

MINUTES

AMARILLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

September 21, 2020

The meeting of the Amarillo EDC Board of Directors meeting was held at 801 S. Fillmore, Suite 205 at 11:00 a.m. on September 21, 2020. Board members in attendance were:

Voting Members	Board Position	Present	No. Meetings Held	No. Meetings Attended
Lloyd Brown	Chairman	Y	32	27
Scott Bentley	Vice-Chair/Secretary	Y	22	22
Brian Heinrich	Director	Y	54	51
Laura Street	Director	Y	42	39
Andrew Hall	Director	Y	10	10

Also, in attendance were the following staff members:

KEVIN CARTER	PRESIDENT & CEO
DOUG NELSON	SENIOR VICE PRESIDENT FINANCIAL SERVICES
MICHAEL KITTEN	VICE PRESIDENT PROJECT DEVELOPMENT
HOLLIE HAWKINS	DIRECTOR BUSINESS DEVELOPMENT
CHRIS LYLES	OFFICE ADMINISTRATOR

ITEM 1: Chairman Brown established that a quorum was present and called the meeting to order.

ITEM 2: Chairman Brown requested a motion to approve the minutes of the August 24, 2020 Board of Directors meeting. Director Heinrich made a motion to approve the minutes as presented. Director Hall seconded the motion. The motion was approved.

ITEM 3: Chairman Brown adjourned the meeting into executive session at 11:07 am.

No action was taken during the executive session because none is permitted by law.

The public session reconvened at 11:25 am.

ITEM 4: **Project #19-07-02:** President Carter presented information on an additional Location Incentive Agreement and a restated lease with MWI, formerly known as MicroBeef. We currently have a lease and a Location Incentive Agreement with them.

The **Location Incentive Agreement** would allow the EDC to incentivize 50 new jobs at a \$65,000 annual salary, not including benefits. This would allow them to receive \$15,000 per job, to be paid out annually over a 10-year period.

Questions from the board were answered by President Carter and Senior Vice-President Nelson.

Director Street made a motion to accept the proposed Location Incentive Agreement as presented. Director Heinrich seconded the motion. The motion was approved.

President Carter provided information on the **restated lease** with MWI. The AEDC is allowing up to \$1,040,000 in construction cost for new construction which consists of 6,000 square feet of a stand-alone addition as well as 5,000 square feet of mezzanine construction in the existing building, which the Amarillo EDC owns.

The construction cost would be amortized at 2% interest over a 15-year period and added to the lease payment. With this addition, the new lease payment will be \$42,886.

The restated lease will be for a 10-year period with two, 5-year additional options.

Questions from the board were answered by President Carter and Senior Vice-President Nelson.

Vice-Chairman Bentley made a motion to approve the restated lease as presented. Director Street seconded the motion. The motion was approved.

ITEM 5: **Staff Financial & Operation Reports:** President Carter stated that sales tax collections for July are up .54%, 1.33% year to date, but down .86% per budget

Hotel/Motel tax collected is down slightly, \$4.9m compared to \$6.5m last year.

Additional financial information is included in the packet provided to the board.

President Carter provided the board with an update on the Amarillo Is Open Marketing Partnership program as well as information on a cashflow projection compiled by Senior Vice-President Nelson.

ITEM 6: The next meeting of the Amarillo EDC Board of Directors is scheduled for Monday October 19, 2020 at 11:00 am.

ITEM 7: Chairman Brown opened the opportunity for public comment. There were none.

ITEM 8: The September 21, 2020 meeting of the Amarillo EDC Board of Directors was adjourned at 11:44 am.

The undersigned certifies that the foregoing information is correct.


Lloyd Brown, Chairman