

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
May 6, 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, May 6, 2013. The meeting was called to order at 6:05 p.m.

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

The following Board Members were present:

Ransom Howard, Aletha Kirkwood, Roosevelt Petry, Dwight Wagner, Richard Wycoff, Pat Holmes, Kaprina Frank, and Eli Roberts

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

April 1, 2013

April 19, 2013 Special Meeting

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

**IV. PETITIONS & COMMUNICATIONS**

**1. Presentations**

- a. **Floyd Marceaux, Rotary Club of Port Arthur** – Requesting partnership in their Gala recognizing local Industry.  
A committee was formed comprised of Rotary Club Members and EDC Board Members to discuss the parameters to enter into an agreement. The EDC Committee members being: Roosevelt Petry, Pat Holmes, and Ransom Howard. The Rotary Club Committee Members being: Floyd Marceaux, George Newsom, Mark Porterie, and Dr. Sam Monroe.  
A date to hold the first committee meeting will be set later.

**2. Communications**

- a. **PA Chamber of Commerce – Meet the Congressman Randy Weber Leadership Breakfast**  
The EDC will purchase individual tickets for those interested in attending the event.

3. **Speakers**

None

**V. UNFINISHED BUSINESS**

1. To discuss for possible consideration the election of a President and such additional officers, as necessary, for the Port Arthur Economic Development Corporation Board of Directors.

**A nomination was made by Eli Roberts and seconded by Roosevelt Petry to nominate Kaprina Frank as President of the Board of Directors. There were no other nominations. Kaprina Frank accepted the position of President.**

**A nomination was made by Roosevelt Petry to nominate Eli Roberts as Vice President.**

**A nomination was made by Dwight Wagner to nominate Ransom Howard as Vice President.**

**The vote was as follows:**

<b><u>Eli Roberts</u></b>	<b><u>Ransom Howard</u></b>
<b>Kaprina Frank</b>	<b>Dwight Wagner</b>
<b>Aletha Kirkwood</b>	<b>Ransom Howard</b>
<b>Roosevelt Petry</b>	
<b>Eli Roberts</b>	
<b>Richard Wycoff</b>	
<b>Pat Holmes</b>	

**Eli Roberts accepted the position of Vice President.**

2. To discuss for possible consideration a recommendation from the Advertising Committee as to purchasing an ad space through the Juneteenth Celebration.

**This item was removed as the organization expressed they were no longer interested in seeking support from the EDC.**

**VI. CONSENT**

1. To discuss for possible consideration approving the PAEDC Newsletter in its final form.

**A motion was made by Eli Roberts and seconded by Richard Wycoff to approve with corrections to the Board of Directors. The vote was unanimous. Motion carried.**

**VII. NON-CONSENT AGENDA ITEMS**

1. To discuss for possible consideration the City of Port Arthur Parks Improvement Project Request for PAEDC 4B funds.
  - a. Project 101 – Martin Field

- b. Project 102 – County Park
- c. Project 103 – Sgt. Lucian Adams Park
- d. Project 104 – City Parks

**A motion was made by Roosevelt Petry and seconded by Dwight Wagner to approve submitting recommendation to the City Council to award \$70,000 to Project 101, \$110,000 to Project 102, and \$100,000 to Project 103 of the Proposition funds for Parks & Recreation. The vote was unanimous. Motion carried.**

2. To discuss for possible consideration engaging the engineering services of Arceneaux & Gates a Burrow Global Company to develop a preliminary set of paving plans and utilize that information to develop a grading plan to eliminate water ponding behind Wilfire Tyco and between B&B Ice and the existing pipeline easement along Morris Carter Dr. in an amount not to exceed \$62,000.

**A motion was made by Richard Wycoff and seconded by Roosevelt Petry to approve engaging the services of Arceneaux & Gates. The vote was unanimous. Motion carried.**

3. To discuss for possible consideration collecting bids for the placement of fill that would eliminate water ponding behind Wilfire Tyco and between B&B Ice and the existing pipeline easement and along Morris Carter Dr. northeast of the pipeline corridor.

**A motion was made by Roosevelt Petry and seconded by Richard Wycoff to approve collecting bids for the placement of fill. The vote was unanimous. Motion carried.**

4. To discuss for possible consideration approving Change Order No. 1 to the Abatement Contract for asbestos, lead, and mold with R.L. Abatement at 501 Procter Street.

**A motion was made by Roosevelt Petry and seconded by Ransom Howard to approve Change Order No. 1. The vote was unanimous. Motion carried.**

5. To discuss for possible consideration selecting and negotiating a contract for the Pre-Development Construction services at 501 Procter Street.

**A motion was made by Ransom Howard and seconded by Aletha Kirkwood to approve negotiating a contract with Spawglass for the Pre-development Construction at 501 Procter Street. The vote was unanimous. Motion carried.**

**A motion was made by Roosevelt Petry and seconded by Eli Roberts to rescind the previous motion. The motion failed.**

6. To discuss for possible consideration creating and naming a Texas Not for Profit Corporation for 501 Procter Street.

**A motion was made by Richard Wycoff and seconded by Dwight Wagner to approve naming of the Not for Profit Corporation 501 Procter Street, LLC as recommended by the EDC Attorney. The vote was unanimous. Motion carried.**

7. To discuss for possible consideration naming the following members to the Board of Directors of the Not for Profit Corporation for 501 Procter Street:
  1. EDC President
  2. EDC Vice President
  3. EDC Secretary
  4. \_\_\_\_\_
  5. \_\_\_\_\_

**A motion was made by Roosevelt Petry and seconded by Eli Roberts to appoint Debora Scott and Michael Sinegal to serve on the Board of Directors in positions 4 and 5 and to accept the other members as recommended above. The vote was unanimous. Motion carried.**
8. To discuss for possible consideration approving the Fiscal Year 2013-2014 EDC Budget.  
**No action taken. A budget workshop will be held on May 18<sup>th</sup>.**
9. To discuss for possible consideration approving a commercial/ billboard advertisement in the Houston market.  
**A motion was made by Roosevelt Petry and seconded by Richard Wycoff to approve a billboard advertisement in the Houston Market. The vote was unanimous. Motion carried.**
10. To discuss for possible consideration a sponsorship of the World Trade 100's 3<sup>rd</sup> Annual "Logistics Development Forum".  
**A motion was made by Ransom Howard and seconded by Richard Wycoff to approve sponsorship of the Annual Logistics Development Forum. The vote was unanimous. Motion carried.**

## VIII. REPORTS

1. Monthly Financial Update  
**Ms. Staley gave an update as to the EDC financials.**
2. B&B Ice Property Closing  
**Mr. Batiste reported the Closing of the sale of Property to B&B Ice is complete.**
3. 501 Procter Street
  - Dan Ward, Total Safety – Abatement Progress  
**Mr. Ward reported that the abatement is 50% complete. Floors 1 – 3 will be done by June 9<sup>th</sup>. Water has been pumped out of the basement and an assessment of the pipes for asbestos is being done.**
  - Vince Hauser, Haddon + Cowan – Architectural Progress  
**Mr. Hauser gave a Power Point Presentation. A walkthrough for the Board will be available in June.**
  - Murphy Cheatham, NDC – Project Overview  
**Mr. Cheatham gave an update as to the project progress as a whole and discussed the New Market Tax Credit the EDC will be applying for.**
4. Proposed Legislative Update  
**Mr. Batiste informed the Board that the Legislative proposals are currently being voted on in the House and the Senate.**

5. Update on EDC Five Year Plan  
**Ms. Staley updated the Board on the current status of progress on the Five Year Plan.**
6. Bylaws Committee Report  
**Mr. Wagner gave an update as to the discussions the sub-committee has had, such as the election process. No decisions have been made.**
7. EDC Website  
**Mrs. Lee provided the Board with the web address for the new website that is still in progress.**

#### **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.
  - a. Hernandez & Solis
- 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
  - b. Staff Compensation
- 4. Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
  - a. ESP Structure & Piping Solutions, LLC.

**\*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**

The meeting was adjourned at 9:38 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 3<sup>rd</sup> DAY OF

June ~~May~~, 2013  
K.V.M.

  
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SECRETARY OF THE CORPORATION