

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
March 11, 2013**

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, March 11, 2013. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Aletha Kirkwood, Dwight Wagner, Richard Wycoff, Don Page, Pat Holmes, Kaprina Frank, and Eli Roberts

The invocation was given by Dwight Wagner.

The Pledge of Allegiance followed the Invocation

III. MINUTES

February 4, 2013

A motion was made by Kaprina Frank and seconded by Eli Roberts to approve the minutes of February 4, 2013. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

A. PRESENTATIONS

1. Mark McKinley – Port Arthur American Little League
**Mr. Dwight Fobb, President of the Port Arthur American Little League was present to speak on behalf of the League. The League is asking the EDC for funding assistance in the up keeping and repairs of the baseball park in front of Christus St. Mary Hospital.
The Board recommended he fill a request form for the 4B funds appropriated to Parks & Recreation.**
2. Dr. Albert Thigpen – City of Port Arthur Parks & Recreation
Dr. Thigpen presented the Board with the City's Parks and Recreation Master Plan as well as the proposed projects to be funded by the EDC's 4B proposition funds.

B. COMMUNICATIONS

None

C. SPEAKERS

None

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

1. To discuss for possible consideration advertising a Request for Proposals for the construction services for the renovation of the Port Arthur Savings Building at 501 Procter St.
A motion was made by Kaprina Frank and seconded by Dwight Wagner to approve advertising a request for proposals. The vote was unanimous. Motion carried.
2. To discuss for possible consideration approval of the City of Port Arthur Parks & Recreation Department's proposed projects under the 2012 4B Proposition.
A motion was made by Richard Wycoff to table this item. Item was tabled.

VII. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration an On the Job Training Agreement with JZ Russell Industries.
A motion was made by Richard Wycoff and seconded by Eli Roberts to approve an On the Job Training Agreement with JZ Russell Industries in an amount of \$50,000. The vote was unanimous. Motion carried.
2. To discuss for possible consideration an On the Job Training Agreement with Brock Services.
A motion was made by Kaprina Frank and seconded by Richard Wycoff to approve an On the Job Training Agreement with Brock Services in an amount of \$56,000. The vote was unanimous. Motion carried.
3. To discuss for possible consideration entering into an Economic Incentive Agreement with ESP Structure & Piping Solutions, LLC.
A motion was made by Richard Wycoff and seconded by Kaprina Frank to table this item until further information is submitted by ESP. The vote was unanimous. Motion carried.
4. To discuss for possible consideration entering into an Economic Incentive Agreement with Gulf Coast Warehousing.
A motion was made by Richard Wycoff and seconded by Pat Holmes to enter into an Economic Incentive Agreement for Capital Investment with Gulf Coast Warehousing in an amount of \$195,000.

**Don Page recused himself from the vote.
The vote was unanimous. Motion carried.**

5. To discuss for possible consideration a contribution to the Regional Economic Development Initiative for Fiscal Year 2012-2013.
A motion was made by Eli Roberts and seconded by Richard Wycoff to approve a contribution to REDI in the amount of \$5,000. The vote was unanimous. Motion carried.
6. To discuss for possible consideration renewal of the Contract with Joey's Tractor Service for Grass Cutting at the Highway 73 Business Park.
A motion was made by Richard Wycoff and seconded by Eli Roberts to renew the contract with Joey's Tractor Service. The vote was unanimous. Motion carried.
7. To discuss for possible consideration approving a three month extension of the contract with North Star Unlimited for the grass cutting of the Spur 93 Business Park.
A motion was made by Eli Roberts and seconded by Kaprina Frank to approve a three month extension of the contract with North Star Unlimited to allow time for the EDC to go out for bid for services. The vote was unanimous. Motion carried.
8. To discuss for possible consideration a Subordination and Priority Agreement with Grow America Fund as to Coastal Industrial Services, Inc.
A motion was made by Kaprina Frank and seconded by Richard Wycoff to approve the Subordination and Priority Agreement with NDC as to Coastal Industrial, subject to the EDC being given 1st lien access. The vote was unanimous. Motion carried.
9. To discuss for possible consideration a Subordination and Priority Agreement with Community Bank of Texas as to B&B Ice, Inc.
This item was removed per Attorney Guy Goodson's request.
10. To discuss for possible consideration awarding of a bid for the Asbestos, Lead & Mold Abatement of 501 Procter Street.
A motion was made by Richard Wycoff and seconded by Kaprina Frank to approve awarding the bid to the lowest bidder, R.L. Abatement, Inc. of Weslaco, TX. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Monthly Financial Update
Ms. Staley provided the Board with an update as to the monthly EDC financials.
2. Marketing Committee Report
 - a. Marketing Plan
 - b. Newsletter

- c. Web Page Design
Mrs. Ranoda McClain-Lee provided the Board with a report of the marketing plan, newsletter progress, and web page updates.
- 3. 501 Procter St.
Mr. Batiste informed the Board that the advertisement for RFP for a general contractor will be in the newspaper on March 17th.
- 4. Golden Triangle Days in Austin
Attorney Guy Goodson reported that the three proposed bills by the PAEDC have been filed.

IX. CLOSED SESSION (EXECUTIVE SESSION)

- 1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation and/ or legal advice.
 - a. Hernandez & Solis
 - b. Port Arthur Housing Authority
- 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
- 4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.

The Board retired to executive session at 7:42 p.m. to discuss the above mentioned items, and reconvened at 8:40 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

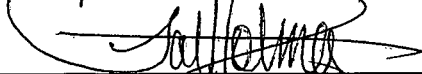
None

XI. ADJOURNMENT OF MEETING

The meeting was adjourned at 9:00 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 1st DAY OF

April, 2013



SECRETARY OF THE CORPORATION