

# Minutes

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

July 23, 2018 at 2:00 PM

## BOARD MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i>   |                          |
|-------------|--|--------------------------|
| 1.          | Roll Call to determine presence.   |                          |
|             | President  | Vicente Gonzalez Present |
|             | Vice President   | Char Brown Present       |
|             | Secretary  | Pat Doherty Present      |
|             | Treasurer  | Elvira Chavez Present    |
|             | Executive Director   | Doug Dowler Present      |
|             | Admin Asst.  | Lori Trejo Present       |
|             | Finance  | Roxanne Breiten Present  |
| 2.          | Call to order.<br>2:05 p.m.  |                          |
| 3.          | Consider approval of minutes from May meeting.<br>Motion to approve the June minutes. by Pat Doherty, seconded by Elvira Chavez. Approved (4-0)  |                          |
| 4.          | Review of May 2018 Financial Statements and Budget. Balance Sheet and Income Statement   |                          |
|             | a. Discussion of Audit services.<br>We were waiting on some beginning balances documentation from the City of Mathis which they did provide and we have since forwarded to the auditors. The auditors have pushed their site visit to mid August.  |                          |
|             | b. MEDC Financial and Loan Reports<br>Financial statements and budget for the Month of May, approved. We have \$71,230.60 left in TEXPool after a withdrawal. Available for relending is \$10,929.05. Motion to approve June Financials by Char Brown and seconded by Pat Doherty Approved (4-0) |                          |

Citizen Presentations from the floor.

PUBLIC FORUM

PROCEDURE

5. **Presentation of Administrative Programs.**
  - a. **Review of Downtown Sidewalk Projects**
    - i. **Phase I - 200 Block of San Patricio Ave**

Contractor has made his second draw. Draw request #2 for \$20,000 from MEDC total draw was \$51,000, balance remaining of \$37,500 we should still have \$35,000 in TEXPool after we pay the remaining amount. We have a \$7,500 balance to pay the grant administrator we've already paid \$17,500. Everything is going according to plan.
    - ii. **Phase II - TxDOT Alternatives Transportation Grant**

No update:
  - b. **Update on HWY 359 - 21acre project "The Settlement at the Ranch"**.

As reported at the last meeting the appraisal was unfavorable to the project and we were faced with decisions on how to proceed. We have worked out with the bank an alternative structure financially that will allow us to move forward. The financing structure includes the creation of a \$600,000 Tax Increment Revitalization Zone for the City, County and School District. The three tax entities would give up 40-45% of their tax revenues for the next 15 years. Municap is looking over the numbers and making sure calculations are correct. The MEDC would be financed with a \$250,000 bank loan and a TIRZ \$600,000 financing structure. 1<sup>st</sup> Community Bank is asking us to put up another 20 acres for collateral in order for the loan to be financed.
6. **Discussion of 2<sup>nd</sup> Quarter Joint Community Meeting**

Good attendance and good discussions between the entities.

  - a. **Mathis ISD, City of Mathis San Patricio County Workshop on (date) – We shared updates with city, county and school district on future projects. Mathis ISD will propose a bond election in November.**
  - b. **MEDC discussion of R/E Subdivision (What is R/E stand for?)**

Moving forward, hoping in the next couple of weeks we'll have precise data on the project.
7. **Presentation and Discussion of proposed 2018-2019 MEDC Annual Budget**
  - a. **Action Item: Motion to approve the 2018 – 2019 MEDC Annual Budget**

Discussion of all employee costs of payroll and insurance, plus annual costs to run the EDC. Motion for approval annual budget by Char Brown, seconded by Pat Doherty (4-0)

#### NEW BUSINESS

#### REPORTS

2. **Business Retention and Recruitment**
  - a. **Update of Business Retention programs**
    - i. **Number of Business contacted**  
**Face to Face: we have 90 Businesses to date**
    - ii. **Social Media**  
**For the Week: People reached 810, post engagement 939**  
**For the Month: People reached 2,052, post engagement 1,636**
    - iii. **Grand Openings**  
**Pirate Coin Laundry Too & Stinky Socks Too July 13th**
    - iv. **Technical Assistance**
  - b. **Update of Business Recruitment program**
    - i. **Number of inquirers and request for information**
    - ii. **Real Estate Development**
3. **Mathis Merchant Programs**
  - i. **Merchant Meeting – July @ Palma Real**  
**Scheduled for July 31<sup>st</sup> at 6:30 p.m.**
4. **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**
8. **DISCUSSION OF FUTURE AGENDA ITEMS FOR AUGUST 2018 MEDC BOARD MEETING**  
**Update on the Settlement on the Ranch**
9. **ADJOURNMENT**

---

**Motioned to adjourn by Elvira Chavez, seconded by Char Brown. Approved. (4-0)**