

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
June 15, 2009**

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 Monday, June 15, 2009. The meeting was called to order at 6:04 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Roosevelt Petry, Kaprina Frank, Kelly Shanks, Kerry Thomas, and Keith Daws.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

June 1, 2009

A motion was made by Keith Daws and seconded by Roosevelt Petry to approve the minutes of June 1, 2009. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. **The Breeze Radio Station – Stephen Mosely
Mr. Mosely would like for the EDC to consider advertising on the radio station to help support the station as well as gaining awareness for the EDC.**

B. PUBLIC COMMENT

1. **Katie Goff Jeter, P.O. Box 703 Port Arthur, TX 77641 – In support of The Breeze Radio Station**
2. **Leon Wright Sr., P.O. Box 703 Port Arthur, TX 77641 – In support of The Breeze Radio Station**
3. **Willie Lewis, 2301 Lakeshore Dr. Port Arthur, TX – In support of the Breeze Radio Station**

4. **Walter Nelson – In support of The Breeze Radio Station**
5. **Judge Tom Gilliam, P.O. Box 221 Port Arthur, TX 77641 – In support of the Breeze Radio Station**
6. **Pastor Ronald Washington, The Christ Temple New Life Ministry – In support of The Breeze Radio Station**
7. **Ms. Joseph, P.O. Box 221 Port Arthur, TX 77641 – In support of the Breeze Radio Station**
8. **Dwayne Diamond – In support of The Breeze Radio Station**

C. COMMUNICATIONS

1. **Golden Triangle Minority Business Council –
“Buyer-Supplier-Fest” & Tabletop Exhibit
This item was not discussed as no members of the Advertising Committee were present.**
2. **Izzy’s – Letter of Intent
The Board instructed staff to proceed with the application process for this Letter of Intent.**
3. **Belle Oaks Golf Club Tee Signs – Advertisement
This item was not discussed as no members of the Advertising Committee were present.**
4. **State Representative Joe Deshotel – Letter of Support
In support of The Breeze Radio Station**

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving invoices from Arceneaux & Gates Consulting Engineers, Inc.

Invoice #	Amount	Pertaining to:
12391	\$14,791.55	Design & Construction of New Roadways – Business Park, Phase II.
12392	\$2,076.00	Business Park, Ph II, Contract 2 – Stormwater Detention Pond
12393	\$3,189.80	Development of a 7.3 Acre Site on Hwy. 73
Total	\$20,057.35	

2. To discuss and consider approving an invoice in the amount of \$3,441.66 from Amelia Lawn Care & Landscaping for Lawn Maintenance of the Port Arthur Business Park for the month of May 2009 .
3. To discuss and consider an invoice in the amount of \$4,550.00 from Trey's Tractor Service for the cutting of the Business Park on May 26, 2009.

A motion was made by Roosevelt Petry and seconded by Keith Daws to approve Consent Agenda Items 1-3. The vote was unanimous. Motion carried.

4. To discuss FY '09 – '10 Annual Budget.
 - a. Job Training
 - b. Advertising
 - c. Travel
 - d. Building
 - e. Land
 - f. Development

A motion was made by Roosevelt Petry and seconded by Kaprina Frank to allocate \$10,000 of the un-allocated funds to Advertising and the remaining balance of un-allocated funds in the amount of \$98,000 to Road Construction.

Ayes

**Roosevelt Petry
Kaprina Frank
Kelly Shanks
Kerry Thomas**

Noes

Keith Daws

Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approval of the proposed budget for Fiscal Year '09-'10.
A motion was made by Roosevelt Petry and seconded by Kaprina Frank to approve the proposed budget for Fiscal Year '09-'10. The vote was unanimous. Motion carried.
2. To discuss and define goals and performance objectives for the CEO, for which the Board determines necessary in attainment of the Board's Policy Objectives.
A motion was made by Kelly Shanks and seconded by Roosevelt Petry to table this item until the next regular meeting. The vote was unanimous. Motion carried.

3. To discuss and consider approving a priority order for projects requesting Economic Development Incentives for Fiscal Year '09 – '10. **A motion was made by Kaprina Frank and seconded by Roosevelt Petry to table this item until all board members have submitted their preferences for the priority order of projects. The vote was unanimous. Motion carried.**
4. To discuss and consider the possible awarding of a scholarship to a Port Arthur graduating senior. **A motion was made by Kelly Shanks and seconded by Roosevelt Petry to table this item until more information has been gathered regarding this matter. The vote was unanimous. Motion carried.**
5. To discuss and consider approving the Downtown Infrastructure Assistance Program (IAP) Policies & Procedures. **A motion was made by Keith Daws and seconded by Roosevelt Petry to approve the IAP Policies & Procedures. The vote was unanimous. Motion carried.**
6. To discuss and consider approving a request from Reliable Polymer Services to modify the Incentive Agreement with PAEDC. **This item was moved into executive session.**
7. To discuss and consider re-obligating the funds that were de-obligated from the Grow Port Arthur Fund/ NDC to fund the Small Business Revolving Loan Program (SBRLP). **A motion was made by Keith Daws and seconded by Kaprina Frank to re-obligate the funds to the Grow Port Arthur Fund. The vote was unanimous. Motion carried.**
8. To discuss and consider closing the Incentive/ Grant Contract with Bowhead Manufacturing Company, LLC. **A motion was made by Keith Daws and seconded by Kaprina Frank to close the contract with Bowhead Manufacturing Company, LLC. The vote was unanimous. Motion carried.**
9. To discuss and authorize the attorney to prepare a memorandum of understanding between Lamar University and the Port Arthur Section 4A Economic Development Corporation to develop a 30 Acre Research & Development Park in the Port Arthur Business Park. **This item was moved into executive session.**

VIII. REPORTS

1. CEO's Report

1. Fire Department Lock Box

The EDC Secretary reported that she has consulted with the Fire Marshall about getting a Key Lock Box (Knox Box) for the EDC Building. The order will be processed as soon as the check request has been approved.

IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
 - a. Reliable Polymer Services
2. **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.
 - b. Lamar University
3. **Section 551.072 Government Code** – To discuss the value of land at the Hwy 73 Business Park.
4. **Section 551.087 Government Code** – To discuss Incentives for EDC Prospects.

The Board retired to executive session at 8:04 p.m. to discuss the above mentioned items, and reconvened at 8:39 p.m.

NON-CONSENT ITEMS 6 & 9

6. To discuss and consider approving a request from Reliable Polymer Services to modify the Incentive Agreement with PAEDC.
A motion was made by Roosevelt Petry and seconded by Keith Daws to approve the request by Reliable Polymer Services. The vote was unanimous. Motion carried.
9. To discuss and authorize the attorney to prepare a memorandum of understanding between Lamar University and the Port Arthur Section 4A Economic Development Corporation to develop a 30 Acre Research & Development Park in the Port Arthur Business Park.
A motion was made by Roosevelt Petry and seconded by Keith Daws to authorize the attorney to prepare a memorandum of understanding between the PAEDC and Lamar University. The vote was unanimous. Motion carried.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Roosevelt Petry and seconded by Keith Daws. It was adopted unanimously. The meeting was adjourned at 8:42 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 29th DAY OF
June, 2009.

David Cruz Green
SECRETARY OF THE CORPORATION