

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
January 08, 2008**

**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 Tuesday, January 08, 2008. The meeting was called to order at 6:00 p.m.

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

The following Board Members were present:

Richard Wycoff, Keith Daws, Eli Roberts, Kelly Shanks, and Graciela Alvarez.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

**III. MINUTES**

1. December 13, 2007 Special Meeting
2. December 19, 2007 Regular Meeting

A motion was made by Kelly Shanks and seconded by Keith Daws to approve the minutes for December 13, 2007 and December 19, 2007. The vote was unanimous.

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

None.

**B. COMMUNICATIONS**

1. 13<sup>th</sup> Annual Hall of Achievement invitation

The Board decided to get a table for the 13<sup>th</sup> Annual Hall of Achievement invitation.

2. The Greater Port Arthur Chamber of Commerce 108<sup>th</sup> Annual Banquet

The Board decided to get a table for the Greater Port Arthur Chamber of Commerce 108<sup>th</sup> Annual Banquet.

3. Letter of Intent from Gary Babineaux

The Board reviewed the letter of Intent from Gary Babineaux. Mr. Babineaux expressed his interest in locating his business in the Business Park.

4. South East Texas Regional Planning

The Board decided to get a table for the Southeast Texas Regional Planning event.

5. Guy Goodson letter

The Board reviewed Mr. Goodson's letter where he appreciates the EDC Board and staff's cooperation and great work.

6. The News correspondence

The Board decided to advertise a quarter of a page in the Port Arthur News paper.

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

None.

**V. UNFINISHED BUSINESS**

None.

**VI. CONSENT AGENDA ITEMS**

1. To discuss and consider the approval of an invoice in the amount of \$6,000 from NDC for services rendered in December 2007. (ACCOUNT NO. 120-1429-582-54.11)
2. To discuss and consider the approval of an invoice in the amount of \$4,760.00 from Trey's Tractor Service for the month of October 2007. (ACCOUNT NO. 120-1429-582-59.02)
3. To discuss and consider the approval of an invoice in the amount of \$23,515.50 from Arceneaux & Gates for the design and construction of Jade Avenue. (ACCOUNT NO. 120-1429-582-59.00)
4. To discuss and consider the approval of an invoice in the amount of \$1,200 from The Parker Law Firm for services rendered pertaining to the Diamond Litigation. (ACCOUNT NO. 120-1429-582-54.00)
5. To discuss and consider the approval of invoices from Germer Gertz for professional services rendered: (ACCOUNT NO. 120-1429-582-54.00)

<u>Through:</u>	<u>Amount:</u>	<u>Pertaining to:</u>
November 30,2007	\$3,595.39	Economic Development Corporation
<b>Total:</b>	<b>\$3,595.39</b>	

A motion was made by Keith Daws and seconded by Graciela Alvarez to approve Items # 1-5 with one motion. The vote was unanimous.

**VII. NON-CONSENT AGENDA ITEMS**

None.

**VIII. REPORTS**

1. CEO's Report

- a. Update on Business Park Landscape & Maintenance by Wayne Riley.

Mr. Riley handed out a packet and gave an update on the Business Park Landscape & Maintenance. He recommended to have signage put up in the business park to prevent damages to the underground pipes and to prevent citizens placing debris out there.

b. Update on the Wetland study by Ron Arceneaux

The Corps of Engineers found no wetlands in the Business Park nor on Jade Ave. Have not received any documents from the Corps of Engineers confirming this yet.

c. Update on the Jade Avenue Extension by Ron Arceneaux

Working on the pre-bid and bidding process. It is projected to be a 9 month project.

d. Update on the design on Phase II of road construction by Ron Arceneaux

Have initiated the field work and looking into zoning the Business Park.

e. Update on projects

Mrs. Vaughn gave an update on our active projects and stated that everyone is on target. Mr. Batiste's concern is employment.

\*A motion was made by Keith Daws and seconded by Kelly Shanks to adjourn the meeting for recess at 7:00 p.m.

\*The meeting resumed from recess at 7:11 p.m.

**IX. CLOSED SESSION (EXECUTIVE SESSION)**

The board retired to executive session at 7:14 pm, and reconvened at 8:20 pm.

1. A motion was made by Kelly Shanks and seconded by Richard Wycoff to rescind the proposed Incentive agreement with Eco-Water/Eco-Diesel. Vote: 5-0. Motion Passed.

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

1. Update on projects milestones

**XI. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Richard Wycoff and seconded by Kelly Shanks. It was adopted unanimously. The meeting was adjourned at 8:25 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2008.

  
\_\_\_\_\_  
SECRETARY OF THE CORPORATION