

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
June 29, 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 29, 2009. The meeting was called to order at 6:34 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Kaprina Frank, Richard Wycoff, Kelly Shanks, Kerry Thomas (6:45), Keith Daws, and Eli Roberts.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

June 15, 2009

A motion was made by Keith Daws and seconded by Kelly Shanks to approve the minutes of June 15, 2009. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

None

B. COMMUNICATIONS

1. Cornerstone Media

The Board requested a presentation by Cornerstone Media to view their product.

C. PUBLIC COMMENT

None

V. UNFINISHED BUSINESS

1. 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.
This item was tabled.
2. To discuss and consider approving a priority order for projects requesting Economic Development Incentives for Fiscal Year '09 – '10.
A motion was made by Keith Daws and seconded by Richard Wycoff to approve the proposed priority order. The vote was unanimous. Motion carried.
3. To discuss and consider the possible awarding of a scholarship to a Port Arthur graduating senior.
This item was tabled.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving invoices from Germer Gertz, L.L.P. for Professional Services through May 31, 2009.

Invoice #	Amount	Pertaining to:
366795	\$2,068.97	Economic Development Corporation
366796	\$210.00	Redwine Family Partners, Ltd.
366797	\$60.00	DonShe Pottery, L.L.C.
366798	\$106.73	SETX Clearwater Environmental, L.L.C.
366799	\$60.00	Abraham Mfg. Inc.
366800	\$115.00	Reliable Polymer Services, LP
366801	\$420.75	Orbital Insulation Corp.
Total	\$3,041.45	

2. To discuss and consider approving Monthly Estimate No. 6 in the amount of \$48,637.88 from Excavators & Constructors for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Port Arthur Business Park Phase II.

A motion was made by Richard Wycoff and seconded by Kelly Shanks to approve Consent Items 1 & 2. The vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approving an amended Incentive Agreement between PAEDC and Reliable Polymer Services.
This item was tabled.
2. To discuss and consider the transfer of property from Camellia Plaza to GW Innovations.
This item was tabled.

3. To discuss and consider changing the "Public Comment" portion of the agenda to a "Speaker" agenda portion and establishing rules for requesting opportunities to address the board.

A motion was made by Richard Wycoff and seconded by Kaprina Frank to change the "Public Comment" portion of the agenda to a "Speaker" portion.

A motion was made by Richard Wycoff and seconded by Kelly Shanks to amend the previous motion to include the following rules to the "Speaker" portion:

- **Limited to three (3) minutes,**
- **No limit to number of speakers unless the Chairman of the Board states otherwise,**
- **Requests to be placed on the agenda should be submitted by the Wednesday prior to the meeting,**
- **A subject matter should be established to be put on the agenda as well as the speaker's name.**

The vote was unanimous. Motion carried.

4. To discuss and consider approving the disbursement of incentive/ grant funds to Redwine Family Partners for the completion of their Incentive/ Grant Agreement with PAEDC.

A motion was made by Keith Daws and seconded by Kerry Thomas to approve the disbursement of funds to Redwine Family Partners. The vote was unanimous. Motion carried.

5. To discuss and authorize the awarding of a Landscape Maintenance Contract for the Spur 93 Business Park.

A motion was made by Keith Daws and seconded by Kaprina Frank to award the Landscape Maintenance Contract to *Affordable Lawn Care* for proposing the lowest bid. The vote was unanimous. Motion carried.

VIII. REPORTS

1. CEO's Report

- a. Business Retention Survey

Mrs. Vaughn gave a power point presentation to the board of the current results of the Business Retention Survey.

- b. IEDC Final Report

Mr. Batiste reported that the Final Report from IEDC would be given at City Hall on June 30th at 4:30 pm.

- c. Student Internship Update

Mrs. Vaughn gave an update as to the interns and their employers. She stated that all have completed and turned in their mid-term evaluations and everyone seems to be doing great.

d. EDC Projects Update

Mrs. Vaughn gave an update to all of the current EDC Projects and their current business status.

e. Pending Projects

Ms. Staley prepared a memorandum for the Board to give them a status update for all pending applications.

Mr. Batiste also reported that the owner of the building the EDC was looking to purchase on Procter St. is no longer interested in selling.

IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
 - a. Sitel
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.
 - a. Tide Wind Alliance Corp.
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 7:50 p.m. to discuss the above mentioned items, and reconvened at 8:45 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT 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 8:45 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 13th DAY OF

July, 2009.

Louis Arund Green
SECRETARY OF THE CORPORATION