

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
BORGER ECONOMIC DEVELOPMENT CORPORATION
A TEXAS INDUSTRIAL DEVELOPMENT CORPORATION**

Time and Place

The following are the Minutes of the Board of Directors of the BORGER ECONOMIC DEVELOPMENT CORPORATION, a Texas Industrial Development Corporation organized under Section 4A of the Development Corporation Act of 1979, 1111 Penn Avenue, Borger, Texas on February 23, 2018 at 2:00 p.m., said Special Meeting having been held on the call of the incorporators.

Present at the meeting were MICHELLE GRIFFIN, LISA JONES, SCOTT MILLS, NORMAN SARGENT and JESSE SHUFFIELD as Directors of the Corporation.

Also present were:

Katie Lingor, Executive Director, Borger EDC
Sue Headlee, Office Manager, Borger EDC
Eddie Edwards, City Manager
Joe Price, Assistant City Manager

Michelle Griffin, President, called the meeting to order at 2:24 p.m.

1. Michelle Griffin confirmed the presence of a quorum.

2. **Executive Session**-Pursuant to Vernon's Texas Code Annotated Government Code, Title Chapter 551, Section 551.074 (personnel), the Board entered into closed Executive Session at 2:25 p.m. to discuss the following:
 - A. Discuss Employee Handbook.

3. **Return to Open Session.**

Board returned to Open Session at 2:50 p.m.

4. **Take Appropriate Action on Employee Handbook.**

Scott Mills made the motion to approve the Employee Handbook with changes made for only full time employees to be eligible for retirement benefits and employer paid health insurance. Following a second by Jesse Shuffield, motion carried.

5. **Discuss and take appropriate action on pursuing a Small Business Incentive Program.**

Scott Mills made the motion to allow the BEDC staff to design and implement a Small Business Incentive Program. Lisa Jones seconded the motion. Motion carried.

6. **Discuss and take appropriate action on pursuing New Housing Incentive Program.**

Lisa Jones made the motion to allow the BEDC staff to design and implement a workforce housing incentive program. Scott Mills seconded the motion. Motion carried.

7. **Discuss and take appropriate action on pursuing a Business Plan and/or Workforce Program with Borger High School.**

Board declined to take action due to lack of a motion.

8. **Discuss and take appropriate action on pursuing quality of life improvements as part of the Business Retention Strategy.**

Scott Mills made the motion for Executive Director Katie Lingor to participate in meeting of the Citizen's Advisory Committee and bring possible Public Facility Improvements, Infrastructure Improvements, Transportation Improvements and Park and Public Space Improvements to the Borger EDC Board of Directors for consideration. Lisa Jones seconded the motion. Motion carried.

9. **Discuss and take appropriate action on implementing the Retail Coach Retail Action Plan.**

Lisa Jones made the motion not to implement the Retail Coach Retail Action Plan. Following a second by Scott Mills, motion carried.

10. **Discuss and take appropriate action on pursuing a Strategy Session involving the public.**

Norman Sargent made the motion to allow the BEDC staff to organize content for a strategy/planning session and bring it before the Board for further consideration by late April. Motion was seconded by Scott Mills. Motion carried.

11. **Adjourn.**

Motion to adjourn was made at 3:28 p.m. by Scott Mills. Motion was seconded by Norman Sargent. Motion carried.

President _____
Michelle Griffin

Secretary-Treasurer _____
Lisa Jones