

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

4173 39th Street, Port Arthur, Texas 77642

Date: July 16, 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 Regular Meeting on Wednesday, July 16, 2008. The meeting was called to order at 6:07 p.m.

II. ROOL CALL, INVOCATION & PLEDGE

The following Board Member was present:

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

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

July 2, 2008

A motion was made by Kelly Shanks and Seconded by Kaprina Frank to approve the minutes for July 2, 2008. The vote was unanimous

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

The Breeze (107.1) (requested by Roosevelt Petry)
This item was removed (requested by Roosevelt Petry)

B. COMMUNICATIONS

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

1. Ann Galassi with Sabine River Authority and Karl Segura with Entergy presented information about Regional Economic Development Initiative – REDI) for regional economic development efforts throughout Jefferson, Hardin and Orange County.

V. UNFINISHED BUSINESS

- 2. 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 gave an update on the ad-hoc Committee. The next meeting will be on July 30, 2008 at 4:30 p.m.

- 3. 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.**

Attorney Guy Goodson reported that an application has been received and completed by ENGlobal and there is additional information need to complete the process.

A motion by Roosevelt Petry and seconded by Graciela Alvarez to table this item until the next regular meeting on July 30, 2008. The vote was unanimous.

- 4. To Discuss and consider the request to increase the promotion/development services on the "Breeze" 107.1 radio.
(Requested by Roosevelt Petry)**

This item was removed (requested by Roosevelt Petry)

VI. CONSENT AGENDA ITEMS

- 1. To Discuss and consider the approval of an invoice in the amount of \$17,375 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 \$3,777.50 from Arceneaux & Gates Consulting Engineers, Inc. for Professional Services Regarding Design and Construction of JADE Avenue from Business Park to Hwy 365.**
- 3. 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 ending June 2008.**

4. **To Discuss and consider the approval of an invoice in the amount of \$4,550 from Trey's Tractor Service for cutting of the Business Park on 4/12/08.**

A motion was made by Kelly Shanks and seconded by Doris Green to approve items # 1-4 with one motion. The vote was unanimous.

5. **To Discuss and consider the approval of an invoice in the amount of \$717,982.97 from Excavators & Constructor, Ltd for the construction of JADE Avenue Extension – Phase II**

A motion was made by Kelly Shanks and seconded by Roosevelt Petry to approve item # 5. The vote was unanimous.

VII. NON-CONSENT AGENDA ITEMS

5. **To Discuss and consider a Board of Directors policy for selection of Business Award winner for the following:**
 - a. **Business of the Year Award**
 - b. **New and/or Expanded Business Award**
 - c. **Business Hall of Fame Award**

It was suggested that a cover letter and an nomination form be sent to the EDC Board, Staff, Chamber, Community, and local Business for the Business of the Year, New / Expanded Business, and Business Hall of Fame Award. After all entries has been review and tabulated the nominees will be presented to the EDC Board for approval.

6. **To Discuss and consider the purchase of a 7.25-acre site on Highway 73.**

Moved to executive session.

7. **To Discuss and consider a request by Excavators & Constructor, Ltd for extension of their contract days, 4 additional days due to weather delays.**

A motion was made by Roosevelt Petry and seconded by Carolyn Guillory to give Excavators & Constructor an additional 4 days extension of their contract due to weather delays. The vote was unanimous.

8. **To Discuss and consider a request by Lockwood International to amend their land purchase agreement with Port Arthur Economic Development Corporation to wavier option to repurchase under the Condition or Sale in the Park Covenants and Restrictions.**

A motion was motion was made by Kelly Shanks and seconded by Doris Green to allow Lockwood International to amend their land purchase agreement with the EDC to the waiver option to repurchase under the Condition or Sale in the Park Covenants and Restrictions. The vote was unanimous

VIII. REPORTS

1. CEO's Report

a. Update on Business Park Landscape & Maintenance. Mr. Batiste advised the Board of the damage to the sprinkler system during the digging of extending electrical wiring to RSC building under construction. The Board was also informed that the electrical contractor will cover the cost of the damage.

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.
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.
 - 1) Land on Hwy 73

A motion was made by Eli Roberts and seconded by Kaprina Frank to go forward with the purchase of the 7.25 acres site on Highway 73 by getting additional information. The vote passed.

4. **Section 551.074 Government Code** – To discuss personnel matters of Port Arthur Section 4A Economic Development Corporation.
 - 1) CEO Evaluation
 - 2) Employment of Administrative Assistant

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

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Regional Economic Development Initiative—REDI
2. EDC Board Award Nominations
3. Posting the Ad-Hoc Committee Meeting

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Kelly Shanks and seconded by Doris Green. It was adopted unanimously. The meeting was adjourned at 9:31 pm.

APPROVED BY THE BOARD OF DIRECTORS ON THE 27th DAY OF

August, 2008

Doris Cruise Green
SECRETARY OF THE CORPORATION