

MINUTES
CITY OF MATHIS 4B ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE MEETING
MEDC OFFICE, 111 E. SAN PATRICIO AVE.
MATHIS, TX 78368
January 22, 2018 at 2:00 PM

COMMITTEE MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i> |
|---------------------------------------------------------------------------------|---------------------------------------------------|
| 1. Roll Call to determine presence. | |
| <i>President</i> | <i>Vicente Gonzalez</i> |
| <i>Vice President</i> | <i>Char Brown</i> |
| <i>Secretary</i> | <i>Pat Doherty</i> |
| <i>Executive Director</i> | <i>Doug Dowler</i> |
| <i>Finance Director</i> | <i>Dea Brite</i> |
| <i>Finance Asst.</i> | <i>Roxanne Breiten</i> |
| 2. Call to order. | |
| | <i>Pat determined a quorum at 2:05pm.</i> |
| 3. Consider approval of minutes from December meeting. | |
| | <i>December minutes approved.</i> |
| 4. Review of December 2017/January 2018 Financial Statements and Budget. | |
| a. Discussion of year-end 2017 Income/Expense and Balance Sheet. | |
| b. Discussion of year-end 2017 variance to budget. | |
| c. Discussion of RFQ for Accounting and Audit services. | |
| d. Discussion of 2017-2018 Income, Expense and Balance sheet | |
| | <i>Financials statements and Budget approved.</i> |

PUBLIC FORUM

Citizen Presentations from the floor.

No presentations.

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 I - 100 and 200 Blocks of San Patricio Ave
- ii. Phase II - TxDOT Alternatives Transportation Grant

Seven contractors attended the pre-bid conference. Final bids will be on Friday, Jan 26, 2018.

b. Review of MEDC Loan Programs

- i. Review and approval of Loan commitment to Apostle Construction Enterprises

Approved subject to attorney review.

c. Update on 605 Front Street Project

- i. Site clean up

Apostle Construction interested in purchasing 605 Front St property.

d. Update on I-37 project

- i. Better City

Adam Hughes, CEO Better City contacting key community members by phone appointments.

e. Update on 1025 Freeman project

- i. Discussion of project feasibility

Contract is in negotiation with owners. Discussion to continue regarding rollback taxes of approximately \$12,000 if converted from agricultural use.

b. Update on 109c Project

- i. Scope of Project

Discussions on options and costs to develop. LNV is preparing plans. Due to Hurricane Harvey, construction material is expensive.

NEW BUSINESS

6. Review of New Bank Account for Credit Card payments

- a. Resolution approving the opening of a new MEDC Account at Prosperity Bank Mathis for receipt of Credit Card Payments

Approved.

7. Discussion of MEDC Marketing and Facebook objectives.

- a. Marketing now titled Business Recruitment and Retention

Tabled for next meeting due to Bobbie's absence.

8. Discussion of Small Business Technical Assistance Program.

- a. Outreach
- b. Group Classes
- c. Individual consultation
- d. Sponsored Training

Collaboration with Del Mar College is successful. These programs also fall under Business Recruitment and Retention. Bobbie organizes, coordinates and markets programs. Dea teaches and contracts with clients. This program is unique to Mathis.

9. Discussion of MEDC Revolving Loan Program

The Rebuild Texas Fund (funded by Bill & Melinda Gates, Microsoft) Foundation has contacted the Mathis EDC to apply. The fund supports businesses affected by Hurricane Harvey. Prior to the hurricane there were 1600 business, now there are only 350 that have recovered.

REPORTS

1. Executive Director

a. Report on MuniCap presentation

Excellent presentation by MuniCap and we will pursue options in working with them. They are the most affordable.

b. SPCEDC Board Meeting 1/30/2018

c. Update on HCA Mathis Clinic

HCA (Doctor's Regional) is interested in opening a Mathis clinic. More information to come.

d. Rebuild Texas Grant

Funds are setup as a revolving loan account.

2. Business Retention and Recruitment

a. Update of Business Retention programs

i. Number of Business contacted

ii. Social Media

iii. Grand Openings

iv. SBA Social Media Presentation

v. Technical Assistance

b. Update of Business Recruitment programs

i. Number of inquirers and request for information

ii. Real Estate Development

Table for next meeting due to Bobbie's absence.

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

Dea has two contracted projects at \$35 each. Total earnings from MEDC courses is \$595.

Start Smart has 17 participants.

6. DISCUSSION OF FUTURE AGENDA ITEMS FOR FEBRUARY 2018 MEDC BOARD MEETING

- *Keep Texas Wild April 20 & 21 seeking support/volunteers*
- *Simplify financial reports*
- *Update on board director vacancy*

7. ADJOURNMENT Adjourned 4:46PM
