

PUBLIC NOTICE

DEVELOPMENT CORPORATION OF ABILENE, INC.

A regular meeting of the Development Corporation of Abilene, Inc. will be held on Monday, February 20, 2017, at Develop Abilene conference room, 174 Cypress St., 3rd floor, Abilene, Texas, commencing at 11:00 a.m. to consider the following agenda:

SIGNED:


Kent Sharp, CEO

AGENDA

February 20, 2017
11:00 a.m.

Develop Abilene Conference Room
174 Cypress St., 3rd floor

1. Call the meeting to order.
2. Presentation by Mayor Archibald to former board members Marelyn Shedd and Dani Ramsay.
3. Presentation by President Dave Copeland to former board member Marelyn Shedd.
4. Welcome remarks for new board member Greg Blair.
5. Approval of minutes from the January 18, 2017, board meeting.
6. Sales tax report for February 2017 and financial report for December 2016.
7. Executive Session:
The DCOA reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code Sections:
 1. 551.071 (Consultation with Attorney),
 - A. Outstanding insurance claims
 - B. Prairie Dog Pet Products project
 2. 551.072 (Deliberations about Real Property)
 - A. Pactiv lease negotiations
 - B. Acquisition of surplus land from City
 3. 551.074 (Personnel Matters)
 - A. Construction Project Manager
 4. 551.087 (Business Prospect/Economic Development)
 - A. TSTC new Abilene campus
8. Discussion and possible approval of a resolution authorizing additional funding for development of Texas State Technical College's new Abilene campus.

9. Discussion and possible approval of a resolution authorizing the purchase of surplus City-owned land located in the Five Points Business Park and on Hwy 36 at Loop 322.
10. Discussion and possible approval of a resolution authorizing a contract with Consultant Dale Morris to generate more business activity at the airport, particularly with Eagle Aviation Services, Inc.
11. Update on the five-year strategic plan annual accountability score and report from TIP Strategies.
12. Discussion of regular monthly board meeting days and times as set by the President.
13. Adjournment.

CERTIFICATE

I hereby certify that the above notice of meeting was posted on the bulletin board at the City Hall of Abilene, Texas, on the _____ day of _____, 2017, at _____.

City Secretary

NOTICE

Persons with disabilities who would like special assistance or need special accommodations to participate in this meeting should contact the Development Corporation of Abilene, Inc., (325) 676-6390, at least forty-eight (48) hours in advance of this meeting. Telecommunication device for the deaf is (325) 676-6360.

DEVELOPMENT CORPORATION OF ABILENE, INC.
BOARD MEETING MINUTES
January 18, 2017

MEMBERS PRESENT: Dave Copeland Marelyn Shedd Jack Rich
 Dani Ramsey

MEMBER ABSENT: John Beckham

STAFF PRESENT: Kent Sharp Kim Tarrant

GUESTS PRESENT:	Mark Zachary	McMahon Law Firm
	Mike Rains	City of Abilene
	Justin Jaworski	Abilene Industrial Foundation
	Shea Hopkins	Abilene Industrial Foundation
	Audrey Schroyer	Abilene Industrial Foundation
	Rusty Towell	Abilene Christian University
	Bruce Kreitler	City Council
	Brooke Crum	Abilene Reporter News
	Brennan Favor	Goodwill-West Texas

- 1. CALL THE MEETING TO ORDER:** President Dave Copeland called the meeting to order at 1:30 p.m. at 174 Cypress St., 3rd floor conference room, Abilene Texas.

- 2. APPROVAL OF MINUTES FROM THE DECEMBER 21, 2016 BOARD MEETING:** Marelyn Shedd moved to approve the minutes from the December 21, 2016 board meeting. Jack Rich seconded and the motion carried.

- 3. SALES TAX REPORT FOR JANUARY 2017 AND FINANCIAL REPORT FOR NOVEMBER 2016:** Mike Rains, Director of Finance, presented the sales tax report for January 2017. The sales tax rebate for January is \$3,172,856.80, which represents November sales. Economic Development received \$793,214.20, which is 5.05% above last year and 5.05% above the projected FY 17 budget amount. For the period October through January, sales tax is .63% above last year and .63% above the projected FY 17 budget amount. The DCOA's total current assets as of November 30, 2016 are \$24,725,604. The November 2016 revenues totaled \$1,003,515 and total expenditures were \$234,008 with \$47,344 being spent on three different projects.

- 4. OFFICER ELECTIONS: PRESIDENT, VICE PRESIDENT AND SECRETARY/TREASURER:** Jack Rich moved to re-elect Dave Copeland as the DCOA board president, Marelyn Shedd seconded and the motion carried. President Dave Copeland moved to elect John Beckham as Vice President and Jack Rich as Secretary/Treasurer. Marelyn Shedd seconded and the motion carried. President Copeland presented Dani Ramsay with a plaque of appreciation for her years of service on the DCOA Board since this would be her last official meeting as a board member.

- 6. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING FUNDING FOR COMMUNITIES IN SCHOOLS TO ASSIST WITH EXPANSION OF A VOCATIONAL TRAINING PROGRAM FOR ABILENE HIGH SCHOOL STUDENTS:** Justin Jaworski with the Abilene Industrial Foundation (AIF) presented a proposal from the AIF and the Communities in Schools of the Big Country

(CIS) for a partnership with the DCOA. Currently the CIS program gives at risk kids the one-on-one support to graduate from high school. The proposal is for DCOA to pay the salary and benefits and administrative support for a full-time Workforce Development Coach (Coach) placed at the Cisco campus. The Coach will also assist those students interested in taking advantage of the DCOA scholarship money for industrial workforce training through Cisco College. The benefit of this program is providing students an opportunity to have a better future after high school, and providing local employers a trained talent pool from which to hire.

CIS is asking the DCOA to authorize total funding up to \$74,100 for a new Workforce Development Coach to be employed by CIS and allocated as follows: 1) \$24,700 for the period of April 1, 2017 through September 30, 2017, and 2) \$49,400 for the period October 1, 2017 through September 30, 2018.

Dani Ramsay made a motion to approve Resolution DCOA-2017.04 authorizing funding in the amount of \$74,100. Marelyn Shedd seconded and the motion passed.

7. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING ADDITIONAL FUNDING FOR THE INDUSTRIAL WORKFORCE TRAINING PROGRAM ADMINISTERED BY CISCO COLLEGE IN PARTNERSHIP WITH TAYLOR COUNTY SCHOOL DISTRICTS: Kent Sharp, CEO of the DCOA requested an additional \$8,000 for the Industrial Workforce Training program (Workforce) through the Spring 2017 semester. Due to the increased number of students enrolled in the spring semester, there is a shortfall of funds needed to cover tuition, books, supplies and fees. The DCOA originally approved resolution DCOA-2015.14 in June 2015 authorizing funding of \$40,000 for the Workforce program and to date there is \$6,456 unfunded from the initial amount approved.

Marelyn Shedd made the motion to approve Resolution DCOA-2017.05 authorizing an additional \$8,000.00 to cover the cost of tuition, books, supplies and fees for the Spring 2017 semester. Jack Rich seconded and the motion passed.

5. EXECUTIVE SESSION – SESSION 1: I hereby announce we are going into Executive Session pursuant to Texas Government Code Sections 551.071, 072, 074 and 087 to consult with our legal counsel, discuss real property transactions, personnel matters, and discuss economic development negotiations involving a business prospect, as set forth on the agenda. Any vote or action will be taken in open session.

President Dave Copeland announced the date is January 18, 2017 and the time is 2:32 p.m. Later, President Copeland announced the date is still January 18, 2017 and the time is 3:46 p.m. No vote or action was taken in Executive Session

8. FY 16-17 DCOA CEO GOALS UPDATE: Kent Sharp gave an update on his six goals for FY 16-17. The goals are: 1) Transition ownership of the Vivarium and AbLabs out of the DCOA into other entities; 2) Monitor the implementation of the Five Year Strategic Plan (the Plan) and work with our partners on leveraging resources; 3) Develop a printed update showing projects and prospects to be given out to the board once a month, keeping board members apprised; 4) Develop a quarterly report to be presented

to the DCOA Board and the City Council of the items worked on since the last update and what items will be worked on before the next quarterly report; 5) Develop a quarterly or semi-annual “dashboard” using select metrics to measure the performance of the DCOA and the AIF such as new jobs/jobs retained, average salaries, unemployment rate and business site visits; and 6) Present incentive guidelines to the Board consistent with the Plan. Mark Zachary will also update the board on a quarterly basis on any legal matters. Tom Stellman with TIP Strategies will be here in Abilene during February for the first annual review. The DCOA is making sure the appropriate measures are taken to support the growth of existing employers and attraction of new business.

9. DISCUSSION OF REGULAR MONTHLY BOARD MEETING DAYS AND TIMES AS SET BY THE PRESIDENT: Kent Sharp told the board no decision has been made on future board meeting dates with Dani Ramsay and Marelyn Shedd rotating off the board and new board members coming on. Hopefully by the next board meeting held in February, Mayor Archibald will have the two new board members appointed and dates can be discussed at that time. The goal is to have one meeting per month.

10. ADJOURNMENT: There being no further business the meeting was adjourned.

Dave Copeland, President

MEMORANDUM

February 8, 2017

TO: Robert Hanna, City Manager
FROM: Mike Rains, Director of Finance
SUBJECT: February Sales Tax

The sales tax rebate for February is \$4,369,407.69 which represents December sales. This is 4.17% below last year and 4.17% below the projected FY 17 budget amount. The breakdown of the rebate is \$3,277,055.77 to the General Fund and \$1,092,351.92 for economic development. Of this rebate, \$57,510.49 is from prior periods, audit payments, future payments, and unidentified payments. For the period of October through February, sales tax is .60% below last year and .60% below the projected FY 17 budget amount. I have requested the detail from the state.

Should you have any questions, please contact me.

Cc: Mindy Patterson, Assistant City Manager
James Childers, Assistant City Manager

CITY OF ABILENE SALES TAX COMPARISON

Accounting Period Month	GENERAL FUND Actual 2015-16	ECONOMIC DEVELOPMENT Actual 2015-16	TOTAL 2015-16	GENERAL FUND Actual 2016-17	ECONOMIC DEVELOPMENT Actual 2016-17	TOTAL 2016-17
October	\$2,456,044.80	\$818,681.60	\$3,274,726.40	\$2,511,352.80	\$837,117.60	\$3,348,470.40
November	2,940,002.89	980,000.96	3,920,003.85	2,792,056.28	930,685.42	3,722,741.70
December	2,203,231.83	734,410.61	2,937,642.44	2,243,907.19	747,969.06	2,991,876.25
January	2,265,278.52	755,092.84	3,020,371.36	2,379,642.60	793,214.20	3,172,856.80
February	3,419,688.86	1,139,896.28	4,559,585.14	3,277,055.77	1,092,351.92	4,369,407.69
YTD	\$13,284,246.90	\$4,428,082.29	\$17,712,329.19	\$13,204,014.64	\$4,401,338.20	\$17,605,352.84
March	\$2,186,523.32	\$728,841.10	\$2,915,364.42			
April	2,337,248.73	779,082.91	3,116,331.64			
May	2,914,521.42	971,507.14	3,886,028.56			
June	2,263,315.79	754,438.60	3,017,754.39			
July	2,272,925.02	757,641.67	3,030,566.69			
August	2,955,004.91	985,001.64	3,940,006.55			
September	2,268,511.95	756,170.65	3,024,682.60			
FY TOTAL	<u>\$30,482,298.04</u>	<u>\$10,160,766.00</u>	<u>\$40,643,064.04</u>			

NOTE: Report reflects the month sales tax is received from Austin. Revenue is recorded on this basis for budgetary purposes.

The Comprehensive Annual Financial Report (CAFR) will reflect revenue based upon the month the sales tax is paid by the vendor to the State Comptroller in accordance with GASB 33 requirements.

DEVELOPMENT CORPORATION OF ABILENE, INC.
1/2 CENT SALES TAX REVENUE
Monthly and Year-to-Year Comparisons

Accounting Period Month	Actual 2015-16	Actual 2016-17	% Change
October	\$818,682	\$837,118	2.25%
November	980,001	930,685	-5.03%
December	734,411	747,969	1.85%
January	755,093	793,214	5.05%
February	1,139,896	1,092,352	-4.17%
YTD	\$4,428,082	\$4,401,338	-0.60%
March	\$728,841		
April	779,083		
May	971,507		
June	754,439		
July	757,642		
August	985,002		
September	756,171		
FY TOTAL	<u>\$10,160,766</u>		

Note: Report reflects the month sales tax is received from Austin.
Revenue is recorded on this basis for budgetary purposes.

The Comprehensive Annual Financial Report (CAFR) will reflect
revenue based upon the month the sales tax is paid by the vendor to
the State Comptroller in accordance with GASB 33 requirements.

Revenue for February '17 represents December '16 sales. Approximately
\$14,377.62 of the rebate is from prior periods, audit, and future payments.

Audit Payments: Larger businesses submit sales tax collections to the State
Comptroller every month and smaller ones either quarterly or annually. The
Comptroller audits the books of these businesses on a four year cycle to
determine if sales tax was collected on all taxable sales. Audit collections
represent the sales tax revenue from prior sales and submitted or refunded
subsequent to the audit.

DEVELOPMENT CORPORATION OF ABILENE, INC.
1/2 CENT SALES TAX REVENUE
Five Year Comparison

Accounting Period Month	Actual 2012-13	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17
October	\$855,868	\$815,126	\$868,660	\$818,682	\$837,118
November	891,956	896,761	987,887	980,001	930,685
December	773,104	766,502	836,922	734,411	747,969
January	728,710	744,242	798,120	755,093	793,214
February	1,012,685	1,061,353	1,137,082	1,139,896	1,092,352
FY TOTAL	<u>\$4,262,323</u>	<u>\$4,283,983</u>	<u>\$4,628,672</u>	<u>\$4,428,082</u>	<u>\$4,401,338</u>
March	\$821,529	\$743,945	\$759,360	\$728,841	
April	800,963	726,196	733,667	779,083	
May	965,056	981,409	1,019,627	971,507	
June	827,415	773,012	822,955	754,439	
July	826,951	794,307	778,812	757,642	
August	927,272	966,814	998,076	985,002	
September	797,862	845,806	811,136	756,171	
YTD	<u><u>\$10,229,372</u></u>	<u><u>\$10,115,471</u></u>	<u><u>\$10,552,304</u></u>	<u><u>\$10,160,766</u></u>	

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The Comprehensive Annual Financial Report (CAFR) will reflect
revenue based upon the month the sales tax is paid by the vendor to
the State Comptroller in accordance with GASB 33 requirements.

6.4

DEVELOPMENT CORPORATION OF ABILENE
STATEMENT OF NET POSITION
December 31, 2016 and 2015

	December 2016	December 2015
Current Assets:		
Cash and cash investments	\$ 21,929,041	\$ 15,957,055
Accounts receivable	1,677,765	35,293
Due from other governments	1,757,691	1,789,074
Total Current Assets	<u>25,364,497</u>	<u>17,781,422</u>
Noncurrent Assets:		
Notes receivable, net	3,586,267	11,025,563
Notes receivable - earning economic incentives	8,341,277	9,679,886
Capital assets	62,437,447	51,765,462
Accumulated depreciation	(14,190,010)	(9,815,739)
Total capital assets, net	<u>48,247,437</u>	<u>41,949,723</u>
Total Noncurrent Assets	<u>60,174,981</u>	<u>62,655,172</u>
Total Assets	<u>\$ 85,539,478</u>	<u>\$ 80,436,594</u>
Liabilities		
Current:		
Accounts payable	\$ 40,944	\$ 347,121
Accrued expenses	1,677,765	-
Total Current Liabilities	<u>1,718,709</u>	<u>347,121</u>
Total Liabilities	<u>1,718,709</u>	<u>347,121</u>
Net Position		
Net Investment in capital assets	48,247,437	41,949,723
Restricted for contractual obligations	14,415,277	19,935,429
Unrestricted, designated for purposes of trust	21,158,055	18,204,321
Total Net Position	<u>83,820,769</u>	<u>80,089,473</u>
Total Liabilities and Net Position	<u>\$ 85,539,478</u>	<u>\$ 80,436,594</u>

DEVELOPMENT CORPORATION OF ABILENE
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For three months ending December 31, 2016 and 2015

	December 2016	Fiscal YTD 2017	Fiscal YTD 2016
Revenues:			
Sales and use taxes	\$ 747,969	2,515,772	2,533,092
Interest income	12,037	31,016	16,517
Building rental / land lease	114,801	266,909	266,099
Miscellaneous revenue	13,645	13,645	41,262
Total Revenues	<u>888,452</u>	<u>2,827,342</u>	<u>2,856,970</u>
Expenses:			
Economic Development Projects	179,614	400,643	483,555
Life Sciences property maintenance	11,134	85,428	86,885
DCOA property maintenance	14,571	56,747	90,319
Abilene Industrial Foundation	-	42,079	79,715
TTU Small Business Development Center	9,731	24,225	25,350
Chamber Military Affairs	-	-	-
Airport Business Development Manager	8,185	16,141	15,229
Economic Development Operating Division	65,192	273,734	176,030
Total Expenditures	<u>288,427</u>	<u>898,997</u>	<u>957,083</u>
Changes In Net Position	600,025	1,928,345	1,899,887
Net Position at Beginning of Period	<u>83,220,744</u>	<u>81,892,424</u>	<u>78,189,586</u>
Net Position at End of Period	<u>\$ 83,820,769</u>	<u>\$ 83,820,769</u>	<u>\$ 80,089,473</u>

Summary of Current Period Economic Development Projects:

Murf Systems - Earned principal	\$ 1,575
Hangar 0 Doghouse A/E	2,005
Hangar 0 Doghouse	114,011
EASI De Fuel Truck	1,950
Gift Card System - Job creation	8,451
Gift Card System - Investment funding	18,172
Spec 3 Remediation	13,450
18/36 Industrial Park Land Clearing	20,000
Total	<u>\$ 179,614</u>

**Development Corporation of Abilene
Economic Program Status
As of December 31, 2016**

Economic Programs:	Project	Amount Budgeted	Prior Years Disbursement	Current Year Disbursement	Balance reserved for budgeted programs
Murf Systems	4998	\$ 237,240	\$ 235,665	\$ 1,575	\$ -
TTU Pharmacy School	5242	1,924,943	1,893,035	31,908	-
TTU 842 Pine	5308	853,999	853,999	-	-
Petrosmith Ph 5	5330.1	150,667	150,667	-	-
TTUHSC School of Nursing	5331	1,076,253	1,076,253	-	-
Rentech '12	5342	470,000	470,000	-	-
Hangar Doghouses A/E	5348.1	423,000	322,318	23,692	76,990
Hangar Doghouses Construction	5348.2	2,732,618	2,722,255	-	10,363
Hangar 0 Doghouse Construction	5348.3	2,000,000	603,023	266,050	1,130,927
EASI De-Fuel Truck	5354	111,560	78,200	3,900	29,460
Tucker Energy Services	5359	585,000	171,705	-	413,295
Five Points Infrastructure	5359.1	1,000,000	137,491	-	862,509
5 Pts RR Expansion	5363.1	30,800	24,320	-	6,480
Fehr Foods Expansion	5368	5,123,000	3,103,196	-	2,019,804
Broadwind Towers 2014	5373	679,300	679,300	-	-
Corley Wetsel Trucking	5376	455,200	-	-	455,200
Fehr Foods 14	5378	160,278	106,852	-	53,426
Gift Card System	5379	82,019	55,395	26,624	-
BWJ Consulting	5382	619,000	280,940	-	338,060
Datoo Technologies	5385	280,750	81,460	-	199,290
DCOA Strategic Planning	5386	130,000	125,000	-	5,000
Coca Cola Refreshments	5387	3,200,000	-	-	3,200,000
Martin Sprocket & Gear	5388	-	-	-	-
Industrial Maintenance Training AISD	5389	70,000	50,100	13,444	6,456
Lone Star Canvas	5390	50,000	-	-	50,000
Abimar Foods 2015	5391	-	-	-	-
BCBS Roof Repairs	5392	953,400	-	-	953,400
TTUHSC School of Public Health	5393	1,426,901	87,422	-	1,339,479
Praire Dog Pet Products	5394	-	-	-	-
Spec 3 Remediation	5396	244,795	214,993	13,450	16,352
18/36 Industrial Park	5398	52,000	-	20,000	32,000
2016 Startup Week / 2017 Springboard	5399	32,500	-	-	32,500
Broadwind Towers	5400	715,000	-	-	715,000
Subtotal Economic Program Obligation Reserve		\$ 25,870,223	\$ 13,523,589	\$ 400,643	\$ 11,945,991
Plus Administrative Division Obligations:					
Economic Development Operating Division	Division 2760	777,490	-	273,734	503,756
Life Sciences Property Maintenance	Division 2765	322,550	-	85,428	237,122
DCOA Property Maintenance	Division 2775	465,670	-	56,747	408,923
Abilene Industrial Foundation	Division 2775	619,780	-	42,079	577,701
TTU Small Business Dev Center	Division 2775	200,000	-	24,225	175,775
Chamber Military Affairs	Division 2775	397,000	-	-	397,000
Airport Business Development Manager	Division 2775	185,150	-	16,141	169,009
Subtotal Administrative Divisions Obligation Reserve		\$ 2,967,640	\$ -	\$ 498,354	\$ 2,469,286
Total reserve for obligated programs					\$ 14,415,277

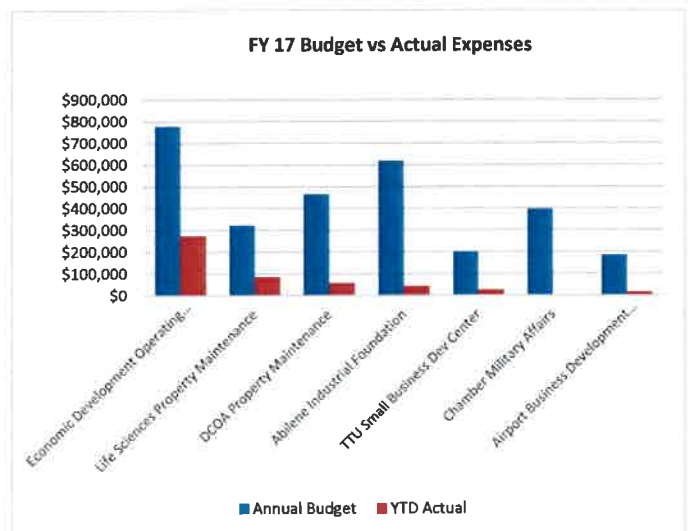
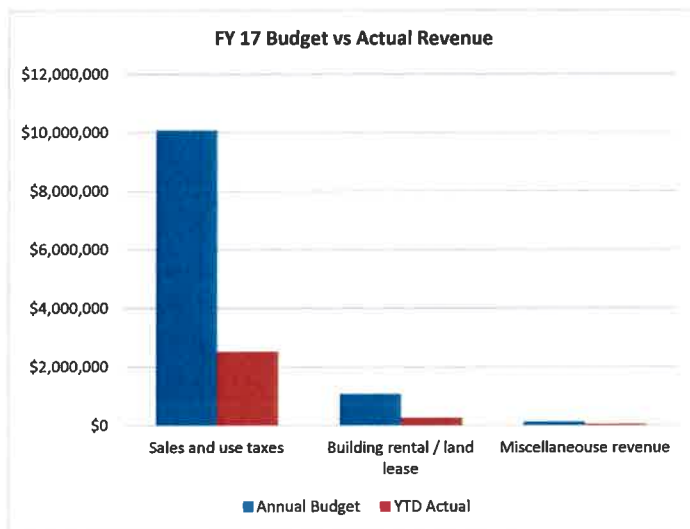
DCOA Board approved projects waiting for signed contracts:

		Expiration Date
Dyess JLUS	\$ 50,000	6/17/17
TSTC New Campus Ops	4,000,000	3/21/17
AbiMar Foods Employee Relocation - 2017	25,000	6/13/17
	<u>\$ 4,075,000</u>	

**Development Corporation of Abilene
Revenue and Expense
Budget vs Actual Comparison
October 2016 - September 2017**

	Annual Budget	YTD Actual	% of Budget
Sales and use taxes	10,088,060	2,515,772	25%
Building rental / land lease	1,073,200	266,909	25%
Miscellaneous revenue	135,000	44,661	33%
Revenue	11,296,260	2,827,342	25%

	Annual Budget	YTD Actual	% of Budget
Economic Development Operating Division	777,490	273,734	35%
Life Sciences Property Maintenance	322,550	85,428	26%
DCOA Property Maintenance	465,670	56,747	12%
Abilene Industrial Foundation	619,780	42,079	7%
TTU Small Business Dev Center	200,000	24,225	12%
Chamber Military Affairs	397,000	-	0%
Airport Business Development Manager	185,150	16,141	9%
	2,967,640	498,354	17%



Information for Items 8. 9. and 11. will be available during the board meeting.

DEVELOPMENT CORPORATION OF ABILENE, INC.

BOARD AGENDA

MEETING DATE: February 20, 2017

PROJECT: Contract with Consultant Dale Morris to Generate More Business Activity at the Airport

STAFF: Kent Sharp, CEO

BACKGROUND INFORMATION

Dale Morris works for American Airlines and owns a consulting business that specializes in monitoring the status of American Airlines' and Envoy's plans regarding future air and maintenance services. His knowledge and relationships with AA and Envoy executives can help determine the impact of such decisions concerning Eagle Aviation Services, Inc. (EASI) as well as other potential business prospects for the Abilene Regional Airport.

THE REQUEST

Mr. Morris proposed a contract with the DCOA to provide:

1. Air service industry feedback,
2. Information and advice to enhance EASI's operations including obtaining the largest share of Embraer-175 regional jet maintenance work possible,
3. Assist with attracting support companies for Embraer-175, Embraer-190, and mainline AA aircraft maintenance to the airport,
4. Assist with discussions with AA and Envoy management on ways to acquire/establish pilot training capability in Abilene,
5. Assist with researching and contracting other aircraft MRO, paint, engine MRO and other industries where possible, that currently do business with airlines and encourage establishment of operations in Abilene,
6. Use network of contacts internal and external to AA and Envoy to advise DCOA of air service and MRO trends that may be pertinent to Abilene, and
7. Assist with contacting and meeting with AA and Envoy executives and those executives of other companies that contract with AA and Envoy to discuss economic development opportunities and issues.

The scope of work depicted above is subject to change once final contract negotiations are complete. The initial contract will be March 1, 2017 through December 31, 2017 at a cost of \$3,000 per month, plus expenses. A one-year extension of the contract can be negotiated.

FISCAL IMPACT

Ten months beginning March 1 st at \$3,000/month	\$30,000
Expenses	<u>\$ 5,000</u>
TOTAL	\$35,000

STAFF RECOMMENDATION

Staff recommends the board approve resolution DCOA-2017.07 authorizing a contract with Dale Morris Consulting, LLC for a period of ten months at a cost of \$3,000/month, or \$30,000 for the initial contract period through December 31, 2017. Also included is \$5,000 for expenses.

ATTACHMENTS

Resolution DCOA-2017.07

S:\DCOA\Meeting Memos\FY2017\Consultant Dale Morris for increased airport commercial activity 02-20-17.doc

RESOLUTION NO. DCOA-2017.07

A RESOLUTION OF THE DEVELOPMENT CORPORATION OF ABILENE, INC. (DCOA), ABILENE, TEXAS AUTHORIZING A CONTRACT WITH CONSULTANT DALE MORRIS TO GENERATE MORE BUSINESS ACTIVITY AT THE ABILENE REGIONAL AIRPORT, PARTICULARLY FOR EAGLE AVIATION SERVICES, INC. ("EASI").

WHEREAS, Dale Morris works for American Airlines and owns a consulting business that specializes in monitoring the status of American Airlines' and Envoy's plans regarding future air and maintenance services; and,

WHEREAS, Mr. Morris' knowledge and relationships with AA and Envoy executives can help determine the impact of such decisions concerning Eagle Aviation Services, Inc. (EASI) as well as other potential business prospects for the Abilene Regional Airport; and,

WHEREAS, Mr. Morris proposed a contract with the DCOA for a specific list of deliverables at a cost of \$3,000 per month plus expenses beginning March 1, 2017 through December 31, 2017; and,

WHEREAS, staff requests the DCOA approve a contract with Consultant Dale Morris for a ten-month period beginning March 1, 2017.

NOW THEREFORE, BE IT RESOLVED BY THE DEVELOPMENT CORPORATION OF ABILENE, INC., ABILENE, TEXAS, THAT:

PART 1. DCOA hereby authorizes a contract with Dale Morris Consulting, LLC in an amount not to exceed Thirty Thousand and no/100's Dollars (\$30,000.00) for the purpose of monitoring American Airlines regional services status and generating more business activity at the Abilene Regional Airport, particularly with Eagle Aviation Services, Inc. The specific scope of work for the contract will be agreed upon once final negotiations are complete.

The contract period shall begin March 1, 2017, ending on December 31, 2017, with monthly payments of \$3,000. Also approved is Five Thousand and no/100's Dollars (\$5,000.00) for reimbursable expenses such as travel.

PART 2. Funding under this resolution is contingent upon execution of all necessary agreements. The funding commitment authorized under this resolution shall expire without notice 180 days from the date of adoption of same unless all required documents and agreements are executed prior to that expiration date or the commitment herein is extended in writing by the DCOA.

PART 3. The Chief Executive Officer of the Development Corporation of Abilene, Inc. is hereby authorized to negotiate, enter into and execute final contracts and all other related documents on behalf of the DCOA.

ADOPTED this the 20th day of February, 2017.

ATTEST:

Jack Rich
Secretary/Treasurer

Dave Copeland
President

APPROVED:

Mark Zachary, Attorney

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