

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
March 8, 2010**

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, March 8, 2010. The meeting was called to order at 6:04 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Carolyn Guillory, Aletha Kirkwood, Kelly Shanks, Kerry Thomas, Keith Daws, and Eli Roberts.

The invocation was given by Kerry Thomas.

The Pledge of Allegiance followed the invocation.

III. MINUTES

February 22, 2010

A motion was made by Kelly Shanks and seconded by Kerry Thomas to approve the minutes of February 22, 2010. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

None

B. COMMUNICATIONS

1. Greater Port Arthur Chamber of Commerce – Chamber University Sessions

An informational flier was given to the Board regarding professional development courses provided through the Chamber of Commerce. Keith Daws and Aletha Kirkwood stated they would attend the first course on March 23rd – *Widening of the Panama Canal: Port of Port Arthur is Ready*

2. MPW Industrial Services – Letter of Intent

MPW submitted their letter of intent to possibly expand their Industrial Water Division by building a new facility in Port Arthur to service the Gulf Coast. Asking the PAEDC for competitive incentives

for land, building, process equipment and possible canal water use. A motion was made by Eli Roberts and seconded by Kelly Shanks to move forward with the full application process with MPW Industrial Services. The vote was unanimous. Motion carried.

C. SPEAKERS

None

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

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

Acct. # 120-1429-582-54-00

Invoice #	Amount	Pertaining to:
380795	\$6,249.04	PAEDC
380796	\$375.48	Camellia Plaza, LP
380797	\$50.75	SETX Clearwater Environmental, LLC
380798	\$100.75	Triangle Waste Solutions, Inc.
380799	\$40.75	Sitel
380800	\$150.75	TeleTech
380942	\$517.50	Abraham Mfg., Inc.
Total	\$7,485.02	

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

Invoice#	Amount	Pertaining to:
12713	\$8,076.35	Spur 93 Business Park –Detention Pond Acct.: 301-1601-591-53-00
12714	\$7,624.00	Design & Construction Spur 93 Business Park–Phase II New Roadways Acct.: 301-1601-591-59-00
Total	\$15,700.35	

3. 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: February 1- 28, 2010.

Acct.: 120-1429-582-54-11

4. To discuss and consider approving an invoice in the amount of \$2,833.33 from Affordable Lawn Care for lawn maintenance of the Spur 93 Business Park.

Acct.: 120-1429-582-59-02

5. To discuss and consider approving a Transfer of Property and Estoppel Certificate regarding the land purchased by Embree Asset Group and leased by RSC Equipment Rental.

A motion was made by Kerry Thomas and seconded by Eli Roberts to approve Consent Items 1 – 5 with one motion. The vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider a sale of land in the Spur 93 Business Park to Martin Apparatus, Inc.
Principles representing Martin Apparatus were in attendance as well as the Port Arthur Fire Chief to address any questions or concerns the Board had.
This item was moved into executive session.
2. To discuss and consider approving a request for Extension of Time due to Weather or Supplies from Doughtie Construction for the month of January 2010.
A motion was made by Eli Roberts and seconded by Kerry Thomas to approve the extension of time for an additional ten days to Doughtie Construction. The vote was unanimous. Motion carried.
3. To discuss and consider a recommendation by the Operation Downtown Committee regarding an application received from Hair by Yvonne & Boutique.
This item was tabled as the Operation Downtown Committee has not met to discuss this application.

VIII. REPORTS

1. Joint Meeting with City Council
Mr. Batiste reported that this was discussed by Council at their last regular meeting and informed they would get back with the EDC with a date and time.
2. PA Renaissance District Board Report – Kerry Thomas
Mr. Thomas informed the Board that the Downtown Organization has adopted a formal name, Port Arthur Renaissance District Board, and have now elected officers; Mark Viator - President, Judyette Jackson – Vice President, Conrad Cooper – Treasurer. He stated they are currently formalizing their structure and setting Bylaws and Policies & Procedures. Their next meeting is set for March 17th at 10:30 a.m.

3. Joint Meeting with PA Renaissance District Board Agenda Items
Mr. Batiste informed the Board that the Renaissance District Board would like to first formalize their structure before setting a joint meeting with PAEDC.
4. EDC Monthly Financial Report
Ms. Staley gave an update as to the current EDC Budget.

IX. 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.
 - a. Potential Incentive
3. **Section 551.072 Government Code** - To discuss and review possible property as to the location of the EDC office in Downtown Port Arthur.
4. **Section 551.074 Government Code** – To discuss office personnel.
5. **Section 551.087 Government Code** – To discuss Incentives for EDC Prospects.
 - a. Prospective Call Center
6. **Section 551.072 Government Code** – To discuss acquisition of real property for potential call center.

The Board retired to executive session at 6:31 p.m. to discuss the above mentioned items, and reconvened at 7:11 p.m.

Action was taken on the following items:

Non-Consent Item No. 1

To discuss and consider a sale of land in the Spur 93 Business Park to Martin Apparatus, Inc.

A motion was made by Eli Roberts and seconded by Kerry Thomas to approve the sale of land in the Spur 93 Business Park to Martin Apparatus, Inc. The vote was unanimous. Motion carried.

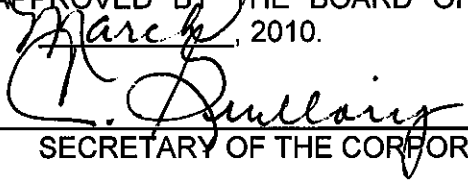
X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

Aletha Kirkwood – Would like to be provided with a list of the standing sub-committees and their members.

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Eli Roberts and seconded by Kerry Thomas. It was adopted unanimously. The meeting was adjourned at 7:15 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 22nd DAY OF March, 2010.


SECRETARY OF THE CORPORATION