

MINUTES

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

August 1, 2017 at 6:30 PM

BOARD MEMBERS' BUSINESS

<i>Item</i>	<i>Description</i>
1. Roll Call to determine presence by assistant Secretary Pat Doherty.	
<i>President</i>	<i>Vicente Gonzalez Present</i>
<i>Vice President</i>	<i>Char Brown Present</i>
<i>Secretary</i>	<i>Pat Doherty Present</i>
<i>Treasurer</i>	<i>Elvira Chavez Present</i>
<i>Director</i>	<i>Michelle Herrera Absent</i>
<i>Director</i>	<i>Dana Espinal Present</i>
<i>Director</i>	<i>Frank Galvan Late</i>
<i>Executive Director</i>	<i>Doug Dowler Present</i>
<i>Network Asst.</i>	<i>Dea Brite Absent</i>
<i>Marketing Asst.</i>	<i>Bobbie Bramel Present</i>
2. Call to order.	
	<i>With a quorum present of the Mathis EDC Board of Directors meeting was called to order by President Vicente Gonzalez at 6:34pm.</i>
3. Consider approval of minutes from July 11, 2017 meeting.	
	<i>-change on item #3 "Motion by Dana, second by Dana" to "second by Elvira"</i>
	<i>-change on item #4 first paragraph it should state "we are reporting on a cash variance" to cash basis"</i>
	<i>-change on item #9, "the" to "they have various programs to offer"</i>
	<i>Pat motions to approve minutes with the corrections, second by Elvira. Approved 5-0.</i>
4. Review of July Financial Statements and Budget.	
	<i>Elvira presents budget, review MEDC Budget Draft 2017-2018, it is a DRAFT. We will have to be very careful and selective in making donations for next year. We have a full budget. Dana requests to show "accounting/audit". Motion by Char to approve the operating budget as drafted, second by Pat to approve budget as presented. Approved 5-0.</i>
	<i>Elvira presents income statements and July income taxes collected. Income is July but sales tax are from May. This is an interim statement, might be some changes. This is current as of today. If there are substantial changes we will present it at the September meeting. The City had an overpayment of</i>

withholdings for EDC employees due to rounding errors from their program. Dea has corrected the issues through Inuit. Motion to approve by Dana, second by Elvira, 5-0.

OLD BUSINESS

5. Presentation of MEDC Programs

a. Downtown Revitalization

A. Sidewalk Project

The engineers are moving forward and surveyors were in town this week working on our draft design. We have decided to wait on releasing the planner's designs to the public to make sure we can afford what we release. Once confirmed will hold a public meeting.

b. Business Retention and Expansion

A. Hotel Development

Deal will NOT go forward. The structure will have investor/owner responsibility for the debt of \$2.2M. We do not have investors interested to move forward so the EDC has stepped out of the deal.

c. Revolving Loan Program

A. 4 loans completed for \$84,000

Remaining \$16,000 left and 1 possible \$40,000 loan request. If it is approved then Doug will come back to the board to use TEXPool funds. The program is going well and this shows the demand for these programs is here.

B. One Loan pending for \$40,000

Application has not been submitted but it is expected to be soon.

6. Discussion of Retail Strategies Programs

Doug will notify them that the program is not needed at this time due to the hotel project cancellation.

NEW BUSINESS

7. Discussion and Action on the 2017-2018 MEDC Operating Budget

a. Action Item: Motion to approve MEDC 2017-2018 Operating Budget as presented.

Motion by Char to approve the operating budget as drafted, second by Pat to approve budget as presented. Approved 5-0.

8. Discussion and Action on MEDC Annual Meeting

a. Action Item: Motion to approve MEDC Annual Meeting

Scheduled for Oct 3rd. Celebrate accomplishments for 2017 and plan for 2018. Suggestion is western themed pot-luck to keep costs down. We would like to conduct the business portion in the beginning, elect executive members, and present the annual report at the annual meeting. We would like to invite the city and MISD leadership. Dana requests including how we partnershiped with the city and

pictures of before and after MEDC properties. We will come back with a plan. No action taken.

9. Discussion and Action on MEDC Joint Planning Workshop

Doug suggests bringing together the 3 governing entities to have the opportunity to have a planning session, continue strengthen community interest of the future of Mathis and get feedback from them. Dana requests inviting county commissioner, judge, state officials and Foster at SPEDC. Pat suggests plan ahead and send out agenda in advance to give them opportunity to respond. Elvira suggests keeping a time limit.

a. Action Item: Motion to approve MEDC, City and School Board Joint Planning Workshop for 2017-2018. *Dana motions, Frank seconds, pass 6-0.*

10. Discussion and Action on Housing Workshop

Doug requests to put together a workshop or meeting to discuss housing needs of the Mathis community.

a. Action Item: Motion to approve the scheduling and implementation of MEDC workshop on housing needs and possible programs to address.

A. Architecture and Zoning, and Master Plan

Dana makes a motion, second by Frank, approved 6-0

11. Discussion of IRS response to request for reinstatement of 501(c)(3) status for MEDC

Doug reports the IRS wrote the MEDC a letter there was a mistake and we are officially reinstated.

12. Discussion of 2017-2018 Community Development Fund-CDBG City of Mathis and MEDC match.

Reference email response from CDF. Mathis came in at 6 and the cutoff is at 5. We are carried over to the 2018 round. We will be in line at number 1 for 2018 funding. We agreed to match the \$22,500 with the city. We will include the \$22,500 in the 2018-2019 budget.

13. Discussion and Action on Downtown Beautification Project

We would like to coordinate with local civic clubs to sponsor trees, benches, etc. for our downtown district. The objective is to give the community pride and ownership in the sidewalk project.

a. Action Item: Motion to approve the creation of a Downtown Beautification Committee.

Motion by Frank, second by Elvira, approved 6-0

REPORTS

14. Executive Director

a. SPEDC Annual banquet October 19th, 2017

Please RSVP. The EDC has a table of 8 seats. Event is in Aransas Pass.

b. Coastal Bend COG Federal & Community Resources Workshop

Doug will be sitting on the housing panel from 3-4pm.

c. Special Assessment Techniques for Transformative Community Improvements

We can not generate enough funds at this time so we create special districts to charge those properties located in those district a tax levy to generate funds that can be put back in to the owning district. This is another option to look at in the future.

d. Small business survey list

The SPEDC has put together a small business survey list. They would like us to complete these surveys to help recognize longevity.

e. SBA Government Contracting workshop July 25 presented by SBA 6-8pm, MEDC meeting room.

As a result of this class, we were informed that ALL of Mathis, Texas is a HUBZone under SBA guidelines.

f. TXDOT I-37 Corridor study

Letter from TXDOT has requested us to participate in a study. More to come.

g. Sales Tax Revenue 1/1/17-6/30/17

We are \$3,000 ahead of last year's numbers.

h. Administrative Services Agreement

City Council has accepted the amended agreement.

i. Standard Operating Procedures

We are working on the financial and general operating procedures.

j. Development of MEDC owned property

We've only sold one of our properties. We might have to do some renovating to help get the other property sold. They are listed on free sights and websites. Doug is researching and preparing a cost analysis.

k. Whitman Property Development

Cost analysis has been estimated at \$5000 to get title research and environmental inspection. The city is required to do all these things prior to sell. Dana discusses the importance of having this property ready to avoid losing a sale and the MEDC board members should be bringing this to the attention to the city council. Doug will put together what it will take to get the property ready for sale.

l. Avaangrid Renewables: Karankawa wind farm

The windmill properties will be up to the IH37 and much bigger than the ones in Taft, approximately 500 ft. Doug and the City Manager have a meeting on Aug 14th to clarify location.

15. Marketing/Facebook Report.

a. Facebook statistics

Up to 550 Likes, survey photo received over 1,000 views. Comments have been positive on progress. Bobbie is scheduled for several events through the SBDC for marketing training. Currently working with Darcy to start webinars or bring presenters to Mathis. I will also be a guest speaker on Parivaar Facebook LiveBIZ weekly event. We are already getting contractors to come in interested in putting bids for the sidewalk project. SPEDC on Aug 16th at 0730 in Sinton (Freddy's). SBA will be back to do a presentation on HUBZone eligibility on Aug 28 from 6-8 at the EDC conference room. We are also looking at bringing back art fest or market festival twice a year, spring and fall. On Sep 22nd, we will celebrate national Women in Business day. I would like to bring women leaders together for coffee and donuts. Shop Small is on Nov 25th. I am starting to ask business to participate.

- b. Census 2020 The Road to 2020: How your community can prepare
Bobbie is scheduled to attend the Census 2020 presentation.

16. IT and Conversion from the City.

We are 99% completed. The city will be helping Dea finish up accounting.

17. DISCUSSION OF FUTURE AGENDA ITEMS FOR SEPTEMBER 2017 MEDC BOARD.

Avaangrid representative will be at our next Board meeting to make a presentation.

18. MEETING ADJOURNMENT.

Elvira motions, Frank seconds, meeting adjourned 6-0.
