

Pat Zaiontz, President  
Barbara Gardner, Treasurer  
Jonny Williams  
Gari Lynn Hessong, Vice President  
Clyde Hunt  
David Arevalo  
Brenda Hoppe

Executive Director/City Administrator, Paul Mendes  
City Secretary Lynne George  
Corporation Attorney Leonard Schneider



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

### **MINUTES**

#### **REGULAR MEETING**

**THURSDAY FEBRUARY 9, 2017 - 4:30 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 4:33 pm.

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

Jonny Williams 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, Jonny Williams, Barbara Gardner, David Arevalo, Clyde Hunt (arrived at 4:43 pm), Gari Lynn Hessong, Brenda Hoppe

Absent:

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

Also present: 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.)*

None.

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

*(Barbara Gardner)*

Barbara Gardner provided a brief summary of revenues, obligations 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. CONSIDERATION – APPROVE MINUTES**

Consideration and possible action to approve the minutes of the 4B CDC meeting held January 12, 2017.

	<b><u>Vendor</u></b>	<b><u>Project #</u></b>	<b><u>Amount</u></b>
b.	Moore Supply (Inv.#S149296632.001)	500878	\$ 24.00
c.	Liles Parker (Inv. #1421)	500640	\$ 55.50
d.	Tana Ross	500632	\$ 1,287.50

**MOTION:** Upon a motion to approve Consent Agenda items a. thru d. made by Jonny Williams and seconded by Brenda Hoppe, the Board members voted and the motion carried unanimously.

**7. DISCUSSION/CONSIDERATION – QUOTE FROM HUB WILLIAMS TO REPLACE FOUR LIGHTS ON THE STROLL IN THE AMOUNT OF \$934.00**

Discussion/Consideration and possible action regarding quote from Hub Williams to replace four lights on The Stroll in the amount of \$934.00.

Executive Director/City Administrator Paul Mendes stated that this would be replacing the original \$500 each light bulbs that were installed which have burnt out. It would be replacing these with LED type lights. It is expensive, but he stated that it was the way to go in the long run, saves on electricity and longevity of the lights. Discussion followed.

**MOTION:** Upon a motion to approve the replacement of five bulbs on The Stroll made by Jonny Williams and seconded by Barbara Gardner, the Board members voted and the motion carried unanimously.

**8. CONSIDERATION – RESCHEDULE REGULAR MEETING TIME**

Consideration and possible action to reschedule regular meeting time to 4:30 p.m. except on April, August, and December.

**MOTION:** Upon a motion to reschedule regular meeting time to 4:30 p.m. made by Brenda Hoppe and seconded by Jonny Williams, the Board members voted and the motion carried unanimously.

**9. CONSIDERATION – AMEND USAGE FEES FOR UNITY PARK FOR NON-PROFIT ORGANIZATIONS**

Consideration and possible action to amend usage fees for Unity Park for non-profit organizations, including the cook-off grounds and facilities, and make recommendation to City Council.

Jonny Williams distributed copies of proposed fees.

Economic Development Coordinator Tana Ross presented a recommended proposed fee restructure rate at 50% of the usage fees for non-profits, and the justification for this. Discussion followed.

Mr. John Bramlett, as a citizen, explained his recommended proposal for a fee restructure rate of 25% reduction, and the justification to defer maintenance costs. Discussion followed.

**MOTION: Upon a motion to amend usage fees for Unity Park for non-profit organizations at 50%, including the cook-off grounds and facilities, and make recommendation to City Council made by Gari Lynn Hessong and seconded by Jonny Williams, the Board members voted and the motion carried unanimously.**

**10. DISCUSS SECURING UNITY PARK PAVILION**

Discuss securing Unity Park Pavilion.

Economic Development Coordinator Tana Ross reported on the recent vandalism at the pavilion.

Executive Director/City Administrator Paul Mendes recommended that to alleviate the problem of vandals getting up over the top of the walls above the restrooms, is to close in the deck above there and place a 6 ft. by 7 ft. overhead roll up metal door for \$2,400.00. The other solution would be to go into the restrooms and kitchen area and remove the sliding barn doors and replace them with rolling doors, which will require them to come in and build a metal frame that is strong enough for the tracks to hold the doors and be locked. This will eliminate visible access to the kitchen. The cost to do that would be \$1,245.00 for both doors. The cost is \$3,600.00 installed to close in the top above the restrooms with a roll up door, and replace the door on the kitchen and the restrooms with a roll up door for security. Discussion followed about possibly enclosing the whole pavilion for approximately \$19,920.00 as opposed to just doing the two doors; the security cameras, etc.

**11. CONSIDERATION – AUTHORIZE REPLACEMENT OF SLIDING DOORS TO PAVILION RESTROOMS AND FOOD AREA WITH METAL SECURITY ROLL DOWNS**

Consideration and possible action to authorize the replacement of the sliding doors to pavilion rest rooms and food area with metal security roll downs.

No action taken.

**12. ECONOMIC DEVELOPMENT COORDINATOR REPORT**

*(Tana Ross)*

- Monthly sales tax report

Economic Development Coordinator Tana Ross reported sales tax up 4.26% for the year to date starting October 1<sup>st</sup>, and up 2.42% for the calendar year.

- Monthly sales tax revenue comparison  
Mrs. Ross provided a monthly comparison of other cities, and historical sales tax data.
- Monthly Economic Development Coordinator Report  
In her report, Mrs. Ross briefly summarized report highlights, business closings/relocations/openings, inquiries, marketing, interests, upcoming businesses, projects, planning, contacts, solicitations, hostings, representations and presentations.

### **13. APPROVED PROJECTS REPORTS/UPDATES**

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

Covered in agenda items 9, 10 & 11.

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

Barbara Gardner commented that there have been a few inquiries.

- c. Economic Development Program – *(approved 2007-2008) – (Pat Zaiontz)*

No report.

- (i). Grow Magnolia

No report.

- d. Gateways – *(Brenda Hoppe)*

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)*

Nothing to 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)*

Nothing to report.

**14. REQUESTS FOR FUTURE AGENDA ITEMS**

President Zaiontz requested that an item be placed on the next agenda to approve installing roll down doors at the pavilion.

**15. ADJOURNMENT**

**MOTION:** Upon a motion to adjourn made by Jonny Williams and seconded by Brenda Hoppe, the Board members present voted, the motion carried unanimously and the meeting was adjourned at 5:30 p.m.

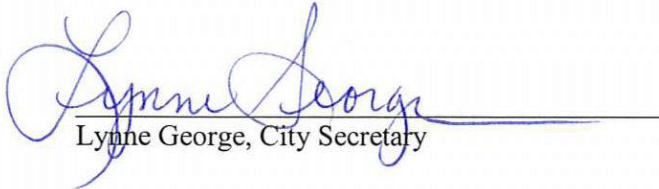


  
Pat Zaiontz, President

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting held on February 9, 2017 by the Board of the City of Magnolia 4B Community Development Corporation.

**ATTEST:**

  
Lynne George, City Secretary