

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES
Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, December 3, 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 Regular Meeting on Monday, December 3, 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, Christopher Smith, Kenneth Marks, Dallas Smith, Ingrid Holmes and David Stickley.

The invocation was given by Darrell Anderson.

I. MINUTES

Regular Board Meeting November 5, 2018

A motion was made and seconded to approve the minutes of the November 5, 2018 Regular Board Meeting. The vote was unanimous. Motion carried.

II. PETITIONS & COMMUNICATIONS

1. Presentations

- a. Update Affordable Housing Program

Vivian Ballou, with Legacy Community Development Corp., provided an update of the Affordable Housing Program.

2. Communications

- a. 2019 Economic Forecast Breakfast - January 16, 2019

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

III. UNFINISHED BUSINESS

IV. CONSENT AGENDA ITEMS

V. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration the approval of an Economic Incentive and Purchase Agreement; including a right of first refusal for approximately 12 acres, with Standard Alloy for 22 acres of land at the Spur 93 Business Park.

A motion was made by David Stickley and seconded to approve an Economic Incentive and Purchase Agreement; including a right of first refusal for approximately 12 acres, with Standard Alloy for 22 acres of land at the Spur 93 Business Park. The vote was unanimous. Motion carried.

2. To discuss for possible consideration ratifying the purchase of new PC Workstations for EDC Staff.

A motion was made by David Stickley and seconded to ratify the purchase of new PC Workstations for EDC Staff. The vote was unanimous. Motion carried.

3. To discuss for possible consideration going out for bids for Architectural Services for the renovation of the Port Arthur News Bldg./549 4th Street.

A motion was made and seconded to go out for bids for Architectural Services for the renovation of the Port Arthur News Bldg./549 4th Street. The vote was unanimous. Motion carried.

4. To discuss for possible consideration going out for bids for a Professional Environmental Abatement Services for the removal of asbestos/lead/mold at the Port Arthur News Bldg./549 4th Street.

A motion was made and seconded to go out for bids for a Professional Environmental Abatement Services for the removal of asbestos/lead/mold at the Port Arthur News Bldg./549 4th Street. The vote was unanimous. Motion carried.

5. To discuss for possible consideration forming a RFQ Review Committee for the Request For Quotes for Architectural Services and the Professional Environmental Abatement Services for the Port Arthur News Bldg./549 4th Street.

A motion was made and seconded to form a RFQ Review Committee for the Request For Quotes for Architectural Services and the Professional Environmental Abatement Services for the Port Arthur News Bldg./549 4th Street. The Committee will consist of Ingrid Holmes, Kenneth Marks, and John Chirafis. The vote was unanimous. Motion carried.

6. To discuss for possible consideration approval of the Guidelines and an Agreement with Lamar State College Port Arthur for a 2-year Training Program for Graduating Port Arthur High School Students.

A motion was made by Darrell Anderson and seconded by Dallas Smith to approve the Guidelines and an Agreement with Lamar State College Port Arthur for a 2-year Training Program for Graduating Port Arthur High School Students. The vote was unanimous. Motion carried.

7. To discuss for possible consideration the extension of a Micro-Loan for a Client.

This item was moved to Executive Session. Following Executive Session a motion and second were made to approve the extension of a Micro-Loan for a Client. The vote was unanimous. Motion carried.

8. To discuss for possible consideration making application for an EDA Disaster Recovery Grant.

A motion and second were made to approve making application for an EDA Disaster Recovery Grant. The vote was unanimous. Motion carried.

9. To discuss for possible consideration an amendment to the milestones of the Economic Development Conditional Grant Agreement with Joe's Shopping Plaza, LLC.

A motion was made by Kenneth Marks and seconded by Dallas Smith to approve an amendment to the milestones of the Economic Development Conditional Grant Agreement with Joe's Shopping Plaza, LLC. The amendment being to change the pay out to 40% payment at completion of infrastructure, 30% pay out at receipt of first CO and final 30% pay out at receipt of second CO. 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.
- 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. Discuss Deputy Director Position
- 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 7:02 p.m.

The Board reconvened to the Regular Board Meeting at 8:21 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

Meeting was adjourned at 8:22 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 8th **DAY OF**

January **2019.**

Della Smith
SECRETARY OF THE BOARD