

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES

Special Board Meeting

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

Monday, March 19, 2018

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 Special Meeting on Monday, March 19, 2018. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Darrell Anderson, John Chirafis, Michelle Dorsey, Kenneth Marks, Richard Wycoff, Warren Pena, Dallas Smith and David Sticklely

The invocation was given by Michelle Dorsey.

The Pledge of Allegiance followed the Invocation.

III. MINUTES

Regular Meeting Minutes 03-05-2018

A motion was made by John Chirafis and seconded by David Sticklely to approve the Regular Meeting Minutes 03-05-2018. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

2. Communications

Mr. Batiste presented Board Members with information for the upcoming TEDC Mid-Year Conference to be held June 13-15, 2018 in Galveston.

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

V. UNFINISHED BUSINESS

VI. CONSENT AGENDA ITEMS

VII. NON-CONSENT AGENDA ITEMS

1. To discuss for possible reconsideration an Economic Incentive for Infrastructure for Joe's Shopping Plaza.(Requested by Board Member Dallas Smith)
A motion was made by Warren Pena and seconded by Richard Wycoff to approve an Economic Incentive in the amount of \$350,000 for infrastructure for Joe's Shopping Plaza. The vote was unanimous. Motion carried.
2. To discuss for possible consideration cancelling the April PAEDC Board Meeting.
A motion was made by Richard Wycoff and seconded by John Chirafis to approve the cancellation of the April PAEDC Board Meeting. The vote was unanimous. Motion carried.
3. To discuss for possible consideration a Letter of Intent for proposed lease of second floor space at 501 Procter Street, subject to approval of construction plans by Architect Vincent Hauser.
A motion was made by Kenneth Marks and seconded by Dallas Smith to consider a Letter of Intent from Disaster & Humanitarian Services (DHS) for proposed lease of second floor space at 501 Procter Street, subject to approval of construction plans by Architect Vincent Hauser. The vote was unanimous. Motion carried.
4. To discuss for possible consideration a Lease Agreement for second floor office space at 501 Procter Street.
A motion was made by David Stickley and seconded by Richard Wycoff to approve a Lease Agreement for the second floor office space at 501 Procter Street with Disaster & Humanitarian Services (DHS). The vote was unanimous. Motion carried.
5. To discuss for possible consideration authorizing the execution of a right of entry agreement with the property owner at 549 4th Street.
A motion was made by David Stickley and seconded by John Chirafis to approve authorizing the execution of a right of entry agreement with the property owner at 549 4th Street. The vote was unanimous. Motion carried.
6. To discuss for possible consideration conducting an updated Phase I and a Phase II Environmental Assessment of the property located at 549 4th Street.
A motion was made by John Chirafis and seconded by Kenneth Marks to approve conducting an updated Phase I and a Phase II Environmental Assessment of the property located at 549 4th Street in the amount of \$21,800. The vote was unanimous. Motion carried.

7. To discuss for possible consideration approving the submittal of the EDA Grant Application.
A motion was made by Richard Wycoff and seconded by David Stickley to approve the submittal of the EDA Grant Application. The vote was unanimous. Motion carried.
8. To discuss for possible consideration awarding the bid for the entry monument and landscaping for the Jade Ave. Business Park.
A motion was made by John Chirafis and seconded by David Stickley to approve awarding the bid to Dean Builders, Inc. for the entry monument and landscaping for the Jade Ave. Business Park. The vote was unanimous. Motion carried.
9. To discuss for possible consideration approving the down payment assistance for the buyer at 1100 6th Street.
A motion was made by Richard Wycoff and seconded by Dallas Smith to approve the down payment assistance for the buyer at 1100 6th Street. The vote was unanimous. Motion carried.
10. To discuss for possible consideration going out for bid for the EDC Annual Newsletter.
A motion was made by David Stickley and seconded by Kenneth Marks to approve going out for bid for the EDC Annual Newsletter. The vote was unanimous. Motion carried.
- * **Following executive session a Motion was made by David Stickley and seconded by Richard Wycoff to modify the legal agreement with Nathan Rivers for second floor lease space. Tenant requested to amend the agreement in respect to tenant repairs, however; EDC Board Members declined this request. Tenant also requested to modify structure of 2nd Floor office space, the EDC Board Members agreed to the structure change with the understanding the Tenant will return the structure to its original state should Tenant vacate the office space. 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.
- 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. Standard Alloys Engineered Services

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

The Board retired to Executive Session at 6:39 p.m.

The Board reconvened at 7:09 p.m.

Being there were no items for Executive Session the Board moved to adjourn the meeting.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

Meeting was adjourned at 7:14p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 7th **DAY OF**

May **, 2018.**

Dale J. Smith
SECRETARY OF THE BOARD

*Note: Recording error on SD card during audio recording.
Stopped recording during discussion of Non-Consent Item #1.
Copy of complete Video recording is in permanent file.*