

Brenda Hoppe, President  
Joshua Chadwick, Vice President  
Barbara Gardner, Treasurer  
Clyde Hunt  
Trevor Brown  
Janna Hartigan  
Brett Sims



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

**MINUTES**  
**4B COMMUNITY DEVELOPMENT CORPORATION**  
**REGULAR MEETING**  
**TUESDAY, NOVEMBER 10, 2022 – 5:30 P.M.**  
**Sewall Smith City Council Chambers**  
**18111 Buddy Riley Blvd.**  
**Magnolia, Texas 77354**

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**1. CALL TO ORDER**

Vice President Joshua Chadwick called the meeting to order at 5:30 p.m.

**a. INVOCATION**

Clyde Hunt delivered the invocation.

**b. PLEDGE OF ALLEGIANCE**

Vice President Joshua Chadwick led the Pledge of Allegiance.

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

Vice President Joshua Chadwick called roll and certified a quorum present with the following Board members in attendance: Joshua Chadwick, Barbara Gardner, Clyde Hunt, Trevor Brown, Janna Hartigan, and Brett Sims.

Absent: Brenda Hoppe

Staff present: Economic Development Director Rachel Steele, City Administrator Don Doering, Finance Administrator Beverly Standley, and City Secretary Kandice Garrett

**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.*

None

**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.)*

None

**4. TREASURER'S REPORT – (Director Barbara Gardener)**

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

Barbara Gardner provided a summary of revenues, obligations, and expenditures. Executive Director Rachel Steele reviewed the sales tax report.

**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	October 13, 2022
Invoices	Amount
Rachel Steele (September)	\$4,583.33
Liles Parker (October)	\$277.50
High Star (Rent)	\$625.00
FirstNet (Phone line)	\$20.91
Montgomery County Tax Assessor-Collector	\$2,458.54

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

**6. EXECUTIVE SESSION**

The 4B Community Development Corporation may convene in Executive Session under Texas Local Government Code:

- A. Section 551.074 Texas Local Government Code - Deliberations regarding personnel matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

Vice President Joshua Chadwick convened into Closed Executive Session at 5:35 p.m.

**7. RECONVENE into regular session and consider action, if any, on item(s) discussed in executive session.**

Vice President Joshua Chadwick adjourned the Closed Executive Session and reconvened the Open Meeting at 5:57 p.m.

**MOTION:** Upon a motion to approve the Executive Director's Contract with amendment to proposed compensation made by Janna Hartigan and seconded by Brett Sims, the Board members voted, and the motion carried unanimously, 6-0.

**8. CONSIDERATION – DISCUSS AND TAKE ACTION ON 2023 DATA SERVICES PROPOSAL FROM REGIS**

Executive Director Rachel Steele presented this item and noted this proposal is to facilitate all the real estate and demographic research for 2023 utilizing SitesUSA.

**MOTION:** Upon a motion to approve 2023 Data Proposal from Regis Data made by Janna Hartigan and seconded by Barbara Gardner, the Board members voted, and the motion carried unanimously, 6-0.

**9. CONSIDERATION – DISCUSS AND TAKE ACTION ON UTILITY SERVICE PRESENTATION FOR FM 1488 - EAST**

Executive Director Rachel Steele presented this item and reviewed the Utility Summary with the Board.

Chessie Zimmerman with Stratus Properties, 212 Lavaca St., Austin, TX 78701, representing Magnolia Place and Magnolia East MUD spoke in regard to this item: a plan for supplemental supply to the City's water system that are presently affecting four projects. There was further discussion.

**MOTION:** Upon a motion to develop a preliminary engineering report for the FM 1488 east corridor as well as to support the City of Magnolia with a temporary water system made by Janna Hartigan and seconded by Barbara Gardner, as Brett Sims abstained, the Board members voted, and the motion carried unanimously, 5-0.

**10. CONSIDERATION – DISCUSS AND TAKE ACTION TO AMMEND FY 2023 PROJECT LIST**

Executive Director Rachel Steele presented this item and reviewed the addition of items with the Board as well as the removal of items on the list. The Board decided to add the Preliminary Engineering Report for FM 1488 East not to exceed \$80,000 and to remove Item No. 1: c, d, and e and Item No. 2: c. There was also the decision to add Magnolia Temporary Water System in the amount of \$250,000. There was further discussion.

**MOTION:** Upon a motion to approve amended FY 2023 Projected List with the following: Remove Item No. 1 c, d, and e and Item No. 2 c, add Item No. 4: Preliminary Engineering Report for the FM 1488 East Utility Study in the

amount of \$80,000, and add Item No. 5: Magnolia Temporary Water System made by Janna Hartigan and seconded by Barbara Gardner, as Brett Sims abstained, the Board members voted, and the motion carried unanimously, 5-0.

**11. APPROVED PROJECTS REPORTS/UPDATES AND STATUS**

- a. Unity Park <sup>(2006-2007)</sup>
- b. Downtown Upgrades <sup>(2011)</sup>
- c. Monument Signs <sup>(2021)</sup>

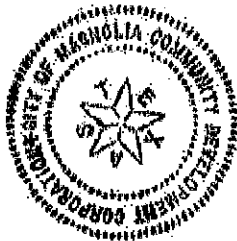
Ms. Steele gave a progress report on updates and status for the month of October.

**12. FUTURE AGENDA ITEMS**

- Updates on East Magnolia Water

**13. ADJOURN**

**MOTION:** Upon a motion to adjourn made by Clyde Hunt and seconded by Janna Hartigan, the Board members present voted, and the motion carried unanimously, 6-0 and Vice President Joshua Chadwick adjourned the meeting at 6:32 pm.

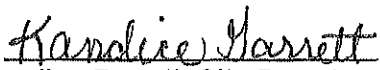


Joshua Chadwick, Vice President

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting held on November 10, 2022, by the Board of the City of Magnolia 4B Community Development Corporation.

ATTEST:

  
Kandice Garrett, City Secretary