

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES
Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Tuesday, January 11, 2022
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 11, 2022. 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 Kaprina Frank, followed by the Pledge of Allegiance.

III. MINUTES

December 6, 2021 Regular Meeting Minutes
December 20, 2021 Special Meeting Minutes

A motion was made by Christopher Smith and seconded by Kaprina Frank to approve the December 6, 2021 Regular Meeting Minutes and December 20, 2021 Special Meeting Minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

None

2. Communications

- A. Greater Port Arthur Chamber of Commerce 122nd Annual Banquet, February 17, 2022

Interim CEO George Davis advised individual tickets will be purchased for Members and their spouses wishing attend.

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

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

This item was moved to Executive Session.

Following Executive Session a motion was made by Kaprina Frank and seconded by Rashad Harris to approve the adoption of the City of Port Arthur's Personnel Policy with the addendum by the PAEDC for Grievance Process for Complaints of Harassment and Appeals of Discipline. The vote was unanimous. Motion carried.

VII. CONSENT AGENDA ITEMS

A motion was made by Beverly Raymond and seconded by Christopher Smith to approve all Consent Agenda Items. The vote was unanimous. Motion carried.

1. To discuss for possible consideration approval of an Economic Incentive Agreement with Haulin Gas LLC.
2. To discuss for possible consideration approval of the Infrastructure Economic Incentive Agreement with PARC Enterprise d/b/a Script Care Pharmacy.
3. To discuss for possible consideration the second and final renewal of the landscape and irrigation agreement with Frey's Landscaping for the Spur 93 Business Park.
4. To discuss for possible consideration approving the revision of 19-526.

VIII. NON-CONSENT AGENDA ITEMS

1. To discuss for possible consideration a Letter of Intent from Artistic Design Welding & Fabrication.

A motion was made by Christopher Smith and seconded by Kaprina Frank to consider a Letter of Intent from Artistic Design Welding & Fabrication. The vote was unanimous. Motion carried.

2. To discuss for possible consideration a Letter of Intent from Cushman & Wakefield on behalf of John Crane, Inc. to purchase 2.1 acres of land in the Spur 93 Business Park.

A motion was made by Beverly Raymond and seconded by Christopher Smith to consider a Letter of Intent from Cushman & Wakefield on behalf of John Crane, Inc. to purchase 2.1 acres of land in the Spur 93 Business Park. The vote was unanimous. Motion carried.

3. To discuss for possible consideration entering into a contract for Administrative Purposes with the City of Port Arthur (requested by Board Secretary Jerry LaBove).

This item was moved to Executive Session.

Following Executive Session a motion was made by Kaprina Frank and seconded by Christopher Smith to approve entering into a contract for Administrative Purposes with the City of Port Arthur. 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.

Administrative Purposes Contract

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.

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 6:36 p.m.

The Board reconvened to the Regular Meeting at 7:10 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 Beverly Raymond to adjourn the meeting at 7:13 p.m. The vote was unanimous. Motion carried.

APPROVED BY THE BOARD OF DIRECTORS ON THE _____ DAY OF

February _____, 2022.

SECRETARY OF THE BOARD