



# 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, June 7, 2022

5:30 PM

City Hall - Council Chambers

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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**

[22-4699](#)

Approval of Regular Meeting Minutes for May 3, 2022

**Attachments:** [MeetingMinutes 5-3-22.pdf](#)

4. **FINANCIALS**

[22-4691](#)

Presentation of Monthly Financial Report for Period Ending 04/30/22

**Attachments:** [MEDC Cash Report 04-30-2022 .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 on Project 22-15, Potential Expansion of Existing 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**

[22-4698](#)

Staff Update, Board Discussion, and Possible Action Regarding Request to Extend Completion Date for Sellmark Corporation Expansion

**Attachments:** [MEDC -- Development and Performance Agreement Extension Request \(2022\).](#)

**9. NEW BUSINESS**

**10. BOARD MEMBER COMMENTS**

**11. STAFF COMMENTS**

1. MEDC is co-hosting a job fair on June 15 at the MISD Performing Arts Center. Board members are welcome to stop by.
2. Next regularly scheduled meeting is July 5. Please notify staff if you are not able to attend.
3. Board Members Selim Fiagome, David Godin and William Vivoni have expiring terms September 30, 2022.
4. Staff will provide an update to the Ad Giant marketing and advertising campaign that the Board approved at their May 3, 2022 meeting.

**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, June 3, 2022, 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.  
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mansfieldtexas.gov

## STAFF REPORT

File Number: 22-4699

**Agenda Date:** 6/7/2022

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Mansfield Economic Development Corporation

**File Type:** Meeting Minutes

### Title

Approval of Regular Meeting Minutes for May 3, 2022

### Requested Action

Approve Regular Meeting Minutes for May 3, 2022

### Recommendation

Approve Regular Meeting Minutes for May 3, 2022

### Description/History

N/A

### Justification

N/A

### Funding Source

N/A

### Prepared By

Laurie Fleiner, MEDC, 817-728-3653



# CITY OF MANSFIELD

## Meeting Minutes

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

### Mansfield Economic Development Corporation

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Tuesday, May 3, 2022

5:30 PM

City Hall - Council Chambers

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1. **CALL MEETING TO ORDER**

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

2. **PUBLIC COMMENTS**

*There were no public comments*

3. **APPROVAL OF MINUTES**

[22-4621](#)

Approval of Regular Meeting Minutes for April 5, 2022

A motion was made by Dave Godin, to approve the Regular Meeting Minutes for April 5, 2022. Seconded by Drew Spaulding. The motion CARRIED by the following vote:

**Aye:** 5 - Larry Klos; David Godin; William Vivoni; Nicole Zaitoon and Drew Spaulding

**Nay:** 0

**Absent:** 2 - Selim Fiagome and Michael Fee

**Abstain:** 0

4. **FINANCIALS**

[22-4649](#)

Presentation of Monthly Financial Report for Period Ending 3/31/22

*There were no questions or comments regarding the financial report*

5. **RECESS INTO EXECUTIVE SESSION**

*Larry Klos recessed the meeting into executive session at 5:31pm*

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. Staff Update and Board Discussion on Project 22-15, Potential Expansion of Existing Industrial Facility

F. CRITICAL INFRASTRUCTURE

6. RECONVENE INTO REGULAR SESSION

*The meeting reconvened into regular session at 5:37pm*

7. TAKE ACTION PURSUANT TO EXECUTIVE SESSION

Dave Godin made the motion to approve Project 22-15, selling of 5.96 acres to existing business for appraised value. Seconded by William Vivoni. The motion was carried by the following vote:

**Aye:** 5 - Larry Klos; David Godin; William Vivoni; Nicole Zaitoon and Drew Spaulding

**Nay:** 0

**Absent:** 2 - Selim Fiagome and Michael Fee

**Abstain:** 0

8. OLD BUSINESS

9. NEW BUSINESS

[22-4650](#)

Strategic Plan Update

Executive Director Jason Moore presented the updated MEDC Strategic Plan to the Board.

[22-4651](#)

Staff Report, Board Discussion and Possible Action to Approve Funding for the Marketing Proposal from Centipede Digital, LLC

**Larry Klos made the motion to approve item 22-4651, funding for the Marketing Proposal for Centipede Digital, LLC, not to exceed \$138,000. Seconded by Dave Godin. The motion was carried by the following vote:**

**Aye:** 5 - Larry Klos; David Godin; William Vivoni; Nicole Zaitoon and Drew Spaulding

**Nay:** 0

**Absent:** 2 - Selim Fiagome and Michael Fee

**Abstain:** 0

[22-4652](#)

Staff Report, Board Discussion and Possible Action to Approve Funding for the Marketing Proposal from Ad Giants Ventures, LLC

**Larry Klos made the motion to approve item 22-4652, funding for the Marketing Proposal from Ad Giants Ventures, LLC, not to exceed \$185,000. Seconded by William Vivoni. The motion carried by the following vote:**

**Aye:** 5 - Larry Klos; David Godin; William Vivoni; Nicole Zaitoon and Drew Spaulding

**Nay:** 0

**Absent:** 2 - Selim Fiagome and Michael Fee

**Abstain:** 0

**10. BOARD MEMBER COMMENTS**

*Board Member, Dave Godin, expressed his gratitude for the MEDC board invitation to the City of Mansfield Volunteer Appreciation Event on May 21, 2022. Dave suggested that the MEDC volunteer as a group in the city in the future.*

**11. STAFF COMMENTS**

*There were no Staff comments*

**12. ADJOURNMENT**

*Larry Klos adjourned the meeting at 6:25 pm*

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Larry Klos, President



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## STAFF REPORT

File Number: 22-4691

**Agenda Date:** 6/7/2022

**Version:** 1

**Status:** To Be Presented

**In Control:** Mansfield Economic Development Corporation

**File Type:** Financials

### Title

Presentation of Monthly Financial Report for Period Ending 04/30/22

### Requested Action

Information only

### Recommendation

Information only

### Description/History

Presentation of Monthly Financial Report for Period Ending 04/30/22

### Justification

N/A

### Funding Source

4A

### Prepared By

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



**Mansfield Economic Development Corporation**  
**Period Ending April 30, 2022**

Beginning Cash Balance 04-01-2022 **\$10,174,632**

**Revenue:**

Sales Tax Revenue	\$565,441
Interest Income	<u>\$237</u>
Total Monthly Revenue	<u><b>\$565,678</b></u>

Adjusted Cash Balance	<div style="border: 2px solid black; padding: 2px;"><b>\$10,740,310</b></div>
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**Operating Expenses:**

Administration	\$103,722
Promotions	\$7,500
Retention	\$0
Workforce Development	<u>\$0</u>
Total Operating Expenditures	<u><b>\$111,222</b></u>

**Debt Expense**

**Debt Service Payment**

**Project Expenditures:**

Kimball Property	<u>\$190</u>
Total Project Expenditures	<u><b>\$190</b></u>

Total Monthly Expenditures	<u><u><b>\$111,412</b></u></u>
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Ending Cash Balance 04-30-2022	<div style="border: 2px solid black; padding: 2px;"><b>\$10,628,898</b></div>
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MIBP Construction Fund Remaining Balance \$77,992

<b>Total Cash</b>	<b>\$10,706,890</b>
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**Debt Expense**

<b>New Annual Total Debt Service - FY21</b>	<b>\$2,663,484</b>
(January and August)	

<b>Remaining Principal Debt Balance</b>	<b>\$23,430,000</b>
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# CITY OF MANSFIELD

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## STAFF REPORT

File Number: 22-4698

**Agenda Date:** 6/7/2022

**Version:** 1

**Status:** Old Business

**In Control:** Mansfield Economic Development Corporation

**File Type:** Discussion Item

### Title

Staff Update, Board Discussion, and Possible Action Regarding Request to Extend Completion Date for Sellmark Corporation Expansion

### Requested Action

Request to Extend Completion Date for Facility 1

### Recommendation

Extend Completion Date for Facility 1 to September 30, 2022

### Description/History

In the 2018 Economic Development and Performance Agreement, Sellmark agreed to purchase lot 4 for the 2017 appraised value of \$809,600 and receive reimbursement in that amount on a per square foot basis as certificates of occupancy are obtained on 200,000 square feet of new construction. The existing agreement requires 33,000 square feet to be added to their existing facility (Facility 1) while the remaining 167,000 SF spec will be built on lots 3 and 4 (Facility 2).

In November 2020, the MEDC Board granted an extension with a new completion date of June 30, 2022. Due to continued construction delays, Sellmark is requesting a 3 month extension. Staff recommends extending the completion date to September 30, 2022.

### Justification

N/A

### Funding Source

N/A

### Prepared By

Laurie Fleiner, MEDC, 817-728-3653



May 20, 2022

Mansfield Economic Development Corporation  
Attn: Laurie Fleiner  
301 S. Main Street  
Mansfield, Texas 76063

Dear. Ms. Fleiner:

As you may know, Lonejack, LLC, a Texas limited liability company ("Lonejack"), and the Mansfield Economic Development Corporation, a Texas nonprofit corporation ("MEDC"), entered into that certain Economic Development and Performance Agreement, dated as of August 16, 2018, as amended (the "Agreement"). Pursuant to Section 3.01(d) and Section 3.01(e) of the Agreement, Lonejack agrees as follows:

- (d) Receive a Certificate of Occupancy for Facility 1 no later than June 30, 2022.

As you may know, we have been in the process of developing the land for Facility 1 and Facility 2; however, due to a number of setbacks this year and in 2021 beyond our control, including a 4-month delay in receiving steel material necessary for the building's floor joist, as well as general delays in receiving building material and labor for the construction, construction on Facility 1 has been delayed. In accordance with Section 8.05 of the Agreement, the Agreement may only be amended, altered, or revoked by written instrument signed by the Lonejack and MEDC. We respectfully request Section 3.01(d) be further amended and restated in its entirety to extend the required deadline, and for the section to read as follows:

- (d) Receive a Certificate of Occupancy for Facility 1 no later than September 30, 2022.

Capitalized terms used but not otherwise defined herein shall have the meanings ascribed to such terms in the Agreement.

Should you have any questions or comments, please let us know. We look forward to your response and we sincerely appreciate your time and consideration. Thank you.

Best Regards,

A handwritten signature in blue ink, appearing to read "Jared Wood".

Jared Wood  
Authorized Representative – Lonejack, LLC  
General Counsel – Sellmark Corporation