

**DEVELOPMENT CORPORATION OF ABILENE, INC.  
BOARD MEETING MINUTES  
NOVEMBER 11, 2008**

<b>MEMBERS PRESENT:</b>	Joe Crawford Marelyn Shedd Paul Cannon	Mike Schweikhard Dee Moore
<b>STAFF PRESENT:</b>	Richard Burdine Don Green	Kim Tarrant Melissa Murphy
<b>GUESTS PRESENT:</b>	Gary Robinett Judy Wilhelm Cindy Bankhill Jared Fields Charlotte Speegle Tim Crowe Brittany Pelletz Bryan K Cam Tran	Abilene Industrial Foundation SBDC BOSI Abilene Reporter-News CJC Crowe Group KRBC TV KTXS TV KTXS TV

- 1. CALL TO ORDER.** Joe Crawford called the meeting to order at 1:30 p.m. in the Develop Abilene conference room located at 174 Cypress, 3rd floor, Abilene, TX.
- 2. APPROVAL OF MINUTES FROM OCTOBER 28, 2008 MEETING.** Mike Schweikhard made a motion to approve the minutes from the October 28, 2008 meeting. Dee Moore seconded and the motion carried.
- 3. PRESENTATION OF ANNUAL REPORTS FOR FISCAL YEAR ENDED SEPT. 30, 2008 BY THE ABILENE INDUSTRIAL FOUNDATION, TTU SMALL BUSINESS DEVELOPMENT CENTER AND CITY OF ABILENE AIRPORT BUSINESS DEVELOPMENT.** Gary Robinett presented the FY08 report from the Abilene Industrial Foundation (AIF). Of the \$140,000 marketing budget, about \$102,000 was spent. The main reason more of these funds were not spent is because the AIF did not host their annual Dove Hunt this year. Of the 88 leads received, 52 were responded to. Seven prospect files were opened. The AIF made 99 retention visits and 73 consultant visits. The AIF focused significantly on advertising and promotion for the new SPEC 3 building. Other activities included participation in several wind energy trade shows, economic development conferences and the third annual Air House BBQ in Washington, D.C. The AIF also made several local presentations to civic groups.

Judy Wilhelm presented the FY08 report from the Texas Tech University Small Business Development Center (SBDC). Of the 856 clients the SBDC served in FY08, 354 were new clients and 502 were returning clients. The SBDC helped clients open 76 new businesses and helped create 343 jobs. Capital formation totaled nearly \$16 million. All of these categories increased over FY07 and FY06.

Melissa Murphy presented the report from the City of Abilene Airport Business Development. They made several presentations to civic groups in Abilene and in surrounding cities throughout the year, taking advantage of the opportunity to promote

the advantages of flying from Abilene versus driving to another airport. A new marketing campaign was started in November 2007 which aired on local television and radio stations. They have sponsored several events in an effort to connect with the community. The website has been updated and now offers a fare watcher which constantly features real-time discount fares from Abilene to various destinations. And in January 2009 they anticipate implementation of the new ABI VIP passenger rewards program. Rewards are donated by local businesses and will be mailed to passengers after flying out of Abilene Regional Airport twice. Enplanements were down slightly in FY08 (93,267) versus 94,773 in FY07.

4. **PRESENTATION AND POSSIBLE APPROVAL OF THE DCOA ANNUAL REPORT OF ACTIVITIES FOR FY 2008.** Richard Burdine presented the report. He reviewed the Summary of Projects for FY08 which focused on three main areas: biotech, wind energy and computer science/software engineering. These are all areas that bring new job opportunities to Abilene and the region. All of these have had to do some recruiting outside of Abilene.

Items of interest include the Spec 3 shell building which should be finished either by the end of 2008 or early in 2009. It was also noted that the \$213,960 approved by the DCOA Board to install/extend Venture Drive in conjunction with the expansion of Spec 2 was never expended and it was later discovered not to be necessary. It appears that Rose Builders was able to complete this project on time and at about \$350,000 under budget for the PWP expansion.

Dee Moore moved to approve said report by oral resolution as presented. The motion was seconded by Marelyn Shedd and it carried.

5. **EXECUTIVE SESSION.** I hereby announce we are going into Executive Session pursuant to Texas Government Code Sections 551.071, .072, and .087 to consult with our legal counsel, discuss real property transactions, 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 Joe Crawford announced the date is November 11, 2008 and the time is 2:03 p.m. Mr. Crawford then announced the date is still November 11, 2008 and the time is 3:02 p.m. No vote or action was taken in Executive Session.

6. **DISCUSSION & POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A CONSTRUCTION CONTRACT AND FUNDING FOR CONSTRUCTION OF THE LIFE SCIENCES ACCELERATOR.** Staff received and opened proposals from four companies to construct the accelerator. Bids ranged from a high of \$5.6 million to a low of \$5.1 million. Jeff Luther Construction was the apparent low bidder. Time estimates ranged between 270 and 390 days. Staff has been working with the National Development Council on being able to leverage the DCOA's investment with New Markets Tax Credits, which is a federal tax credit program.

Staff recommends the board authorize the CEO to negotiate a contract with Jeff Luther Construction for construction of the Life Sciences Accelerator for an amount not to exceed \$5,345,000 including contingency.

Mike Schweikhard moved to approve Resolution No. DCOA-2009.06 as presented. The motion was seconded by Marelyn Shedd and it passed by unanimous consent.

- 7. DISCUSSION & POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING ASSISTANCE FOR GLOBAL ENERGY SOLUTIONS (GES) FOR WIND TECHNICIAN TRAINING.** Global Energy Solutions (GES) is an independent, multivendor, worldwide service provider for the energy sector. GES currently operates in more than 17 countries and has experienced difficulty finding specific training for wind farm maintenance. GES USA was established in 2006 and has grown to more than 200 employees, maintaining its headquarters in Pennsylvania. The wind industry is growing so rapidly that there is an increasing demand for skilled operators/technicians.

GES USA proposes a basic training program which emphasizes safety, mechanical and electrical. GES USA applied for and received a Workforce Investment Fund (WIF) grant in the amount of \$25,000 to conduct two Front Door Wind Tech Pilot training courses through TSTC, CJC and the Workforce Center. The training will be similar in format to the successful Fast Track Welding training.

Staff recommends the DCOA authorize a total of \$50,000 as follows: \$25,000 to help defray costs including advertising and marketing for sessions 1 and 2, and another \$25,000 for sessions 3 and 4 – contingent on GES USA receiving another WIF grant of \$25,000. GES USA plans to hire 30 of the 60 trained individuals. The remaining will be referred to other companies in the industry through the Workforce Center.

Paul Cannon made a motion to approve Resolution No. DCOA-2009.07 as presented. Dee Moore seconded and the motion carried.

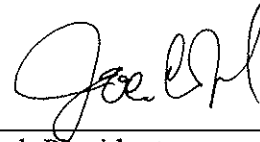
- 8. DISCUSSION & POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING FUNDING TO EXTEND UNDERGROUND ELECTRICAL UTILITY FACILITIES IN THE FIVE POINTS BUSINESS PARK IN ORDER TO PROVIDE LOOPED SERVICE.** The Five Points Business Park (“Park”) is currently served by the electrical substation located at the north end of the Park on Marigold St. Last summer AEP had a difficult time coordinating with PWP Industries to install a new junction box and transformer for Spec 3 because PWP had to shut down completely. By extending electrical service from another substation into the Park, electrical services could be restored via a manual switch in the case of a power outage at the current substation. This would also allow AEP to isolate and de-energize sections of underground line in the Park to add more junction boxes and transformers as the Park develops and perform scheduled maintenance without service interruption.

Staff recommends the DCOA authorize funding in the amount of \$115,000 to extend the existing underground 12470 volt electrical system from the last junction box near Spec 3

south to the overhead electrical line which parallels the Union Pacific railroad. This will tie a circuit from the current substation on Marigold St. to a circuit out of the Elm Creek substation near McCoy's Lumber. DCOA funding would consist of contribution-in-aid-to-construction paid to AEP, conduit, junction boxes, ditching, boring and backfill.

Dee Moore moved to approve Resolution No. DCOA-2009.05 as presented. Paul Cannon seconded the motion and it passed by unanimous consent.

9. **ADJOURNMENT.** The next meeting will be December 23, 2008. There being no further business, the meeting was adjourned.



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Joe Crawford, President