

# MIDLAND DEVELOPMENT CORPORATION

## MINUTES

May 07, 2018

The Board of Directors of the Midland Development Corporation convened in regular session at the Midland City Hall Basement Conference Room, 300 North Loraine Street, Midland, Texas, on May 07, 2018.

**Board Members present:** Chairman Brent Hilliard, Director Wesley Bownds, Director Gary Douglas, 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, Director of Engineering Jose Ortiz and Deputy City Secretary SueAnn Lopez

**Council Member(s) present:** John Love (District 2), Sharla Hotchkiss (District 3) and J. Ross Lacy (District 4)

**MDC Staff Members present:** Interim Administrator Sara Harris, Business Development Director Timothy Danielson, Director of Project Development Gary Law, and Administrative Assistant Blair Flanagan

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 April 9, 2018, meeting of the Midland Development Corporation.

Director Bownds moved to approve the minutes of April 09, 2018; seconded by Director Bownds. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

3. Receive a presentation from Dr. Kimberly Macferran regarding pediatric care in the Midland area

Dr. Kimberly Macferran gave a presentation on Developmental Behavior Pediatrics effects, diagnosis, needs, practice and experience.

4. Receive and discuss and consider the April 2018 monthly expenses from the Midland Development Corporation.

Sara Harris gave an overview of the April 2018 monthly expenses noting that with only 5 months left in the fiscal year and only \$2,000,000 remaining in budgeted revenues, revenues would be higher than anticipated. She also said that the expense line for minor computer hardware and equipment was over budget, which was due to expenses for computers and hardware for increased staffing needs. Sara further stated that the budget would be amended in July or August to reflect organizational needs.

5. Consider a resolution authorizing the Chairman to negotiate and execute an economic development agreement between the Midland Development Corporation and Midland College for the support and expansion of the Midland College Transportation Training Continuing Education Program; and authorizing payment therefor.

Dale Beikirch, Dean of Adult Education at Midland College gave an overview of the program explaining the need for staffing and equipment needs due to high enrollment.

Sara Harris explained the resolution was being presented as “authorizing the Chairman to negotiate and execute” because the MDC was pursuing a High Demand Jobs Training Program Grant from the Texas Workforce Commission which would qualify the MDC to receive \$100,000.00 from the Texas Workforce Commission for this program. Therefore, the agreement with Midland College and the Permian Basin Workforce Development Board had to be approved before the end of May.

Director Douglas moved to amend and approve Resolution ED-364 authorizing the Chairman to negotiate and execute an economic development agreement between the Midland Development Corporation and Midland College not to exceed \$481,000.00 for the support and expansion of the Midland College Transportation Training Continuing Education Program; and authorizing payment therefor; seconded by Director Bownds. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

6. Consider a resolution authorizing the Chairman to negotiate and execute an agreement between the Midland Development Corporation and the Permian Basin Workforce Development Board; said agreement being a condition precedent to the Midland Development Corporation’s receipt of a high-demand jobs training grant from the Texas Workforce Commission.

Director Bownds moved to approve Resolution ED-365 authorizing the Chairman to negotiate and execute an agreement between the Midland Development Corporation and the Permian Basin Workforce Development Board; said agreement being a condition precedent to the Midland Development Corporation's receipt of a high-demand jobs training grant from the Texas Workforce Commission; seconded by Director Douglas. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Stretcher, and Lowery. NAY: None. ABSTAIN: None. ABSENT: None.

7. Consider a motion authorizing the Chairman to execute an engagement letter with Glenn, Prather & Company for the purpose of providing the Midland Development Corporation with certain auditing and verification services.

Director Lowery moved to authorizing the Chairman to execute an engagement letter with Glenn, Prather & Company for the purpose of providing the Midland Development Corporation with certain auditing and verification services; seconded by Director Bownds. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

8. Consider a motion authorizing the Chairman of the Midland Development Corporation to negotiate and execute a contract for environmental services at the Spaceport Business Park.

Director Douglas moved to amend and approve Resolution ED-366 authorizing the Chairman of the Midland Development Corporation to negotiate and execute a contract not to exceed \$10,000.00 for environmental services at the Spaceport Business Park; 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 execution of a consultant services agreement with InterFlight Global Corporation for services related to the procurement of new tenants for facilities located at the Spaceport Business Park.

Director Bownds moved to amend and approve Resolution ED-367 authorizing the execution of a consultant services agreement with InterFlight Global Corporation for services related to the procurement of new tenants for facilities located at the Spaceport Business Park; seconded by Director Douglas. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

10. Consider a resolution authorizing the execution of an amendment to the economic development agreement between the Midland Development Corporation and the City of Midland for the purpose of combining funds to provide for the expansion of various infrastructure improvements to state and local highways and related facilities in and around the corporate limits of the City of Midland; said amendment to provide for the

addition of authorized projects and a provision whereby the City of Midland shall assume one-half of the Midland Development Corporation's engineering and professional services costs.

Director Bownds moved to amend and approve Resolution ED-368 authorizing the execution of an amendment to the economic development agreement between the Midland Development Corporation and the City of Midland for the purpose of combining funds to provide for the expansion of various infrastructure improvements to state and local highways and related facilities in and around the corporate limits of the City of Midland; said amendment to provide for the addition of authorized projects and a provision whereby the City of Midland shall assume one-half of the Midland Development Corporation's engineering and professional services costs; seconded by Director Douglas. The motion carried by the following vote: AYE: Hilliard, Bownds, Douglas, Lowery and Stretcher. NAY: None. ABSTAIN: None. ABSENT: None.

11. Receive and discuss a presentation from Director of Project Development Gary Law regarding procedures for direct expenses associated with the hiring of engineering consulting firms

Director of Project Development Gary Law gave a brief report on current projects and engineering development updates.

12. Consider a resolution authorizing the Chairman to hire up to three (3) staff members to comprise an engineering team 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-369 resolution authorizing the Chairman to hire up to three (3) staff members to comprise of one design engineer, one design tech and one engineer assistant or two of either not to exceed \$400,000.00 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.

13. Receive and discuss the monthly economic development activity report from the Midland Development Corporation's staff as well as any reports on marketing and advertising activities.

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

All of the business at hand having been completed, Chairman Hilliard adjourned the meeting at 11:43 a.m.

Respectfully submitted,

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SueAnn Lopez, Deputy City Secretary

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

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Wesley Bownds, Secretary