

**MINUTES**  
**CITY OF PORT ARTHUR SECTION 4A**  
**ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING**  
**4173 39<sup>th</sup> Street, Port Arthur, Texas**  
**July 13, 2009**

**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, July 13, 2009. The meeting was called to order at 6:00 p.m.

**II. ROLL CALL, INVOCATION & PLEDGE**

The following Board Members were present:

Carolyn Guillory, Doris Cruse-Green, Roosevelt Petry, Kaprina Frank, Richard Wycoff, Keith Daws, and Eli Roberts.

The invocation was given by Doris Cruse-Green.

The Pledge of Allegiance followed the invocation.

**III. MINUTES**

June 29, 2009

A motion was made by Keith Daws and seconded by Kaprina Frank to approve the minutes of June 29, 2009. The vote was unanimous. Motion carried.

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

**1. Abraham Manufacturing – Win Richard**

Mr. Richard came before the board to express his gratitude for the Board's patience with his business in making payments toward his loan agreement. He explained that his business suffered a loss of \$500,000 due to Hurricane Ike. He states he should have 25 full time employees by this time next year.

**2. Frank Fields Educational School – Gert Bernard-Frank & Dr. Sophia Davis-Fields**

Ms. Frank and Dr. Fields came before the board to request assistance in the amount of \$70,000 for the training of 280 students. They state to be a fully accredited private school that provides a 24 credit curriculum in order to obtain high school diplomas for adults. Their program would be housed at the HOPE Center in Port Arthur.

### **C. SPEAKER**

#### **1. Commissioner Michael Sinegal**

Commissioner Sinegal spoke in support of the Frank Fields Educational School

### **PRESENTATIONS (continued)**

#### **3. Cornerstone Media – Larry O'Keefe**

Mr. O'Keefe presented an example of the previous tape made for the EDC in order to promote Port Arthur. The Board instructed staff to move forward with the updating of the promotional video.

#### **4. Tide Wind Alliance – Lael Alexander & Ken Matthews**

Mr. Alexander came before the Board to introduce his company and to request endorsement or support from the EDC for the creation of a 50 megawatt facility in Port Arthur that would create alternative energy. They are looking to possibly locate this facility at the former Port Drum Site, a once declared Brownfields site. Mr. Alexander states that the City would benefit from a 1.6 or 1.7 million dollar rebate if they would float a 56 billion dollar bond for the project. As another Build America Project, Tide Wind would like to also use alternative energy to power the entire Port Arthur Industrial Park. They are also interested in bringing a textile facility to the Business Park that would qualify for a New Market Tax Credit.

### **B. COMMUNICATIONS**

#### **1. Golden Triangle Minority Business Council, Inc. – "Buyer-Supplier-Fest" & Tabletop Exhibit**

**The Board decided not to participate as the date for the function was too close for preparations.**

#### **2. Lamar Institute of Technology – Salute to the Real American Heroes**

**The Advertising Committee will review this communication and bring their recommendations back to the Board.**

#### **3. Streeter Trucking – Letter of Intent**

**Board instructed staff to move forward with this application as a Grow Port Arthur Loan.**

#### **4. Amateur Sports Promotion – Memorial Titans Sports Calendar**

**This does not qualify for participation by the EDC as it is not a local company.**

#### **5. Memorial High School – Advertisement in Football Game Programs**

**The Advertising Committee will review this communication and bring their recommendations back to the Board.**

**V. UNFINISHED BUSINESS**

1. To discuss and define goals and performance objectives for the CEO, for which the Board determines necessary in attainment of the Board's Policy Objectives.  
**This item was tabled.**
  
2. To discuss and consider the possible awarding of a scholarship to a Port Arthur graduating senior.  
**A motion was made by Richard Wycoff and seconded by Doris Cruse-Green to approve the EDC awarding a scholarship to a Port Arthur Graduating Senior. The vote was unanimous. Motion carried.**
  
3. To discuss and consider approving an amended Incentive Agreement between PAEDC and Reliable Polymer Services.  
**A motion was made by Keith Daws and seconded by Kaprina Frank to approve the amending of the Incentive Agreement with Reliable Polymer Services. The vote was unanimous. Motion carried.**
  
4. To discuss and consider the transfer of property from Camellia Plaza to GW Innovations.  
**This item was removed.**

**VI. CONSENT AGENDA ITEMS**

1. To discuss and consider approving invoices from Arceneaux & Gates Consulting Engineers, Inc.

<b>Invoice #</b>	<b>Amount</b>	<b>Pertaining to:</b>
12249	<b>\$4,962.00</b>	Design & Construction of New Roadways – Business Park, Phase II
12450	<b>\$810.00</b>	Development of a 7.3 Acre Site on Hwy. 73
<b>Total</b>	<b>\$5,772.00</b>	

2. To discuss and consider approving an invoice in the amount of \$6,000 from the National Development Council for Technical Assistance rendered for the period: June 1- 30, 2009.

**A motion was made by Keith Daws and seconded by Richard Wycoff to approve Consent Items 1 & 2. The vote was unanimous. Motion carried.**

3. To discuss and consider approving an invoice in the amount of \$30,000 from the International Economic Development Council for the Port Arthur Downtown Revitalization Strategy.

**A motion was made by Keith Daws and seconded by Richard Wycoff to approve Consent Item 3. The vote was unanimous. Motion carried.**

**VII. NON-CONSENT AGENDA ITEMS**

1. To discuss and consider re-sponsoring the Regional Economic Development Initiative (REDI) in the amount of \$3,000 to the Southeast Texas Economic Development Foundation, Inc.  
**A motion was made by Richard Wycoff and seconded by Kaprina Frank to re-sponsor REDI in the amount of \$3,000. The vote was unanimous. Motion carried.**
  
2. To discuss and accept the Final Report of the Downtown Revitalization and Implementation Strategy by the International Economic Development Corporation (IEDC).  
**A motion was made by Keith Daws and seconded by Doris Cruse-Green to accept the Final Report by IEDC on the Downtown Revitalization & Implementation Strategy. The vote was unanimous. Motion carried.**
  
3. To discuss and make recommendations to City Council for the proposed members of the Downtown Revitalization Organization (DRO) as proposed by IEDC.  
**Two Board Member nominations were made; Kerry Thomas and Keith Daws.**  
**A vote was taken for the final Board Member nomination.**

<u>Kerry Thomas</u>	<u>Keith Daws</u>
Wycoff	Daws
Frank	Cruse-Green
Roberts	
Petry	

  
**The final EDC nominations are as follows:**  
**EDC Board Member – Kerry Thomas**  
**Industry - Morris Carter, Verna Rutherford, Vicky Derese**
  
4. To discuss and consider approving annual payment to Triangle Waste Properties, LP under the Economic Incentive & Loan Agreement entered into on April 7, 2006.  
**A motion was made by Richard Wycoff and seconded by Doris Cruse-Green to approve the 4<sup>th</sup> payment of \$100,000 to Triangle Waste. The vote was unanimous. Motion carried.**
  
5. To discuss and consider approving the first of three draws to Orbital Insulation Corp. for work completed on improvements to the building.  
**A motion was made by Roosevelt Petry and seconded by Doris Cruse-Green to approve the first draw to Orbital Insulation. The vote was unanimous. Motion carried.**
  
6. To discuss and authorize the awarding of a Landscape Maintenance Contract for the Spur 93 Business Park.  
**A motion was made by Kaprina Frank and seconded by Roosevelt Petry to award the Landscape Maintenance Contract for the Spur 93 Business Park to Lloyd Christian. The vote was unanimous. Motion carried.**

7. To discuss and consider authorizing a grant of \$250,000 from the Downtown Revitalization Program Funds toward the construction costs of \$3,000,000 for new construction of the Port Arthur Housing Authority's Administration Building subject to Neighborhood Stabilization Program (NSP) Grant Part 2 funding through the City of Port Arthur.  
**A motion was made by Kaprina Frank and seconded by Roosevelt Petry to authorize a grant in the amount of \$250,000 to the Port Arthur Housing Authority subject to the NSP 2 Grant approval. The vote was unanimous. Motion carried.**
  
8. To discuss and authorize the Board of Directors spending \$1,000,000 toward the purchase or renovation of a new EDC office building in the downtown revitalization target area subject to NSP 2 funding through the City of Port Arthur.  
**A motion was made by Richard Wycoff and seconded Roosevelt Petry to spend \$1,000,000 toward the purchase or renovation of an office building for the use of the EDC in the downtown area subject to the NSP 2 Grant approval. The vote was unanimous. Motion carried.**
  
9. To discuss and authorize payment of \$100 to help pay for the NSP 2 Grant Application with the City of Port Arthur.  
**A motion was made by Keith Daws and seconded by Richard Wycoff to approve payment of \$100 to help pay for the application fee for the NSP 2 Grant application. The vote was unanimous. Motion carried.**

#### **VIII. REPORTS**

1. **CEO's Report**
  1. EDC Monthly Financial Update  
**Ms. Staley gave the Board an update as to the EDC Financials.**

#### **IX. CLOSED SESSION (EXECUTIVE SESSION)**

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
  - a. Service Zone/ Sitel
  - b. Lange Brothers, Inc.
  
2. **Section 551.072 Government Code** – To discuss the value of land at the City of Port Arthur Section 4A Economic Development Corporation Spur 93 Business Park.
  - a. Tide Wind Alliance Corp.
  - b. Motiva
  
3. **Section 551.072 Government Code** – To discuss the value of land at the Hwy 73 Business Park.

**4. Section 551.087 Government Code – To discuss Incentives for EDC Prospects.**

**The Board retired to executive session at 8:02 p.m. to discuss the above mentioned items, and reconvened at 9:10 p.m.**

The Board acted on the following items:


**A motion was made by Kaprina Frank and seconded by Richard Wycoff to pull down the foreclosure notice on Abraham Manufacturing for now subject to Abraham meeting all covenants on the Loan Agreement and it is also required that Abraham must provide a 12 month paid up insurance policy. The vote was unanimous. Motion carried.**

**A motion was made by Kaprina Frank and seconded by Doris Cruse-Green to approve a request from Lange Brothers, Inc. to extend his time to build his building in the Spur 93 Business Park for an additional 18 months. The vote was unanimous. Motion carried.**

**X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**  
None

**XI. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Richard Wycoff and seconded by Doris Cruse-Green. It was adopted unanimously. The meeting was adjourned at 9:18 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 27<sup>th</sup> DAY OF July, 2009.  
  
SECRETARY OF THE CORPORATION