

Minutes

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

September 10, 2018 at 2:00 PM

BOARD MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i> | |
|-------------|--|--------------------------|
| 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 August 20th minutes by Pat Doherty, seconded by Elvira Chavez.
Approved (4-0) | |
| 4. | Review of May 2018 Financial Statements and Budget. – Balance Sheet and Income Statement | |
| | a. Review, Discussion and Possible Action of Health Insurance options. | |
| | b. Discussion of Audit services.
The city has delivered all required documents and the audit is at the end. We are now prepared for the next year's audit. | |
| | c. MEDC Financial and Loan Reports
Financial Statements and Budget for the month of July, approved. Loan report for all loans are complete, gaining interest and all are current. Available for relending \$4,375.00. Motion to approve financial reports, by Char Brown; seconded by Elvira Chavez. Approved (4-0) | |

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 pulled 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 2 planters, one bench and two trash cans with the \$1000 donation from Smoliks. Contractors anticipate finishing by September 3rd.

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 Municap of project Cancellation. On Monday, August 13th the City of Mathis Council voted down our 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

6. Discussion and Possible Action on MEDC Annual Meeting.

a. Recommendation of Nomination Committee for Board Officers –

Action Item: Motion to Approve Recommendation of Nomination Committee Pat Doherty and Char Brown were recommended for the Nominating Committee. Motioned made by Elvira Chavez to have Pat Doherty and Char Brown on the Nomination Committee. Seconded by Pat Doherty. Approved (4-0).

b. Discussion of MEDC Annual Report

Annual Meeting is scheduled for the first Tuesday of the month of October which will be on the 2nd 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 there with 11 units. We will be the developer and have the Mathis Housing Authority manage it. These Units will be for the elderly ages 55 and up.
 - 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 21st Regular Board Meeting to 5:00pm.
 - a. **Action Item:** Motion to Approve changing the August 21st Board Meeting to 5:00pm.
 Motioned made by Char Brown to approve the time change of the MEDC Board Meeting to 5pm. Seconded by Pat Doherty. Approved (4-0)

REPORTS

1. Executive Director
 - a. CDFA – National Development Finance Summit; Dallas Texas November 7th-9th, 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 10th @ 10am we had House of Gainz
 - iv. Technical Assistance
 - b. Update of Business Recruitment program
 - i. Number of inquirers and request for information
 - ii. Real Estate Development
3. Mathis Merchant Programs
 - i. Merchant Meeting – August @ Palma Real
 Scheduled for August 28th at E.C.'s Select Salon at 6:30 p.m.
4. 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
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 the Merchant Meeting Program as to continue or not. Discuss the Shop Small weekend as well. Discuss the \$1690 monthly Bond Payment to the City.

10. ADJOURNMENT

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