

# Minutes

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

March 19, 2018 at 2:00 PM

## BOARD MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i>   |
|-------------|--|
| 1.          | <b>Roll Call to determine presence.</b>  |
|             | <b>President Vicente Gonzalez Present</b>  |
|             | <b>Vice President Char Brown Absent</b>  |
|             | <b>Treasurer Elvira Chavez Present</b>   |
|             | <b>Secretary Pat Doherty Present</b>   |
|             | <b>Executive Director Doug Dowler Present</b>  |
|             | <b>Director of Finance Dea Brite Present</b>   |
|             | <b>Finance Assistance Roxanne Breiten Present</b>  |
| 2.          | <b>Call to order.</b><br><b>Call to order (2:33p.m.)</b>   |
| 3.          | <b>Consider approval of minutes from February meeting.</b><br><b>Move by Pat Doherty, second by Elvira Chavez. Approved (3-0)</b>  |
| 4.          | <b>Review of February 2018 Financial Statements and Budget.</b><br><b>Financial Statements and Budget for the Month of February approved. Motioned by Elvira second by Pat. Approved (3-0)</b>   |
|             | <b>a. Discussion of RFQ for Accounting and Audit services.</b><br><b>CRI was selected to do our audit out of four firms, waiting on an engagement letter.</b><br><b>Looking at June to start audit, report on audit will be given in August.</b>   |
|             | <b>b. MEDC Financial and Loan Reports</b><br><b>Financial Statements and Budget for the Month of February approved. Motioned by Elvira second by Pat. Approved (3-0). Refinance on All Cross Texas current loan balance \$8700.0 ask for additional \$5K for purchase of additional inventory.</b> |

## 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**  
**Bids going out: March 29, 2018, bid openings: April the 13, 2018, Construction starts: May 30<sup>th</sup>, 2018. (6-weeks construction period, predicted).**
- ii. **Phase II - TxDOT Alternatives Transportation Grant**  
**No new updates were available on phase II of sidewalk project.**

##### b. Update on I37 project

- i. **Better City**  
**Scheduled for a conference call the 29<sup>th</sup> of this month, should get an update on the progress they have made since last month. The update will be given at next board meeting.**
- ii. **MuniCap**  
**They will began working on basic projections for the financial and financing options for the I-37 project. Should be able to see the monies, revenue and tax increments will be generated from that property that we can turn around and use for infrastructure, incidences the potential businesses that go in there.**

##### c. Update on HWY 359 - 21 ac. Project

**Representative for the estate has contacted Mathis EDC wanting to sell 21 a. track to the EDC. Possible housing sub- division development is the idea. The school superintendent is in favor, will present it to school board in May as part of their bond packet. If all goes well the school will take 5 lots for teacher housing. Purchase prize for property:160K, plus closing cost 175k; Street water and sewer: estimated cost 800k Estimated investment: 975K, 165k for reserves total development 1.1 million Deferred development fee: \$146,250 Total: 1,286,250.**

**57 lots (1/3 of an ac. lots) at \$22, 566k a lot, estimated sales 1.41 million. In discussion with Wes Hoskin possible grant and operating money, will have more information at a later date. (NUMBERS RAN ARE ROUGH ESTIMATES)**

##### d. Review and discussion of Farmers Market Project

###### i. Public Hearing

**Karl Gibson owns a 30ac. Farm, has been involved in serval Farms Markets. Would like the oppportunity to start his own, looking to lease the Whitman property for a farmer's market**

ii. Project Approval

NEW BUSINESS

6. Annual SPCEDC Partners Breakfast

May16, 2018 at the Mathis ISD Middle School. (Looking for sponsorships at \$150.0)

REPORTS

1. Executive Director

a. Report on HCA Mathis Clinic

i. 2018 Community Enhancement Fund

Have received a letter of interest in participating, 500K grant for property, acquisition, and equipment. Dollar per dollar match from HCA up to a have million dollars plus the 500K for total of a million-dollar project for a Health Clinic.

2. Business Retention and Recruitment

a. Update of Business Retention programs

i. Number of Business contacted

No update (75 face to face contact to date)

ii. Social Media

Sidewalk post has had the highest engagement, its reach 1,756 people

iii. Grand Openings

Awaiting Gigi's, Pirate Coin Laundry Too,

iv. Technical Assistance

b. Update of Business Recruitment programs

i. Number of inquirers and request for information

Karl Gibson: Farmer Market, Lori Necker: interested in starting a business downtown: Young Lady: possible pet grooming business.

ii. Real Estate Development

b. Mathis Merchant Programs

i. Merchant Meeting

Merchant Mixer on the 29<sup>th</sup>, Collection of K.T.W. Triathlon donation. Next Mixer will be hosted at All Cross Texas, Chris Divin.

1. Small Business Technical Assistance Report

a. Completed Technical Assistance projects

11 Total training completed 2 workshops, 1 hosted, 4 individuals, 4 group

b. Upcoming Technical Assistance projects

No upcoming projects

c. Upcoming Technical Assistance programs

Email Marketing (\$45.0, 3hrs)

d. Number of participants/Revenue received/Expenses

Income \$1250.0, Expenses: \$231.65 (there will be a deduction from Del Mar) after paying Del Mar, we are in the range of \$550.0 profit

6. DISCUSSION OF FUTURE AGENDA ITEMS FOR FEBRUARY 2018 MEDC BOARD MEETING: 1 community event for the Mathis EDC to volunteer & HEB Celebration

7. ADJOURNMENT: Motioned to adjourn by Elvira Seconded by Pat. Approved 4-0