

MINUTES

AMARILLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

August 24, 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 August 24, 2020. Board members in attendance were:

Voting Members	Board Position	Present	No. Meetings Held	No. Meetings Attended
Lloyd Brown	Chairman	Y	31	26
Scott Bentley	Vice-Chair/Secretary	Y	21	21
Brian Heinrich	Director	Y	53	50
Laura Street	Director	N	41	38
Andrew Hall	Director	Y	9	9

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 July 20, 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 11:03 am.

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

The public session reconvened at 11:29 am.

ITEM 4: **20-04-04 Panhandle Pure LLC:** President Carter introduced the project between the Amarillo EDC and Panhandle Pure, a subsidiary of Affiliated Foods Inc. They have decided to produce bottled water after experiencing difficulties acquiring bottled water at the beginning of the pandemic.

They will purchase an existing building, renovate, and purchase and install equipment with a \$7.5 million capital expenditure and employ up to 30 employees at an average wage of \$45,000 per year.

The Location Incentives Agreement (LIA) states the Amarillo EDC will pay \$10,000 per job paid out over a 5-year period, up to \$300,000.

As part of the LIA, the Amarillo EDC will help Panhandle Pure obtain tax abatements from the four taxing entities: Potter County, City of Amarillo, Amarillo College and Panhandle Groundwater District.

Panhandle Pure expects to be operational by April 2020, they should close on the building in early October, and be fully ramped up by the end of 2021.

Questions from the board were answered by President Carter.

Chairman Brown requested a motion. Director Heinrich made a motion to approve the Location Incentives Agreement as presented. Vice-Chairman Bentley seconded the motion. The motion was approved.

ITEM 5:

Quarterly Investment Report: President Carter presented investment information through March 31, 2020.

Chairman Brown requested a motion. Director Hall made a motion to approve the report as presented. Director Heinrich seconded the motion. The motion was approved.

ITEM 6:

FY2020-21 Amarillo EDC Budget: President Carter stated that the budget for FY2020-21 will remain the same as last year, minus the \$1 million amendment to the marketing budget for the Amarillo Is Open program.

WT Enterprise Center submitted a letter to withdraw from the Location Incentives Agreement for the Accelerator Program, and that it was not going to take as much money to operate the program as originally estimated. They did ask if the Amarillo EDC wished to continue to be a sponsor of the program, they would welcome that.

Chairman Brown stated that the Budget Committee had reviewed the information in detail and found it to be fiscally responsible.

Chairman Brown and the Budget Committee recommends acceptance of the budget as presented.

Questions presented by the board were answered by President Carter and Sr. Vice-President Nelson.

Vice-Chairman Bentley made a motion on behalf of the Budget Committee to accept the budget as presented. Director Heinrich seconded the motion. The motion was approved.

ITEM 7: **Staff Financial & Operation Reports:** President Carter introduced Hollie Hawkins as Director of Business Development.

President Carter stated that sales tax collections for June are up 6.87%, 1.4% year to date.

Hotel Motel tax collected is down slightly YTD. Occupancy rate has increased for March and April, but down 25% YTD.

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.

ITEM 8: The next meeting of the Amarillo EDC Board of Directors is scheduled for Monday September 21, 2020 at 11:00 am.

ITEM 9: Chairman Brown opened the opportunity for public comment. There were none.

ITEM 10: The August 24, 2020 meeting of the Amarillo EDC Board of Directors was adjourned at 11:56 am.

The undersigned certifies that the foregoing information is correct.


Lloyd Brown, Chairman