

**MINUTES
CITY OF PORT ARTHUR
SECTION 4A ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING
501 PROCTER STREET, STE. 100 PORT ARTHUR, TEXAS 77640
AUGUST 1, 2016**

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, August 1, 2016. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Darrell Anderson, Eli Roberts, Kenneth Marks, Richard Wycoff, Warren Pena, Dallas Smith and Ingrid West Holmes.

The invocation was given by Dallas Smith.

The Pledge of Allegiance followed the Invocation.

III. Minutes

June 6, 2016

July 5, 2016

A motion was made by Eli Roberts and seconded by Dallas Smith to approve the minutes of June 6, 2016 and July 5, 2016. Vote was unanimous. Motion Carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

Mr. Ronald Arrington, Patriot Security EOC
Security Services for 501 Procter

2. Communications

Port Arthur Chamber of Commerce
Leadership Breakfast, August 23, 2016

It was agreed to reserve a table for this event for \$300.

3. Speakers (limited 3 min. ea.)

None

V. UNFINISHED BUSINESS

1. To discuss for possible consideration a First Amendment to the Incentive Agreement with Gulf Coast Warehousing.

A motion was made by Richard Wycoff and seconded by Eli Roberts to approve a First Amendment to the Incentive Agreement with Gulf Coast Warehousing. The vote was unanimous. Motion carried.

VI. CONSENT AGENDA ITEMS

None

VII. NON – CONSENT AGENDA ITEMS

1. To discuss for possible consideration the election and appointment of a new Board Secretary.

A motion was made by Ingrid West Holmes and seconded by Eli Roberts to nominate Dallas Smith for Secretary. The vote was unanimous. Dallas Smith was selected as Secretary of the Corporation.

2. To discuss for possible consideration securing a means of security for 501 Procter Street.

A motion was made by Richard Wycoff and seconded by Darrell Anderson to approve the employment of a Security Officer for 501 Procter Street. The vote was 3 Ayes and 4 Noes. Motion failed.

Ayes

Darrell Anderson

Eli Roberts

Richard Wycoff

Noes

Kenneth Marks

Warren Pena

Dallas Smith

Ingrid Holmes

3. To discuss for possible consideration entering into a Consultant Agreement with Legacy Community Development Corporation for the Affordable Housing Program.

A motion was made by Darrell Anderson and seconded by Eli Roberts to approve entering into a Consultant Agreement with Legacy Community Development Corporation for the Affordable Housing Program. The vote was unanimous. Motion carried.

4. To discuss for possible consideration the build out of the third floor to include a common area and 4 incubator offices.

A motion was made by Darrell Anderson and seconded by Dallas Smith to approve the buildout of the third floor to include a common area and 4 incubator offices. The vote was unanimous. Motion carried.

5. To discuss for possible consideration establishing a market price per square foot for land at the Highway 73 Business Park.

A motion was made by Richard Wycoff and seconded by Eli Roberts to approve establishing a market price of \$1.72 per square foot (\$75,000 per acre) for land at the Highway 73 Business Park. The vote was unanimous. Motion carried.

6. To discuss for possible consideration engaging a landscape architect to design a landscape concept for the entrance of the Jade Avenue Business Park.

A motion was made by Richard Wycoff and seconded by Warren Pena to engage a landscape architect to design a landscape concept for the entrance of the Jade Avenue Business Park. The vote was unanimous. Motion carried.

7. To discuss for possible consideration award of bid for the Life Skills and Basic Financial Training Program.

A motion was made by Richard Wycoff and seconded by Eli Roberts to award the bid for the Life Skills and Basic Financial Training Program to Jireh World Church and Outreach Ministries. The vote was unanimous. Motion carried.

8. To discuss for possible consideration the renewal of the PAEDC Chief Executive Officer's Agreement.

Item was taken into Executive Session.

Following Executive Session, a motion was made by Eli Roberts and seconded by Dallas Smith to approve the renewal of the PAEDC Chief Executive Officer's Agreement with a 5% salary increase. The vote was unanimous. Motion carried.

9. To discuss for possible consideration the renewal of the Professional Service Agreement with Germer PLLC.

A motion was made by Eli Roberts and seconded by Richard Wycoff to approve the renewal of the Professional Service Agreement with Germer PLLC. The vote was unanimous. Motion carried.

10. To discuss for possible consideration signage for the Spur 93 and Jade Avenue Business Parks.

A motion was made by Darrell Anderson and seconded by Richard Wycoff to approve signage for the Spur 93 and Jade Avenue Business Parks. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Marketing & Business Recruitment Report
2. Operational Report
3. Financial Report
4. CEO's Report

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.
 - a. Climate Control Containers
 - b. BOD Environmental
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
 - a. PAEDC Chief Executive Officer Performance Evaluation
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.

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

The Board retired to Executive Session at 8:03 p.m. and reconvened at 9:14 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

Meeting adjourned at 9:16 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 17th DAY OF

 September , 2016

 Della Smith
SECRETARY OF THE CORPORATION