

**DEVELOPMENT CORPORATION OF ABILENE, INC.
BOARD MEETING MINUTES
November 22, 2016**

MEMBERS PRESENT: Dave Copeland Marelyn Shedd John Beckham
 Dani Ramsay Jack Rich

STAFF PRESENT: Kent Sharp Kim Tarrant

GUESTS PRESENT: Mark Zachary McMahon Law Firm
 Bruce Kreidler City Council
 Brian Yates Chamber Military Affairs Committee
 Kate Alvarez Abilene Regional Airport
 Judy Wilhelm Small Business Development Center
 Justin Jaworski Abilene Industrial Foundation
 Doug Peters Abilene Chamber of Commerce
 Rick Denbow Texas State Technical College
 Mike Rains City of Abilene Finance
 Brooke Crum Abilene Reporter News

1. CALL THE MEETING TO ORDER:
President Dave Copeland called the meeting to order at 1:31 p.m. at 174 Cypress St., 3rd floor conference room, Abilene Texas.

2. APPROVAL OF MINUTES FROM THE OCTOBER 11, 2016, BOARD MEETING:
Jack Rich moved to approve the minutes from the October 11, 2016, board meeting as presented. Marelyn Shedd seconded and the motion carried.

3. SALES TAX REPORT FOR NOVEMBER 2016 AND FINANCIAL REPORT FOR SEPTEMBER 2016: Mike Rains, the City’s Director of Finance, presented the sales tax report for November 2016. The sales tax rebate for November is \$3,722,741.70 which represents September sales. Economic Development received \$930,685.42, which is 5.03% below last year and 5.03% below the projected FY 17 budget amount. For the period October through November, sales tax is 1.72% below last year and 1.72% below the projected FY 17 budget amount. The DCOA’s total current assets as of September 30, 2016, are \$22,098,217. The revenues totaled \$1,064,267 and total expenditures were \$811,184 with \$329,639 being spent on six different projects.

4. EXECUTIVE SESSION – SESSION 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 Dave Copeland announced the date is November 22, 2016, and the time is 1:38 p.m. Later, President Copeland announced the date is still November 22, 2016, and the time is 2:45 p.m. No vote or action was taken in Executive Session.

5. **PRESENTATION OF ANNUAL REPORTS FOR FISCAL YEAR ENDED SEPTEMBER 30, 2016 BY: TEXAS TECH UNIVERSITY SMALL BUSINESS DEVELOPMENT CENTER, ABILENE INDUSTRIAL FOUNDATION, ABILENE CHAMBER OF COMMERCE MILITARY AFFAIRS COMMITTEE, AND CITY OF ABILENE AIRPORT BUSINESS DEVELOPMENT MANAGER:**

Texas Tech University Small Business Development Center (SBDC):

Judy Wilhelm, Director of the SBDC, presented their FY16 annual report to the DCOA. During FY16 SBDC registered 359 new clients, logged 224.50 confirmed jobs/expansions and 41 businesses were opened. A total of 2,074.75 counseling hours were billed to the DCOA. SBDC is currently preparing to offer assistance to small business owners regarding the Safe Quality Food (SQF) regulation as part of the FDA Food Safety Modernization Act passed in 2011. The compliance for small business will start in 2018.

Abilene Industrial Foundation (AIF):

Justin Jaworski, Executive Director of the AIF presented the annual report for FY16. Abilene had a banner year. Capital projects were estimated to be over \$90 million and a recent update of the new jobs expectation is somewhere between 600-700, plus 900 additional jobs in retention projects. AIF's Business Retention and Expansion (BRE) program and the marketing program are growing with the help of AIF'S 2 new employees. Doug Peters, President of the Abilene Chamber of Commerce (ACoC), briefly spoke about other potential downtown growth projects.

Abilene Chamber of Commerce Military Affairs:

Brian Yates, Vice President for Military Affairs, presented the annual report for FY16. The Military Affairs Committee (MAC) increased its activity level from past years with the goal of retaining Dyess Air Force Base since it is the largest employer in Abilene and has a yearly economic impact of \$430 million on our community. MAC is continuing to partner with the City of Abilene to help make improvements at Dyess. A new pilot workforce development program has been organized to pair up with the spouse's club at Dyess. This is a way for military spouses who are new to Abilene to connect with different resources in the community regarding employment opportunities.

City of Abilene Airport Business Development (ABI):

Kate Alvarez, Marketing and Development Manager for Abilene Regional Airport presented their FY16 annual report. Enplanements are down 8%, which is a direct correlation to the slow-down in oil production and the fairly large cost spread between American Airlines fares at ABI and DFW. Revenue from rental cars went down 2% and parking lot revenue was also down 2%. ABI's current marketing avenues are TV, radio, sponsorships and social media. ABI is also looking at different ways to market the land around the airport for industrial use and distributing the information to prospective companies.

6. **PRESENTATION AND POSSIBLE APPROVAL OF THE FY 16 ANNUAL REPORT OF ACTIVITIES OF THE DEVELOPMENT CORPORATION OF ABILENE, INC.:** Kent Sharp, CEO of the DCOA stated the DCOA's FY16 Annual Report of Activities was included in the board's agenda packet so he will not spend time repeating the information. The board had no questions about the report, and Mr. Copeland congratulated staff on a good year. If approved by the board, Mr. Sharp will present the report to the City Council in December.

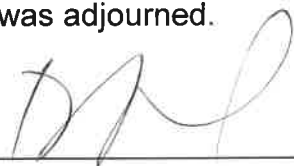
Dani Ramsay moved to approve the DCOA's FY16 Annual Report of Activities. Marelyn Shedd seconded and the motion passed.

7. **STRATEGIC PLAN STATUS UPDATE PRESENTED BY KENT SHARP, CEO:** Kent Sharp reported on the progress made by all the different partners involved in the Strategic Plan (the Plan) to date. During the update he made the suggestion of reporting the Plan status on a semi-annual basis versus quarterly. Dave Copeland, President of the DCOA Board, asked if the reports could continue on a quarterly basis, but give highlights on 3 different items that moved forward since the last report and select 3 more items that will be worked on before the next update instead of a detailed report on each item. Tom Stellman with TIP Strategies will be here in February to review the actions taken so far to follow the Plan then give feedback to all of the partners.

8. **DISCUSSION OF THE NEXT BOARD MEETING DATE AND TIME:** Dave Copeland asked the remaining board members if they would be available on Tuesday, December 13, 2016 for the next board meeting.

9. **ADJOURNMENT:**

There being no further business the meeting was adjourned.



Dave Copeland, President