

# Minutes

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

June 18, 2018 at 2:00 PM

## BOARD MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i>  |                  |
|-------------|---|------------------|
| 1.          | Roll Call to determine presence.  |                  |
|             | President   | Vicente Gonzalez |
|             | Vice President  | Char Brown       |
|             | Secretary   | Pat Doherty      |
|             | Treasurer   | Elvira Chavez    |
|             | Executive Director  | Doug Dowler      |
|             | Admin Asst.   | Lori Trejo       |
|             | Finance   | Roxanne Breiten  |
| 2.          | Call to order.  |                  |
|             | 2:07 p.m.   |                  |
| 3.          | Consider approval of minutes from May meeting.  |                  |
|             | Motion to approve the May mins. by Pat Doherty, seconded by Elvira Chavez. Approved (3-0) |                  |
| 4.          | Review of May 2018 Financial Statements and Budget. – Balance Sheet and Income Statement  |                  |
|             | a. Discussion of Audit services.  |                  |
|             | Audit started early last week, schedule to be in the office Weds. and Thurs.              |                  |
|             | b. MEDC Financial and Loan Reports  |                  |
|             | Financial statements and budget for the Month of May, approved. Have received             |                  |
|             | payments for the sidewalk benches totaling: \$1,499.98 (Van's & David Garcia). Loan       |                  |
|             | report for all loans is complete, gaining interest, and all are current. Available for    |                  |
|             | relending \$ 8,136.10.  |                  |

## 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

- i. **Phase I - 200 Block of San Patricio Ave**  
Completing the Curb and gutter portion on the west/ south side. The piping and electrical have been done. Fixing to start of the opposite side soon. We have received the bench, need to have the contractor to them together.
  - ii. **Phase II - TxDOT Alternatives Transportation Grant**  
No update: The City is waiting on TxDot to do some portion of that.
- b. Update on I37 project
- i. **Better City**  
The Contract has been paused with better city after reviewing their reports. We will work on building Mathis (tourism, housing, etc..) and revisit this next year.
  - ii. **MuniCap**  
Sources of funds based on analysis on 9ac. we could issue bond and raise around \$ 17 mil. To do the projects we had targeted. Of the 17, almost 12 will be available to incentivize to some sort of commercial development. The rest will go towards fees, interest for the life of the bond. (30yr bonds at 6.5%). We are to revisit this next year, as well.
  - c. **Update on HWY 359 - 21 ac. project "The Settlement at the Ranch"**.  
We have paid for and are awaiting the report from the appraisers, due June 28<sup>th</sup>. If report comes back satisfactory will be closing the interim construction loan and start the construction on the 21ac. Financing incentive: anyone who sells a lot will get a \$1,300.00 commission. 51 % of the lots (18) are set aside with the incentive: if you earn less than 80% of the adjusted median income (about 45k). They will be provided with a \$3000.00 closing cost assistance grant.
6. Update on 605 Front Street Project  
Tx Railroad Commission has received the report from the engineer. It's now going through there reviewal process, phase II will proceed upon reviewal.
7. Discussion of current water issues in Mathis
- a. **Water Pressure and Supply**  
A 6in. test pipe will be put along the northeast side of Mathis. To isolate the problem the City thinks they have.
  - b. **Presentation by Director, San Patricio Municipal Water District**  
Exec. Of the San Pat. Municipal is to present 10 a.m. tomorrow June 19<sup>th</sup>.
8. Discussion and Possible Action on City dues to County EDC; Possible MEDC membership in County EDC.  
City has not payed their dues to the San Pat. County EDC in the amount of \$ 2,471.0 (invoice was sent to Mike Barrera on Jan. 24<sup>th</sup>). Mathis EDC will like to pay a membership in place of the City Membership, upon the approval of the MEDC Board.
9. Discussion and Action on rescheduled MEDC Board Meeting to July 16, 2018 @6:30 PM
10. Discussion and Action on rescheduled MEDC Executive Committee Meeting to July 23, 2018 @ 2PM. The first of July is Doug is out on Vacation. Upon discussion the Board Meeting moved to the 17<sup>th</sup> and the Executive to the 23<sup>rd</sup>.

under the "Open Meetings Act." In the event the Board of Directors elects to go into closed session regarding an agenda item; the purpose of the closed session and the section of the "Open Meetings Act" authorizing the session will be publicly announced by the presiding officer.

- a. **Motion to close Executive Session and Reconvene Regular Board Meeting. Motioned by Elvira Chavez, seconded by Pat Doherty.**
- 11. ACTION ITEM: Motion to approve matters discussed in Executive Session concerning Executive Director annual review. Moved to approve Director annual review by Pat Doherty. Seconded by Elvira Chavez. Approved (3-0). Report to be made at the next meeting.**

### REPORTS

1. **Executive Director**
  - a. **TPWD Park Superintendents Meeting July 17<sup>th</sup> -19<sup>th</sup>. 28 park superintendents will be here the entire week, doing their annual meeting. Good opportunity to showcase Mathis; MEDC will provide lunch on the 28<sup>th</sup>.**
  - b. **C DFA – National Development Finance Summit; Dallas Texas November 7 – 9<sup>th</sup>, 2018**
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: we have 90 businesses to date. Social Media: number of views and post engagements have been at an increase. For the week we reach 1,782 people and month 4,626. Post engagement for the week 754 and month 1,849. Grand Openings: Agape Restoration Performance (the 2<sup>nd</sup> this month)**
  - b. **Update of Business Recruitment program**
    - i. **Number of inquirers and request for information**
    - ii. **Real Estate Development**

**Hot Rod Towing: had a meeting with Doug, Sarah Pacheco: Job application, Celestina Moreno: inquiring about a new business. (women's country club).**
3. **Mathis Merchant Programs**
  - i. **Merchant Meeting – July @ Real Palma**

**Scheduled for July 31<sup>st</sup> at 6:30 p.m.**
4. **Freedom Fest Volunteer**

**Board members are to Contact Mary at the City if they like to Volunteer.**
5. **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**