

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
501 Procter St., Ste. 100 Port Arthur, Texas  
July 6, 2015**

**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 6, 2015. The meeting was called to order at 6:00 p.m.

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

The following Board Members were present:

Harold Doucet, Christy Derouen, Richard Wycoff, William "Bill" McCoy, Pat Holmes, and Carol Wommack

The invocation was given by Carol Wommack.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

June 1, 2015

**Minutes were not presented.**

**IV. PETITIONS & COMMUNICATIONS**

**1. Presentations**

- a. Fiscal Year Budget 2015-2016 – Rachel Jacquet and Floyd Batiste

**2. Communications**

- a. PAISD – Use of the Building

**3. Speakers**

None

**V. UNFINISHED BUSINESS**

- 1. To discuss for possible consideration allocating the Entertainment Proposition funds for fiscal year 2014 – 2015 to the City of Port Arthur for improvements to People's Park in an amount not to exceed \$400,000.00.

2. To discuss for possible consideration the installation of a Projection Screen for the Exterior East Wall of the 501 Procter Street building.

**Items 1 and 2 were tabled.**

3. To discuss for possible consideration entering into an economic incentive agreement between Port Arthur Economic Development Corporation and Ryze Renewables Port Arthur, LLC.

**Item taken into executive session.**

## **VI. CONSENT AGENDA ITEMS**

1. To discuss the City of Port Arthur's request to have a common logo for all entities within the City of Port Arthur.

**No action taken.**

2. To discuss the EDC Board of Director's five (5) year Economic Development Plan for the City of Port Arthur.

**Board ratified the Five Year Economic Development Plan.**

3. To discuss for possible consideration approval of an amended Economic Incentive Application for Ryze Renewables Port Arthur, LLC.

**Board approved the amended Economic Incentive Application by Ryze Renewables.**

## **VII. NON CONSENT AGENDA ITEMS**

1. To discuss for possible consideration the PAEDC Fiscal Year 2015 – 2016 Budget.

**A motion was made to approve this item. The vote was unanimous.**

**Motion carried.**

2. To discuss for possible consideration the Board of Director's updates to the PAEDC five (5) year Economic Development Strategic Goals and Objectives Plan.

**A motion was made by Harold Doucet and seconded by Richard Wycoff to remove this item. The vote was unanimous. Motion carried.**

3. To discuss for possible consideration a PAEDC Rental & Use Policy for the use of space within the 501 Procter Street Building.

**A motion was made by Harold Doucet and seconded by Bill McCoy to approve the use of the building being used by tenants only. The vote was unanimous. Motion carried.**

4. To discuss for possible consideration a Rental Lease Agreement for the use of space within the 501 Procter Street Building.

**This item was removed.**

5. To discuss for possible consideration a Letter of Intent from Galaxy LNG to lease vacant space at 501 Procter St.  
**A motion was made by Harold Doucet and seconded by Richard Wycoff to approve a five year lease with Galaxy LNG. The vote was unanimous. Motion carried.**
6. To discuss for possible consideration advertising a request for proposals for architectural services for the design of tenant build-out / common area improvements and space for the Building Manager not to exceed the remaining 501 Procter Street Project Funds.  
**A motion was made and seconded to approve advertising a request for proposals for architectural services. The vote was unanimous. Motion carried.**
7. To discuss for possible consideration a second renewal of the contract with Sandra's Enterprises, Inc. for the grass cutting at the Spur 93 Business Park.  
**A motion was made and seconded to approve the second renewal of the contract with Sandra's Enterprise, Inc. The vote was unanimous. Motion carried.**
8. To discuss for possible consideration the transferal of the EDC's 2003 4 door Chevrolet Venture van to the City of Port Arthur Parks and Recreation Department.  
**A motion was made and seconded to approve transferal of the Chevrolet Venture van. The vote was unanimous. Motion carried.**
9. To discuss for possible consideration the placement of a PAEDC Billboard in the Louisiana Market for fiscal year 2015 – 2016.  
**A motion was made by Richard Wycoff and seconded by Carol Wommack to approve placement of a billboard in the Louisiana market. The vote was unanimous. Motion carried.**
10. To discuss for possible consideration advertising a request for proposals for the design and development of a new EDC website in an amount not to exceed \$20,000.00  
**A motion was made and seconded to approve a request for proposals for the design and development of a new EDC website. The vote was unanimous. Motion carried.**
11. To discuss for possible consideration approval of an Operation Downtown Improvement Program Application for property located at 735 Procter Street.  
**A motion was made and seconded to approve an Operation Downtown Agreement with Ken Yowman for property at 735 Procter Street. The vote was unanimous. Motion carried.**
12. To discuss for possible consideration approval of a Pre-Employment Training Agreement with DezTex Industrial Services.  
**Item was tabled.**

**VIII. REPORTS**

1. Marketing & Business Recruitment
2. Employment & Training
3. Business Operations, Retention and Expansion
4. Financial
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.
3. **Section 551.074 Government Code** – To discuss matters of Personnel.
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
  - a. Ryze Renewables Port Arthur, 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**

APPROVED BY THE BOARD OF DIRECTORS ON THE 3<sup>rd</sup> DAY OF August, 2015.

  
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SECRETARY OF THE CORPORATION