

**MINUTES  
CITY OF PORT ARTHUR SECTION 4A  
ECONOMIC DEVELOPMENT CORPORATION  
SPECIAL MEETING  
4173 39<sup>th</sup> Street, Port Arthur, Texas  
February 10, 2014**

**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 February 10, 2014. The meeting was called to order at 6:05 p.m.

**II. ROLL CALL, INVOCATION & PLEDGE**

The following Board Members were present:

Ransom Howard, Aletha Kirkwood, Richard Wycoff, Shad Wise, Pat Holmes, and Carol Wommack

The invocation was given by Ransom Howard.

The Pledge of Allegiance followed the Invocation

**III. MINUTES**

January 14, 2014 Regular Meeting  
January 14, 2014 Annual Meeting

**A motion was made by Richard Wycoff and seconded by Carol Wommack to approve the above mentioned minutes. The vote was unanimous. Motion carried.**

**IV. PETITIONS & COMMUNICATIONS**

**1. Presentations**

None

**2. Communications**

- a) 6<sup>th</sup> Annual State of Affairs of the City of Port Arthur  
**A motion was made by Aletha Kirkwood and seconded by Richard Wycoff to approve sponsorship at the Corporate Level in the amount of \$500.00. The vote was unanimous. Motion carried.**
- b) Chamber of Commerce Luncheon  
**Board Members will inform staff if they would like to attend individually.**

- c) Tri-County Black Chamber of Commerce 9<sup>th</sup> Annual Membership Conference  
**A motion was made by Carol Wommack and seconded by Richard Wycoff to approve sponsorship at the Silver Level in the amount of \$1,500.00. The vote was unanimous. Motion carried.**

3. **Speakers**  
None

## **V. UNFINISHED BUSINESS**

1. To discuss for possible consideration a Parks Improvement Request by the City of Port Arthur Parks & Recreation Department.  
**A motion was made by Richard Wycoff and seconded by Shad Wise to table this item. The vote was unanimous. Motion carried.**

## **VI. CONSENT AGENDA ITEMS**

None

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

1. To ratify execution of the Correction Special Warranty Deed from the City of Port Arthur Section 4A Economic Development Corporation to Service Zone, Inc., pursuant to Sec. 5.029 of the Texas Property Code, to correct an error in the legal description under the County Clerk's file No. 2010000302, in the Official Public Records of Jefferson County, Texas.  
**A motion was made by Shad Wise and seconded by Richard Wycoff to approve execution of the Correction Special Warranty Deed. The vote was unanimous. Motion carried.**
2. To discuss and consider the re-purchase of the property on 4<sup>th</sup> St. sold to the Port Arthur Housing Authority.  
**A motion was made by Shad Wise and seconded by Richard Wycoff to approve re-purchase of the property on 4<sup>th</sup> St. The vote was unanimous. Motion carried.**
3. To discuss for possible consideration the solicitation of bids for the grass cutting maintenance of the Highway 73 Business Park.  
**A motion was made by Ransom Howard and seconded by Shad Wise to approve the solicitation of bids for the grass cutting of the Hwy. 73 Business Park. The vote was unanimous. Motion carried.**
4. To discuss for possible consideration a Parks Improvement Application from Dick Dowling Lions Club for Bert Karrer Lions Park.  
**A motion was made by Shad Wise and seconded by Carol Wommack to table this item until ownership of the park is verified. The vote was unanimous. Motion carried.**

5. To discuss for possible consideration entering into an agreement with the LaBiche Architectural Group, Inc. to provide design services and construction manager for City Park Improvements at Lincoln Park, Montrose Park, and Rose Hill Park.

**A motion was made by Richard Wcyoff and seconded by Shad Wise to approve entering into an agreement with Labiche Architectural Group. The vote was unanimous. Motion carried.**

## **VIII. REPORTS**

1. Marketing  
**Report given by Ms. McClain-Lee**
2. Operation and Employment & Training  
**Report given by Mr. Batiste**
3. Palms at Pleasure Island Advertisement  
**Mrs. Muller reported the advertisement approved by the Board was no longer available.**
4. Requested Joint Meeting with City Council  
**Mrs. Muller reported the Joint Meeting requested by the Board has not been set as a response from the City has not been received as of yet.**
5. Financial
  - a. Monthly Financial Update
  - b. Board Operations Financial Report**Report given by Ms. Staley**
6. CEO's Report
  - a. 501 Procter Update  
**Mr. Batiste reported that the projected end date for the renovation will be toward the end of November 2014**
  - b. Land Sale to Lonestar Development Closed
  - c. Lamar State College – Port Arthur Student Housing  
**Mr. Batiste reported that the Student Housing Project is moving forward**

## **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.
  - d. Report on Additional Business Park Property

e. Possible Purchase of Property from the Port Arthur Housing Authority

**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. Reliable Polymer Services

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

**The Board retired to Executive Session at 7:00 p.m. and reconvened at 7:25 p.m.**

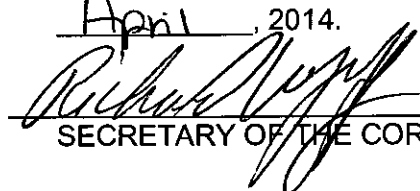
**X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS**

1. Chief Executive Officer's Evaluation and Contract
2. Bylaws – Board Member Terms

**XI. ADJOURNMENT OF MEETING**

**Meeting was adjourned at 7:30 p.m.**

APPROVED BY THE BOARD OF DIRECTORS ON THE 7<sup>th</sup> DAY OF

April, 2014.  
  
\_\_\_\_\_  
SECRETARY OF THE CORPORATION