

ORANGE ECONOMIC DEVELOPMENT CORPORATION AGENDA

Orange Public Library Auditorium
220 N. Fifth Street
Orange, Texas

September 27, 2016
5:00 P.M.

1. **CALL TO ORDER** President Mortimer
2. **MOTION**
 - a) Motion finding that the advance posting and notice requirements of Article 8.1200 of the Code of Ordinances of the City of Orange, Texas have been met in relation to all minutes and pending resolutions on this agenda and that the reading of such items be confined to the caption of the resolutions. 1 Directors
3. **APPROVAL OF MINUTES**
 - a) September 13, 2016 Economic Development Corporation Meeting 4 Directors
4. **PUBLIC HEARING**
 - a) Conduct a public hearing for the purpose of receiving comments regarding financial incentives for Blue Beacon Truck Washes (Blue Beacon International Inc.) related to infrastructure improvements at Highway 62 N and Interstate 10 in an amount not to exceed \$11,630 for the purpose of economic development. 7 Staff: Trahan
5. **DISCUSSION/ACTION**
 - a) Consider a motion of intent to enter into an agreement with Blue Beacon International Inc. for the expenditure of funds for infrastructure improvements at Highway 62 N and Interstate 10, Orange, Texas in an amount not to exceed \$11,630.00 for the purpose of economic development. 8 Staff: Trahan
 - b) Consider a motion authorizing payment in the amount of \$5,000.00 to the Orange County Economic Development Corporation for membership for 2016-2017 at an Advisory Member level and naming a City of Orange representative to serve on the Orange County Economic Development Corporation Board of Directors. 10 Staff: Trahan
 - c) Consider a motion authorizing the President of the Orange Economic Development Corporation to execute an engagement letter for the audit of fiscal year 2016 with the auditing firm of Charles E. Reed & Associates, P.C. 13 Staff: Zeto, Cheryl

6. **REPORTS FROM DIRECTORS**
7. **ADJOURNMENT**

Directors

Texas Penal Code 30.06:

“Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensee under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun”

“De conformidad con la Sección 30.06 del código penal (entrada de persona con licencia de portar o llevar armas de mano oculta), una persona licenciada bajo el subcapítulo H, capítulo 411 del código de gobierno (ley de licenciamiento para portar o llevar armas de mano) no se permite entrar en esta propiedad con “ninguna armas de mano oculta”

Texas Penal Code 30.07:

“Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly”

“De conformidad con la Sección 30.07 del código penal (entrada de una persona con licencia de portar o llevar armas de mano visible), una persona licenciada bajo el subcapítulo H, capítulo 411 del código de gobierno (ley de licenciamiento para portar o llevar armas de mano visible) no se permite entrar en esta propiedad con ninguna “armas de mano visible”

No Firearms Allowed

No se permite ninguna armas de fuego

STATE OF TEXAS }

September 13, 2016

COUNTY OF ORANGE }

BE IT REMEMBERED THAT a meeting of the Orange Economic Development Corporation of the City of Orange, Orange County, Texas, was held in the Library Auditorium on Tuesday, September 13, 2016.

EDC MEMBERS PRESENT:	George Mortimer Dean Granger David Meaux Ebb Moore Jimmy Sims Bill Mello Larry Spears Jr.	President Vice-President Secretary Treasurer Director Director Director
DIRECTORS ABSENT:	None	
COUNCIL MEMBERS PRESENT:	Patrick A. Pullen Dr. Wayne Guidry Annette Pernell	Council Member Council Member Council Member
COUNCIL MEMBERS ABSENT:	Essie Bellfield	Council Member
STAFF MEMBERS PRESENT:	Dr. Shawn Oubre Jay Trahan Rhonda Haskins Patricia Anderson Cheryl Zeto Kelvin Knauf Sherry Jackson Hillary Haynes Mike Zeto John Cash Smith	City Manager Assistant City Manager, Director of Economic Development City Secretary Deputy City Secretary Director of Finance Director of Planning and Community Development Accounting Manager Social Media Coordinator CIS Manager City Attorney

President Mortimer called the meeting to order at 8:30 A.M.

MOTION FINDING THAT THE ADVANCE POSTING AND NOTICE REQUIREMENTS OF ARTICLE 8.1200 OF THE CODE OF ORDINANCES OF THE CITY OF ORANGE, TEXAS HAVE BEEN MET IN RELATION TO ALL MINUTES AND PENDING RESOLUTIONS ON THIS AGENDA AND THAT THE READING OF SUCH ITEMS BE CONFINED TO THE CAPTION OF THE RESOLUTIONS

Director Mello moved to approve the motion. Second to the motion was made by Treasurer Moore which carried unanimously.

APPROVAL OF MINUTES

Director Mello moved to approve the minutes of the August 23, 2016 Orange Economic Development Corporation Meeting. Second to the motion was made by Treasurer Moore which carried unanimously.

PRESENTATION

PRESENTATION BY JOHN JOHNSON, GRIFFITH MOSELEY JOHNSON AND ASSOCIATES, INC. REGARDING AN UPDATE ON STRATEGIC PLANNING EFFORTS RELATED TO ECONOMIC DEVELOPMENT.

John Johnson explained that Griffith Moseley Johnson and Associates, Inc. is currently focusing on outreach to businesses especially those located on Chemical Row. Mr. Johnson stated they will soon begin outreach to other businesses since they now have a list of businesses in Orange. Mr. Johnson stated they have received leads from the Governor’s Office this summer and responded to some but not all. Mr. Johnson explained they are in the process of contacting local schools to engage young people.

DISCUSSION/ACTION

MOTION APPROVING THE ADOPTION OF THE ORANGE ECONOMIC DEVELOPMENT CORPORATION FISCAL YEAR 2017 BUDGET.

Director Mello moved to approve the motion. Second to the motion was made by Vice-President Granger which carried unanimously.

ADJOURN TO CLOSED EXECUTIVE SESSION

- a) Deliberation Regarding Economic Development Negotiations:
 - (1) Deliberation regarding real estate development project proposal as authorized by Section 551.087 of the Texas Government Code.

The Corporation met in closed executive session at 8:40 A.M.

RECONVENE IN OPEN SESSION

The Corporation reconvened in open session at 9:00 A.M.

TAKE ACTION AS NECESSARY REGARDING ITEM 6 a (1) ABOVE.

No action was taken.

REPORTS FROM DIRECTORS

There were no reports.

ADJOURNMENT

There being no further business before the Corporation, Vice-President Granger moved to adjourn the meeting. Second to the motion was made by Secretary Meaux which carried unanimously.

The meeting adjourned at 9:00 A.M.

George Mortimer, President

ATTEST:

David Meaux, Secretary

NOTICE OF PUBLIC HEARING

The Orange Economic Development Corporation (EDC) will conduct a public hearing Tuesday, September 27, 2016 at 5:00 p.m. at the Orange Public Library Auditorium, 220 N. Fifth Street, Orange, Texas for the purpose of receiving comments regarding financial incentives for Blue Beacon Truck Washes (Blue Beacon International Inc.) related to infrastructure improvements at Highway 62 N and Interstate 10 in an amount not to exceed \$11,630 for the purpose of economic development.

George Mortimer, President
Orange Economic Development Corporation

ECONOMIC DEVELOPMENT

MEMORANDUM

DATE: September 19, 2016

TO: Dr. Shawn Oubre, City Manager

FROM: Jay Trahan, EDC Director

RE: BLUE BEACON INTERNATIONAL, INC., FUNDING REQUEST

Blue Beacon International, Inc., a truck wash company based in Salina, Kansas and with over 100 locations, is proposing a 11,000 SF building with a capital investment of an estimated \$2,700,000 at the Interstate 10 & Hwy 62 N site. In addition, Blue Beacon is proposing 50 full-time jobs with an average hourly wage of \$12 as part of the project. The average annual salary for management employees is an estimated \$60,000.

The engineering firm of Fittz & Shipman has included a 260 LF waterline at a size of 2.5 inches with a cost of \$3,250. In an effort to increase flow and to anticipate future growth by improving capacity, the 2.5 inch waterline may be upsized to a 10 inch waterline with a new fire hydrant and gate valve at a cost of \$14,860.

Blue Beacon has requested a financial incentive in the amount of \$11,630 for infrastructure improvements related to the waterline and has agreed to donate a 10-foot wide easement.

Subject to your review and approval, please place this request on the next EDC Board meeting agenda as part of a public hearing, and for discussion and possible action.

Please contact me at extension #1077 for additional information.

MOTION

Consider a motion of intent to enter into an agreement with Blue Beacon International Inc. for the expenditure of funds for infrastructure improvements at Highway 62 N and Interstate 10, Orange, Texas in an amount not to exceed \$11,630.00 for the purpose of economic development.

George Mortimer, President

ATTEST:

David Meaux, Secretary

September 27, 2016

ECONOMIC DEVELOPMENT DEPARTMENT

MEMORANDUM

DATE: September 19, 2016
TO: Dr. Shawn Oubre, City Manager
FROM: Jay Trahan, EDC Director
RE: **ORANGE COUNTY EDC MEMBERSHIP 2016-2017**

Please see the attached Membership Structure document submitted by the Orange County Economic Development Corporation related to three levels, which include the following: PER CAPITA MEMBER, ADVISORY MEMBER, and ASSOCIATE MEMBER.

City staff is recommending participation at the ADVISORY MEMBER level for year 2016 – 2017, which is at a fee of \$5,000, and will be funded by the EDC FY2017 budget.

In addition, a representative from the City should be appointed to serve on the County EDC Board for year 2016 – 2017.

Subject to your review and approval, please place this County EDC Membership request on the next EDC meeting agenda for discussion and possible action. Please contact me at extension #1077 for additional information.



orange county, texas
preserving resources :: developing the future

2016-2017

Membership Structure

New member requests are reviewed by the Board of Directors. Potential new members will be contacted regarding the date and time of such review. Payment is due upon Board approval.

PER CAPITA MEMBER (MUST BE A GOVERNMENTAL OR PUBLICLY FUNDED ORGANIZATION)	
Membership Dues:	Based on population and per capital percentage
Benefits:	Representation on Board of Directors (2 Votes) Eligible to hold office on Board of Directors Inclusion in all closed sessions Personal notification of all EDC activities including public hearings, EDC Board Meetings, Reinvestment Zone Hearings, Abatement Application Requests Invitation to join the Orange County EDC at the annual Economic Outlook Forum Recognition on newly designed OCEDC Website Participation in Committees as established
ADVISORY MEMBER (MUST BE A GOVERNMENTAL OR PUBLICLY FUNDED ORGANIZATION)	
Membership Dues:	\$5000
Benefits:	Representation on Board of Directors (1 Vote) Inclusion in all closed sessions Personal notification of all EDC activities including public hearings, EDC Board Meetings, Reinvestment Zone Hearings, Abatement Application Requests Invitation to join the Orange County EDC at the annual Economic Outlook Forum Recognition on newly designed OCEDC Website Participation in Committees as established
ASSOCIATE MEMBER (OPEN TO ALL ORGANIZATIONS AND INDIVIDUALS)	
Membership Dues:	\$1000
Benefits:	Personal notification of all EDC activities including public hearings, EDC Board Meetings, Reinvestment Zone Hearings, Abatement Application Requests Invitation to join the Orange County EDC at the annual Economic Outlook Forum Recognition on newly designed OCEDC Website Participation in Committees as established

MOTION

Motion authorizing payment in the amount of \$5,000.00 to the Orange County Economic Development Corporation for membership for 2016-2017 at an Advisory Member level and naming a City of Orange representative to serve on the Orange County Economic Development Corporation Board of Directors.

George Mortimer, President

ATTEST:

David Meaux, Secretary

September 27, 2016



Charles E. Reed & Associates, P.C.

Certified Public Accountants & Consultants

Member

American Institute of
Certified Public Accountants

Texas Society of
Certified Public Accountants

AICPA Private
Companies Practice Section

August 30, 2016

Board of Directors
Orange Economic Development Corporation
Orange, Texas

We are pleased to confirm our understanding of the services we are to provide Orange Economic Development Corporation for the year ended September 30, 2016. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Orange Economic Development Corporation as of and for the year ended September 30, 2016 Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Orange Economic Development Corporation's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Orange Economic Development Corporation's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparisons schedules

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Orange Economic Development Corporation's financial statements. Our report will be addressed to Board of Directors of Orange Economic Development Corporation. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Orange Economic Development Corporation's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of Orange Economic Development Corporation in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Charles E. Reed and Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to U. S. Government Accountability Office, or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of [CPA Firm's Name] personnel. Furthermore, upon request, we may provide copies of selected audit documentation to U. S. Government Accountability Office or its designee. The U. S. Government Accountability Office or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit on approximately November 15, 2016 and to issue our reports no later than January 15, 2017. Charles G. Reed, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$5,610. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Orange Economic Development Corporation and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Charles E. Reed & Associates, P.C.
Charles E. Reed and Associates, P.C.
Certified Public Accountants and Consultants

RESPONSE:

This letter correctly sets forth the understanding of Orange Economic Development Corporation

By: _____

Title: _____

Date: _____

FARRIS & FARRIS, CPA'S

CERTIFIED PUBLIC ACCOUNTANTS

PAUL W. FARRIS, CPA
DEBRA E. FARRIS, CPA

13434 Leopard St., #A-29-A
Corpus Christi, TX 78410

(361) 241-0656
Fax (361) 241-0658
farriscpa@aol.com

System Review Report

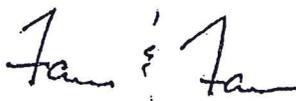
November 25, 2013

To the Shareholders
Charles E. Reed & Associates, P.C.
and the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Charles E. Reed & Associates, P.C. (the firm) in effect for the year ended June 30, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the Government Auditing Standards.

In our opinion, the system of quality control for the accounting and auditing practice of Charles E. Reed & Associates, P.C. in effect for the year ended June 30, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. Charles E. Reed & Associates, P.C. has received a peer review rating of pass.



Farris & Farris, CPA's

AICPA Peer Review Program
and TSCPA Peer Review Program
Administered by the Texas Society of CPAs



February 18, 2014

Charles Goodwyn Reed, CPA
Charles E. Reed & Assoc., P. C.
3636 Professional Dr
Port Arthur, TX 77642

Dear Mr. Reed:

It is my pleasure to notify you that on February 17, 2014 the Texas Society of CPAs 2013-14 Peer Review Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is December 31, 2016. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Sincerely,

Jerry L. Cross, CPA
Director, Peer Review
jcross@tscpa.net 800 428-0272

cc: Paul Wesley Farris

Firm Number: 10057469

Review Number 351693

Letter ID: 863966



NORTH AMERICAN PROFESSIONAL LIABILITY INSURANCE AGENCY LLC
 161 Worcester Street, Suite 204, Framingham, MA 01701
 Phone: (508) 862-7342 Fax: (508) 855-1399
 www.naplia.com

VERIFICATION OF INSURANCE & BINDER

ISSUED TO: Charles E. Reed & Associates, P.C.

We, the undersigned Insurance Brokers, hereby verify that **Berkley Insurance Company** has issued the following described insurance, and which is in force as of the date hereof:

Accountant's Professional Liability Insurance

Policy Number: 1446712	Insurer: Berkley Insurance Company	Period: 12 months commencing 12:01 a.m. 02/28/2016
----------------------------------	--	---

LIMIT: \$1,000,000 each claim / \$1,000,000 annual aggregate (as provided for in the policy wording)

RETENTION: \$5,000 each claim (as more fully described in the policy wording)

PRIOR ACTS DATE: Full Prior Acts

ENDORSEMENTS: As quoted

CANCELLATION: Should the above described policy be cancelled before the expiration thereof, we shall endeavor to mail 30 days written notice to the Certificate Holder, but failure to do so shall impose no obligation or liability of any kind upon the company, its agents, or representatives, subject to the terms, conditions, exclusions, and limitations of the policy.

Certificate Holder(s): Charles E. Reed & Associates, P.C.
3636 Professional Dr.
Port Arthur, Texas 77642-3848

This document is furnished as a matter of information only. The issuance of this document does not make the person or organization to which it is issued an additional insured, nor does it modify in any manner the contract of insurance between the Insured and the Insurers. Any amendment, change or extension of such contract can only be effected by specific endorsement attached thereto.

North American Professional Liability Insurance Agency:
Dogun Tuncel
March 1, 2016

MOTION

Motion authorizing the President of the Orange Economic Development Corporation to execute an engagement letter for the audit of fiscal year 2016 with the auditing firm of Charles E. Reed & Associates, P.C.

George Mortimer, President

ATTEST:

David Meaux, Secretary

September 27, 2016