

**ODESSA DEVELOPMENT CORPORATION
CITY OF ODESSA, TEXAS
JUNE 14, 2018**

A regular meeting of the Odessa Development Corporation (ODC) was held on June 14, 2018 at 2:00 p.m., in the Council Chambers, fifth floor, City Hall, 411 W. 8th St., Odessa, Texas.

Members present: Betsy Triplett-Hurt, Tim Edgmon, Gene Collins and Ted Tuminowski.

Member absent: Melanie Hollmann.

Others present:

City Staff: Norma Aguilar-Grimaldo, City Secretary; Feliz Abalos, Senior Assistant City Attorney; Michael Marrero, City Manager; Cindy Muncy, Interim Assistant City Manager; Terri Gayhart, Director of Finance;

ODC Contractors: Wesley Burnett, Economic Development Director; Michael Crain, SBDC Executive Director; Christi Callicoatte, CVA; Renee Earls, Chamber of Commerce CE and Ben Rubio, Interim OHCC Chair;

Grow Odessa Board members: David Boutin, Jimmy Breaux, and Judy Hays; and other interested citizens.

A quorum being present, Mrs. Triplett-Hurt called the meeting to order and the following proceedings were held:

Mrs. Triplett-Hurt gave the invocation.

May 10, 2018 minutes. Motion was made by Mr. Tuminowski and seconded by Mr. Edgmon to approve the minutes. The motion was approved by unanimous vote.

Contractors report: Economic Development, CVA, UTPB, MOTRAN, OHCC and HOCC Mexico Initiatives final report. Mr. Burnett was working with the Solar project and was proceeding obtaining the tax abatements. He had meetings with the chemical company that visited Odessa. The battery recycling facility was developing. The tire recycling had a new process and it was purchased. There were challenges with the workforce and housing.

Judy Hays, Grow Odessa Chair, reported that Grow Odessa acquired legal representation in Washington for the bankruptcy which was proceeding. There was no hearing date scheduled. Mr. Boutin reported that the property was part of the bankruptcy and that Grow Odessa should end up with the property. Mr. Burnett stated that the reverter clause was separate but part of the bankruptcy proceedings. ODC paid \$480,000 to Grow Odessa for the 6,000 acres of land. After the settlement, Grow Odessa would own the property. Mrs. Triplett-Hurt asked if ODC would get the money back from Grow Odessa. Mr. Boutin stated that the board was committed to do the right thing. He stated that Grow Odessa would be fair and equitable. There was no other information. He provided a history on ODC, now Grow Odessa. The purpose was to provide economic development efforts by business people. He provided a timeline from the 70s to the present on its activities and assistance it has provided to the community. ODC and Grow Odessa projects were identified that included Glazier and West Texas Food Bank. Projects were to create jobs and capital investment. Mr. Burnett stated that past Legal counsel did not allow ODC to own property; therefore, the partnership with Grow Odessa was made with this project. Mr. Breaux provided how the process worked

for Grow Odessa. Mr. Boutin stated that the mission was to further economic development for the community.

Ms. Callicoatte reported that the Advertising Committee met to discuss the budget submission. She updated the board on the current campaign and the results would be reported in the near future. She researched medical manufacturing to identify trends. Local businesses were interested in wanting more information on ODC including expansion. There was a new campaign started on LinkedIn and two blogs were developed. The local Facebook campaign targets the local business owners. She stated that a guide was designed for medical manufacturing industry. Mr. Tuminowski applauded Ms. Callicoatte's dedication and efficiency.

Mr. Crain reported that the UTPB-SBDC was restructured. He stated that there were new positions and people that had expertise in business development. There would be an incubator and explained how it would work. He stated that the proposed budget had an increase in funding. He stated that there was an on-line hosting service that would have a certification for those who completed the program. It focused on developing a business. He provided a list of services and the type of client to Mr. Tuminowski. He stated that funds were requested to the Midland Development Corporation. Mr. Collins asked about an incubator downtown. Mr. Crain wanted to have one downtown but it was not included in the upcoming budget. He was going to do more research.

Mr. Beauchamp stated that a study was done to validate numbers to increase funding levels for our area. He has been meeting with companies. He discussed the issue with pipeline and construction.

Tabled. Mr. Rubio requested that the OHCC final report be tabled due to Legal counsel not being present. Motion was made by Mr. Edgmon and seconded by Mr. Collins to table the OHCC final report. Mr. Rubio asked to meet with the board prior to the July ODC board meeting. The contract has expired its 60 days which was May 29. The motion was tabled by unanimous vote. After further discussion, the OHCC final report will be placed on the ODC July agenda.

Discuss and consider Development Finance Program Administrative Policy matrix. Ms. Triplett-Hurt reviewed the changes to the matrix. Mr. Tuminowski liked the lower standard for the job creation minimum of new jobs created. He asked about the projects being considered outside of the City. Mr. Burnet stated that there may be regional projects and the proposed way it was written, it didn't allow participation. The board agreed to consider and define regional projects. Ms. Abalos would research and confirm if it was allowed under the law. The board agreed to the proposed changes.

Discuss and consider General Development Plan 2017-2018. Mrs. Triplett-Hurt explained the proposed changes. There were two proposals from the Odessa Hispanic Chamber of Commerce. One proposal was from Price Arredondo and the other was from Mike Garza. Mr. Rubio requested that Mr. Arredondo's proposal not be considered.

Motion was made by Mr. Edgmon and seconded by Mr. Collins that the proposed General Development Plan 2017-18 be approved and adding Mike Garza's proposal and removing Price Arredondo's proposal. The motion was approved by unanimous vote.

Budget Calendar Schedule. Mrs. Triplett-Hurt reviewed the upcoming budget calendar schedule.

The board discussed the General Development Plan FY 2018-19. Mrs. Triplett-Hurt explained that the added wording came from the contractor's proposals. She requested that the City turn in a list of staff to the ODC for the budget. She stated that the plan did not have financials as it was separate documents. The budgets and contracts were tied to the plan. The plan will be reviewed at the next ODC meeting.

Receive Financial and Investment Report. Ms. Gayhart reported that the April report had increased its assets by \$600,000. The report had a lot of information. Mrs. Triplett-Hurt stated that the report could be streamlined. She asked input from the members to simplify the report. The legal requirement would still be part of the report. Ms. Gayhart stated that the two balance sheets were not needed as well as income statement, transactions, pie charts and the fair market value.

Resolution No. ODC-2018R-05 – Set aside the full 10% of corporate revenues for promotional purposes on an annual basis. Mrs. Muncy provided the marketing expense since ODC's inception. She explained how funds were carried over in the FY 2015-16. She stated that funds were set aside for the façade program in FY 2016-17. The resolution would set aside 10% of revenue for promotional purposes on an annual basis. She asked if the board wanted to amend the 2017-18 budget to set aside the 10% for promotional items. It would increase the façade or promotional expenditures. She reported that \$867,256 was committed for the current fiscal year with a balance of \$598,595.54. The infrastructure grants were paid out of business incentives. The board could wait for another façade grant before amending the budget. Separate line items for the grants would be part of the next budget.

Motion was made by Mr. Edgmon and seconded by Mr. Collins to approve the resolution. The motion was approved by unanimous vote.

Mrs. Triplett-Hurt asked for a history of the infrastructure funds spent. The board agreed to wait on amending the current budget.

ODC Committee and Officer Reports – Advertising Committee, Downtown Odessa Inc. Design Committee, Compliance Committee, and Odessa Partnership. Mr. Collins reported that the Advertising Committee's budget was being cut from CVA. He stated that the Downtown Design Committee was planning to develop a theme for downtown with awnings and signage to grab attention and bring a unique vision. Mrs. Triplett-Hurt reported that the Compliance Committee Task Force revamped the grant application which was more user friendly.

The meeting adjourned at 3:43 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC
City Secretary

Betsy Triplett-Hurt
President