

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES

Regular Board Meeting

501 Procter Street, Ste. 100, Port Arthur, TX 77640

Monday, October 2, 2017

6:00 p.m.

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, October 2, 2017. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

John Chirafis, Kenneth Marks, Dallas Smith, Ingrid West Holmes and David Sticklely.

The invocation was given by Dallas Smith.

The Pledge of Allegiance followed the Invocation.

II. MINUTES

Special Meeting, September 11, 2017

A motion was made by David Sticklely and seconded by Dallas Smith to approve the Special Meeting Minutes, September 11, 2017. The vote was unanimous. Motion carried.

III. PETITIONS & COMMUNICATIONS

1. Presentations

a.

2. Communications

a. Port Arthur Chamber of Commerce Membership Luncheon, Tuesday, October 24, 2017.

The Board agreed to the individual purchase of tickets to the Port Arthur Chamber of Commerce Membership Luncheon, Tuesday, October 24, 2017.

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

IV. UNFINISHED BUSINESS

V. CONSENT AGENDA ITEMS

VI. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration correcting the milestones of the Economic Incentive Agreement with AJ Entertainment LLC.

A motion was made by David Stickley and seconded by Kenneth Marks to approve correcting the milestones of the Economic Incentive Agreement with AJ Entertainment LLC. The vote was unanimous. Motion carried.

2. To discuss for possible consideration the approval of Board Member travel for Sales Tax Training.

A motion was made by Kenneth Marks and seconded by John Chirafis to approve Board Member travel for Sales Tax Training. The vote was unanimous. Motion carried.

3. To discuss for possible consideration entering into a professional service agreement for the screening, assessment, counseling and employment referral of Port Arthur Residents with Southern Staff Solutions LLC.

This item was moved to Executive Session.

Following Executive Session a motion was made by David Stickley and seconded by Kenneth Marks to approve entering into a professional service agreement for the screening, assessment, counseling and employment referral of Port Arthur Residents with Southern Staff Solutions LLC., with the correction of Section I of the Agreement to note: in an amount not to exceed \$133,000. The vote was unanimous. Motion carried.

4. To discuss for possible consideration entering into a Marketing Agreement with KFDM/FOX4/Sinclair Digital.

A motion was made by Kenneth Marks and seconded by Dallas Smith to approve entering into a Marketing Agreement with KFDM/FOX4/Sinclair Digital, utilizing Proposal A. The vote was not unanimous.

Yes

John Chirafis

Kenneth Marks

Ingrid Holmes

Dallas Smith

No

David Stickley

Motion carried.

5. To discuss for possible consideration authorizing the first renewal of the agreement with Joey's Tractor Service for the grass cutting at the Spur 93 Business Park.

A motion was made by Dallas Smith and seconded by Kenneth Marks to approve authorizing the first renewal of the agreement with Joey's Tractor Service for the grass cutting at the Spur 93 Business Park. The vote was unanimous. Motion carried.

6. To discuss for possible consideration authorizing the first renewal of the agreement with Affordable Lawn and Tractor Service for the grass cutting at the Hwy. 73 Business Park.

The motion was made by David Stickley and seconded by Kenneth Marks to approve authorizing the first renewal of the agreement with Affordable Lawn and Tractor Service for the grass cutting at the Hwy. 73 Business Park. The vote was unanimous. Motion carried.

7. To discuss for possible consideration entering into an Economic Retention and Expansion Agreement with Motion Industries.

This item was tabled.

8. To discuss for possible consideration the terms and conditions of an Economic Incentive with AWC.

A motion was made by David Stickley and seconded by John Chirafis to approve the terms and conditions of an Economic Incentive with AWC. The vote was not unanimous.

Yes

John Chirafis
Kenneth Marks
Ingrid Holmes
David Stickley

No

Dallas Smith

Motion carried.

9. To discuss for possible consideration a letter of intent from Parc Enterprise, Inc. for certain infrastructural improvements which will promote or develop new or expanded Business Enterprises.

A motion was made by David Stickley and seconded by Kenneth Marks to approve the consideration a letter of intent from Parc Enterprise, Inc. for certain infrastructural improvements which will promote or develop new or expanded Business Enterprises. The vote was unanimous. Motion carried.

10. To discuss for possible consideration requesting City Council/ City Manager approval for PAEDC to enter into an agreement with ZacTax to provide analytical services for sales tax data.

A motion was made by David Stickley and seconded by John Chirafis to approve requesting City Council/ City Manager approval for PAEDC to enter into an agreement with ZacTax to provide analytical services for sales tax data. The vote was unanimous. Motion carried.

VII. REPORTS

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

VIII. 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.

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

The Board retired to Executive Session at 6:58 p.m. and reconvened at 7:24 p.m.

XI. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XII. ADJOURNMENT OF MEETING

Meeting was adjourned at 7:28 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 6th DAY OF

November, 2017.

Della Smith
SECRETARY OF THE BOARD