began formal conversations about reannexing Grand Oaks/Glen Oaks.
- December 2012 – went out for bids for 6<sup>th</sup> Street repaving/extension to Cloyd St.
- First Releaf Program to benefit Magnolia residents from the Tri-County fires.
- All of this plus, three very successful Stroll events that averaged 1500 participants and inches of rainfall – and under budget and in the black. It was a good and busy year.

Mrs. Miller announced that last month was a positive month at 5.93% as far as sales tax, but was just down 6.41% for the fiscal year to date due to the big hit we took in October with the correction in sales tax, and that the new annexation has really paid off. We should see Walgreens sales tax in the February report.

A joint meeting with 4A, 4B, Planning Commission and City Council is scheduled to be held to review the draft of the comprehensive plan on February 28, 2013 which is the last Thursday in February.

## **5. FINANCE MANAGER REPORT- NOVEMBER 2012 FINANCIAL STATEMENTS**

*(Jerry Reed)*

Provided in packet. In Jerry Reed's absence, Gari Lynn Hessong provided a brief summary of income and expenditures.

## **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 meeting of the 4B CDC held on November 8, 2012.

	<b><u>Vendor</u></b>	<b><u>Project #</u></b>	<b><u>Amount</u></b>
b.	Coast to Coast Portable Toilets	500841	\$ 60.00
c.	Magnolia Hardware & Supply Inc.	500848	\$ 100.12
d.	Travis Whitaker (Inv.#14916)	500642	\$ 150.00
e.	Lowe's	500848	\$ 353.97
f.	Grainger	500848	\$ 149.40
g.	Charles Henderson (Inv.#Magnolia12712)	500841	\$ 119.88
h.	Daniel's Landscaping (Inv.#3603)	500848	\$ 2,800.00
i.	MWM (Magnolia Waste Management) (Inv.#130)	500848	\$ 250.00
j.	Moore Supply Co.	500848	\$ 169.28
k.	Magnolia Area Chamber of Commerce	500841	\$ 60.00
l.	O'Reilly Auto Parts	500848	\$ 107.98
m.	Deborah Rose Miller	500632	\$ 1,333.85
n.	Liles Parker (Inv.#10148)	500640	\$ 37.00
o.	Words, Inc. (Nov. 2012)	500674	\$ 132.00

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

## **7. CONSIDERATION – EXECUTIVE INN & SUITES - MATCHING GRANT PROGRAM REQUEST FOR PAYMENT**

Consideration and possible action to authorize Matching Grant Program payment request submitted by Executive Inn & Suites.

**MOTION:** Upon a motion to authorize Matching Grant Program payment of \$3,427.50 request submitted by Executive Inn & Suites made by Gari Lynn Hessong and seconded by Barbara Gardner, the Board members present voted and the motion carried unanimously.

## **8. CONSIDERATION – MATCHING GRANT PROGRAM AMENDMENT**

Consideration and possible action regarding amending the Matching Grant Program.

Pat Zaiontz commented that we need to get a little stricter on how they approve or don't approve, what they will approve and that anybody that submits a bid out to be with the understanding that it may or may not be approved because we are starting to approve things that we shouldn't be approving. The program was set up for commercial small businesses. Executive Director/City Administrator Paul Mendes commented that in recently speaking with City Attorney Leonard Schneider, Mr. Schneider advised that regular operational maintenance to a business should not be approved. Mr. Mendes recommended suspending the program until solid rules and criteria can be determined.

**MOTION:** Upon a motion to suspend the grant program until a concise plan for a project has been determined and nominated Mr. Mendes, Deborah Rose Miller, David Arevalo and Gari Lynn Hessong to work on that and come back with a program to look at of a grant program that the board would want to do made by Jonny Williams and seconded by Barbara Gardner, the Board members present voted and the motion carried unanimously.

**9. APPROVED PROJECTS REPORTS/UPDATES**

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

Executive Director/City Administrator Paul Mendes reported that some of the dangerous trees have been removed. Jonny Williams commented that there were some dangerous looking trees along the barbeque area that he is concerned with.

- b. Yellow House – *(approved 2009)* – Barbara Gardner, David Arevalo

Barbara Gardner reported that the leasees are behind with the November and December rent.

- c. Street Extension Project – *(approved 2006-2007)* – Gari Lynn Hessong, Jonny Williams

- i. The extension of 6th Street to adjoin Unity Drive - *(approved 2011)*

Executive Director/City Administrator Paul Mendes reported that the bids will be opened tomorrow and he anticipates completion of the project by the end of January 2013.

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

Covered in the recap in Announcements.

- (i). Grow Magnolia

Economic Development Coordinator Deborah Rose Miller reported that Tuesday at the 249 Partnership meeting, it is definite that the Aggie Freeway is going to be built in 6 to 8 years. They had a chance to do a presentation to show all the road improvements, what's going on in the schools, population, etc. We are also on the list of five items that the Lone Star College has submitted for the bond they are going to go out for in May for our location.

- e. Farmers Market-Pat Zaiontz

Pat Zaiontz reported that the market is struggling, trying to put both together and trying to keep within budget. Hopefully it will become self supporting pretty quick.

- g. Gateways – Barbara Gardner

No report.



h. Downtown Upgrades - (approved 2011) - Gari Lynn Hessong

Gari Lynn Hessong reported that Executive Director/City Administrator Paul Mendes has come up with a wonderful plan for the lighting and that they agreed that some of the darker spots needed to be lit up on The Stroll for events and so the public can use The Stroll at night. Mr. Mendes reported that he and Ms. Hessong did a photo reconnaissance of the area and confirmed the dark areas. The recommendation is that we put several more lights in Sullivan Park as a starter. Centerpoint has notified him that we still have 50 lights in reserve that they owe us and these lights are 30 ft. and referred to as "cobra head" street lights and we are looking at putting them on the east side, basically the main street side of The Stroll, one in the center of each block in the darkest areas facing Commerce Street to light up the dark portion of The Stroll as well as part of the parking lot. Centerpoint will install these lights for us and it will cost us \$4.00/month per light. This will save us a tremendous amount of money when you consider it costs approximately \$5,000 per light for the ones that are down there now. If a bulb goes out, Centerpoint will come and replace the bulb.

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

None.

**ADJOURNMENT**

**MOTION:** Upon a motion to adjourn made by Jonny Williams and seconded by Gari Lynn Hessong, the Board members present voted, the motion carried unanimously and the meeting was adjourned at 5:58 p.m.



  
Pat Zaiontz, President

I hereby certify this is a true and correct copy of the minutes of the meeting held on December 13, 2012, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Lynne George, City Secretary