



# 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, October 5, 2021

5:30 PM

MEDC Office - 301 S. Main Street

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**

[21-4295](#)

Approval of Regular Meeting Minutes for September 7, 2021

**Attachments:** [MeetingMinutes 9-7-2021.pdf](#)

4. **FINANCIALS**

[21-4298](#)

Presentation of Monthly Financial Report for Period Ending 8/31/2021

**Attachments:** [MEDC Cash Report 08-31-2021.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:*

Consultation with Board attorney regarding Development Corporation Act, Conflicts of Interest, Public Information Act, and Open Meetings Act

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 21-31, 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**

**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, October 1, 2021, 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: 21-4295

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**Agenda Date:** 10/5/2021

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Mansfield Economic Development Corporation

**File Type:** Meeting Minutes

### **Title**

Approval of Regular Meeting Minutes for September 7, 2021

### **Requested Action**

Approval of Regular Meeting Minutes for September 7, 2021

### **Recommendation**

Approval of Regular Meeting Minutes for September 7, 2021

### **Description/History**

N/A

### **Justification**

N/A

### **Funding Source**

N/A

### **Prepared By**

Natalie Phelps, MEDC



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Economic Development  
301 South Main Street,  
Suite 100  
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## Meeting Minutes

### Mansfield Economic Development Corporation

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Tuesday, September 7, 2021

5:30 PM

MEDC Office - 301 S. Main Street

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#### 1. CALL MEETING TO ORDER

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

**Absent** 1 - Selim Fiagome

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

#### 2. PUBLIC COMMENTS

*There were no comments.*

#### 3. APPROVAL OF MINUTES

[21-4162](#)

Approval of Regular Meeting Minutes for June 29, 2021

**David Godin made the motion to approve the regular meeting minutes of June 29, 2021. Seconded by Brian Fuller. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 1 - Selim Fiagome

**Abstain:** 0

#### 4. FINANCIALS

[21-4178](#)

Presentation of Monthly Financial Report for Period Ending 06/30/2021

*William Vivoni noticed a discrepancy on the financials that will be corrected.*

[21-4216](#)

Presentation of Monthly Financial Report for Period Ending 07/31/2021

#### 5. RECESS INTO EXECUTIVE SESSION

*The meeting recessed into executive session at 5:30 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**

**C. PERSONNEL MATTERS**

**D. SECURITY DEVICES**

**E. ECONOMIC DEVELOPMENT**

1. Project 21-25 Staff Report and Board Discussion on Potential New Industrial Facility
2. Project 21-29 Staff Report and Board Discussion on Potential Expansion of Existing Industrial Facility

**F. CRITICAL INFRASTRUCTURE**

**6. RECONVENE INTO REGULAR SESSION**

*The meeting reconvened into regular session at 5:40 pm.*

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

**David Godin made the motion to approve the incentive request for Project 21-25 to assist with fire lanes, fire hydrants, public water lines, public gas lines, and storm drainage/water quality improvements not to exceed \$330,000. Seconded by Brian Fuller. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 1 - Selim Fiagome

**Abstain:** 0

David Godin made the motion to approve the incentive request for Project 21-29 to assist with water & fire line utility costs, fire lane paving, and fire suppression not to exceed \$350,000. Seconded by Brian Fuller. The motion carried by the following vote:

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

**Nay:** 0

**Absent:** 1 - Selim Fiagome

**Abstain:** 0

8. **OLD BUSINESS**

9. **NEW BUSINESS**

[21-4268](#)

Discuss and Consider a Resolution Amending Article II, Section 2 of the MEDC Bylaws by Adding the City Manager as a Non-Voting Ex-Officio Member of the Board.

Larry Klos made the motion to approve the Resolution amending Article II, Section 2 of the MEDC Bylaws by adding the City Manager as a non-voting Ex-Officio member of the board. Seconded by Tim Schipper. The motion carried by the following vote:

**Aye:** 4 - Larry Klos; William Vivoni; Timothy Schipper and Nicole Zaitoon

**Nay:** 2 - Brian Fuller and David Godin

**Absent:** 1 - Selim Fiagome

**Abstain:** 0

Enactment No: RE-3775-21

10. **BOARD MEMBER COMMENTS**

*There were no comments.*

11. **STAFF COMMENTS**

*Richard Nevins thanked Brian Fuller for serving 12 years on the MEDC Board.*

*Richard Nevins advised the Board the monthly MEDC meeting will be held at 301. South Main until January 2022.*

12. **ADJOURNMENT**

*Larry Klos adjourned the meeting at 5:50 pm.*

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**Larry Klos, President**





# CITY OF MANSFIELD

1200 E. Broad St.  
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## STAFF REPORT

File Number: 21-4298

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**Agenda Date:** 10/5/2021

**Version:** 1

**Status:** To Be Presented

**In Control:** Mansfield Economic Development Corporation

**File Type:** Financials

### **Title**

Presentation of Monthly Financial Report for Period Ending 8/31/2021

### **Requested Action**

Presentation of Monthly Financial Report for Period Ending 8/31/2021

### **Recommendation**

Information only

### **Description/History**

Presentation of Monthly Financial Report for Period Ending 8/31/2021

### **Justification**

N/A

### **Funding Source**

4A

### **Prepared By**

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

**Mansfield Economic Development Corporation**  
**Period Ending August 31, 2021**

Beginning Cash Balance 8-01-2021 **\$7,775,469**

**Revenue:**

Sales Tax Revenue \$808,237  
Interest Income \$0  
Total Monthly Revenue **\$808,237**

Adjusted Cash Balance **\$8,583,706**

**Operating Expenses:**

Administration \$41,204  
Promotions \$0  
Retention \$295  
Workforce Development \$0  
Total Operating Expenditures **\$41,499**

**Debt Expense**

**Debt Service Payment (Transfer for Off-Site) **\$240,456****

**Project Expenditures:**

Kimball Property \$190  
Land Purchase - 103 W. Broad St. \$595,288  
Mellow Mushroom - Earnest Money \$25,000  
Straumann Impact Fees **\$243,779**  
**\$864,257**

Total Monthly Expenditures **\$1,146,212**

Ending Cash Balance 8-31-2021 **\$7,437,494**

MIBP Construction Fund Remaining Balance \$77,992

**Total Cash **\$7,515,486****

**Debt Expense**

**New Annual Total Debt Service - FY21 **\$2,663,484****  
(January and August)

**Remaining Principal Debt Balance **\$23,430,000****