

Minutes

CITY OF MATHIS 4B ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING
MEDC OFFICE, 111 E. SAN PATRICIO AVE.
MATHIS, TX 78368

April 3, 2018 at 6:30 PM

BOARD MEMBERS' BUSINESS

| <i>Item</i> | <i>Description</i> | |
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| 1. | Roll Call to determine presence. | |
| | President | Vicente Gonzalez Present |
| | Vice President | Char Brown Present |
| | Secretary | Pat Doherty Present |
| | Treasurer | Elvira Chavez Present |
| | Director | Michelle Herrera Present |
| | Director | Frank Galvan Late |
| | Director | Mitchel Smolik Absent |
| | Executive Director | Doug Dowler Present |
| | Director of Finance | Dea Brite Absent |
| | MEDC Admin. | Roxanne Breiten Present |
| 2. | Call to order. 6:41 p.m. | |
| 3. | Consider approval of minutes from March 2018 meeting. Motioned by Char, seconded by Elvira. Approved (5-0). | |
| 4. | Review of March 2018 Financial Statements and Budget. | |
| | a. | Discussion of RFQ for Accounting and Audit services. Received engagement letter from CRI, to perform the 2016 -2017 Audit. Resolution is authorizing the engagement of the firm to perform the annual audit. Motion to approve resolution, engagement letter, and budget by Elvira; seconded by Pat. Approved (6 -0) Resolution approval by Board President Vicente Gonzalez (signed April 3, 2018, Dated March 30, 2018) |

PROCEDURE

Individuals are invited to address the Mathis Economic Development Corporation regarding their concerns. Individuals and groups are permitted Three (3) minutes to present their concerns. If a group will be presenting, the group should select a spokesperson to address the Board on the issue concerning the group. The Mathis Economic Development Corporation may not answer questions and no action on concerns expressed is permitted, except to place a consideration item on a future Agenda.

OLD BUSINESS

5. Presentation of Administrative Programs.

a. Review of Downtown Sidewalk Projects

View bidders list of Contractors, letters were sent to the 8 contractors who have express interest in bidding on sidewalk project. (4 more than the first round)

- i. **Phase 1 - 100 and 200 Blocks. Of San Patricio Ave
Reviewal schematic drawing, 200 Block of San Patricio. Engineer reran the numbers the reduced scale of project of 300K, coming in at 282K.**
- a. **Community Participation Project – Benches, Planters and Trash Cans
Sponsors for Benches- 3 Planter – 1
Material suppliers: A.C.T.: Benches (125.0+ Tax= 135.31) and Trash Cans (129.99 tax included)**

**Rusty Goods: Planters (awaiting details/cost)
Designs will be submitted to City Council, approval to be determined.**

ii. Phase II - TxDOT Alternatives Transportation Grant

No Update, waiting on Tx-dot to move forward with the letting of the contracts.

b. Update on I37 project

- i. **Better City – Will be here for joint meeting on April 12th.
Our marketing firm out of Utah, will present at Joint Meeting on April 12th**
- ii. **MuniCap
Working on the proposed financing structure of the deal, will have their report next week on different method to finance and proved incentives for this project.**

c. Update on HWY 359 - 21 ac. project.

Motion to close meeting to enter executive session. Motioned by Pat, seconded by Michelle (5-0).

Executive Session:

- a. **Motion to move to Executive Session for Discussion of Real Estate purchase as authorized by Section 551.072 of the Texas Government Code Open Meetings.**

6. **Action Item: Motion to Approve Real Estate Contract.**
Motioned to approve Real Estate Contract, purchase of the 21 acres and resolution, by Frank. Seconded by Elvira. Vote (6-0)

7. **Review and discussion of Farmers Market Project**
Doug request to table item: individual that was interested in being market manager; would like to postpone for a while. Motion to table item by Frank. Seconded by Char. Vote (6-0)
 - i. Public Hearing
 - ii. Project Approval

8. **Report on HCA Mathis Clinic**
 - i. **2018 Community Enhancement Fund**
Mathis submitted letter of interest for a 310K grant for a health clinic in Mathis. if selected will receive an invitation to submit a full application in October.

NEW BUSINESS

9. **Quarterly Joint meeting with MISD and City**
April 12th, Quarterly meeting with City Council and MISD have confirmed their attendance. Current projects, actives, etc. going on with both. Presentation from Doug on Sales Tax/leakage report. Better City: presentation on their marketing on I-37 project.
 - a. Update from City and MISD
 - b. Sales Tax Report and leakage
 - c. Better City Presentation

10. **Annual SPCEDC Partners Breakfast – May 16th, 2018.**
Location Mathis Middle School at 7:30 am(1hr). Tables for sale, seats 8 for \$150.
REPORTS
 1. **Executive Director**
Dea will be attending the Texas Economic Development course in San Antonio this month for one week of training.
 - a. **Council of Development Finance Agencies - National Development Finance Summit; Dallas Texas; November 7-9. Discounted rates due April 6th.**
Doug will be attending: I-37 project has been selected for presentation/review. Extended invite to board members.
 - b. **Texas Economic Development Council Annual Conference; Fort Worth, Texas; October 17th – 19th.**

2. Business Retention and Recruitment
 - a. Update of Business Retention programs
 - i. Number of Business contacted
 - ii. Social Media
 - iii. Grand Openings
 - iv. Technical Assistance

Face to face: additional 4 (79) Businesses. Number of views and post engagement have increased (big part of it, was the sidewalk project)
 - b. Update of Business Recruitment programs
 - i. Number of inquirers and request for information
 - ii. Real Estate Development

1 on financing a laundry mat, they were unaware of the two opening soon. The two laundry mats, vape shop coming and restaurants downtown.
 - d. Mathis Merchant Programs
 - ii. Merchant Meeting

5 participants, despite our marketing tack-tics we are not get the responds we hoped for. We do have volunteers to hold a monthly mixer through Aug. Next one will be at All Cross Texas, who will also be celebrating their 1yr. anniversary. Women in Business coffee on April 11th
 3. Small Business Technical Assistance Report
 - a. Completed Technical Assistance projects
 - b. Upcoming Technical Assistance projects
 - c. Upcoming Technical Assistance programs
 - d. Number of participants/Revenue received/Expenses
 10. DISCUSSION OF FUTURE AGENDA ITEMS FOR May 2018 MEDC BOARD MEETING
 11. ADJOURNMENT Motion by Frank, seconded by Vita. Approved (6-0)
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