

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
501 Procter St., Ste. 100 Port Arthur, Texas  
December 7, 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, December 7, 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, Eli Roberts, Langston Adams, Richard Wycoff, Warren Pena, Pat Holmes, Ingrid West Holmes, and Carol Wommack

The invocation was given by Ingrid West Holmes.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

November 2, 2015

**A motion was made by Richard Wycoff and seconded by Eli Roberts to approve the minutes of November 2, 2015. The vote was unanimous. Motion carried.**

**IV. PETITIONS & COMMUNICATIONS**

**1. Presentations**

1. Michael Pena – Proposal to sale land on West Port Arthur Rd.  
**Ms. Zulema Escobedo was present to speak on behalf of Mr. Pena. Ms. Escobedo came before the Board with an offer to sell approximately 18 acres of land off West Port Arthur Rd at a price of \$16,500 per acre.**

**2. Communications**

1. 116<sup>th</sup> Greater Port Arthur Chamber of Commerce Annual Banquet  
**A motion was made by Carol Wommack and seconded by Pat Holmes to approve sponsorship of the Banquet at the Silver level in the amount of \$750.00. The vote was unanimous. Motion carried.**

3. Speakers  
None

## V. UNFINISHED BUSINESS

1. To discuss for possible consideration the purchase of a 141.2 Acre tract on Jade Avenue north of FM 365 at Market Value as appraised by Cook and Associates, Inc.  
**A motion was made by Harold Doucet and seconded by Richard Wycoff to move this item into Executive Session. The vote was unanimous. Motion carried.**  
**Following Executive Session, a motion was made by Harold Doucet and seconded by Richard Wycoff to approve the purchase of the 141.2 acre tract at a purchase price of \$1,025,250.00 and that closing costs be divided equally between the buyer and seller. The vote was unanimous. Motion carried.**
2. To discuss for possible consideration the Lamar State College Port Arthur Student Housing Project:
  - Presentation of Project Development Plan;
  - Designation of Nautical Affordable Housing, Inc as the non-profit member of Seahawk Landing, LLC;
  - Authorization of \$1,000,000 Conditional Loan/Grant to Nautical Affordable Housing, Inc.; and
  - Authorization of Loan Documents for Conditional Loan/Grant.**A motion was made by Richard Wycoff and seconded by Harold Doucet to approve the above mentioned items as presented. The vote was unanimous. Motion carried.**

## VI. CONSENT AGENDA ITEMS

1. To discuss recommendations for Board of Directors' Economic Development Training.  
**No action taken. Discussion only. Staff will provide the Board with available course schedules.**

## VII. NON CONSENT AGENDA ITEMS

1. Report on the Economic Development Loan/ Grant Agreement between the Port Arthur EDC and Gulf Coast Warehousing.  
**A motion was made by Carol Wommack and seconded by Eli Roberts to proceed with the due diligence as to the need for a possible amendment to the Agreement. The vote was unanimous. Motion carried.**
2. To discuss for possible consideration a proposed Letter of Intent to Lease space on the 3<sup>rd</sup> Floor of 501 Procter.

**A motion was made by Richard Wycoff and seconded by Harold Doucet to approve the proposed Letter of Intent to Lease Space on the 3<sup>rd</sup> floor. The vote was unanimous. Motion carried.**

3. To discuss for possible consideration a request to City Council to place on the City May 2016 election ballot, a proposition adopting a reduction of the City Type 4A tax rate by one-eighth of the one-half percent for the adoption of a local sales and use tax to provide revenue for maintenance and repair of municipal streets for a period of four years.
4. To discuss for possible consideration a request to City Council to place on the City May 2016 election ballot, a proposition adopting a local sales and use tax at a rate of one-eighth to provide revenue for maintenance and repair of municipal streets for a period of four years.

**A motion was made by Carol Wommack and seconded by Richard Wycoff to approve non consent items 3 and 4. The vote was unanimous. Motion carried.**

5. To discuss for possible consideration a request to City Council to place on the City May 2016 election ballot, a proposed 4B Affordable Housing Proposition in an amount not to exceed \$300,000 a year for three years and with an option to renew with a two-third vote from council for an additional three years.

**A motion was made by Langston Adams and seconded by Richard Wycoff to approve the above mentioned action item limited to single dwelling homes and limited to the area identified at the previous Joint City Council and EDC meeting. The vote was 6-2. Motion carried.**

**Ayes**

**Harold Doucet  
Eli Roberts  
Langston Adams  
Richard Wycoff  
Warren Pena  
Ingrid West Holmes**

**Noes**

**Pat Holmes  
Carol Wommack**

6. To discuss for possible consideration amended terms and conditions of the proposed Conditional Loan/Grant Incentive Agreement with Pure Renewables Port Arthur, LLC.

**A motion was made by Richard Wycoff and seconded by Harold Doucet to approve the amended terms and conditions of the proposed Agreement with Pure Renewables, LLC. The vote was unanimous. Motion carried.**

7. To discuss for possible consideration Change Order No. 1 to the Agreement with Allco for Site Grading in the Spur 93 Business Park.

**A motion was made by Richard Wycoff and seconded by Carol Wommack to approve Change Order No. 1. The vote was unanimous. Motion carried.**

8. To discuss for possible consideration approval of a Right of Entry Agreement with Colonial Pipeline Company to allow for a survey to be performed within the Spur 93 Business Park for a potential pipeline project.  
**A motion was made by Harold Doucet and seconded by Eli Roberts to approve a Right of Entry Agreement with Colonial Pipeline Company. The vote was unanimous. Motion carried.**
9. To discuss for possible consideration renewal of the contract with Affordable Lawn & Tractor Service for the Landscaping and Maintenance at the Spur 93 Business Park.  
**A motion was made by Richard Wycoff and seconded by Harold Doucet to approve the renewal of the contract with Affordable Lawn & Tractor Service. The vote was unanimous. Motion carried.**
10. To discuss for possible consideration a 2016 Spring PAEDC Newsletter.  
**A motion was made by Richard Wycoff and seconded by Eli Roberts to approve a Spring Newsletter. The vote was unanimous. Motion carried.**
11. To discuss for possible consideration allocating training funds for Commercial Driver's License Type A training through Lamar State College Port Arthur.  
**A motion was made by Harold Doucet and seconded by Langston Adams to approve a Training Agreement with LSCPA in an amount of \$72,800 for tuition assistance for 40 Port Arthur residents at a cost of \$1,820.00 for each student. The vote was unanimous. Motion carried.**

## VIII. REPORTS

1. Marketing & Business Recruitment Report  
**Report given by Ranoda McClain-Lee**
2. Operational Report  
**Report given by Krystle Muller**
3. Financial Report  
**Report given by Rachel Jacquet**
4. CEO's Report

The Board retired to Executive Session at 7:28 p.m. and reconvened at 7:57 p.m.

## 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.
  - a. **Adjacent property to Spur 93 Business Park**
3. **Section 551.074 Government Code** – To discuss matters of Personnel.
  - a. **EDC Chief Executive Officer Performance Evaluation**
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
  - a. **Lamar State College – Port Arthur Student Housing**
  - b. **Pure Renewables Port Arthur, LLC**

**\*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**

The meeting was adjourned at 8:00 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 12<sup>th</sup> DAY OF January, 2016.

  
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SECRETARY OF THE CORPORATION