

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 OCTOBER 13, 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, Brenda Hoppe, Barbara Gardner, David Arevalo, Clyde Hunt

Absent: Gari Lynn Hessong

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 September 8, 2016.

	<b><u>Vendor</u></b>	<b><u>Project #</u></b>	<b><u>Amount</u></b>
b.	Magnolia Hardware & Supply Inc. (Inv.#104365)	500848	\$ 39.56
c.	Magnolia Hardware & Supply Inc. (Inv.#104387)	500848	\$ 40.23
d.	Magnolia Hardware & Supply Inc. (Inv.#104391)	500848	\$ 25.99
e.	Magnolia Hardware & Supply Inc. (Inv.#104394)	500848	\$ 13.98
f.	Magnolia Hardware & Supply Inc. (Inv.#104410)	500848	\$ 15.35
g.	Magnolia Hardware & Supply Inc. (Inv.#104257)	500851	\$ 20.97
h.	Magnolia Hardware & Supply Inc. (Inv.#104259)	500851	\$ 1.92
i.	Magnolia Hardware & Supply Inc. (Inv.#104523)	500851	\$ 103.87
j.	Magnolia Hardware & Supply Inc. (Inv.#104532)	500851	\$ 5.19
k.	Liles Parker	500640	\$ 777.00
l.	ICSC membership dues	500550	\$ 50.00
m.	Tana Ross	500632	\$ 1,387.50

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

#### **7. ECONOMIC DEVELOPMENT COORDINATOR REPORT**

*(Tana Ross)*

- Sales tax report  
Tana Ross reported sales tax down -4.27%, but with an increase of 16.33% for fiscal year to date, but that we are stable and still holding our own in that area.
- 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, interests, upcoming businesses, marketing, contacts, solicitations, hostings, representations presentations, Unity Park rentals, events, policy for non-profit use of the park, and barbeque area rental fees and feels she could rent out the area 26 weeks out of a year by marketing it as the cookoff capital of the region. Mrs. Ross also reported on the Stroll

Thru the Renaissance event, which was well attended, but unfortunately called due to the rain.

**8. CONSIDERATION – AGREEMENT FOR IMPROVEMENT AND LEASE OF PARKING AREA WITH MAGNOLIA UNITED METHODIST CHURCH**

Consideration and possible action to adopt as a project and to authorize an Agreement for Improvement and Lease of Parking Area with Magnolia United Methodist Church.

Discussion followed regarding the provisions, terms, responsibilities, and in-kind services of the agreement.

**MOTION:** Upon a motion to authorize Tana Ross to present Agreement for Improvement and Lease of Parking Area with Magnolia United Methodist Church to church trustees to approve and authorize 4A EDC President to execute made by Jonny Williams and seconded by Brenda Hoppe, the Board members present voted and the motion carried unanimously.

**9. APPROVED PROJECTS REPORTS/UPDATES**

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

Executive Director/City Administrator Paul Mendes stated that recent events at the park that required people going there to open up restrooms and kitchen area. Daniel has the contract for cleaning when he's out there mowing but when there are events that fall in between his mowing cycles, quite often the restrooms have been left dirty and wouldn't be cleaned until his next cycle through there. His recommendation is that we hire someone to open and close the pavilion facilities, restrooms, etc. on the weekends on a regular basis only for the days Daniel doesn't take care of it at \$50 a day and take out of the fee that we charge to use the facility. Discussion followed.

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

President Pat Zaiontz stated that the tenants have closed the Cajun Cantina.

- 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.

#### **10. REQUESTS FOR FUTURE AGENDA ITEMS**

None.

#### **11. ADJOURNMENT**

**MOTION:** Upon a motion to adjourn made by Williams and seconded by Hunt, the Board members voted, the motion carried unanimously and the meeting was adjourned at 6:26 p.m.



  
Pat Zaiontz, President

#### **CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting held on October 13, 2016 by the Board of the City of Magnolia 4B Community Development Corporation.

**ATTEST:**

  
Lynne George, City Secretary