

Minutes

CITY OF MATHIS 4B ECONOMIC DEVELOPMENT CORPORATION

Executive Board Meeting

MEDC OFFICE, 111 E. SAN PATRICIO AVE.

MATHIS, TX 78368

January 28, 2019 at 2:00 p.m.

BOARD MEMBERS' BUSINESS

<i>Item</i>	<i>Description</i>		
1. Roll Call of Board members.			
President	Vicente Gonzalez	Present	
Vice President	Char Brown	Absent	Dr Appt.
Secretary	Pat Doherty	Present	
Treasure	Elvira Chavez	Present	
Executive Director	Doug Dowler	Present	
Financial	Lori Trejo	Present	
Business R & R	Roxanne Breiten	Present	
2. Call to order.			
	President Gonzalez called meeting to order at 2:15.		
3. Consider approval of minutes from December 2018 Regular Board Meetings.			
	There were no meetings in November and December.		
	Our last meeting was in October which was the annual meeting.		
4. Review of December 2018 Financial Statements and Budget.			
	a. Review and Discuss cash flow the Mathis EDC		
	Doug presents the financial report: Due to QuickBooks glitches, we don't have correct reports. Judith Clifford has been contracted to meet with Lori to make certain the books are correct, at the end of every month. All MEDC accounts, and reports are, paid and up to date. The City Council has asked to see the financials. Doug will present a basic income and expenses report and let them know of the software problems.		
	b. Discussion of Audit services		
	i. Pending data from City		
	Doug said he sent a letter to the City and the Mayor requesting the information that accountants needed by January the 18 th . Doug received confirmation from the auditor that that was fine, and that they would proceed with the audit and finish by this week.		

c. MEDC Financial and Loan Reports.

No new loans were issued; all loans are current, and interest payments up to date.

Public Forum

Citizen Presentation 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 Project

i. Phase I – 200 Block of San Patricio Avenue.

We have paid the City the last portion of the match. The ribbon cutting will be on Thursday, January 31 at 6 p.m. at the corner of Bee St. and E. San Patricio Ave. We are expecting one T.V. station. Recognition of sponsors, contractors, engineers, and 200 block business owners will be recognized.

ii. Phase II – TxDOT Alternatives Transportation Grant

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

The City has decided they do not want to be the issuer of the bonds; the MEDC will be the conduit issuer. The bonds will be under the City name. The City is responsible for the PID and TARS and the increment taxes that are being collected. The bonds are not a liability to the EDC.

c. Update on Health Clinic

Doug reports the transfer of ownership ran into a hiccup. Fifty years ago, when the Grace Lutheran Church filed the franchise and created their entity; there was a time limit that that would be good for fifty years. The formation of their entity went away after 50 yrs. Therefore, the entity cannot sign the deed to give us the title to the property. Dianne Wilder, Grace Lutheran board president, got the franchise reinstated and should have update tomorrow that their franchise is back and reinstated. We should close next week on the property, and if everything goes as planned, we should begin construction in February.

NEW BUSINESS

6. Review and Discuss

a. review insurance for 605 N. Front

General Liability and Fire is a standard policy. The premium is \$682.51 for the year. Need a motion to approve and present it to the full board at next board meeting.

i. Action Item: Motion to approve insurance policy for 605 N. Front

Pat moved to approve and present to full board the insurance policy for 605 N. Front, Seconded by Elvira. Approved (3-0)

b. Financial Advisor Estrada – Hinojosa

We have secured an engagement letter with Estrada- Hinojosa of San Antonio. They play a key role on the Settlement bond issuance. Their base fee is \$40,000.00 and goes up for each thousand dollars. These fees are paid from the bond issuance and are a onetime fee.

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

Pat moved to approve and present to full board the Estrada-Hinojosa financial advisor to Represent the Mathis EDC, Seconded by Elvira. Approved (3-0)

c. Bond Counsel Ross Martin and Dan Martinez Winstead Financial

Bond Counsel is an attorney who represents issuers. Bond attorneys are responsible for drawing up the bond documents, in accordance with investment bankers and financial advisors' processes. Bond counsel certifies that the MEDC has followed the correct approval processes. The attorney fees will be paid through the bond issuance.

i. Action Item: Motion to approve Winstead Financial as Bond Counsel

Elvira moved to approve and present to full board the Winstead Financial as Bond Counsel to Represent the Mathis EDC, Seconded by Pat. Approved (3-0)

d. K.T.W. Triathlon Sponsorship

The MEDC has a \$2,500.00 allotment from the hotel – motel tax from the City. Doug suggested the MEDC buy a \$1,000.00 sponsorship. We'll start promoting the triathlon that will be on May 4, 2019. We hope the event will be a larger event this year.

i. Action Item: Motion to approve Triathlon sponsorship

Pat moved to approve and present to full board the Keep Texas Wild Triathlon sponsorship in the amount of \$1000.00.

e. San Patricio Co. Day in Austin

Doug said that he could set up a meeting for the MEDC with the Texas Department of Agriculture as we did the pervious visit. Elvira motioned to recommend to the full board our trip to Austin, Seconded by Pat. Approved (3-0).

f. Review Facebook Policies

Pat and Roxy have put together a Facebook Policy for review and we will present and ask for approval at the regular board meeting.

i. Action Item: Motion to approve Facebook Policies

Pat moved to recommend it to the full board to adopt Facebook Policy. Seconded by Elvira Approved (3-0).

g. Ribbon Cutting Ceremony for Sidewalk Project

That will be Thursday at 6:00 pm. We will have the streets closed off for approximately 35 minutes. A news station, the MHS Mariachis, City Councilmen, and Mayor Villarreal will be in attendance. Following ribbon cutting will be our quarterly meeting with the City, Mathis ISD and the County EDC.

REPORTS

1. Executive Director

a. SPCEDC update

The SPCEDC Board meeting is January 29. Doug will give a presentation on how smaller rural communities EDC's can facilitate change using Mathis EDC health clinic, downtown revitalization projects, and housing development as examples.

b. Debbie Linsey- Opal

Debbie Linsey-Opal is a former City Council member for Corpus Christi, and has a marketing consultant firm, and 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 Opening**

b. Update of Business Recruitment Programs

- i. Number of inquires and request for information**
- ii. Real Estate development**

7. DISCUSSION OF FUTURE AGENDA ITEMS FOR FEBRUARY 2019 MEDC EXECUTIVE BOARD MEETING

8. ADJOURNMENT

Elvira motioned to adjourn, Pat seconded the motion. Approved (3-0) 3:09 p.m.



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 purpose of the closed session and the section of the "Open Meetings Act" authorizing the session will be publicly announced by the presiding officer.

POSTIN CERTIFICATION

I 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.