

Agenda

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

April 7, 2020 at 6:30 p.m.

BOARD MEMBERS' BUSINESS

Item	Description
1.	Roll call to determined presence.
2.	Call to order.
3.	Consider approval of minutes from March 2020 MEDC Board Meeting. <u>Action item:</u> Motion to approve the March minutes.
4.	Review, discuss and consider approval of the March financials statements and any related items. a. Review, discussion and approval of March financials and any related matters. i. Review and discussion of the March Income Statement. ii. Review and discussion of March Balance Sheet. <u>Action item:</u> Motion to approve March Financial Statements.
	b. Review, discuss and consider approval of the proposed <u>CASH FLOW BUDGET</u> for the next three months (April – June 2020) <u>Action item:</u> Motion to approve 3-month Cash Flow Budget
	c. Review, discuss and consider approval of personnel budget i. Due to anticipated loss of revenue for the next three months all employees will be reduced to half-time salaries. However, <u>Benefits will remain at the 100% Level.</u> <u>Action item:</u> Motion to approve reduction of employee salaries by half (1/2) for April, May and June 2020. Benefits will continue to be paid at full time rates during this period. (Health insurance, TMRS, sick time and Vacation accruals).
	d. Review, discussion and approval of the MEDC Revolving Loan Report, and any related matters. <u>Action item:</u> Motion to approve March Revolving Loan Report.

- i. **Review, discuss and consider approval of Payment forgiveness for the next three (3) months.**

Action item: Motion to approve Payment forgiveness of the April, May and June Revolving Loans outstanding as of April 1, 2020.

PUBLIC FORUM

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 issues 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.

Action item: Call for any comments from the audience.

OLD BUSINESS

5. Presentation of Administrative Programs.

- a. **Update on Settlement at the Ranch project and any related matters.**
- b. **Update on Settlement at the Ranch Senior Village project and any related matters.**
- c. **Update on Mathis Business Park Montana Street project and any related matters.**
- b. **Update on the Mathis Health Clinic Phase II.**
 - i. **Report on the application to USDA/ Facilities program.**
- c. **Update on Old Gin Co. Project.**
- d. **Update on the 2019 TXCDBG Downtown Revitalization and Main Street Program project.**
- e. **Update on CrackSeal of Texas building construction project.**

(note: Action items will be discussed under New Business)

NEW BUSINESS

6. Review and Discuss

- a. **Settlement at the Ranch Project**
 - a. **Suspend further development activities until such time as future financial resources change.**
 - b. **Continue to monitor financial resources and development and adjust as needed.**

Action item: Motion to suspend further development activities until such time as future financial resources change.

- b. **Discussion of the Mathis Business Park Project, and any related matters.**

- a. Suspend further development activities until such time as future financial resources change.
- b. Continue to monitor financial resources and development and adjust as needed.

Action item: Motion to suspend further development activities until such time as future financial resources change.

- c. Discussion and possible action on Settlement at the Ranch Senior Village financing.
 - a. Suspend further development activities until such time as future financial resources change.
 - b. Continue to monitor financial resources and development and adjust as needed.

Action item: Motion to suspend further development activities until such time as future financial resources change.

- d. Discussion and possible action on CrackSeal of Texas Building Construction
 - a. Pending completion by CrackSeal of Texas this project can move forward and result in possible additional revenue for MEDC.

Action Item: Motion to continue to move forward with the financing for the CrackSeal of Texas Building Construction.

- e. Discussion and possible action on Mathis Health Clinic Project.
 - a. Funding from USDA has been committed and Architects and Engineers are working on final plan design and cost estimates.

Action Item: Motion to continue to move forward with the Mathis Health Clinic Phase II project.

- f. Discussion and possible action on The Old Gin Brewing Company project.
 - a. Completion of the acquisition of the property has been completed and title is now in the name of Mathis Economic Development Corporation. The members of the Old Gin Brewing Company have indicated that they wish to proceed with the project but would like to wait 30 days to close on the purchase from MEDC.

Action item: Motion to approve the 30-day extension to The Old Gin Brewing Company.

7. Review and Discuss MEDC operational procedures.

- i. Office hours
 - a. Beginning April 1st, 2020 all personnel will be reduced to ½ time or 20 hours per week. As such, most of the time can be spent working from home until the current COVID-19 restrictions are lifted. However, some activities will require that personnel come to the office. Development of a schedule time for personnel to be

in the office will be developed and posted on the Web. Facebook, and in the window for information purposes only. Until current restrictions are lifted our office will not be open to the public, but information on how to email or call staff will be posted for the public.

Action item: Motion to approve the MEDC office hours and contact procedures.

- ii. Board meetings and other “necessary” meetings.
 - a. **Beginning April 1st, 2020 regularly scheduled MEDC Board meetings will be conducted as normal. However, anyone wishing to participate remotely will have access vis GoTo Meeting software. Information for the public will be posted for the public to be allowed to participate via the software.**

Action item: Motion to approve the MEDC regular scheduled board meetings to proceed as normal with option to participate via GoTo meeting software. Public participation will not be allowed in person but by GoTo meeting software application.

- iii. Review discuss and action on authorization for Executive Director to submit SBA applications to First Community Bank for Paycheck Protection Process funding and Economic Injury Disaster Loan.

Action item: Motion to approve the submission of SBA application for PPP and EIDL Funding.

8. DISCUSSION OF FUTURE AGENDA ITEMS FOR MAY, 2020 MEDC BOARD MEETING.

9. Adjournment.

Executive Session Reservation

PUBLIC NOTICE IS HEREBY GIVEN THAT THE Board of Directors may elect to go into closed session at any time during the meeting in order to discuss matters listed on the agenda concerning personnel, consultation with the Corporations Attorney, real estate acquisitions, or other purposes authorized 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.

POSTING CERTIFICATION

I hereby certify that this public meeting agenda was posted in a public place at the Mathis EDC in the City of Mathis, Texas, in compliance with the requirements of public law for posting an agenda on all non-emergency meetings at least 72 hours prior to the call to order of said meeting.

**Pat Doherty
MEDC Secretary**

At _____ a.m./p.m. on _____, 2019