

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
January 11, 2011**

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 Tuesday, January 11, 2011. The meeting was called to order at 6:02 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

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

The invocation was given by Aletha Kirkwood.

The Pledge of Allegiance followed the Invocation

III. MINUTES

December 13, 2010

A motion was made by Aletha Kirkwood and seconded by Eli Roberts to approve the minutes of December 13, 2010. The vote was unanimous. Motion passed.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. URS Corporation – Design of Downtown Pavilion

Mr. Dan Wardrop came before the Board to present the preliminary plans for the pavilion. He states the total estimate for a complete project is at \$450,000. They are completing the design in phases. 30% will be due for review and approval by the end of this week. A 60% phase will come after, and then the 100% completed phase will be done by April of 2011.

2. Golden Triangle Empowerment Center - Training

Mr. Shedrick Evans came before the Board to provide statistics from their 2010 training courses as well as statistics from 2007 to present day. They may be interested in applying for assistance with training funds from the EDC.

B. COMMUNICATIONS

1. South East Texas Regional Planning Commission – 39th Annual Dinner Meeting Invitation
Staff will poll the Board for attendance.
2. Building Pathways for Life – Martin Luther King, Jr. Support Group
No action taken. Additional information needed.

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss requesting City Council to call an election in May 2011 on creating a 4B Economic Development Corporation.
No action taken. Staff will poll Board for a workshop to be held next week.

A motion was made by Keith Daws and seconded by Kerry to recess in order to hold the PAEDC Annual Meeting as the Bylaws calls to hold the meeting on the second Tuesday of the year at 7:00 p.m. The vote was unanimous. The Meeting was recessed at 7:05 p.m. and called back to order at 7:11 p.m.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider approving invoices from Germer Gertz, L.L.P. for professional services through 11/30/10.

Invoice #	Amount:	Pertaining to:
397224	\$115.38	Abraham Mfg., Inc., Debtor
397426	140.00	SETX Clearwater Environmental, L.L.C.
397427	569.75	Mc-OO, Inc. d/b/a Mc-O Construction
397428	217.00	Lamar State College – Port Arthur
397429	343.50	Triangle Waste Solutions, Inc.
397430	69.50	Clay Development & Construction, Inc.
397431	440.00	MPW Industrial Services Group, Inc.
397618	7,409.97	PAEDC
397619	580.00	Southland Overseas Investment, Inc.
Total:	\$9,885.10	

2. 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: December 1-31, 2010.
3. To discuss and consider approving payment of Monthly Estimate No. 2 in the amount of \$205,106.89 to Excavators & Constructors, Ltd. for the Water, Sanitary Sewer, Paving and Drainage Facilities for the Port Arthur Business Park – Phase II, Contract 4.

4. To discuss and consider approving invoices from Affordable Lawn and Tractor Service for lawn maintenance for the month of December 2010.

Invoice #	Amount:	Pertaining to:
1000	\$635.00	Highway 73 Business Park
020	\$2,833.33	Spur 93 Business Park
Total:	\$3,468.33	

A motion was made by Eli Roberts and seconded by Richard Wycoff to approve Consent Items 1 – 4 in one motion. The vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approval of the Downtown Pavilion renovation plans presented by URS Corporation.
A motion was made by Richard Wycoff and seconded by Carolyn Guillory to approve Downtown Pavilion preliminary plans presented by Dan Wardrop of URS Corporation. The vote was 5 – 1. Keith Daws Voted no. Motion passed.
2. To discuss and consider a Proposal for Professional Services from Arceneaux & Gates Consulting Engineers, Inc. for the preparation of an amended plat of the Spur 93 Business Park.
A motion was made by Keith Daws and seconded by Eli Roberts to approve a proposal for professional services from Arceneaux & Gates Consulting Engineers, Inc. for an amended plat of the Spur 93 Business Park. The vote was unanimous. Motion carried.
3. To discuss and consider a Proposal for Professional Services – General Consultation Services from Arceneaux & Gates Consulting Engineers, Inc.
A motion was made by Keith Daws and seconded by Eli Roberts to approve the proposal for professional services for general consultation by Arceneaux & Gates Consulting Engineers, Inc. The vote was unanimous. Motion carried.
4. To discuss and consider approving an easement to Entergy Texas for the purpose of installing power lines along Morris Carter Dr. in the Spur 93 Business Park.
A motion was made by Eli Roberts and seconded Keith Daws to approve granting an easement to Entergy Texas along Morris Carter Dr. in the Spur 93 Business Park. The vote was unanimous. Motion carried.
5. To discuss and consider a PAEDC Bi-Annual Newsletter.
No action taken.

6. To discuss and consider advertisement in the Port Arthur Chamber of Commerce Annual Banquet/ Triangle Days in Austin tabloids published by The Port Arthur News.
A motion was made by Eli Roberts and seconded by Keith Daws to approve an advertisement in the PA News tabloid for the Golden Triangle Days in Austin. The vote was unanimous. Motion carried.
7. To discuss and consider advertisement in the 2011 Spring Sports Calendar for Memorial High School through Amateur Sports Promotion.
A motion was made by Keith Daws and seconded by Carolyn Guillory to send a letter of non-participation to this organization. The vote was unanimous. Motion carried.
8. To discuss and consider approving an Economic Incentive Agreement with Tyco Flow Control.
9. To discuss and consider the property sold to Lange Bros.
10. To discuss and consider an On-the-Job Training Grant Agreement with Safety Training and Rescue Services (STARS).

Non-Consent Items 8 – 10 were taken into executive session.

VIII. REPORTS

1. Monthly Financial Update
Ms. Staley updated the Board as to the EDC's current financial standpoint.
2. 2010 EDC Project Report
Mrs. Vaughn gave the Board a report as to the EDC projects' status throughout 2010.
3. Update from Bylaws Committee
Committee Chairman Keith Daws reported that the proposed Bylaws are in final review at this point by the committee for submission for approval by the Board.

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
 - b. SETX Clearwater
2. **Section 551.072 Government Code** – To deliberate the purchase, exchange, lease, or value of real property.
 - a. 501 Procter St.
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. Tyco Flow Control

The Board retired to executive session at 8:09 p.m. to discuss the above mentioned items, and reconvened at 8:49 p.m.

Action was taken on the following Non-Consent Items:

8. To discuss and consider approving an Economic Incentive Agreement with Tyco Flow Control.
A motion was made by Eli Roberts and seconded by Carolyn Guillory to approve the Agreement with Tyco Valves & Controls, LP as presented. The vote was unanimous. Motion carried.
9. To discuss and consider the property sold to Lange Bros.
A motion was made by Eli Roberts and seconded by Carolyn Guillory to move forward with the purchase of the property sold to Lange Bros. in the Spur 93 Business Park. The vote was unanimous. Motion carried.
10. To discuss and consider an On-the-Job Training Grant Agreement with Safety Training and Rescue Services (STARS).
Mr. David Bush was present to speak on behalf of this item.
A motion was made by Eli Roberts and seconded by Richard Wycoff to approve entering into an On-The-Job Training Grant Agreement with STARS Safety Training and Rescue Services with EDC providing ½ of training costs not to exceed \$72,000. The vote was unanimous. Motion carried.

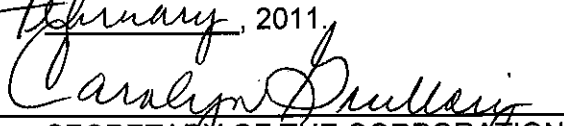
X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS
None

XI. ADJOURNMENT OF MEETING

A motion was made to adjourn the meeting by Richard Wycoff and seconded by Carolyn Guillory. It was adopted unanimously. The meeting was adjourned at 8:55 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 7th DAY OF

February, 2011.


SECRETARY OF THE CORPORATION