

MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
4173 39th Street, Port Arthur, Texas 77642
June 4, 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 Wednesday, June 4, 2008. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Carolyn Guillory, Doris Green, Keith Daws, Eli Roberts, Kelly Shanks, Roosevelt Petry and Graciela Alvarez.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

April 23, 2008

May 06, 2008

May 21, 2008

A motion was made by Kelly Shanks and seconded by Graciela Alvarez to approve the above minutes with one motion. The vote was unanimous.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

None

B. COMMUNICATIONS

None

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

None.

V. UNFINISHED BUSINESS

- 1. To discuss appointment of citizen ad-hoc Committee Members to the following Board of Directors Subcommittees: (Requested by Keith Daws)**
 - a. By-Laws**
 - b. Policy and Procedures**
 - c. Business Retention and Expansion**
 - d. Finance and Budget**

Keith Daws informed the board that a facilitator will facilitate how the subcommittees will come about at a meeting that will be held on Wednesday, June 18, 2008 at 4:30pm at PAEDC just before the regular board meeting. An invitation was given to board members to attend and meet the facilitator and citizens.

VI. CONSENT AGENDA ITEMS

- 1. To discuss and consider the approval of an invoice in the amount of \$352.24 from Amelia Lawn Care & Landscaping for Irrigation repair to South Business Park Island.**

A motion was made by Eli Roberts and seconded by Roosevelt Petry to approve the invoice in the amount of \$352.24 from Amelia Lawn Care & Landscaping for Irrigation repair to South Business Park Island. The vote was unanimous.

- 2. To discuss and consider the approval of an invoice in the amount of \$3,441.66 from Amelia Lawn Care & Landscaping for Professional Services regarding maintenance of the Business Park for the Month of March 2008.**
- 3. To discuss and consider the approval of an invoice in the amount of \$3,441.66 from Amelia Lawn Care & Landscaping for Professional Services regarding maintenance of the Business Park for the Month of April 2008.**
- 4. To discuss and consider the approval of an invoice in the amount of \$3,441.66 from Amelia Lawn Care & Landscaping for Professional Services regarding maintenance of the Business Park for the Month of May 2008.**
- 5. To discuss and consider the approval of an invoice in the amount of \$8,739.61 from Germer Gertz, L.L.P. for Professional Legal Services rendered through 04/30/2008.**
- 6. To discuss and consider the approval of an invoice in the amount of \$6,000.00 from the National Development Council for Technical Assistance rendered for the period of May 1 – 31, 2008.**

A motion was made by Eli Roberts and seconded by Doris Green to approve items #2-6 with one motion. The vote was unanimous.

7. To discuss and consider the approval of invoices from the Jefferson County Tax Assessor for the following Property:

4173 39th Street \$5,631.89
Lt 18 Blk 13 Bellaire 2
Port Arthur, Texas

4173 39th Street \$ 167.30
Lt 17 Blk 13 Bellaire 2
Port Arthur, Texas

4173 39th Street \$ 167.31
Lt 16 Blk 13 Bellaire 2
Port Arthur, Texas

4173 39th Street \$ 123.86
Lt 19 Blk 13 Bellaire 2
Port Arthur, Texas

A motion was made by Roosevelt Petry and seconded by Eli Roberts to approve the invoices from the Jefferson County Tax Assessor. The vote was unanimous.

VII. NON-CONSENT AGENDA ITEMS

- 1. To discuss and consider the approval of dedicating three 20 foot wide parcels of properties off the north side of Blocks one (1), two (2), and three (3) of W.H. Schmyser Addition No. 3 owned by the Port Arthur Section 4A Economic Development Corporation between Lincoln Park and Denbo Avenue for public use as Street Right-of-Way for the widening of W. Rev. Dr. Ransom Howard Street.**

A motion was made by Roosevelt Petry and seconded by Doris Green to approve dedicating three 20 foot wide parcels of properties off the north side of Blocks one (1), two (2), and three (3) of W.H. Schmyser Addition No. 3 owned by the Port Arthur Section 4A Economic Development Corporation between Lincoln Park and Denbo Avenue for public use as Street Right-of-Way for the widening of W. Rev. Dr. Ransom Howard Street. The vote was unanimous.

- 2. To discuss and consider the request to increase the advertisements on the "Breeze" 107.1 radio. (Requested by Roosevelt Petry)**

Roosevelt Petry requested that the board consider increasing PAEDC's advertising budget by \$25,000 - \$30,000 for The Breeze Radio Station.

IX. CLOSED SESSION (EXECUTIVE SESSION)

The board retired to executive session at 7:23 pm, and reconvened at 8:36 pm.

1. A motion was made by Eli Roberts and seconded by Roosevelt Petry to table Non-Consent Agenda item #3 to get more information from the bond council. The vote was unanimous.
2. A motion was made by Roosevelt Petry and seconded by Eli Roberts to approve Economic Incentive Contract and Loan Agreement to ENGlobal Inc. subject to issuance of City of Port Arthur Section 4A Economic Development Corporation Sales Tax Revenue Bonds, Series 2008 in addition to them completing an application. The vote was unanimous.
3. A motion was made by Eli Roberts and seconded by Graciela Alvarez authorizing financial advisor to prepare Preliminary Official Statement for City of Port Arthur Section 4A Economic Development Corporation Sales Tax Revenue Bonds, Series 2008. The vote was unanimous.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Keep CEO Evaluation on the Agenda.
2. Subcommittees

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Eli Roberts and seconded by Graciela Alvarez. It was adopted unanimously. The meeting was adjourned at 9:47 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE ____ DAY OF _____, 2008.



SECRETARY OF THE CORPORATION