

Minutes

CITY OF MATHIS 4B ECONOMIC DEVELOPMENT CORPORATION
Regular Board Meeting
MEDC OFFICE, 111 E. SAN PATRICIO AVE.
MATHIS, TX 78368

February 5, 2019 at 6:30 p.m.

BOARD MEMBERS' BUSINESS

- | <i>Item</i> | <i>Description</i> | |
|--|--|---------|
| 1. Roll Call of members. | | |
| President | Vicente Gonzalez | Absent |
| Vice President | Char Brown | Present |
| Secretary | Pat Doherty | Present |
| Treasurer | Elvira Chavez | Present |
| Director | Frank Galvan | Late |
| Director | Michelle Herrera | Present |
| Director | Mitchel Smolik | Present |
| Executive Director | Doug Dowler | Present |
| Finance | Lori Trejo | Present |
| Business R & R | Roxanne Breiten | Present |
| 2. Call to order. | | |
| | Vice President Char Brown called meeting to order at 6:35 p.m. | |
| 3. Consider approval of minutes from January 2019 regular board meeting. | | |
| | Pat motioned to approve the minutes, seconded by Elvira. Approved (6-0). | |
| 4. Review of January 2019 Financial Statements and Budget. | | |
| a. Review and discuss cash flow of the Mathis EDC | | |
| | Doug and Elvira present financials: All MEDC accounts and reports are paid and up to date. Doug said the yearend review sales tax will be around twenty-two thousand. February's sales tax is still unknown. The fifty-thousand-dollar loan has been received. The MEDC will setup a new account and deposit the funds into that account. | |
| b. Pending data from City | | |
| | Doug: Board members requested sending a letter to the City requesting them to send us a letter so that we may finish the audit. The MEDC requested a reply by January 18, 2019, if the they City did not do so by that time it meant that they could not produce the information. We forwarded that information to the auditors, they will now proceed to close the audit. | |
| b. MEDC Financial and Loan Reports | | |
| | No new loans were issued; all loans are complete and current. The MEDC has eleven hundred dollars in that account for relending and will build up funds for new loans. | |

PUBLIC FORUM

Citizen presentations from the floor.

PROCEDURES

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 1 - 200 Block. Of San Patricio Avenue. **COMPLETE**

a. Ribbon Cutting Ceremony for Sidewalk Project

The downtown sidewalk project is complete. The City is in the process of closing out the contract. CDBG will have a public hearing at the next counsel meeting on Monday. When they have had public hearing, final documents will be submitted, and the project closed.

ii. Phase II - TxDOT Alternatives Transportation Grant

The City could not provide an update at the joint meeting, they are still waiting on TxDOT to report. The project is approved.

b. Update on HWY 359 - 21-acre project. – “The Settlement at the Ranch”

We have engaged a bond counsel, financial advisors, trustees, financial consultant, all of which are working with bond counsel. We are still on schedule for April issuance and closing, that means we should be starting construction in late April.

c. Health Clinic

i. Action Item: Approval of Memorandum of Understanding by and between Mathis EDC and The Grace Lutheran Church of Mathis

Doug reports, the MOU was prepared by Jeff Moore the MEDC attorney and states the donation of one hundred thousand dollars be used for the construction, operation, and reimbursement of expenses incurred on the project. Board approval of the memorandum is required and will be executed tonight. Grace Lutheran church will sign it tomorrow. Once signed Grace Lutheran Church will give us the funds to be deposited into a restricted account, which can only be used under the three categories named in the memorandum. Elvira motioned to approve the Memorandum of Understanding by and between the Mathis EDC and the Grace Lutheran Church of Mathis. Seconded by, Michelle. Approved (6-0).

ii. Action Item: Approval of Resolution approving project - Grace Lutheran Church property donation and authorizing the Executive Director, Doug Dowler to sign earnest money contract.

Memorandum from Doug Dowler to the Board of Directors, authorizing the project and approval of the execution of the real-estate contract and any and all documents needed for the acquisition. The Church will also donate three additional lots with no restrictions. Elvira motioned to approve the Resolution approving project-- Grace Lutheran Church property donation and authorizing Executive Director Doug Dowler to sign the earnest money contract. Seconded by Pat, approved. (6-0).

NEW BUSINESS

6. Review and Disc uss

a. Driscoll Health Plan presentation – Jenessa Trebatoski

Jenessa Trebatoski, Driscoll Hospital nonprofit income based health plan for children spokesperson, said the service covers from birth to the age of nineteen children and special needs from birth to twenty-one, and pregnant women. We host baby showers and offer pre-natal education. We have been serving the Mathis community, however the current host location is closed to us. We are looking for a new place to host our baby showers/classes, which is how we met Doug who suggested one of the small houses on the property. We will use the property once a month for a total of four hours. Our only request is that tables (3) and chairs (15) be provided.

b. Review Insurance for 605 N. Front

i. Action Item: Motion to approve insurance policy for 605 N. Front Frank motioned to approve insurance policy for 605 N. Front Street, seconded by Michelle. Approved (6-0).

c. Financial Advisor Estrada – Hinojosa

i. Action Item: Motion to approve Estrada – Hinojosa as financial advisor for MEDC

Doug: recommends to the board that we approve Estrada-Hinojosa as financial advisor for the MEDC. Elvira motioned to approve Estrada- Hinojosa as financial advisor for the MEDC, seconded by Frank. Approved (6-0).

d. Bond Counsel Ross Martin and Dan Martinez Winstead Financial

i. Action Item: Motion to approve Winstead Financial as Bond Counsel Doug recommends to the board that we approve Winstead Financial as Bond Counsel. Elvira motioned to approve Winstead Financial as Bond Counsel, seconded by Frank. Approved (6-0).

e. K.T.W. Triathlon - Volunteer

i. Action Item: Motion to approve sponsorship

Doug: K.T.W. representative has come to us early enough this year that we can do some promotions for the event; they are asking for volunteers. The City has given us twenty-five hundred hot tax funds to do thing such as this. I recommend to the board that we take a thousand-dollar sponsorship, and work with K.T.W. in promoting this event. Michelle motioned to approve the K.T.W. Triathlon Sponsorship, seconded by Frank. Approved (6-0).

f. Cast for Kids – Volunteer/ Sponsorship

i. Action Item: upon board discussion

Doug: Farmers insurance and 3 C's Bass club is sponsoring C.A.S.T. for Kids at Lake Corpus Christi. Sponsorships range from twenty-five hundred to two hundred and fifty dollars. It will be held April 13th at 8 am. they are also looking for volunteers. Frank motioned to approve sponsorship for the C.A.S.T. for Kids, seconded by Michelle. Approved (6-0).

g. San Patricio Co. Day in Austin

San Patricio County EDC will take a bus to Austin. They will stop here and pick us up at Smoliks. MEDC sponsored beef sticks for the road and a goody basket in 2017. We scheduled a separate appointment with Susan Bernard with the Texas Department of Agriculture to meet with Sid Miller. If you like to attend it will be Wednesday, March 6th, let us know by Friday.

h. Review Facebook Policies

i. Action Item: Motion to approve Facebook Policies

Doug recommends the Board approve the new Facebook Policies. Mitchel moved to approve the Facebook Policy as written, seconded by Michelle. Approved (6-0).

i. City of Mathis Membership – SPCEDC

County dues from the City of Mathis to the County EDC. Doug said that Foster continues to support Mathis, despite the City not paying their dues. Foster is uncertain whether there will be one in Mathis, because the City has not paid its dues. He may have one because the MEDC has a sponsorship.

REPORTS

1. Executive Director

a. SPEDC update

March 6th- San Patricio Day in Austin, March 27th- Economic Update Luncheon at Northshore Country Club. Schedule of SPEDC Board Meeting is provided, Partner breakfast in Gregory, February 20th. Comptroller report is provided.

b. Debbie Linsey -Opal

We have engaged Debbie Linsey- Opal is a former city Council member for Corpus Christi, and her marketing consultant firm. She will present a proposal to market the housing subdivision to large industries.

2. Business Retention and Recruitment

a. Update of Business Retention programs

i. Number of Business Contacted

ii. Grand Openings

b. Update of Business Recruitment programs

i. Number of inquiries and request for information

ii. Real Estate Development

7. DISCUSSION OF FUTURE AGENDA ITEMS FOR MARCH 2019 MEDC EXECUTIVE BOARD MEEETING.

8. ADJORNMENT

Elvira motioned to adjourn, Frank seconded the motion, Approved (6-0)

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 of all non-emergency meetings at least 72 hours prior to the call of said meeting.