

# NEDERLAND ECONOMIC DEVELOPMENT CORPORATION

## Minutes June 24, 2009

### MEETING

A meeting of the Nederland Economic Development Corporation was called to order at 5:00 p.m. at the Nederland Economic Development Corporation Office, 1903 Atlanta Avenue, by President Nick Phillips.

### QUORUM

Board members present: Debby Griffin, Mike Guidry, Stuart Kieschnick, Billy Neal, Nick Phillips, Bert Rogers and Eric Shaw. Absent: None. Others present: Jim Wimberley, NEDC Attorney; Tracie Killian, Executive Director and Marlinda Eastberg, Secretary, NEDC. Guest present: Chris Duque, Nederland City Manager, Kasey Taylor, Small Business Development Center, Port Arthur, and Angela Fanette, City of Nederland Park and Recreation Supervisor.

### MINUTES

**A motion was made by Billy Neal and seconded by Debby Griffin to approve the minutes of April 22, 2009. Motion carried.**

**Ayes:** Griffin, Guidry, Kieschnick, Neal, Phillips, Rogers, and Shaw.

**Noes:** None. **Absent:** None.

### PUBLIC HEARING

The regular meeting was recessed at 5:01 p.m. by President Phillips for the purpose of conducting a public hearing regarding the potential expenditure of funds for economic development to RT Technical Solutions, LLC for a design, installation and implementation company that services the oil and natural gas industries, to be located on Hodgson Road, Nederland, Texas.

Mrs. Tracie Killian announced that Mr. Rick Tompkins, owner of RT Technical Solutions, LLC was called away unexpectedly on business and explained that Kasey Taylor, business consultant with the Small Business Development Center, Port Arthur, Mr. Tompkins' business consultant, would be making his presentation for him.

Kasey Taylor stated that she has been working with Mr. Tompkins since August 2007. RT Technical Solutions, LLC is a field automated and gas measurement company that services the pipeline industry.

They currently manufacture several systems that monitor natural gas and oil flow in the pipelines. One such system records data at a particular interconnect on a pipeline and communicates that information via satellite back to cooperate offices or to persons out in the field. Mr. Tompkins currently holds twelve (12) Master Service Agreements which are business retainers to monitor and communicate the flows or any actions that need to be made such as repairs or changes to the pipelines.

Mrs. Taylor explained that he currently has office space only and that the manufacturing process is being done offsite. However, with the purchase of the property on Hodgson Road and the renovation of the two (2) buildings the manufacturing will be constructed in the new location.

A brief discussion was held concerning the current location of his office, the location where the new business will be located and the potential growth of the business.

With no more questions and/or comments President Phillips adjourned the Public Hearing at 5:11 p.m.

### **RT TECHNICAL SOLUTIONS, LLC**

Mrs. Killian reported that the Impact Analysis Committee (IAC) has met and recommended that the NEDC approve an expenditure of funds not to exceed seventy five thousand dollars and no/100 (75,000.00) with a payback period of 2.4 years (29 months) to RT Technical Solutions, LLC to be located on Hodgson Road, Nederland, Texas.

**A motion made by Debby Griffin and seconded by Billy Neal to approve the expenditure of funds, not to exceed seventy five thousand dollars and no/100 (75,000.00) with a payback period of 2.4 years (29 months) to RT Technical Solutions, LLC to be located on Hodgson Road, Nederland, Texas, contingent upon the proper financial statements released and projected numbers met through the recovery period.**

#### **Motion Carried**

**Ayes:** Griffin, Guidry, Kieschnick, Neal, Phillips, Rogers and Shaw.

**Noes:** None. **Absent:** None

Mrs. Killian announced that she will extend an invitation to Mr. Tompkins to attend a future board meeting and give him an opportunity to meet the Board and provide an update.

### **DOORNBOS PARK**

Mrs. Tracie Killian reported that she had been contacted a couple of months ago by Angela Fanette, City of Nederland Park and Recreation Supervisor regarding the decorative lights that have been stored in the City of Nederland Police Department storage facility. These lights were purchased in 2002 during the Boston Avenue rehabilitation project and additional lights were purchased at that time to be used on a proposed parking lot for Atlanta Avenue and 12<sup>th</sup> Street. Ms. Fanette has requested that the NEDC donate five (5) of those lights to be used in Doornbos Park.

There are currently nine (9) lights in storage. This would leave the EDC a total of four (4) lights to be used if needed for a parking lot or possibly extra parts for existing lights. The lights are valued at two thousand five hundred forty five dollars and 92/100 (\$2,545.92) each, and a total of twelve thousand two hundred seventy four dollars and 60/100 (\$12,274.60).

A brief discussion was held concerning the closed swimming pool at Doornbos Park. Mr. Chris Duque, Nederland City Manager talked about the repairs that are needed to the swimming pool and that Mrs. Killian has expressed that she felt the NEDC Board would be willing to help with a portion of the cost of repairs. Mr. Jim Wimberley, NEDC Attorney, stated that this was not an action item and could not be addressed at this time. However, it does not stop the City from making repairs and then requesting help from the NEDC with the costs.

**A motion was made by Billy Neal and seconded by Mike Guidry that the Nederland Economic Development Corporation donate five (5) decorative lights valued at two thousand five hundred forty five dollars and 92/100 (\$2,545.92) each for a total of twelve thousand two hundred seventy four dollars and 60/100 (\$12,274.60) to the City of Nederland Parks and Recreation Department.**

#### **Motion Carried**

**Ayes:** Griffin, Guidry, Kieschnick, Neal, Phillips, Rogers and Shaw.

**Noes:** None. **Absent:** None

### **BOSTON AVENUE PARKING**

Mrs. Tracie Killian reminded the board that approximately two (2) years ago a discussion was held in reference to a parking lot being constructed on Boston Avenue and on Atlanta Avenue.

Recent rains have flooded several businesses in the downtown area. These owners have approached the NEDC requesting help. Mrs. Killian suggested that this would be the perfect time to help the businesses on Boston Avenue by

creating additional parking areas and addressing the flooding issues. The cost for Parking Lot I on Atlanta Avenue which could create approximately fourteen (14) regular parking spaces and one (1) handicap parking space is estimated to cost seventy three thousand three hundred ninety dollars and 50/100 (\$73,390.50) and the cost for Parking Lot II-A on Boston Avenue which could create eighteen (18) compact car parking spaces and two (2) handicap parking space is estimated at ninety three thousand four hundred sixty two dollars and 40/100 dollars (\$93,462.40). The engineering and design costs are thirty three thousand dollars and no/100 (\$33,000.00). This item could be funded in the current year's budget, "Acct. #6710 – Land Improvements".

Mrs. Tracie Killian introduced Mr. Will Larrain, d.p. Consulting, who is the engineer and supplied the proposals for this project. Mr. Larrain discussed several different configurations for the proposed parking lots on Boston Avenue and Atlanta Avenue. A discussion was held regarding the striping configuration for both parking lots. Mr. Larrain expressed this could be addressed and offered to provide several configurations at a later date.

**A motion was made by Nick Phillips and seconded by Debby Griffin to approve the expenditure of funds not to exceed the two hundred thousand dollars (\$200,000.00) for the construction of two (2) parking lots in the downtown area located on Boston Avenue and Atlanta Avenue.**

**Motion Carried.**

**Ayes:** Griffin, Guidry, Kieschnick, Neal, Phillips, Rogers and Shaw.

**Noes:** None. **Absent:** None

**FINANCIAL REPORTS**

The board reviewed the income and expenses for the NEDC ending April, 2009.

Mrs. Killian reported on the June sales tax revenue receipts. The June numbers are down 1.5% compared to June of 2008. A discussion was held concerning several factors possibly affecting these numbers. However, payments to date this year are up 9.8% compared to same time period for 2008.

Mrs. Killian reported the office supply line item is over budget due to the purchase of laptops. The Board will be asked to amend that line item to clean up the budget before the end of the fiscal year, which is September 30, 2009.

Mrs. Killian reported she had received budget information from Cheryl Dowden, City of Nederland, Director of Finance. The NEDC Board President, Nick Phillips and she will be working on the 2009-2010 budget and will bring it to the Board of Directors in July.

## **EXECUTIVE SESSION**

A motion was made by Nick Phillips and seconded by Billy Neal to postpone the Executive Session.

### **Motion Carried**

**Ayes:** Griffin, Guidry, Kieschnick, Neal, Phillips, Rogers and Shaw.

**Noes:** None. **Absent:** None

## **COMMUNICATION**

Mrs. Killian presented the Board with a written Executive Director's Report with each item detailing activities of the NEDC office since the last board meeting.

Mrs. Killian asked if anyone had questions concerning connecting to the server via internet for their board packets and no one seemed to have had any issues. She reminded everyone they would no longer receive paper packets prior to a meeting; however they would receive email notices when the packets would be available via server. If you have any questions please feel free to contact the office.

Mrs. Killian reported that a presentation was made to Nederland City Council on June 22, 2009 by Roland Ramirez, Rameriz Development Strategies who analyzed the survey results for the Core Strategic Committee who is working to update the Nederland Strategic Plan. This information will be forwarded to each board member via email as soon as it is available. The core group will continue to meet to finalize the Strategic Plan over the next several months.

Mrs. Killian also reported that Sterling Ridge Subdivision has had several inquiries on the private subdivision. There is a waiting list of several potential buyers. Addresses have been assigned by Rod Hatch, City of Nederland, Chief Building Official. The development is progressing and the road improvements to Beauxart Garden Road will be shortly.

Mrs. Killian announced that the new web site for Southeast Texas Economic Development Foundation is online. She reported the new site is full of valuable information on the region and encouraged each board member to visit this site.

Mrs. Killian announced that due to the amount of items that the EDC office scans electronically the current backup system on the server is not large enough to hold the data. The most cost effective approach would be to purchase two (2) new external hard drives that will be rotated weekly. These have been purchased as well as a fire safe to store the secondary hard drive when it is not in use.

Mrs. Killian announced that the Nederland Chamber of Commerce has scheduled the annual golf tournament for October 9, 2009 at Belle Oaks golf course. Tee Time will be at noon. She asked that if anyone would like to participate please contact the office.

**ADJOURN**

**There being no further business, a motion was made by Stuart Kieschnick and seconded by Erik Shaw that the meeting be adjourned at 6:01 p.m. Motion carried.**

**Ayes:** Griffin, Guidry, Kieschnick, Neal, Phillips, Rogers and Shaw.

**Noes:** None. **Absent:** None

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Nick Phillips, President

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Billy Neal, Secretary/Treasurer