

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES

Regular Board Meeting

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

Monday, August 5, 2019

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, August 5, 2019. 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, Kenneth Marks, Dallas Smith, Ingrid Holmes and Jerry LaBove

The Invocation was given by Darrell Anderson, followed by the Pledge of Allegiance.

III. MINUTES

07-01-2019 Regular Meeting Minutes

A motion was made by John Chirafis and seconded by Kenneth Marks to approve the 07-01-2019 Regular Meeting Minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

2. Communications

- a. Chamber of Commerce Membership Luncheon Tuesday, August 13, 2019

Board Members agreed to purchase a Table for this event at \$300.00

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

V. UNFINISHED BUSINESS

VI. CONSENT AGENDA ITEMS

VI. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration approving a Release of Lien with Reliable Polymer at the Spur 93 Business Park.

A motion was made by John Chirafis and seconded by Jerry LaBove to approve a Release of Lien with Reliable Polymer at the Spur 93 Business Park, with the contingency that the past due Assessment Fees are included with the closing costs. The vote was unanimous. Motion carried.

2. To discuss for possible consideration entering into a Ground Lease Agreement with Motiva Enterprise for approximately 91.7 acres in the Jade Ave. Business Park.

A motion was made by Darrell Anderson and seconded by John Chirafis to approve entering into a Ground Lease Agreement with Motiva Enterprise for approximately 91.7 acres in the Jade Ave. Business Park. The vote was unanimous. Motion carried.

3. To discuss for possible consideration approving recommendations of the Micro Loan Committee.

This item was moved to Executive Session.

Following Executive Session a motion was made by Kenneth Marks and seconded by John Chirafis to approve the recommendations of the Micro Loan Committee; the rate will be a flat 4%, the term will be 1 – 6 years and the distribution will remain unchanged. The vote was unanimous. Motion carried.

4. To discuss for possible consideration going out for bid for Contractor Services for the buildout of the 2nd Floor lease space of 501 Procter Street.

A motion was made by Darrell Anderson and seconded by Kenneth Marks to approve going out for bid for Contractor Services for the buildout of the 2nd Floor lease space of 501 Procter Street. The vote was unanimous. Motion carried.

5. To discuss for possible consideration entering into an Economic Incentive with B&B Ice for approximately .4 acres of land at the Spur 93 Business Park.

A motion was made by Kenneth Marks and seconded by Darrell Anderson to approve entering into an Economic Incentive with B&B Ice for approximately .4 acres of land at the Spur 93 Business Park. The vote was unanimous. Motion carried.

6. To discuss for possible consideration revising the Economic Incentive with Parker Building Supply – USLMB. LLC.

A motion was made by John Chirafis and seconded by Dallas Smith to approve revising the Economic Incentive with Parker Building Supply – USLMB. LLC. The vote was unanimous. Motion carried.

7. To discuss for possible consideration the Second and Final Renewal of the Professional Service Agreement with Germer PLLC, currently effective through October 31, 2019.

A motion was made by Darrell Anderson and seconded by Kenneth Marks to approve the Second and Final Renewal of the Professional Service Agreement with Germer PLLC, currently effective through October 31, 2019. The vote was unanimous. Motion carried.

8. To discuss for possible consideration ratifying Change Order No. 2 to the contract with Dean Builders, Inc.

A motion was made by John Chirafis and seconded by Darrell Anderson to ratify Change Order No. 2 to the contract with Dean Builders, Inc. The vote was unanimous. Motion carried.

9. To discuss for possible consideration approving Change Order No. 1 to the contract with Sitek Omni Services, LLC for asbestos/mold/lead remediation and demolition for 549 4th Street in an amount not to exceed \$21,000.00.

A motion was made by John Chirafis and seconded by Kenneth Marks to approve Change Order No. 1 to the contract with Sitek Omni Services, LLC for asbestos/mold/lead remediation and demolition for 549 4th Street in an amount not to exceed \$21,000.00. The vote was unanimous. Motion carried.

10. To discuss for possible consideration amending the agreement with Sitek Omni Services, LLC to include the removal and disposal of exterior panel and for the removal and disposal of exposed window contaminant in an amount not to exceed \$43,000.00.

A motion was made by Darrell Anderson and seconded by Kenneth Marks to approve amending the agreement with Sitek Omni Services, LLC to include the removal and disposal of exterior panel and for the removal and disposal of exposed window contaminant in an amount not to exceed \$43,000.00. The vote was unanimous. Motion carried.

11. To discuss for possible consideration accepting a bid for the PAEDC Newsletter.

A motion was made by Darrell Anderson and seconded by Kenneth Marks to accept a bid from Classic Forms for the PAEDC Newsletter. The vote was unanimous. Motion carried.

12. To discuss for possible consideration moving the September Board Meeting.

The Board Members elected to move the September Board Meeting to September 9, 2019 due to the Labor Day Holiday falling on September 2, 2019.

VII. REPORTS

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

The Board retired to Executive Session at 7:10 p.m.

The Board reconvened to the Regular Board Meeting at 8:17 p.m.

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.
 - a. **NDC**
 - b. **KLV Ventures**
 - c. **4th Street Property**
3. **Section 551.074 Government Code** – To discuss matters of Personnel.
 - a. **Staffing**
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"**

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

Meeting was adjourned at 8:18 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 9th DAY OF

September, 2019.

D. Smith
SECRETARY OF THE BOARD