

PUBLIC NOTICE

DEVELOPMENT CORPORATION OF ABILENE, INC.

A meeting of the Development Corporation of Abilene, Inc. ("DCOA") will be held on September 23, 2020, by videoconference commencing at 1:00 pm, to consider the Agenda set forth below.

In accordance with social distancing guidelines, the DCOA Board room will not be open to the public, and the meeting will be held by videoconference. In accordance with the Texas Open Meetings Act, or under the provisions provided by the Governor of Texas in conjunction with the Proclamation and Declaration of Disaster enacted March 13, 2020: 1) Board Members of the DCOA may participate in this meeting remotely by videoconference; and 2) Members of the public may attend this meeting free of charge by videoconference at the following link: <https://global.gotomeeting.com/join/926848037>. The videoconference will remain open from 1:00 pm until the end of the meeting.

Under Agenda Item 3, the opportunity for public comment will be announced and members of the public should identify themselves at that time should he or she choose to make any comments concerning any Items on the Agenda. Under Item 3 on the Agenda, public comments concerning Items on the Agenda are allowed for up to 3 minutes per person (or in the event that a person addresses the Board through a translator, such public comments on Items on the Agenda is allowed for up to 6 minutes). While the Board is in executive session the videoconference will remain active. Should you get disconnected at any time during the meeting, you may log back into the meeting using the same link that is set forth above to re-join the meeting.

The following public telephone dial-in number may also be used during the meeting to access the Board's open session deliberations and/or provide public comment on any Items on the Agenda under Agenda Item 3: +1 (408) 650-3123, Access Code 926-848-037.

SIGNED: 
Misty Mayo, CEO

AGENDA

September 23, 2020 – 1:00 pm

1. Call the meeting to order
2. Invocation
3. Public Comment on Agenda Items
4. Governance Schedule
5. Approval of minutes from the August 26, 2020 Board Meeting
6. Sales Tax Report for September and Financial Report for August 2020

7. TEDC's 2020 Community Economic Development Award Announcement
8. 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. Contract with the Abilene Industrial Foundation (AIF)
 - B. Contract with Texas Tech University for the Small Business Development Center (SBDC)
 - C. Contract with the Abilene Chamber of Commerce Military Affairs Committee (MAC)
 - D. Contract with Abilene Christian University Griggs Center for Entrepreneurship and Philanthropy
 - E. Contract with the City of Abilene for the Airport Business Development Management Program
 - F. Contract with Abilene Independent School District (AISD)
 - G. Bylaws
 - H. Certificate of Formation (f/k/a Articles of Incorporation)
 - I. ERG Program
 2. 551.072 (Deliberations about Real Property)
 3. 551.074 (Personnel Matters)
 - A. Appointment, employment, reassignment, and duties of DCOA employees
 4. 551.087 (Business Prospect/Economic Development)
 - A. Dyess Air Force Base – Flight Line Gate Upgrade
 - B. Dyess Air Force Base – Egress Barrier Installation
 - C. Project Eagle
 - D. Project Double T
9. Discussion on Projects, including Economic Relief Grants (ERGs), for the purpose of providing current status of projects
10. Discussion and possible approval of a Resolution approving of the fiscal year 2021 contracts with the City of Abilene for the Airport Business Development Management Program, Abilene Chamber of Commerce Military Affairs Committee (MAC), Texas Tech University for the Small Business Development Center (SBDC), Abilene Christian University Griggs Center for Entrepreneurship and Philanthropy, Abilene Independent School District (AISD), and Abilene Industrial Foundation (AIF)
11. Update from the Military Affairs Committee to include status of the Dyess Airforce Base Security Access Control Center (SACC)
12. Discussion and possible approval of a Resolution authorizing match funding for a Defense Economic Adjustment Assistance Grant for the Flight Line Gate Upgrade at Dyess Air Force Base

13. Discussion and possible approval of a Resolution authorizing match funding for a Defense Economic Adjustment Assistance Grant for the Egress Barrier Installation at Dyess Air Force Base
14. Strategic Plan Update
15. Discussion of the next board meeting date and location of future meetings
16. 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 18th day of September, 2020 at 1:15 p.m.



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.

DCOA Governance Schedule

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Post Agenda (72 hrs prior to the meeting)
x	x	x	x	x	x	x	x	x				Monthly board meeting
												Annual Report presentation to City Council (Nov. or Dec.)
			x	x								Semi-Annual Report presentation to City Council (April or May)
						x						Annual proposed budget to City Council (July or Aug)
												State of the City Address by Mayor
												Other meetings
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Governance: Semi-Annual & Annual Reviews
x												Presentation/proclamation to Outgoing Board Members (City of Abilene and the Board)
x												Welcome new board member(s)
x												New board member(s) onboarding
x												Officer election (President, Vice President, Secretary and Treasurer & others as determined)
x												Bank account signature card
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Presentations: Written Reports (DCOA, AIF, ABI, SDBC & MAC) Oct. - Mar.:
	x											Written Report of Activity -- MAC (6 mos ending 9/30)
					x							Written Report of Activity -- DCOA (6 mos ending 9/30)
				x								Written Report of Activity -- ABI/Airport (6 mos ending 9/30)
					x							Written Report of Activity -- AIF (6 mos ending 9/30)
					x							Written Report of Activity -- SBDC (6 mos ending 9/30)
						x						Written Report of Activity -- BE in Abilene
							x					Written Report of Activity -- NEXTUniversity
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Presentations: Oral Reports (DCOA, AIF, ABI, SDBC & MAC) Apr. - Sept.:
			x									Oral Report of Activity -- MAC (6 mos ending 3/31)
			x									Oral Report of Activity -- ABI/Airport (6 mos ending 3/31)
			x									Oral Report of Activity -- AIF (6 mos ending 3/31)
			x									Oral Report of Activity -- DCOA
			x									Oral Report of Activity -- SBDC (6 mos ending 3/31)
			10									Partners: Oral Reports of Activity (Oct. - Mar.) due April 10
									15			Partners: Written Annual Reports of Activity (Apr. - Sept.) due October 15
					3							Partners: Annual Budget Request (AIF, ABI, SBDC & MAC & Griggs) due June 3
								x				New fiscal year contract (Abilene Independent School District)

DCOA Governance Schedule

								x					New fiscal year contracts (AIF, ABI, SBDC, MAC & ACU)
					x								Annual budget proposal for following year presented to Board
													Staffing/Staff evaluation (Staff potential conflicts of interest)
				x									Financial audit prepared/presented by 3rd party auditor
				x									Approve annual street expenditure projects per agreement COA ('20-'23)
													Annual consideration/commission for a financial audit
													Review financial audit
x													Share the financial audit with the City
		x											Submit required report (Local Gov. Code 502.151) to Comptroller by April 1

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Governance: Monthly Board Meeting Review	
x	x	x	x	x	x	x	x	x					Approval of last meeting's minutes
x	x	x	x	x	x	x	x	x					Financial Report presented by DCOA Staff (accounting firm, as requested)
x			x			x							Sales Tax Report - quarterly
													Analysis of investments, including manager risk & fees (once DCOA handles investments)
x	x	x	x	x	x	x	x	x					Schedule next meeting date
					x			x					Review of Strategic Plan
						x							Review of governance checklist

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Project & Properties Review on Demand	
x	x	x	x	x	x	x	x	x					Properties, as needed
x	x	x	x	x	x	x	x	x					Projects, as needed
													● Benchmark comparisons

Rv. 09/16/20

**BOARD MEETING MINUTES
AUGUST 26, 2020**

The DCOA's total current assets as of July 31, 2020, were \$35,206,349. The July revenues totaled \$1,028,114, and total expenditures were \$1,089,885, with \$800,263 spent on seven different projects.

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

President Rich announced the date is August 26, 2020, and the time is 1:10 pm. Later, President Rich announced the date is still August 26, 2020, and the time is 3:04 pm, and that no vote or action was taken in Executive Session.

8. DISCUSSION ON PROJECTS, INCLUDING ECONOMIC RELIEF GRANTS (ERGS), FOR PURPOSE OF PROVIDING CURRENT STATUS OF PROJECTS: CEO Misty Mayo explained that the DCOA received 33 applications, 18 of which did not qualify due to their NAICS codes. CEO Misty Mayo stated that of the \$3,000,000 in funds to be awarded, there are eight grants that have been awarded, totaling \$1,778,798, with one additional qualified ERG that will be voted on today and one qualified ERG that will be voted on during City Council.

CEO Misty Mayo stated that in 2020, thus far, the DCOA has approved a total of 16 projects with two ERG projects pending votes since January.

The DCOA staff team is in the process of converting to the customer/project management software, Salesforce, with the plan to have the implementation finalized by the end of the year.

9. DISCUSSION AND POSSIBLE APPROVAL OF FY21 CONTRACT WITH THE ABILENE INDUSTRIAL FOUNDATION: CEO Misty Mayo stated that the DCOA and AIF have worked on a contract that includes components from the Strategic Plan and Core Pillars. The DCOA and AIF are still in negotiations, with a goal of finalizing the contract by the September Board meeting. No action was taken on this item.

10. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION APPROVING AN AGREEMENT WITH PROJECT GRASSHOPPER: CEO Misty Mayo presented Resolution DCOA-2020.42 authorizing an incentive package for Project Grasshopper, pending City Council's approval. Project Grasshopper is a business expansion project for a regional office and distribution facility. The capex is \$5,259,952.15 and the incentive is \$500,000 (9.51%) (total capex is \$6,188,179). The DCOA is considering nine jobs created and 17 jobs retained, taking into consideration the 15% of business the company does in retail (11 jobs created and 20 retained, total). The average salary of the jobs created is above \$60,000.

Sam Vinson made a motion to approve Resolution DCOA-2020.42 authorizing an incentive for Project Grasshopper. Vic Corley seconded, and the motion passed. President Jack Rich stated to the let the record reflect that Shea Hall was absent for the vote.

11. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION APPROVING AN AGREEMENT WITH PROJECT MARK: CEO Misty Mayo presented Resolution DCOA-2020.45 authorizing an incentive package for Project Mark. Project Mark is a new company to Abilene; a business attraction project for a manufacturing and corporate headquarters. The project creates 18 jobs with an average wage of over \$36,000. The capital investment is \$1,050,000 and the incentive is \$60,000 (6%).

Sam Vinson made a motion to approve Resolution DCOA-2020.45 authorizing an incentive for Project Mark. Floyd Miller seconded, and the motion passed. President Jack Rich stated to the let the record reflect that Shea Hall was absent for the vote.

12. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION APPROVING AN AGREEMENT WITH PROJECT ERG-10: CEO Misty Mayo presented Resolution DCOA-2020.44 stating the committee recommended a grant to a company for an amount not to exceed \$300,000, for the company's retention of 36 full-time employees for one-year, pending the City Council's approval. CEO Misty Mayo explained the company is a manufacturer, providing custom welding, steel fabrication, and code work (structural steel, tank, and vessel) for a variety of industries around the world. The company is an active participant in the Business Retention and Expansion (BRE) Program.

Sam Vinson, Chair of the ERG Committee, said the staff of the DCOA continues to do a great job of working through the applications. The staff continues to perform at a very high level and that Sam is grateful for their work. Sam stated the company is a good company that the DCOA has history with, it passed through the ERG committee unanimously, and it aligns well with previous grants awarded.

President Jack Rich stated that since it is coming from the committee, there is no need for a motion or second. President Jack Rich asked each Board member for their vote; it was unanimous, and the motion passed. President Jack Rich stated to the let the record reflect that Shea Hall was absent for the vote.

President Jack Rich thanked the committee and the staff of the DCOA for the work that has been done and stated the work is a great benefit to their constituents in Abilene.

13. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING CHANGES TO THE DCOA'S BYLAWS: CEO Misty Mayo presented Resolution 2020.40 adopting the Amended and Restated Bylaws, pending City Council's approval.

Floyd Miller made a motion to approve Resolution DCOA-2020.40 adopting the Amended and Restated Bylaws. Sam Vinson seconded, and the motion passed. President Jack Rich stated to the let the record reflect that Shea Hall was absent for the vote.

14. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION APPROVING OF (I) A RESTATED CERTIFICATE OF FORMATION (FORMERLY ARTICLES OF INCORPORATION) OF THE DCOA WITH AMENDMENTS AND (II) AN APPLICATION TO PRESENT TO THE ABILENE CITY COUNCIL TO AMEND THE DCOA'S CERTIFICATE OF FORMATION (FORMERLY ARTICLES OF INCORPORATION): CEO Misty Mayo presented Resolution DCOA-2020.41 authorizing the approval of the Restated Certificate of

Formation and the written application requesting approval of amendments to the DCOA's Certificate of Formation f/k/a Articles of Incorporation (the "Certificate of Formation"), pending City Council's approval.

Floyd Miller made the motion to approve Resolution DCOA-2020.41 adopting the Restated Certificate of Formation with new amendments and authorize the attached written application requesting approval of the attached Restated Certificate of Formation with new amendments to be filed with the City Council. Vic Corley seconded, and the motion passed. President Jack Rich stated to let the record reflect that Shea Hall was absent for the vote.

15. ORAL PRESENTATION OF SEMI-ANNUAL REPORT FROM NEXTUNIVERSITY: CEO Misty Mayo introduced Marissa Thompson, who is the Director of Workforce and Talent Development for the Abilene Industrial Foundation (AIF). Currently, the DCOA contracts with the AIF to oversee the Program.

Marissa highlighted the Program's successes for the 2019-2020 school year and stated that *NEXT*University provides great opportunities for students to build their technical skills, soft skills, and self-esteem:

- Expanded the program's pathways by 85%, added three additional pathways (LVN, Industrial Systems, and Aircraft Technology) to bring the new total to five
- Increased the number of scholarships awarded by 74%, utilizing \$35,000 in DCOA scholarship dollars
- Increased enrollment by 24% and the retention rate from Fall to Spring by 93%
- Hosted the first *NEXT*University CTE Signing Day, 11 students signed letters of commitment to continue their education at either Cisco or TSTC
- Hired a new *NEXT*University career coach, Elisha Seca, and a new CTE Director

Marissa stated that *NEXT*University has a goal to increase enrollment this school year by 20%. The DCOA is entering into a contract with the Abilene Independent School District (AISD) this year to continue the *NEXT*University program. AISD will be funding 2/3 of the Career Coach's salary and benefits and the DCOA will fund 1/3 of the salary and benefits. The next fiscal year, AISD will fully fund the Career Coach's salary and benefits.

16. MARKETING 201 PRESENTATION: CEO Misty Mayo mentioned the commitment to continual education concerning economic development and the DCOA. Economic development marketing is looking at a large component of data and analytics, online economic development marketing trends that are changing as rapidly as technology is changing, and specific targeted messaging that aligns with the DCOA's strategic plan for economic development.

17. DISCUSSION OF THE NEXT BOARD MEETING: Board members considered dates for the next meeting, and President Rich announced the next scheduled regular meeting of the DCOA Board will be on Wednesday, September 23, 2020, at 1:00 pm. President Jack Rich requested that the Board send their individual feedback to DCOA staff in reference to having in-person meetings in a suitable meeting place for future meetings.

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

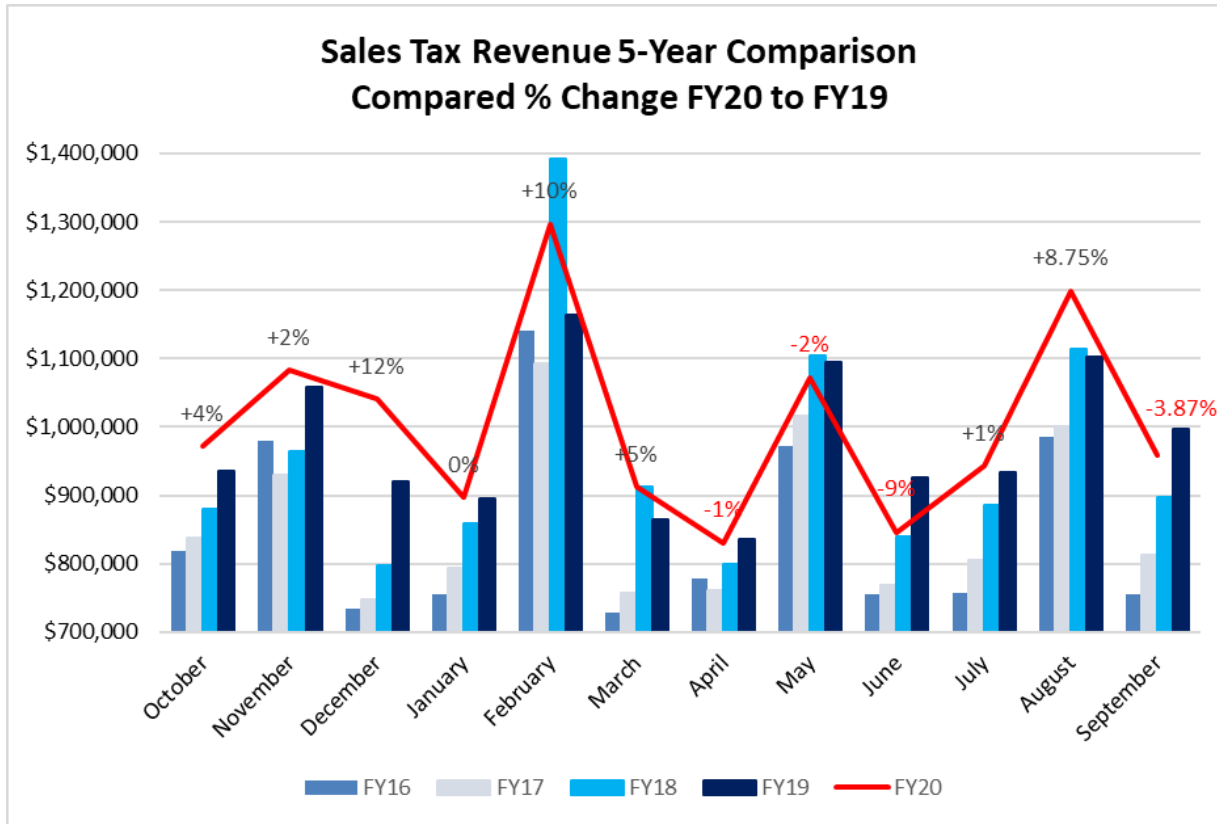
Jack Rich, President

Vic Corley, Secretary/Treasurer

SALES TAX REPORT SEPTEMBER 2020

September Sales Tax Revenue Report for Economic Development

Representing July 2020 Sales



1/2 Cent Sales Tax Revenue 5 Year Comparison

	Annual Total Actual
2015-2016	\$10,160,766
2016-2017	\$10,321,308
2017-2018	\$11,445,677
2018-2019	\$11,731,008
2019-2020	\$12,049,651

Note:

- Report reflects this month's sales tax 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 September 2020 represents July 2020 sales. Approximately \$29,573.65 of the rebate is from prior periods, audit, future, and unidentified payments. \$7,028.46 is from Single Local Rate collections.
- 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.

FINANCIAL REPORT AUGUST 2020

DEVELOPMENT CORPORATION OF ABILENE, INC.
STATEMENT OF NET POSITION
August 31, 2020 and 2019

	August 2020	August 2019
Current Assets:		
Cash and cash investments	\$ 33,905,643	\$ 26,715,866
Accounts receivable	32,707	4,466,848
Due from other governments	2,042,065	1,983,177
Prepaid expense	-	17,500
	<hr/>	<hr/>
Total Current Assets	35,980,415	33,183,391
	<hr/>	<hr/>
Noncurrent Assets:		
Notes receivable, net	6,395,570	2,651,813
Notes receivable - earning economic incentives	11,086,211	9,164,211
Capital assets	54,105,646	60,410,934
Accumulated depreciation	(13,064,571)	(14,132,185)
	<hr/>	<hr/>
Total capital assets, net	41,041,075	46,278,749
	<hr/>	<hr/>
Total Noncurrent Assets	58,522,856	58,094,773
	<hr/>	<hr/>
Total Assets	\$ 94,503,271	\$ 91,278,164
	<hr/> <hr/>	<hr/> <hr/>
Liabilities		
Current:		
Accounts payable	\$ 129,048	\$ 28,757
Accrued expenses	-	1,789,830
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Total Current Liabilities	129,048	1,818,587
	<hr/>	<hr/>
Total Liabilities	129,048	1,818,587
	<hr/>	<hr/>
Net Position		
Net Investment in capital assets	41,041,075	46,278,749
Restricted for contractual obligations	23,962,082	15,652,967
Unrestricted, designated for purposes of trust	29,371,066	27,527,861
	<hr/>	<hr/>
Total Net Position	94,374,223	89,459,577
	<hr/>	<hr/>
Total Liabilities and Net Position	\$ 94,503,271	\$ 91,278,164
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DEVELOPMENT CORPORATION OF ABILENE, INC.
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
For eleven months ending August 31, 2020 and 2019

	August 2020	Fiscal YTD 2020	Fiscal YTD 2019
Revenues:			
Sales and use taxes	\$ 1,199,290	\$ 11,091,595	\$ 10,734,353
Investment earning	3,588	396,086	682,307
Building rental / land lease	80,915	1,022,099	1,041,774
Gain on Sale of Building	155,315	2,327,364	-
Miscellaneous revenue	1,000	5,627	9,420
Total Revenues	1,440,108	14,842,771	12,467,854
Expenses*:			
Economic Development Projects	370,515	8,698,941	7,372,672
DCOA property maintenance	56,347	693,189	592,993
Abilene Industrial Foundation	44,962	472,394	555,068
TTU Small Business Development Center	18,141	156,198	165,581
Chamber Military Affairs	-	255,444	245,686
Airport Business Development Manager	11,545	125,606	122,774
ACU Griggs Center	-	-	29,086
Economic Development Operating Division	123,263	1,193,726	810,810
Total Expenses	624,773	11,595,498	9,894,670
Changes In Net Position	815,335	3,247,273	2,573,184
Net Position at Beginning of Period	93,558,888	91,126,950	86,886,393
Net Position at End of Period	\$ 94,374,223	\$ 94,374,223	\$ 89,459,577

Summary of Current Period Economic Development Projects:	
EASI De-fuel Truck	\$ 1,950
Industrial Maintenance Training	132
BE in Abilene - Principal Reduction Sockdolagers	25,000
Fulwiler Property Roof	18,719
174 Cypress & Parking	40,178
Economic Relief Incentive	284,536
Total	\$ 370,515

* Note: Expenses do not include depreciation. Depreciation expense will be recorded at year-end.

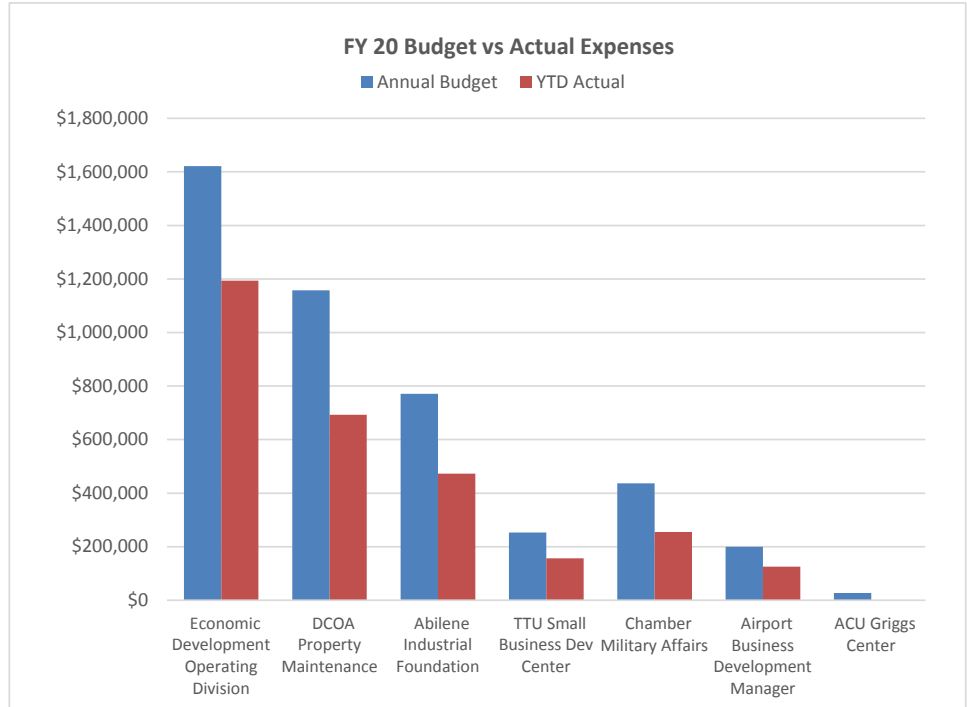
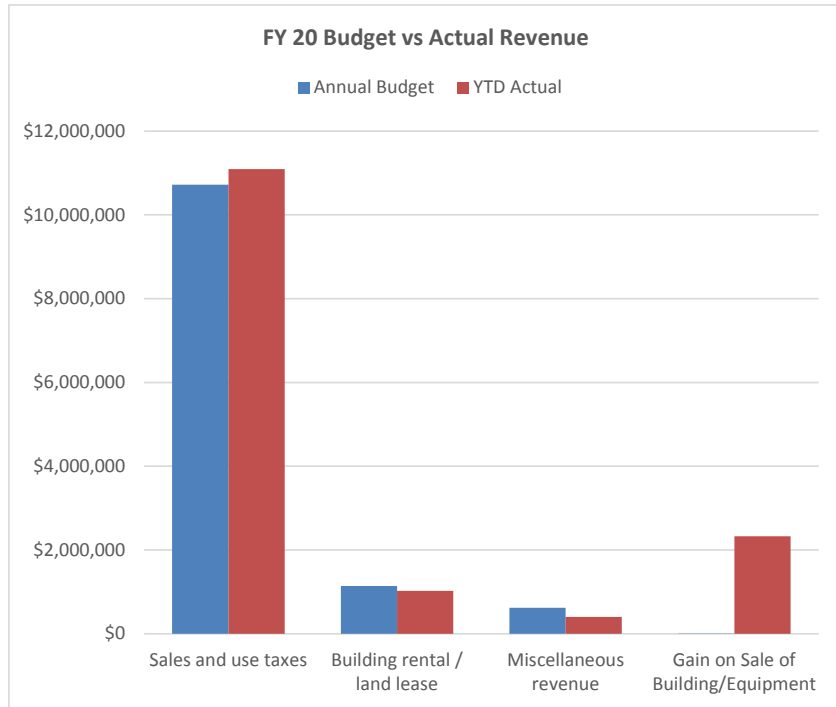
Development Corporation of Abilene, Inc.
Economic Program Status
As of August 31, 2020

Economic Programs:	Project	Amount Budgeted	Prior Years Disbursement	Current Year Disbursement	Balance reserved for budgeted programs
Murf Systems	4998	\$ 245,101	\$ 237,240	\$ 7,861	\$ -
EASI De-Fuel Truck	5354	181,760	148,400	19,500	13,860
Coca Cola Refreshments	5387	1,232,712	1,232,712	-	-
Industrial Maintenance Training AISD	5389	181,098	131,098	34,126	15,874
Abimar Foods 2015	5391	1,200,000	900,000	300,000	-
TTUHSC School of Public Health	5393	1,393,880	1,115,104	-	278,776
Praire Dog Pet Products	5394	3,061,211	-	1,451,014	1,610,197
Broadwind Towers	5400	213,798	99,672	114,126	-
TSTC New Abilene Campus	5401	4,179,600	979,600	-	3,200,000
Access Business Park A/E	5406	64,150	64,051	-	99
Access Business Park Ph 1 Development	5406.1	1,258,101	1,140,758	-	117,343
BE In Abl Grant	5407	250,000	-	25,000	225,000
5 Pts Purchase Zoltek Property	5410	5,023,290	5,023,290	-	-
5 Pts. Business Park Repairs/Cleanup	5410.1	974,041	974,169	(128)	-
Fulwiler Property Roof Design and Construction	5410.2	3,034,793	4,658	2,471,369	558,766
Vine St. Roof Project	5415	1,745,135	1,736,100	9,035	-
Abilene Educ Foundation	5418	93,012	49,727	11,348	31,937
Hardin Simmons University	5419	750,000	250,000	250,000	250,000
842/834 Pine St.	5420	770,000	4,857	385,000	380,143
N 1st Land Purchase	5422	97,691	93,005	4,686	-
Airport Roofing Project	5425	1,684,538	1,434,949	249,589	-
FDLIC	5426	1,035,000	-	-	1,035,000
Chamber 2020 Census	5427	100,000	26,471	47,647	25,882
Airport-Aerospace Cluster Study	5428	55,000	24,000	26,073	4,927
Staff Retention Bonus	5430	15,695	-	15,695	-
DCOA Reorganization	5431	17,757	-	17,757	-
174 Cypress & Parking Garage	5432	1,100,000	-	1,034,800	65,200
Marigold Street Upgrade	5433	1,325,000	-	58,769	1,266,231
Fulwiler Road Upgrade	5434	1,275,000	-	-	1,275,000
Economic Relief Incentives	5435	4,000,000	-	1,144,851	2,855,149
Hartmann's	5436	12,082	-	12,082	-
Hangar 2 Expansion	5437	1,100,000	-	11,258	1,088,742
City Street Maintenance	5438	8,500,000	-	997,483	7,502,517
Fulwiler A&B Fire Pump House	5439	240,000	-	-	240,000
Fulwiler C&D Fire Pump House	5440	225,000	-	-	225,000
Fulwiler C&D Clean out	5441	125,000	-	-	125,000
Subtotal Economic Program Obligation Reserve		\$ 46,759,445	\$ 15,669,861	\$ 8,698,941	\$ 22,390,643
Plus Administrative Division Obligations:					
Economic Development Operating Division	Division 2760	1,621,748	-	1,193,726	428,022
DCOA Property Maintenance	Division 2775	1,157,241	-	693,189	464,052
Abilene Industrial Foundation	Division 2775	771,525	-	472,394	299,131
TTU Small Business Dev Center	Division 2775	253,000	-	156,198	96,802
Chamber Military Affairs	Division 2775	437,000	-	255,444	181,556
Airport Business Development Manager	Division 2775	199,982	-	125,606	74,376
ACU Griggs Center	Division 2775	27,500	-	-	27,500
Subtotal Administrative Divisions Obligation Reserve		\$ 4,467,996	\$ -	\$ 2,896,557	\$ 1,571,439
Total reserve for obligated programs					\$ 23,962,082
DCOA Board approved projects waiting for signed contracts:				Expiration Date	
JLUS Implementation		\$ 55,000		Contingent upon execution of all necessary agreements	
Dyess AFB DEEAG		536,337		Contingent upon execution of all necessary agreements	
		<u>\$ 591,337</u>			

**Development Corporation of Abilene, Inc.
Revenue and Expense
Budget vs Actual Comparison
For eleven months ending August 31, 2020**

Revenue			
	Annual Budget	YTD Actual	% of Budget
Sales and use taxes	10,722,393	11,091,595	103%
Building rental / land lease	1,140,457	1,022,099	90%
Miscellaneous revenue	617,930	401,713	65%
Gain on Sale of Building/Equipment	10	2,327,364	
Revenue	12,480,790	14,842,771	119%

Expenses			
	Annual Budget	YTD Actual	% of Budget
Economic Development Operating Division	1,621,748	1,193,726	74%
DCOA Property Maintenance	1,157,241	693,189	60%
Abilene Industrial Foundation	771,525	472,394	61%
TTU Small Business Dev Center	253,000	156,198	62%
Chamber Military Affairs	437,000	255,444	58%
Airport Business Development Manager	199,982	125,606	63%
ACU Griggs Center	27,500	-	0%
	4,467,996	2,896,557	65%



2020 PROJECTS UPDATE

§ Projects Funded = **18 (+ 1 Project with Dyess = 19)**

§ **2** New Companies Attracted

§ **4** Local Expansions

§ **3** BE in Abilene Winners

§ **9** Economic Relief Grants Funded

§ **Á** '9

§ Total Capital Investment = **\$27,538,179**

§ Total Jobs = **1,183**

§ **184** Created Jobs

§ **999** Retained Jobs

ECONOMIC RELIEF GRANT

- **34** applied
 - 19 did not qualify (misclassification of NAICS)
 - 9 approved to receive funds
 - 1 in approval process
 - 5 applicants did not complete the application
- 9 grants awarded = **\$2,080,798** (Total Funded)
- 1 pending award = **\$502,576**
- Total Fund Balance Remaining = **\$397,279.21** (Assuming 10 Projects Funded)

FY21 CONTRACTS WITH PARTNERS

Projected Outcomes:

- Endeavor to drive greater accountability
- Specify expectations of every partner organization
- Measure effectiveness of strategies & results
- Expand transparency
- Drive completion of the Strategic Plan (TIP Strategies); contains all continual and remaining tactics from the strategic plan

Present versus Prior Years:

- Specifies Objectives, Tactics and Performance Measures for all CORE Pillars
- Outlines and defines expectations
- Partners participated in creating deliverables/tactics and measurements to describe the utilization of funding
- Moves from reporting deadlines to include activity deadlines

DevelopAbilene Partner Agreements:

- AIF – Abilene Industrial Foundation
- Griggs Center – ACU Griggs Center for Entrepreneurship and Philanthropy
- MAC – Abilene Chamber of Commerce Military Affairs Committee
- SBDC – Texas Tech University for the Small Business Development Center
- ABI – City of Abilene for the Airport Business Development Management Program
- AISD – Abilene Independent School District (*NEXT*University)

- **PURPOSE:**

- Administer the Airport Business Development management program designed to build activity within the Abilene Regional Airport's business segments

- **DCOA Funding = \$280,413**

- **Tactics & Performance Measures – Examples:**

- Contract with Zachry Associates to create an air service campaign
 - Performance Measure – Increase YOY enplanements by 4%; meeting 2nd airline load factor guarantee.
- Plan/create social calendars for 5-10 posts per month for each social media platform. Boost pertinent posts and create and buy social ads.
 - Performance Measures - Increase followers by 3% on each social media platform. Increase organic page content interaction to 60,000 impressions 20 days in month.

- **PURPOSE:**
 - Pursue additional missions and improvements for Dyess Air Force Base and conduct promotional efforts designed to enhance the economic condition of the Abilene community.

- **DCOA Funding = \$437,000**

- **Tactics & Performance Measures – Examples:**
 - Work closely with the Airman and Family Readiness Center (A&FRC) to help connect Airmen separating from and retiring from service with area employers.
 - Performance Measure – Organize or participate in organizing a minimum of 2 events per fiscal year that help connect Airmen separating from and retiring from service with area employers.
 - Publicize new vendor and contracting opportunities for local businesses at the base.
 - Performance Measure – Increase vendor participation in vendor/contracting fairs by 10% per fiscal year.

- **PURPOSE:**
 - Provides counseling services and contract procurement services to small business owners based within the City of Abilene and the City's ETJ; and support the BE in Abilene grant program.

- **DCOA Funding = \$253,000**

- **Tactics & Performance Measures – Examples:**
 - Utilize local experts to assist businesses in areas such as access to funding, international trade, lean manufacturing, succession planning, and sales and marketing
 - Performance Measure – Provide or outsource to provide expertise in necessary areas to continue making local businesses successful.
 - Continue outreach to small businesses in the Abilene community to make the market successful.
 - Performance Measure – Provide assistance, where possible, to each potential business requiring guidance from the SBDC.

- **PURPOSE:**
 - To be an active partner in the local entrepreneurship ecosystem through the BE in Abilene grant program and additional events/programs (Springboard Competition, ACU Startup Week, Children's Business Fair, and networking and entrepreneurial events).
- **DCOA Funding = \$62,500**
- **Tactic & Performance Measure – Example:**
 - Continue to contribute to building a start-up ecosystem in Abilene.
 - Performance Measures –
 - (1) Maintain relationships with entrepreneurial organizations participating in the BE in Abilene competition.
 - (2) Enlarge and maintain a database of Entrepreneurs. Make the database available to the DCOA upon request.
 - (3) Manage and continue developing the Springboard competition, ACU Startup Week, children's business fair, and networking and entrepreneurial events.

- **PURPOSE:**
 - To employ a full-time Workforce Development Coach to administer and oversee the *NEXT*University Program
- **DCOA Funding = \$21,643**
- **Tactics & Performance Measures – Example:**
 - Due to the transition of ownership of the program and staff and many unknowns with COVID-19, the measurements will look different this year to include benchmarking and seeking out best practices to grow this program.

- **PURPOSE:**
 - Serves as the Public/Private Partnership for the community's economic development efforts.
 - By contract, manages the following DCOA Core Pillars:
 - 1) Business Retention and Expansion (BRE)
 - 2) Entrepreneurial
 - 3) Workforce and Talent Development

- **DCOA Funding = \$505,000**

- **Tactics & Performance Measures – Examples:**
 - Know the existing Abilene business market.
 - Performance Measure – Utilize Salesforce to compile existing and new data on current and potential BRE Program participants; all lists will require data entry into Salesforce.
 - Conduct a semi-annual community assessment for local talent by the end of FY 2020.
 - Performance Measure – Write an official report to be presented to the DCOA by January 1, 2020. This report should include recommendations on industry sectors to focus the talent pool retention efforts on and what sectors need more workforce and talent development programs.

RESOLUTION NO. DCOA-2020.46

A RESOLUTION OF THE DEVELOPMENT CORPORATION OF ABILENE, INC. (“DCOA”), ABILENE, TEXAS AUTHORIZING APPROVAL OF THE FISCAL YEAR 2021 PARTNER AGREEMENTS WITH THE CITY OF ABILENE (THE “CITY”), THE ABILENE CHAMBER OF COMMERCE (“ACOC”), TEXAS TECH UNIVERSITY AND ITS DESIGNATED AGENT, THE SMALL BUSINESS DEVELOPMENT CENTER (“SBDC”), ABILENE INDUSTRIAL FOUNDATION, INC. (“AIF”), ABILENE CHRISTIAN UNIVERSITY (“ACU”), AND ABILENE INDEPENDENT SCHOOL DISTRICT (“AISD”).

WHEREAS, the DCOA’s agreements with the City, the SBDC, the ACOC, the AIF, ACU, and AISD are collectively referred to herein as the **“FY21 Partner Agreements”**; and,

WHEREAS, the DCOA’s Board of Directors (the **“Board”**) has approved a Fiscal Year 2021 Budget that includes expenditures for each of the FY21 Partner Agreements; and,

WHEREAS, the DCOA provides annual funding for certain services performed by the City in its administration of the Airport Business Development Management Program (**“Airport Program”**) at the Abilene Regional Airport and the Board finds that the Airport Program will help the DCOA promote and develop new and expanded business enterprises by allowing the DCOA to promote Abilene as a community that has access to daily commercial flights; and,

WHEREAS, the DCOA provides annual funding for certain services performed by the ACOC in its pursuit of additional missions and improvements for Dyess Air Force Base (the **“Project”**), as directed by the ACOC’s Military Affairs Committee and the Board finds that an expenditure on the Project is for the creation or retention of primary jobs and suitable for the development, retention, or expansion of Dyess Air Force Base; and,

WHEREAS, the DCOA provides annual funding for certain expenses incurred by the SBDC to provide counseling services and contract procurement services to small business owners and entrepreneurs based within the City of Abilene (the **“SBDC Program”**) which allows the SBDC to continue to leverage federal and state funds in providing assistance to small businesses and entrepreneurs and the Board finds that the SBDC Program will recruit and/or develop business in Abilene, including Abilene’s small business owners and entrepreneurs; and,

WHEREAS, the DCOA provides annual funding for certain expenses incurred by the AIF in its efforts to promote and market Abilene for the purposes of creating or retaining primary jobs and other authorized “projects” as the term is defined in the Texas Local Government Code (**“Business Recruitment and Development Services”**) and the Board finds that the Business Recruitment and Development Services will recruit and/or develop businesses in Abilene; and,

WHEREAS, the DCOA provides annual funding for cost-share in expenses incurred by ACU in such work related to its administration of the BE in Abilene competition (the **“Competition”**) and the Board finds that the Competition will create or retain primary jobs that are suitable for the development, retention, or expansion of manufacturing facilities, industrial facilities, distribution centers, and other industries listed in Section 501.101(2) of the Texas Local Government Code; and,

WHEREAS, the DCOA provides annual funding to reimburse the AISD for a portion of the cost incurred by AISD for a program designed to transition AISD students from high school into local

vocational training programs in the following pathways: Airframe Powerplant, Applied Agricultural Engineering, Engineering, Electrical Power and Controls, Information Technology Support Services, Industrial Systems, Programming and Software Development, Welding, and/or other fields that fit the criteria of a primary job as defined in Texas Local Government Code Section 501.001 et. seq. (“NEXTUniversity”). The Board finds that the expenditure on NEXTUniversity will create or retain primary jobs that are suitable for the development, retention, or expansion of manufacturing facilities, industrial facilities, distribution centers, and other industries listed in Section 501.101(2) of the Texas Local Government Code.

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

- PART 1.** DCOA hereby authorizes and approves of the FY21 Partner Agreements and the DCOA’s Chief Executive Officer (“CEO”) is hereby authorized, on behalf of the DCOA, to negotiate, enter into and execute all of the Partner Agreements and to take any steps necessary which are consistent with and necessary to effectuate the actions outlined above.
- PART 2.** 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 funding commitment herein is extended in writing by the CEO prior to the expiration date.
- PART 3.** This Resolution takes effect immediately upon passage.

ADOPTED this the 23rd day of September, 2020.

ATTEST:

Vic Corley
Secretary/Treasurer

Jack Rich
President

APPROVED AS TO FORM:

Mark Zachary, Attorney at Law

FLIGHT LINE GATE UPGRADE

- Total Project Cost = \$1,886,077.60
- Project will help sustain Dyess and provide an advantage in the future
- Applying for the State of Texas Defense Adjustment Assistance Grant (DEAAG) to fund 50% of the total project cost
 - 60% commitment to leverage Air Force Integrated Mission Support Center (IMSC) dollars to secure DEAAG monies
- Once DEAAG monies are awarded (funding 50% of the total project cost), the IMSC commits 40%, leaving the DCOA with the remaining commitment of 10%

INITIAL GUARANTEE	
IMSC (40%)	685,846.40
DCOA (60%)	+ 1,028,769.60
Total Dyess Estimate	1,714,616.00
10% Inflation	+ 171,461.60
TOTAL GUARANTEE	\$ 1,886,077.60

FINAL GUARANTEE	
IMSC (40%)	685,846.40
DCOA (10%)	+ 188,607.76
DEAAG (50%)	+ 943,038.80
TOTAL GUARANTEE	\$ 1,886,077.60

RESOLUTION NO. DCOA-2020.47

A RESOLUTION OF THE DEVELOPMENT CORPORATION OF ABILENE, INC. (“DCOA”), ABILENE, TEXAS AUTHORIZING FUNDING FOR A FLIGHT LINE GATE UPGRADE (THE “GATE UPGRADE”) AT DYESS AIR FORCE BASE (“DAFB”).

WHEREAS, the Abilene Chamber of Commerce’s Military Affairs Committee (“MAC”) is working to position DAFB in such a way that it will continue to add value to our nation’s defense while simultaneously reducing the likelihood of downsize or closure and the MAC recommends that an expenditure on the Gate Upgrade would further this purpose; and,

WHEREAS, through the Defense Economic Adjustment Assistance Grant (“DEAAG”) and the Air Force Integrated Mission Support Center (“IMSC”), possible funding is available to install the Gate Upgrade at a cost of \$1,886,077.60; and,

WHEREAS, MAC is requesting a 10% match of \$188,607.76 from the DCOA before applying for a 50% commitment from the DEAAG and a 40% commitment from the IMSC; and,

WHEREAS, the DCOA’s Board of Directors finds that this project (a) is being implemented for the creation and retention of primary jobs, and (b) is suitable for the development, retention, or expansion of military facilities and promoting or supporting a military base in active use to prevent the possible future closure or realignment of the base.

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

- PART 1.** DCOA approves funding of up to \$188,607.76 to cover the 10% community contribution requested for the DEAAG and IMSC funding so that the Gate Upgrade can be installed at DAFB. Funding is contingent upon the remainder of the match funding being provided by the DEAAG and IMSC and that the recipient of the funds enter into an agreement with the DCOA providing that if for any reason the funds are not used for the construction of the Gate Upgrade, the funds must be returned to the DCOA.
- PART 2.** The 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’s Chief Executive Officer (“CEO”) prior to the expiration date.
- PART 3.** The CEO is hereby authorized, on behalf of the DCOA, to negotiate, enter into and execute all agreements and to take any steps necessary which are consistent with and necessary to effectuate the actions outlined above.
- PART 4.** This Resolution takes effect immediately upon passage.

ADOPTED this the 23rd day of September, 2020.

ATTEST:

Vic Corley
Secretary/Treasurer

Jack Rich
President

APPROVED AS TO FORM:

Mark Zachary, Attorney at Law

EGRESS BARRIERS INSTALLATION

- Total Project Cost = \$1,990,165.10
- Project will help sustain Dyess and provide an advantage in the future
- Applying for the State of Texas Defense Adjustment Assistance Grant (DEAAG) to fund 50% of the total project cost
 - 60% commitment to leverage Air Force Integrated Mission Support Center (IMSC) dollars to secure DEAAG monies
- Once DEAAG monies are awarded (funding 50% of the total project cost), the IMSC commits 40%, leaving the DCOA with the remaining commitment of 10%

INITIAL GUARANTEE	
IMSC (40%)	723,696.40
DCOA (60%)	+ 1,085,544.60
Total Dyess Estimate	1,809,241.00
10% Inflation	+ 180,924.10
TOTAL GUARANTEE	\$ 1,990,165.10

FINAL GUARANTEE	
IMSC (40%)	796,066.04
DCOA (10%)	+ 199,016.51
DEAAG (50%)	+ 995,082.55
TOTAL GUARANTEE	\$ 1,990,165.10

RESOLUTION NO. DCOA-2020.48

A RESOLUTION OF THE DEVELOPMENT CORPORATION OF ABILENE, INC. (“DCOA”), ABILENE, TEXAS AUTHORIZING FUNDING FOR THE INSTALLATION OF EGRESS BARRIERS (THE “EGRESS BARRIERS”) AT DYESS AIR FORCE BASE (“DAFB”).

WHEREAS, the Abilene Chamber of Commerce’s Military Affairs Committee (“MAC”) is working to position DAFB in such a way that it will continue to add value to our nation’s defense while simultaneously reducing the likelihood of downsize or closure and MAC recommends that an expenditure on the Egress Barriers would further this purpose; and,

WHEREAS, through the Defense Economic Adjustment Assistance Grant (“DEAAG”) and the Air Force Integrated Mission Support Center (“IMSC”), possible funding is available to install the Egress Barriers at a cost of \$1,990,165.10; and,

WHEREAS, MAC is requesting a 10% match of \$199,016.51 from the DCOA before applying for a 50% commitment from the DEAAG and a 40% commitment from the IMSC; and,

WHEREAS, the DCOA’s Board of Directors finds that this project (a) is being implemented for the creation and retention of primary jobs, and (b) is suitable for the development, retention, or expansion of military facilities and promoting or supporting a military base in active use to prevent the possible future closure or realignment of the base.

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

- PART 1.** DCOA approves funding of up to \$199,016.51 to cover the 10% community contribution requested for the DEAAG and IMSC funding so that the Egress Barriers can be installed at DAFB. Funding is contingent upon the remainder of the match funding being provided by the DEAAG and IMSC and that the recipient of the funds enter into an agreement with the DCOA providing that if for any reason the funds are not used for the construction of the Egress Barriers, the funds must be returned to the DCOA.
- PART 2.** The 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’s Chief Executive Officer (“CEO”) prior to the expiration date.
- PART 3.** The CEO is hereby authorized, on behalf of the DCOA, to negotiate, enter into and execute all agreements and to take any steps necessary which are consistent with and necessary to effectuate the actions outlined above.
- PART 4.** This Resolution takes effect immediately upon passage.

ADOPTED this the 23rd day of September, 2020.

ATTEST:

Vic Corley
Secretary/Treasurer

Jack Rich
President

APPROVED AS TO FORM:

Mark Zachary, Attorney at Law