

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
July 25, 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, July 25, 2007. The meeting was called to order at 5:30 p.m.

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

The following Board Members were present:

Richard Wycoff, Keith Daws, Kaprina Frank, Lloyd Christian, Kerry Thomas, and Graciela Alvarez.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

**III. MINUTES**

**1. July 11, 2007**

A motion was made by Kerry Thomas and seconded by Keith Daws to approve the minutes for July 11, 2007 with the necessary changes made by the attorney. The vote was unanimous.

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

**1. Former Board Appreciation Award**

Richard Wycoff and Kerry Thomas recognized the former Board Members by issuing appreciation awards. Awards were issued to Linda Spears, Barbara Mulroy, Phoung Tat, Kim David Klahsen, and Antonio Aguilar. The following people were also recognized but were not present: John Beard, Martin Flood, Maria Block, Allen Watson, and Richard White. They also recognized Deborah Khalajabadi, whom is deceased.

**2. Branding Study with North Star – Tammy Kotzur**

Mrs. Kotzur presented a document stating the scope of services. She is looking forward to doing a Branding Study for the community. There will be no financial output. The Branding Study will include the Port Arthur Economic Development Corporation, Port Arthur Chamber of Commerce, City of Port Arthur and the Port Arthur School District. The citizens of Port Arthur will have input in this Branding Study.

3. Amelia Lawn Care & Landscaping – Wayne Riley

Wayne & Karen explained the situation within the Business Park dealing with the irrigation system, the proposed landscaping and the cost of the plants. Mrs. Kirkwood suggested not to rush in landscaping the Business Park at this time because of the season.

4. Proposed Pilot Program for incentive packages – Councilman Williamson

Councilman Williamson spoke about the Pilot Program for incentive packages. The Pilot Program includes promotions to upper management and provides incentive to business that promotes Port Arthur residents to management positions.

**B. COMMUNICATIONS**

None.

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

None.

**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 June 2007.**

A motion was made by Kerry Thomas and seconded by Lloyd Christian to approve the invoice in the amount of \$3,416.66 from Amelia Lawn Care & Landscaping for the month of June 2007. The vote was unanimous.

2. **To discuss and consider the approval of an invoice in the amount of \$70,819.23 from Excavators & Constructors, Ltd. for the Jade Avenue Extension.**
3. **To discuss and consider the approval of an invoice in the amount of \$23,453.98 from Excavators & Constructors, Ltd. for final payment and release of retainage of the Jade Avenue Extension.**

A motion was made by Keith Daws and seconded by Lloyd Christian to approve both items #2 & #3 with one motion. The motion approved an invoice in the amount of \$70,819.23 and another invoice in the amount of \$23,453.98 from Excavators & Constructors, Ltd. for the final release of retainage, and change order of the Jade Avenue Extension. The vote was unanimous.

4. **To discuss and consider the approval of an invoice in the amount of \$1,345.99 from Crain, Caton, & James for service pertaining to Port Iron rendered through June 30, 2007.**

A motion was made by Keith Daws and seconded by Lloyd Christian to approve an invoice in the amount of \$1,345.99 less the \$168.75 that should have been billed to the City of Port Arthur from Crain, Caton & James for service pertaining to Port Iron rendered through June 30, 2007. The vote was unanimous.

5. **To discuss the City of Port Arthur public hearing as to receive input on the continued use of Section 4A Sales and Use Tax within the City for amateur sports, and athletic purposes and events.**
6. **To discuss the City of Port Arthur public hearing as to receive input on the continued use of section 4A Sales and Use Tax within the City as to promote or develop new or expanded business that create or retain primary jobs, including a project to provide demolition of existing structures.**

Public Hearing will on August 28, 2007 at 7:00 PM at City Hall.

**VI. NON-CONSENT AGENDA ITEMS**

1. **To discuss and consider the approval of the estimated cost from Amelia Lawn Care & Landscaping for the following:**

|             |   |
|-------------|---|
| \$2,085.00  | To replace dead live oak trees.                               |
| \$2,565.00  | To remove monkey grass and replace with sod on both islands   |
| \$11,390.00 | For landscaping of flag poles and re-landscaping of signs     |
| \$504.00    | To replace dead ligustrums and hawthorns                      |
| \$6,723.38  | To install Hunter wireless battery operated valve controllers |

A motion was made by Kerry Thomas and seconded by Graciela Alavarez to approve only to install the Hunter wireless battery operated valve controller in the amount \$6,723.38. The vote was unanimous.

2. **To discuss and consider the approval of the second \$100,000 incentive payment to Triangle Waste Solutions.**

A motion was made by Lloyd Christian and seconded by Kerry Thomas to approve the second \$100,000 incentive payment to Triangle Waste Solutions. The vote was unanimous.

3. **To discuss and consider the first amendment to the April 2006 Economic Contract between Triangle Waste Solutions and the City of Port Arthur Section 4A Economic Development Corporation.**

A motion was made by Lloyd Christian and seconded by Graciela Alvarez to approve the first amendment to the April 2006 Economic Contract between Triangle Waste Solutions and the City of Port Arthur Section 4A Economic Development Corporation. The vote was unanimous. Board Member Kaprina Frank abstained.

4. **To discuss and consider the Incentive Contract and Loan agreement between Triangle Waste Properties and the City of Port Arthur Section 4a Economic Development Corporation.**

A motion was made by Kerry Thomas and seconded by Lloyd Christian to approve the Incentive Contract and Loan agreement between Triangle Waste Properties and the City of Port Arthur Section 4A Economic Development Corporation. The vote was unanimous. Board Member Kaprina Frank abstained.

**VII. REPORTS**

**1. CEO's Report**

Mr. Batiste let the board know about a project that wants to run a pipeline in the Business Park.

**2. Monthly Financial Report**

Mr. Batiste went over the budget with the detail spreadsheets.

**VIII. CLOSED SESSION (EXECUTIVE SESSION)**

The board retired to executive session at 8:04 pm, and reconvened at 9:19 pm.

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

**1. Level of audit review**

**2. Presentation to replat property in business park**

**3. Report on response letters**

**4. EDC location**

**X. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Keith Daws and seconded by Graciela Alvarez. It was adopted unanimously. The meeting was adjourned at 9:25 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 8<sup>th</sup> DAY OF  
August, 2007.

  
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SECRETARY OF THE CORPORATION