

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
November 19, 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, November 19, 2008. The meeting was called to order at 6:10 p.m.

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

The following Board Members were present:

Carolyn Guillory, Doris Green, Richard Wycoff, Kelly Shanks, Keith Daws, and Eli Roberts.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

**III. MINUTES**

**November 5, 2008**

A motion was made by Carolyn Guillory and seconded by Doris Green to approve the minutes of November 5, 2008 as written. Motion carried.

**IV. PETITIONS & COMMUNICATIONS**

None

**V. UNFINISHED BUSINESS**

1. To discuss and consider the value of the land in the Highway 73 Business Park.
2. To discuss and consider requirements, restrictions and expectations for the land in Highway 73 Business Park.

**Mr. Goodson explained and recommended the board to direct CEO and Engineer to produce plat to present to the Board. A motion was made by Kelly Shanks and seconded by Eli Roberts to move forward with the plat of the Hwy. 73 Business Park. Motion carried.**

## **VI. CONSENT AGENDA ITEMS**

1. To discuss and consider the approval of an invoice in the amount of \$6,000 from the National Development Council for technical assistance rendered for the period of October 1-31, 2008.

**A motion was made by Eli Roberts and seconded by Richard Wycoff to approve the payment of \$6,000 to the National Development Council for technical services rendered from October 1 – 31, 2008. Motion carried.**

2. To discuss and consider the approval of an invoice in the amount of \$3,441.66 from Amelia Lawn Care & Landscaping for lawn maintenance at the Business Park for the month of October 2008.

**A motion was made by Eli Roberts and seconded by Richard Wycoff to approve the payment of \$3,441.66 to Amelia Lawn Care & Landscaping for lawn maintenance for the month of October 2008. Motion carried.**

3. To discuss and consider requesting a joint meeting between the Port Arthur Economic Development Corporation Board of Directors and Port Arthur Independent School Board. (Richard Wycoff)

**A motion was made by Eli Roberts and seconded by Richard Wycoff to request a joint meeting between the PAEDC Board of Directors and the PAISD Board of Directors at the beginning of the 2009. Motion carried.**

## **VII. NON-CONSENT AGENDA ITEMS**

1. To discuss and consider possible action to advertise in the 2009 Greater Port Arthur Chamber of Commerce Membership Directory & Community Profile.

**A motion was made by Richard Wycoff and seconded by Kelly Shanks to approve the advertisement in the 2009 Greater Port Arthur Chamber of Commerce Membership Directory & Community Profile with the addition of an announcement of the 7 acre Business Park on Highway 73. Motion carried.**

2. To discuss and consider possible action for sponsorship of The 2009 Golden Triangle Days in Austin.

**A motion was made by Richard Wycoff and seconded by Eli Roberts to decline the sponsorship of The 2009 Golden Triangle Days in Austin. Motion carried.**

3. To discuss and consider partnering with the City of Port Arthur for an Economic Development Strategic Assessment and Implementation Plan by the International Economic Development Council.

**A motion was made by Richard Wycoff and seconded by Eli Roberts to approve partnership with the City of Port Arthur for an Economic Development Strategic Assessment and Implementation Plan by the IEDC contingent upon the City contributing their half in the amount of \$30,000. Motion carried**

4. To discuss and consider partnering with Texas Workforce Solutions, Lamar State College - Port Arthur, TEAM Fabricators, Desselle – Maggard Corporation, and other industrial partners to provide on the job training for Port Arthur residents.

**A motion was made by Richard Wycoff and seconded by Doris Green to approve the partnership with Texas Workforce Solutions and Industrial Partners to provide on the job training for Port Arthur residents (OJT). Motion carried.**

5. To discuss and consider granting RSC Equipment Rental to mount a sign 12 feet in height in the Port Arthur Business Park.

**A motion was made by Kelly Shanks and seconded by Eli Roberts to table this item until the next regular meeting due to request for further information. Motion carried.**

## **VIII. REPORTS**

1. **Goals and Objectives for Fiscal Year 2008-2009 – Keith Daws**
2. **Policies & Procedures and Bylaws Sub-Committee – Keith Daws**

Mr. Daws reported that items 1 & 2 will be postponed until after the new year due to the holidays and non-participation.

3. **CEO's Report**

- a. **Advertisement for bids**  
**Posted in Sunday November 16<sup>th</sup> newspaper, and will be re-posted in next Sunday's paper as well.**
- b. **Sales Tax Collections**  
**Report presented to Board**
- c. **Speed Control Bumps - Jade Avenue outside the park**  
**Mr. Batiste reported that the construction of Jade Avenue outside the park is progressing.**

- d. Attendees – Triangle Days in Austin  
The Board Members were given the opportunity to state whether they wanted to attend the Triangle Days In Austin event.

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

The Board retired to executive session at 7:43 p.m., and reconvened at 9:12 p.m.

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

1. Research and information on becoming a 4A & 4B EDC. (Eli Roberts)
2. Status Report/ Update of all EDC Clients. (Eil Roberts)
3. Discussion and consideration of moving EDC to Downtown Port Arthur. (Keith Daws)

**XI. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Eli Roberts and seconded by Kelly Shanks. It was adopted unanimously. The meeting was adjourned at 9:29 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 3<sup>rd</sup> DAY OF December, 2008.

*Paula Anne Mason*  
SECRETARY OF THE CORPORATION