

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES
Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, December 6, 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 Monday, December 6, 2021. The meeting was called to order at 6:00 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Darrell Anderson, Beverly Raymond, Christopher Smith, Rashad Harris, Kaprina Frank, Jerry LaBove and Rhonda Conner.

The Invocation was given by Jerry LaBove, followed by the Pledge of Allegiance.

III. MINUTES

November 1, 2021 Regular Board Meeting Minutes
November 9, 2021 Special Board Meeting Minutes
November 29, 2021 Special Board Meeting Minutes

A motion was made by Christopher Smith and seconded by Rhonda Conner to approve the November 1, 2021 Regular Board Meeting Minutes, November 9, 2021 Special Board Meeting Minutes, November 29, 2021 Special Board Meeting Minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

None

2. Communications

- A. Greater Port Arthur Chamber of Commerce Annual Banquet February 17, 2022

The Board will purchase individual tickets or a table of 8, depending on interest.

B. PAEDC 2022 Board Meeting Schedule

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. Interim CEO Report

VI. **UNFINISHED BUSINESS**

None

VII. **CONSENT AGENDA ITEMS**

Consent Item #1 was moved for further discussion. A motion was made by Kaprina Frank and seconded by Christopher Smith to approve Consent Items 2-5. The vote was unanimous. Motion carried.

1. To discuss for possible consideration the approval of an Economic Infrastructure agreement with Gulfway Shopping Center.

This item was moved to Executive Session for discussion. Following Executive Session a motion was made by Rashad Harris and seconded by Kaprina Frank to approve the Economic Infrastructure agreement with Gulfway Shopping Center, for the previously approved amount of \$67,500.00. The vote was unanimous. Motion carried.

2. To discuss for possible consideration the approval of an Economic Infrastructure agreement with Mid Co. Shopping Plaza LLC.
3. To discuss for possible consideration approving the amendment to the agreement with Port Arthur Recycling LLC d/b/a Scrap Works.
4. To discuss for possible consideration a Letter of Intent for an Infrastructure Economic Incentive from The Balloon Barn.
5. To discuss for possible consideration a Letter of Intent for an Infrastructure Economic Incentive from Edith's Place.

VIII. **NON-CONSENT AGENDA ITEMS**

1. To discuss for possible consideration approving the Port Arthur EDC's Small Business and Entrepreneurial Mentorship Programs.

A motion was made by Beverly Raymond and seconded by Kaprina Frank to approve the Port Arthur EDC's Small Business and Entrepreneurial Mentorship Programs. The vote was unanimous. Motion carried.

2. To discuss for possible consideration storage fee for 549 4th Street.

This item was moved to Executive Session.

Following Executive Session a motion was made by Christopher Smith and seconded by Beverly Raymond to remove this item from the Agenda. The vote was unanimous. Motion carried.

3. To discuss for possible consideration the Terms and Conditions of an Economic Incentive with Haulin Gas LLC.

A motion was made by Christopher Smith and seconded by Rhonda Conner to approve the Terms and Conditions of an Economic Incentive with Haulin Gas LLC, in an amount not to exceed \$490,516.00. The vote was unanimous. Motioned carried.

4. To discuss for possible consideration an Infrastructure Economic Incentive with PARC Enterprises, Inc. d/b/a Script Care of Texas Pharmacy.

A motion was made by Beverly Raymond and seconded by Rashad Harris to approve an Infrastructure Economic Incentive with PARC Enterprises, Inc. d/b/a Script Care of Texas Pharmacy, in an amount not to exceed \$157,130.00. The vote was unanimous. Motion carried.

5. To discuss for possible consideration a Letter of Intent from The Solco Group, LLC for the lease of office space at 501 Procter Street.

A motion was made by Kaprina Frank and seconded by Rashad Harris to approve a Letter of Intent from The Solco Group, LLC for the lease of office space at 501 Procter Street. The vote was unanimous. Motion carried.

6. To discuss for possible consideration the approval of a Lease Agreement with The Solco Group LLC for space at 501 Procter Street.

A motion was made by Rashad Harris and seconded by Beverly Raymond to approve a Lease Agreement with The Solco Group LLC for space at 501 Procter Street. The vote was unanimous. Motion carried.

7. To discuss for possible consideration the award of a bid and the approval of a contract with Joey's Tractor Service for the mowing of the Hwy. 73 Business Park.

A motion was made by Beverly Raymond and seconded by Rhonda Conner to approve the awarding of a bid and a contract with Joey's Tractor Service for the mowing of the Hwy. 73 Business Park. The vote was unanimous. Motion carried.

8. To discuss for possible consideration the rejection of the bids for security services in the Spur 93 Business Park that were received on October 20, 2021.

A motion was made by Christopher Smith and seconded by Kaprina Frank to table this item.

Following Executive session a motion was made by Kaprina Frank and seconded by Christopher Smith to approve the rejection of the bids for security services in the Spur 93 Business Park that were received on October 20, 2021. The vote was unanimous. Motion carried.

9. To discuss for possible consideration the renewal of the CDL Training Agreement with Lamar State College – Port Arthur.

A motion was made by Rashad Harris and seconded by Beverly Raymond to approve the renewal of the CDL Training Agreement with Lamar State College – Port Arthur, in an amount not to exceed \$75,000.00. The vote was unanimous. Motion carried.

10. To discuss for possible action the selection of PAEDC Legal Counsel.

A motion was made by Kaprina Frank and seconded by Christopher Smith to request written documentation from the City of Port Arthur's City Council as to why a failed vote was cast at the City Council Meeting conducted on November 30, 2021 in respect to the PAEDC Board Member's selection of Germer PLLC. The vote was unanimous. Motion carried.

11. To discuss for possible consideration approving the selection of PAEDC CEO.

This item was moved to Executive Session.

Following Executive Session a motion was made by Rhonda Conner and seconded by Beverly Raymond to extend an offer to Jessica Carpenter for the position of PAEDC CEO. The vote was unanimous. Motion carried.

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 Frank Garza 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.
- 3. Section 551.074 Government Code** – To discuss matters of Personnel.

PAEDC CEO

- 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 at 7:13 p.m.

The Board reconvened to the Regular Meeting at 7:59 p.m.

X. 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

XI. ADJOURNMENT OF MEETING

A motion as made by Christopher Smith and seconded by Kaprina Frank to adjourn the meeting at 8:03 p.m. The vote was unanimous. Motion carried.

APPROVED BY THE BOARD OF DIRECTORS ON THE _____ 11th _____ DAY OF

January _____, 2022.



SECRETARY OF THE BOARD