

City of Port Arthur
Section 4A Economic Development Corporation

AGENDA
Special Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, September 13, 2021
6:00 p.m.

ROLL CALL, INVOCATION & PLEDGE

Board of Directors

(1) Darrell Anderson _____	(5) Kaprina Frank _____
(2) Beverly Raymond _____	(6) Jerry LaBove _____
(3) Christopher Smith _____	(7) Rhonda Conner _____
(4) Rashad Harris _____	

I. MINUTES

August 30, 2021 Special Board Meeting Minutes

II. PETITIONS & COMMUNICATIONS

1. Presentations

None

2. Communications

None

3. Speakers (limited to 3 min. ea.)

None

III. UNFINISHED BUSINESS

1. To discuss for possible consideration approving the City of Port Arthur Economic Development Corporation (PAEDC) Employee Manual.
2. To discuss for possible consideration the recommendation of the Committee reviewing the PAEDC Bylaws.

3. To discuss for possible consideration the recommendations of the Committee reviewing the job descriptions of the Chief Executive Officer and Deputy Director.
4. To discuss for possible consideration approving the Terms & Conditions of an Economic Incentive for Infrastructure for a Medical Facility.

IV. CONSENT AGENDA ITEMS

1. To discuss for possible consideration a Letter of Intent from Script Care of Texas Pharmacy.
2. To discuss for possible consideration a Letter of Intent from Port City Partners.
3. To discuss Board Member travel.

V. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration approving an Economic Incentive Agreement with Clifford Distilling LLC.
2. To discuss for possible consideration approving Amendment 1 to the Economic Development Conditional Grant Agreement with I & C Entertainment II, LLC to extend the contract by one year.
3. To discuss for possible consideration payment of invoice to Joey's Tractor Service in the amount of \$5,005.00 for the August grass cut at Jade Ave. Business Park.
4. To discuss for possible retracting the motion to go out for bids for the mowing of the Jade Avenue Business Park.
5. To discuss for possible consideration approving the first renewal of the Agreement with Joey's Tractor Service for the mowing of the Jade Ave. and Spur 93 Business Parks.
6. To discuss for possible consideration placing an advertisement with the International Economic Development Council (IEDC) and the Texas Municipal League (TML) for the recruitment of the Executive Director of the PAEDC.
7. To discuss for possible consideration approving a Consultant Agreement with Floyd Batiste.
8. To discuss for possible consideration naming a Staff Member to work with Mr. Batiste to oversee the Office Operational Procedures.
9. To discuss for possible consideration requesting the City Council transfer property located at 601 Procter Street to PAEDC for Economic Development purposes.

10. To discuss for possible consideration engaging Power Brown Architect of Houston, Texas to provide Architectural rendering and cost estimate for proposed project at 601 Procter Street.
11. To discuss holding a joint meeting with 501 Procter Street, Inc. in regards to EDA Grant Application.

VI. 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 551.072 Government Code – To deliberate the purchase, exchange, lease, or value of real property.**
- 2. Section 551.074 Government Code – To discuss matters of Personnel.**

Staff appointment to oversee Office Operational Procedures
- 3. 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"**

VII. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

Items for future agenda consideration or reports from staff may be requested but no discussion of any items or requests shall take place.

The PAEDC Board reserves the right to adjourn into executive session at any time to discuss any of the matters listed on the agenda as authorized by the TEXAS GOVERNMENT CODE §551.071, (Consultation with Attorney), §551.072, (Deliberations about Real Property), §551.074, (Personnel Matters), §551.087 (Economic Development) or any other exception authorized by Chapter 551 of the Texas Government Code

VIII. POSTING OF MEETING

POSTED ON THE 10th DAY OF September, 2021

AT 2:57 p.m. O'CLOCK

Floyd Batiste
Floyd Batiste, CEO