

**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 October 10, 2017 at said meeting having been held on the call of the incorporators.

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

Also present were:

Sue Headlee, Office Manager, Borger EDC
Jeff Whittington, Program Compliance Manager, BEDC
Eddie Edwards, Borger City Manager
Joe Price, Assistant City Manager
M.L. "Bubba" Dickson, Mayor City of Borger
Karen Felker, City of Borger
James Marrs II, City of Borger
Milton Ooley, City of Borger
Daren Brown, Attorney
Lucas Johnson, OJD Engineering
Jesse Shuffield
Ed Hansen
April Davis, Borger News Herald

Karl Sosebee called the meeting to order at 12:06 p.m.

1. Karl Sosebee confirmed the presence of a quorum.
2. Scott Mills took his Oath of Office and was sworn in as Director by Office Manager, Sue Headlee.

3. **Election of Officers for 2017-2018**

Norman Sargent made the motion that Karl Sosebee be elected President for 2017-2018. Motion was seconded by Lisa Jones. Motion carried.

Norman Sargent made the motion that Michelle Griffin be elected Vice-President for 2017-2018. Motion was seconded by Scott Mills. Motion carried.

Norman Sargent made the motion that Lisa Jones be elected Secretary-Treasurer for 2017-2018. Motion was seconded by Scott Mills. Motion carried.

4. **Approve Minutes of September 12, 2017 Meeting.**

Motion was made by Lisa Jones to approve Minutes of the September 12, 2017 meeting. Motion was seconded by Michelle Griffin. Motion carried.

5. **Approve Minutes of September 21, 2017 Meeting.**

Motion was made by Michelle Griffin to approve Minutes of the September 21, 2017 meeting. Following a second by Norman Sargent, motion carried.

6. **Approve Minutes of October 02, 2017 Meeting.**

Motion was made by Norman Sargent to approve Minutes of the October 02, 2017 meeting. Lisa Jones seconded the motion. Motion carried.

7. **Financial Statements/Approve Expenditures for September, 2017**

Office Manager, Sue Headlee reported on September Financials and Expenditures. The City check for September was \$83,506.53. This was a 17.64% increase from the same month last year. Cash balances, rent, receivables and expenditures were also discussed. Motion was made by Lisa Jones to approve the September Financials and Expenditures. Following a second by Michelle Griffin, motion carried.

The Board reviewed a request from Panhandle Youth Choir for a donation. Norm Sargent made the motion to give the Panhandle Youth Choir \$1,000 for scholarships which was the same amount as given last year. Michelle Griffin seconded the motion. Motion carried..

8. **Discuss and take appropriate action on request for renewal of Brooks Training & Testing, LLC Line of Credit..**

Motion was made by Lisa Jones to renew Brooks Training & Testing, LLC Line of Credit in amount of \$25,000. Motion was seconded by Norman Sargent. Motion carried.

9. **Review and discuss BEDC's existing Real Estate Holdings.**

Jeff Whittington, Program Compliance Manager, reported to the Board that 2730 Huber Ave. is now vacant and needs cleaning and winterizing. Motion was made by Michelle Griffin to authorize Jeff to have the property cleaned and winterized. Following a second by Lisa Jones, motion carried.

Jeff also reported on the 605 Industrial Boulevard property, which is being leased by Veolia, Inc. Lisa Jones made a motion to authorize Jeff to have both properties appraised.. Michelle Griffin seconded the motion. Motion carried.

He also reported on Magic Plains Industrial Association which contracts with the City of Borger for fire and police protection for Industrial Boulevard properties in Carson County. Veolia will be responsible for paying dues for 605 Industrial.

10. **Review and discuss BEDC's existing and future tenant leasing agreements.**

Jeff Whittington reported on current leases to the Board. Motion was made by Michelle Griffin that the BEDC "grandfather" existing leases and going forward, charge new leases at the rate of \$1 (one) dollar per square foot. Lisa Jones seconded the motion. Motion carried.

11. **Consider and take appropriate action to schedule additional monthly meetings.**

Following discussion, the Board decided to continue to have the regular monthly Board meetings on the 2nd Tuesday of the month. Other meetings will be scheduled as needed.

12. **Executive Session-**Pursuant of Vernon's Texas Codes Annotated, Government Code, Title Chapter 551, Section 551.071 (legal), Section 551.072 (property), Section 551.074 (personnel), Section 551.087 (negotiations), the Board will enter into closed Executive Session to discuss the following:

- A. Discuss request for Brooks Training & Testing, LLC for renewal of Line of Credit.
- B. Discuss contemplated legal action for services not rendered for ground sterilization.
- C. Discuss filing Judgment on Blue Creek Mercantile.

- D. Discuss Borger Business Park.
- E. Interview candidate—Edward Hansen.

No action will be taken in Executive session.

13. **Return to Open Session**

14. **Discuss and take appropriate action on request to renew Brooks Training & Testing, LLC Line of Credit.**

This item was discussed and acted upon in Agenda Item #7.

15. **Discuss and take appropriate action on authorizing legal counsel to pursue legal action for services not rendered for ground sterilization.**

The Board decided not to pursue legal action on this matter. The contractor will complete the job.

16. **Discuss and take appropriate action on completing Business Park.**

Following discussion, motion was made by Scott Mills to stop the paving portion of the Business Park and pay D.E. Rice Construction the Retainage Fee that has been held out of invoices paid to-date. Motion was seconded by Lisa Jones. Motion carried.

17. **Discuss and take appropriate action on filing Judgment on Blue Creek Mercantile.**

Following discussion, Norman Sargent made a motion to instruct attorney Daren Brown to file Judgment agreements on Blue Creek Mercantile in the counties of Carson, Dallam, Hansford, Hutchinson, Moore, Potter, Randall, Sherman and Swisher. Lisa Jones seconded the motion. Motion carried.

18. **Adjourn**

Motion to adjourn was made at 3:10 p.m. by Lisa Jones.. Motion was seconded by Michelle Griffin. Motion carried.

President _____
Karl Sosebee

Vice President _____
Michelle Griffin