

**MEETING NOTICE OF THE  
CISCO DEVELOPMENT CORPORATION  
CISCO, TEXAS**

Notice is hereby given that the **REGULAR MEETING** of the **CISCO DEVELOPMENT CORPORATION** will be held on **Tuesday, October 1, 2019 at 4:30 P.M.** at **Cisco Development Corporation Office, 701 Conrad Hilton Blvd., Cisco, Texas** to consider the following items and possibly act on:

**I. Call to Order** and Welcome to new board member, Tammy Douglas

**II. Invocation**

**III. Citizen -Visitor Comments:**

Pursuant to policy set by the Cisco Development Corporation Board of Directors, a three (3) minute time limit per person is established for anyone wishing to address the Board on subjects pertaining to the CDC and the C4aDC organizations.

**IV. Review of Minutes**

Review of minutes from the **REGULAR CDC MEETING** held August 6, 2019.

**V. Financial Report**

Review of financial information from July, August 2019.

**VI. Old Business**

None

**VII. New Business**

1. Consider and possibly take action on election of board officers for fiscal year 2019-2020.
2. Consider and possibly take action on updating the corporate signature card with 1<sup>st</sup> Financial Bank.

**VIII. Executive Session**

The CDC Board reserves the right to retire into Executive Session. The following is an agenda of an Executive Session of the CDC Cisco, Texas held pursuant to the Texas Open Meetings Act, Government Code Section:

___ 551.071 – Consultation with Attorney	___ 551.072 – Real Property
___ 551.073 – Prospective Gift	___ 551.974 – Personnel Matters
___ 551.076 – Security Personnel & Devices	___ 551.086 – Test item (SB595)
___ 551.087 – Economic Development Negotiations (SB1851)	

**IX. Reconvene** into regular session and take action, if needed, on items discussed during Executive session.

**X. Directors Report**

See attached (Combined Type A and Type B Report)

**XI. Board Discussion**

Long range planning, team building, communication and other areas of concern or interest.

**XII. Adjournment**

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**John K. Diers, Executive Director**

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**CERTIFICATION**

**I certify that the above notice of meeting was posted at the Cisco City Hall at 500 Conrad Hilton Blvd. and the Cisco Development Corporation, 701 Conrad Hilton Blvd., Cisco, Texas on Tuesday, September 24th, 2019.**

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**Tammy Osborne, Cisco City Secretary**

**This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Cisco Development Corporation Office at (254) 442-4200 or Email at : [info@ciscodc.com](mailto:info@ciscodc.com) .**

**Minutes - REGULAR MEETING of the BOARD of DIRECTORS  
Of the CISCO DEVELOPMENT CORPORATION**

The Regular Meeting of the Board of Directors of the Cisco Development Corporation was held on Tuesday, October 1, 2019 at 4:30 P.M. at the Cisco Development Corporation, 701 Conrad Hilton Blvd., Cisco, TX to consider the following items and possibly take action:

**I. Call to Order**

The meeting was called to order at 4:32 PM by Secretary/Treasurer Jane Nichols. Present were Jane Nichols, Sean Grose, Joe Petree, Stephen Forester, James Ramsay, Tammy Douglas, Executive Director John Diers, and Administrative Assistant Roxanne Yielding. Del Brandt and Sam Guthrie attended as guests. Board member Sharon Wilcoxen was unable to attend the meeting.

**II. Invocation**

Sean Grose opened the meeting with prayer.

**III. Citizen – Visitor Comments**

None.

**IV. Review of Minutes**

The minutes from the previous regular meeting held August 6, 2019 were reviewed. There being no corrections or revisions, Ramsay made a motion to accept the minutes as presented. Grose seconded the motion and the motion carried.

**V. Financial Report**

The financial information for July and August 2019 was presented. Diers explained some lag-time had occurred in receiving sales tax revenue that caused the financial information to be somewhat skewed but would eventually reconcile. Grose asked if that included the sales tax we were not paid from the City of Cisco. Diers explained that was not done yet but Darwin and Dalas are actively looking into it. There being no corrections or revisions, Petree made a motion to approve the financial reports as presented. Followed by a second by Forester, the Financial Reports were approved.

**VI. Old Business**

None.

**VII. New Business**

- 1) Diers announced that Wilcoxen has resigned from the Board of Directors and asked the board for thoughts on replacements and they would talk about them further in Board Discussion.
- 2) In consideration of and possibly taking action on the election of board officers for the fiscal year 2019-2020,
  - a. Tammy Douglas was nominated by Ramsay for the office of President. The nomination was seconded by Petree. The motion carried.
  - b. Stephen Forester was nominated by Ramsay for the office of Vice President. The nomination was seconded by Petree. The motion carried.
  - c. Jane Nichols was nominated by Forester to retain the office of Secretary/Treasurer. The nomination was seconded by Petree. The motion carried.
  - d. Sean Grose was nominated by Petree to retain the office of Assistant Secretary/Treasurer. The nomination was seconded by Forester. The motion carried.
- 3) In consideration of and possibly taking action on updating the signature card with 1<sup>st</sup> Financial Bank, Ramsay made a motion to update the signature cards with the new officers. The motion was seconded by Forester. The motion carried.

**VIII. Executive Session**

The board adjourned into EXECUTIVE SESSION at 4:45 PM pursuant to the Texas Open Meetings Act, Government Code Section: 551.072 – Real Property and Texas Open Meetings Act, Government Code Section: 551.071 – Consultation with Attorney.

**IX. Reconvene**

The board reconvened from EXECUTIVE SESSION at 5:11 PM. No action was required.

**X. Directors Report - See attached**

**XI. Board Discussion**

None.

**XII. Adjournment**

Forester made a motion to adjourn, Petree seconded the motion and the motion carried to close the meeting at 5:20 PM.