

Minutes

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

May 21, 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 (2:40) |
| | Treasurer Elvira Chavez Present |
| | Secretary Pat Doherty Present |
| | Executive Director Doug Dowler Present |
| | IT/Financial Dea Brite Present |
| | Marketing Roxanne Breiten Present |
| 2. | Call to order.
Call to order (2:11pm) |
| 3. | Consider approval of minutes from March (No meeting in April) meeting.
Motioned made by Pat Doherty, second by Elvira Chavez. Approved (3-0) |
| 4. | Review of April 2018 Financial Statements and Budget. |
| | a. Discussion of Audit services.
Firm Start Date, the 18 th of June. Auditors may begin requesting thing as soon as June 1 st . In preparation for the 18 th which they will be on site. |
| | b. MEDC Financial and Loan Reports
Financial Statements and Budget for the Month of April, approved. Awaiting on some insurance funds (16k), and 13,500.00 approved from Texpool (A.C.) has not been used/transferred. Motioned to approve the Financial Statements and Budget by Elvira, seconded by Pat. Approved (3-0). Loan report for all Loans is complete, gaining interest, and all are current. Available for relending \$5,988.80. |

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

Conduit and electrical are now being place, at the end of 2wks of works. Invoice have been sent to the bench sponsor, should be seeing payment next 30 days.

ii. Phase II - TxDOT Alternatives Transportation Grant

No update.

b. Update on I37 project

i. Better City

Now in the Process in doing the comparisons of the Mathis hotel market with surrounding areas. Option on that property expires this Fall, if no results we will halt the contract till further notice.

ii. MuniCap

Taking the alternative tax increment financing does make a positive return on your investment back to the investor looking to put it a (hotel). We could in theory come up with the 17mil. investment. (Conference call June 5th)

c. Update on HWY 359 - 21 ac. project "The Settlement at the Ranch".

Met with the bank last Tues. presented a financing packet to David Cantu. \$534k construction cost to create 34 lots. Coming in at a cost: 10% contingency plus a 15% developers fee, at about 734k total project cost. Put us in at just a little over 21k per lot (cost) target price is 25k a lot. Down Payment Assistance Grant for Families earning 80% of adjust median income of 3k dollars that will go towards paying closing cost. We will pay a 1300.0 sales commission. (Awaiting appraisal from bank 30 days).

6. Update on 605 Front Street Project

Phase I assessment of the property has been done. Working on their report now. Weds. Ashley Carol will be here might have a report of the progress made thus far. Next step is the testing of the soil, lastly will be the remediation.

7. Review of Annual SPCEDC Partners Breakfast Mathis

Over 40 people were in attendance, good feedback/ interest on the range of information shared.

NEW BUSINESS

1. Discussion of Current Water issues in Mathis

Low/ lack of water was brought to City Council and are preparing to have a plan of action by next City Council meeting.

a. Possible tour of San Patricio Water District

Look into water solution/ preparation for our water issue and future availability

2. Discussion of SBA Micro entrepreneurs Program.

a. Resolution of submission of application – Ratification by Board.

Available: 150k match from SBA for program development and implementation. We are putting in an application for a 150K (150k Match) total 350k for operating money for next year Business Technical Assistance program. Motion resolution of submission for application by Char, seconded by Pat. Approved (4-0)

WORKSHOP

1. MEDC Annual Planning and Budget process.

a. Strategic Plan and Programs

i. Goals and Objectives

2017-2018 program: Downtown revitalization program- Downtown sidewalk project Phase I & II, Phase III Development (100 block of San Pat. Ave.,

Public Works Program- water plant & distribution, wastewater plant and infrastructure.

Community Facilities program, Business/ industrial development programs Business technical program, housing, business recruitment, business retention and expansion, Mathis public profile/ Marketing, Revolving Loan Fund, Business Incentive program, education/ workforce development. Performance Grade:

2018-2019: DOWNTOWN REVITALIZATION- 100 Block of San Pat, parking, farmers market, BUSINESS DEVELOPMENT- revolving loan fund, retention/recruitment, workforce, education, developing our properties. REVOLVING LOAN FUND- SBA funding, sales, tech assistance, participation/ partnerships HOUSING- subdivision/ marketing, new housing Multi-Family. EDUCATION/WORKFORCE- Training/education/ funding/TWC, School programs, HR training SITE DEVELOPMENT- Our properties, funding, site cleanup, demo, build.

b. Executive Director and Staff annual Review

Doug's Review will be at the June executive committee, then will be approved by Board in July. Doug will do staff reviews during the month of June.

c. Budget

Doug and Dea working on the annual budget, will be presented at the July Board meeting, to be approved at the August meeting. to be approved at City Council Meeting in August.

REPORTS

1. Executive Director

a. Report on SBA/SBDC Small Business Recognition Banquet.

Held at the Texas State Aquarium in C.C. on Small Business Recognition week. They recognized 3 business all from C.C.

b. Report on Texas Railroad Commission meeting in San Antonio

Doug was selected to be on a panel, was canceled the day of.

c. Report on Site Selector Meeting SPCEDC meeting

Talk about the trip to Ohio, a lot of the same information as previously discussed.

Quality of life is a huge topic for site selectors in your community.

d. Grand Openings

e. Merchant Mixer

f. City Participation in EDC Events

2. Business Retention and Recruitment

a. Update of Business Retention programs

i. Number of Business contacted

ii. Social Media

iii. Grand Openings

iv. Technical Assistance

Face to face: We have 89 business to date Number of views and post engagements have been at an increase. (House of Gainz was a big hit reached 3,907 people shared over 45 times). Grand openings: Shoreline Fishing and Tackle, had about 80 people who show throughout the day. Next, Fog on the Lake, held Sat. June 2nd.

- b. Update of Business Recruitment programs
 - i. Number of inquirers and request for information
 - ii. Real Estate Development

3. Mathis Merchant Programs

- i. Merchant Meeting

Next mixer will be held at Van's at 6 p.m. Followed by Rusty Goods in June.

4. Freedom Fest Volunteer

Asked board if there was any interest in volunteering for the Freedom Fest. Those interested will call Mary at the City.

5. 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

No updates, other than 1 one on one for Quick books. This will be the last consultation for the year. Will Begin to plan and develop for next year.

6. DISCUSSION OF FUTURE AGENDA ITEMS FOR FEBRUARY 2018 MEDC BOARD MEETING Procedures for Grand Openings, review of strategic plans, employee evaluations

7. ADJOURNMENT

Motion for adjournment by Elvita, seconded by Pat. Meeting adjourn 4-0, Time: 4:54 p.m.
