

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL MEETING
4173 39th Street, Port Arthur, Texas
September 19, 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 Thursday, September 19, 2013. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Ransom Howard, Aletha Kirkwood, Dwight Wagner, Richard Wycoff, Kaprina Frank, and Eli Roberts

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

III. PETITIONS & COMMUNICATIONS

1. Presentations

1. Floyd Johnson, City Manager – HB 1966 Downtown Infrastructure Improvement Project
City Manager Johnson was present to inform the Board of the City's request to use HB 1966 to complete the Downtown Infrastructure Project. They plan to complete the project in phases. He is requesting the Board to consider funding for Phase I of the Project which consists of the Engineering Study, Specifications, and plans.

2. Communications

1. Chamber of Commerce – Leadership Breakfast
Board members wishing to attend will let staff know so that reservations can be made.

IV. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration approval of the Guaranteed Maximum Price Agreement with Spawglass for the retrofitting of 501 Procter Street.
A motion was made by Eli Roberts and seconded by Richard Wycoff to approve the GMP Agreement with Spawglass. The vote was unanimous. Motion carried.

2. To discuss for possible consideration funding a City of Port Arthur Downtown Infrastructure Project as outlined in HB 1966.
A motion was made by Eli Roberts and seconded by Richard Wycoff to table this item until the City comes back with cost estimates. The vote was unanimous. Motion carried.
3. To discuss for possible consideration a request from the City of Port Arthur for allocation of the unallocated EDC FY 2012-2013 EDC Parks and Recreation Fund Proposition.
A motion was made by Ransom Howard and seconded by Dwight Wagner to approve the allocation of unallocated funds for Parks & Recreation. The vote was unanimous. Motion carried.
4. To discuss for possible consideration extending the end dates to the On-the-Job Training Contracts with the following Companies to September 2014:
 - a. Climate Controlled Containers
 - b. Brock Services
 - c. JZ Russell Industries**This item was tabled.**
5. To discuss for possible consideration the finding of facts for an infrastructure project at Hwy. 365 and Highway 69.
A motion was made by Eli Roberts and seconded by Dwight Wagner to approve the finding of facts and move forward with the application process. The vote was unanimous. Motion carried.
6. To discuss for possible consideration the terms and conditions for an Infrastructure Agreement between the PAEDC and BK PA, LLC.
A motion was made by Dwight Wagner and seconded by Ransom Howard to approve the terms and conditions of a proposed Infrastructure Agreement with BKPA. The vote was unanimous. Motion carried.
7. To discuss for possible consideration extending electrical services to the property belonging to Coastal Industrial Services within the Spur 93 Business Park.
A motion was made by Ransom Howard and seconded by Richard Wycoff to approve engaging a contractor to extend electrical services to Coastal Industrial in an amount not to exceed \$28,000. The vote was unanimous. Motion carried.
8. To discuss for possible consideration approving Change Order 6 to the Agreement with R.L. Abatement for the Asbestos, Mold, and Lead Abatement services at 501 Procter Street.
9. To discuss for possible consideration approving Change Order 3 to the Agreement with Total Safety for the Abatement Monitoring Services at 501 Procter Street.

A motion was made by Richard Wycoff and seconded by Ransom Howard to approve items 8 and 9 in one motion. The vote was unanimous. Motion carried.

10. To discuss for possible consideration the renewal of the financial consultant agreement with the National Development Council.
A motion was made by Richard Wycoff and seconded by Eli Roberts to approve the renewal of an Agreement with NDC. The vote was unanimous. Motion carried.
11. To discuss for possible consideration a three (3%) pay increase for staff beginning Fiscal Year 2013-2014.
A motion was made by Ransom Howard and seconded by Aletha Kirkwood to approve a 3% pay increase for EDC staff. The vote was unanimous. Motion carried.
12. To discuss for possible consideration amending the Fiscal Year 2013-2014 Budget to increase it by \$250,000 for a comprehensive community economic development plan.
A motion was made by Richard Wycoff and seconded by Eli Roberts to approve amendment of the 2013-2014 Fiscal Year Budget increasing it by \$250,000. The vote was unanimous. Motion carried.

V. 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,

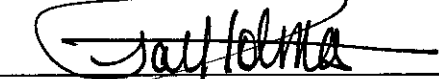
1. **Section 551.071 Government Code** – To discuss with Attorney Guy Goodson pending and potential litigation and/ or legal advice.
 - a. DonShe Pottery
2. **Section 551.072 Government Code** – To deliberate the purchase, exchange, lease, or value of real property.
3. **Section 551.074 Government Code** – To discuss matters of Personnel.
 - a. CEO Evaluation
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.

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

VI. ADJOURNMENT OF MEETING

Meeting Adjourned.

APPROVED BY THE BOARD OF DIRECTORS ON THE 14th DAY OF
October, 2013.



SECRETARY OF THE CORPORATION

