

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
December 5, 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 Monday December 5, 2011. The meeting was called to order at 6:02 p.m.

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

The following Board Members were present:

Ransom Howard, Aletha Kirkwood, Roosevelt Petry, Don Page, Pat Holmes, Kaprina Frank, and Eli Roberts.

The invocation was given by Kaprina Frank.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

None

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

None

**B. COMMUNICATIONS**

1. Greater Port Arthur Chamber of Commerce – 112<sup>th</sup> Annual Banquet  
**A motion was made by Eli Roberts and seconded by Kaprina Frank to approve a gold sponsorship in the amount of \$1,000 for the Chamber's Annual Banquet. The vote was unanimous. Motion carried.**
2. Junior Achievement  
**The Board approved contributing \$800 to Junior Achievement for their educational programs.**
3. Tyco Valves & Controls – Letter of Intent  
**A motion was made by Eli Roberts and seconded by Kaprina Frank to not accept the letter of intent. The vote was unanimous. Motion carried.**
4. Coastal Industrial Services, Inc. – Letter of Intent  
**A motion was made by Eli Roberts and seconded by Ransom Howard to not accept the letter of intent. The vote was unanimous. Motion carried.**

**C. SPEAKERS**

None

**V. UNFINISHED BUSINESS**

1. To discuss a 4A and 4B Economic Development Corporation.  
**A committee was appointed to recommend specific items for a 4B Proposition. Members are: Aletha Kirkwood, Kaprina Frank, Don Page - Chair, and Ransom Howard.**

**VI. CONSENT AGENDA ITEMS**

None

**VII. NON-CONSENT AGENDA ITEMS**

1. To discuss and consider approving entering into an agreement for professional services with Arceneaux & Gates Consulting Engineers for the engineering of the utilities, drainage, and paving improvements for Kerry "Twin" Thomas Dr. in the Spur 93 Business Park.  
**A motion was made by Don Page and seconded by Eli Roberts to approve entering into an Agreement with Arceneaux & gates Consulting Engineers. The vote was unanimous. Motion carried.**
2. To discuss and consider the rejection of bids and re-bidding for the renovation of the Downtown Pavilion.  
**A motion was made by Eli Roberts and seconded by Kaprina Frank to reject the bids that came in, and re-bidding for the renovation of the downtown pavilion. The vote was unanimous. Motion carried.**
3. To discuss and consider terms and conditions for a possible economic incentive agreement with JZ Russell Industries.  
**A motion was made by Eli Roberts and seconded by Don Page to table this item. The vote was unanimous. Motion carried.**
4. To discuss and consider a proposed economic incentive agreement with The Coldbox.  
**A motion was made by Ransom Howard and seconded by Eli Roberts to approve entering into an economic incentive agreement with The Coldbox. The vote was unanimous. Motion carried.**
5. To discuss and consider the "Thank You Industry" Gala.  
**A motion was made by Kaprina Frank and seconded by Don Page to postpone the gala until the Summer of 2012 due to a limited timeframe. The vote was unanimous. Motion carried.**

## VIII. REPORTS

1. Monthly Financial Update  
**Ms. Staley provided the Board with the current EDC financial status.**
2. Annual EDC Meeting/ Elections  
**A motion was made by Kaprina Frank and seconded by Don Page to move the next scheduled Regular Meeting to the second Tuesday of January to coincide with the Annual Meeting. The vote was unanimous. Motion carried.**

## IX. CLOSED SESSION (EXECUTIVE SESSION)

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
  - a. SETX Clearwater Environmental, L.L.C.
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 Commercial and Industrial Business Prospects.
  - a. Hernandez & Solis

**The Board retired to executive session at 6:39 p.m. to discuss the above mentioned items, and reconvened at 7:50 p.m.**

**The Board took action on the following Matter:**

### Hernandez & Solis, Inc.

**A motion was made by Kaprina Frank and seconded by Eli Roberts to approve a \$60,000 forgivable loan/ incentive over five years.**

**A motion was made by Kaprina Frank and seconded by Ransom Howard to amend the motion to a period of three years rather than five. The vote was unanimous. Motion carried.**

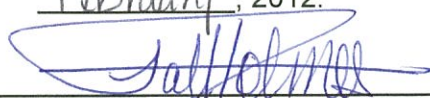
## X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

1. To discuss board meeting twice a month.
2. 4B Committee to meet once before the holidays and twice in January.

## XI. ADJOURNMENT OF MEETING

The meeting was adjourned at 8:02 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 10<sup>th</sup> DAY OF February, 2012.



SECRETARY OF THE CORPORATION