

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
501 Procter St., Ste. 100 Port Arthur, Texas
June 1, 2015**

I. CALL TO ORDER

The Board of Directors of the City of Port Arthur Section 4A Economic Development Corporation met in a Regular Meeting on Monday, June 1, 2015. The meeting was called to order at 6:03 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Harold Doucet, Christy Derouen, Langston Adams, Richard Wycoff, William "Bill" McCoy, Pat Holmes, Charlotte Moses, and Carol Wommack

The invocation was given by Charlotte Moses.

The Pledge of Allegiance followed the Invocation

III. MINUTES

April 6, 2015

May 4, 2015

A motion was made by Carol Wommack and seconded by Charlotte Moses to approve the above mentioned minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. **Presentations**

None

2. **Communications**

a. Promotional Inquiries

3. **Speakers**

None

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

1. To discuss the PAEDC Fiscal Year 2015-2016 Budget.
Discussion only.

VII. NON CONSENT AGENDA ITEMS

1. To discuss for possible consideration a letter of intent from Galaxy LNG Support Services for the lease of 500 to 1000 sq. ft. of space at 501 Procter St.
The Board directed staff to move forward with preparing a Lease Agreement with Galaxy LNG Support Services.
2. To discuss for possible consideration the use of the remaining 501 Procter Street project funds approved by the 501 Procter Street, Inc. Board of Directors for tenant build-out/ common area improvements and space for the Building Manager.
A motion was made by Richard Wycoff and seconded by Harold Doucet to approve the use of funds for tenant build out/ common area improvements and space for the building manager. The vote was unanimous. Motion carried.
3. To discuss for possible consideration allowing the City of Port Arthur to use the \$200,000.00 fund allocated for the Entertainment Proposition for fiscal year 2013 – 2014 for improvement to the Pavilion as proposed by the Architect.
A motion was made by Harold Doucet and seconded by Charlotte Moses to approve the use of the funds for improvements to the downtown pavilion. The vote was unanimous. Motion carried.
4. To discuss for possible consideration allocating the Entertainment Proposition funds for fiscal year 2014 – 2015 to the City of Port Arthur for improvement to People's Park as proposed by the Architect in an amount not to exceed \$400,000.00.
A motion was made by Carol Wommack and seconded by Harold Doucet to table this item. The vote was unanimous. Motion carried.
5. To discuss for possible consideration entering into an Economic Incentive Agreement with PURE System International, Ltd.
This item was tabled.
6. To discuss for possible consideration amending the budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015 by \$60,000.00 to cover Professional Services to the PAEDC.
A motion was made by Richard Wycoff and seconded by Carol Wommack to amend the budget to cover professional services. The vote was unanimous. Motion carried.

7. To discuss for possible consideration the Board's use of promotional funds for sponsorships of events. (requested by Bill McCoy)
A motion was made by Langston Adams and seconded by Richard Wycoff to continue the current process being followed for promotional funding. The vote was unanimous. Motion carried.
8. To discuss for possible consideration the Board's Travel/ Per Diem Policy. (requested by Pat Holmes)
A motion was made to follow in line with the City's travel policy. The vote was unanimous. Motion carried.
9. To discuss for possible consideration authorizing the Executive Director to review and authorize changes to the purchase agreement between PAEDC and Clay Development.
A motion was made by Charlotte Moses and seconded by Richard Wycoff to authorize changes to the Purchase Agreement with Clay Development. The vote was unanimous. Motion carried.
10. To discuss for possible consideration the planned projection screen for the exterior of the East wall of the 501 Procter St. EDC building.
A motion was made by Harold Doucet and seconded by Richard Wycoff to table this item. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Marketing & Business Recruitment
2. Employment & Training
3. Business Operations, Retention and Expansion
4. Financial
5. CEO's Report
Sales Tax Trend Report (requested by Richard Wycoff)
4A ED Workshop for Board Members

IX. CLOSED SESSION (EXECUTIVE SESSION)

In Order To Comply With The Requirements Of Chapter 551 (Open Meetings Law) Of The Texas Government Code, Prior To Going Into Closed Meeting The Presiding Officer To The City of Port Arthur Section 4A Economic Development Corporation Board Of Directors Should Make The Following Public Announcement:

"A Closed Meeting or Executive Session Will Be Held Pursuant To the Following Sections of Chapter 551, Texas Government Code,

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation and/ or legal advice.

2. **Section 551.072 Government Code** – To deliberate the purchase, exchange, lease, or value of real property.
3. **Section 551.074 Government Code** – To discuss matters of Personnel.
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
 - a. Pure System International, Ltd.

The Items in Executive Session May Be Discussed and Acted On In Open Session.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS
None

XI. ADJOURNMENT OF MEETING

APPROVED BY THE BOARD OF DIRECTORS ON THE 3rd DAY OF August, 2015



SECRETARY OF THE CORPORATION