

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
January 14, 2014**

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 Tuesday, January 14, 2014. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Aletha Kirkwood, Christy Derouen, Langston Adams, Richard Wycoff, Shad Wise, Pat Holmes, Kaprina Frank, and Carol Wommack

The invocation was given by Carol Wommack.

The Pledge of Allegiance followed the Invocation

III. MINUTES

December 2, 2013

A motion was made by Carol Wommack and seconded by Richard Wycoff to approve the minutes of December 2, 2013. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

1. Freese & Nichols – City of Port Arthur Infrastructure Program
Mr. Shad Comeaux of Freese & Nichols and Mr. Ron Burton of the City of Port Arthur Planning Department were present to explain the program and the roles of Freese & Nichols, the City and the EDC. The program is initially focused on the Downtown Improvement areas.

2. Communications

1. Attorney Guy Goodson – Thank You Note
2. Small Business Development Center – Thank You Note
3. Chamber of Commerce Annual Banquet
A motion was made by Carol Wommack and seconded by Aletha Kirkwood to approve sponsorship of the Chamber's Banquet at the

Gold Level in an amount of \$1,000. The vote was unanimous. Motion carried.

4. **MLK Support Group Annual Breakfast**
A motion was made by Richard Wycoff and seconded by Pat Holmes to approve sponsorship of the MLK Brunch at the bronze level in amount of \$2,000. The vote was unanimous. Motion carried.

3. **Speakers**
None

V. UNFINISHED BUSINESS

1. To discuss for possible consideration a Letter of Intent submitted by BOD Environmental.
A motion was made by Richard Wycoff and seconded by Pat Holmes to approve the letter of intent and moving forward with the full application process with BOD Environmental. The vote was unanimous. Motion carried.
2. To discuss for possible consideration a Parks Improvement Request by the City of Port Arthur Parks & Recreation Department.
A motion was made by Richard Wycoff and seconded by Shad Wise to table this item until further information has been sent by the City Parks & Recreation Department. The vote was unanimous. Motion carried.

VI. CONSENT AGENDA ITEMS

1. To discuss requesting the Port Arthur City Council place on the May ballot a reduction of 4A Sales Taxes by one eighth (1/8) and requesting the City Council create a 4B with the reduced 1/8 Sale Taxes.
A motion was made by Carol Wommack and seconded by Pat Holmes to remove this item. The vote was unanimous. Motion carried.

VII. NON CONSENT AGENDA ITEMS

1. To discuss for possible consideration funding the City of Port Arthur Infrastructure Program for fiscal year 2013 - 2014.
A motion was made by Richard Wycoff and seconded by Carol Wommack to approve the funding of the City of Port Arthur Infrastructure Program in the amount of 1.5 million dollars. The vote was 5-3. Motion passed.

Ayes

**Christy Derouen
Richard Wycoff
Pat Holmes
Kaprina Frank
Carol Wommack**

Noes

**Aletha Kirkwood
Langston Adams
Shad Wise**

2. To discuss for possible consideration entering into an Economic Incentive Agreement with Krinos Foods.
A motion was made by Carol Wommack and seconded by Aletha Kirkwood to approve entering into an Economic Incentive Agreement with Krinos Foods. The vote was 6-2. Motion passed. Langston Adams and Shad Wise voted no.
3. To discuss for possible consideration a Letter of Intent submitted by ZeoGas LLC.
A motion was made by Pat Holmes and seconded by Richard Wycoff to table this item. The vote was unanimous. Motion carried.
4. To discuss for possible consideration approving a quote for the Security Alarm System at the 501 Procter St. building.
5. To discuss for possible consideration approving a quote for the telephone and data cabling at the 501 Procter St. building.
6. To discuss for possible consideration approving a quote for the Audio/ Visual system at the 501 Procter St. building.

**No action was needed for items 4 – 6. These items will be considered by the 501 Procter Street Board.
A committee was formed to work with the 501 Procter Board to review the quotes submitted.
Langston Adams and Carol Wommack are to serve on the committee.**

7. To discuss for possible consideration an Economic Loan/Incentive settlement agreement with Donshe Pottery.
This item was taken into Executive Session.

The Board recessed at 7:00 p.m. to hold the Annual Meeting and reconvened at 7:06 p.m.

8. To discuss for possible consideration the funding for Capital Improvement Projects requested by
 - a. Lincoln Park - Westside – New Addition
 - b. Montrose Park
 - c. Rose Hill Park**A motion was made by Shad Wise and seconded by Richard Wycoff to approve funding in the amount of \$350,000.00 for the improvement projects of the above stated parks. The vote was unanimous. Motion carried.**
9. To discuss for possible consideration negotiating a Commercial Broker Agreement for the listing of the PAEDC property located at 4173 39th Street, Port Arthur, Texas.
This item was taken into executive session.

10. To discuss for possible consideration going out for bid for the movement of dirt and the construction of a road in the Spur 93 business Park.
A motion was made by Richard Wycoff and seconded by Carol Wommack to approve soliciting bids for the movement of dirt and the construction of a road in the Spur 93 Business Park. The vote was unanimous. Motion carried.
11. To discuss for possible consideration the advertisement of PAEDC billboard in the Houston Market for an additional six months.
A motion was made by Pat Holmes and seconded by Richard Wycoff to approve the continuation of a billboard ad in the Houston Market at a price of \$2,589.00 per every 4 weeks and per Mrs. McClain-Lee's recommendation moving the billboard to another location. The vote was unanimous. Motion carried.
12. To discuss for possible consideration the City of Port Arthur purchase of property owned by PAEDC at Grannis and Rev. Ranson Howard.
A motion was made by Richard Wycoff and seconded by Pat Holmes to approve the sale of land to the City of Port Arthur at the appraised values. The vote was unanimous. Motion carried.
13. To discuss for possible consideration the Purchase Agreement with Lonestar Development.
This item was taken into executive session. See motion made below following executive session.
14. To discuss for possible consideration an advertisement in the Yardage Book for the Palms at Pleasure Island.
A motion was made by Carol Wommack and seconded by Shad Wise to approve advertisement in the yardage book of the Palms at Pleasure Island. The vote was unanimous. Motion carried.
15. To discuss for possible consideration re-establishing Board Sub-Committees.
A motion was made by Shad Wise and seconded by Richard Wycoff to request holding a Joint Meeting with the PA City Council. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Marketing
**Mrs. McClain-Lee informed the Board of a site visit by site selectors next week. They will be touring the Port, the Spur 93 Business Park, Omniport, as well as Cheniere LNG.
Mrs. McClain-Lee also provided the Board with a draft of the upcoming newsletter to be sent out.**
2. Operation and Employment & Training
Ms. Reeves briefed the Board on all open projects and their operational statuses.
3. Financial
 - a. Monthly Financial Update

- b. Board Operations Financial Report
Ms. Staley provided the financial report.
- 4. 501 Procter Update
 - a. Guaranteed Maximum Price Amendment
Mr. Batiste reported that the 501 Procter St. Board has approved the GMP Amendment and the Council will also be informed of the amendment.
- 5. CEO's Report

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.
- 2. Section 551.072 Government Code** – To deliberate the purchase, exchange, lease, or value of real property.
 - b. Sitel
- 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.

The Items in Executive Session May Be Discussed and Acted On In Open Session.

The Board retired to Executive Session at 7:34 p.m. and reconvened at 8:25 p.m.

The Board acted upon the following non-consent item:

13. To discuss for possible consideration the Purchase Agreement with Lonestar Development.
A motion was made by Carol Wommack and seconded by Pat Holmes to extend the term of the Agreement to close by January 31, 2014 with no added earnest money. The vote was unanimous. Motion carried.

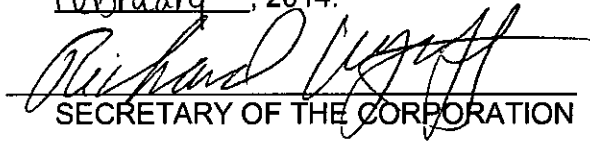
X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

Meeting was adjourned at 8:50 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 10th DAY OF
February, 2014.


SECRETARY OF THE CORPORATION