

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
June 28, 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 28, 2010. The meeting was called to order at 6:03 p.m.

**II. ROLL CALL, INVOCATION & PLEDGE**

The following Board Members were present:

Carolyn Guillory, Kaprina Frank, Richard Wycoff, Kelly Shanks, Kerry Thomas, Keith Daws, and Eli Roberts.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

June 7, 2010

June 14, 2010

The minutes were not available for approval; will be moved to the next regular meeting.

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

None

**B. COMMUNICATIONS**

None

**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 5/31/10.

<b>Invoice #</b>	<b>Amount:</b>	<b>Pertaining to:</b>
387425	\$2,274.00	Abraham Mfg., Inc., Debtor in Bankruptcy Court
387541	\$110.66	SETX Clearwater Environmental, L.L.C.
387542	\$100.00	Sitel
387644	\$4,761.22	PAEDC
<b>Total:</b>	<b>\$7,245.88</b>	

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

<b>Invoice #</b>	<b>Amount:</b>	<b>Pertaining to:</b>
12878	\$1,420.00	Business Park, Ph II, Contract 2 – Stormwater Detention Pond
12879	\$6,876.55	Design & Construction of New Roadways – Business Park, Ph II, Contract 3
<b>Total:</b>	<b>\$8,296.55</b>	

**A motion was made by Kelly Shanks and seconded by Kaprina Frank to approve Consent Items 1 and 2 in one motion. The vote was unanimous. Motion carried.**

## **VII. NON-CONSENT AGENDA ITEMS**

1. To discuss and consider approving the completion documentation for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Port Arthur Business Park Phase II, Contract 1 Project.  
**Mr. Joe Wilson of A&G came to speak to the Board to give the details of this item.**

**A motion was made by Kelly Shanks and seconded by Keith Daws to approve the completion documentation. The vote was unanimous. Motion carried.**

2. Consideration and possible action for amendment to contract between PAEDC and Excavators & Constructors, Ltd. for water and sanitary sewer, paving and drainage facilities to serve the Port Arthur Business Park – Phase II, Contract 3.

**A motion was made by Keith Daws and seconded by Eli Roberts to approve the amendment to the contract with Excavators & Constructors to allow for the total project cost to be \$1,427,708.65. The vote was unanimous. Motion carried.**

3. To discuss and consider approval of an application for the Operation Downtown Program.

**A motion was made by Kelly Shanks and seconded by Eli Roberts to table this item until further due diligence is researched.**

4. Consideration and possible action on a Lease Agreement between Service Zone, Inc. and the PAEDC for a 40,000 square foot building and related facilities on Highway 365, Port Arthur, Texas  
**This item was moved into executive session.**
5. To discuss and consider entering into a Sub-Lease Agreement with a potential call center operator for the use of the building at 365 Highway 365.  
**This item was moved into executive session.**
6. Consideration and possible action on application from MPW Industrial Services for an Economic Incentive Agreement.  
**This item was moved into executive session.**
7. To discuss and consider approving a price per acre at the Highway 73 Business Park.  
**This item was moved into executive session.**
8. Consideration and possible action on Sales Agreement for the building located at 501 Procter Street, Port Arthur, Texas.  
**This item was moved into executive session.**
9. To discuss and consider approving an advertisement with The Savoy Group as recommended by the Advertising Committee.  
**A motion was made by Kerry Thomas and seconded by Kaprina Frank not to participate in this event due to short notice. The vote was unanimous. Motion carried.**

#### **VIII. REPORTS**

1. Community Wide Labor Skills Survey  
**Mr. Batiste reported that an ongoing survey was being held at the Civic Center to gather information on resident's labor skills. Currently have 225 surveys completed.**
2. Report on Community Development Workshop/ Retreat  
**Mr. Batiste gave a report on the turn out of the Workshop. There were a total of 44 participants, and he stated that there was very good input. An outcome summary memo is being prepared by IEDC and will be returned to us in a couple of weeks.**
3. Report from Bylaws Committee  
**Keith Daws and Kelly Shanks reported there standpoint of the amendments to the Bylaws. They are currently working with the EDC attorney to finalize them.**

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

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
  - a. Abraham Manufacturing
  - b. 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
  - b. MPW Industrial Services
5. **Section 551.072 Government Code** – To discuss acquisition of real property.
  - a. Lease Agreement with Service Zone, Inc.
  - b. 501 Procter Street

The Board retired to executive session at 7:20 p.m. to discuss the above mentioned items, and reconvened at 8:00 p.m.

Action was taken on the following items:

**Non-Consent Items 6 & 7**

6. Consideration and possible action on application from MPW Industrial Services for an Economic Incentive Agreement.  
**A motion was made by Keith Daws and seconded by Eli Roberts to approve an incentive to MPW in the form of 10 acres of land in the Spur 93 Business Park or the equivalent amount of \$425,000. The vote was unanimous. Motion carried.**
7. To discuss and consider approving a price per acre at the Highway 73 Business Park.  
**A motion was made by Kerry Thomas and seconded by Eli Roberts to approve the price per acre at break even price at Highway 73 Business Park. 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 Kerry Thomas. It was adopted unanimously. The meeting was adjourned at 8:03 p.m.

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

Charles B. Gentry  
SECRETARY OF THE CORPORATION