

# MIDLAND DEVELOPMENT CORPORATION

## MINUTES

February 05, 2018

The Board of Directors of the Midland Development Corporation convened in regular session at the Midland Development Corporation Conference Room, 200 North Loraine Street, Midland, Texas, on February 05, 2018.

**Board Members present:** Chairman Brent Hilliard, Director Wesley Bownds, Director Gary Douglas (arrived at 10:05 a.m.), Director Stephen Lowery and Director Keith Stretcher

**Board Members absent:** None

**Staff Members present:** Assistant City Manager Frank Salvato, Finance Director Pam Simecka, Assistant City Attorney Nicholas Toulet-Crump and Deputy City Secretary SueAnn Lopez

**Council Member(s) present:** Sharla Hotchkiss (District 3), Jeff Sparks (District 1) and J. Ross Lacy (District 4)

**MDC Staff Members present:** Business Development Director Timothy Danielson and Interim Administrator Sara Harris

1. Call meeting to order.

Chairman Hilliard called the meeting to order at 10:00 a.m.

2. Consider a motion approving the minutes of the January 8, 2018, meeting of the Midland Development Corporation.

Director Stretcher moved to approve the minutes of January 08, 2018; seconded by Director Lowery. The motion carried by the following vote: AYE: Hilliard, Bownds, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: Douglas

3. Receive and discuss and consider the January 2018 monthly expenses from the Midland Development Corporation.

Sara Harris reported there were no monthly expenses that exceeded budget lines, and gave an overview of the cash flow statement.

4. Consider a resolution authorizing the execution of an Interlocal Agreement Between the Midland Development Corporation and the University of Texas of the Permian Basin to advertise or publicize the City of Midland for the purpose of developing new and expanded business enterprises.

Director Stretcher moved to approve Resolution ED-350 authorizing the execution of an Interlocal Agreement Between the Midland Development Corporation and the University of Texas of the Permian Basin to advertise or publicize the City of Midland for the purpose of developing new and expanded business enterprises; seconded by Director Douglas. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

5. Consider a resolution authorizing the Chairman to negotiate and execute certain agreements; provided that payments due under said agreements shall not exceed (1) five hundred dollars (\$500) per month or (2) six thousand dollars (\$6,000) per year.

Director Douglas moved to amend and approve Resolution ED-351 authorizing the Chairman to negotiate and execute certain agreements; provided that payments due under said agreements shall not exceed (1) five hundred dollars (\$500) per month or (2) six thousand dollars (\$6,000) per year and providing that said agreements shall not exceed a term of one (1) year; seconded by Director Bownds. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, and Lowery. NAY: Stretcher. ABSTAIN: None. ABSENT: None.

6. Consider a resolution authorizing the Chairman to hire one or more professional engineers and associated support personnel to provide professional services to the Midland Development Corporation; providing that any such expenditures are administrative expenses as authorized by Chapter 501 of the Texas Local Government Code.

Director Douglas moved to amend and approve Resolution ED-352 to authorize the Chairman to hire one professional engineer to provide professional services to the Midland Development Corporation; providing that any such expenditures are administrative expenses as authorized by Chapter 501 of the Texas Local Government Code; seconded by Director Stretcher. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

7. Receive and discuss a presentation regarding workforce, marketing, and housing initiatives.

Sara Harris gave an overview of programs that the MDC is initiating regarding workforce, marketing, and housing. The MDC's advertising agreement with Hearst Communications, Inc. includes a workforce attraction and job advertisement component that is intended to draw new workers into Midland to curtail the problem of insufficient labor force in the Permian Basin. Sara Harris also presented information related to the proposed re-design of Midland Development Corporation's website and

marketing strategy, which will be carried out in conjunction with Golden Shovel Agency, LLC.

8. Consider a resolution authorizing the execution of a professional services agreement with Golden Shovel Agency, LLC, for services related to the design, development, and implementation of a website at a total cost of \$56,590.00.

Director Douglas moved to approve Resolution ED-353 authorizing the execution of a professional services agreement with Golden Shovel Agency, LLC, for services related to the design, development, and implementation of a website at a total cost of \$56,590.00; seconded by Director Bownds. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

9. Consider a resolution authorizing the Chairman to negotiate and execute an agreement with Hearst Communications, Inc., for services related to an advertising campaign for the Midland Development Corporation.

Director Stretcher moved to amend and approve Resolution ED-354 authorizing the Chairman to negotiate and execute an agreement with Hearst Communications, Inc., for services related to an advertising campaign for the Midland Development Corporation; and providing that said agreements (1) shall include a ninety (90) day cancellation period, (2) shall not exceed a term of one (1) year, (3) shall not exceed a total cumulative amount of \$360,000.00, and (4) shall not become effective until approved by the City Attorney's Office; seconded by Director Lowery. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

10. Receive and discuss the monthly economic development activity report from the MDC staff as well as any reports on marketing and advertising activities.

Business Development Director Timothy Danielson, and Interim Administrator Sara Harris gave a brief report on the monthly economic development activity, provided workforce/employment stats, and discussed marketing and advertising activities

**The Board excused observers at 11:36 a.m. and recessed into executive session.**

11. Pursuant to Texas Government Code §551.101, the Board of Directors will hold an Executive Session which is closed to the public to discuss the following matters as permitted under the following Texas Government Code Sections:

- a. Section 551.087 Deliberation Regarding Economic Development Negotiations

- i. Discuss business prospects that the Midland Development Corporation seeks to have, locate, stay, or expand in or near the City of Midland, Texas, and discuss possible incentives, and discuss contract compliance on the part of businesses.

b. Section 551.072 Deliberation Regarding Real Property

- i. Discuss the purchase, exchange, lease or value of real property described as Lots Five (5), Six (6), Seven (7), and Eight (8), Block Thirty-Five (35), Original Town of Midland, an addition to the City of Midland, Midland County, Texas.

**The Board reconvened into regular session at 12:43 p.m.**

All of the business at hand having been completed, Chairman Hilliard adjourned the meeting at 12:44 p.m.

Respectfully submitted,

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SueAnn Lopez, Deputy City Secretary

PASSED AND APPROVED the 5<sup>th</sup> day of March 2018.

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Wesley Bownds, Secretary