



**ORANGE COUNTY
ECONOMIC DEVELOPMENT
CORPORATION**

MINUTES

May 11, 2016

The Board of Directors of the Orange County Economic Development Corporation convened in a Special Meeting at 10:00am, Wednesday, May 11, 2016

Members Present:

Keith Wallace, Port of Orange
Robbie Hood, City of Pinehurst
Mike Stelly, City of West Orange
Judge Brint Carlton, Orange County
Barry Burton, Commissioner Pct. 2

Members Absent:

Jerry Jones, City of Bridge City
Mayor Jimmy Sims, City of Orange
Mike Kunst, City of Vidor
Gene Bouillion, Port of Orange

Others Present:

Alan Sanders, Attorney
Jessica Hill, Executive Director

Official Notice of the meeting detailing the time, date, place and purpose (Agenda), was posted in the Orange County Court house and Orange County Administration Building on May 6, 2016.

1. **Convene Meeting.** Vice President Wallace opened the meeting at 10:03am.
2. **Invocation, Pledge of Allegiance, Roll Call of Directors Present.** Vice President Wallace asked Member Hood to lead the invocation and Vice President Wallace then led the Pledge of Allegiance.
3. **Recognize Guests.** None present
4. **Open the floor to members of the public or of the Board of Directors of the Governing authority for inquiries about a subject not listed on the Agenda.**

Speakers shall be requested to limit their remarks to three (3) minutes or less. Specific factual information, or existing policy, may be stated in response to an inquiry. Any Deliberation or decision about the subject of **the inquirer shall be limited to a proposal to place the subject on the Agenda** for a subsequent Regular or Special Board Meeting.

Member Carlton asked that the Board consider a nominal rent payment to Orange County for office space occupied at 123 S. 6th Street. Attorney Sanders will evaluate the request and make a recommendation to the Board.

5. Minutes for any previous Meeting(s).

Member Stelly made a motion to approve the April 27, 2016 and February 19, 2016 minutes as presented. Motion was seconded by Member Hood. Member Carlton abstained. Motion carried.

6. Financial matters including:

- (A) Financial report.
- (B) Bills for payment

Director Hill presented the invoices for payment as well as a statement of current financial status.

Member Stelly made a motion to approve the financial report as presented. Motion was seconded by Member Hood. Motion carried.

Member Stelly made a motion to approve the outstanding invoices as presented. Motion was seconded by Member Hood. Motion carried.

7. Hotel Occupancy Tax Fund Administration

Director Hill updated the Board on the status of the distribution of Hotel Occupancy Tax Funds including the committee's recommendation to Commissioners Court. There was discussion regarding the cost to administer the program and the associated fees.

Member Stelly made a motion to amend the program funding to include THLA dues, fees and an administrative cost of \$3000. Motion was seconded by Member Hood. Motion carried.

There was discussion regarding the transfer of funds from the County's HOT fund to the OCEDC for distribution. No action was taken.

8. Explore Orange County Magazine

Director Hill reported that the distribution of magazines was still ongoing. Most of the hotels have received magazines but other advertisers have not. The distributor has been paid in order to place accordingly as prescribed in the

contract. There was further discussion regarding the future of the magazine. It was agreed that Director Hill would research other options as a potential replacement for the Explore Orange County Magazine. Director Hill presented the Orange County feature in the Business In Focus magazine as a potential temporary option with Lawton as a suggestion for a longer term solution. A video is a third alternative that was suggested.

No action was taken.

9. Executive Director’s Regular Report

Director Hill updated the Board on ongoing projects and the current status of those discussions.

-----11:30 Recess-----
-----11:38 Reconvene-----

10. Discussion and possible action regarding the establishment of a new membership structure and Board participation.

Three proposals for a new membership structure were presented (attached). Each option was discussed regarding board participation, cost to participate and entity inclusion. Proposal #1 participation was revised to reflect if the per capita rate is less than the Advisory Member rate, the member would be allowed the same benefits of all other per capita members. The existing per capita rate was determined to be \$1.34 for current participating cities.

Member Stelly motioned to approve Proposal #1. Member Burton seconded. Motion carried.

Member Stelly made a motion that the taxable governmental entities per capita fee be \$1.34 and based on the most recent census population. Member Hood seconded. Motion carried.

11. Closed Meeting to Deliberate commercial or financial information that the Governmental Body has received from a business prospect that the Governmental Body seeks to have locate, stay, or expand in or near the territory of the Governmental Body and with which the Governmental Body is conducting economic development negotiations, or to Deliberate the offer of a financial or other incentive to such a business prospect, under Section 551.087 of the Act, regarding any current, confidential OCEDC Projects.

No action

12. Discussion and possible action regarding establishing a new specified meeting schedule, time and location.

No action

- 13. Report by Corporation's Attorney on matters not otherwise included in the Agenda.**

No action

- 14. Set date, time and place of any presently anticipated Special Meeting to be held prior to the next Regular Meeting.**

No action

- 15. Specify changes to the date, time and/or place of one or more particular Regular Session(s) if any of such factors are presently anticipated to be changed from standard Board Policy.**

No action

- 16. Adjourn Meeting.**

Member Stelly motioned to adjourn the meeting. Member Carlton seconded and the meeting was adjourned at 12:20pm.

Keith Wallace, VP President

Barry Burton, Asst. Secretary