

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
June 4, 2012**

**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, June 4, 2012. The meeting was called to order at 6:01 p.m.

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

The following Board Members were present:

Ransom Howard, Aletha Kirkwood, Roosevelt Petry, Dwight Wagner, Richard Wycoff, Don Page, Pat Holmes and Kaprina Frank.

The invocation was given by Kaprina Frank.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

April 2, 2012

April 30, 2012 Special Meeting

May 7, 2012

**A motion was made by Don Page and seconded by Kaprina Frank to approve the minutes of April 2<sup>nd</sup>, April 30<sup>th</sup>, and May 7<sup>th</sup> 2012 meetings. The vote was unanimous. Motion carried.**

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

1. Labiche Architectural Group/ Downtown Renaissance District  
**Mr. Clark Colvin of the Downtown Renaissance District and Mr. Dohn Labiche of Labiche Architectural Group were present to present the "Procter Street Project" plans for the downtown area. Will be taking the presentation before Council as well for support of the project.**
2. John Hall – Quarterly Report  
**Mr. John Hall reported the current projects he is working on for the City and EDC. A 2 to 3 year initiative to improve the quality of life for Port Arthur residents.**

**B. COMMUNICATIONS**

1. Lamar State College Port Arthur – DISCOVERY Program  
**Does not qualify for EDC funding.**

### C. SPEAKERS

None

## V. UNFINISHED BUSINESS

1. To discuss and consider terms and conditions to enter into an Economic Development Incentive Agreement with Coastal Industrial Services, Inc.  
**A motion was made by Don Page and seconded by Dwight Wagner to table this item. The vote was unanimous. Motion carried.**
2. To discuss and consider the final Economic Development Strategic Plan for Goals and Objectives with Performance Management Outcomes.  
**A motion was made by Don Page and seconded by Kaprina Frank to approve the Economic Development Strategic Plan for Goals and Objectives with Performance Management Outcomes. The vote was unanimous. Motion carried.**

## VI. CONSENT AGENDA ITEMS

1. To discuss and consider the PAEDC Fiscal Year 2012 – 2013 Budget with Performance Management Outcomes.  
**A motion was made by Kaprina Frank and seconded by Dwight Wagner to approve the FY 2012 – 2013 Budget with an addition of \$50,000 more to the contingency fund for a total of \$250,000 in contingency funds. The vote was unanimous. Motion carried.**
2. To discuss and consider the allocation of additional funds for the renovation of the Pavilion not to exceed \$29,365.41.  
**A motion was made by Richard Wycoff and seconded by Dwight Wagner to approve the allocation of additional funds. The vote was 7 to 1. Aletha Kirkwood voted no. Motion passed.**
3. To discuss and consider extension of electrical services to J Z Russell, Industries property in the Spur 93 Business Park in the amount of \$8,660.00.  
**A motion was made by Ransom Howard and seconded by Pat Holmes to approve the extension of electrical services to JZ Russell Industries. The vote was unanimous. Motion carried.**

## VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider approving an Economic Incentive Agreement between the PAEDC and Wilfire – Tyco.  
**Item was taken into executive session.**

2. To discuss and consider accepting or rejecting bids for the renovation of the Pavilion.  
**A motion was made by Richard Wycoff and seconded by Kaprina Frank to approve award of bid to GADV Inc. DBA L&L General Contractors at an amount of \$507,896.00. The vote was unanimous. Motion carried.**
3. To discuss and consider advertising for Requests for Qualifications for the following Professional Services;
  - a. Legal
  - b. Financial Consultant**A motion was made by Richard Wycoff and seconded by Kaprina Frank to approve advertising for Request for Qualifications for the above mentioned services. The vote was unanimous. Motion carried.**
4. To discuss and consider the recruitment and advertising for the position of Business Development Marketing and Recruitment Manager for the EDC.
5. To discuss and consider the recruitment and advertising for the position of Economic Development / Employment and Training Program Specialist for the EDC.

**Items 4 and 5 were taken into executive session.**

6. To discuss EDC Board recommendation for the City scheduled Public Hearing as to the continuous use for an additional three year period Section 4A Sales and Use Tax within the City of Port Arthur for the cost of Demolition of Dilapidated Structures and Infrastructure, Limit to Streets and Roads, Rail Spurs, Water and Sewer Utilities, Electric and Gas Utilities, Drainage, Site Improvement, and Related Improvements.  
**A committee was formed to provide a recommendation to Council during the Hearing. The vote was unanimous. Motion carried. Committee consists of: Don Page, Richard Wycoff, and Ransom Howard.**
7. To discuss and consider amending the budget for fiscal year ending September 30, 2012 to cover the costs of the Economic Incentives for PA69 LLC., Climate Controlled Containers, Inc., and On-the-Job Training funds.  
**A motion was made by Don Page and seconded by Kaprina Frank to approve emending the FY 2011 – 2012 Budget. The vote was unanimous. Motion carried.**

8. To discuss and consider amendments to the Covenants & Restrictions of the Spur 93 Business Park.

**A motion was made by Ransom Howard and seconded by Dwight Wagner to approve an amendment to the Covenants and Restrictions of the Spur 93 Business Park to remove the requirement for wrought iron fencing facing all right of ways and only require for the wrought iron to be in the front of the building. Motion also called for the disallowance of plastic or wood fencing. The vote was unanimous. Motion carried.**

## **VIII. REPORTS**

1. Monthly Financial Update  
**Ms. Staley reported the EDC's monthly financial update.**
2. Business Meets Industry Day  
**Ms. Staley reported that another Business Meets Industry Day will be held in late September.**

## **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 551.074 Government Code** – To discuss matters of Personnel.
  - a. CEO Evaluation
  - b. Business Development Marketing and Recruitment Manager
  - c. Economic Development Employment and Training Program Specialist
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.
  - c. Team Industries
  - d. Coastal Industrial Services
  - e. Wilfire – Tyco
  - f. Mc-O Construction
  - g. Gulf Copper Manufacturing

**The Board retired to executive session at 7:15 p.m. to discuss the above mentioned items, and reconvened at 8:45 p.m.**

### **The Board took action on the following items:**

A motion was made by Don Page and seconded by Aletha Kirkwood to approve an incentive agreement with Team Industries.

#### **Ayes**

**Don Page**

**Aletha Kirkwood**

#### **Noes**

**Dwight Wagner**

**Richard Wycoff**

Pat Holmes

Ransom Howard  
Kaprina Frank

Motion failed.

**Non-Consent Item 1** - To discuss and consider approving an Economic Incentive Agreement between the PAEDC and Wilfire – Tyco.

**A motion was made by Richard Wycoff and seconded by Ransom Howard to approve a purchase agreement with Wilfire at a discounted value of the land as well as an incentive agreement in the amount of \$315,000.00. The vote was unanimous. Motion carried.**

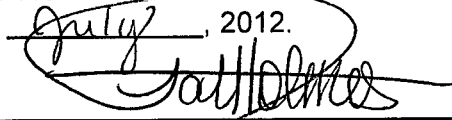
**X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

1. Dwight Wagner – Clarification on 4A and 4B Economic Development funds use and the possibility of moving in the direction of a 4B EDC.

**XI. ADJOURNMENT OF MEETING**

A motion was made by Dwight Wagner and seconded by Kaprina Frank to adjourn the meeting. The meeting was adjourned at 9:10 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 2nd DAY OF July, 2012.



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SECRETARY OF THE CORPORATION