

June 2, 2023 at 10:00 a.m.

**MEETING OF THE BOARD OF DIRECTORS OF THE ABILENE CONVENTION CENTER  
HOTEL DEVELOPMENT CORPORATION  
COUNCIL CHAMBERS, CITY HALL**

The Abilene Convention Center Hotel Development Corporation of the City of Abilene, Texas met on June 2, 2023, at 10:00 a.m. in the Council Chambers, 555 Walnut St. President Norm Archibald, Vice President Sandra Harper and Members Delores Moore, Jesse Cardenas and Paul Falade were present. Also present were City Manager Robert Hanna, City Attorney Stanley Smith, City Secretary Shawna Atkinson, and various members of the City staff

**REGULAR AGENDA**

5. President Archibald called the meeting to order at 10:00 a.m.
2. Public Comment on any Item on the Agenda

President Archibald opened the public comment period. With no speakers coming forward, the public comment period was closed.

3. Approval of Minutes

Member Cardenas moved to approve the April 3, 2023 minutes as presented. Member Moore seconded the motion; motion carried.

AYES (5): Norm Archibald, Sandra Harper, Delores Moore, Jesse Cardenas and Paul Falade  
NAYS (0): None

**EXECUTIVE SESSION**

Executive Session was not held during this meeting.

**REGULAR AGENDA**

5. Receive and Approve the Annual Hotel Budget

Mr. Hanna, Jeff Binford with Garfield Public Private, and John Kukreja with Hilton, presented the item. Adoption of the item would approve the hotel budget for 2023.

Member Falade moved to approve the item as presented. Vice-President Harper seconded the motion; motion carried.

AYES (5): Norm Archibald, Sandra Harper, Delores Moore, Jesse Cardenas and Paul Falade  
NAYS (0): None

6. Receive an Update from the Asset Manager

Jeff Binford gave an update to the Board on everything happening at the hotel. June 28<sup>th</sup> will be the opening day. Hilton representatives will arrive before that date to make sure everything will be ready. Mr. Hanna let the members know that there will need to be another board meeting later on in the year, and then we can look to start having regular, quarterly meetings. The board will still need to be in existence and meet as long as there is debt issued on the hotel, so for around 30 years. If a member does not wish to serve, they can step down and Council can appoint a new member. Members discussed various items regarding the hotel.


President Archibald recessed the meeting at 11:05 a.m., to travel to the Doubletree by Hilton Hotel for the tour.  
The meeting resumed at 11:17 a.m.


7. Tour of Doubletree by Hilton Hotel, at 500 Cypress Street

Members and staff toured the new hotel.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 12:00 p.m.

  
Shawna Atkinson,  
Board Secretary

  
Robert Hanna,  
Board CEO

Minutes approved on: *September 19, 2023*

