

DEVELOPMENT CORPORATION OF ABILENE, INC.
BOARD MEETING MINUTES
January 14, 2014

MEMBERS PRESENT:	Paul Cannon Marelyn Shedd	Scott Senter Dave Copeland
MEMBER ABSENT	Dani Ramsay	
STAFF PRESENT:	Richard Burdine Dan Santee	Kim Tarrant Mindy Patterson
GUESTS PRESENT:	Gary Robinett John Mangalonzo Adam Singleton	Abilene Industrial Foundation Abilene Reporter News KTAB

- 1. CALL THE MEETING TO ORDER:** President Paul Cannon called the meeting to order at 1:37 p.m. at the Abilene Laboratories, 1325 Pine St., Abilene Texas.
- 2. APPROVAL OF MINUTES FROM DECEMBER 16, 2013 BOARD MEETING:** Scott Senter moved to approve the minutes from the December 16, 2013, board meeting. Marelyn Shedd seconded and the motion carried.
- 3. JANUARY 2014 SALES TAX REPORT AND PRELIMINARY STATUS OF FUNDS REPORT FOR NOVEMBER 2013:** Mindy Patterson, Director of Finance, explained the January 2014 sales tax report, which represents November 2013 sales. The total rebate is \$2,976,968.21 which is 2.13% above last year and .13% above the projected FY14 budget amount. The Economic Development rebate amount is \$744,242. She also explained the new format used for reporting the November 2013 schedule of revenues, expenses, changes in net position and program status.
- 4. EXECUTIVE SESSION:** 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 Paul Cannon announced the date is January 14, 2014, and the time is 1:44 p.m. Later, President Cannon announced the date is still January 14, 2014, and the time is 2:55 p.m. No vote or action was taken in Executive Session.
- 5. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING 2014 FUNDING FOR ADS4NEXT SPONSORSHIP:** Mr. Burdine explained the DCOA approved a \$2,500 sponsorship for Ads4Next in 2013. Ads4Next is an entrepreneurial program aimed at high school students that allows them to earn up to \$5,000 for higher education by selling advertisements.

Terry Johnson, Founder, President and CEO of Ads4Next, requested the DCOA fund a 2014 sponsorship in the amount of \$2,500 for the Summer Youth Entrepreneur Program. The DCOA's name will be on their banners, printouts, and sales materials.

Scott Senter moved to approve resolution DCOA-2014.14 authorizing a 2014 sponsorship of Ads4Next in the amount of \$2,500. Marelyn Shedd seconded and the motion carried.

6. **DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A 2014 SPRINGBOARD IDEAS CHALLENGE SPONSORSHIP:** Mr. Burdine explained the Springboard Ideas Challenge started at Abilene Christian University and now has expanded to Abilene and the surrounding West Texas region. This is a business plan competition with the goal of providing entrepreneurs an opportunity to get their business up and running.

Staff recommends approval of a seventh year sponsorship for 2014 Springboard Ideas Challenge in the amount of \$5,000.

Dave Copeland moved to approve by oral resolution a Gold level sponsorship of the ACU Springboard Ideas Challenge in the amount of \$5,000. Scott Senter seconded and the motion carried.

7. **DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A CONTRACT WITH TITTLE LUTHER PARTNERSHIP/PARKHILL SMITH & COOPER TO DESIGN THE FINISH-OUT OF SPEC 3 LOCATED AT 6558 FIVE POINTS PARKWAY FOR OCCUPANCY BY CARBONLITE RECYCLING:** Mr. Burdine explained the DCOA approved a \$6,196,000 assistance package for CarbonLITE Recycling (formerly Project RZ) plus finish-out of the Spec 3 building to meet CarbonLITE's specifications. In December 2013, CarbonLITE visited the site and revealed a need to expand its Phase 1 project to include additional 100,000 sq ft of warehouse space to store raw material and keep it protected from the weather.

Tittle Luther Partnership/Parkhill Smith & Cooper (TLP/PSC) proposed to provide architectural, civil, structural, mechanical, plumbing, and electrical services to design the sitework, utilities, 10,000 sq ft office addition and a 100,000 sq ft warehouse addition.

Staff recommends the DCOA authorize a contract with TLP/PSC for the design work, any other services plus reimbursable expenses with funding of \$759,601 for the Spec 3 building, as well as authority to bid the project.

Marelyn Shedd moved to approve resolution DCOA-2014.15 as presented. Scott Senter seconded and the motion carried.

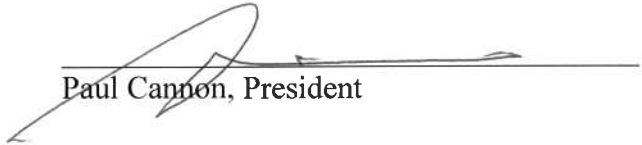
8. **APPOINTMENT BY PRESIDENT PAUL CANNON OF A SEARCH COMMITTEE TO UPDATE THE JOB DESCRIPTION OF THE CEO AND**

CONDUCT A SEARCH FOR A NEW CEO OF THE DCOA: Paul Cannon, the President of the DCOA, announced that he is appointing a committee to identify a new CEO for DCOA. The committee will also redefine the job description for the position. He mentioned that individuals on this committee represent the leadership of the DCOA as well as leaders from the Chamber of Commerce, Abilene Industrial Foundation and the mayor of Abilene.

Mr. Cannon requested the DCOA's approval of the committee appointees to seek a new CEO of the DCOA and redefine the job description.

Dave Copeland moved to approve Mr. Cannon's request. Marelyn Shedd seconded and the motion carried.

9. **ADJOURNMENT.** The next meeting is scheduled on January 28, 2014. After that meeting DCOA will meet on Monday, February 10, 2014 at 10:00 a.m. There being no further business the meeting was adjourned.



Paul Cannon, President