

**City Council
Agenda Memo**



**City Council
Meeting Date: 09-25-14**

TO: Larry D. Gilley, City Manager
FROM: Kent Sharp, Director of Economic Development
SUBJECT: Annual Contract Renewal – Development Corporation of Abilene, Inc.

GENERAL INFORMATION

The Development Corporation of Abilene, Inc. (DCOA) approved a budget for FY2015 that includes a contract renewal with the City of Abilene for the Airport Business Development Management program.

SPECIAL CONSIDERATIONS

The contract referenced above is being renewed for one year beginning 10-1-14. All DCOA-funded agencies are evaluated each year to determine compliance with the current contract performance objectives. The Project Evaluation Committee of the DCOA reviewed the audits and made a report to the Board with recommendations to renew the contracts. The Budget & Finance Committee of the DCOA reviewed all funding requests and made a recommendation to the DCOA for FY15 funding levels. All agencies are reimbursed for actual expenses. One of the two contracts with the City of Abilene is being submitted for approval. The second contract will be submitted at a later time.

Airport Business Development Management

The contract for FY15 is in the amount of \$198,450 for salary support for the Business Development Manager, consulting services to expand current air service, and marketing support for the airport through various medium. The current FY14 contract amount is \$189,159.

FUNDING/FISCAL IMPACT

City of Abilene Airport Business Dev. Mgmt (Acct Unit 1006006060) \$ 198,450

STAFF RECOMMENDATION

Staff recommends the City Council approve, by oral resolution, the annual renewal contract between the City and DCOA for the Airport Business Development Management program. Staff also recommends City Council authorize the City Manager to execute the contract on behalf of the City.

BOARD OR COMMISSION RECOMMENDATION

The DCOA Board approved the FY2015 budget and contract renewal on August 26, 2014.

ATTACHMENTS

None.

Prepared by: Kim Tarrant, Business Services
Manager
Name: Kent Sharp
Title: Director of Economic Development

Item No. 6.14

Disposition by City Council
 Approved Ord/Res#
 Denied _____
 Other

City Secretary