

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
March 22, 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 22, 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, Roosevelt Petry, Richard Wycoff, Keith Daws, and Eli Roberts.

The invocation was given by Carolyn Guillory.

The Pledge of Allegiance followed the invocation.

III. MINUTES

March 8, 2010

A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve the minutes of March 8, 2010. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. **Rice University School of Architecture** – Mr. Gordon Wittenberg
Mr. Wittenberg came before the Board to present the final renderings of the Downtown Landscape Architectural Design Plans that the architecture design students have put together.

B. COMMUNICATIONS

1. **Lamar State College Port Arthur** – Discovery 2010 Sponsorship
The Board concluded that this sponsorship does not qualify for the EDC.

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss and consider a recommendation by the Operation Downtown Committee regarding an application for a downtown project.
A motion was made by Eli Roberts and seconded by Carolyn Guillory to remove this item as the applying company has informed that they are not ready to proceed. The vote was unanimous. Motion carried.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving Pay Estimate No. 7 in the amount of \$38,634.98 from Doughtie Construction for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Hwy. 73 Business Park Project.
Acct.: 120-1429-582-86-00
See Non-Consent Item 1 below.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approving a request for extension of time due to weather or supplies from Doughtie Construction for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Hwy. 73 Business Park Project.

A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve Consent Item 1 and Non-Consent Item 1 in one motion. The vote was unanimous. Motion carried. The extension of time was granted for 11 additional days.

2. To discuss and consider the awarding of a bid for the cutting of the grass at the Spur 93 Business Park.
A motion was made by Keith Daws and seconded by Eli Roberts to award the bid to Treys Tractor Service as this company was the lowest bidder. The vote was unanimous. Motion carried.
3. To discuss and consider approving a Purchase Agreement as written with Martin Apparatus, Inc.
A motion was made by Roosevelt Petry and seconded by Eli Roberts to approve the Purchase Agreement as written with Martin Apparatus, Inc. The vote was unanimous. Motion carried.
4. To discuss and consider approving the hiring of a professional to facilitate a Community Economic Development Workshop/ Retreat.
A motion was made by Eli Roberts and seconded by Keith Daws to approve hiring the International Economic Development Council as the facilitator for the Community Economic Development Workshop/ Retreat. The vote was unanimous. Motion carried.

5. To discuss and consider the purchase of trees for the Board Downtown Project.
A motion was made by Roosevelt Petry and seconded by Eli Roberts to table this item until further information is provided as to the cost, type of the trees, maintenance, etc. The vote was unanimous. Motion carried.
6. To discuss and consider approving an estimate from Affordable Lawn Care for the repair of the Spur 93 Business Park irrigation system.
A motion was made by Roosevelt Petry and seconded by Eli Roberts to approve the estimate by Affordable Lawn Care to the irrigation system in the Spur 93 Business Park. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Purchase of Laptops
Staff informed the Board that a resolution will be sent to Council for approval for the purchase of the laptops before the invoice can be paid.
2. Renovation of Downtown Pavilion
The Board was presented with the preliminary design of the pavilion created by URS, the selected engineers.

IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
 - a. SETX Clearwater
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 551.087 Government Code** – To discuss Incentives for EDC Prospects.
 - a. Prospective Call Center
5. **Section 551.072 Government Code** – To discuss acquisition of real property for potential call center.

The Board retired to executive session at 7:15 p.m. to discuss the above mentioned items, and reconvened at 7:45 p.m.

Action was taken on the following item/s:

A motion was made by Eli Roberts and seconded by Keith Daws to file an objection to the plan and Abraham Manufacturing disclosure statement. Roosevelt Petry recused himself from the vote. The vote was unanimous. Motion carried.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

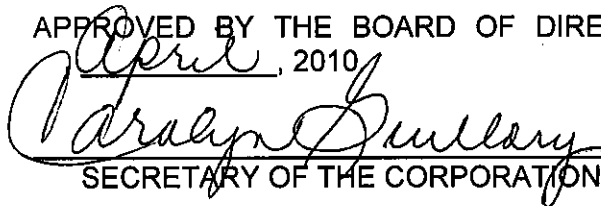
- Roosevelt Petry was added as a member to Advertising Committee by the Chairman of the Board.

- The Board requested that the Beautification Committee be present during the joint meeting to be held with the Renaissance District Board in order to discuss landscaping of the Downtown Area.

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Keith Daws and seconded by Eli Roberts. It was adopted unanimously. The meeting was adjourned at 7:50 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 5th DAY OF April, 2010


SECRETARY OF THE CORPORATION