

MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
June 13, 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, June 13, 2007. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Richard Wycoff, Doris Cruise, Keith Daws, Eli Roberts, Kerry Thomas, and Graciela Alvarez.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

1. April 4, 2007
2. April 18, 2007
3. May 16, 2007
4. May 30, 2007 Committee Meeting
5. May 30, 2007 Regular Meeting

A motion was made by Keith Daws and seconded by Eli Roberts to approve the minutes above. The vote was unanimous.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. Economic Development Corporation – Carolyn Motl (30 min.)

Mrs. Motl showed the EDC Board a DVD that explains key concepts for Economic Development by Dr. Perryman.

2. City of Port Arthur Parks & Recreation Dept. – Dr. Albert Thigpen

Mr. Thigpen cancelled his presentation prior to the meeting.

3. Port Arthur Youth Football League – Kenneth Lofton

Mr. Kenneth Lofton requested sponsorship from the Board for the 3rd Annual Port Arthur/Babineaux Brothers Football Weekend June 21-23 2007 for kids' age ranges from 5-18. If the board sponsors, the EDC will be advertised on the t-shirts and banners. Expecting about 400-500 kids to attend camp. Will provide training for first aid, nutrition,

exercise, and to prevent dehydration or injuries. Guest speakers will be Tom Vaughn and Mickey Washington.

4. Amelia Lawn Care & Landscaping – Wayne and Karen

Karen explained the before & after pictures of the proposed landscape to update the entrance of the Business Park.

5. OAI/Training Grant – Doris Gill

Mrs. Gill's request is for Funding Assistance for Port Arthur Residents for Job Training. 30 trainees at a cost of \$40,000. Plus \$12,000 stipend for 60 trainees. (\$200 per person) Total funding request is \$52,000.

B. COMMUNICATIONS

None.

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

None.

V. CONSENT AGENDA ITEMS

1. To discuss the audit findings. Requested by Board Member Keith Daws.

A motion was made by Keith Daws and seconded by Eli Roberts to table this item until the next meeting.

2. 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.

A motion was made by Keith Daws and seconded by Eli Roberts to table this item until the next meeting.

VI. NON-CONSENT AGENDA ITEMS

1. To discuss and consider the approval of BioMedical Solutions. Requested by Board Member Kerry Thomas.

This item was tabled until after executive session.

2. To discuss and consider the approval for a policy on placing items on the Agenda by Board Members.

A motion was made by Keith Daws and seconded by Kerry Thomas to remove this item. The vote was unanimous.

3. To discuss and consider the approval of the time extension to complete the Jade Avenue Extension Project.

A motion was made by Keith Daws and seconded by Eli Roberts to approve the time extension to complete the Jade Avenue Extension Project. The vote was unanimous.

- 4. To discuss and consider the approval of an invoice in the amount of \$96,384.10 from Excavators & Constructors for the completion of the Jade Avenue Extension Project.**

A motion was made by Keith Daws and seconded by Graciela Alvarez to approve an invoice in the amount of \$96,384.10 from Excavators & Constructors for the completion of the Jade Avenue Extension Project. The vote was unanimous.

- 5. To discuss and consider the approval of Amelia Lawn Care & Landscaping to update the landscape of the entrance in the Business Park.**

A motion was made by Kerry Thomas and seconded by Eli Roberts to table this item until the next meeting. The vote was unanimous.

- 6. To discuss and consider the approval of fiscal year 2008 Economic Development Corporation's proposed budget for submission to the City Manager.**

A motion was made by Kerry Thomas and seconded by Keith Daws to table this item until the next meeting. The vote was unanimous.

- 7. To discuss and consider the approval of the sale of 5.326 acres of land in the Port Arthur Economic Development Corporation's Hospital Business Park to Alliance Physicians Group.**

This item was tabled until after executive session.

- 8. To discuss and consider the approval of matching the City of Port Arthur's OAI/grant funds for job training.**

A motion was made by Eli Roberts and seconded by Kerry Thomas to approve to the funds requested by the City of Port Arthur for job training in the amount of \$52,000. The vote was unanimous.

- 9. To discuss and consider the approval of a stipend in the amount of \$400 to Curley Washington to complete his training in the FAST TRACK electrical program.**

This item was tabled until after executive session.

- 10. To discuss and consider the approval of the plat for the South tower in the Port Arthur International Seafarer's Building from LaBiche Architectural.**

This item was tabled until after executive session.

VII. REPORTS

- 1. CEO's Report**

a. Report on Financial Institution meeting

Mr. Batiste explained the June 6, 2007 meeting.

b. Report on Business Connection meeting

Mr. Batiste explained the June 7, 2007 meeting.

c. Triangle Waste Properties Ribbon Cutting

Staff handed out the invitation.

d. Joint EDC/City Council Meeting

Mr. Batiste let the Board know that there will be a joint EDC/City Council meeting soon.

2. Board Financial Update

Mr. Batiste explained the Board Financial Update.

VIII. EXECUTIVE SESSION

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

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

1. A motion was made by Eli Roberts and seconded by Kerry Thomas to approve BioMedical Solutions with the condition that all permits are completed. The vote was unanimous.
2. A motion was made by Kerry Thomas and seconded by Keith Daws to table the sale of 5.326 acres of land in the Port Arthur Economic Development Corporation's Hospital Business Park to Alliance Physicians Group. The vote was unanimous.
3. A motion was made by Eli Roberts and seconded by Kerry Thomas to reject a stipend in the amount of \$400 to Curley Washington to complete his training in the FAST TRACK electrical program. The vote was unanimous.
4. A motion was not needed for the approval of the plat for the South tower in the Port Arthur International Seafarer's Building from LaBiche Architectural. The Board just agreed to move forward.
5. A motion was made by Keith Daws and seconded by Eli Roberts to hire a registered agent until the EDC hires a permanent legal attorney. The vote was unanimous.
6. A motion was made by Eli Roberts and seconded by Keith Daws to approve the advertising cost for the T-Shirts and banners for the 3rd annual Port Arthur/Babineaux Brothers Football Weekend June 21-23, 2007. The vote was unanimous.

IX. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Elect Vice President in next board meeting, requested by Richard Wycoff
2. Set a date to interview attorney's, requested by Kerry Thomas

X. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Eli Roberts and seconded by Doris Cruse. It was adopted unanimously. The meeting was adjourned at 10:23 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 11th DAY OF July, 2007.

Kerry Thomas
SECRETARY OF THE CORPORATION