

City of Port Arthur
Section 4A Economic Development Corporation

NOTICE IS HEREBY GIVEN in accordance with order of the Office of the Governor issued March 16, 2020 The City of Port Arthur Section 4A Economic Development Corporation will conduct its Special Meeting, scheduled for Monday September 14, 2020 at 6:00 p.m. located at 501 Procter Street Port Arthur, Texas 77640, by a telephonic meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location above.

The public dial-in-number to participate in the telephonic meeting is hosted through Conference Calling.

The Dial-In Number is: (346) 248-7799 and the Meeting ID is: 817 1954 1871

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the telephonic meeting will be made and will be available to the public in accordance with the Open Meetings Act, upon written request.

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES

Special Board Meeting

501 Procter Street, Ste. 100, Port Arthur, TX 77640

Monday, September 14, 2020

6:00 p.m.

I. CALL TO ORDER

The Board of Directors of the City of Port Arthur Section 4A Economic Development Corporation met in a Special Telephonic Meeting on Monday, September 14, 2020. The meeting was called to order at 6:02 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Darrell Anderson, John Chirafis, Christopher Smith, Jerry LaBove, and Dallas Smith.

The Invocation was given by Dallas Smith. Being this meeting was telephonic, the Pledge of Allegiance was omitted.

III. MINUTES

July 6, 2020 Regular Meeting Minutes

August 3, 2020 Regular Meeting Minutes

A motion was made by Dallas Smith and seconded by John Chirafis to approve the July 6, 2020 Regular Meeting Minutes and August 3, 2020 Regular Meeting Minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

None

PAEDC Deputy Director George Davis introduced Mr. Jeffrey A. Finkle, CECD President & CEO of the International Economic Development Council (IEDC). Mr. Finkle recognized PAEDC CEO Floyd Batiste for being honored with the Jeffrey A. Finkle Organizational Leadership Award.

2. Communications

None

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

None

V. UNFINISHED BUSINESS

None

VI. CONSENT AGENDA ITEMS

None

VII. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration a Professional Service Agreement with Germer PLLC, currently effective through October 31, 2020.

A motion was made by John Chirafis and seconded by Dallas Smith to approve Professional Service Agreement with Germer PLLC, currently effective through October 31, 2020. The vote was unanimous.

2. To discuss for possible consideration approving the second and final renewal of the Security Guard Services to serve the Spur 93 Business Park with S&S Investigations & Security, Inc., currently effective through October 16, 2020.

A motion was made by Jerry LaBove and seconded by Dallas Smith to approve the second and final renewal of the Security Guard Services to serve the Spur 93 Business Park with S&S Investigations & Security, Inc., currently effective through October 16, 2020. The vote was unanimous. Motion carried.

3. To discuss for possible consideration the approval of the Technical Assistance Agreement with National Development Council, currently effective through expiring November 29, 2020.

A motion was made by Dallas Smith and seconded by John Chirafis to approve the Technical Assistance Agreement with National Development Council, currently effective through November 29, 2020. The vote was unanimous. Motion carried.

4. To discuss for possible consideration amending the contract for grass cutting services at the Spur 93 Business Park to include the grass cutting services for the Jade Avenue Business Park with Joey's Tractor Service of Port Arthur Texas for \$27.50 per acre for an additional cost not to exceed \$14,850. Total contract cost will be \$30,250.

This item was moved to Executive Session.

Following Executive Session a motion was made by John Chirafis and seconded by Christopher Smith to approve amending the contract for grass cutting services at the Spur 93 Business Park to include the grass cutting services for the Jade Avenue Business Park with Joey's Tractor Service of Port Arthur Texas for \$27.50 per acre for an additional cost not to exceed \$14,850. Total contract cost will be \$30,250. The vote was unanimous. Motion carried.

5. To discuss for possible consideration going out for bid for the landscaping and maintenance of the sprinkler system at the Jade Avenue Business Park.

Following discussion among Board Members the consensus is for CEO Floyd Batiste to discuss the landscaping and maintenance of the sprinkler system at the Jade Avenue Business Park with Frey Landscaping. Frey Landscaping currently has the contract for Spur 93 Business Park and are doing an outstanding job in maintaining. Mr. Batiste will discuss with Frey Landscaping and bring back his findings to the Board at their next meeting. No vote was taken.

6. To discuss for possible consideration entering into an agreement with Panama Equipment for the repair and installation of the generator donated by St. Mary's Hospital for 549 4th Street property.

A motion was made by Jerry LaBove and seconded by John Chirafis to approve an agreement with Panama Equipment for the repair and installation of the generator donated by St. Mary's Hospital for 549 4th Street property. The vote was unanimous. Motion carried.

7. To discuss for possible consideration inquiring into the purchase and installation of a generator for 501 Procter Street property.

This item was for discussion only. CEO Floyd Batiste will research the pricing for the purchase and installation of a generator for 501 Procter Street property and bring his findings back to the Board at their next meeting.

8. To discuss for possible consideration requesting a Downtown Revitalization Incentive from 501 Procter Street, Inc. for buildout of 549 4th Street.

See Non-Consent Item #9 as the Board combined discussion and the vote of Non-Consent Items # 9 and #10.

9. To discuss for possible consideration requesting proposals from SETEX and Powers Brown Architecture (Alam Farias Architect of Record) for complete buildout of 549 4th Street.

Following discussion of Non-Consent Items #9 and #10, a motion was made by John Chirafis and seconded by Jerry LaBove to approve requesting a Downtown Revitalization Incentive from 501 Procter Street, Inc. for buildout of 549 4th Street and to approve requesting proposals from SETEX and Powers Brown Architecture (Alam Farias Architect of Record) for complete buildout of 549 4th Street. The vote was unanimous. Motion carried.

10. To discuss for possible consideration a request from The Greater Port Arthur Chamber of Commerce.

A motion was made by Jerry LaBove and seconded by Christopher Smith to approve a request from The Greater Port Arthur Chamber of Commerce to reduce their September rent by \$538.98 due to ongoing Air Conditioning problems. The vote was unanimous. Motion carried.

11. To discuss for possible consideration the approval of a 2.5% pay raise for EDC Staff; contingent on Council approval, effective October 1, 2020.

A motion was made by Dallas Smith and seconded by Jerry LaBove to approve a 2.5% pay raise for EDC Staff; contingent on Council approval, effective October 1, 2020. The vote was unanimous. Motion carried.

VIII. REPORTS

1. Workforce Development Report
2. Programs Compliance Report
3. Financial Report
4. Community & Business Center
5. CEO's Report

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.
 - a. Jade Avenue Business Park

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

The Board exited the telephonic Zoom meeting to join the Executive Session via the telephonic WebEx meeting at 7:57 p.m.

The Board reconvened to the telephonic Zoom meeting @ 8:42 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

Meeting was adjourned at 8:43 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 5th DAY OF

October, 2020.

Dallas G Smith
SECRETARY OF THE BOARD