



4-B COMMUNITY DEVELOPMENT CORPORATION

MINUTES

**CITY OF MAGNOLIA
4B COMMUNITY DEVELOPMENT CORPORATION
RE-SCHEDULED REGULAR MEETING
TUESDAY NOVEMBER 23, 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 November 23, 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 5:30 pm.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Boardmember Clyde Hunt delivered the invocation and Frank Parker Jr. 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, Andy Mize, Pat Zaiontz, Geri Lynn Hessong, and Clyde Hunt.

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)

Charles and Brenda Henderson were present and Mr. Henderson spoke about the Farmers Market.

5. ANNOUNCEMENTS

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

None.

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 October 14, 2010.	
b.	Liles Parker PLLC (Inv. #10485)	\$ 557.50
c.	Words, Inc. (Nov. 2, 2010)	\$ 195.00
d.	Officer E. Diaz (OT for yellow house move)	\$ 53.45
e.	Jordan Concrete, Inc. (Inv. #102168)	\$9,000.00
f.	McCoy's Lumber (material draw for Clyde Martin)	\$4,716.25
g.	James Nichols (Unity Park monument sign – ½ of \$3,500)	\$1,750.00
h.	Tractor Supply Co. (9" auger spiral)	\$ 124.99
i.	Tractor Supply Co. (½ of \$572.94)	\$ 286.47
j.	Conroe Mill Supply, Inc. (Inv. #293835 – ½ of \$234.90)	\$ 117.45
k.	American Communications Construction (2 add'l hours)	\$ 530.00

Matching Grant Program Reimbursement		Reimbursement Amount
a.	Magnolia Vision Center (Inv. #22867 - \$3,772.25)	\$1,886.09
b.	Chicken Express (Inv. #4426, #4535 & #4355 - \$4,933.71)	\$2,466.85
c.	Cleaners (C.R.I.) (Inv. #416 - \$8,600.00)	\$4,300.00

President Frank Parker stated that he wanted each consent agenda item to identify and reference the accounting code and project that it is being charged to and that the budget should have a category line item for each of the approved projects. Discussion followed.

Upon a motion made by Jonny Williams to approve the expenditure of consent agenda items a. thru k. plus Matching Grant Program Reimbursement items a. thru c. and seconded by Pat Zaiontz, the Board members voted and the motion carried unanimously.

7. FINANCE MANAGER REPORT- FINANCIAL STATEMENTS FOR OCTOBER 2010

(Jerry Reed)

Jerry Reed clarified some confusion in regards to the financial statement.

OLD BUSINESS

8. CONSIDERATION – APPROVED PROJECTS

(President Frank Parker)

Consideration and possible action on the following approved projects:

- a. Magnolia City Park Project - approved 2006-2007
Jonny Williams reported that the sign is being finished up and should be completed by this week or the first of next week and they are waiting on the capstone. Most of the landscaping is done except for the landscaping around the sign. The County is paving Nichol Sawmill and when they get close to the park, they are going to use Smith & Co. to pave the park road because they can do it faster.
- b. Street Extension Project - approved 2006-2007
Jonny Williams reported that this project is on hold right now.
- c. Community Marketing Project - approved 2007-2008

Jonny Williams reported that a board of 13 members was appointed to the Greater Magnolia Economic Development Partnership, Chamber President Alisha Roberts went to Grapevine to a shopping center convention and a report will be forthcoming.

- d. Economic Development Program – approved 2007-2008
This item goes hand in hand with item c. to try and get businesses into the City of Magnolia.
- e. Farmers Market
Frank Parker reported that there were 13 vendors last time, traffic was not quite as good due probably to the Renaissance Festival, there continues to be interest, and we have passed our first year.
- f. Gateways
Pat Zaiontz stated there wasn't anything going on right now.
- g. Stroll
Jonny Williams reported that the event went well, everyone enjoyed the band, and turn out would have probably been better had it not been for a serious car wreck on FM 1488 that detained people for so long, they ended up turning around and going home.

Pat Zaiontz reported that the yellow house was almost complete on the outside, and that they chose not to do anything on the inside until it is leased so that the tenant can do what they want to on the inside.

President Parker expressed concerns with detention requirements. Discussion followed.

NEW BUSINESS

9. a. CONSIDERATION – PART-TIME HELP

(President Frank Parker)

Discussion and possible action regarding hiring part-time help for managing/promoting the Farmers Market and/or other 4B projects.

President Parker asked the Board to consider hiring a part-time person at \$10.00 an hour as a contract worker to run the Farmers Market, and to set aside a budget line item for this in the amount of \$12,000. He recommended hiring Brenda Henderson and said she has experience. They are working at going to two days a month instead of one. Discussion followed.

Upon a motion made by Pat Zaiontz to hire Brenda Henderson on a part-time basis to see if it works out and seconded by Geri Lynn Hessong, the Board members voted as follows: Frank Parker, Jerry Reed, Jonny Williams, Andy Mize, Pat Zaiontz, Geri Lynn Hessong – aye; Clyde Hunt – nay. The motion carried.

b. CONSIDERATION – WORKING FUND FOR EMERGENCIES

(Jonny Williams)

Consideration and possible action to authorize a working fund in support of the community for emergencies.

Jonny Williams commented that unexpected expenses come up when there is no meeting, such as the flash drives and recent editing of the City's video.

President Parker suggested having a board rule for addressing unexpected expenses rather than having a fund and that the board could approve a procedure for funds needed in an emergency and disagreed that a separate fund was needed. He suggested that if an expense fits a project, it should be taken from that fund and the Board could establish an official procedure for unexpected expenses.

Pat Zaiontz suggested a plan whereby a Board member could approach the Board outside of a regular meeting and present the expense. Members could then decide if the expense fit a project and that two members could agree that it fits the project and grant the unexpected expenditure on short notice projects.

Executive Director Paul Mendes added that if the members did not approve the expense, they did not have to support it and that it could wait until the next regular board meeting to be approved.

c. **CONSIDERATION – UTILITIES FOR BUSINESSES ON FM 1774**

(Paul Mendes)

Consideration and possible action to extend water and sewer lines on FM 1774 and FM 1488 in support of commercial expansion and fire protection.

Executive Director Paul Mendes discussed a proposed concept and explained the benefits of resetting of the City's utility lines on FM 1774 and FM 1488 to support and enhance businesses and jobs in the community, provide fire protection, and to extend further to the south and west. By using 4A or 4B funds for infrastructure improvements to either enhance or attract businesses, he suggested that it would free up City money that would be used or borrowed to do the same thing. Discussion followed.

President Parker stated that he would like this project to be defined and that a budget be proposed.

d. **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.

Discussion took place regarding doing research to determine if the engineering fees could possibly be funded by 4B and regarding possibly considering this item as a project. Executive Director Paul Mendes indicated that he would scope out the project and bring back more details.

e. **CONSIDERATION –WORKSHOP**

Consideration and possible action to set date and time for a workshop for future projects.

Discussion took place regarding coordinating a workshop with City Council in January. Council will be polled to determine availability as to time and date.

f. **CONSIDERATION –SUPPORT OF DOWNTOWN STROLL COMMITTEE**

(Jonny Williams)

Consideration and possible action to help support downtown Stroll Committee for events.

Jonny Williams stated that the downtown Stroll Committee consisted of six ladies. Geri Lynn Hessong explained that the purpose of the committee was to promote the park, Stroll events and other small events.

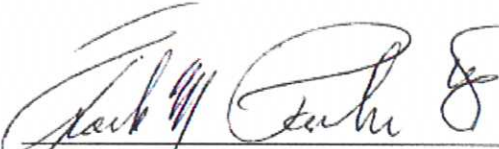
Upon a motion made by Clyde Hunt to appoint Geri Lynn Hessong to act as official liaison to help support downtown Stroll Committee for events and seconded by Jerry Reed, the Board members voted and the motion carried unanimously.

10. BOARD OF DIRECTORS CONCERNS AND REQUESTS

President Parker requested that an item be placed on the next agenda to discuss possible detention requirements for the yellow house property.

11. ADJOURNMENT

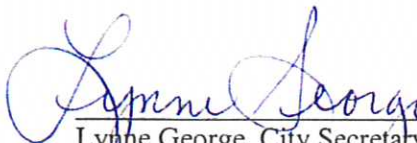
Upon a motion to adjourn made by Jonny Williams and seconded by Jerry Reed, the Board members voted, the motion carried unanimously and the meeting adjourned at 6:43 p.m.



Frank Parker, III, President

I hereby certify this is a true and correct copy of the minutes of the special meeting held on November 23, 2010, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:



Lynne George, City Secretary

Date approved: December 9, 2010

