



**ODESSA DEVELOPMENT CORPORATION MINUTES
CITY OF ODESSA, TEXAS**

May 27, 2020

A special meeting of the Odessa Development Corporation (ODC) was held on May 27, 2020 at 2:00 p.m., in the Council Chambers, fifth floor, City Hall, 411 W. 8th St., Odessa, Texas. Due to the COVID-19, the meeting was teleconferenced, as allowed by the Governor's executive order.

Members present: Tim Edgmon, Gene Collins, Melanie Hollmann, David Boutin, and Chris Cole.

Members absent: Mayor David R. Turner, ex-officio.

Others present:

City Staff: Norma Aguilar-Grimaldo, City Secretary; Natasha Brooks, City Attorney; Robert Carroll, Assistant City Attorney; and Cindy Muncy, Interim Assistant City Manager;

ODC Contractors: Wesley Burnett, Economic Development; and Dustin Fawcett, MOTRAN; and

Others: Council member Mari Willis and other interested citizens.

A quorum being present, Mr. Edgmon called the meeting to order and the following proceedings were held:

Mr. Collins gave the invocation.

Resolution No. ODC-2020R-08 - Approve the 2020-2021 Budget Calendar.

Mr. Carroll stated that the budget calendar was prepared like last year and letters would be sent to contractors once approved. The contract was substantively the same contract as last year but items were moved around. Ms. Hollmann requested the redline document to be sent with the changes. Mr. Edgmon proposed about a budget every other year. Mr. Collins stated that times were changing. He asked if another category could be added in regards to the emergency response. Mr. Boutin stated that business retention was part of the ODC strategy and it focused on business retention, which would be covered. Mr. Burnett stated that there was a line item for local business retention. He stated that the agreements made fit into the business retention with the COVID-19. Mr. Boutin stated that the development plan needed to be fluid and address uses as it arose. The board needed the flexibility to make decisions under the bylaws. If there was a two-year budget, it should be amended due to circumstances. Mr. Collins stated that there was a process for a request to be approved. Mr. Edgmon stated this would be on the next agenda for discussion. Mr. Boutin recommended passing the one-year calendar and discussing the two-year budget at a future meeting. He agreed with the calendar if there were no time issues. Mr. Carroll stated that the contractors had a month to turn in their budgets. Mr. Burnett stated, in the past, there were budget deadlines but were not reviewed for two months. He requested that there be enough

time for the contractors to turn in the budget and be reviewed in a timely manner. Mrs. Muncy would research if the economic development board could have a biannual budget, as it is part of the City. She stated that the service contracts have changes such as salaries. She suggested combining the adopted General Development Plan with the budget. It will allow more time for agencies to turn in the budget. Mr. Collins asked if it were a two-year budget would new contractors be able to submit a proposal in between the budget years. Mrs. Muncy stated that funds were readily available. Funds were available for the contractors, business incentives and new agreements. Mr. Burnett supported the two-year budget as it would provide assurance and continuity for the contractors.

Motion was made by Mr. Cole and seconded by Mr. Boutin to approve the resolution with the change of combining the General Development Plan and budget to be adopted at the same time. The motion was approved by unanimous vote.

The meeting adjourned at 2:31 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC
City Secretary

Tim Edgmon
President