

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
September 13, 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, September 13, 2010. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Aletha Kirkwood, Roosevelt Petry, Kaprina Frank, Richard Wycoff, Keith Daws, and Eli Roberts.

The invocation was given by Keith Daws.

The Pledge of Allegiance followed the Invocation

III. MINUTES

None

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. Floyd Marceaux – Port Arthur Downtown Renewal Association

Mr. Marceaux with Mardi Gras informed the Board that they have partnered with Digital Workforce to form the Port Arthur Downtown Renewal Association. The Association has applied for a \$750,000 grant to assist with the costs of plans to renovate the Sabine Hotel and the "City Limits" Building along the 600 Block of Procter St. over a three year period. They have employed an architect and an engineering company to rehabilitate the two buildings.

B. COMMUNICATIONS

None

C. SPEAKERS

None

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving an invoice in the amount of \$6,000 from the National Development Council for Technical Assistance rendered for the period: August 1-31, 2010.
2. To discuss and consider approving an invoice in the amount of \$15,000 from Vincent P. Hauser, Architect for a feasibility study of The Port Arthur Savings Building.
3. To discuss and consider approving an invoice in the amount of \$2,833.33 from Affordable Lawn and Tractor Service for the lawn maintenance of the Spur 93 Business Park for the month of August 2010.
4. To discuss and consider Monthly Estimate No. 3 in the amount of \$262,610.59 from Excavators & Constructors, Ltd. for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Port Arthur Business Park – Phase II, Contract 3.

A motion was made by Keith Daws and seconded by Kaprina Frank to approve consent items 1 - 4 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 Kaprina Frank and seconded by Eli Roberts to approve the request for an extension of time by Excavators & Constructors for 13 total days. The vote was unanimous. Motion carried.
2. To discuss and consider going out for bid for construction of the remaining section of pavement in the Spur 93 Business Park that was planned in the Phase II Construction.
A motion was made by Keith Daws and seconded by Kaprina Frank to approve going out for bid for the remaining section of pavement in the Spur 93 Business Park of the Phase II Construction. The vote was unanimous. Motion carried.
3. To discuss and consider approving the economic incentive terms and conditions of the agreement with MPW Water Services.
This item was moved into executive session.
4. To discuss and consider approving final incentive payment to Orbital Insulation.
A motion was made by Eli Roberts and seconded by Kaprina Frank to approve the final incentive payment to Orbital Insulation.

Roosevelt Petry recused himself from the vote. The vote was unanimous. Motion carried.

5. To discuss and consider the Operation Downtown funds.
A motion was made by Eli Roberts and seconded by Kaprina Frank to approve allocating \$89,000 to the design and renovation of the Downtown Pavilion. The vote was unanimous. Motion carried.
6. To discuss and consider a contribution to the Regional Economic Development Initiative (REDI).
A motion was made by Roosevelt Petry and seconded by Kaprina Frank to approve a contribution of \$3,000 to REDI. The vote was unanimous. Motion carried.
7. To discuss and consider an entrance sign for the Hwy. 73 Business Park.
**A motion was made by Roosevelt Petry and seconded by Eli Roberts to approve purchase of a Monument LED Sign in the amount of \$40,000 for the entrance to the Highway 73 Business Park contingent upon compliance with City Ordinance.
The vote was 5 – 1, Ms. Kirkwood opposed.
Motion carried.**
8. To discuss and consider approving Bond Counsel Services.
A motion was made by Eli Roberts and seconded by Roosevelt Petry to approve entering into a Bond Counsel Services Agreement. The vote was unanimous. Motion carried.
9. To discuss and consider entering into an Administrative Services Agreement with the City of Port Arthur for the Fiscal Year 2010-2011.
A motion was made by Kaprina Frank and seconded by Roosevelt Petry to approve entering into an Administrative Services Agreement with the City of Port Arthur. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Financial Report
Ms. Staley gave the Board an update as to the EDC Finances.
2. Report on Mc-O Construction's Contractual Agreement
A report was given of Mc-O Construction's current payment and operational status.
3. Report on EDC Strategic Plan
Mr. Batiste informed the Board that the Strategic Plan has not yet been completed.
4. Economic Development Workshop
Mr. Batiste reported that the 2nd Economic Development Workshop was held at the Civic Center and had a total of 12 participants. Michael Grant of Philips Productions and Raymond Polk of Port Arthur ISD gave presentations on the current status of the efforts to improve the image of Port Arthur and what the District has currently in place as far as programs for early technical training.

5. Port Arthur Businesses meets Industry Day
Mr. Batiste informed the Board that the date for this event is set for September 30th from 9:00 a.m. to 3:00 p.m. at the Spur 93 Business Park. Will be a meet and greet for Business that the EDC has worked with and Industry.
6. Business Park Security
Mr. Batiste informed the Board that he has held a conference call with several Business Owners in the Spur 93 Business Park and spoke of contracting security. A consensus has not been reached; he would like to have everyone on board before contracting security. He plans to meet with the businesses one on one to discuss the matter further.

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 deliberate the purchase, exchange, lease, or value of real property.
3. **Section 551.087 Government Code** – To discuss Incentives for EDC Prospects.
 - a. MPW Industrial Services
4. **Section 551.074 Government Code** – To discuss personnel matters of Port Arthur Section 4A Economic Development Corporation.

The Board retired to executive session at 7:20 p.m. to discuss the above mentioned items, and reconvened at 7:49 p.m.

Action was taken on the following item:

Non-Consent Item # 3

To discuss and consider approving the economic incentive terms and conditions of the agreement with MPW Water Services.

A motion was made by Eli Roberts and seconded by Roosevelt Petry to approve the terms and conditions of the Economic Incentive Agreement with MPW Water Services to include the opportunity for MPW to buy out of the Agreement if they feel they are not able to meet the requirements at any time and to have the name corrected to read as MPW Water Services as it previously read MPW Industrial Services. The vote was unanimous. Motion carried.

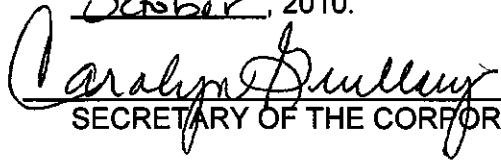
X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Kaprina Frank and seconded by Roosevelt Petry. It was adopted unanimously. The meeting was adjourned at 7:51 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 4th DAY OF October, 2010.


SECRETARY OF THE CORPORATION