

BPAP Distribution: The BPAP members were asked to review and contribute to the development of a “Best Practices” Agenda / Notice format for EDO’s. Following is a recommended agenda / notice based of their recommendations.

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**Great City Economic Development Corporation
Agenda and Meeting Notice**

*Notice is hereby given that the following meeting is to take place
on the date and time designated for the purposes identified below.*

Great City Economic Development Corporation

Type of Meeting: Regular Meeting

Date and Time: Tuesday, February 2, 2019, 6:00 p.m.

Location: Grand Hall, 456 Main Street, Great City, Texas 12345

1. Determination of Quorum

1.1. Call to Order

2. Conflict of Interest Declarations

3. Introduction of Guests: Board / Staff introduction of attending guests

4. Announcements: Board / Staff announcements regarding Community events, etc.

4.1. Happy Days Festival

5. Public Forum: Upon recognition by the Chair, persons desiring to address the Board may speak at the podium on any topic **not on the agenda** and not to exceed three (3) minutes in length. Board Members are prohibited from deliberation on any item presented but may recommend placement on a future agenda for discussion.

6. Consent Agenda: All consent Items are considered to be routine and will be enacted by one motion. If requested by a Board Member, any item may be taken off the Consent Agenda by the Chair for individual consideration.

6.1. Approve January 21, 2019 regular meeting minutes of the Great City EDC.

7. Consider and take any action necessary regarding ...item details here

8. Discuss ...item details here

9. Standing Reports

9.1. Financial Report

9.2. Development Activity Report

9.3. MGO Progress Report

10. Topics for Future Meetings: Board / Staff discussion

11. Executive Session: As authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001, the Board may enter into a closed Executive Session at any time concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following.

11.1. Section 551.071 – Consultation with the Board’s attorney

A. Item details here

11.2. Section 551.072 – Deliberation regarding the purchase, exchange, lease or value of real property

11.3. Section 551.074 – Deliberation on personnel matters

11.4. Section 551.087 – Deliberation regarding economic development negotiations

12. Actions Resulting from Executive Session

13. Adjournment

Certification

I certify that this meeting notice was posted as follows:

Date and Time: Wednesday, January 27th, 2019, by 5:00 p.m.

Location: Grand Hall, 456 Main Street, Great City, Texas 22222 (Add URL if you are posting on-line)

Name Here, City Secretary / Executive Director

NOTE: This facility is not wheelchair accessible. Accessible parking is not available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. **Contact:** Name, Phone, Email