

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
4173 39th Street, Port Arthur, Texas
September 9, 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 Wednesday, September 9, 2009. The meeting was called to order at 6:04 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Carolyn Guillory, Richard Wycoff, Kerry Thomas, Keith Daws, and Eli Roberts.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

III. MINUTES

August 24, 2009

A motion was made by Kerry Thomas and seconded by Keith Daws to approve the minutes of August 24, 2009 with a correction to the name of Kerry Thomas on the second item under future agenda items (pg. 4) as it read as Kerry Roberts. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. **Karl Segura – Regional Economic Development Initiative (REDI)**
Mr. Segura presented on behalf of REDI, an organization funded through the EDCs and Chambers of Hardin, Jefferson, and Orange Counties. He gave the Board an update as to the progress of the program that began last year. He reported that Mike Barnes from the Mike Barnes Group had been hired to facilitate the program's purposes and goals to work as a region in attracting business. They have created a regional website that would serve as a "one-stop shop" for site selectors and businesses. They are currently working with Site Selection in marketing the area. Mr. Segura also stated that they have a positive presence at the state level, and because of it they have been able to bring programs such as the "Spirit of Texas" Awards Program to Southeast Texas. He reported that REDI is looking to work more with Business Retention and Expansion in

the coming year. He also informed the Board that they are hoping to have a point person in the future to focus on submitting proposals for the entire region as a whole, as it has become time consuming for each city to respond separately.

Mr. Segura requested that the Board consider an increase in its contribution to REDI for the next year as other entities will be cutting back on their contributions due to economic reasons. He has suggested an increase from \$3,000 to \$10,000.

2. **PearlAnna Carron – Life Skills Training**

Mrs. Carron came before the Board to report on the recent training she attended for the Adkins Life Skills Program. Mrs. Carron's training program will be administering Life Skills Training using the Adkins Program curriculum. She reported that she expects the first class to begin mid September. The training courses will be held at the Jireh Community Church and Outreach Ministries. Once students have completed the Life Skills training they will move onto either industrial or vocational training given through separate training institutes. This training will be funded in part by the Social Services Block Grant.

B. COMMUNICATIONS

None

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss and consider taking possible action on EDC Advertising DVD.

A motion was made by Richard Wycoff and seconded by Kerry Thomas to table this item. The vote was unanimous. Motion carried.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving invoices from Lloyd Christian – Affordable Lawn and Tractor Service.

Invoice #	Amount Due:	Pertaining to:
001	\$2,800.00	One-Time Clean-Up of the Spur 93 Business Park
002	\$2,833.33	Lawn Maintenance for Spur 93 Business Park for month of August '09
Total:	\$5,633.33	

2. To discuss and consider approving an invoice in the amount of \$6,000 from the National Development Council for technical assistance rendered for the period: August 1-31, 2009.

3. To discuss and consider approving invoices from Arceneaux & Gates Consulting Engineers, Inc. for professional services.

Invoice #	Amount Due:	Pertaining to:
12523	\$11,790.00	Business Park, Phase II, Contract 2 – Stormwater Detention Pond
12524	\$4,584.25	Development of a 7.3 Acre Site on Hwy. 73
Total:	\$16,374.25	

A motion was made by Kerry Thomas and seconded by Richard Wycoff to approve Consent Agenda Items 1 - 3. The vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider closing of the contract with Camellia Plaza L.P. A motion was made by Richard Wycoff and seconded by Kerry Thomas to approve the closing of the contract with Camellia Plaza, LP. The vote was unanimous. Motion carried.
2. To discuss and consider an amendment to the proposed Landscape Architecture Design Agreement with Rice University School of Architecture. A motion was made by Kerry Thomas and seconded by Richard Wycoff to approve an amendment to proposed Landscape Architecture Design Agreement with Rice University School of Architecture. The vote was unanimous. Motion carried.
3. To discuss and consider the Technical Assistance Agreement with the National Development Council. The Board discussed this item. No action was taken.

VIII. REPORTS

CEO's Reports

1. Pending Applications – Status Update
Ms. Staley gave the Board an update as to the open and pending applications for both the City Revolving Loan Fund and for 4A Grant/ Incentive Applications.
2. EDC Open Revolving Loans – Status Update
Ms. Staley updated the Board as to the open revolving loans' status for each company.
3. Spirit of Texas Business Awards Participation
An invitation was given to the Board to attend the "Spirit of Texas" Awards Program. Ms. Villarreal will poll the Board.
4. EDC Monthly Financial Report
Ms. Staley presented the Board with the Monthly EDC Financial Report for the month of September.

5. Fire Department Lock Box
The Board was informed that the Fire Department Lock Box has been installed, inspected, and approved by the Fire Marshall.
6. National Development Council
Ms. Staley gave a summarized report to the Board regarding the services of the National Development Council to the PAEDC.

IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
 - a. Service Zone/ 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.
 - b. Terrabon
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.
 - a. Possible Location for Call Center Prospect

The Board retired to executive session at 7:32 p.m. to discuss the above mentioned items, and reconvened at 8:01 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

- Carolyn Guillory requested that the volume on the meeting videos be reviewed and adjusted. She states that viewers are complaining of not being able to hear the meeting.

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Kerry Thomas and seconded by Keith Daws. It was adopted unanimously. The meeting was adjourned at 8:04 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 21st DAY OF

September 2009.


SECRETARY OF THE CORPORATION