

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
May 17, 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, May 17, 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, Kaprina Frank, Richard Wycoff, and Kerry Thomas

The invocation was given by Aletha Kirkwood.

The Pledge of Allegiance followed the Invocation

III. MINUTES

April 19, 2010

May 3, 2010

A motion was made by Kerry Thomas and seconded by Kaprina Frank to approve the minutes of April 19, 2010 and May 3, 2010 in one motion. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. Mannix Media – Monte Morphew – PAEDC Website
Mr. Morphew came before the Board to present the new PAEDC Website as a work in progress. He is finalizing the minor details to have it in perfect working condition before it will be ready to use. The Board was pleased with the presentation.

B. COMMUNICATIONS

None

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss and consider allocation of funds from the 4B Proposition for the landscaping of the downtown targeted area not to exceed \$246,000.
2. To discuss and consider entering into a Phased Design Contract with URS for the renovation of the Downtown Pavilion.

A motion was made by Kerry Thomas and seconded by Kaprina Frank to table Unfinished Business Items 1 and 2. The vote was unanimous. Motion carried.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving an invoice in the amount of \$7,894.61 from Arceneaux & Gates Consulting Engineers for roadways materials testing for the Hwy. 73 Business Park.
2. To discuss and consider approving Monthly and Final Estimate No. 8 in the amount of \$30,438.21 from Doughtie Construction for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Highway 73 Business Park project.
Acct.: 120-1429-582-86-00
3. To discuss and consider approving an invoice in the amount of \$12,550.00 from Affordable Lawn and Tractor Service for the lawn sprinkler repairs at the Spur 93 Business Park.
Acct.: 120-1429-582-59-02

A motion was made by Kerry Thomas and seconded by Kaprina Frank to approve Consent Items 1 - 3 in one motion. The vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider a request from Lange Brothers, Inc. for a waiver of the PAEDC Business Park Covenants and Restrictions as to the construction of improvements.
Item held until after executive session.

2. To discuss and consider the meeting date of the next regular meeting scheduled for May 31, 2010 (Memorial Day Holiday).
A motion was made by Carolyn Guillory and seconded by Kerry Thomas to cancel the meeting of May 31, 2010. The next regular meeting to be held June 14, 2010. The vote was unanimous. Motion carried.

3. To discuss and consider FY 2010-2011 Budget.
No action taken.

4. To discuss and consider modifying the Policies and Procedures of the Operation Downtown Program.
A motion was made by Kaprina Frank and seconded by Kerry Thomas to modify the Policies and Procedures for the Operation Downtown Program as recommended by staff. The vote was unanimous. Motion carried.
5. To discuss and consider possible action on implementation of the First Source Agreement.
A motion was made by Kerry Thomas and seconded by Kaprina Frank to table this item until the attorneys have further reviewed it. The vote was unanimous. Motion carried.
6. To discuss and consider requesting the EDC Attorney to submit demand letter as to loan delinquencies.
A motion was made by Kerry Thomas and seconded by Kaprina Frank to request the EDC Attorney submit a demand letter for the loan delinquencies and Business Park assessment fees to SETX Clearwater. The vote was unanimous. Motion carried.
7. To discuss and consider the 2010 Summer Internship Program.
The Board advised staff to continue advertising the program, extending announcements to local colleges and churches.

VIII. REPORTS

1. Community Economic Development Workshop/ Retreat
Ms. Villarreal reminded the Board of the Community Economic Development Workshop on June 18th.

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 7:17 p.m. to discuss the above mentioned items, and reconvened at 7:46 p.m.

Action was taken on the following item:

Non-Consent Item 1

1. To discuss and consider a request from Lange Brothers, Inc. for a waiver of the PAEDC Business Park Covenants and Restrictions as to the construction of improvements.

A motion was made by Kerry Thomas and seconded by Kaprina Frank to approve the requested waiver by Lange Brothers, Inc. The vote was unanimous. Motion carried.

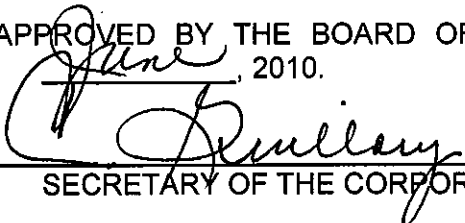
X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Kaprina Frank and seconded by Carolyn Guillory. It was adopted unanimously. The meeting was adjourned at 7:47 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 14th DAY OF June, 2010.



SECRETARY OF THE CORPORATION