



# 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, August 4, 2020

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**

[20-3626](#)

Approval of Regular Meeting Minutes for July 7, 2020

**Attachments:** [MeetingMinutes 7-7-2020.pdf](#)

4. **FINANCIALS**

[20-3643](#)

Presentation of Monthly Financial Report For Period Ending 6/30/20

**Attachments:** [MEDC Cash Report 06 -30-2020.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.*

**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 20-06, New Industrial Facility

**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**

**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, July 31, 2020, 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 E. Broad St.  
Mansfield, TX 76063  
mansfieldtexas.gov

## STAFF REPORT

File Number: 20-3626

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**Agenda Date:** 8/4/2020

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Mansfield Economic Development Corporation

**File Type:** Meeting Minutes

### **Title**

Approval of Regular Meeting Minutes for July 7, 2020

### **Requested Action**

Approve Regular Meeting Minutes for July 7, 2020

### **Recommendation**

Approve Regular Meeting Minutes for July 7, 2020

### **Description/History**

N/A

### **Justification**

N/A

### **Funding Source**

N/A

### **Prepared By**

Natalie Phelps, MEDC



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## Meeting Minutes

### Mansfield Economic Development Corporation

Tuesday, July 7, 2020

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.*

**Present** 6 - Brian Fuller; Larry Klos; Selim Fiagome; David Godin; William Vivoni and Timothy Schipper

#### 2. PUBLIC COMMENTS

*There were no comments.*

#### 3. APPROVAL OF MINUTES

[20-3600](#)

Approval of Regular Meeting Minutes for June 2, 2020

**David Godin made the motion to approve the regular meeting minutes of June 2, 2020. Seconded by Selim Fiagome. The motion carried by the following vote:**

**Aye:** 6 - Brian Fuller; Larry Klos; Selim Fiagome; David Godin; William Vivoni and Timothy Schipper

**Nay:** 0

**Abstain:** 0

#### 4. FINANCIALS

[20-3595](#)

Presentation of Monthly Financial Report for Period Ending May 31, 2020

*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 20-04, Possible Land Sale of MEDC Owned Property in the Mansfield International Business Park

**C. PERSONNEL MATTERS**

**D. SECURITY DEVICES**

**E. ECONOMIC DEVELOPMENT**

1. Staff Update and Board Discussion Regarding Project 19-06, Possible MEDC Participation

2. Staff Update and Board Discussion Regarding Project 20-05, Existing Industrial Expansion

**F. CRITICAL INFRASTRUCTURE**

**6. RECONVENE INTO REGULAR SESSION**

*The meeting reconvened into regular session at 5:51 pm.*

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

**David Godin made the motion to authorize the Board President to execute the Letter of Intent and Commission Agreement regarding Project 20-04. Seconded by Brian Fuller. The motion carried by the following vote:**

**Aye:** 6 - Brian Fuller; Larry Klos; Selim Fiagome; David Godin; William Vivoni and Timothy Schipper

**Nay:** 0

**Abstain:** 0

**Brian Fuller made the motion to approve funding not to exceed \$250,000 for water and fire line utilities, and fire lane paving regarding Project 20-05. Seconded by Selim Fiagome. The motion carried by the following vote:**

**Aye:** 6 - Brian Fuller; Larry Klos; Selim Fiagome; David Godin; William Vivoni and Timothy Schipper

Nay: 0

Abstain: 0

8. **OLD BUSINESS**

9. **NEW BUSINESS**

[20-3570](#)

Staff Report, Board Discussion and Possible Action on Approval of MEDC FY20-21 Budget

**Brian Fuller made the motion to approve the MEDC FY 20-21 Budget noting changes will be made to the personnel line items. Seconded by David Godin. The motion carried by the following vote:**

**Aye:** 6 - Brian Fuller; Larry Klos; Selim Fiagome; David Godin; William Vivoni and Timothy Schipper

**Nay:** 0

**Abstain:** 0

10. **BOARD MEMBER COMMENTS**

*There were no comments.*

11. **STAFF COMMENTS**

*There were no comments.*

12. **ADJOURNMENT**

*Larry Klos adjourned the meeting at 5:57 pm.*

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**Larry Klos, President**



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## STAFF REPORT

File Number: 20-3643

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**Agenda Date:** 8/4/2020

**Version:** 1

**Status:** To Be Presented

**In Control:** Mansfield Economic Development Corporation

**File Type:** Financials

### **Title**

Presentation of Monthly Financial Report for Period Ending 6/30/20

### **Requested Action**

Information only

### **Recommendation**

Information only

### **Description/History**

Presentation of Monthly Financial Report for Period Ending 6/30/20

### **Justification**

N/A

### **Funding Source**

4A

### **Prepared By**

Richard Nevins, Director Economic Development, 817-728-3652



**Mansfield Economic Development Corporation**  
**Period Ending June 30, 2020**

Beginning Cash Balance 06-01-2020 **\$5,246,534**

**Revenue:**

Sales Tax Revenue \$469,752  
Interest Income \$154  
Total Monthly Revenue **\$469,906**

Adjusted Cash Balance **\$5,716,439**

**Operating Expenses:**

Administration \$41,410  
Promotions (\$250)  
Retention \$0  
Workforce Development \$0  
Total Operating Expenditures **\$41,160**

**Debt Expense**

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

**Project Expenditures:**

Hoffman Cabinets EDA \$60,250  
Kimball Property \$190  
**\$60,440**

Total Monthly Expenditures **\$101,600**

Ending Cash Balance 06-30-2020 **\$5,614,840**

Proceeds From Bond Sale - Remaining Balance \$5,067,045  
MIBP Construction \$143,643  
**Remaining Proceeds From Bond Sale **\$4,923,402****

**Total Cash **\$10,538,242****

**Debt Expense**

**New Annual Total Debt Service - FY20 **\$2,657,375****  
(January and August)

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