

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
SPECIAL MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
December 7, 2009**

**I. CALL TO ORDER**

The Board of Directors of the City of Port Arthur Section 4A Economic Development Corporation met in a Special Meeting on Monday, November 7, 2009. The meeting was called to order at 6:03 p.m.

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

The following Board Members were present:

Carolyn Guillory, Aletha Kirkwood, Roosevelt Petry, Kaprina Frank, Richard Wycoff, Kelly Shanks, Kerry Thomas, Keith Daws, and Eli Roberts

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the invocation.

**III. CONSENT AGENDA ITEMS**

1. To discuss and consider approving invoices from Germer Gertz, L.L.P. for professional services through 10/31/09.

<b>Invoice #:</b>	<b>Amount:</b>	<b>Pertaining to:</b>
375798	\$60.75	SETX Clearwater Environmental, L.L.C.
375799	300.75	Abraham Mfg., Inc.
375800	1,321.50	Sitel
376099	5,831.14	PAEDC
376257	675.44	Abraham Mfg., Inc., Debtor; Bankruptcy Court
<b>Total:</b>	<b>\$8,189.58</b>	

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: November 1-30, 2009.
3. To discuss and consider an invoice in the amount of \$2,833.33 from Lloyd Christian – Affordable Lawn and Tractor Service for the lawn maintenance of the Spur 93 Business Park for the month of November.
4. To discuss and consider an invoice in the amount of \$48,937.99 from Arceneaux & Gates Consulting Engineers, Inc. for the Business Park, Phase II, Contract 2 – Stormwater Detention Pond.

**A motion was made by Richard Wycoff and seconded by Kerry Thomas to approve Consent Items 1 – 4 with one motion. The vote was unanimous. Motion carried.**

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

1. To discuss and consider EDC Advertisements as recommended by the Advertising Committee.
  - a. Martin Luther King, Jr. 24<sup>th</sup> Annual Celebration  
**A motion was made by Kerry Thomas and seconded by Kaprina Frank to approve participation in the Annual MLK Celebration with a contribution of \$2,000 as recommended by the Advertising Committee. The vote was unanimous. Motion carried.**
  - b. Texas One Membership  
**The Advertising Committee made a recommendation to partner with Texas One with the \$5,000 Sponsorship. A motion was made by Richard Wycoff and seconded by Kaprina Frank not to participate in this sponsorship. The vote was unanimous. Motion carried.**
2. To discuss and consider approving an amendment to the Incentive Agreement with Triangle Waste Solutions.  
**Tony Broussard and Greg Gabriel of Triangle Waste came before the Board to request an amendment to the tilt fence requirement that was described in the original agreement. They requested approval for the use of a permanent cinder block/ brick slat fence along Jade Avenue Extension and across the 3 acres belonging to them. A motion was made by Kelly Shanks and seconded by Richard Wycoff to approve the change to the fencing requirement be included in the Amended Incentive Agreement. The vote was unanimous. Motion carried.**
3. To discuss and consider a Purchase Agreement with the Port Arthur Housing Authority for the land on 4<sup>th</sup> St. between Shreveport and Mobile.  
**A motion was made by Keith Daws and seconded by Kerry Thomas to approve the Purchase Agreement with the Port Arthur Housing Authority. The vote was unanimous. Motion carried.**
4. To discuss and consider approving a Budget Adjustment for the Social Services Block Grant.  
**A motion was made by Kelly Shanks and seconded by Richard Wycoff to approve the budget adjustment to allow for the remaining funds be used for additional training. Kerry Thomas recused himself from the vote. The vote was unanimous. Motion carried.**
5. To discuss and consider appointing a Board Member as the Secretary of the Corporation.  
**A motion was made by Richard Wycoff and seconded by Eli Roberts to appoint Mrs. Carolyn Guillory as the Board Secretary. The vote was unanimous. Mrs. Guillory accepted. Motion carried.**

6. To discuss and consider approving an amendment to the Bid Tabulation and award recommendation by Arceneaux & Gates for the Spur 93 Business Park Detention Pond Contract.

**A motion was made by Keith Daws and seconded by Kelly Shanks to approve the amendment to the bid tabulation and award recommendation by Arceneaux & Gates for the Detention Pond Contract of the Spur 93 Business Park. The vote was unanimous. Motion carried.**

## **V. REPORTS**

1. Operation Downtown Sub-Committee Report

**The committee gave their recommendation not to move forward with the application brought before them. This will be placed on the next regular board meeting agenda as an action item.**

## **VI. CLOSED SESSION (EXECUTIVE SESSION)**

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
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.
3. **Section 551.072 Government Code** – To discuss the value of land at the Hwy 73 Business Park.
4. **Section 551.072 Government Code** - To discuss and review possible property as to the location of the EDC office in Downtown Port Arthur.
5. **Section 551.087 Government Code** – To discuss Incentives for EDC Prospects.
  - b. Triangle Waste Solutions
  - c. Port Arthur Housing Authority

**The Board retired to executive session at 6:57 p.m. to discuss the above mentioned items, and reconvened at 7:32 p.m.**

## **VII. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

- **The Board requested that the December 28<sup>th</sup> Regular Meeting be postponed until January 4<sup>th</sup>, 2010 due to the holidays.**

**VIII. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Keith Daws and seconded by Richard Wycoff. It was adopted unanimously. The meeting was adjourned at 7:37 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 14<sup>th</sup> DAY OF  
December, 2009.

  
\_\_\_\_\_  
SECRETARY OF THE CORPORATION