

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
April 1, 2013**

**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, April 1, 2013. The meeting was called to order at 6:04 p.m.

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

The following Board Members were present:

Ransom Howard, Aletha Kirkwood, Roosevelt Petty, Dwight Wagner, Richard Wycoff, Pat Holmes, and Eli Roberts

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

March 11, 2013

January 8, 2013 Annual Meeting – Amended

**A motion was made by Eli Roberts and seconded by Roosevelt Petty to approve the above mentioned minutes. The vote was unanimous. Motion carried.**

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

1. Floyd Marceaux, Rotary Club of Port Arthur – Tribute to Industry Banquet  
**Not Present**

**B. COMMUNICATIONS**

1. PA Chamber of Commerce – Meet the Mayoral and City Council Candidates Luncheon  
**The Board took action under Non-Consent Item 10.**
2. Texas Economic Development Council – Response to Proposed Legislative Bills.  
**A motion was made by Roosevelt Petty and seconded by Eli Roberts to send a response letter presented by staff to the respective legislative representatives as a response to a letter from the Texas Economic Development Council in regards to the PAEDC's proposed legislative bills.**

Councilman Harold Doucet also gave his interpretation as to the meeting held in Austin that led to the letter from the Texas Economic Development Council in order to make the EDC board members better aware to make a decision.

**C. SPEAKERS**

None

**V. UNFINISHED BUSINESS**

1. To discuss for possible consideration entering into an Economic Incentive Agreement with ESP Structure & Piping Solutions, LLC.  
**A motion was made by Eli Roberts and seconded by Ransom Howard to approve an incentive in the amount of \$269,210 with the commitment to hire 19 additional workers. The vote was unanimous. Motion carried.**

**VI. CONSENT AGENDA ITEMS**

None

**VII. NON-CONSENT AGENDA ITEMS**

1. To discuss for possible consideration the presentation and acceptance of a letter of resignation of Don Page from the Board of Directors.  
**A motion was made by Roosevelt Petry and seconded by Eli Roberts to accept the resignation letter of Don Page. The vote was unanimous. Motion carried.**
2. To discuss for possible consideration the election of a President and such additional officers, as necessary, for the Board of Directors.  
**A motion was made by Eli Roberts and seconded Roosevelt Petry to table this item. The vote was unanimous. Motion carried.**
3. To discuss for possible consideration approving an Economic Development Incentive Agreement with Gulf Coast Warehousing.  
**This item was taken into executive session.**
4. To discuss for possible consideration an amendment to the Economic Incentive Agreement with Coastal Industrial Services.  
**A motion was made by Ransom Howard and seconded by Eli Roberts to become subordinate lien holders to the National Development Council/ Small Business Administration in the GPAF loan to Coastal Industrial. The vote was unanimous. Motion carried.**
5. To discuss for possible consideration a Parks Improvement Project Request from the Port Arthur American Little League, Inc.  
**A motion was made by Ransom Howard and seconded by Roosevelt Petry to request City Council to approve the**

**improvements to Pioneer Park requested by the Port Arthur American Little League with the City's commitment to maintain the park. The vote was unanimous. Motion carried.**

6. To discuss for possible consideration approving the close out of the Economic Incentive Contract with Team Industries.  
**A motion was made by Richard Wycoff and seconded by Roosevelt Petry to approve the close of contract with Team Industries. The vote was unanimous. Motion carried.**
7. To discuss for possible consideration approving a quote for security cameras to secure the current EDC office building.  
**A motion was made by Richard Wycoff and seconded by Eli Roberts to accept the quote submitted by Triangle Fire & Security. The vote was unanimous. Motion carried.**
8. To discuss for possible consideration approving a quote for the printing and mail-out of the EDC Bi-Annual Newsletter.  
**A motion was made by Richard Wycoff and seconded by Ransom Howard to accept the quote submitted by Cheval Noir Media. The vote was unanimous. Motion carried.**
9. To discuss for possible consideration a budget amendment for the additional professional service fees for 501 Procter St.  
**A motion was made by Ransom Howard and seconded by Richard Wycoff to approve a budget adjustment of an additional \$600,000 for the pre-work for the renovation of 501 Procter Street. The vote was unanimous. Motion carried.**
10. To discuss for possible consideration a recommendation from the Advertising Committee as to the April Chamber of Commerce Luncheon.  
**A motion was made by Ransom Howard and seconded by Dwight Wagner that Board Members be allowed to attend the luncheon individually with tickets being purchased by the EDC. The vote was 5 to 2. Eli Roberts and Roosevelt Petry voted no. Motion passed.**  
**Roosevelt Petry requested it be recorded in the minutes that he feels tax payer's dollars should not be spent on this type of event.**
11. To discuss for possible consideration a recommendation from the Advertising Committee as to purchasing an ad space through the Juneteenth Celebration.  
**A motion was made by Roosevelt Petry and seconded by Eli Roberts to table this item. The vote was unanimous. Motion carried.**

## VIII. REPORTS

1. Monthly Financial Update  
**Carmelia Staley updated the Board as to current EDC budget.**
2. Budget Workshop  
**Ms. Staley will send the board an email for a preferred date to hold the 1<sup>st</sup> Budget Workshops for Fiscal Year 2013-2014.**
3. Marketing Report – Ranoda McClain-Lee
  - a. Website  
**Planned enhancements to allow for the manipulation of the web page by the EDC.**
  - b. Spur 93 Business Park Sign  
**A new sign with enhancements will replace the current sign advertising the Park.**  
**Ms. McClain-Lee also reported that she will be attending the Marketing Training through the International Economic Development Council in San Antonio later this week.**
4. Report on PAEDC Proposed Legislative Bills  
**This item was covered earlier under Communications**
5. Quarterly Project Status Report  
**Floyd Batiste and Precilla Reeves gave the Board an update as to the status of our current clients.**
6. Bylaws Committee Report  
**Dwight Wagner reported that the committee has been working on forming suggested changes to the current bylaws. One of them being the length of office terms, a second suggestion regarding the residency of board members including their homes or business, and several other suggestions. They plan to meet again to further discuss the amendments.**

## IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation and/ or legal advice.
  - a. Hernandez & Solis
  - b. Port Arthur Housing Authority
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. CEO Evaluation
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
  - a. ESP Structure & Piping Solutions, LLC.
  - b. Coastal Industrial
  - c. B&B Ice, Inc.

**The Board retired to executive session at 7:58 p.m. to discuss the above mentioned items, and reconvened at 8:28 p.m.**

**X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

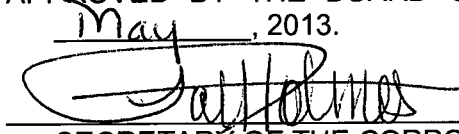
**Dwight Wagner** – requested that Dr. Thigpen of Parks & Recreation be contacted to re-submit the City’s proposal for the use of the 4A funds approved by the Propositions passed in 2012, using the correct format for proposals to be approved by the EDC Board.

**Floyd Batiste** – Reminded the Board to consider attending the Basic Economic Development and the Strategic Planning Courses for those who had not yet attended. Krystle Villarreal will send out a schedule of upcoming courses.

**XI. ADJOURNMENT OF MEETING**

The meeting was adjourned at 8:36 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 6<sup>th</sup> DAY OF May, 2013.

  
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SECRETARY OF THE CORPORATION