

Brenda Hoppe, President  
Joshua Chadwick, Vice President  
Barbara Gardner, Treasurer  
Clyde Hunt  
Sandy Hoffman  
Brandon Jacobs  
Brett Sims



Rachel Steele, Economic Director  
Don Doering, City Administrator  
Leonard Schneider, Corp. Attorney  
Beverly Standley, Finance Administrator

**MINUTES**  
**4B COMMUNITY DEVELOPMENT CORPORATION**  
**REGULAR MEETING**  
**THURSDAY, OCTOBER 12, 2023 – 5:30 P.M.**

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**1. CALL TO ORDER**

Director Hoppe called the meeting to order at 5:30 p.m.

**a. INVOCATION**

An invocation was delivered.

**b. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was delivered.

**c. ROLL CALL AND CERTIFICATION OF QUORUM**

Director Hoppe called roll and certified a quorum present with the following Board members in attendance: Brenda Hoppe, Barbara Gardner, Sandy Hoffman, Brandon Jacobs, Brett Sims and Clyde Hunt

Absent: Joshua Chadwick

Staff present: City Administrator, Don Doering, Economic Development Director, Rachel Steele, Corporation Attorney, Leonard Schneider

**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.*

**3. ANNOUNCEMENTS**

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

**4. TREASURER'S REPORT**

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

**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	September 14, 2023
Invoices	Amount
Venturi Engineers (Commerce Street)	\$8,600.00
AGEINT Security (Unity Park)	\$7,004.00
Barco Products	\$5,281.57
Rachel Steele	\$4,812.50
Texas Loot (Veterans Plaza)	\$1,475.00
Liles Parker (September)	\$537.50
High Star (Rent)	\$625.00
FirstNet (Phone line)	\$20.90

**MOTION:** Upon a motion to approve the Consent Agenda made by Director Jacobs and seconded by Director Hunt, the Board members voted, and the motion carried unanimously, 6-0.

**6. CONSIDERATION: Discuss and take action on 2023-2024 Sales Tax Revenue Pledge with the City of Magnolia for the 2021 TxDOT SIB loan repayment**

**MOTION:** Director Gardner motioned to approve the annual 2023-2024 Sales Tax Revenue Pledge with the City of Magnolia for the 2021 TxDOT SIB loan repayment. Director Sims seconded the motion, which passed unanimously, 6-0.

**7. CONSIDERATION: Discuss and take action to amend FY 2024 Project List**

Ms. Steele reviewed the 2024 Project list with the Board noting the addition of the 2021 TxDOT SIB loan and explaining that the Magnolia 4A Corporation, based on negotiations with the SIB Sub Committee, has assumed the existing 2011 and 2017 TxDOT SIB loans with additional funds being allocated to fund the Business Improvement Grant at \$60,000, and an additional \$100,000 attributed to the Commerce Street parking lot.

**MOTION:** Director Sims made a motion to amend and adopt the 2024 Project list as presented. Director Jacobs seconded the motion, which passed unanimously, 6-0.

**8. CONSIDERATION: Discuss and take action on Resolution 2024-001 declaring projects of the corporation for Fiscal Year 2023-2024, directing staff to publish notice of same and setting a public hearing date**

**MOTION:** Director Gardner made a motion to approve Resolution 2024-001 declaring projects of the corporations for Fiscal Year 2023-2024, directing staff to publish notice of same and setting public hearing date of Thursday, December 14, 2023. Director Jacobs seconded the motion, which passed unanimously, 6-0.

**9. CONSIDERATION: Discuss and take action on FY 2024 meeting dates.**

**MOTION:** Upon a motion by Director Sims to approve the 2024 meeting dates and a second by Director Gardner, the motion passed unanimously, 6-0.

**10. CONSIDERATION: Discuss and take action on Professional Service Agreement with Burditt Consultants for the Parks and Recreation Master Plan**



**MOTION:** Director Sims motioned to approve the professional services agreement with Burditt Consultants for the Parks and Recreation Master Plan. Director Jacobs seconded the motion, which passed unanimously, 6-0.

**11. CONSIDERTION: and possible action regarding existing legal services for the corporation**

**MOTION:** Director Hunt motioned to notify Liles Parker of a 30-day termination of services, the motion was seconded by Director Sims, passing unanimously 6-0.

**12. Discuss and take action on letter of engagement with Messer-Fort for legal services for the corporation.**

**MOTION:** Director Gardner motioned to approve a letter of engagement with Messer-Fort for legal services and direct Liles Parker and the 4A Executive Director to coordinate on a transition plan, which was seconded by Director Hunt, passing unanimously 6-0.

**13. Approved Projects Reports/Updates and Status**

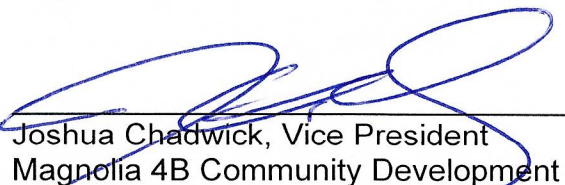
- a. Unity Park<sup>'06</sup>/ Veterans Plaza<sup>'23</sup>
- b. Monument Signs <sup>('21)</sup>

**14. FUTURE AGENDA ITEMS**

**15. ADJOURN**

**MOTION:** Upon a motion to adjourn made by Director Hunt and seconded by Director Sims, the Board members present voted, and the motion carried unanimously, 6-0 and President Hoppe adjourned the meeting at 6:20 pm.

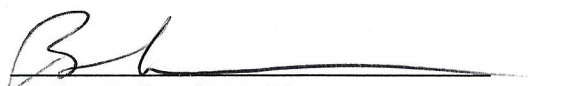


  
Joshua Chadwick, Vice President  
Magnolia 4B Community Development  
Corporation

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting held on October 9, 2023, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Barbara Gardner, Treasurer  
Magnolia 4B Community Development  
Corporation