

**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 Regular Meeting, scheduled for Tuesday, January 12, 2021 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**

Meeting ID is: **841 9087 6589**

Pass Code: **434955**

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**

**Regular Board Meeting**

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

*Tuesday, January 12, 2021*

*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 Regular Meeting on Tuesday, January 12, 2021. The meeting was called to order at 6:03 p.m.

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

The following Board Members were present:

**Darrell Anderson, John Chirafis, Jerry LaBove, Dallas Smith and Rhonda Conner.**

**The Invocation was given by Jerry LaBove. The Pledge of Allegiance were omitted as this was a virtual meeting.**

### III. MINUTES

December 7, 2020 Regular Meeting Minutes

**A motion was made Dallas Smith and seconded by Rhonda Conner to approve the December 7, 2020 Regular Meeting Minutes. The vote was unanimous. Motion carried.**

### IV. PETITIONS & COMMUNICATIONS

#### 1. Presentations

None

#### 2. Communications

*NOTE: The 2021 Economic Forecast Breakfast scheduled for January 13, 2021, has been postponed*

- A. *Reminder/Update: Greater Port Arthur Chamber of Commerce Annual Banquet January 28, 2021. VIRTUAL ONLY*

**Individual tickets will be purchased for those wishing to join.**

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

None

### V. REPORTS

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

### VI. UNFINISHED BUSINESS

None

### VII. CONSENT AGENDA ITEMS

None

### VIII. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration approving the terms and conditions to enter into an Economic Incentive Agreement with Neches Industrial Services, LLC.

**This item was taken to Executive Session.**

**Following Executive Session, a motion was made by Dallas Smith and seconded by Rhonda Conner to approve an Economic Incentive Agreement with Neches Industrial Services, LLC, in an amount not to exceed \$263,494.00. The vote was unanimous. Motion carried.**

2. To discuss for possible consideration approving an Economic Incentive Grant Agreement for Emerald Biofuels, LLC.

**This item was taken to Executive Session.**

**Following Executive Session, this items was tabled, no action taken.**

**At this time the Board recessed to their Annual Meeting.**

**Board recessed @ 7:00 p.m.**

**The Board reconvened to the Regular Meeting @ 7:06 p.m.**

3. To discuss for possible consideration a Letter of Intent from Bluebonnet Express, LLC. (Per Director Dallas Smith).

**A motion was made by Dallas Smith and seconded by Rhonda Conner to consider a Letter of Intent from Bluebonnet Express, LLC. The vote was unanimous. Motion carried.**

4. To discuss for possible consideration advertising with the Breeze Radio Station.

**A motion was made by Jerry LaBove and seconded by Rhonda Conner to approve advertising with the Breeze Radio Station in an amount not to exceed \$3,000. The vote was unanimous. Motion carried.**

5. To discuss for possible consideration approving the closing of the file for the Economic Incentive Infrastructure Agreement for Gulfway Plaza.

**A motion was made by Dallas Smith and seconded by Jerry LaBove to approve the closing of the file for the Economic Incentive Infrastructure Agreement for Gulfway Plaza. The vote was unanimous. Motion carried.**

6. To discuss for possible consideration renewal of a Pre-employment Training Agreement for Certified Nursing Assistant with Angel's Devine Touch.

**A motion was made by John Chirafis and seconded by Dallas Smith to approve the renewal of a Pre-employment Training Agreement for Certified Nursing Assistant with Angel's Devine Touch in an amount not to exceed \$7,500. The vote was unanimous. Motion carried.**

7. To discuss for possible consideration approving an amendment to the 2020-2021 fiscal year budget.

**A motion was made by Dallas Smith and seconded by Rhonda Conner to approve an amendment to the 2020-2021 fiscal year budget. The vote was unanimous. Motion carried.**

8. To discuss for possible consideration a request from the Port Arthur City Manager to place a Proposition on a Proposed May, 2021 Special Election Ballot to approve the allocation of a portion of economic development sales tax funds to Parks & Recreation.

**A motion was made by Dallas Smith and seconded by John Chirafis to approve the request from the Port Arthur City Manager to place a Proposition on a Proposed May, 2021 Special Election Ballot to approve the allocation of a portion of economic development sales tax funds to Parks & Recreation. The vote was unanimous. Motion carried.**

9. To discuss for possible consideration approving a lease/purchase agreement for IT & Security Equipment for 549 4<sup>th</sup> Street.

**A motion was made by Dallas Smith and seconded by Jerry LaBove to approve the *lease* of Multi-Technology Equipment for 549 4<sup>th</sup> Street utilizing Voice Solution Elevate Cloud – DataVox Supported at \$832.82 per month and Option 1: 60 Month Fair Market Value (FMV) Lease at \$12,118 per month. The vote was unanimous. Motion carried.**

10. To discuss for possible consideration a request from the Port Arthur City Manager for PAEDC to purchase land from the Port Arthur Police Association for a Downtown Central Parking Lot, which will include parking for 549 4<sup>th</sup> Street.

**This item was removed from the Agenda.**

11. To discuss for possible consideration rescinding Resolution 20-364, Motiva lease of land at Jade Ave. Business Park.

**A motion was made by Dallas Smith and seconded by John Chirafis to approve rescinding Resolution 20-364, Motiva lease of land at Jade Ave. Business Park. The vote was unanimous. Motion carried.**

12. To discuss for possible consideration PAEDC Board of Directors attendance.

**This item was for discussion only, no action taken.**

#### **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.

**Parking Lot Property**

3. **Section 551.074 Government Code** – To discuss matters of Personnel.
4. **Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.

**Neches Industrial Services, LLC**

**SIP Services, LLC.**

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

**The Board retired to Executive Session via telephonic Webex meeting at 7:53 p.m.  
The Board reconvened to their Regular Meeting by rejoining the telephonic Zoom meeting at 8:24 p.m.**

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

**None**

**XI. ADJOURNMENT OF MEETING**

**Meeting was adjourned at 8:30 p.m.**

**APPROVED BY THE BOARD OF DIRECTORS ON THE** 1st **DAY OF**

February, 2021.

  
**SECRETARY OF THE BOARD**