



## 4-B COMMUNITY DEVELOPMENT CORPORATION

### MINUTES

CITY OF MAGNOLIA  
4B COMMUNITY DEVELOPMENT CORPORATION  
REGULAR MEETING  
THURSDAY DECEMBER 9, 2010 - 5:30 P.M.  
Sewall Smith City Council Chambers  
18111 Buddy Riley Blvd, Magnolia, Texas 77354

A regular meeting of the Magnolia 4B Community Development Corporation met on December 9, 2010, 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

President Frank Parker called the meeting to order at 5:33 pm.

#### 2. INVOCATION AND PLEDGE OF ALLEGIANCE

Boardmember Jonny Williams delivered the invocation and Frank Parker led the pledge of allegiance.

#### 3. ROLL CALL AND CERTIFICATION OF QUORUM

President Frank Parker called roll and certified a quorum present with the following Board members in attendance: Frank Parker, Jerry Reed, Jonny Williams, Pat Zaiontz, Geri Lynn Hessong, and Clyde Hunt.

Absent: Andy Mize

Staff in attendance: Executive Director Paul Mendes, City Secretary Lynne George

#### 4. CITIZENS FORUM

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

None.

#### 5. ANNOUNCEMENTS

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

Pat Zaiontz announced that the Hometown Christmas/chili cookoff/parade event starts tomorrow.

## **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 18, 2010.		
	<u>Vendor</u>	<u>Project Acct #</u>	<u>Amount</u>
b.	Doodie Calls Portable Toilets	500971	\$ 89.25
c.	Doodie Calls Portable Toilets	500971	\$ 85.00
d.	Tomball Rental Center	500971	\$ 316.00
e.	Liles Parker PLLC	500640	\$ 596.50
	<u>Matching Grant Program</u>		<u>Reimbursement Amount</u>
a.	Magnolia Vision Center (Inv. #22867 – balance \$3,775.00)		\$1,887.50

President Frank Parker corrected the November 18, 2010 minutes, item No. 9.f., to reflect that the motion made by Clyde Hunt was to include the appointment of Geri Lynn Hessong to act as official liaison and to help support downtown Stroll Committee for events.

Upon a motion to approve the minutes as amended made by Jonny Williams and seconded by Jerry Reed, the Board members present voted and the motion carried unanimously.

Upon a motion to approve items b., c., d., e., and Matching Grant Program item a. made by Pat Zaiontz and seconded by Geri Lynn Hessong, the Board members present voted and the motion carried unanimously.

## **7. FINANCE MANAGER REPORT- NOVEMBER 2010 FINANCIAL STATEMENT**

*(Jerry Reed)*

Jerry Reed reviewed the balance sheet. City Administrator Paul Mendes asked the Board's permission to try and simplify the statement to portray it in a much clearer format.

## **OLD BUSINESS**

## **8. CONSIDERATION – APPROVED PROJECTS**

*(President Frank Parker)*

President Frank Parker stated that he had spent some time analyzing approved projects, provided a handout, and stated that he would like a reconciliation of all approved projects with all related budgets with a clear definition of what the projects are. He stated he would like each one of the board members to take one of the projects to oversee it and that he would take Farmers Market. He expressed concern that the 4B budget nor the City budget does not line up with the projects. He stated he would like to see a section called "Approved Projects" in the budget and all expenses associated with those projects would go to that accounting code. He requested staff research the minutes for the wording/definitions, purposes of the projects, statement of what the project is, when it was approved, accounting codes, etc.

Executive Director Paul Mendes suggested that on major projects, there is a scope of work, plans, etc., and in some cases, they are completed, except for maintenance. If there are additional items added on, it should be an amendment where a clear definition of what is planned with a completion time. Also, he stated another problem is that in some cases, there are considerable overruns due to further added enhancements with change orders and suggested identifying phases.

Mr. Parker expressed concern that an addendum to a project may become a new project. He also stated that he would like to see all costs of a particular project go to that project so that

he can look in one place and see exactly what was spent on that project. Mr. Parker stated that he and Mr. Mendes would work on this.

Jonny Williams commented that items 8. c. & d. were the possibly the same, and suggested researching the minutes to determine what the mean and intent was and if they can be combined, to combine them. Mr. Parker stated that he would like all items researched.

Consideration and possible action on the following approved projects:

a. Unity Park Project – *(approved 2006-2007)*

Jonny Williams stated that the project was substantially completed, the County should be doing the road hopefully within the next couple of weeks, the entry sign is completed other than shrubbery and the County will put in lights, vandalism is being addressed and steps are being taken to correct with Sgt. Silliman installing surveillance cameras. Vandals have been climbing the walls, pulling off capstone and beating on the doors. He and Mr. Mendes, Chief Ibarra and Sgt. Silliman are working on a schedule to assign volunteers to patrol the park. Hopefully when school is out, there will be a retired person patrolling full time. Mr. Williams additionally commented that the First Baptist Church had a luncheon at Unity Park with about 1,000 people and they had a great time and that the park is doing exactly what it was designed to do.

Executive Director Mendes also reported that rye grass seeding was done on the bare spots at the park property and took a look at putting the buffalo grass back down; the public works crew is out there each morning cleaning the restrooms, etc. and that there is not a time when people are not using the park.

b. Street Extension Project – *(approved 2006-2007)*

Jonny Williams commented on the 50' easement that was dedicated across the back of the two properties that will tie 6<sup>th</sup> Street into the park and that we needed to get that done because as an example, had we had that little extension done, the Christmas parade route could have been much better.

Mr. Parker commented that this project was part of the downtown redevelopment project and that under SB445, State law allows, upon a vote of the citizens at an election, to take half of the money that would normally go to 4B and use it to repair City streets that were in place prior to the date of the election, and he figured that it is taking about \$1.2 million out of what 4B would have had and putting it in the streets, but asked how we would get 6<sup>th</sup> Street in that SB445 program. Discussion followed. Mr. Mendes stated he would bring it to Council and report back to the Board at the next meeting.

c. Community Marketing Project – *(approved 2007-2008)*

Mr. Parker asked if this project was in conjunction with the Chamber project and if it was the same as item d. Jonny Williams stated that c. and d. may fit into the new Greater Magnolia Economic Development Partnership and could be combined.

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

Same as item c.

e. Farmers Market

Mr. Parker stated that Brenda Henderson was in charge and working hard, they are looking at holding two markets in January, on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays, and starting at noon instead of 1 p.m.

f. Gateways

Pat Zaiontz commented that they have spent about \$5,000 and that is all they are spending.

g. Stroll

Geri Lynn Hessong commented that they are thinking about planning on having a car show tied with the Community Foundation. Eventually she indicated they also planned on doing another music fest in 2012. They will be having a barbeque cookoff at Unity Park on April 1<sup>st</sup>.

Mr. Mendes commented that at the Community Foundation meeting, there was a lot of participation by the County, very positive, very helpful, very good recommendations in regards to trying to coordinate County assets to what we are doing and he is glad to see the newfound cooperation.

Jonny Williams commented that the Stroll event had a good turnout, it was a huge success, the band was enjoyed by all and the intent is that it is doing what it is supposed to do – bring people down to that area.

**9. CONSIDERATION – RELOCATION OF WATER & SEWER LINES**

*(Paul Mendes)*

Consideration and possible action to take on and accept as a project the relocation of water and sewer lines on FM 1774 (Main St.) in business district.

Mr. Mendes reported that the City attorney has reviewed it and has opined that 4B can look at funding the relocation of the sewer lines as a project and pointed out that the major funding would be provided by TxDot. Mr. Parker expressed concerns regarding the criteria of the project and requested clarification. Discussion followed. Mr. Mendes proposed that we have the engineers draw up a plan to tell TxDot where and how to remove those lines to get them out of the area. He said that the best way to do that would be to give the plans to TxDot and have them approve them into their master plan, have their contractor bid on the project, and have them move the lines for us. Mr. Mendes added that he would like to get some assistance from 4A/4B with approximately \$100,000 of engineering fees to get the plans drawn up and to TxDot. He indicated he is also contacting other sources for possible grant money. Discussion followed.

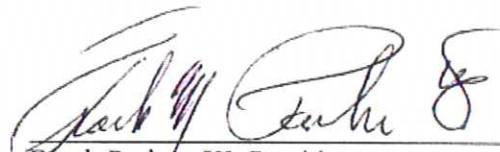
Upon a motion by Jonny Williams to start the process to adopt as a project the engineering phase of the adjustment of utilities on FM 1774 (Main St.) in business district and seconded by Geri Lynn Hessong, the Board members present voted and the motion carried unanimously.

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

Mr. Parker asked for clarification regarding the issue of sewer lines and to only to increase businesses.

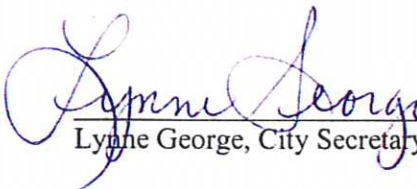
**11. ADJOURNMENT**

Upon a motion to adjourn made by Pat Zaiontz and seconded by Geri Lynn Hessong, the Board members present voted, the motion carried unanimously and the meeting adjourned at 6:30 p.m.

  
Frank Parker, III, President

I hereby certify this is a true and correct copy of the minutes of the special meeting held on December 9, 2010, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Lynne George, City Secretary



Date approved: January 13, 2010