

# Minutes

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

August 20, 2018 at 2:00 PM

## BOARD MEMBERS' BUSINESS

### *Item*

### *Description*

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	Absent
2. **Call to order.**  
2:08 p.m.
3. **Consider approval of minutes from May meeting.**  
Motion to approve the July 23<sup>rd</sup> minutes by Pat Doherty, seconded by Char Brown. Approved (4-0)
4. **Review of May 2018 Financial Statements and Budget. – Balance Sheet and Income Statement**
  - a. **Review and Possible Action of 2018-2019 Budget Revision.**
    - i. **Action Item: Motion to Approve Revised 2018-2019 MEDC Annual Budget**  
The Executive Board is asked to recommend to the Board of Directors to adopt the 2018-2019 Budget. If approved, it will be presented to the City Council at their first available opportunity in September for approval for the fiscal year. Motioned made by Elvira Chavez to approve budget draft 2018-2019, seconded by Pat Doherty (4-0)
    - b. **Discussion of Audit services.**  
The city has delivered all required documents and the audit is at the end. We are now

## 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 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 - 200 Block of San Patricio Ave**  
Third draw request has been completed and there is a remaining balance of \$17,300 to be drawn on our \$75,000 commitment. We have funded 77 percent of the requirement and the contractors are 80 percent complete. We are purchasing two planters, one bench and two trash cans with the \$1000 donation from Smoliks. Contractors anticipate finishing by September 3<sup>rd</sup>.
  - ii. **Phase II - TxDOT Alternatives Transportation Grant**  
No update from TXDOT, but the City of Mathis has been approved the project.
- b. **Update and Possible Action on Hwy 359 – 21acre project “Settlement at the Ranch”**
- A. **Action Item: Motion to Cancel Hwy 359 – 21acre project and rescind Purchase Money Contract for the purchase of the land; Withdraw Loan Application; Cancel Survey and Engineering Services; Notify Municipap of project Cancellation.**  
On Monday, August 13<sup>th</sup> the City of Mathis Council voted down the MEDC housing development. We will present it to the City of Council again on August 27, 2018, upon a recommendation of a motion to be made to approve the resubmission of the Hwy 359 21-acre project “Settlement at the Ranch”. Motioned made by Elvira Chavez not to cancel the Hwy 359 21acre project and recommend to the MEDC Board to support the resubmission of the project at the next City Council Meeting August 27, 2018 at 7pm. Seconded by Char Brown. Approved (4-0).

#### NEW BUSINESS

- b. **Discussion of MEDC Annual Report**  
Annual Meeting is scheduled for the first Tuesday of the month of October which will be on the 2<sup>nd</sup> of October. At that time Lori Trejo will present our Annual Report.
  
- 7. **Discussion and Possible Action on General Land Office (GLO) Application for Multi-Family Rental Grant Project.**  
Due to Hurricane Harvey the GLO is giving Grant monies for the development of Multi-Family Housing. It will be on 6 acres of the 100 acres and 5 buildings will be built with 11 units. We will be the developer and have the Mathis Housing Authority manage it. The units will be for seniors ages 55 and above.
  - a. **Action Item: Motion to approve application on behalf of Mathis Housing Authority.**  
Motion to approve application on behalf of the Mathis Housing Authority made by Char Brown and seconded by Pat Doherty. Approved (4-0)
  
- 8. **Discussion and Possible Action to change August 21<sup>st</sup> Regular Board Meeting to 5:00pm.**

**REPORTS**

- 1. **Executive Director**
  - a. **CDFR – National Development Finance Summit; Dallas Texas November 7<sup>th</sup>-9<sup>th</sup>, 2018**  
Rooms and reservations are reserved for that day.
  - b. **TEDC – Sales Tax Training Austin, Texas Date: December 7, 2018**  
Location: Marriott Hotel, Austin, Texas  
Rooms and reservations are made for Vicente Gonzalez, Elvira Chavez and Michelle Herrera.
  
- 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 180, post engagement 33  
For the Month: People reached 2,288, post engagement 1,680
    - iii. **Grand Openings**  
August 10<sup>th</sup> @ 10am we had House of Gainz grand opening.
    - iv. **Technical Assistance**
  - b. **Update of Business Recruitment program**
    - i. **Number of inquirers and request for information**

**9. DISCUSSION OF FUTURE AGENDA ITEMS FOR SEPTEMBER 2018 MEDC BOARD MEETING**

Update on audits, update on the outcome of the vote of the "Settlement at the Ranch" Discuss whether to continue the Merchant Meeting Program. Discuss the Shop Small weekend.  
Discuss the \$1690 monthly Bond Payment to the City.

**10. ADJOURNMENT**

Motioned to adjourn by Elvira Chavez, seconded by Pat Doherty. Approved. (4-0)