

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
May 16, 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, May 16, 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, Keith Daws, Eli Roberts, Kelly Shanks, Lloyd Christian, and Kerry Thomas.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

1. April 4, 2007
2. April 18, 2007

Board members tabled the minutes to make changes to Section V. #2 in the minutes for April 4, 2007 and make changes under reports to letter a. in the minutes for April 18, 2007. The vote was unanimous.

IV. PETITIONS & COMMUNICATIONS

A. *PRESENTATIONS*

1. Alliance Physicians Group of Texas

Dr. McMahon from the Alliance Physicians Group of Texas began the presentation. He wants to open an image Medical Clinic. Mr. Tom Morgan, project manager, stated that the scope of the project is 40,000 – 45,500 sq. ft. and will employ 40 people. The doctors would like to purchase the 5 acres of land located off Jimmy Johnson Blvd. that the Economic Development Corporation own.

B. *COMMUNICATIONS*

1. Introduction of the New Board Member, Graciela Alvarez

Not present

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

No comments

V. CONSENT AGENDA ITEMS

1. **To discuss and consider the approval of an invoice from Amelia Lawn Care & Landscaping in the amount of \$3,416.66 for services rendered in the month of April 2007.**

A motion was made by Eli Roberts and seconded by Kerry Thomas to approve an invoice from Amelia Lawn Care & Landscaping in the amount of \$3,416.66 for services rendered in the month of April 2007. The vote was unanimous.

2. **To discuss and consider the approval of an invoice from the National Development Council in the amount of \$6,000 for services rendered in the month of April 2007.**

A motion was made by Kerry Thomas and seconded by Eli Roberts to approve an invoice from the National Development Council in the amount of \$6,000 for services rendered in the month of April 2007. The vote was unanimous.

3. **To discuss and consider the approval of invoices from Germer Gertz for professional services rendered:**

Through:	Amount:	Pertaining to:
March 31, 2007	\$4,025.28	Economic Development Corporation
March 31, 2007	\$ 50.00	EDC v. Bill Diamond
March 31, 2007	\$ 125.00	EDC v. Terry Fontenot, Individually and d/b/a Marvin & Company
March 31, 2007	\$ 50.00	Camellia Plaza, L.P.
March 31, 2007	\$ 162.50	Spur 93 Business Park
March 31, 2007	\$ 402.00	EcoDiesel Industries, LLC
March 31, 2007	\$7,376.05	Pleasure Island Shrimp House
March 31, 2007	\$ 237.50	Abraham Mfg. Inc.
March 31, 2007	\$ 437.50	Del Pueblo Foods, USA, Inc.
March 31, 2007	\$ 762.50	Triangle Waste Solutions, Inc.
March 31, 2007	\$ 238.00	Bowhead Manufacturing Co. LLC
TOTAL:	\$13,866.33	

A motion was made by Lloyd Christian and seconded by Eli Roberts to approve the invoices from Germer Gertz for professional services rendered through March 31, 2007 in the amount of \$13,866.33. The vote was unanimous.

4. **To discuss and consider the approval of invoices from Germer Gertz for professional services rendered:**

TOTAL:	Amount:	Pertaining to:
April 30, 2007	\$2,788.21	Economic Development Corporation
April 30, 2007	\$ 4.64	Camellia Plaza, L.P.
April 30, 2007	\$ 100.00	Redwine Family Partners, Ltd.
April 30, 2007	\$ 208.58	Spur 93 Business Park
April 30, 2007	\$ 50.00	SETX Clearwater Environmental
April 30, 2007	\$ 576.73	Pleasure Island Shrimp House
April 30, 2007	\$ 425.00	EcoDiesel Industries, LLC
April 30, 2007	\$ 350.00	Del Pueblo Foods, USA, Inc.
April 30, 2007	\$ 100.00	Abraham Mfg. Inc.
April 30, 2007	\$ 409.00	Desselle-Maggard Corporation
April 30, 2007	\$4,197.50	Triangle Waste Solutions, Inc.
April 30, 2007	\$ 250.00	Reliable Polymer Services, LP

A motion was made by Kerry Thomas and seconded by Eli Roberts to approve the invoices from Germer Gertz for professional services rendered through April 30, 2007 in the amount of \$9,459.66. The vote was unanimous.

VI. NON-CONSENT AGENDA ITEMS

- 1. To discuss and consider the approval of an invoice from Crain, Caton & James in the amount of \$840.65 for professional services through March 31, 2007.**

A motion was made by Keith Daws and seconded by Lloyd Christian to approve an invoice from Crain, Caton & James in the amount of \$840.65 for professional services through March 31, 2007. The vote was unanimous.

- 2. To discuss and consider the approval of Arceneaux & Gates Engineering for the design and construction for the completion of Jade Avenue.**

A motion was made by Keith Daws and seconded by Eli Roberts to approve option 2 from Arceneaux & Gates Engineering for the design and construction for the completion of Jade Avenue. The vote was unanimous.

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

A motion was made by Eli Roberts and seconded by Keith Daws to approve the first amended contract between the Port Arthur Section 4A Economic Development Corporation and Triangle Waste Properties. The vote was unanimous.

- 4. To discuss and reconsider the second incentive agreement between the Port Arthur Section 4A Economic Development Corporation and Triangle Waste Properties.**

A motion was made by Lloyd Christian and seconded by Keith Daws to approve the second incentive agreement between the Port Arthur Section 4A Economic Development Corporation and Triangle Waste Properties. The vote was unanimous.

- 5. To discuss and request the EDC Board of Directors to put a moratorium on cash grant incentives for the remaining of the fiscal year of 2007 and fiscal year of 2008.**

A motion was made by Kelly Shanks and seconded by Eli Roberts to put a moratorium on cash grant incentives for the remaining of the fiscal year of 2007 only. The vote was unanimous.

- 6. To discuss and consider that the EDC Board of Directors set a policy limiting cash grant incentives of \$250,000 for any project not including discounts on land and loans.**

A motion was made by Lloyd Christian and seconded by Keith Daws to table to set a policy limiting cash grant incentives of \$250,000 for any project not including discounts on land and loans. The vote was unanimous.

- 7. To discuss and request the City of Port Arthur Council to set aside additional funds for the City Revolving Loan Fund to the Grow Port Arthur Fund through the National Development Council administered by the Economic Development Corporation.**

This item was removed.

- 8. To discuss and consider the EDC Board of Directors to set aside additional funds for 4A project loans through the Grow Port Arthur Fund administered by the National Development Council.**

This item was removed.

VII. REPORTS

1. CEO's Report

a. Update on Parks & Recreation

Mr. Batiste gave an update on Parks & Recreation. The Board would like an itemized list & possible speaker for future plans.

b. Update on Demolition

Mr. Batiste gave an update on Demolition. The Board would like an itemized list & possible speaker for future plans.

c. Update on current project applications being processed, requested by Richard Wycoff.

Mr. Batiste gave an update on current project application being processed.

d. Update on Jade Avenue Extension.

Mr. Ron Arceneaux gave an update on Jade Ave. Extension.

e. Set date for 2008 Budget Workshop

The Board set the date to Saturday, June 9, 2007 from 8:00 am - 12:00 pm.

f. Review of proposed fiscal year 2008 Budget by staff

Mr. Batiste explained the proposed fiscal year 2008 Budget.

g. Confirm Board members attendance for the Sales Tax Training

All Board Members are attending except Mrs. Barbara Mulroy. All Board Members are driving to the Sales Tax Training in Houston.

h. Compliance Synopsis

Mr. Batiste explained the Compliance Synopsis.

i. ED Week

Mrs. Vaughn explained staff ideas. Committee from the Board: Lloyd, Eli and Kerry will help.

j. Update on Business Retention Plan

Lloyd Christian and Richard Wycoff would like to go on interviews when this process is set.

k. Report on Community Development

Board would like to know of the meetings after the first meeting.

l. International Seafarer's Building

Make changes to the first floor and do a cost comparison for a new building.

2. Board Financial Update

Board received and reviewed the Financial Update.

VIII. EXECUTIVE SESSION

The board retired to executive session at 8:12 p.m., and reconvened at 10:00 p.m.

IX. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Demolition Update
2. Parks & Recreation Update
3. Procedure Committee Meeting

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 10:05 p.m.

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

Keith Daws
SECRETARY OF THE CORPORATION