

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
August 23, 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, August 23, 2010. The meeting was called to order at 6:00 p.m.

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

The following Board Members were present:

Carolyn Guillory, Aletha Kirkwood, Richard Wycoff, Kerry Thomas (6:32), Keith Daws, and Eli Roberts.

The invocation was given by Carolyn Guillory.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

None

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

None

**B. COMMUNICATIONS**

None

**C. SPEAKERS**

None

**V. UNFINISHED BUSINESS**

1. To discuss and consider approval of an application for the Operation Downtown Program.  
**A motion was made by Eli Roberts and seconded by Carolyn Guillory to table this item until the application is completed in full. The vote was unanimous. Motion carried.**

## VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving invoices from Germer Gertz, L.L.P. for professional services through 07/31/10.\

INVOICE NO #:	PERTAINING TO:	AMOUNT:
391296	Abraham Mfg, Inc., Debtor	\$530.92
391240	PAEDC	\$2,266.56
391241	SETX Clearwater	\$511.11
391242	Lamar State College-PA	\$200.00
391243	Abraham Mfg., Inc.	\$60.00
391244	MPW Industrial Services Group, Inc.	\$1,320.00
	<b>TOTAL:</b>	<b>\$4,888.59</b>

2. To discuss and consider approving payment of one-half (\$2,500) of Phase I Environmental Assessment for the SETX Clearwater site within the Spur 93 Business Park.

**A motion was made by Eli Roberts and seconded by Aletha Kirkwood to approve consent items 1 and 2 with one motion. The vote was unanimous. Motion carried.**

## VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approving a request for extension of time by Excavators & Constructors due to weather or supplies for the construction of the Phase II Road Construction in the Spur 93 Business Park.  
**A motion was made by Eli Roberts and seconded by Aletha Kirkwood to approve the request for extension of time of 15 days to Excavators & Constructors, Ltd. The vote was unanimous. Motion carried.**

2. To discuss and consider Contract Amendment No. 2 to Job No. EDC-090, Contract No. 3 with Excavators & Constructors for the installation of 3,500 L.F. Schedule 40 PVC electrical conduit with pull string.  
**A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve the amendment to the contract with Excavators & Constructors. The vote was unanimous. Motion carried.**

3. To discuss and consider the sale of land to Clay Development – Port Arthur No. 1, L.P. in the Hwy. 73 Business Park.  
**A motion was made by Keith Daws and seconded by Eli Roberts to approve the sale of land to Clay Development – Port Arthur No. 1, L.P. in consistence with all other sales of land in the Business Park as recommended by the PAEDC CEO. The vote was unanimous. Motion carried.**

4. To discuss and consider an economic incentive for Tyco Flow Control.  
**A motion was made by Eli Roberts and seconded by Carolyn Guillory to table this item until additional information has been received. The vote was unanimous. Motion carried.**

5. To discuss and consider an economic incentive agreement with MPW Industrial Services.  
**A motion was made by Eli Roberts and seconded by Kerry Thomas to approve the Economic Incentive Agreement with MPW Industrial Services as presented.**  
**Aletha Kirkwood abstained from the vote. The vote was unanimous. Motion passed.**
6. To discuss and consider approving an Operation Downtown Agreement between Lamar State College – Port Arthur and The Port Arthur EDC.  
**A motion was made by Eli Roberts and seconded by Kerry Thomas to table this item until the Board can review the Agreement. The vote was unanimous. Motion carried.**
7. To discuss and consider hiring a security management company for the Spur 93 Business Park.  
**No action was taken on this item. The Board advised the staff to research further and come back with estimates.**
8. To discuss and consider a Phase I Environmental Assessment for the building at 501 Procter St.  
**A motion was made by Aletha Kirkwood and seconded by Kerry Thomas to conduct a Phase I Environmental Assessment for the Building at 501 Procter St. The vote was unanimous. Motion carried.**
9. To discuss and consider the awarding of a bid for Industrial Skills Training Services in the amount of \$40,500 for fifteen (15) Port Arthur Residents at \$2,700 per resident.  
**A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve the award of a bid K's & D's Industrial Training Center for the training of 15 Port Arthur residents. Kerry Thomas recused himself from the vote. The vote was unanimous. Motion carried.**
10. To discuss and consider appointing a member to the Bylaws Sub-Committee.  
**A motion was made by Richard Wycoff and seconded by Carolyn Guillory to appoint Aletha Kirkwood to the Bylaws Sub-Committee. The vote was unanimous. Motion carried.**
11. To discuss and consider advertising with the Port Arthur Chamber of Commerce in the 2011 Directory as recommended by the Advertising Committee.  
**A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve advertisement in the Chamber 2011 Directory as recommended by the Advertising Committee to be consistent with last year's advertisement. The vote was unanimous. Motion carried.**
12. To discuss and consider an advertisement with Allusion Entertainment during the Empowerment Expo.  
**No action was taken on this item.**

## **VIII. REPORTS**

1. September 6, 2010 Regular EDC Meeting – Labor Day Holiday  
**The Board instructed staff to cancel this meeting due to the holiday.**
2. 2<sup>nd</sup> Community Economic Development Workshop  
**The Board was informed that the 2<sup>nd</sup> Workshop will be held on September 9, 2010 at the Bob Bowers Civic Center from 9 a.m. to 12 p.m.**
3. Strategic Planning Workshop  
**The Board was informed that the Strategic Planning Workshop has been set.**
4. Port Arthur Economic Development Newsletter  
**The Board was informed that the first Newsletter is planned to be sent out on October 1<sup>st</sup>, and will be sent out twice a year thereafter.**  
**The Board suggested sending it out every 4 months.**
5. Entergy Sub-Station  
**Mr. Batiste reported that he is currently working with Entergy as to finding a solution for the lighting of the remainder of the Business Park on Spur 93. They are considering an option to build a sub-station at the North end of the Park, and are currently discussing who will take on the costs for this option.**

## **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 Mfg.
  - c. Mc-O Construction
2. **Section 551.072 Government Code** – To deliberate the purchase, exchange, lease, or value of real property.
  - a. 501 Procter Street
  - b. Clay Development – Port Arthur No. 1, L.P.
3. **Section 551.087 Government Code** – To discuss Incentives for EDC Prospects.
  - a. MPW Industrial Services
  - b. Tyco Flow Control
4. **Section 551.074 Government Code** – To discuss personnel matters of Port Arthur Section 4A Economic Development Corporation.
  - a. CEO Evaluation

**The Board retired to executive session at 7:14 p.m. to discuss the above mentioned items, and reconvened at 7:47 p.m.**

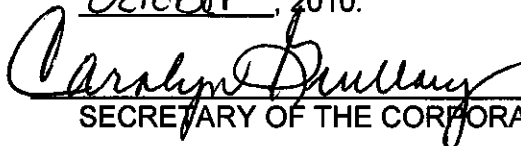
**X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

None

**XI. ADJOURNMENT OF MEETING**

A motion was made to adjourn the meeting by Kerry Thomas and seconded by Keith Daws. It was adopted unanimously. The meeting was adjourned at 7:48 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 4<sup>th</sup> DAY OF  
October, 2010.

  
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SECRETARY OF THE CORPORATION