

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
June 14, 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, June 14, 2010. The meeting was called to order at 6:08 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

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

The invocation was given by Carolyn Guillory.

The Pledge of Allegiance followed the Invocation

III. MINUTES

May 17, 2010

A motion was made by Kerry Thomas and seconded by Keith Daws to approve the minutes of May 17, 2010. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

None

B. COMMUNICATIONS

None

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss and consider possible action on implementation of the First Source Agreement.

A motion was made by Kerry Thomas and seconded by Eli Roberts to approve implementation of the First Source Agreement.

The vote was as follows:

Ayes

Eli Roberts
Carolyn Guillory
Aletha Kirkwood
Richard Wycoff
Kerry Thomas

Noes

Kelly Shanks
Keith Daws

Motion passed.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving Final Monthly Estimate No. 3 in the amount of \$21,137.42 from Sprint Sand & Clay, LLC for the construction of Stormwater Detention facilities to serve the Spur 93 Business Park.
A motion was made by Eli Roberts and seconded by Kerry Thomas to approve Consent Items 1. The vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approving Final Change Order No. 1 to the Stormwater Detention Facilities to serve the Port Arthur Business Park – Phase II, Contract 2 Project by Sprint Sand & Clay, LLC..
A motion was made by Eli Roberts and seconded by Kerry Thomas to approve the Final Change No. 1 to the Stormwater Detention Facilities to serve the Port Arthur Business Park. The vote was unanimous. Motion carried.
2. To discuss and consider approving a change order in the amount of \$71,855 for the Engineering Contract with Arceneaux & Gates Consulting Engineers for the design of the Spur 93 Business Park Phase II Contract 3 Road Construction.
A motion was made by Keith Daws and seconded by Kerry Thomas to approve a change order to the engineering contract with Arceneaux & Gates Consulting Engineers in the amount of \$71,855. The vote was unanimous. Motion carried.
3. To discuss and consider approving Economic Development Week 2010.
A motion was made by Kerry Thomas and seconded by Eli Roberts to approve Economic Development Week 2010. The vote was unanimous. Motion carried.
4. To discuss and consider accepting additional students for the 2010 Summer Intern Program.
A motion was made by Eli Roberts and seconded by Carolyn Guillory to accept an additional two students for the 2010 Summer Intern Program. The vote was unanimous. Motion carried.

5. To discuss and consider approving a recommendation by the Advertising Committee for participation in the Valero Kid Fest.
A motion was made by Eli Roberts and seconded by Kerry Thomas to approve contributing \$500 to the Valero Kid Fest. The vote was unanimous. Motion carried.
6. To discuss and consider the hiring of an engineer for a feasibility study and floor plan for the building at 501 Procter Street.
This item was held until executive session.
7. To discuss and consider approval of an application/s for the Operation Downtown Program.
This item was held until executive session.
8. To discuss and consider approving a Community-Wide Labor Skills Survey.
A motion was made by Aletha Kirkwood and seconded by Kerry Thomas to approve conducting a Community Wide Labor Skills Survey Event. The vote was unanimous. Motion carried.
9. To discuss and consider approval of FY 2010-2011 Budget.
A motion was made by Kerry Thomas and seconded by Carolyn Guillory to approve FY 2010-2011 Budget. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Monthly Financial Report
Ms. Staley gave an update to the EDC Finances
2. EDC Open Revolving Loans Update
Ms. Staley provided the Board with an update to the open revolving loans.
3. Regional Business Retention & Expansion Report
Mrs. Vaughn gave the Board information about the new BR&E regional program. It is in its beginning stages and communication by all the EDCs is taking place to avoid duplication. Mr. Mike Barnes will be heading the program.
4. Report on Chamber Education Committee
Mrs. Vaughn gave a brief report on what the Education Committee is currently working on.
5. Community Economic Development Workshop Reminder
A reminder was given of the Community 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.

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.
 - a. Prospective call center.
 - b. 501 Procter Street

The Board retired to executive session at 7:56 p.m. to discuss the above mentioned items, and reconvened at 8:43 p.m.

Action was taken on the following item:

Non-Consent Item 7

7. To discuss and consider approval of an application/s for the Operation Downtown Program.

A motion was made by Eli Roberts and seconded by Aletha Kirkwood to approve an application to the Operation Downtown Program from Lamar State College/ Historical Society in the estimated amount of \$6,125.

Keith Daws recused himself from this vote as he serves on the Board for the PA Historical Society.

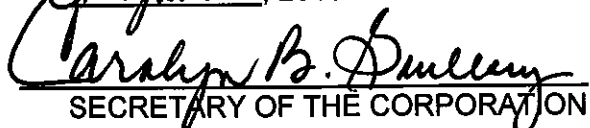
The vote was unanimous. Motion carried.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS
None

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Kerry Thomas and seconded by Eli Roberts. It was adopted unanimously. The meeting was adjourned at 8:45 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 23rd DAY OF August, 2010.


SECRETARY OF THE CORPORATION