

DEVELOPMENT CORPORATION OF ABILENE, INC.
BOARD MEETING MINUTES
December 20, 2019

MEMBERS PRESENT: John Beckham Jack Rich Vic Corley
Sam Vinson

MEMBERS ABSENT: Seaton Higginbotham

STAFF PRESENT: Misty Mayo Kim Tarrant Akane Thaxton

GUESTS PRESENT: Mark Zachary McMahon Surovik Suttle, PC
Chris Shelton McMahon Surovik Suttle, PC
Justin Jaworski Abilene Industrial Foundation

1. **CALL THE MEETING TO ORDER:** President John Beckham called the meeting to order at 10:03 a.m. at 174 Cypress St., 3rd floor conference room, Abilene, Texas.
2. **APPROVAL OF MINUTES FROM THE NOVEMBER 22, 2019 BOARD MEETING:** Sam Vinson moved to approve the minutes from the November 22, 2019, board meeting. Jack Rich seconded, and the motion carried.
3. **PRELIMINARY FINANCIAL REPORT FOR OCTOBER 2019:** No discussion or action was taken in reference to this item.
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 John Beckham announced the date is December 20, 2019 and the time is 10:06 a.m. Later, President Beckham announced the date is still December 20, 2019 and the time is 11:31 a.m. No vote or action was taken in Executive Session.

5. **DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A NEW CONSOLIDATED LEASE AGREEMENT WITH EAGLE AVIATION SERVICES, INC. FOR PROPERTY AT THE ABILENE REGIONAL AIRPORT:** John Beckham presented resolution DCOA-2020.09 authorizing an Agreement with Eagle Aviation Services, Inc. (EASI) for the lease of land and hangars at the Abilene Regional Airport. EASI's lease with the DCOA expires on December 31, 2019 and both parties desire to extend the lease for an additional 36 months. Kim Tarrant, COO of the DCOA reminded the board there is \$800,000 built into the Agreement for Financial Assistance for the expansion of Hangar 2. Thomas Hicks Construction was engaged in 2019 to estimate the project. Most of the hangar currently does not have any fire suppression, and if the board decides to include it the cost would increase by approximately \$100,000. Discussion ensued regarding the need to add fire suppression to the remainder of the hangar.

Jack Rich moved to approve resolution DCOA-2020.09 authorizing an Agreement with Eagle Aviation Services, Inc. for Financial Assistance and Airport Hangar lease and Ground Sublease with Eagle Aviation Services, Inc. and the DCOA. Sam Vinson seconded and the motion passed.

6. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING AN AMENDMENT TO THE LEASE AGREEMENT AND LAND LEASE WITH ABIMAR FOODS FOR PROPERTY ON VINE ST.: Misty Mayo, CEO of the DCOA presented resolution DCOA-2020.07 authorizing an amendment to the Lease Agreement and Land Lease with AbiMar Foods for property at 3901/4009/4109 Vine St. AbiMar Foods requested a three (3) month extension of the two leases to April 30, 2020, to allow them time to assess their future warehousing needs. They also requested to add the vacant office space to their Lease Agreement at no additional cost.

Sam Vinson moved to approve resolution DCOA-2020.07 authorizing an Amendment to the Lease Agreement and Land Lease with AbiMar Foods, Inc. for property on Vine St. Vic Corley seconded and the motion passed.

7. DISCUSSION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING A CONSULTING AGREEMENT WITH JP SOLUTIONS: Misty Mayo presented resolution DCOA-2020.08 authorizing a Consulting Agreement (Agreement) with JP Solutions. The Agreement allows for added workforce in light of COO Kim Tarrant's upcoming retirement and will also allow us to address larger projects we do not have staff for currently. An example would be putting together our own Personnel Policies and Procedures handbook that aligns with our organization. There was discussion about contract deliverables after the three months, which will include job descriptions and other components that support the pending realignment of job duties.

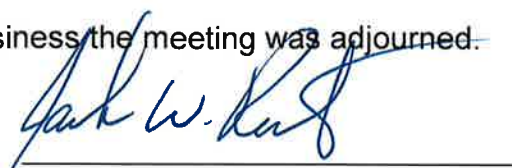
Jack Rich moved to approve resolution DCOA-2020.08 authorizing a Consulting Agreement with JP Solutions. Sam Vinson seconded and the motion passed.

8. DISCUSSION REGARDING THE ORGANIZATION OF THE DCOA: Misty Mayo handed out a draft copy of the DCOA's new organizational chart indicating three main areas; business, operations and strategic initiatives. Discussion ensued regarding the possible need for additional staff.

No vote or action was needed on this item.

9. DISCUSSION OF THE NEXT BOARD MEETING DATE: President Beckham announced the next scheduled meeting of the DCOA Board will be on January 28, 2020, at 1:30 p.m.

10. ADJOURNMENT: There being no further business, the meeting was adjourned.



John Beckham, President