

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 NOVEMBER 10, 2016 - 5:30 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 5:30 pm.

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

Clyde Hunt 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: Jonny Williams, Pat Zaiontz, Barbara Gardner, David Arevalo, Clyde Hunt

Absent: Gari Lynn Hessong, Brenda Hoppe

Staff present: Executive Director/City Administrator Paul Mendes

Also present: Economic Development Coordinator Tana Ross

#### **3. CLOSED EXECUTIVE SESSION**

The 4B CDC may convene into a Closed Executive Session in accordance with the Government Code, Section 551 to discuss the following matters:

- a. §551.071 – Receive legal advice on claims by Taking Chances, LLC.

President Zaiontz recessed the Open Meeting and convened the Closed Executive Session at 5:32 pm.

President Zaiontz adjourned the Closed Executive Session and reconvened the Open Meeting at 6:17 pm.

**4. CONSIDERATION – POSSIBLE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION**

Consideration and possible action, if necessary, on items addressed in Closed Executive Session.

**MOTION:** Upon a motion to authorize the City Attorney to write a letter made by Clyde Hunt and seconded by David Arevalo, the Board members present voted and the motion carried unanimously.

**5. 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.

**6. 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.

**7. TREASURER’S REPORT – UPDATE OF REVENUES & EXPENDITURES**

*(Barbara Gardner)*

Barbara Gardner provided a brief summary of revenues, obligations and expenditures.

Executive Director/City Administrator Paul Mendes reported that the State of Texas notified the City that we were overpaid approximately \$83,000 in sales tax and that we will pay it back over the next 27 months at \$3,000 a month - \$1,500 from the City, about \$700 from 4A, about \$350 from 4B, and about \$350 from HB445.

**8. 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 October 13, 2016.

	<u>Vendor</u>	<u>Project #</u>	<u>Amount</u>
b.	Liles Parker	500640	\$ 1,628.00
c.	Tana Ross	500632	\$ 1,387.50

**MOTION:** Upon a motion to approve Consent Agenda items a. through c. made by Clyde Hunt and seconded by Barbara Gardner, the Board members present voted and the motion carried unanimously.

**9. ECONOMIC DEVELOPMENT COORDINATOR REPORT**

*(Tana Ross)*

- Sales tax report

Economic Development Coordinator Tana Ross reported sales tax up 5.59%, with an increase of 9.93% for the first two months of the fiscal year to date.

- Sales tax revenue comparison  
Mrs. Ross provided a monthly comparison of other cities, and historical sales tax data.
- Economic Development Coordinator Report  
Mrs. Ross briefly summarized report highlights, business closings/relocations/openings, marketing, interests, upcoming businesses, projects, contacts, solicitations, hostings, representations and presentations. Mrs. Ross also reported that she is working on Hometown Christmas and the tree lighting in coordination with the other entities.

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

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

Jonny Williams brought up for Gari Lynn, to try to leave a week or two between each barbeque event because of the grounds.

Executive Director/City Administrator Paul Mendes stated that he understands the concern but he thinks that if we have a good maintenance program to do repairs, it wouldn't matter if it was used each week.

President Zaiontz commented that if we collect \$700 for each event, with the rental money coming in, that would offset the need to have sand or gravel brought in.

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

President Zaiontz stated that we need to get the locks changed and asked Mr. Mendes to do it, and he asked if the Board wished to hire Barbara Gardner to try to lease it again. He also instructed Mr. Mendes to address the exterior addition.

Barbara Gardner recommended that the Board get someone who is active in commercial leasing on LoopNet.

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

No report.

- (i). Grow Magnolia

No report

- d. Gateways – *(Brenda Hoppe)*

No report.

- e. Downtown Upgrades - *(approved 2011) – (Gari Lynn Hessong)*

No report.

- f. 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.

- g. 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.

**11. REQUESTS FOR FUTURE AGENDA ITEMS**

None.

**12. ADJOURNMENT**

**MOTION:** Upon a motion to adjourn made by Clyde Hunt and seconded by Jonny Williams, the Board members voted, the motion carried unanimously and the meeting was adjourned at 6:35 p.m.



  
Pat Zaiontz, President

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting held on November 10, 2016 by the Board of the City of Magnolia 4B Community Development Corporation.

**ATTEST:**

  
Lynne George, City Secretary