

AGENDA
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING

4173 39th Street, Port Arthur, Texas 77642

Date: September 5, 2007

Time: 6:00 p.m.

I. CALL TO ORDER

II. ROLL CALL, INVOCATION & PLEDGE

BOARD OF DIRECTORS

(1) Richard Wycoff	_____	(6) Kelly Shanks	_____
(2) Doris Cruse	_____	(7) Lloyd Christian	_____
(3) Keith Daws	_____	(8) Kerry Thomas	_____
(4) Kaprina Frank	_____	(9) Graciela Alvarez	_____
(5) Eli Roberts	_____		

III. MINUTES

1. August 22, 2007

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. Crane Group International

B. COMMUNICATIONS

None.

C. PUBLIC COMMENT (limited 3 min. ea.)

None.

V. CONSENT AGENDA ITEMS

1. To discuss and consider the approval of an invoice in the amount of \$4,760 from Trey's Tractor Service for services rendered in June 2007. (ACCOUNT NO. 120-1429-582-59.02)

2. To discuss and consider the approval of an invoice in the amount of \$6,000 from the NDC for services rendered through August 2007. (ACCOUNT NO. 120-1429-582-54.11)
3. To discuss and consider the approval of an invoice in the amount of \$25,364.69 from Arceneaux & Gates for professional services regarding design and construction of Jade Avenue extension from the Business Park to HWY 69. (ACCOUNT NO. 120-1429-582-59.00)
4. To discuss and consider the approval of an invoice in the amount of \$3,416.66 from Amelia Lawn Care & Landscaping for July 2007. (ACCOUNT NO. 120-1429-582-59.02)
5. To discuss and consider the approval of an invoice in the amount of \$3,416.66 from Amelia Lawn Care & Landscaping for August 2007. (ACCOUNT NO. 120-1429-582-59.02)

VI. NON-CONSENT AGENDA ITEMS

1. To discuss and consider the approval of the agreement for the sale of land between the Port Arthur Section 4A Economic Development Corporation and Embree Asset Group, Inc.
2. To discuss and consider the approval of the agreement between the Port Arthur Section 4A Economic Development Corporation and Square Mile Energy.
3. To discuss and consider the purchase of the building located at 4173 39th Street.
4. To discuss and consider the approval of the loan/grant applications financial statements audit level review for future projects.
5. To discuss Resolution No. 03-307 - A RESOLUTION APPROVING THE CITY OF PORT ARTHUR SECTION 4A ECONOMIC DEVELOPMENT CORPORATION'S POLICIES AND PROCEDURES FOR GRANT INCENTIVE CONTRACTS. Requested by Board Member Keith Daws.

VII. REPORTS

1. CEO's Report
 - a. Audit Subcommittee
 - b. Update on Procedures Manual
 - c. Update on ED Week
2. Board Financial Update

VIII. 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 551.087 Government Code** – To discuss Incentives for EDC Business Prospects.
 - ✓ Embree Asset Group, Inc.
 - ✓ Redwine Family Partners
 - ✓ Square Mile Energy
- 2. Section 551.072 Government Code** - To discuss and review possible property acquisition as to the location of the EDC office in Port Arthur.
- 3. Section 551.074 Government Code** – To discuss personnel matters of the Economic Development Corporation.
 - ✓ Attorneys
 - ✓ President of the Corporation
 - ✓ Vice President of the Corporation
 - ✓ Secretary of the Corporation
 - ✓ Treasurer of the Corporation
 - ✓ CEO

***The Items In Executive Session May Be Discussed And Acted On In Open Session.**

IX. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

ITEMS FOR FUTURE AGENDA CONSIDERATION OR REPORTS FROM STAFF MAY BE REQUESTED BUT NO DISCUSSION OF ANY ITEMS OR REQUESTS SHALL TAKE PLACE.

X. POSTING OF MEETING

POSTED ON THE 31st DAY OF August, 2007.

AT 11:00 O' CLOCK, A.M.

Floyd Batiste
CEO