

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
November 5, 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, November 5, 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, Roosevelt Petry, Richard Wycoff, Kaprina Frank, and Eli Roberts.

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

August 6, 2012  
September 6, 2012  
October 8, 2012

**A motion was made by Eli Roberts and seconded by Kaprina Frank to table the above mentioned minutes. The vote was unanimous. Motion carried.**

**IV. PETITIONS & COMMUNICATIONS**

**A. PRESENTATIONS**

None

**B. COMMUNICATIONS**

None

**C. SPEAKERS**

None

## **V. UNFINISHED BUSINESS**

1. To discuss for possible consideration the Board establishing policies for use of EDC Promotional Funds.  
**A motion was made by Eli Roberts and seconded by Kaprina Frank to table this item and bring the item back at the next board meeting when a letter can be drafted that will be sent to all promotional funding requests. The vote was unanimous. Motion carried.**
2. To discuss for possible consideration the existing contract with John Hall Public Affairs related to the City of Port Arthur Environmental Justice Plan.  
**A motion was made by Kaprina Frank and seconded by Eli Roberts to deny renewal of the contract with John Hall Public Affairs. The vote was unanimous. Motion carried.**
3. To discuss for possible consideration awarding the Security Services Contract for the Spur 93 Business Park to the lowest bidder.  
**A motion was made by Kaprina Frank and seconded by Richard Wycoff to reject all bids and request for rebids. The vote was unanimous. Motion carried.**

## **VI. CONSENT AGENDA ITEMS**

None

## **VII. NON-CONSENT AGENDA ITEMS**

1. To discuss for possible consideration an Employment Agreement with Coastal Industrial Services to serve in addition to the First Source Referral Agreement.  
**Taken into executive session.**
2. To discuss for possible consideration an Economic Incentive Agreement with Wells Supply.  
**Taken into executive session.**
3. To discuss for possible consideration the price per acre at the Hwy. 73 Business Park.  
**Taken into executive session.**
4. To discuss for possible consideration a proposal from Knight Security Systems for a camera security system for the EDC Building.  
**A motion was made by Eli Roberts and seconded by Ransom Howard to remove this item until a bid request has been done and bids received. The vote was unanimous. Motion carried.**

5. To discuss for possible consideration a recommendation from the Advertising Committee for an advertisement in Inspire Magazine.  
**A motion was made by Richard Wycoff and seconded by Eli Roberts to not approve this advertisement. The vote was unanimous. Motion carried.**
6. To discuss for possible consideration the PAEDC staff schedule of pay rates and ranges.  
**Taken into Executive Session.**
7. To discuss for possible consideration securing services of a consultant to prepare bid specifications for the abatement of lead and asbestos in the 501 Procter St. building.  
**A motion was made by Kaprina Frank and seconded by Eli Roberts to approve this item. The vote was unanimous. Motion carried.**

## **VIII. REPORTS**

1. Monthly Financial Update  
**Mr. Batiste reported on current financials**
2. 501 Procter St.  
**Now in possession of the EDC. Will look into additional parking spaces.**
3. PA Chamber of Commerce – Small Business of the Year Nominations  
**Board will make recommendations if any and submit back to staff.**

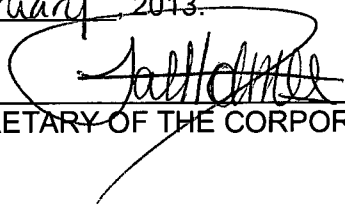
## **IX. CLOSED SESSION (EXECUTIVE SESSION)**

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation.
  - a. Hernandez & Solis
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. EDC position salary structure
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 4<sup>th</sup> DAY OF  
February 2013.

  
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SECRETARY OF THE CORPORATION