

DEVELOPMENT CORPORATION OF ABILENE, INC.
BOARD MEETING MINUTES
January 30, 2014

MEMBERS PRESENT:	Paul Cannon Marelyn Shedd	Scott Senter Dani Ramsay
MEMBER ABSENT:	Dave Copeland	
STAFF PRESENT:	Richard Burdine Dan Santee	Kim Tarrant
GUESTS PRESENT:	Gary Robinett Jason Smith John Mangalonzo	Abilene Industrial Foundation Abilene Chamber of Commerce Abilene Reporter News

- 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 JANUARY 14, 2014 BOARD MEETING:** Marelyn Shedd moved to approve the minutes from the January 14, 2014, board meeting. Scott Senter seconded and the motion carried.
- 3. EXECUTIVE SESSION NO. 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 Paul Cannon announced the date is January 30, 2014, and the time is 1:39 p.m. Later, President Cannon announced the date is still January 30, 2014, and the time is 2:21 p.m. No vote or action was taken in Executive Session.

- 4. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING AN AMENDMENT TO THE FY14 CONTRACT WITH CITY OF ABILENE FOR ADMINISTRATIVE, PROGRAM SUPPORT AND LEGAL SERVICES:** Richard Burdine explained the CEO of the DCOA also serves as the Director of the City's Department of Economic Department, who is supervised by the City Manager. There has been discussion of changing the reporting structure for the CEO of the DOCA. The resolution before the board today is to provide the DCOA with more responsibility concerning the CEO/Director and his/her hiring, supervision, performance evaluations and termination.

Scott Senter moved to approve Resolution No. DCOA-2014.19 as presented. Marelyn Shedd seconded and the motion carried.

- 5. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH RICHARD**

BURDINE EFFECTIVE MARCH 1, 2014: Paul Cannon explained Mr. Burdine has announced his retirement as the CEO of the DCOA and City of Abilene Assistant City Manager for Economic Development. Mr. Burdine agreed to continue to provide the same professional services to the DCOA and City of Abilene on a temporary basis under a professional services contract. Mr. Burdine will also assist the CEO Search Committee in identifying and hiring a new CEO for the DCOA. Mr. Burdine will then pass down current projects and help the new CEO connect with individuals that affect or can impact the local economy. Mr. Burdine's continued involvement will also help to maintain continuity of client care and create a smooth transition for the new CEO.

Mr. Burdine's professional service contract begins March 1, 2014 for 3 months with an option to extend on a month-to-month basis at the discretion of the DCOA and with Mr. Burdine's consent. The funding required is \$45,879 paid semi-monthly. Mr. Burdine will also be entitled to compensation for any unused sick or vacation hours accrued during the initial term of the contract and any extensions at an estimated cost of \$4,948.

Dani Ramsey moved to approve Resolution No. 2014.17 with a correction in Part 1. A. Mr. Burdine's monthly fee will not be prorated for a partial month as stated in the presented resolution. Scott Senter seconded and the motion carried.

6. **DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING AN AMENDMENT TO THE FY14 CONTRACT WITH THE ABILENE INDUSTRIAL FOUNDATION AND ABILENE CHAMBER OF COMMERCE WITH ADDITIONAL FUNDING:** Mr. Burdine stated the Abilene Industrial Foundation (AIF) and Abilene Chamber of Commerce have requested increased funding for the FY2014 contract for Operating, Marketing and Dyess Subcontracts. All together, the total fiscal impact is \$196,500 from the original total budget of \$738,289 to \$934,789.

Abilene Chamber of Commerce Military Affairs Committee requested an increase in the Dyess subcontracts budget of \$126,500, which will increase the total budget from \$170,500 to \$297,000. This is in response to increased costs for Team Concepts of \$15,000 and Rich, Liedl, P.C. of \$12,500. This increase would also add a subcontract with Bill Ehrie, now known as Jasper Consulting, in the amount of \$99,000 so he may continue to work directly with Team Concepts and Rich Liedl, P.C. on issues that directly affect Dyess AFB and Abilene.

AIF has requested a \$35,000 marketing budget increase to cover the cost of a new strategy to include the development of materials that will promote the activities and effectiveness of the Develop Abilene team. This new strategy is a great way to connect with the Abilene public and to demonstrate how their taxes are being used.

Finally, the AIF requested an operating budget increase of \$35,000 to cover the cost of a comprehensive labor market analysis study. The study will provide significant data on the Abilene region which will be helpful in analyzing the different types of industry that would best fit in Abilene.

Scott Senter moved to approve Resolution No. DCOA-2014.16 as presented. Marelyn Shedd seconded and the motion carried.

7. **DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A CONTRACT FOR EXTENSION OF A GAS MAIN IN FIVE POINTS BUSINESS PARK:** Mr. Burdine explained there is a need for gas service to the new building that Tucker Energy Services is in the process of constructing in Five Points Business Park. The existing main gas line terminates at the Northeast corner of the Spec 3 lot located directly across Five Points Parkway from Tucker Energy's lot. The existing gas main line needs to be extended about 2000 feet Southward to the North right-of-way of Five Points Parkway then West across Polaris Drive. From the new termination point, service will eventually be extended to Tucker's property line. The gas main extension will not only serve Tucker but also other lots in that area currently being targeted for development by the potential construction of a rail spur extension and Polaris Dr.

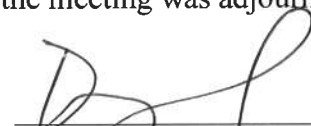
Diamond T Construction, Inc. is the low bidder at \$75,305. The total contract amount is \$86,605 with an added 15% contingency of \$11,300 in case the contractor encounters rock.

Marelyn Shedd moved approval of resolution DCOA-2014.18, subject to Diamond T Construction meeting all of Atmos Energy's contract requirements. Dani Ramsey seconded and motion carried.

8. **EXECUTIVE SESSION NO.2:** 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 30, 2014, and the time is 2:43 p.m. Later, President Cannon announced the date is still January 30, 2014, and the time is 3:15 p.m. No vote or action was taken in Executive Session.

9. **OFFICER ELECTIONS; PRESIDENT, VICE PRESIDENT AND SECRETARY/TREASURER:** Scott Senter moved to elect Dave Copeland as the DCOA board president, Marelyn Shedd as a Vice President and Dani Ramsey as a Secretary/Treasurer. Dani Ramsey seconded and the motion carried.
10. **ADJOURNMENT.** The next meeting is scheduled for Monday, February 10, 2014 at 10:00 a.m. There being no further business the meeting was adjourned.



Paul Cannon, President
Dave Copeland