

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
September 6, 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, September 6, 2012. The meeting was called to order at 6:04 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

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

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

III. MINUTES

August 6, 2012

This item was tabled.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. TIRZ Creation – Carl Parker
A representative from Carl Parker's office presented on behalf of Carl Parker on the progress of the creation of the TIRZ.
2. City Manager Floyd Johnson
Mr. Johnson formally introduced himself to the Board.
3. Port Arthur Rotary – Floyd Marceaux
Presented opportunity for partnership with PAEDC to pay tribute to Port Arthur Industry through a Gala in 2015.

B. COMMUNICATIONS

1. Mexican Heritage Society
This request does not qualify for sponsorship by the EDC.
2. Amateur Sports – Memorial High School
This request does not qualify for sponsorship by the EDC.

C. SPEAKERS

None

V. UNFINISHED BUSINESS

1. To discuss and consider the recruitment and advertising for the position of Business Development Marketing and Recruitment Manager for the EDC.
2. To discuss and consider the recruitment and advertising for the position of Economic Development / Employment and Training Program Specialist for the EDC.

A motion was made by Kaprina Frank and seconded by Don Page to table this item. An interviewing sub-committee was formed. Members are Kaprina Frank, Dwight Wagner, and Richard Wycoff. The vote was unanimous. Motion carried.

3. To discuss and consider the use of the unobligated Downtown Improvement Funds to fund certain infrastructural improvements for the Procter Street Master Plan, which will promote or develop new or expanded business enterprise.

A motion was made by Don Page and seconded by Ransom Howard to appropriate \$550,000 of unobligated funds for infrastructure. The vote was unanimous. Motion carried.

4. To discuss and consider financial options for the proposed retrofitting of the property located at 501 Procter St.

A motion was made by Kaprina Frank and seconded by Ransom Howard to approve paying cash for proposed retrofitting. Vote was unanimous. Motion carried.

5. To discuss PAEDC Board recommended changes to the Economic development Act for the next legislative hearing.

No recommendations.

6. To discuss and consider partnering with the Rotary Club of Port Arthur in paying tribute to Port Arthur Industry.

A motion was made by Kaprina Frank and seconded by Dwight Wagner to bring item to the floor for discussion. Motion carried.

A motion was made by Kaprina Frank and seconded by Dwight Wagner to bring item to the floor for discussion. Motioned carried.

A motion was made by Don Page and seconded by Eli Roberts to approve a contract for the purposes of partnering with and providing promotional funding in support of the Port Arthur Rotary Club's 2015 Gala for \$150,000 over a three year period. Pat Holmes motioned to include an amendment to the previous motion be tabled until contract has been reviewed.

A motion was made by Ransom Howard to oppose approving a contract for the purposes of partnering with and providing promotional funding in support of the Port Arthur Rotary Club's 2015 Gala for \$150,000 over a three year period.

Motion to approve item was carried.

VI. CONSENT AGENDA ITEMS

1. To discuss and consider extension of Change Order 1 with Excavators & Constructors, Ltd. for the construction of Kerry "Twin" Thomas Drive, Contract

A motion was made by Don Page and seconded by Kaprina Frank to approve the extension of Change Order 1 with Excavators & Constructors, Ltd. Vote was unanimous. Motion carried.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss and consider entering into a project funding agreement between the City of Port Arthur and the Section 4A Economic Development Corporation for infrastructural improvement for the Procter Street Master Plan.

A motion was made by Don Page and seconded by Dwight Wagner to approve item contingent on additional funds to complete project. Vote was unanimous. Motion carried.

2. To discuss and consider requesting the Section 4A Economic Development Attorney to request an Attorney General (AG) opinion on the use of Section 4A funds for Procter Street Master Plan infrastructural improvement.

A motion was made by Kaprina Frank and seconded Dwight Wagner to approve request of AG's opinion. Vote was unanimous. Motion carried.

3. To discuss and consider a request from Abraham Manufacturing for EDC to purchase his building located at 1520 Woodworth Blvd.

A motion was made by Eli Roberts and seconded by Ransom Howard to decline the request from Abraham Manufacturing for EDC to purchase his building located at 1520 Woodworth Blvd. Vote was unanimous. Motion carried.

4. To discuss and consider amending the contractual milestone of PA69 to align with its purchase agreement with Marriott.

A motion was made by Dwight Wagner and seconded by Don Page to approve the amendment of the contractual milestone of PA69. Vote was unanimous. Motion carried.

5. To discuss and consider the purchase of a new vehicle for EDC.
A motion was made by Kaprina Frank and seconded by Eli Roberts to approve the purchase of a new vehicle for EDC. Vote was unanimous. Motion carried.
6. To discuss and consider a budget adjustment for the additional administrative cost and the purchase of a new vehicle for EDC.
A motion was made by Kaprina Frank and seconded by Don Page to approve the budget adjustment for the additional administrative cost and the purchase of a new vehicle for EDC. Vote was unanimous. Motion carried.
7. To discuss and consider the renewal of PAEDC professional legal services contract with Germer Gertz for year beginning November 1, 2012 and ending October 31, 2013.
A motion was made by Kaprina Frank and seconded by Don Page to approve renewal of PAEDC professional legal services contract with Germer Gertz. Vote was unanimous. Motion carried.
8. To discuss and consider the renewal of PAEDC professional financial services contract with the National Development Council (NDC) for year beginning September 1, 2012 and ending September 1, 2013.
A motion was made by Kaprina Frank and seconded by Don Page to approve renewal of PAEDC professional financial services contract with the National Development Council (NDC). Vote was unanimous. Motion carried.
9. To discuss and consider approving a contract with Patriot Security
A motion was made by Kaprina Frank and seconded by Don Page to approve a contract with Patriot Security. Vote was unanimous. Motion carried.
10. To discuss and consider placing a ½ page ad in the Trade & Industry Development, which will focus on Logistic, Warehousing and Distribution Center in the amount of \$1,600.00.
A motion was made by Dwight Wagner and seconded by Don Page to approve placing a ½ page ad in the Trade & Industry Development Magazine in the amount of \$1,600. Vote was unanimous. Motion carried.

VIII. REPORTS

1. Monthly Financial Update
2. Career Informational Fair
3. Cash Reigns Supreme
4. Business Meet Industry
5. Newsletter

Board is in support of all reports. Floyd Batiste requested all members to attend the Annual IEDC Summit in Houston.

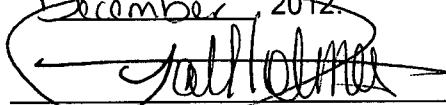
IX. CLOSED SESSION (EXECUTIVE SESSION)

- 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.
 - a. 501 Procter Street
- 3. Section 551.074 Government Code** – To discuss matters of Personnel.
 - a. CEO Evaluation
- 4. Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.

X. ADJOURNMENT OF MEETING

The meeting was adjourned at 9:02 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 3rd DAY OF December, 2012.



SECRETARY OF THE CORPORATION