

**MINUTES
CITY OF PORT ARTHUR SECTION 4A
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
4173 39th Street, Port Arthur, Texas
December 1, 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, December 1, 2014. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Harold Doucet, Christy Derouen, Langston Adams, Richard Wycoff, Pat Holmes, Charlotte Moses, and Carol Wommack

The invocation was given by Carol Wommack.

The Pledge of Allegiance followed the Invocation

III. MINUTES

June 16, 2014 Special Meeting
July 7, 2014 Regular Meeting

Minutes were not prepared.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

1. Joy Nunn - Sustainable Composite Technologies
Mr. Ciramella of the Port of Port Arthur was present to provide information to the Board regarding the planned project planned to possibly locate at the Port. The company is a textile manufacturer looking to have a two part manufacturing project with a partner company. Also looking at several locations for administrative offices as well as a location for a possible cafeteria for the employees.

2. Communications

None

3. Speakers

None

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

1. To discuss a letter of intent for the lease of the second floor of the property at 501 Procter St.
This item was taken into executive session for discussion.

VII. NON CONSENT AGENDA ITEMS

1. To discuss for possible consideration the election of a Vice President of the PAEDC Board of Directors.
A motion was made by Harold Doucet and seconded by Richard Wcyoff to remove this item until the scheduled annual meeting. The vote was unanimous. Motion carried.
2. To discuss for possible consideration a Letter of Intent from Sustainable Composite Technologies, Inc.
A motion was made by Richard Wycoff and seconded by Charlotte Moses to approve accepting the Letter of Intent submitted by Sustainable Composite Technologies and moving forward with the full application process. The vote was unanimous. Motion carried.
3. To discuss for possible consideration entering into a Pre-Employment Training Agreement with Team Fabricators for the training of 24 Port Arthur residents for an amount not to exceed \$156,000 in wages for Port Arthur residents.
A motion was made by Richard Wycoff and seconded by Carol Wommack to approve a Pre-Employment Agreement with Team Fabricators. The vote was unanimous. Motion carried.
4. To discuss for possible consideration entering into an agreement with The Labiche Architectural Group, Inc. for the design of a park with the Spur 93 Business Park.
A motion was made by Langston Adams to table this item until the proposed project is presented to the tenants of the business park. There was not a second. Motion failed.
A motion was made by Charlotte Moses and seconded by Carol Wommack to approve entering into an agreement with Labiche Architectural Group, Inc. The vote was 6-1. Langston Adams voted no. Motion passed.
5. To discuss for possible consideration sponsorship of the 2014 Golden Triangle Days in Austin.
A motion was made by Charlotte Moses and seconded by Richard Wycoff to table this item until a clearer recommendation is made by staff. The vote was unanimous. Motion carried.

6. To discuss for possible consideration a Letter of Agreement with Lamar University for the video tapings of the EDC Board Meetings for an amount of \$4,295.00.
A motion was made by Langston Adams and seconded by Harold Doucet to approve a Letter of Agreement with Lamar University for the video tapings of the board meetings. The vote was unanimous. Motion carried.
7. To discuss for possible consideration an amendment to the Lease Agreement with Xerox for the fax line on the current EDC printer.
A motion was made by Richard Wycoff and seconded by Charlotte Moses to approve the amendment to the Lease Agreement. The vote was unanimous. Motion carried.
8. To discuss for possible consideration increasing the amount of funds allocated to the Lifeskills Training Agreement with Jireh World Church/ Outreach Ministries, Inc. by \$43,281.00.
A motion was made and seconded to approve increasing the amount allocated to the Lifeskills Training Agreement with Jireh World Church. The vote was unanimous. Motion carried.
9. To discuss for possible consideration renewing the Contract with Affordable Lawn Care for the Landscaping and Irrigation Maintenance of the Spur 93 Business Park.
A motion was made by Carol Wommack and seconded by Charlotte Moses to approve renewal of the contract with Affordable Lawn Care. The vote was unanimous. Motion carried.
10. To discuss for possible consideration the construction contract between the City of Port Arthur and Excavators & Constructors for the construction of Kaprina Frank Dr. in the Spur 93 Business Park.
A motion was made by Harold Doucet and seconded by Langston Adams to ratify our commitment to pay in accordance to the previous approved resolution and that we approve pay requests and change orders and ask the City to assist in modifying the insurance certificate. The vote was unanimous. Motion carried.
11. To discuss for possible consideration holding the regular January 2015 Board Meeting on the second Tuesday of the month of January 2015.
A motion was made by Carol Wommack and seconded by Harold Doucet to approve moving the regular scheduled meeting to January 13th, 2015. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Marketing – **No Report**
2. Employment & Training – **A tracking process is being put in place for training programs. - Floyd Batiste**
3. Business Operations, Retention and Expansion – **Precilla Reeves**

4. Financial – No report due to computer crash – Carmelia Staley
5. CEO's Report – Joint Meeting with City Council planned for 8th of December

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.
 - a. Lockwood International
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 Office Personnel
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.

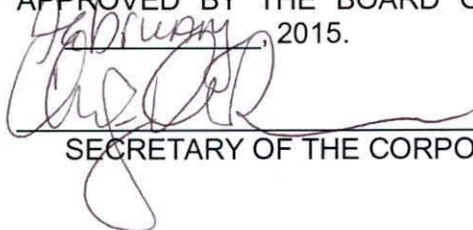
The Board retired to executive session and reconvened.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

APPROVED BY THE BOARD OF DIRECTORS ON THE 23rd DAY OF February, 2015.



SECRETARY OF THE CORPORATION