



# CITY OF MANSFIELD

Economic Development  
301 South Main Street,  
Suite 100  
Mansfield, TX 76063  
[www.mansfield-texas.com](http://www.mansfield-texas.com)

## Meeting Agenda

### Mansfield Economic Development Corporation

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Tuesday, October 4, 2016

5:30 PM

MEDC Conference Room

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1. **CALL MEETING TO ORDER**

2. **PUBLIC COMMENTS**

*Citizens wishing to address the Board on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to 5 minutes. Please refrain from "personal criticisms."*

*In order to be recognized during the citizens comments or during a public hearing (applicants included), please complete a blue or yellow "appearance card" located at the entry to the city council chambers and present it to the board president.*

3. **APPROVAL OF MINUTES**

[16-2056](#)

Approval of Regular Meeting Minutes September 12, 2016.

**Attachments:** [Meeting Minutes Sept 12, 2016.pdf](#)

4. **FINANCIALS**

[16-2047](#)

Presentation of Monthly Financial Report for Period Ending 8/31/2016

**Attachments:** [MEDC Cash Report 8-31-2016 .xlsx](#)

5. **RECESS INTO EXECUTIVE SESSION**

*Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.*

A. **ADVICE FROM ITS ATTORNEY**

*Pursuant to Sec. 551.071 of the Texas Government code, the Board reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law. In addition the Board may convene in executive session to discuss the following:*

1. Pending or contemplated litigation or a settlement offer including:

2. A matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the chapter.

**B. REAL ESTATE DELIBERATION**

*Pursuant to Sec. 551.072, deliberation regarding the purchase, exchange, lease or value of real property.*

- a. Project 16-07 , discuss the purchase of approximately 10 acres of industrial property.
- b. Project 16-11, discuss the value of an approximately 12.39 acre tract of land on Heritage Parkway.

**C. PERSONNEL MATTERS**

*Pursuant to Sec. 551.074, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.*

**D. SECURITY DEVICES**

*Pursuant to Sec. 551.076, deliberation regarding security personnel or devices.*

**E. ECONOMIC DEVELOPMENT**

*Pursuant to Sec. 551.087, deliberation regarding Economic Development Negotiations including (1) discussion or deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic negotiations; OR (2) deliberation of a financial or other incentive to a business prospect described in (1) above.*

- 1. Project 16-11, discuss financial or other incentive to a business prospect regarding an approximately 12.39 area tract of land on Heritage Parkway.

**F. CRITICAL INFRASTRUCTURE**

*Pursuant to Sec. 418.183(f) of the Texas Government Code (Texas Disaster Act) regarding critical infrastructure.*

**6. RECONVENE INTO REGULAR SESSION**

**7. TAKE ACTION PURSUANT TO EXECUTIVE SESSION**

**8. OLD BUSINESS**

[16-2052](#)

Possible Action to Authorize Additional Funding for Drainage Channel Improvements for MEDC Property on 2nd Avenue

**Attachments:** [Bid Tab 15028.xls](#)  
[Crook 2nd Ave Exhibit.pdf](#)

**9. NEW BUSINESS**

[16-2055](#)

Election of MEDC Board Officers

11. **STAFF COMMENTS**

12. **ADJOURNMENT**

**CERTIFICATION**

I certify that the above agenda was posted on the bulletin board next to the main entrance of the City Hall building, 1200 East Broad Street, of the City of Mansfield, Texas, in a place convenient and readily accessible to the general public at all times and said Agenda was posted on the following date and time: Friday, September 30, 2016, and remained so posted continuously for at least 72 hours preceding the schedule time of said meeting, in accordance with the Chapter 551 of the Texas Government Code.

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MEDC Staff

Approved as to form



# CITY OF MANSFIELD

1200 East. Broad St.  
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## STAFF REPORT

File Number: 16-2056

**Agenda Date:** 10/4/2016

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Mansfield Economic Development Corporation

**File Type:** Meeting Minutes

**Agenda Number:**

**Title**

Approval of Regular Meeting Minutes September 12, 2016.

**Requested Action**

N/A

**Recommendation**

N/A

**Description/History**

N/A

**Justification**

N/A

**Funding Source**

N/A

**Prepared By**

Natalie Phelps, MEDC



# CITY OF MANSFIELD

## Meeting Minutes

Economic Development  
301 South Main Street,  
Suite 100  
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www.mansfield-texas.com

### Mansfield Economic Development Corporation

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Monday, September 12, 2016

5:00 PM

MEDC Conference Room

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**1. CALL MEETING TO ORDER**

*The meeting was called to order by Larry Klos at 5:00 p.m.*

**Absent** 1 - Robert Putman

**Present** 6 - Brian Fuller; Larry Klos; John Phillips; Randy Hamilton; Selim Fiagome and Tim Walker

**2. PUBLIC COMMENTS**

*There were no public comments.*

**3. APPROVAL OF MINUTES**

16-2026

Approval of Regular Meeting Minutes August 2, 2016.

**A motion was made by Brian Fuller to approve the regular meeting minutes of August 2, 2016. Seconded by Larry Klos. The motion CARRIED by the following vote:**

**Aye:** 6 - Brian Fuller; Larry Klos; John Phillips; Randy Hamilton; Selim Fiagome and Tim Walker

**Nay:** 0

**Absent:** 1 - Robert Putman

**Abstain:** 0

16-2027

Approval of Special Meeting Minutes August 16, 2016.

**A motion was made by Tim Walker to approve the special meeting minutes of August 16, 2016. Seconded by Brian Fuller. The motion CARRIED by the following vote:**

**Aye:** 6 - Brian Fuller; Larry Klos; John Phillips; Randy Hamilton; Selim Fiagome and Tim Walker

**Nay:** 0

**Absent:** 1 - Robert Putman

**Abstain:** 0

4. **FINANCIALS**

16-2017

Presentation of Monthly Financial Report for Period Ending 7/31/2016

*There were no comments.*

5. **RECESS INTO EXECUTIVE SESSION**

*The meeting recessed into executive session at 5:01 p.m.*

A. **ADVICE FROM ITS ATTORNEY**

1. Pending or contemplated litigation or a settlement offer including:

2. A matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the chapter.

B. **REAL ESTATE DELIBERATION**

C. **PERSONNEL MATTERS**

D. **SECURITY DEVICES**

E. **ECONOMIC DEVELOPMENT**

F. **CRITICAL INFRASTRUCTURE**

6. **RECONVENE INTO REGULAR SESSION**

*The meeting reconvened into regular session at 5:02 p.m.*

**Present** 7 - Brian Fuller; Larry Klos; Robert Putman; John Phillips; Randy Hamilton; Selim Fiagome and Tim Walker

7. **TAKE ACTION PURSUANT TO EXECUTIVE SESSION**

8. **OLD BUSINESS**

16-2018

Request from Mouser Electronics, Inc. to Extend the Deadline Required for Obtaining a Certificate of Occupancy Per Their Economic Development Agreement

Larry Klos made the motion to extend the deadline required for obtaining a Certificate of Occupancy per their Economic Development Agreement. Brian

Fuller asked if there was a benefit to extend the deadline to December 31, 2016.  
Larry Klos amended the motion to extend the deadline to December 31, 2016.  
Seconded by Brian Fuller. The motion CARRIED by the following vote:

Aye: 7 - Brian Fuller; Larry Klos; Robert Putman; John Phillips; Randy Hamilton;  
Selim Fiagome and Tim Walker

Nay: 0

Abstain: 0

## 9. NEW BUSINESS

### 16-2025

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF MANSFIELD ECONOMIC DEVELOPMENT CORPORATION SALES TAX REVENUE BONDS, NEW SERIES 2016, IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$15,500,000 IN ACCORDANCE WITH SPECIFIED PARAMETERS; PRESCRIBING THE FORM OF SAID BONDS; PROVIDING FOR THE SECURITY FOR AND PAYMENT OF SAID BONDS; APPROVING EXECUTION AND DELIVERY OF A BOND PURCHASE AGREEMENT, PAYING AGENT/REGISTRAR AGREEMENT AND BOND COUNSEL ENGAGEMENT LETTER; APPROVING THE OFFICIAL STATEMENT; AND ENACTING OTHER PROVISIONS RELATING TO THE SUBJECT.

Larry Klos made the motion to approve project 16-2025, Resolution authorizing the issuance and sale of Mansfield Economic Development Corporation sales tax revenue Bonds, new series 2016, in an aggregate principal amount of not to exceed \$15,500,000 in accordance with specified parameters; prescribing the form of said bonds; providing for the security for and payment of said bonds; approving execution and delivery of a bond purchase agreement, paying agent/registrar agreement and bond counsel engagement letter; approving the official statement; and enacting other provisions relating to the subject.  
Seconded by Tim Walker. The motion was CARRIED by the following vote:

Aye: 7 - Brian Fuller; Larry Klos; Robert Putman; John Phillips; Randy Hamilton;  
Selim Fiagome and Tim Walker

Nay: 0

Abstain: 0

## 10. BOARD MEMBER COMMENTS

*There were no comments.*

## 11. STAFF COMMENTS

*Scott Welmaker confirmed October 4, 2016 as the next board meeting.*

12. **ADJOURNMENT**

*Larry Klos adjourned the meeting at 5:05 p.m.*

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**Attest: Larry Klos, President**





# CITY OF MANSFIELD

1200 East. Broad St.  
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mansfieldtexas.gov

## STAFF REPORT

File Number: 16-2047

**Agenda Date:** 10/4/2016

**Version:** 1

**Status:** To Be Presented

**In Control:** Mansfield Economic Development Corporation

**File Type:** Financials

### Title

Presentation of Monthly Financial Report for Period Ending 8/31/2016

### Requested Action

Information only

### Recommendation

Information only

### Description/History

Presentation of Monthly Financial Report for Period Ending 8/31/2016

### Justification

N/A

### Funding Source

4A

### Prepared By

Richard Nevins, Assistant Director, 817-728-3652

**Mansfield Economic Development Corporation**  
**Period Ending August 31, 2016**

Beginning Cash Balance 8-01-2016 **\$8,385,246**

**Revenue:**

Sales Tax Revenue	\$393,980
Oil and Gas Royalties	\$0
Interest Income	\$1,683
Misc Income	<u>\$12,752</u>
Total Monthly Revenue	<b>\$408,415</b>

Adjusted Cash Balance **\$8,793,661**

**Operating Expenses:**

Administration	\$75,778
Promotion	\$6,422
Retention	\$63
Workforce Development	<u>\$0</u>
Total Operating Expenditures	<b>\$82,263</b>

**Debt Expense**

**Debt Service Payment (Principal & Interest) **\$0****

**Project Expenditures:**

Klein Home Purchase Incentive	\$3,225
Klein Infrastructure	\$68,304
Mouser Way Construction	<u>\$76,455</u>
Total Project Expenditures	<b>\$147,984</b>

Total Monthly Expenditures **\$230,247**

Ending Cash Balance 8-31-2016 **\$8,563,414**

	Projected FY15-16 Expenditure	Future Years Expenditure
<b>Kroger Expansion</b>	\$70,000	
<i>Project complete - pending payment documentation</i>		
<b>Mouser Electronics</b>	\$325,000	\$325,000
<i>Project under construction</i>		
<b>SJJH Mansfield, LLC (Mansfield Market Centre)</b>	\$86,494	
<i>Project under construction</i>		
<b>Antler Drive Engineering</b>	\$23,536	
<i>In progress</i>		
<b>Carlos Coll Spec Building Project</b>	\$275,000	
<i>Project under construction</i>		
<b>American National Bank</b>	\$71,659	
<i>Project complete - pending remaining payment</i>		
<b>PCX Expansion</b>	\$0	\$200,000
<i>Project complete</i>		
<b>GKA Estate Holdings</b>	\$101,000	
<i>Project under construction</i>		
<b>REL Enterprises, LLC</b>	\$40,000	
<i>Project pending</i>		
<b>Mexus Plastics, LLC</b>	\$20,000	
<i>Project pending</i>		
<b>Nationwide Construction</b>	\$150,000	
<i>Project pending</i>		

<b>Southern Champion Tray</b>		\$910,000
<i>Project pending</i>		
<b>Mouser Way</b>	\$323,545	
<i>Project underway</i>		
<b>Shops at Broad Street Drainage</b>		\$82,120
<i>Project pending</i>		
<b>Hightower Salons</b>	\$50,000	
<i>Project pending</i>		
<b>MR Development / Downtown Restaurants</b>		\$143,000
<i>Project pending</i>		
<b>NT Window</b>		\$1,200,000
<i>Pending City Council approval</i>		
<b>Peyco 102 Sentry Drive</b>	\$100,000	
<i>Project pending</i>		
<b>John T. Evans</b>	\$215,000	
<i>Under Construction</i>		
<b>AMC Warehouse</b>		\$1,650,000
<i>Project pending</i>		
<b>Heritage Parkway Partners</b>		\$400,000
<i>Project pending</i>		
<b>Antler Drive Construction</b>		\$1,500,000
<i>Project pending</i>		
<b>Bway Expansion</b>		\$220,000
<i>Project pending</i>		
<b>FTI / Wika</b>		\$300,000
<i>Project pending</i>		
<b>Regency Parkway Engineering / Design</b>		\$100,000
<i>Project pending</i>		
<b>Broad Street Improvements Design</b>		\$500,000
<i>Project pending</i>		
<b>Klein Tools Infrastructure</b>	\$564,586	
<i>Project under construction</i>		
<b>Klein Tools Impact Fees</b>		\$517,878
<i>In progress</i>		
<b>Klein Tools Incentive Payment</b>	\$0	<u>\$500,000</u>
Total Outstanding Project Commitments	\$2,558,820	\$8,404,998

Adjusted Cash Balance After Outstanding Project  
Commitments for FY15-16

<b>\$6,004,594</b>
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#### Debt Expense

<b>New Annual Total Debt Service</b> (January and August)	<b>\$1,202,454</b>
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<b>New Bond Debt Balance Remaining</b>	<b>\$9,460,000</b>
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# CITY OF MANSFIELD

1200 East. Broad St.  
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mansfieldtexas.gov

## STAFF REPORT

File Number: 16-2052

**Agenda Date:** 10/4/2016

**Version:** 1

**Status:** Old Business

**In Control:** Mansfield Economic Development Corporation

**File Type:** Discussion Item

**Agenda Number:**

**Title**

Possible Action to Authorize Additional Funding for Drainage Channel Improvements for MEDC Property on 2nd Avenue

**Requested Action**

Consider approving additional funding not to exceed \$115,000 for drainage channel improvements on the approximate 6.24 acre tract of land MEDC owns on 2nd Avenue to facilitate the development of two separate lots.

**Recommendation**

Approve additional funding not to exceed \$115,000 (\$275,000 total) for drainage channel improvements on the approximate 6.24 acre tract of land MEDC owns on 2nd Avenue to facilitate the development of two separate lots.

**Description/History**

At the August MEDC Board meeting, the Board approved funding not to exceed \$160,000 for drainage channel improvements on the approximate 6.24 acre tract of land MEDC owns on 2nd Avenue. This was based on an Opinion of Probable Cost prepared by Charles Crook Consulting, Inc. The construction plans were put out for bid and three firms bid on the project. The bids came in significantly higher than anticipated - \$298,999 and \$273,655 and \$258,600. Staff is seeking authorization for \$115,000 in additional funding for a total not to exceed \$275,000. The bid tabulation sheet and engineering drawing are attached.

Staff intends to offer the property "as is" to Hoffman Cabinets and BCB Transport for (1) a nominal sales price with the understanding that they would be responsible for these drainage improvements (2) MEDC would make the improvements, then sell the land for the improved value (\$1.35 per sq. ft.) or (3) MEDC makes the improvements and markets the lots to other potential users. The improvements will divide the property into a 1.33 acre lot to the north of the channel and a 3.12 acre lot to the south of the channel.

**Justification**

This will make MEDC's property more attractive to potential users.

**Funding Source**

4A

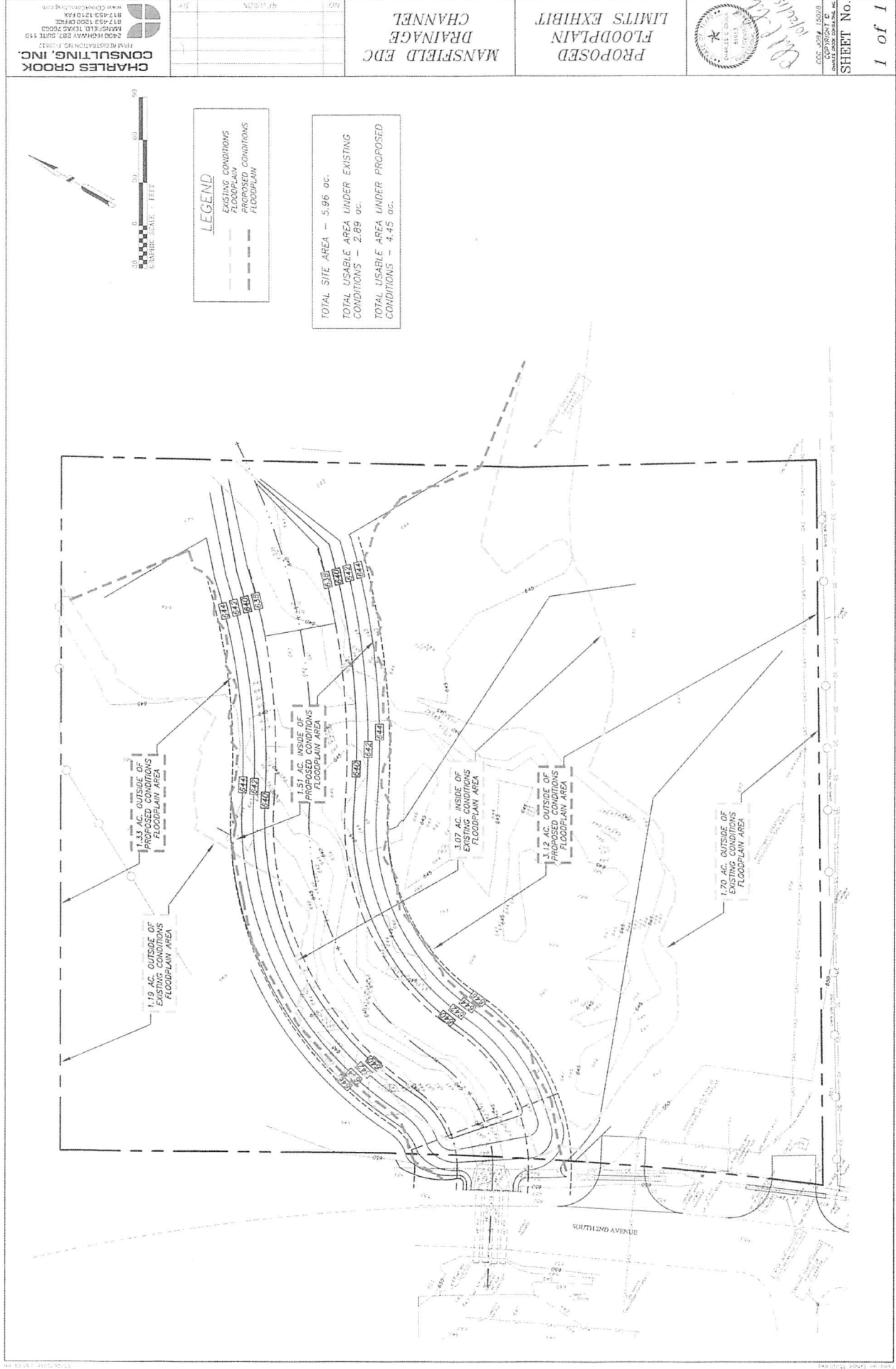
**Prepared By**

Richard Nevins, Assistant Director, 817-728-3652

## BID TABULATION REPORT

CLIENT: MEDC  
PROJECT DESCRIPTION: Mansfield Industrial Park

BIDDERS															
				Nu-Way Construction LLC. P.O. Box 270416 Flower Mound, TX 75027		Wilco Underground P.O. Box 1807 Mansfield, TX 76063		DCI Contracting, Inc. 2045 E. Hwy 380, Suite 100 Decatur, TX 76234		Cost Opinion By Charles Crook Consulting (Date 10/26/2015)					
ITEM NO.	DESCRIPTION OF ITEMS	QUANTITY	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
A-1	Clearing and Grubbing	1	LS	\$40,000.00	\$40,000.00	\$16,000.00	\$16,000.00	\$67,700.00	\$67,700.00	\$4,000.00	\$4,000.00				
A-2	Unclassified Excavation	7800	CY	\$10.00	\$78,000.00	\$8.00	\$62,400.00	\$11.00	\$85,800.00	\$5.00	\$39,000.00				
A-3	Embankment (from off-site source)	7,800	CY	\$12.00	\$93,600.00	\$12.00	\$93,600.00	\$5.50	\$42,900.00	\$5.00	\$39,000.00				
A-4	8"-12" Grouted Rock Rip-Rap	356	SY	\$125.00	\$44,500.00	\$130.00	\$46,280.00	\$120.00	\$42,720.00	\$55.00	\$19,580.00				
A-5	6" Concrete Rip-Rap	79	SY	\$81.00	\$6,399.00	\$80.00	\$6,320.00	\$165.00	\$13,035.00	\$55.00	\$4,345.00				
A-6	Hydromulch Seeding	17,000	SY	\$1.50	\$25,500.00	\$1.00	\$17,000.00	\$0.70	\$11,900.00	\$0.50	\$8,500.00				
A-7	Storm Water Pollution Prevention Plan	1	LS	\$11,000.00	\$11,000.00	\$17,000.00	\$17,000.00	\$9,600.00	\$9,600.00	\$5,000.00	\$5,000.00				
	TOTAL AMOUNT BID				\$298,999.00		\$258,600.00		\$273,655.00		\$119,425.00				



CHARLES CROOK CONSULTING, INC.  
 2400 HENRIKSON RD., SUITE 110  
 MANASSAS, VA 20108  
 703-791-1212  
 www.charlescrook.com

NO.	REVISION

MANSFIELD EDC DRAINAGE CHANNEL

PROPOSED FLOODPLAIN LIMITS EXHIBIT



SHEET No. 1 of 1



# CITY OF MANSFIELD

1200 East. Broad St.  
Mansfield, TX 76063  
mansfieldtexas.gov

## STAFF REPORT

File Number: 16-2055

**Agenda Date:** 10/4/2016

**Version:** 2

**Status:** New Business

**In Control:** Mansfield Economic Development Corporation

**File Type:** Discussion Item

**Agenda Number:**

**Title**

Election of MEDC Board Officers

**Requested Action**

Elect MEDC Board Officers

**Recommendation**

N/A

**Description/History**

Please welcome David Godin to the MEDC board. Tim Walker elected to not seek reappointment and David was appointed by the City Council. Current board positions are listed below. Please review and bring your recommendations to the October meeting for election of new slate of officers.

Current Board Members and Positions:

Larry Klos, President

Brian Fuller, Vice President

Robert Putman, Secretary

Randy Hamilton

Selim Fiagome

John Phillips

David Godin

**Justification**

N/A

**Funding Source**

N/A

**Prepared By**

Scott Welmaker, MEDC