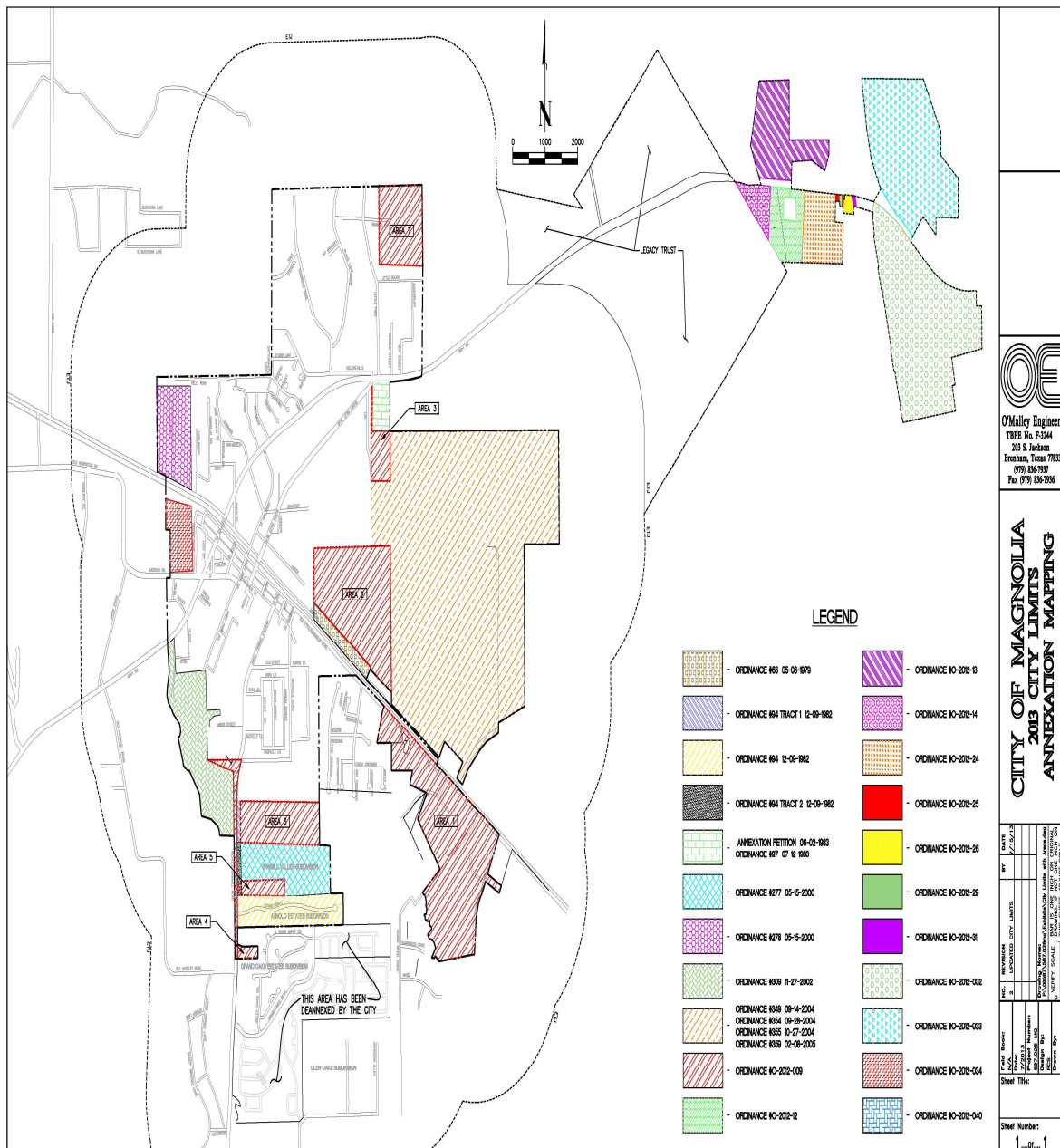




NEW BUSINESS WELCOME PACKET

Magnolia Municipal Building
18111 Buddy Riley Blvd.
Magnolia, Texas 77354

Main No.: (281)356-2266
Fax No.: (281)259-7811
Website: <http://www.cityofmagnolia.com>



City limits and extraterritorial jurisdiction

CITY OFFICIALS

Mayor Todd Kana
Mayor Pro Tem Richard Carby
John Bramlett
Brenda Hoppe
Jonny Williams
Matthew óDocô Dantzer

www.cityofmagnolia.com ñ City Council / Mayor and City Council

The Magnolia City Council meets on the 2nd Tuesday of each month at 7:00 p.m. in the Sewall Smith Council Chambers, 18111 Buddy Riley Blvd., Magnolia, Texas 77354. Meeting dates may be changed by official Council action. Agendas are posted at least 72 hours prior to the meeting, and are accessible on the City's website at www.cityofmagnolia.com under City Council/City Council Agendas tab. All meetings are open to the public and the public is welcome and encouraged to attend and participate.

ADMINISTRATIVE STAFF

City Administrator, Paul Mendes
Public Works Director, David Coburn
City Secretary, Lynne George, CPM, TRMC
Finance, Beverly Standley
Economic Development/Planning, Tana Ross PCED
Utility Billing/Permits, Diane Hurley

www.cityofmagnolia.com – City Departments / Administration

POLICE

Chief of Police, Terre Enloe

www.cityofmagnolia.com – City Departments / Police Department

MUNICIPAL COURT

Municipal Court Judge, Robert Rosenquist
Court Administrator, Victoria Hanson, CCC2
Frances Suarez, Deputy Court Clerk, CCC2

www.cityofmagnolia.com – City Departments / Municipal Court

WELCOME MESSAGE FROM MAYOR TODD KANA

Dear New Magnolia Business:

Welcome to Magnolia! It is an exciting time in the City of Magnolia. The long-awaited growth of our roadways is here clearing the way for more growth.

People have long come to the Magnolia area for the quality of life it provides - its natural beauty, great schools and low taxes. And, while our location is ideal, it has become even more prime with the designation of the SH 249 Toll Road route. Locally dubbed *the Aggie Expressway*, this highway will connect the National Bio-Security Center at Texas A&M University with the Texas Medical Center in Houston. Magnolia is located midway on the route between these two centers, and is approximately halfway between I-45 and Hwy. 290, making it more central than any other city in the newly created SH 249 region.

From our city and roadways to our schools, plans for expansion are becoming routine. But it's not all about infrastructure in Magnolia. For more than 150 years, people have called Magnolia home by one name or another. First known as Mink, Texas our city earned the name Community of Unity in 2011 as a result of the cooperation of our people during the tri-county fires. In 2012, we were recognized as a Union Pacific Rail Town and now we are indeed Magnolia at the crossroads of progress!

Looking for something fun to do? *Magnolia-be surprised!* is not just a tourist tag line. We surprise people every day with our calendar of events from Mardi Gras on the Stroll to the Fourth in Unity Park, there's always something going on in our city, with family-friendly events leading the way.

As the official Host City of the Texas Renaissance Festival our city steps back in time each year from October through November to embrace the storybook world of the Renaissance. But most important to our people and our culture is our heritage. Magnolia values faith and family.

Please take some time to familiarize yourself with the City. This packet provides helpful information that should help you get started and offers a glimpse of activities and services that the City provides. I also highly encourage you to familiarize yourself with our website at www.cityofmagnolia.com which is a good source of information for businesses and individuals and includes the City's Code of Ordinances and Unified Development Code.

Again, welcome to Magnolia a **Community of Unity!**

Sincerely,

Todd Kana
Mayor

MAGNOLIA HISTORY

Brief Historical Information

The year 1840 may have been the turning point in the history of what is now known as Magnolia, Texas. That was the year that the southern boundary of Montgomery County was extended to Spring Creek. This area was officially named Mink, Texas on September 3, 1885. The first known application for "Magnolia" was dated January 17, 1885, however; the official name change to Magnolia did not occur until July 28, 1903.

By 1924 it was a thriving community. Several large sawmills were open as well as several general stores, saloons, barbershop, ice cream store, telephone office, livery stable, bank, hotel, boarding house, doctor's office, pharmacy, blacksmith shop, syrup and grist mills, churches, school, land office, railroad depot, telegraph station, cotton gin, tanning yard, feed store and garage. Magnolia became a shipping center for lumber, farm products and cattle.

An election was held on September 28, 1968, to determine if the territory known as Town of Magnolia should become an incorporated municipality. There were a total of 123 votes cast, 106 votes for and 17 votes against. The City of Magnolia became an incorporated municipality on October 15, 1968 with Cedric Smith serving as the first Mayor.



The Depot is located in the heart of downtown Magnolia at 426 Melton Street, Magnolia, Texas 77353. The Depot has been made a habitable building without compromising its historic integrity. In October 2005 The Depot was moved to a new location directly across the railroad tracks due to highway expansion plans, therefore, rendering The Depot ineligible for the National Register of Historic Places.

The Depot provides an active link to the City's past and a focal point for its future. Today, The Depot serves as a public facility for meetings, receptions, activities and parties. [The Magnolia Historical Society](#) maintains and operates The Depot and makes it available to groups for a nominal fee. Everyone who enters The Depot, with its exposed wood trusses, plank flooring and sliding freight doors, is reminded of the glory days of train travel. The Depot and its adjacent railroad tracks were vital players in Magnolia's early days. Restoring The Depot not only preserved that history for future generations, but also gave the community a project to share and a beautiful structure to use and enjoy. The Depot is open on Sunday afternoons from 1 to 4 p.m. for tours of its museum.

The Historical Society member's determination and success have fostered a can-do attitude toward other preservation projects such as the addition of the first doctor's office in Mink, Texas (now Magnolia), a replica post office, and plans for a sawmill in the future. The Depot Complex is also home to the Houston Blacksmith Association, which offers demonstrations on Depot Day.

Depot Day: always on the third Saturday in April at the historic (c.1901) Depot on Melton Street ò brings entertainers, art & craft booths, great food, live and silent auctions and socializing with friends, neighbors and visitors. Proceeds from Depot Day, sponsored by The Historical Society, are used for maintenance of the Depot Plaza including the first area doctor's office, a replica 1880's post office, and of course the Depot Museum. The Depot is also the location of the Historical Society's annual Veterans Day ceremony and lunch.



The historic Depot is open on Saturdays and Sundays for tours, donations accepted.

Hometown Christmas: Magnolia Hometown Christmas is on the first Saturday of December each year and brings together the City, Greater Magnolia Parkway Chamber of Commerce and the community, offering a family-friendly weekend with the Chambers Christmas parade and the City's Lighting of the Tree featuring Magnolia Independent School District choirs. This event includes free activities for children as well as hot chocolate & cookies and a visit from Santa.



The Stroll: The Stroll is a half-mile linear park in the heart of the business district, Magnolia Town Center. It was once the center of the original township. The Stroll lies between Magnolia Boulevard (FM 1774) and Commerce Street and is home to several businesses, many retail shops and the award winning Lone Pint Brewery. Visitors to The Stroll may walk from Sullivan Park at its beginning to the north, to Sanders Street and the historic Magnolia Sixth Grade Campus, to the south. Along the way the Magnolia United Methodist Church, more than 175 years old, may be viewed along with the oldest building in the township ò now home to a sign company. The Stroll is host to community events throughout the year including Mardi Gras on The Stroll, Corks & Canvas on The Stroll and Stroll thru the Renaissance. Vendors and businesses are welcome to join these events. For information email, tross@cityofmagnolia.com or call 281-356-2266, Option 3.



City of Magnolia Economic Development Corporation

Phone No.: (281)356-2266, Option 3

Fax No.: (281)259-7811

Tana Ross PCED, Coordinator ñ tross@cityofmagnolia.com

DEMOGRAPHICS

Fast Facts:

Magnolia, Texas is located in southwest Montgomery County, nationally ranked as 7th in growth among U.S. counties. A short drive from Houston, Magnolia is poised for expansion with the arrival of the SH 249 Toll Way and major corporations like ExxonMobil moving into the area. At the crossroads of progress Magnolia is still a place where neighbors help neighbors—a place to call home or grow your business.

Population/Income -

2017 population: 2,083 inside city limits/ 138,000 in trade area

2022 population projection: 2,485 inside city limits/2.70% growth rate

Median age: 38.6

Median household income: \$71,428 inside city limits/\$82,000 in trade area

City Size & Taxes -

City size in square miles: approx. 4.5 square miles

Property tax rate (2016): \$0.4629 per \$100 valuation

Property tax rate (2017): \$0.4709

Estimated sales tax collected for fiscal year 2016-2017: \$2.4 mil

Housing -

Median Home Value in Trade Area: \$218,329

Permit valuation added in Fiscal Year 2015-16: \$33.1million

Residential \$4.3 million

Non-Residential \$28.8 million

Education/Labor Force –

Bachelor's Degree or higher 21.7%

High School Diploma or higher 95.2%

White Collar Workers 72.4%

Blue Collar Workers 27.7%

Job Growth Rate 2.40%

Number of Universities within an hour's drive 4

Number of colleges/universities within an hour's drive 15

Key Regional Industries –

Construction

Engineering Services

Business Consulting Services

Medical and Specialized Hospitals

Production, Transportation, Material Moving

Pipe & Other Metal Manufacturing

Educational Services

2018 Local Tax Rates /\$100 valuation

Montgomery County	0.46670
Magnolia ISD	1.37950
City of Magnolia	0.47090
Mont. Co. Hospital Dist.	0.06650
Lone Star College Dist.	0.10780
Mont. Co. ESD 10	0.10780

UTILITY AND PERMIT DEPARTMENT

Phone No.: (281)356-2266, Option 1

Fax No.: (281)259-7811

Diane Hurley, Clerk ñ dhurley@cityofmagnolia.com

www.cityofmagnolia.com –

City Departments / PERMITS / INSPECTIONS / UTILITY BILLING

Office Hours: Monday ñ Friday, 8:00 a.m. to 5:00 p.m.
(Closed 12:30 to 1:30 p.m. M-F for lunch)

****Office is closed in observance of City recognized holidays****

General Information

Utility payments are due on the 20th day of every month. Payments not received by the 20th will have a 5% penalty fee assessed to the unpaid balance. After hour payments can be made in the drop box located in the front of the building by the Utility/Permit office. If the unpaid balance is not received by the 30th day of the month, on the next workday a cut off list shall be prepared, all accounts will be assessed a \$35.00 processing fee, water will be disconnected, and water meters will be locked. No partial payments are accepted.

Deposits

All new residential and commercial customers of water and/or wastewater utilities shall be required to pay and maintain a security deposit in the amount of \$200.00. All rental properties will be required to put up a \$250.00 refundable deposit, provide ID, and a rental agreement for the start of service. An application charge of \$35.00 must also be paid at the time of the payment of the security deposit. The current property owner shall be held responsible for any unpaid utility charges incurred at the service address.

Method of payments accepted: Cash, check, money order, charge cards + \$5 convenience fee (VISA, MasterCard)

COMMERCIAL WASTE COLLECTION

The City of Magnolia contracts with **Waste Corporation of America ("WCA")** to dispose of waste inside the City of Magnolia. WCA can be reached at (281)766-1914. Please see in the **City's Code of Ordinances** at <http://www.cityofmagnolia.com>, Sec. 74-5. **Solid waste collection for commercial and industrial units.**

The following rules, regulations and provisions shall, in addition to the other applicable provisions of this chapter, govern the provision of solid waste services to commercial and industrial units.

1. *Mandatory participation.* Every commercial and industrial unit within the corporate limits of the city shall be required to utilize the garbage, waste and disposal services provided under contract by the city.

Pickup days are **Tuesday and Friday** with no more than 9 bags or 2 trash cans. Citizens are responsible for their own trash containers and for placing them at the curb before 7:00 a.m. on the designated pickup days. The fee for this mandatory service is included with the monthly water bill.

The following items are **NOT** allowed in trash containers or trash bags:

- Dirt, rock or sand
- Tires
- Construction materials
- Concrete
- Pallets
- Ceramic tile
- Sheet rock
- Roofing materials
- Hazardous materials
- Paint
- Auto batteries
- Motor oil

All trash must be bagged - no loose trash will be accepted.

BULKY ITEMS - SPECIAL HEAVY TRASH

Bulky Trash is accepted on any regular collection day and limited to two (2) bulky items per household per pick -up.

Examples of Bulky Trash would include:

Appliances

Furniture

Bundled branches not weighing more than 40 lbs. and 4 ft. long

Unlimited bagged leaves or grass clippings

Home goods

Special Heavy Trash is designated to the **first Friday of every month**. 48-hours prior notice is required by email at johnbramlettcodeenforcement@gmail.com or by phone at **(832)349-1223** prior to the Special Heavy Trash collection day.

Examples of Special Heavy Trash would include:

Appliances

Furniture

Logs cut into 4 ft. lengths

Branches with no bundling required

Carpet rolled and cut into 6 ft. lengths

Scrap metal not larger than 6 ft.

Concrete pieces

Home construction material

Special Heavy Trash is designated for household generated waste (non-commercial). Abuse or misuse of heavy trash would be reported and reviewed. **No more than 6 cubic yards of heavy trash would be removed per household per pick-up.**

Items Not Accepted - dirt, batteries, motor oil, cooking oil, waste generated by a private contractor, hazardous/toxic chemical or material.

Recycle and Soft Goods collection is every Friday. WCA provides recycle containers upon request and Simple Recycling offers bags for collection of soft goods like clothing and shoes. These two services are at no additional cost to customers in the City.

Frequently Asked Questions

Q: I have a Magnolia address; does it mean that I am in the City Limits of Magnolia?

A: The City of Magnolia city limits are approx. 5 square miles and the ETJ (Extra Territorial Jurisdiction) is a half-mile beyond that. The Magnolia zip code area extends beyond the City Limits. Please call if you are unsure as to whether you are in the City Limits.

Q: Do I have to get a permit for my sign?

A: Nearly all signs in the City of Magnolia (and in our ETJ) need to be permitted. Please contact our permit department to find out if you need to apply for a sign permit.

Q: Do I have to renew my sign permit every year?

*A: Yes, you have to renew the **Sign Operating Permit** every year. It expires on the 31st of December.*

Q: I want to put up a sign advertising my business on someone else's property (Off-Premise sign) is that allowed?

A: According to our Unified Development Code, no off-premise signs are allowed in the City or the ETJ.

Q: I am moving my business into the City of Magnolia in a rented out/existing building. What do I need to do?

A: If you are making any alterations to the building beyond cosmetic, you will need to submit plans along with an application for a building permit. If you are just moving into the building without doing any kind of work on it, you will need to apply for a Certificate of Occupancy. All new businesses have to apply for the Certificate of Occupancy even if they are not doing any work on the building. Our inspector will come out and inspect the building to make sure it is safe (according to the building code) for occupancy. This inspection does not include the health department.

Please contact Montgomery County to schedule appointments with the Health Dept.

Q: How long does it take to get a permit approved?

A: Permit approval usually takes about two weeks depending on the project or if any revisions are needed. In that case, it could take longer.

Q: How long is my permit good for after being issued?

A: Permits expire 180 days from the date of issuance or the date of your last inspection.

Q: Why do I have to pay Impact Fees when I have a new water and/or sewer tap installed?

A: An impact fee is a fee that is implemented by a local government on a new or proposed development to help assist or pay for a portion of the costs that the new development may cause with public services. They are considered to be a charge on new development to help fund and pay for the construction or needed expansion of offsite capital improvements.

These fees are usually implemented to help reduce the economic burden on local jurisdictions that are trying to deal with population growth within the area.

Q: What is Platting?

A: A plat provides for the subdivision of land that can be legally defined (i.e. Lot 29, block 19 of the Happy Trails subdivision). Subdivision plats are required to show how land will be subdivided. The plat must reflect adequate streets and right-of-way for the project. The plat is checked to assure it abides by all development rules.

Undeveloped land must be platted before development occurs. If land is platted, it can be replatted to further subdivide the existing subdivision plat or change the use of the property (i.e. from single-family to multi-family). Typically, a replat will make changes to the layout of lots, reserves, building setback lines and easements.

Q: Is there a dump/ hazardous waste facility in the City of Magnolia?

A: No, the City of Magnolia does not have a dump. Waste Management operates a landfill and can be reached at (281)592-3543 for disposal costs, hours, and general information. The local hazardous waste landfill is located in Spring and can be reached at (281)367-7283 for more information. There is a landfill in Houston called the Fairbanks Landfill and you can reach them at (713)849-2902.

Q: I do not have services with the City of Magnolia and I do not know who my water/sewer/garbage/electrical provider is. Can the City tell me who my provider/providers are?

A: No, the City of Magnolia only has information for the Magnolia area. Electricity providers can be found through www.powertochoose.org. We do not have all of the providers and districts for the areas. You should contact your Realtor, the Home Owners Association or the landlord/previous owners of the home to find out who the providers are.

Certificate of Occupancy

A. What is a Certificate of Occupancy: (Referred to as a “C.O.”)

A C.O. is a document issued by the City of Magnolia allowing the legal occupancy of a building. The C.O. certifies a building's compliance with adopted building codes, city ordinances, deeming the building to be in a safe and suitable condition for occupancy, and must be prominently displayed in a public place.

B. When is the C.O. required?

The C.O. must be issued prior to the new business occupancy of the space, regardless of whether or not a building permit is required. City regulations and state law requires all buildings to have a C.O. before the space can be legally occupied. You must have a C.O. to turn on or change City water and wastewater services for your business.

C. What are the steps to obtain a C.O.?

1. Complete an application for a Certificate of Occupancy at the Permit Department. You will be required to submit a floor plan of the building or tenant space which must contain the interior layout of the building or tenant space, along with the dimensions and square footage of each room and a description of what each room will be used for in day to day operations. *(A floor plan example can be located on the following page.*
2. If required, the Building Official/Fire Marshal will conduct an inspection of the property/building to determine if safety issues must be addressed. If the current business is changing over to a similar business, and there is no reconstruction to the tenant space or business, an inspection is not necessary.
3. Complete all actions requested from the inspection(s) *(if applicable)*.
4. The Building Official/Fire Marshal will then re-inspect the property/building if required. A re-inspection is normally deemed necessary based upon the amount of corrections needed, or if life threatening safety issues had to be addressed.
5. Issuing of a C.O. occurs upon clearance from the Building Official/Fire Marshal.
6. You may now take your C.O. to City Hall Utility Department to activate utility services for the property/building.

D. Fees

The fee to obtain your C.O. is \$100.00. A re-inspection fee of \$35.00 may be imposed and applicable if accrued during the inspection process.

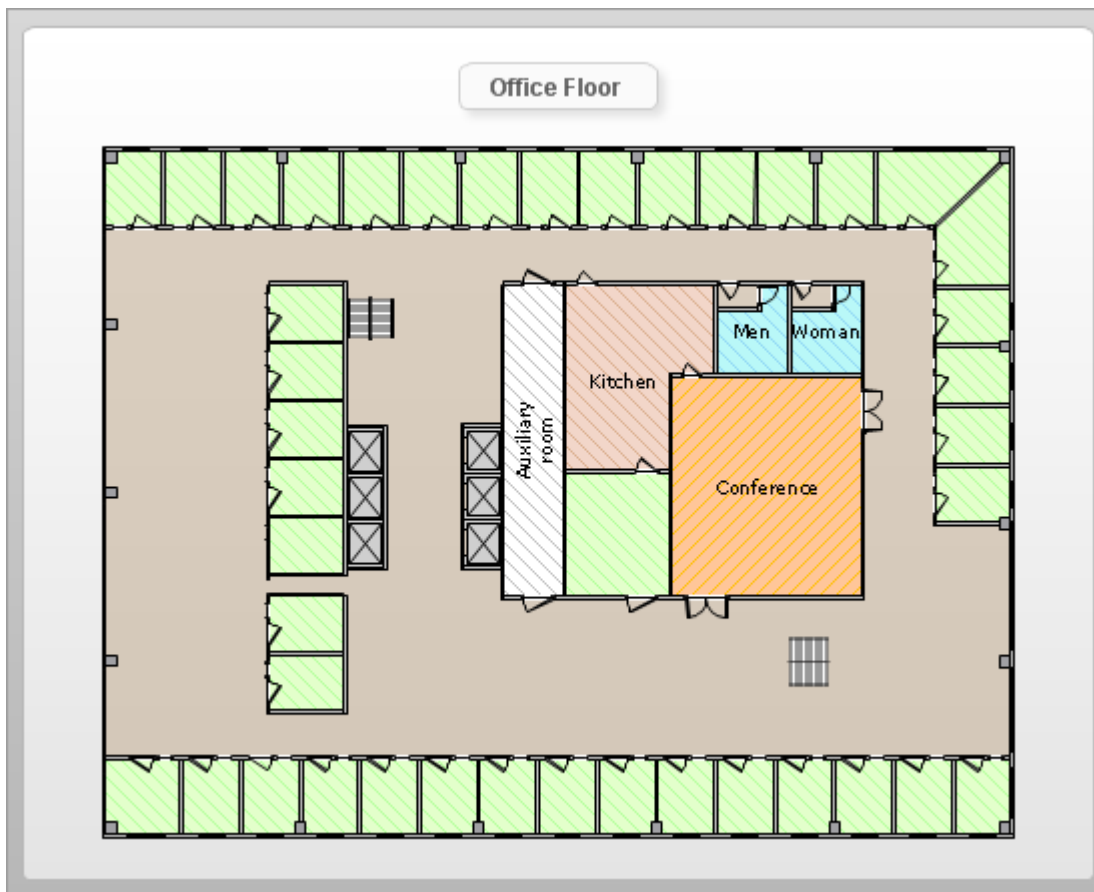
E. Remodeling

If you plan to do any construction or site work, including electrical, plumbing, or mechanical, please contact the Permit Department to submit the proper paperwork and materials to obtain appropriate permits. All work must be completed and approved before you can obtain a C.O. and lawfully conduct business in your building.

F. Revocation

Revocation of a C.O. is something the City wants to avoid as it can result in your business having to close its doors to the public until the matter is resolved. Please be honest and forthcoming with any and all information. The Building Official is authorized to in writing to suspend or revoke any C.O. if the certificate is issued in error, incorrect information is provided, or it has been determined that the building or structure, or portion thereof, is in violation of any ordinance or regulation of any of the provisions of this code. Any occupancy of a building prior to approval of a C.O. shall result in a possible fine and eviction from the property until all required work, health and safety-related, is completed and a C.O. is approved.

G. Floor Plan Example (*of building or tenant space*)





BUILDING PERMIT DEPARTMENT

City of Magnolia
18111 Buddy Riley Blvd.
Magnolia, TX 77354

Phone No. (281) 356-2266 Option 1
Fax No. (281) 259-7811

APPLICATION FOR CERTIFICATE OF OCCUPANCY

PROPERTY ADDRESS: _____

Block: _____ Lot: _____ Subdivision: _____

Present use: _____

Proposed use: _____

Name of business: _____

Office Use Only
Change of Use?

☐ Yes ☐ No

Applicant name: _____ Contact No.: _____

Mailing address: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____ Alt Phone: _____

Email address: _____

Property owner: _____ Contact No.: _____

Mailing address: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____ Alt Phone: _____

Tenant: _____ Contact No.: _____

Mailing address: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____ Alt Phone: _____

Will there be any structural, electrical, plumbing, or HVAC changes to accommodate the new occupancy?

If yes, explain: _____

Square footage of space you will be occupying: _____

I hereby certify that the work covered by this application is authorized by the owner in fact and that I am authorized to make this application. I further certify that the information shown above is true and correct, and I agree to comply with all of the applicable city codes and ordinances, and laws of the state of Texas, and the approved plat, plan, and specifications. I further certify that I will obtain all necessary permits for any site or building work I will undertake and that this form does not serve as a permit application.

Signature of applicant: _____ Date: _____

Office Use Only

☐ Issue ☐ Do Not Issue

Date: _____

Occupant Load: _____

Water Tap Size(s): _____

Occupancy Group: _____

Type of Construction: _____

Independent Exits: _____

Fee: \$ _____ Cash ☐ Check (# _____) ☐ M.O.

Taken by: _____



City of Magnolia
Planning Department
18111 Buddy Riley Blvd.
Magnolia, Texas 77354
281.356.2266 Option 3
tross@cityofmagnolia.com

Before you get a sign:

The City of Magnolia adopted Zoning and a Unified Development Code in 2015. With that in mind, here are some things to consider before ordering or installing a sign in the City or its Extraterritorial Jurisdiction (within one-half mile of the City Limits):

1. **Bring in the sign design** with dimensions to the Permitting Office and ask for a Sign Application ñ the design and application will be reviewed by Planning and the Building Inspector for compliance.
2. **Consider the Zoning District** where you want to place the sign, if not sure then contact the Planning Office at City Hall.
3. **Pole signs are NOT allowed in the City Limits** or ETJ; all pole signs currently in place are ógrandfatheredô and will be phased out over a period of time; change of ownership and/or changing the sign itself triggers removal.
4. New billboards and pole signs will not be able to secure a permit in the City.
5. **Size and type of sign** allowed for each Zoning District is defined in the Unified Development Code, Chapter 6 Signs & Lighting
6. **Window signs are limited** by size and transparency.
7. Banners, including grand opening **banners need a permit**.
8. **No inflatables** of any type, e.g. ñ inflatable (kept up with air) advertising mechanisms.
9. **No feather flags** are allowed.
10. **No off-premise signs** are allowed.

It is the goal of the City to follow its Unified Development Code and create a user-friendly environment that promotes aesthetics adopted by the City's Comprehensive Plan. Both the UDC and the Comp Plan are available online at: cityofmagnolia.com, scroll the left tabs to, Unified Development Code.



MUNICIPAL COURT

Phone No.: (832)934-0605

Fax No.: (281)259-9963

Municipal Judge, Robert Rosenquist
Court Administrator, Victoria Hanson ñ vhanson@cityofmagnolia.com
Frances Suarez Deputy Court Clerk ñ fsuarez@cityofmagnolia.com
Prosecuting Attorney, Robert Rosenquist

www.cityofmagnolia.com – City Departments / Municipal Court

Office Hours: Monday ñ Friday, 8:30 a.m. to 4:30 p.m.
(Closed for lunch M-F from 12:30 to 1:30 p.m.)

****Office is closed in observance of City recognized holidays****

Court is held on the 1st Tuesday of each month for Juveniles at 5:30 pm, Pre-Trials at 6:00 pm and Adult Arraignments at 6:30 pm; and on the 3rd Tuesday of each month for Show Cause at 5:00 pm, and Judge/Jury Trials at 7:00 pm.

PLEASE NOTE: The Municipal Court staff CANNOT answer legal questions of any kind or give legal advice. The clerks provide options, explain court proceedings and procedures only. If you need legal advice, please contact an attorney.



MAGNOLIA POLICE DEPARTMENT

Terre Enloe, Chief of Police

City of Magnolia

18111 Buddy Riley Blvd

Magnolia, Texas 77354

Phone: (281) 356-2500

Fax: (281) 259-4382

Message from the Chief's Office:

The Department's vision, mission and values statement serve as the foundation and basis for the Magnolia Police Department. ***"In Partnership with Our Community"*** summarizes our determination to work together for a safer community, while providing the most progressive, well-trained, best equipped police department. We are constantly harvesting data from efficient and sophisticated systems of performance measures against empirical evidence and best practices in law enforcement. These structure, practices and performance standards provide aim toward a professional trajectory. The requisite technical skills utilize available technologies that incorporate a high capacity for inter-operations while attending our occupational culture. This allows us to embrace abstract, general, and complex methods to improve crime control and problem analysis capacity, which make technology a force multiplier. As objectives are achieved, new challenges become apparent from data streams leading to better management decisions toward progressive problem analysis and strategic interventions. Tracking progress is possible through a system of self-assessment and accountability.

Our continued collaborative effort, with an established methodology, helps us continue to be a premier law enforcement agency at the crosscurrents of opportunities. As first responders to emergency situations we know that many of the issues presented to us cannot be resolved by the police alone. Therefore, we are committed to partner with like-minded organizations to address and reduce the root causes. The citizens of Magnolia deserve a community that fosters an exceptional quality of life.

The men and women of the Magnolia Police Department stand ready to meet our current and future challenges and we are committed to providing the community with excellence in law enforcement services as we look forward to a long and continuous partnership.

Sign up here for Nixle: <https://nixle.com/city/tx/magnolia/>

To receive alerts from your local agencies to your email or mobile phone.

Magnolia Police Department recognized as in the Top 10 agencies **in the world**.

HELPFUL NUMBERS

Magnolia Volunteer Fire Department

18215 Buddy Riley Blvd.
Magnolia, Texas 77354
Phone: (281)356-3288

Malcolm Purvis Library

510 Melton Street
Magnolia, Texas 77354
Phone: (936)442-7704 or (936)788-8304

Montgomery County Services

301 N. Main Street
Conroe, Texas 77301
Phone: (281)364-4200

Montgomery County Commissioner, Precinct 2 – Charlie Riley

19110 Unity Park Drive
Magnolia, Texas 77355
Phone: (281)259-6492

Justice of the Peace, Precinct 5 - Judge Matt Masden

19100 Unity Park Drive
Magnolia, Texas 77355
Phone: (281)259-6494

Constable, Precinct 5 - Constable David Hill

31350 Friendship Drive
Magnolia, Texas 77355
Phone: (281)259-6493

Vehicle Registration

19100 Unity Park Drive
Magnolia, Texas 77355
Phone: (281)259-9805

Texas Department of Public Safety

Drivers License Office
235 Old US 290E
Hempstead, Texas 77445
Phone: (979)826-7649
2 Hilbig Street
Conroe, Texas 77301
Phone: (936)442-2810

U.S. OFFICIALS:

Senator John Cornyn
517 Hart Senate Office Bldg.
Washington, DC 20510
Phone: (202)224-2934

Senator Ted Cruz
185 Dirksen Senate Office Building
Washington DC 20510

Congressional District 8--Congressman Kevin Brady
(SERVING HARRIS, GRIMES & MONTGOMERY COUNTIES)
District Address: 200 River Pointe, Suite 304, Conroe, Texas 77304

Phone: (936)441-5700 - Fax: (936)441-5757
Capitol Address: 301 Cannon House Office Bldg. Washington, DC 20515
Phone: (202)225-4901 - Fax: (202)225-5524
Email: please use above zip-code entry

STATE OFFICIALS:

Governor Greg Abbot
Office of the Governor
P.O. Box 12428
Austin, Texas 78711-2428
Phone: (512)463-2000

Texas State Senate District 4--Senator Brandon Creighton
Capitol Office: EXT E1.606
Capitol Phone: (512) 463-0104
Capitol Address: P.O. Box 12068, Capitol Station
Austin, TX 78711
District Address: 350 Pine Street, Suite 1450
Beaumont TX 77701
Phone: (409) 838-9861

House District 3 --Representative Cecil Bell Jr.
Capitol Phone: (512)463-0650
Capitol Address: P.O. Box 2910, Austin, TX 78768-2910
District Address: 18230 FM 1488, Ste. 302, Magnolia, TX 77354
Phone: (281)259-3700

Magnolia Independent School District

The district consists of fifteen schools, two high school campus, two junior high campuses, two 6th Grade campuses, eight Elementary campuses, and one Alternative Academic Campus. The School District may be reached by calling the administrative office at: (281) 356-3571, or visit the District online at: www.magnoliaisd.org.

UTILITY PROVIDERS:

Electric Companies

ElectricChoice.com and PowertoChooseTX.org

Natural Gas Companies

Inside the City Limits:

Hughes Natural Gas

31830 SH 249

Pinehurst, Texas 77362

(281)766-1290

Universal Gas Company

9750 FM 1488

Magnolia, Texas

(281)252-6700

TELEPHONE/INTERNET COMPANIES/TELEVISION:

AT&T

1(888)294-8433

Comcast

1(800)266-2278

Consolidated Communications

350 S. Loop 336 West

Conroe, Texas

1(866)989-2255

LEGAL AID

Lone Star Legal Aid - a non-profit organization that provides free civil legal services to eligible clients

412 West Lewis

Conroe, Texas 77301

(936)539-2130 and (800)733-8394

BOARDS & COMMISSIONS:

<http://www.cityofmagnolia.com> - CITY DEPTS / BOARDS & COMMISSIONS

4A Economic Development Corporation

The 4A meets in regular session monthly to conduct the business affairs of the Corporation. The regular meeting dates are scheduled for the **second Thursday of the first month, beginning each quarter of the calendar year, at 5:30 p.m.**, in the Sewall Smith Council Chambers at City Hall .

The 4A develops annual fiscal year budget and annual projects based on sales tax projections that require approval from the city council. The 4A is overseen by the development corporation's board of directors and by the City Council. The 4A is subject to both the Open Meetings Act and the Public Information Act, therefore; accurate meeting minutes are considered permanent records.

The Boards in the City Government are comprised of volunteer citizens. They are critical for the efficient and effective functioning of City Government.

We are always seeking individuals who would be interested in serving on boards and commissions. For an application to serve on any of the Boards or Commissions, a link at the bottom of the page, or you may contact the [City Secretary](#).

4B Community Development Corporation

The seven member Board of Directors appointed by the City Council governs the MCDC-4B. The Directors are required to be residents of the City. The Board of Directors employs an Executive Director to organize all community development activities.

The MCDC-4B meets in regular session monthly to conduct the business affairs of the Corporation. The regular meeting dates are scheduled for **the second Thursday of each month at 4:30 p.m.** The meetings are held at City Hall in the Sewall Smith Council Chambers.

The 4B Corporation also develops annual fiscal year budgets and annual projects based on sales tax projections that require approval from the City Council. The 4B Corporation is overseen by the development corporation's Board of Directors and by the City Council. The 4B Corporation is subject to both the Open Meetings Act and the Public Information Act, therefore; accurate meeting minutes are considered permanent records.

The boards within the City government are comprised of volunteer citizens. They are critical for the efficient and effective functioning of City government.

We are always seeking individuals who would be interested in serving on boards and commissions. For an application to serve on any of the Boards or Commissions, please find the link at the bottom of the page, or you may contact the [City Secretary](#).

Planning & Zoning Commission

The Planning & Zoning Commission shall have the duty to review the plans, plat or replat of any subdivision which lies within the city limits or within the City's area of control as provided for in state law, to determine if the proposed plans, plat or replat of such subdivision complies with all applicable City ordinances and codes. The City Planning & Zoning Commission shall make its recommendations known to the City Council at the next regular meeting of such governing body. The City Council shall retain the right to final approval and disapproval of any proposed subdivision, plan, plat or replat as may be submitted to the city Planning & Zoning Commission.

The Planning & Zoning Commission is subject to both the Open Meetings Act and the Public Information Act, therefore; accurate meeting minutes are considered permanent records. If you are interested in serving on the Planning & Zoning Commission, please find a link for an application at the bottom of the page, or you may contact the [City Secretary](#).

Board of Adjustment

The Board of Adjustment is a quasi-judicial deciding body on appeals, interpretation and variances. The BOA consist of five members and two alternates appointed by City Council. BOA meetings shall be held at the call of the chairperson and at such times as the Board determines. All meetings are publicly posted and open to the public.

Hotel Occupancy Tax Committee

Revenue from the City's hotel occupancy tax may be used to promote tourism and the convention and hotel industry, with limitations, in accordance with [Chapter 351. Municipal Hotel Occupancy Taxes of the Tax Code](#). A tax is imposed on a person who pays for a room or space in a hotel costing \$15 or more each day. Local hotel taxes apply to sleeping rooms costing \$2 or more each day.

Rates:

State of Texas	6.00%
City of Magnolia	<u>7.00%</u>
TOTAL RATE	13.00%

Local taxing authorities are authorized to impose an additional local hotel tax that is collected by the local taxing authority.

If you are interested in serving on the Hotel Occupancy Tax Committee, you may contact the [City Secretary](#).