

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

*4173 39<sup>th</sup> Street, Port Arthur, Texas 77642*

*Date: November 14, 2007*

*Time: 5:30 p.m.*

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

**NON-CONSENT AGENDA**

**BOARD OF DIRECTORS**

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| <b>(1) Richard Wycoff</b> _____ | <b>(6) Kelly Shanks</b> _____     |
| <b>(2) Doris Green</b> _____    | <b>(7) Lloyd Christian</b> _____  |
| <b>(3) Keith Daws</b> _____     | <b>(8) Kerry Thomas</b> _____     |
| <b>(4) Kaprina Frank</b> _____  | <b>(9) Graciela Alvarez</b> _____ |
| <b>(5) Eli Roberts</b> _____    |                                   |

**II. MINUTES**

1. October 3, 2007
2. October 17, 2007
3. November 5, 2007

**III. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

None.

**B. COMMUNICATIONS**

1. Correspondence from PAISD pertaining to Project MASS

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

None.

**IV. UNFINISHED BUSINESS**

1. To discuss and consider the approval of the financial statements audit level review for future loan/grant applications projects. (Requested by Keith Daws)
2. To discuss the Economic Development Corporation Policies and Procedures Manual and flowchart. (Requested by Keith Daws)

**V. CONSENT AGENDA ITEMS**

1. To discuss and consider the approval of an invoice in the amount of \$3,416.66 from Amelia Lawn Care & Landscaping for the month of October 2007. (ACCOUNT NO. 120-1429-582-59.02)
2. To discuss and consider the approval of an invoice in the amount of \$23,953.87 from Arceneaux & Gates for services regarding design and construction of Jade Avenue. (ACCOUNT NO. 120-1429-582-59.00)

**VI. NON-CONSENT AGENDA ITEMS**

1. To discuss and consider the approval of the incentive agreement between the Port Arthur Section 4A Economic Development Corporation and Orbital Insulation Corp.
2. To discuss and consider the approval of the sale of (2) acres of land in the Business Park to Excavators & Constructors.
3. To discuss and consider the approval of the sale of (3) acres of land in the Business Park to Lange Brothers, Inc.
4. To discuss and consider the approval of Arceneaux & Gates in conjunction with the City of Port Arthur Engineering Dept. to begin the Design work for Phase II of road improvements in the Business Park.
5. To discuss the inspectors report for the building at 4173 39<sup>th</sup> Street and renovation plans done by the City of Port Arthur Engineering Dept. and to go out for bids for the foresaid renovation.
6. To discuss Board Members Training.
7. To discuss and consider the approval of a budget adjustment to set aside training monies for the EDC Board Members.
8. To discuss the purpose of the Call – In log. (Requested by Kerry Thomas)
9. To discuss the supervisor incentive clause in the agreement with projects contract. (Requested by Keith Daws)
10. To discuss the Economic Incentive Grant/Loan agreement for Proctor Street and Houston Avenue. (Requested by Keith Daws)
11. To discuss and consider the approval of placing an Ad in the Port Arthur Chamber's 2008 Community Calendar.
12. To discuss and consider the approval of the agreement of the \$200 stipend for each Port Arthur resident for the completion of the Lamar State College – Port Arthur NCCER Skills Development Training.
13. To discuss and consider the approval of the agreement for "The Breeze" radio station.

14. To discuss and consider the approval of the reimbursement to the City of Port Arthur in the amount of \$1,444 for a bid on lot 21 block 1 Schmyser 3 at a sheriff sale on November 6, 2007.

15. To discuss advertisement and marketing plans.

## **VII. REPORTS**

### **1. CEO's Report**

- a. International Economic Development Corporation 2007 Schedule
- b. ED Week 2007 update
- c. Lamar University – Beaumont – Marketing Interns
- d. Business Retention & Expansion Program
- e. Board Meeting dates in December 2007
- f. Trip to Puebla, Mexico – Graciela Alvarez and Brenda Vaughn

### **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.
- 2. Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation as to Abraham Mfg. Inc., DonShe Pottery, Pleasure Island Shrimp House and Diamond consulting.
- 3. Section 551.072 Government Code** – To discuss the value of land at the City of Port Arthur Section 4A Economic Development Corporation Spur 93 Business Park.
- 4. Section 551.074 Government Code** – To discuss personnel matters of the Economic Development Corporation as to the 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 9<sup>th</sup> DAY OF November, 2007.

AT 3:00 O'CLOCK, P.M.

Floyd Batiste  
CEO