

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
April 18, 2007**

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 Wednesday, April 18, 2007. The meeting was called to order at 6:15 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Richard Wycoff, Kelly Shanks, Lloyd Christian, Keith Daws, Kerry Thomas, and Eli Roberts.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

1. March 7, 2007

A motion was made by Keith Daws and seconded by Eli Roberts to approve the minutes for March 7, 2007. The vote was unanimous.

IV. PETITIONS & COMMUNICATIONS

A. *PRESENTATIONS*

1. The Chairperson, Richard Wycoff, issued checks in the amount of \$200 to each student that completed the training course at Lamar State College.

B. *COMMUNICATIONS*

1. Introduction of the New Board Member, Graciela Alvarez

Mrs. Graciela Alvarez had an emergency and could not attend the meeting.

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

None.

V. CONSENT AGENDA ITEMS

- 1. To discuss and consider the approval of an invoice from the National Development Council in the amount of \$6,000.00 for services rendered through March 2007.**

A motion was made by Eli Roberts and seconded by Keith Daws to approve of an invoice from the National Development Council in the amount of \$6,000.00 for services rendered through March 2007. The vote was unanimous.

VI. NON-CONSENT AGENDA ITEMS

- 1. To discuss and consider the approval of the bylaws with the recommended changes from the Joint City/EDC Board Members Sub-Committee.**

A motion was made by Eli Roberts and seconded by Kelly Shanks to table for further review from the committee. The vote was unanimous.

- 2. To discuss and consider the approval of the contract between the Port Arthur Section 4A Economic Development Corporation and Triangle Waste.**

This item was tabled until after executive session.

VII. REPORTS

1. CEO's Report
 - a. Set a meeting date & select chair person for sub-committee members: Kelly, Kerry & Keith.

Keith Daws explained his concerns pertaining to the PAEDC Incentive Agreement/Reimbursed funds Flowchart. Minutes from the first Procedure Committee meeting were submitted along with a copy of the recommended changes to *the Incentive Agreement* and *Reimbursement of Funds* flow chart for CEO review and comment at next EDC meeting.

- b. Report on other EDC's incentive process.

Brenda Vaughn explained other EDC's incentive process.

- c. PAEDC Incentive Agreement/Reimbursed Funds Flowchart.

Discussed above.

- d. Sales Tax Training

Mr. Floyd Batiste explained that the Sales Tax Training is mandatory.

- e. Timeline for construction of Jade Ave.

They will begin the construction in April 30, 2007 and will be completed in June 8, 2007.

- f. Partnership with the Chamber of Commerce and Lamar State College Small Business Development Center.

Brenda Vaughn explained.

VIII. EXECUTIVE SESSION

The board retired to executive session at 7:25 p.m., and reconvened at 9:00 p.m.

After Executive Session, the Board acted on the following items:

1. A motion was made by Kelly Shanks and seconded by Kerry Thomas to approve the second Incentive Agreement between the Port Arthur Section 4A Economic Development Corporation and Triangle Waste Properties new Metal Recycling Facility with recommendations discussed in executive session. The vote was unanimous. Their collateral deposit was transferred from the old waste contract to the new Metal facility as collateral
2. A motion was made by Lloyd Christian and seconded by Eli Roberts to authorize a contract amending the first Triangle Waste Solutions Incentive Agreement to amend the milestones, release certificates of deposit and require payroll and employment sustaining for annual grants. The vote was unanimous.

IX. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Update on Parks & Recreation and Demolition
2. Update on new clients in Port Arthur
3. Feedback from CEO regarding Flowcharts

X. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Keith Daws and seconded by Kelly Shanks. It was adopted unanimously. The meeting was adjourned at 9:09 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 13th DAY OF June, 2007.

Keith Daws

SECRETARY OF THE CORPORATION