

**MINUTES**  
**CITY OF PORT ARTHUR SECTION 4A**  
**ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING**  
**4173 39<sup>th</sup> Street, Port Arthur, Texas**  
**December 14, 2005**

**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, December 14, 2005. The meeting was called to order at 5:44 p.m.

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

The following board members were present: Richard Wycoff, Barbara Mulroy, Linda Spears, Eli Roberts, and Kerry Thomas.

The invocation was given by Linda Spears.

The Pledge of Allegiance followed the invocation.

**III. MINUTES**

A motion was made by Linda Spears and seconded by Richard Wycoff to approve the following minutes:

1. August 22, 2005
2. September 7, 2005
3. September 14, 2005
4. October 14, 2005
5. October 24, 2005
6. November 14, 2005
7. November 30, 2005

The motion was adopted unanimously.

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

1. 3-D Architectural Metal Sales.

A presentation was given by Richard & Jeanette Daley regarding their metal business located on Highway 365.

**B. COMMUNICATIONS**

None.

## V. ACTION ITEMS

1. **To discuss and consider the approval of the final invoice of Johnson & Associates.**

This item was held until an itemized expense was received from Chloe Johnson. This item was held until after executive session while awaiting this information. Ms. Johnson provided this information during the executive session via email.

2. **To discuss and consider the approval of a contract for a website for the City of Port Arthur Section 4A Economic Development Corporation.**

A motion was made by Barbara Mulroy to open negotiations for a contract for the corporation's website. The motion was seconded by Kerry Thomas. It was adopted unanimously.

3. **To discuss and consider the approval of reimbursement for administrative costs from the City of Port Arthur Section 4A Economic Development Corporation to the City of Port Arthur.**

This item was tabled until after executive session.

4. **To discuss and consider the approval of a Geophysical Permit Request from Seitel Data, Ltd.**

A motion was made to approve the request, with a conclusion date. The motion was made by Kerry Thomas and seconded by Barbara Mulroy. The motion passed unanimously.

5. **To discuss and consider the approval of the purchase of four (4) computers for the corporation.**

A motion was made by Linda Spears to approve the purchase of the computers and software. It was seconded by Richard Wycoff. The motion was adopted unanimously.

6. **To discuss and consider the payment of the corporation's water bill from the City of Port Arthur as it pertains to the Spur 93 Business Park.**

A motion was made to pay the EDC's water bill at the business park in the amount of \$9,516.20. The motion was seconded by Kerry Thomas. The motion passed unanimously.

7. **To discuss and consider the approval of the release of Option to Market and access easements as it pertains to the medical business park.**

Kate McGlynn, EDC Attorney stated that she recommends releasing the option. A motion was made by Kerry Thomas and seconded by Barbara Mulroy to release the option to market the property at the medical business park. The motion was adopted unanimously.

8. **To discuss and consider the approval of an invoice from Schaumburg & Polk in the amount of \$5,457.00 for engineering services as it pertains to the Spur 93 Business Park.**

This item was held until after executive session.

9. **To discuss and consider the approval of a contract with Ameila Lawn Care.**

Jana Barnes, Administrative Assistant explained that this item is actually to approve an invoice from Amelia Lawn Care and not a contract. It was explained that this was an invoice for work performed at the request of the City's Purchasing Coordinator and the City Manager. A motion to approve payment of the invoice was made by Linda Spears and seconded by Richard Wycoff. The motion passed unanimously.

10. **To discuss and consider the approval of a contract with the City of Port Arthur for future administrative costs for services rendered to the City of Port Arthur Section 4A Economic Development Corporation.**

This item was held until after executive session.

11. **To discuss and consider the approval of a contract with Reliable Polymer Services, Inc.**

A motion was made by Linda Spears and seconded by Kerry Thomas to approve a contract with Reliable Polymer Services, Inc. The motion passed unanimously.

## **VI. REPORTS**

1. Report from subcommittee regarding administrative reimbursement costs from the corporation to the City of Port Arthur.

The committee reported that they, along with the City Council's subcommittee agreed that \$300,000 would be a fair amount for past reimbursement costs.

2. Report from the CEO.

Mr. Batiste gave a brief report on the status of ongoing projects in the office.

3. Financial Report.

The board elected to wait until Ms. Underhill could attend the EDC meeting to hear this report.

**VII. EXECUTIVE SESSION**

The board retired to executive session at 7:50 p.m., and reconvened at 9:04 p.m.

After executive session, the board voted on the following items:

1. A motion was made by Linda Spears and seconded by Kerry Thomas to extend the time to execute the Pleasure Island Shrimp House, Inc. incentive contract. The motion was adopted unanimously.
2. A motion was made by Kerry Thomas and seconded by Richard Wycoff to approve the payment of the final invoice of Johnson & Associates in the amount of \$16,998.74. A roll call vote was taken:

Barbara Mulroy:	No	Eli Roberts:	Yes
Richard Wycoff:	Yes	Kerry Thomas:	Yes
Linda Spears:	No		

The vote was 3:2; motion carried.

3. Guy Goodson discussed the changes to be made to the contract for future administrative reimbursements to the City of Port Arthur for services rendered by the City on behalf of the City of Prot Arthur Section 4A Economic Development Corporation. Barbara Mulroy made a motion to approve the contract with the stated changes. The motion was seconded by Linda Spears and the vote was unanimous.

**VIII. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

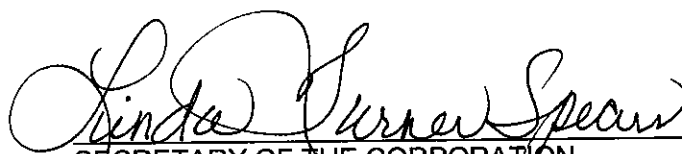
The following items were requested for a future agenda:

1. Status of Abraham Manufacturing project;
2. Status of purchase of Asberry and Broussard properties on the Westside;
3. Status of Triangle Waste project; and
4. Appraisal of business park.

**IX. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Linda Spears and seconded by Barbara Mulroy. It was adopted unanimously. The meeting was adjourned at 9:50 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 1st DAY OF February, 2006.

  
SECRETARY OF THE CORPORATION