

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
November 29, 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, November 29, 2010. The meeting was called to order at 6:05 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Carolyn Guillory, Aletha Kirkwood, Kaprina Frank, Richard Wycoff, Kerry Thomas, and Eli Roberts.

The invocation was given by Aletha Kirkwood.

The Pledge of Allegiance followed the Invocation

III. MINUTES

November 15, 2010

A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve the minutes of November 15, 2010. The vote was unanimous. Motion passed.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

None

B. COMMUNICATIONS

1. Managed Energy Services, LLC – Letter of Intent
Representatives were present to speak on behalf of the company. They are a disaster resistant home manufacturer who wishes to purchase land in the business park and plans to create an estimated 391 jobs paying approximately \$28.00/ hr.
2. Basik Enterprise, LLC – Letter of Intent
Representatives were present to speak on this letter of intent. They are high end furniture manufacturing company.

The Board instructed staff to move forward with the application process for both above stated letters of intent.

3. Lamar State College PA – 33rd Annual Christmas Barbecue
4. Golden Triangle Empowerment Center (GTEC) - Holiday Celebration
5. Buu Mon Buddhist Temple – 30 Year Celebration
6. Greater PA Chamber's Membership Luncheon

The Board was given invitation 3 – 6 and informed to contact the office if any would like to attend any of the aforementioned functions. The Board also suggested that staff send a representative to the PA Chamber membership Luncheon.

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss and consider an amendment to the Economic Incentive Agreement with MPW Water Management Services.
This item was held until after Non-Consent Item 1 was discussed and considered.
A motion was made by Eli Roberts and seconded by Kaprina Frank to approve an amendment to the Economic Incentive Agreement with MPW Water Management Services. 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 10/31/10.

Invoice #	Amount:	Pertaining to:
395635	\$929.68	Abraham Mfg., Debtor in Court
395804	\$4,939.50	PAEDC
395805	\$200.00	Mc-O Construction
395806	\$100.00	Clay Development & Construction, Inc.
395807	\$120.00	Southland Overseas Investment, Inc.
Total:	\$6,289.18	

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

Invoice #	Amount:	Pertaining to:
12997	\$7,640.00	Design & Construction of New Roadways – Business Park, Phase II, Contract 3
12998	\$7,361.50	Design & Construction Services – Business Park, Contract 4
Total:	\$15,001.50	

A motion was made by Kerry Thomas 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 an amendment to the First Source Referral Agreement.
A motion was made by Kaprina Frank and seconded by Kerry Thomas to approve an amendment to the First Source Referral Agreement. The vote was unanimous. Motion carried.
2. To discuss and consider the release of a lien and letters of credit on Triangle Waste Solutions – Contract 1.
A motion was made by Kaprina Frank and seconded by Eli Roberts to approve the release of a lien and letters of credit on Triangle Waste Solutions – Contract 1. The vote was unanimous. Motion carried.
3. To discuss and consider an advertisement through the Golden Triangle Minority Business Council's 20th Annual Holiday Awards Banquet.
The Board instructed staff to send a letter of denial.
4. To discuss and consider PAEDC Advertising Budget.
A motion was made by Kerry Thomas and seconded by Kaprina Frank to re-allocate \$15,000 from the Job Training line item to the Advertising line item so that the PAEDC newsletter can be published twice per year as approved by the Board.

VIII. REPORTS

1. Cash Reigns Supreme Seminar
Mrs. Vaughn informed the Board that this event will be held on the 30th of November at the Carl Parker Center for those who would like to attend. As of now, 15 businesses have confirmed their attendance.
2. Golden Triangle Days in Austin
Eli Roberts, Kerry Thomas, and Richard Wycoff informed staff they would be in attendance.
3. Basic Economic Development Course
All Board Members present have already attended this course.
4. 501 Procter Street
Mr. Batiste informed the Board that the EDC will have acquired this property by the first of the year. The purchase is moving along.
5. National Economic Trends – November 2010
The Board was presented with this quarterly report.

IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
 - a. **Mc-O Construction**

2. **Section 551.072 Government Code** – To deliberate the purchase, exchange, lease, or value of real property.
3. **Section 551.074 Government Code** – To discuss personnel matters of Port Arthur Section 4A Economic Development Corporation.
 - a. CEO Evaluation
4. **Section 551.087 Government Code** – To discuss Incentives for EDC Prospects.
 - a. MPW Industrial Services

The Board retired to executive session at 7:00 p.m. to discuss the above mentioned items, and reconvened at 7:45 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. Naming of the road in the Spur 93 Business Park
2. Discussion of a 4B EDC

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 7:48 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 13th DAY OF December, 2010.

Carolyn Dullany
SECRETARY OF THE CORPORATION