



**ORANGE COUNTY
ECONOMIC DEVELOPMENT
CORPORATION**

MINUTES

September 12, 2016

The Board of Directors of the Orange County Economic Development Corporation convened in a Regular Meeting at 3:00pm, Monday, September 12, 2016

Members Present:

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

Members Absent:

Mayor Jimmy Sims, City of Orange
Mike Kunst, City of Vidor

Others Present:

Alan Sanders, Attorney
Jessica Hill, Executive Director
Ida Schossow, Greater Orange Area COC
Mayor Cathy Nagel, City of Pine Forest
Andrew Bourgeois, EKC Auditor
Dr. Stephen Patterson, OISD Superintendent
Shawn Sparrow, The Houseman Companies
Jay Trahan, City of Orange EDC

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 September 8, 2016.

1. **Convene Meeting.** Vice President Burton opened the meeting at 3:07pm.
2. **Invocation, Pledge of Allegiance, Roll Call of Directors Present.** Vice President Burton led the invocation, pledge and roll call.
3. **Recognize Guests.**
Ida Schossow, Greater Orange Area COC
Mayor Cathy Nagel, City of Pine Forest
Andrew Bourgeois, EKC Auditor
Dr. Stephen Patterson, OISD Superintendent
Shawn Sparrow, The Houseman Companies
Jay Trahan, City of Orange EDC
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.

Jay Trahan reminded those in attendance of the Tunnel Boat Races and the concert to take place September 17th. He invited all to participate.

5. **Minutes for any previous Meeting(s).**

Minutes of the previous meeting were reviewed for June and August. Member Stelly motioned to approve both meeting minutes. Member Jones seconded and the motion carried.

6. **Financial matters including:**

Andrew Bourgeois of Edgar Kiker & Cross presented the 2015 audit. EKC offered a clean opinion with no areas of concern, and no significant findings. The separation of responsibilities, including check signing and financial reporting, was advised. Member Bouillion motioned to approve the audit report. Member Wallace seconded and the motion carried.

Director Hill presented the current financial report with no discussion. Member Hood motioned to approve the financial report. Member Jones seconded and the motion carried.

Director Hill presented the bills for payment and expenses for the month of August. Vice President Burton motioned to approve the payment of bills. Member Hood seconded and the motion carried.

Director Hill presented the 2017 amended budget with clarification on how membership dues are outlined. Member Stelly made a motion to approve the 2017 budget. Member Hood seconded and the motion carried.

Director Hill presented the 2017 Travel and Training Budget for approval. The T&T budget is an anticipated outline of events and conferences to attend in the 2017 fiscal year. Member Jones motioned to approve the training and travel. Member Bouillion seconded and the motion carried.

7. **Discussion and possible action approving the updated governing documents**

EDC Attorney Sanders presented the updated governing documents, By laws and interlocal agreement, for discussion. After a lengthy discussion regarding board member limits, quorums and proxies, President Carlton entered a motion to approve the documents and amend the board limit to 25 with a minimum quorum of 7. Member Stelly seconded the motion. The motion carried.

Attorney Sanders noted that the by-laws need to be approved by the Commissioners Court as well as the interlocal agreement with sponsoring entities.

8. **Discussion and possible action approving the new membership application and approval process**

No action was taken.

9. **Executive Director's Regular Report.**

Mrs. Hill gave a detailed pipeline report on the status of industrial projects still considering properties in Orange County. She updated the Board on the status of Savage Inland Marine and ongoing conversations had with their corporate team. The EDC has acted as a liaison to taxing entities and community groups in an effort to evaluate the feasibility of the project. Director Hill reminded the Board about the strategic planning sessions scheduled for September 20th and 22nd, and encouraged everyone to attend one of the sessions.

10. **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 Taken

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

No action

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

No action

13. **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

14. **Adjourn Meeting.**

Member Stelly motioned to adjourn. Vice President Burton seconded. Motion passed.

Meeting was adjourned at 4:41pm

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