MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
July 8, 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, July 8, 2013. 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, Dwight Wagner, Richard Wycoff, Shad Wise, Pat Holmes, and Eli Roberts

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

III. MINUTES

June 3, 2013
June 24, 2013 Special Meeting
A motion was made by Aletha Kirkwood and seconded by Ransom Howard to approve the above stated minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. **Presentations**
   None

2. **Communications**

   1. Golden Pass Open House
      Invitation was given to the Board.
   2. Letter in Support of Truth & Education Corporation's Proposal
      Discussion only.

3. **Speakers**
   None

V. UNFINISHED BUSINESS

1. To discuss for possible consideration the award of the grass cutting contract for Spur 93 Business Park to the lowest bidder.
A motion was made by Dwight Wagner and seconded by Ransom Howard to approve award of the bid to the lowest bidder. The vote was 6 – 1. Richard Wycoff voted no. Motion passed.

VI. CONSENT
None

VII. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration the acceptance of a Letter of Intent from RAM Solutions.
A motion was made by Ransom Howard and seconded by Eli Roberts to move forward with the loan application. The vote was unanimous. Motion carried.

2. To discuss for possible consideration Change Order No. 5 extending R. L. Abatement Contract for an additional (30) days for the Abatement of 501 Procter Street.

3. To discuss and possible consideration extending the Abatement Monitoring/ Consulting Service Contract with Total Safety for an additional thirty (30) days.

   A motion was made by Dwight Wagner and seconded by Richard Wycoff to approve Non-Consent Items 2 and 3 with Non Consent Item 3 being changed to an extension of 45 days rather than 30 days. The vote was unanimous. Motion carried.

4. To discuss and possible consideration the placement of an advertisement in the Global Trade Magazine.
A motion was made by Shad Wise and seconded by Pat Holmes to approve placement of an advertisement in the Global Trade Magazine. The vote was unanimous. Motion carried.

5. To discuss and possible consideration an amendment to the Fiscal Year 2013-2014 Budget.
A motion was made by Ransom Howard and seconded by Dwight Wagner to approve the 2013-2014 budget. The vote was unanimous. Motion carried.

6. To discuss and possible consideration acceptance of the Pre-Employment and Life Skills Training guidelines for Port Arthur Residents.
A motion was made by Shad Wise and seconded by Richard Wycoff to table this item and form a committee to discuss guidelines. The vote was unanimous. Motion carried.

Committee Members are:
Shad Wise, Richard Wycoff, and Eli Roberts

VIII. REPORTS

1. Monthly Financial Update
   Ms. Staley gave the Board an update as to the Corporation's current financials
2. Sub-Committee Report
   Minutes were given to the Board of the last Rotary/ EDC Sub Committee on the Industry Gala.
3. Board Laptop Aircards
   Discussion on the need of the Aircards as they are not necessarily being used and the service charges could be saved. The Board suggested staff check into different avenues for lower rates through the provider.
4. Pavilion – Construction/ Naming
   Mr. Batiste informed the Board that this project has been undertaken by the City and the progress of the renovation is unknown by the EDC. As for the naming of the Pavilion, staff informed the Board that the suggested naming after the current Mayor was refused as there is an ordinance in place disallowing for the naming of facilities after a living person.
5. 501 Procter Street
   Mr. Batiste informed the Board that 95% of the remediation is complete and both the Pre-Construction and Pre-Development Contracts with Spawglass have been executed.
6. Marketing
   Mrs. McClain-Lee presented the Corporation's new Facebook, Instagram and updated website pages.
7. Strategic Planning Course
   Ms. Staley informed the Board of the upcoming Strategic Planning Course in Wisconsin for those Board Members who had not attended one yet and would like to go.
8. Project Operational & Financial Report – 2nd Quarter 2013
   Ms. Reeves provided the Board with a report from Portfol outlining the latest actions with each project.

IX. CLOSED SESSION (EXECUTIVE SESSION)

In Order To Comply With The Requirements Of Chapter 551 (Open Meetings Law) Of The Texas Government Code, Prior To Going Into Closed Meeting The Presiding Officer To The City of Port Arthur Section 4A Economic Development Corporation Board Of Directors Should Make The Following Public Announcement:

"A Closed Meeting or Executive Session Will Be Held Pursuant To the Following Sections of Chapter 551, Texas Government Code,

1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation and/ or legal advice.

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.
   a. Coastal Industrial Services

*The Items in Executive Session May Be Discussed and Acted On In Open Session."

The Board retired to Executive Session at 8:04 p.m. and reconvened at 8:37 p.m.
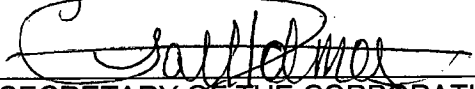

X.   **FUTURE AGENDA ITEMS OR REQUESTED REPORTS**
     None

XI.   **ADJOURNMENT OF MEETING**

The meeting was adjourned at 8:39 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE ___8th___ DAY OF _August_ , 2013.

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SECRETARY OF THE CORPORATION