



CITY OF MANSFIELD

Economic Development
301 South Main Street,
Suite 100
Mansfield, TX 76063
www.mansfield-texas.com

Meeting Agenda

Mansfield Economic Development Corporation

Tuesday, September 11, 2018

5:30 PM

City Hall - Council Chambers

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**

[18-2829](#)

Approval of Regular Meeting Minutes for August 7, 2018

Attachments: [MeetingMinutes 8-7-18.pdf](#)

4. **FINANCIALS**

[18-2827](#)

Presentation of Monthly Financial Report For Period Ending 7/31/18

Attachments: [Copy of MEDC Cash Report 7-31-2018 \(002\).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.

1. Staff Update and Board Discussion Regarding Project 16-10, The Value and Potential Lease of MEDC Owned Property at 106 E. Kimball.

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. Staff Update and Board Discussion Regarding Project 18-04, New Warehouse/Distribution Project.

2. Staff Update and Board Discussion Regarding Project 18-14, Proposed Expansion of Existing Industrial Business.

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

9. NEW BUSINESS

10. BOARD MEMBER COMMENTS

11. STAFF COMMENTS

Discuss alternative dates for the November 2018 meeting, currently scheduled for November 6, 2018.

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 7, 2018, 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.

MEDC Staff

Approved as to form



CITY OF MANSFIELD

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

STAFF REPORT

File Number: 18-2829

Agenda Date: 9/11/2018

Version: 1

Status: Approval of Minutes

In Control: Mansfield Economic Development Corporation

File Type: Meeting Minutes

Title

Approval of Regular Meeting Minutes for August 7, 2018

Requested Action

Approve Regular Meeting Minutes for August 7, 2018

Recommendation

Approve Regular Meeting Minutes for August 7, 2018

Description/History

N/A

Justification

N/A

Funding Source

N/A

Prepared By

Natalie Phelps, MEDC

Meeting Minutes

Mansfield Economic Development Corporation

Tuesday, August 7, 2018

5:30 PM

City Hall - Council Chambers

1. CALL MEETING TO ORDER

The meeting was called to order by Larry Klos at 5:30 pm.

Absent 1 - John Phillips

Present 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

2. PUBLIC COMMENTS

There were no comments.

3. APPROVAL OF MINUTES

[18-2802](#)

Approval of Regular Meeting Minutes for July 10, 2018

David Godin made the motion to approve the regular meeting minutes of July 10, 2018. Seconded by Selim Fiagome. The motion carried by the following vote:

Aye: 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

Nay: 0

Absent: 1 - John Phillips

Abstain: 0

4. FINANCIALS

[18-2806](#)

Presentation of Monthly Financial Report for Period Ending 6/30/2018

There were no comments.

5. RECESS INTO EXECUTIVE SESSION

The meeting recessed into executive session at 5:31 pm.

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

1. Staff Update and Board Discussion Regarding Project 16-10, The Value and Potential Lease of MEDC Owned Property at 106 E. Kimball.

C. PERSONNEL MATTERS

D. SECURITY DEVICES

E. ECONOMIC DEVELOPMENT

1. Staff Update and Board Discussion Regarding Project 18-06, Revised Request for Assistance with Proposed New Office/Warehouse.

2. Staff Update and Board Discussion Regarding Project 18-13, Proposed Expansion of Existing Business.

3. Staff Update and Board Discussion Regarding Project 18-14, Proposed Expansion of Existing Industrial Business.

F. CRITICAL INFRASTRUCTURE

6. RECONVENE INTO REGULAR SESSION

The meeting reconvened into regular session at 5:57 pm.

7. TAKE ACTION PURSUANT TO EXECUTIVE SESSION

Brian Fuller made the motion to approve funding for Project 18-14, not to exceed \$320,000 for infrastructure and infrastructure related items, and for staff to finalize negotiations and President to sign off on any forms. Seconded by Larry Klos. The motion carried by the follow vote:

Aye: 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

Nay: 0

Absent: 1 - John Phillips

Abstain: 0

David Godin made the motion for Project 18-06 to revise the contract stating reimbursement for drainage and/or fire lane and fire hydrant related improvements instead of only for retention pond, not to exceed \$8,000. Seconded by Brian Fuller. The motion carried by the following vote:

Aye: 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

Nay: 0

Absent: 1 - John Phillips

Abstain: 0

Brian Fuller made the motion for Project 18-13, approve funding not to exceed \$172,000 for eligible infrastructure projects and authorize staff to finalize any documents and President to sign any documents. Seconded by David Godin. The motion carried by the following vote:

Aye: 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

Nay: 0

Absent: 1 - John Phillips

Abstain: 0

8. OLD BUSINESS

9. NEW BUSINESS

[18-2805](#)

Staff Update, Board Discussion and Possible Action on the Sale of MEDC Owned Property to the City of Mansfield Parks and Recreation Department.

Larry Klos made the motion for Project 16-10 to authorize the sale of 0.15 acres to the City of Mansfield in the amount of \$10,000 and to direct staff to finalize all documents for the President to sign. Seconded by Brian Fuller. The motion carried by the following vote:

Aye: 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

Nay: 0

Absent: 1 - John Phillips

Abstain: 0

[18-2812](#)

Consider Approval of Funding for Contracts with Evolving, Texas, LP and Brittain & Crawford, LLC for Engineering and Related Services Regarding the Design of Infrastructure to Serve the MEDC Owned 155+ Acre Tract Located off Easy Drive; Authorize Staff to Negotiate the Final Terms of the Contracts; and Authorize the Board President to Execute Same.

Larry Klos made the motion to approve funding not to exceed \$609,000 for the contracts with Evolving, Texas, LP and Brittain & Crawford, LLC for engineering and related services regarding the design of infrastructure to serve the MEDC owned 155+ acre tract located off Easy Drive; authorize staff to negotiate the final terms of the contracts; and authorize the Board President to execute the contracts. Seconded by Brian Fuller. The motion carried by the following vote:

Aye: 6 - Brian Fuller; Larry Klos; Robert Putman; Randy Hamilton; Selim Fiagome and David Godin

Nay: 0

Absent: 1 - John Phillips

Abstain: 0

10. BOARD MEMBER COMMENTS

There were no comments.

11. STAFF COMMENTS

Richard Nevins asked the board if they would prefer to keep the next meeting on September 4th or move it to September 11th due to Labor Day. Larry Klos recommended having the meeting September 11, 2018 and the board was in agreement.

12. ADJOURNMENT

Larry Klos adjourned the meeting at 6:02 pm.

Larry Klos, President



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STAFF REPORT

File Number: 18-2827

Agenda Date: 9/11/2018

Version: 1

Status: To Be Presented

In Control: Mansfield Economic Development Corporation

File Type: Financials

Title

Presentation of Monthly Financial Report For Period Ending 7/31/18

Requested Action

Information only

Recommendation

Information only

Description/History

Presentation of Monthly Financial Report For Period Ending 7/31/18

Justification

N/A

Funding Source

4A

Prepared By

Richard Nevins, Assistant Director, 817-728-3652

Mansfield Economic Development Corporation
Period Ending July 31, 2018

Beginning Cash Balance 07-01-2018 **\$2,655,722**

Revenue:

Sales Tax Revenue	461,554
Oil and Gas Royalties	-
Interest Income	1,501
Misc Income	875
Total Monthly Revenue	<u>\$463,930</u>

Adjusted Cash Balance **\$3,119,653**

Operating Expenses:

Administration	122,387
Promotion	3,466
Retention	-
Workforce Development	37
Total Operating Expenditures	<u>\$125,889</u>

Debt Expense

Debt Service Payment (Principal & Interest) **\$1,828,020**

Project Expenditures:

Kimball Property	\$760
Mouser Electronics	<u>\$325,000</u>
Total Project Expenditures	<u>\$325,760</u>

Total Monthly Expenditures **\$2,279,669**

Ending Cash Balance 07-31-2018 **\$839,983**

Proceeds From Bond Sale **\$6,000,000**

Total Cash **\$6,839,983**

Debt Expense

New Annual Total Debt Service - FY18 **\$2,201,040**

(January and August)

Remaining Principal Debt Balance **\$26,775,000**