



# 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

---

Tuesday, April 2, 2024

5:00 PM

City Hall - Council Chambers  
1200 East Broad Street  
Mansfield, TX 76063

---

1. **CALL MEETING TO ORDER**

2. **INVOCATION**

3. **PLEDGE OF ALLEGIANCE**

4. **TEXAS PLEDGE**

5. **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.*

*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.*

6. **APPROVAL OF MINUTES**

[24-5946](#)

Approval of Regular Meeting Minutes for March 5, 2024

**Attachments:** [Meeting Minutes 3-5-24](#)

7. **FINANCIALS**

[24-5943](#)

Presentation of the Monthly Financial Report for the Period Ending 2/29/2024

**Attachments:** [MEDC Cash Report 2-29-2024](#)

8. **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.*

**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.*

ED #24-03

**F. CRITICAL INFRASTRUCTURE**

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

**9. RECONVENE INTO REGULAR SESSION**

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

**11. OLD BUSINESS**

**12. NEW BUSINESS**

**13. BOARD MEMBER COMMENTS**

14. **STAFF COMMENTS**

15. **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: Thursday, March 28, 2024, prior to 5:00 pm 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: 24-5946

**Agenda Date:** 4/2/2024

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Mansfield Economic Development Corporation

**File Type:** Meeting Minutes

### Title

Approval of Regular Meeting Minutes for March 5, 2024

### Requested Action

Approve Regular Meeting Minutes for March 5, 2024

### Recommendation

Approve Regular Meeting Minutes for March 5, 2024

### Description/History

N/A

### Justification

N/A

### Funding Source

N/A

### Prepared By

Mitzy Shannon, Admin Asst, 817-728-3654



# CITY OF MANSFIELD

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

## Meeting Minutes

### Mansfield Economic Development Corporation

---

Tuesday, March 5, 2024

5:00 PM

MEDC Conference Room - 301 S. Main St.

---

#### 1. CALL MEETING TO ORDER

*The meeting was called to order by David Godin at 5:00 pm.*

**Present** 7 - David Godin; William Vivoni; Nicole Zaitoon; Juan Fresquez; Kent Knight; Todd Simmons and Jim Vaszauskas

#### 2. INVOCATION

*Todd Simmons led the Invocation.*

#### 3. PLEDGE OF ALLEGIANCE

*David Godin led the Pledge of Allegiance.*

#### 4. TEXAS PLEDGE

*David Godin led the Texas Pledge.*

#### 5. PUBLIC COMMENTS

*There were no public comments.*

#### 6. APPROVAL OF MINUTES

[24-5848](#)

Approval of Regular Meeting Minutes for January 30, 2024

**William Vivoni made the motion to approve the regular meeting minutes of January 30, 2024. Seconded by Nicole Zaitoon. The motion carried by the following vote:**

**Aye:** 7 - David Godin; William Vivoni; Nicole Zaitoon; Juan Fresquez; Kent Knight; Todd Simmons and Jim Vaszauskas

**Nay:** 0

**Abstain:** 0

#### 7. FINANCIALS

[24-5849](#)

Presentation of the Monthly Financial Report for the Period Ending 1/30/2024

*There were no comments.*

**8. RECESS INTO EXECUTIVE SESSION**

*The meeting recessed into executive session at 5:04 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. Downtown Land Acquisitions

**C. PERSONNEL MATTERS**

**D. SECURITY DEVICES**

**E. ECONOMIC DEVELOPMENT**

1. ED # 22-04
2. ED # 22-18
3. ED # 21-33
4. ED # 22-27
5. ED # 23-04
6. ED # 24-02

*David Godin recused himself from the executive session discussion regarding ED # 24-02.*

**F. CRITICAL INFRASTRUCTURE**

**9. RECONVENE INTO REGULAR SESSION**

*The meeting reconvened into regular session at 6:15 pm.*

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

**David Godin made the motion to approve ED # 22-04. Seconded by Nicole Ziattoon. The motion carried by the following vote:**

**Aye:** 7 - David Godin; William Vivoni; Nicole Zaitoon; Juan Fresquez; Kent Knight; Todd Simmons and Jim Vaszauskas

**Nay:** 0

**Abstain:** 0

**David Godin made the motion to approve ED # 23-04. Seconded by Nicole Ziattoon. The motion carried by the following vote:**

**Aye:** 7 - David Godin; William Vivoni; Nicole Zaitoon; Juan Fresquez; Kent Knight; Todd Simmons and Jim Vaszauskas

**Nay:** 0

**Abstain:** 0

**11. OLD BUSINESS**

[23-5794](#)

Board Discussion Regarding Recommended Changes to the MEDC Bylaws

**A motion was made by Nicole Ziattoon to change the board meeting schedule in the bylaws in ARTICLE III Officers, Section 1. Seconded by David Godin. The motion carried by the following vote:**

**Aye:** 7 - David Godin; William Vivoni; Nicole Zaitoon; Juan Fresquez; Kent Knight; Todd Simmons and Jim Vaszauskas

**Nay:** 0

**Abstain:** 0

**12. NEW BUSINESS**

**13. BOARD MEMBER COMMENTS**

*There were no comments.*

**14. STAFF COMMENTS**

*Jason answered questions on board members' terms and congratulated Juan on his appointment to City Council.*

*Jason reminded the board about the Realtor's Breakfast on April 22, 2024.*

15. **ADJOURNMENT**

A motion was made by William Vivoni to adjourn the meeting at 6:25 PM.

Seconded by Nicole Ziattoon. The motion carried by the following vote:

**Aye:** 7 - David Godin; William Vivoni; Nicole Zaitoon; Juan Fresquez; Kent Knight;  
Todd Simmons and Jim Vaszauskas

**Nay:** 0

**Abstain:** 0

---

David Godin, President

ATTEST:

---

Mitzy Shannon, Administrative Asst II  
MEDC



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 24-5943

**Agenda Date:** 4/2/2024

**Version:** 1

**Status:** To Be Presented

**In Control:** Mansfield Economic Development Corporation

**File Type:** Financials

### Title

Presentation of the Monthly Financial Report for the Period Ending 2/29/2024

### Requested Action

Information only

### Recommendation

Information only

### Description/History

Presentation of the Monthly Financial Report for the Period Ending 2/29/2024

### Justification

N/A

### Funding Source

4A

### Prepared By

Natalie Phelps, Project Manager, 817-728-3653

**Mansfield Economic Development Corporation**

**Cash Report (Unaudited)**

**Period Ending February 29, 2024**

Beginning Cash Balance 2-1-2024 **\$15,470,624**

**Revenue:**

Sales Tax Revenue	\$941,943
Interest Income	<u>\$50,487</u>
Total Monthly Revenue	<b><u>\$992,429</u></b>

Adjusted Cash Balance	<b><u>\$16,463,054</u></b>
-----------------------	----------------------------

**Operating Expenses:**

Administration (5510)	\$171,684
Promotions (5520)	\$4,275
Retention (5530)	\$0
Workforce Development	<u>\$0</u>
Total Operating Expenditures	<b><u>\$175,959</u></b>

**Debt Expense**

Debt Service Payment	<b>\$0</b>
----------------------	------------

**Project Expenditures:**

Economic Development Agreements	\$0
Admiral Legacy	\$0
Kimball Property	\$0
Hanover	\$0
Easy St.	<u>\$0</u>
Total Project Expenditures	<b>\$0</b>

Total Monthly Expenditures	<b><u>\$175,959</u></b>
----------------------------	-------------------------

Ending Cash Balance 2-29-2024	<b><u>\$16,287,095</u></b>
-------------------------------	----------------------------

MIBP Construction Fund Remaining Balance	\$0
--	-----

<b>Total Cash</b>	<b>\$16,287,095</b>
-------------------	---------------------

**Debt Expense**

<b>New Annual Total Debt Service - FY24</b>	<b>\$2,660,028</b>
(January and August)	

<b>Remaining Principal Debt Balance</b>	<b>\$17,880,000</b>
---	---------------------