

MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
August 8, 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, August 8, 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 Cruse, Keith Daws, Kaprina Frank, Eli Roberts, Kelly Shanks, and Kerry Thomas.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

1. July 25, 2007

A motion was made by Kerry Thomas and seconded by Keith Daws to approve July 25, 2007 minutes. The vote was unanimous.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. Square Mile Energy, L.L.C. – Calvin Munding

Mr. Calvin, Al, and Rusty from Square Mile Energy would like to tie into an existing Duke 20" pipeline that crosses the EDC acreage. They use a drilling rig to explore for natural gas.

2. Wells, Peyton, Greenburg and Hunt, L.L.P. – Melody Chapel, requested by Board Member Kerry Thomas

Melody Chapel came before the Board to ask them to consider her law firm in the search for EDC legal services.

B. COMMUNICATIONS

1. Beautification Commission Letter

Board discussed concerns regarding Business Park landscape. Board received and considered Ms. Kirkwood's letter and professional opinion concerning the condition of the Business Park landscaping and expressed appreciation for her time and input.

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 \$225.00 from The Parker Law Firm regarding the Diamond litigation.**

A motion was made by Eli Roberts and seconded by Keith Daws to approve the invoice in the amount of \$225.00 from The Parker Law Firm regarding the Diamond litigation. The vote was unanimous.

- 2. To discuss and consider the approval of an invoice in the amount of \$3,750.00 from Arceneaux & Gates for wetland investigations in the Business Park/Jade Ave.**

This item was tabled until after executive session.

- 3. To discuss and consider the approval of an invoice in the amount of \$6,054.05 from Arceneaux & Gates for professional services regarding design and construction of Jade Avenue Extension from Business Park to HWY 365.**

A motion was made by Eli Roberts and seconded by Keith Daws to approve the invoice in the amount of \$6,054.05 from Arceneaux & Gates for professional services regarding design and construction of Jade Avenue Extension from Business Park to HWY 365. The vote was unanimous.

- 4. To discuss and consider the approval of an invoice in the amount of \$6,000 from NDC for services rendered through July 2007.**

A motion was made by Keith Daws and seconded by Eli Roberts to approve the invoice in the amount of \$6,000 from NDC for services rendered through July 2007. The vote was unanimous.

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

This item was removed until further discussion.

- 2. To discuss and consider the approval of the audit level review for financial statements received from grant applicants.**

A motion was made by Keith Daws to hold the audit level review for financial statements received from grant applicants until the newly appointed committee (Kaprina Frank, Keith Daws and Carmelia Staley) present their findings to the full board.

3. **To discuss and consider the approval of including the Law Office of Wells, Peyton, Greenberg and Hunt, L.L.P. in the search for EDC legal services.**

This item was tabled until after executive session.

4. **To discuss and consider the approval to request a stipend for the youth Advisory Council and Lamar State College Students up to \$7000.**

A motion was made by Eli Roberts and seconded by Kerry Thomas to approve the request a stipend for the youth Advisory Council and Lamar State College Students up to \$7000 subject to Attorney preparing the agreement. The vote was unanimous.

5. **To discuss the Economic Development Corporation incentive accelerated supervisor/management training program for Port Arthur residents.**

This item was tabled until after executive session.

6. **To discuss and consider the Economic Development Corporation Board recommendation for the 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.**
7. **To discuss and consider the Economic Development Corporation Board recommendation for the 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.**

Items #6 and #7 were discussed together. A motion was made by Kerry Thomas and seconded by Keith Daws to oppose both propositions as their first recommendation and to approve the demolition and not the Parks as their second recommendation. The vote was unanimous.

8. **To discuss a proposed Bond for the completion of road construction in the Business Park.**

The Board discussed the Bond for the completion of road construction in the Business Park and decided to hold this item until after the public hearing for the Propositions 8 & 9.

VII. REPORTS

1. **CEO's Report**
 - a. **Incentive Accelerated Training Program Update**

Ms. Staley explained that it could be included in EDC's contract as an option and if this option is taken, companies will receive additional incentive credit.

b. Branding & Community Development

Will take place on Thursday, August 16, 2007 at 8:00 am 11:30 am

c. Community Development Initiative – August 15, 2007

Will take place on August 15, 2007 at 7:30 am at the Civic Center.
Board Members Richard Wycoff and Keith Daws are planning to assist.

d. Current Projects update

Ms. Staley gave an update of the current project in process, KT Foods.

2. Monthly Financial Report

Mr. Batiste explained the financial report.

VIII. CLOSED SESSION (EXECUTIVE SESSION)

The board retired to executive session at 8:45 pm, and reconvened at 10:18 pm.

1. The approval of the invoice in the amount of \$3,750.00 from Arceneaux & Gates for wetland investigations in the Business Park/Jade Ave. was **tabled** for further discussion.
2. The approval to include the Law Office of Wells, Peyton, Greenberg and Hunt, L.L.P. in the search for EDC legal services was **tabled** for further discussion.
3. A motion was made by Keith Daws and seconded by Eli Roberts to use Attorney Guy Goodson as a resource for legal services.

IX. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Termination of Amelia Lawn Care & Landscaping
2. NDC update

X. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Keith Daws and seconded by Kerry Thomas. It was adopted unanimously. The meeting was adjourned at 10:25 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 22nd DAY OF August, 2007.



SECRETARY OF THE CORPORATION