

Minutes

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

August 21, 2018

BOARD MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i> | |
|-------------|---|---|
| 1. | Roll Call to determine presence. | |
| | President | Vicente Gonzalez Present |
| | Vice President | Char Brown Present |
| | Treasurer | Elvira Chavez Late |
| | Secretary | Pat Doherty Present |
| | Director | Michelle Herrera Absent |
| | Director | Frank Galvan Absent |
| | Director | Mitchel Smolik Absent |
| | Executive Director | Doug Dowler Present |
| | Finance | Roxanne Breiten Absent |
| | Business R & R | Lori Trejo Present |
| 2. | Call to order. | |
| | Call to order by President Vicente Gonzalez | |
| 3. | Consider approval of minutes from July 2018 meeting. | |
| | Motioned by Pat Doherty, seconded by Char Brown. Approved | |
| 4. | Review of July 2018 Financial Statements and Budget. | |
| | a. | Review and Possible Action of 2018-2019 Budget Revision |
| | | i. Action Item: Motion to Approve Revised 2018-2019 MEDC Annual Budget |
| | | 1. Budget review for the 2018-2019 fiscal year is to be presented to the City Council in August. Motion to approve revised budget by Pat Doherty seconded by Char Brown. Approved |
| | b. | Discussion of Audit Services |
| | | The city has delivered all required documents and the audit is at the end. We are now prepared for the next year's audit. |
| | c. | MEDC Financial and Loan Reports |
| | | Financial Statements and Budget for the month of July, approved. Loan report for all loans are complete, gaining interest and all are current. Available for relending \$ 4,375.00. Motion to approve financial reports, by Char Brown; seconded by Pat Doherty. Approved |

PUBLIC FORUM

Citizen Presentations from the floor.

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

i. Phase 1 - 200 Block. Of San Patricio Ave

Third draw request has been pulled and there is a remaining balance of \$17,300 to be drawn on our \$75,000 commitment. We have funded 77 percent of the requirement and the contractors are 80 percent complete. We are purchasing 2 planters, one bench and two trash cans with the \$1000 donation from Smoliks. Contractors anticipate finishing by September 2nd.

ii. Phase II - TxDOT Alternatives Transportation Grant

No update from TXDOT, but the City of Mathis has been approved the project.

b. Update and Possible Action on HWY 359 - 21 -acre project. – “The Settlement at the Ranch”

- i. Action Item: Motion to cancel HWY 359 – 21- acre project and rescind Purchase Money Contract for the purchase of the land; Withdraw Loan Application; Cancel Survey and Engineering Services; Notify MuniCap of project cancelation. On Monday, August 13th the City of Mathis Council voted down our housing development. We will present it to the City of Council again on August 27, 2018. The MEDC Executive Board recommends a motion be made to approve the resubmission of the Hwy 359 21-acre project “Settlement at the Ranch”. Motioned made by Elvira Chavez for the resubmission of the Hwy 359 21-acre Project for approval of the “Settlement at the Ranch” to the City Council. Seconded by Pat Doherty Approved (4-0).

NEW BUSINESS

6. Discussion and Possible Action on MEDC Annual Meeting

a. Recommendation of Nomination Committee for Board Officers

Action Item: Motion to Approve Recommendation of Nomination Committee MEDC Executive Committee appointed two people to serve on the Nomination Committee, officers selected were Char Brown and Pat Doherty who will present the officer nominees 2018-2019 at MEDC at its Annual meeting the 1st Tuesday of October. Motion to approve the two appointed officers; Char Brown and Pat Doherty for the nomination committee. A recommendation was made that they present the nominees in the meeting in September so that if there are any nominations on the floor, they can be added in then and the vote will be made in October. Motioned made by Elvira Chavez, Seconded by Pat Doherty. Approved (4-0).

b. Discussion of MEDC Annual Report

Annual MEDC Report will be drafted. We will work with Paul Gonzales from the News of San Patricio to write an article on the year's progress. Discussion and Possible Action on the General Land Office (GLO) Application for Multi-Family Rental Grant Project. Action Item: Motion to Approve Application on behalf Mathis Housing Authority. Motioned to approve the MEDC Director to proceed with the GLO Multi-Family Rental Housing Application to be presented to the Mathis Housing Authority. Motion by Pat Doherty and seconded by Elvira Chavez. Approved (4-0)

7. Update of – YEARLY PLANNING SCHEDULE

JUNE 2018

- a. Strategic Plan and Programs
 - i. Goals and Objectives
 - ii. Programs/Projects

JULY 2018

- b. Executive Director and Staff Annual Reviews

AUGUST 2018

- c. Budget

SEPTEMBER 2018

- d. City Council Approval

REPORTS

1. Executive Director

- a. Council of Development Finance Agencies - National Development Finance Summit; Dallas Texas; November 7-9.
We have made reservations and confirmed attendance for three board members.
- b. TEDC – Sales Tax Training Austin, Texas. Date: December 7, 2018
Location: Marriott Hotel, Austin, Texas
We have made reservations for Vicente Gonzales, Elvira Chavez and Michelle Herrera.

2. Business Retention and Recruitment

- a. Update of Business Retention programs
 - i. Number of Business contacted
Face to Face contact remains at 90 businesses contacted
 - ii. Social Media
**For the week we reached 180 people and post engagement was at 33.
For the month we reach 2,288 people and post engagement was at 1,680**
 - ii. Grand Openings
House of Gainz Grand Opening took place on August 13, 2018
 - iii. Technical Assistance
- b. Update of Business Recruitment programs
 - i. Number of inquirers and request for information
 - ii. Real Estate Development
- c. Mathis Merchant Programs

ii. Merchant Meeting

Merchant Meeting Scheduled for August 28, 2018

@ E. C.'s Select Salon at 6:30pm

- 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**

No update

8. DISCUSSION OF FUTURE AGENDA ITEMS FOR SEPTEMBER 2018 MEDC BOARD MEETING

Report on the outcome of the vote for the Hwy 359 21-acre Project the "Settlement at the Ranch" at the City Council meeting on August 27, and the outcome of the discussion at the Mathis Housing Authority for the rental housing project for seniors. Discuss the nominations.

10. ADJOURNMENT

Motion to adjourn by Elvira Chavez, seconded by Pat Doherty. Approved (4-0).
