

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
April 19, 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, April 19, 2010. The meeting was called to order at 6:10 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 Carolyn Guillory.

The Pledge of Allegiance followed the invocation.

**III. MINUTES**

April 5, 2010

A motion was made by Eli Roberts and seconded by Kerry Thomas to approve the minutes of April 5, 2010. The vote was unanimous. Motion carried.

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

1. Brock International/ Carl Griffith  
**Mr. Griffith came before the Board to request feedback regarding a prospective project. He states that Brock Group is considering a consolidation of its various offices and looking at Port Arthur as the possible location. The facility would be 100,000 sq. ft. facility providing 1250 permanent jobs and crating about \$50,000 per year in payroll. States total economic impact in Port Arthur would be \$133,000,000 if all 4 components are consolidated. They have not made a decision yet, in discussion process.**
  
2. Conrad Cooper – Renaissance District Board  
**Mr. Cooper came before the Board to request their consideration that the trees being considered by the EDC for the Downtown Revitalization efforts be placed on Procter St. starting at Lake Charles Ave. and continuing toward Houston Ave., more**

specifically, at the Lamar State College area. As they feel that this is a good starting point for the entrance into the Downtown area.

3. James Edwards & Associates/ Deborah Echols, City of Port Arthur – FY 2009 Annual Financial Report

**Mr. Edwards came before the Board to present the report of the 2008-2009 Audit. He stated that both the financial and operational sides were okay. There were no negative findings.**

4. Joe Wilson – Arceneaux & Gates Consulting Engineers

- a. Hwy. 73 Business Park Project Update

**Mr. Wilson informed the Board that the Hwy. 73 Project is now complete and in the process of scheduling a walk-through for completion.**

- b. Detention Pond Project Update

**Mr. Wilson informed the Board that this project is also complete and a walk-through has been scheduled for this Wednesday the 21<sup>st</sup> of April at 2:00 p.m.**

#### **B. COMMUNICATIONS**

1. 12<sup>th</sup> Annual Crawfish Boil – GP Industrial Contractors, Inc.  
**No Discussion**

2. Invitation to Port Arthur H.O.P.E.'s 5<sup>th</sup> Anniversary  
**No Discussion**

#### **C. SPEAKERS**

None

#### **V. UNFINISHED BUSINESS**

None

#### **VI. CONSENT AGENDA ITEMS**

1. To discuss and consider approving an invoice in the amount of \$2,833.33 from Affordable Lawn & Tractor Service for the lawn maintenance of the Spur 93 Business Park for the month of March 2010.

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

**A motion was made by Kerry Thomas and seconded by Eli Roberts to approve Consent Item 1. The vote was unanimous. Motion carried.**

## VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider awarding of a bid for the Phase II Road Construction in the Spur 93 Business Park.  
**A motion was made by Keith Daws and seconded by Eli Roberts to award the bid to Excavators & Constructors as recommended by Ron Arceneaux of Arceneaux & Gates Engineers. The vote was unanimous. Motion carried.**
2. To discuss and consider approval of the FY 2009 Annual Financial Report given by Edwards & Fontenote, LLP.  
**A motion was made by Kerry Thomas and seconded by Eli Roberts to approve and accept the Financial Report given by James Edwards of Edwards & Fontenote, LLP. The vote was unanimous. Motion carried.**
3. To discuss and consider approving an Economic Development Scholarship recipient.  
**A motion was made by Keith Daws and seconded by Eli Roberts to accept the recommendation by the Scholarship Selection Committee to award the scholarship to Logan Peltier. The vote was unanimous. Motion carried.**
4. To discuss and consider renewing a contract with the National Development Council for technical assistance services.  
**A motion was made by Kerry Thomas and seconded by Carolyn Guillory to approve the renewal of a Technical Assistance Agreement with the National Development Council. The vote was unanimous. Motion carried.**
5. To discuss and consider the purchase of air cards for the Board.  
**A motion was made by Kerry Thomas and seconded by Keith Daws to approve the purchase of aircards from Verizon Wireless for use with Board laptops. The vote was unanimous. Motion carried.**

## VIII. REPORTS

1. Business Park Maintenance Report  
**Mrs. Vaughn gave an update to the maintenance of the Business Park.**
2. 2010 Summer Internship Program Update  
**Mrs. Vaughn informed the Board that advertisement had been put in local newspaper, government channel, and on the PAEDC Website. Will accept application through May 7<sup>th</sup> and interns will be confirmed on May 17<sup>th</sup>. She stated that 12 companies have committed to participate as work sites.  
The Board suggested running the advertisement in the paper again.**
3. 4A Prospective Projects  
**Ms. Staley reported that MPW is currently going through the application process. Reco Cement has been put on hold for now.**

4. Port Arthur Revolving Loan Fund  
**Ms. Staley reported that Dixon Quality Services is currently going through the application process for a revolving loan.**
5. Operation Downtown Report  
**Ms. Staley reported that the application submitted by Hair by Yvonne has been put on hold for now at their request. The French Connection is currently submitting the documentation for the application process.**
6. Bylaws Committee Report  
**Mr. Daws reported that they met the past Tuesday and will meet again when all members' schedules permit.**
7. Community Economic Development Workshop/ Retreat - Draft Agenda  
**The Board was provided with the draft of the workshop agenda for their review.**

Mrs. Vaughn reminded the Board of the Annual State of Affairs of the City on Wednesday, April 21<sup>st</sup> at 11:30 at the Bob Bowers Civic Center. The Board has purchased a Gold Level table for this event.

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

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
  - a. SETX Clearwater
  - b. Abraham Manufacturing
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 7:23 p.m. to discuss the above mentioned items, and reconvened at 7:49 p.m.**

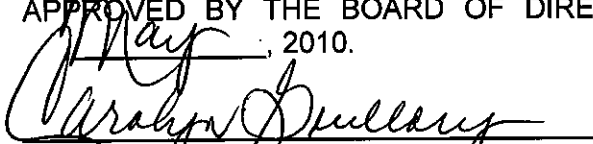
#### **X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

None

**XI. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Kerry Thomas 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 17th DAY OF May, 2010.

  
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SECRETARY OF THE CORPORATION