

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



Kandice Garrett, City Secretary
Leonard Schneider, Corp. Attorney
Beverly Standley, Finance Administrator

MINUTES

4B COMMUNITY DEVELOPMENT CORPORATION
REGULAR MEETING
THURSDAY FEBRUARY 11, 2021 – 5:00 P.M.
Sewall Smith City Council Chambers
18111 Buddy Riley Blvd.
Magnolia, Texas 77354

1. **CALL TO ORDER**

Vice President Brenda Hoppe called the meeting to order at 5:35 p.m.

a. INVOCATION

Clyde Hunt delivered the invocation.

b. PLEDGE OF ALLEGIANCE

Vice President Brenda Hoppe led the Pledge of Allegiance.

c. ROLL CALL AND CERTIFICATION OF QUORUM

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

Absent: Barbara Gardner

Staff present: 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**

President Brenda Hoppe announced the City of Magnolia is closed on Monday in observance of President's Day.

4. TREASURER'S REPORT

(Director Barbara Gardner)

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

Brenda Hoppe went over the finance reports and pointed out the revenue statement showed \$33,083 and sales tax revenue in the amount of \$47,818 according to the sales tax report that records a three-month lag. The members also discussed the top-ten sales tax contributors in the city. Total expenditures were \$11,929 for the month which was up some from December 2020 due to contractual expenses of \$2,575, she said. Ms. Hoppe informed the directors that Ms. Steele, the Economic Director had accepted another position and they were looking to hire an Economic Development Coordinator. The bank balance is approximately \$100,000 over last year's balance at the time of recording, stated Ms. Hoppe.

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.)

Minutes	Date
Approval of minutes	01-14-2021
Vendor	Amount
January:	
Liles Parker	\$74.00
Daniel's Landscaping	\$2,500.00
Verizon	\$37.99

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

6. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE STORAGE SHED AT UNITY PARK

(City Administrator, Don Doering)

Brenda Hoppe went over some recent history with the consideration of the storage shed on behalf of the new directors as well as Joshua Chadwick reported the survey had come in and the space appears too small for placement of the shed. Mr. Doering stated the builder needs to know if the corporation wants to put it in the new location being discussed, if they want to spend the money to have the surveyor locate the four corners. The surveyor was previously paid to find the four corners of the property, but not the building itself and that now needs to happen so the builder knows where to put the building. The board agreed to move the door to the 40 foot side of the shed and pay for staking for the building placement. It was

decided that Don Doering and Joshua Chadwick would follow up with the building manufacturer and the surveyor.

7. **CONSIDERATION – REVIEW AND DISCUSSION OF UNITY PARK MAINTENANCE PRIORITIZATION LIST**

(Director Joshua Chadwick)

Review and prioritization of maintenance at Unity Park.

Joshua Chadwick said he did get with Floyd on some of the issues and was waiting on pricing. The electrical punch list for repairs is still on hold due to waiting to hear back from the contractor Hub Williams and Joshua will be following up on these items, he said. Clyde Hunt asked for clarification on the Lift Station 3 location in relation to the fence repair item on page 3 of the list. Joshua explained it is located behind the restrooms near the splash pad area and as further discussion occurred it was reported to be a trouble spot for persons going into the area and disturbing things. Brenda Hoppe reminded the board these maintenance issues are vast and costly and growing due to negligence over a period of time and becoming too much to address.

8. **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON RELINQUISHING MAINTENANCE OF UNTIY PARK TO CITY OF MAGNOLIA**

(Director Brenda Hoppe)

Review and prioritization of maintenance at Unity Park.

Brenda Hoppe, Joshua Chadwick and Don Doering discussed the option of the City taking charge of the maintenance and 4B fund special projects of interest at Unity Park, which is owned by the City. The mowing contract of \$30,000 annual cost could be brought in house for the City to maintain and can be further discussed, Mr. Doering said. The board is looking at going down this path of relinquishing maintenance of Unity Park, Magnolia Stroll and Sullivan Park to the City. It was decided that City Administrator Don Doering would talk with the Mayor regarding the City taking over the maintenance of Unity Park and Magnolia Stroll.

9. **CONSIDERATION – REVIEW AND TAKE ACTION ON BIDS FOR MULCH AT UNTIY PARK**

(Director Brenda Hoppe)

Review and prioritization of maintenance at Unity Park.

Joshua Chadwick will look into getting bids for the mulch.

10. **APPROVED PROJECTS REPORTS/UPDATES**

a. Unity Park Project

- Tent and Connex Disposal Schedule

Brenda Hoppe announced the tent and the connex containers are now gone. The sale of the tent was around \$1,800 and containers around \$4,000 and there was some ground damage upon their removal that the board mentioned needs to be smoothed back out, Ms. Hoppe said.

b. Magnolia Gateways –

- FM 1488 (East and West)
- FM 1774 (North and South)

FM 1774 South is completed and FM 1174 North is most likely not going to happen, unless some other property is located, since Union Pacific Railroad will not approve. FM 1488 West monument sign might possibly be located right before the school and FM 1488 East is still waiting on Heritage Green per discussion.

c. Shared Services Agreement

After Brenda Hoppe and Don Doering announced Rachel Steele is no longer here and had accepted another position for a Governor's appointment to serve on a statewide task force for disaster recovery projects, it was decided to defer the agreement until the new Economic Development Coordinator was hired.

d. Business Promotion Expansion Activities - (approved March 2013)

This is the fund that is holding \$10,000 for related projects. Joshua Chadwick learned the work that Navasota did to their downtown was initiated by the business owners and the City reimbursed their costs. Mr. Doering explained that most of those type of projects were grant projects and the City would approve the project and then pay upon completion and most cities normally do a 50% to 50% match up to a certain amount, he further stated. The board would like the new Coordinator to work on this area. Ms. Hoppe also brought up the Renaissance Center in need of attention which was also recently brought before City Council at their last meeting from interested persons wanting to see improvements. The board continues to agree that the need for parking in downtown is a major concern.

Daphne's Boutique, a downtown business for sale would be a location of interest for parking. Some lots on Commerce are going to be brought to market for sale soon and that also could be considered for parking.


11. REQUEST FOR AGENDA ITEMS

The board requested more cost details on Unity Park expenses, storage shed update as well as mulch bids.

12. ADJOURN

MOTION: Upon a motion to adjourn made by Clyde Hunt and seconded by Lisa Grant, the Board members present voted and the motion carried unanimously, and President Hoppe adjourned the meeting at 6:30 pm.




Brenda Hoppe, President

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting held on February 11, 2021, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

Kandice Garrett

Kandice Garrett, City Secretary