

**MINUTES**  
**City of Port Arthur**  
**Section 4A Economic Development Corporation**  
**Regular Board Meeting**  
**501 Procter Street, Ste. 100, Port Arthur, TX 77640**  
**Monday, February 6, 2017**

**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, February 6, 2017. The meeting was called to order at 6:00 p.m.

**II. ROLL CALL, INVOCATION & PLEDGE**

The following Board Members were present:

**Eli Roberts, Christy DeRouen, Kenneth Marks, Richard Wycoff, Dallas Smith, and Ingrid West Holmes.**

The invocation was given by Dallas Smith.

The Pledge of Allegiance followed the Invocation.

**I. MINUTES**

Regular Meeting, January 10, 2017

**A motion was made by Richard Wycoff and seconded by Kenneth Marks to approve the minutes of the Regular Board Meeting held on January 10, 2017. The vote was unanimous. Motion carried.**

Annual Meeting, January 10, 2017

**A motion was made by Kenneth Marks and seconded by Richard Wycoff to approve the minutes of the Annual Board Meeting held on January 10, 2017. The vote was unanimous. Motion carried.**

**II. PETITIONS & COMMUNICATIONS**

**1. Presentations**

- a. HR Green, landscaping at Jade Avenue Business Park.
- b. Roger Shillow with Conduent.

**2. Communications**

- a. Port Arthur Education Foundation State of Education Luncheon  
Tuesday, February 28, 2017, 11 a.m. – 1 p.m.  
**The Board Members agreed on the purchase of individual tickets for anyone wishing to attend.**

3. Speakers (limited to 3 min. ea.)

III. UNFINISHED BUSINESS

1. To discuss for possible consideration recommendations from the Board sub-committee regarding security services/systems for 501 Procter Street.  
**PAEDC CEO Floyd Batiste requested the installation of panic buttons for each office in lieu of the proposed security system. Richard Wycoff made a motion and there was no second. Motion failed.**

Ingrid Holmes requested to approve the current quote presented by Patriot Security for a Security System. A motion was made by Eli Roberts and seconded by Dallas Smith to approve the quote submitted by Patriot Security. Floyd Batiste requested if the system was to be installed, to please consider a monitor being placed in all offices, in addition to those proposed on the quote. The Board Members agreed to the additional monitors. Ingrid Holmes requested Patriot Security to submit a revised quote including all offices. The vote was:

<u>Yes</u>	<u>No</u>
Eli Roberts	Christy DeRouen
Kenneth Marks	Richard Wycoff
Dallas Smith	
Ingrid Holmes	

With the majority being yes, the vote passed. Motion carried.

IV. CONSENT AGENDA ITEMS

V. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration approving an Entry Monument Design for the Jade Avenue Business Park.  
**A motion was made by Richard Wycoff and seconded by Kenneth Marks to approve the Brick Option with the PAEDC Logo as the Entry Monument Design for the Jade Avenue Business Park. The vote was unanimous. Motion carried.**
2. To discuss for possible consideration entering into an on the job training agreement with Conduent.  
**A motion was made by Richard Wycoff and seconded by Eli Roberts to enter into an On The Job Training agreement with Conduent. The vote was unanimous. Motion carried.**

3. To discuss for possible consideration a letter of intent for an Economic Incentive by Heniff Transportation Systems, LLC.  
**A motion was made by Eli Roberts and seconded by Christy DeRouen to move forward with the Economic Incentive with Heniff Transportation Systems, LLC. The vote was unanimous. Motion carried.**
4. To discuss for possible consideration funding a 5 (five) year, 2017-2022, Training Partnership with PAIG (Port Arthur Industrial Group), PAIG Industrial Service Contractors, City of Port Arthur, Port Arthur Independent School District, Lamar State College Port Arthur, ISTC (Industrial Safety Training Council) and ABC Training for Industrial Training of Port Arthur residents with a commitment of \$250,000 annually.  
**A motion was made by Kenneth Marks and seconded by Eli Roberts to fund a 5 (five) year, 2017-2022, Training Partnership with PAIG (Port Arthur Industrial Group), PAIG Industrial Service Contractors, City of Port Arthur, Port Arthur Independent School District, Lamar State College Port Arthur, ISTC (Industrial Safety Training Council) and ABC Training for Industrial Training of Port Arthur residents with a commitment of \$250,000 annually. The vote was unanimous. Motion carried.**
5. To discuss for possible consideration authorizing the second renewal of the contract with Southeast Texas Building Services for janitorial services at 501 Procter Street, with a projected budget not to exceed \$30,000.00.  
**A motion was made by Kenneth Marks and seconded by Eli Roberts to approve the second renewal of the contract with Southeast Texas Building Services for janitorial services at 501 Procter Street, with a projected budget not to exceed \$30,000.00. The vote was unanimous. Motion carried.**
6. To discuss for possible consideration moving the March Board Meeting from Monday, March 6, 2017 to Monday, March 13, 2017.  
**A motion was made by Kenneth Marks and seconded by Dallas Smith to move the March Board Meeting from Monday, March 6, 2017 to Monday, March 13, 2017. The vote was unanimous. Motion carried.**

## **VI. REPORTS**

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

## **VII. 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** – The discuss matters of Personnel.
  
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
  - a. Retention of a Port Arthur Business

**\*The Items in Executive Session May Be Discussed and Acted On In Open Session\***  
The Board retired to Executive Session at 7:42p.m. and reconvened at 8:23 p.m.

**VIII. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

None

**IX. ADJOURNMENT OF MEETING**

Meeting was adjourned at 8:24 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 13<sup>th</sup> DAY OF

March, 2017.

  
SECRETARY OF THE BOARD