

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING**

4173 39th Street, Port Arthur, Texas 77642

Date: June 18, 2008

Time: 6:00 p.m.

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 18, 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, Kelly Shanks, Richard Wycoff, and Graciela Alvarez.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation

III. MINUTES

June 4, 2008

A motion was made by Kelly Shanks and seconded by Doris Green to approve the above minutes with the necessary correction with one motion. The vote was unanimous.

VI. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

The Breeze (107.1) (requested by Roosevelt Petry)

This item was tabled.

B. COMMUNICATIONS

Port Arthur International Public Port

Attorney Guy Goodson gave an over view of what the Foreign Trade Zones is and how it can become an incentive for the EDC

RPS 1st Annual Picnic

Reginald Adams of Mocah requesting a letter of support

The Board instructed Mr. Batiste to draft a letter of support

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 there was a meeting at 4:30 p.m. today June 18, 2008. The next meeting will in two weeks to continue with the orientation.

- 2. To discuss and consider possible action on a Resolution concerning issuance of sales tax revenue bonds or other tax exempt obligations to finance the acquisition, construction, renovation, repairs, modifications and improvement of facilities, buildings, utilities, streets, roads, parking areas, landscaping and related facilities and the costs of issuance of such bonds or other tax exempt obligations.**

Mr. Batiste circulated the draft resolution to the board members for review. This item was table for the July 2, 2008 Board Meeting.

VI. CONSENT AGENDA ITEMS

- 1. To Discuss and consider the approval of an invoice in the amount of \$863.29 from Arceneaux & Gates Consulting Engineers, Inc. for Design & Construction of New Roadways – Business Park, Phase II.**
- 2. To discuss and consider the approval of an invoice in the amount of \$2936.50 from Arceneaux & Gates Consulting Engineers, Inc. for Professional Services Regarding Design and Construction of JADE Avenue from Business Park to Hwy 365.**

A motion was made by Richard Wycoff and second by Doris Green to approve items #1 and 2 with one motion. The vote was unanimous.

VII. NON-CONSENT AGENDA ITEMS

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

A motion was made by Richard Wycoff and second by Doris Green to table this item to allow the advertising committee to make a recommendation.

3. To Discuss and consider Arceneaux & Gates Consulting Engineers, Inc issuing bids for Construction of Phase II New Road Construction in the Port Arthur Business Park.

This item will be deferred to allow Arceneaux & Gates Consulting Engineers, Inc to complete the plans for all three (3) roads in the Port Arthur Business Park.

4. To Discuss and consider entering into an agreement with the Port Arthur International Public Port for the creation of a Foreign Trade Zones sub zone to include the Port Arthur EDC Business Park, not to exceed \$15,000, plus reimbursement for out-of-pocket expenses incurred in connection therewith.

A motion was by Richard Wycoff and second by Graciela Alvarez to approve the creation of a Foreign Trade Zones sub zone to include the Port Arthur EDC Business Park and the funds not to exceed \$15,000 plus reimbursement for out-of-pocket expenses with one motion. The vote was unanimous.

5. To Discuss and consider for approval EDC FY 2008-2009 Budget.

A motion by Richard Wycoff and seconded by Kelly Shanks to table the FY 2008-2009 Budget for the next EDC Board meeting. The vote was unanimous.

VIII. REPORTS

- a. CEO's Report
 - 1) Sales Tax Training

IX. CLOSED SESSION (EXECUTIVE SESSION)

In Order To Comply With The Requirements Of Chapter 551 (Open Meetings Law) Of The Texas Government Code, Prior To Going Into Closed Meeting The Presiding Officer To The City of Port Arthur Section 4A Economic Development Corporation Board Of Directors Should Make The Following Public Announcement:

"A Closed Meeting or Executive Session Will Be Held Pursuant To the Following Sections of Chapter 551, Texas Government Code,

- 1. Section 551.087 Government Code – To discuss Incentives for EDC Prospects.**
 - 1) ENGlobal**
- 2. Section 551.071 Government Code – To discuss with Attorney Guy Goodson pending and potential litigation.**

1) Biomedical Waste

A motion was made by Kelly Shanks and second by Richard Wycoff to provide partial payment to Bio Medical for their additional cost in the Business Park up to 50% and not to exceed \$7,000. The vote was unanimous.

3. **Section 551.072 Government Code** – To discuss the value of land at the City of Port Arthur Section 4A Economic Development Corporation Spur 93 Business Park

4. **Section 551.074 Government Code** – To discuss personnel matters of Port Arthur Section 4A Economic Development Corporation.

1) CEO Evaluation

There will be a Special meeting on June 25, 2008 at 6:00 p.m. for the CEO's evaluation.

***The Items In Executive Session May Be Discussed And Acted On In Open Session.**

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

- 1) Post the July 2, 2008 Sub Committee Meeting.
- 2) Post the June 25, 2008 Special Board Meeting

ITEMS FOR FUTURE AGENDA CONSIDERATION OR REPORTS FROM STAFF MAY BE REQUESTED BUT NO DISCUSSION OF ANY ITEMS OR REQUESTS SHALL TAKE PLACE.

XI. AJOURNMENT 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 10:12 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE ____ DAY OF

_____, 2008.


SECRETARY OF THE CORPORATION