

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES
Special Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, July 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 Special Meeting on Monday, July 11, 2022. The meeting was called to order at 6:02 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Beverly Raymond, Christopher Smith, Ellen Clark, Harold Doucet, Jerry LaBove and Rhonda Conner.

The Invocation was given by Rhonda Conner, followed by the Pledge of Allegiance.

III. MINUTES

June 6, 2022 Special Meeting Budget Workshop
June 6, 2022 Regular Meeting

A motion was made by Christopher Smith and seconded by Harold Doucet to approve the June 6, 2022 Special Meeting Budget Workshop and June 6, 2022 Regular Meeting minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

A. Dr. Ben Stafford, Lamar State College Port Arthur

2. Communications

A. Gulf Coast Health Center | 2022 Community Health Fair

A motion was made by Beverly Raymond and seconded by Rhonda Conner to approve the sponsorship of the Gulf Coast Health Center | 2022 Community Health Fair, in an amount of \$200.00 as a Hope and Inspiration Sponsor. The vote was unanimous. Motion carried.

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

None

V. REPORTS

1. Workforce Development Report
2. Financial Report
3. Community & Business Dev. Center Report
4. Operations Report

VI. UNFINISHED BUSINESS

1. Discuss and consider the publication of a PAEDC Newsletter

This item was for discussion only.

VII. CONSENT AGENDA ITEMS

1. Discuss and consider engaging the services of Arceneaux Wilson & Cole for the replat of the Spur 93 Business Park.

A motion was made by Harold Doucet and seconded by Christopher Smith to table this item. The vote was unanimous. Motion carried.

2. Discuss and consider a Letter of Intent to submit an application for an Economic Development Incentive from Tri Shrimp, LLC.

A motion was made by Christopher Smith and seconded by Rhonda Conner to approve the consideration of a Letter of Intent to submit an application for an Economic Development Incentive from Tri Shrimp, LLC. The vote was unanimous. Motion carried.

VIII. NON-CONSENT AGENDA ITEMS

1. Discuss and consider the Spur 93 Business Park Water/Sewer Evaluation by Arceneaux Wilson & Cole.

This item was for discussion only.

2. Discuss and consider the annual, quarterly, and monthly generator maintenance for the generator at 549 4th Street with Panama Equipment.

A motion was made by Ellen Clark and seconded by Christopher Smith to approve the Major Preventive Maintenance only for the generator at 549 4th Street with Panama Equipment.; at a cost of \$5,476.92. The vote was unanimous. Motion carried.

A motion was made by Ellen Clark and seconded by Christopher Smith to approve Non-Consent Items 3 – 15. A lease agreement between the Port Arthur Economic Development Corporation and the individual entities listed for office space at The Press Building. The vote was unanimous. Motion carried.

3. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and BKG Enterprises for office space at The Press Building.
4. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and DBE Industrial for office space at The Press Building.
5. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Diamond Shine Cleaning Services for office space at The Press Building.
6. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and General Pipe Industrial Contractors (GPIC) for office space at The Press Building.
7. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Humidor LLC for office space at The Press Building.
8. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Linda's Lighthouse for office space at The Press Building.
9. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Nerd Family Productions for office space at The Press Building.
10. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Nerd Family Companies LLC for office space at The Press Building.
11. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Romar and Reed Media for office space at The Press Building.
12. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Solco Engineering for office space at The Press Building.
13. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and The Master's Hands for office space at The Press Building.

14. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Howell's Bush Hog for office space at The Press Building.
15. Discuss and consider the approval of a lease agreement between the Port Arthur Economic Development Corporation and Triangle Enterprise for office space at The Press Building.
16. Discuss potential Workforce Development investment for CNA/CCMA Training.

This item was for discussion only.

17. Discuss and consider the recommendation of the Legal Counsel Response Committee and to approve a resolution and engagement of Legal Counsel Services.

A motion was made by Ellen Clark and seconded by Rhonda Conner to approve the recommendation of the Legal Counsel Response Committee and to approve a resolution and engagement of Legal Counsel Services to engage the services of DNRB&Z Attorneys at Law. The vote was unanimous. Motion carried.

18. Discuss and consider a Commercial Lease Agreement with Gulf Stone Environmental Services LLC to lease office space #321 at 501 Procter Street.

A motion was made by Harold Doucet and seconded by Christopher Smith to approve a Commercial Lease Agreement with Gulf Stone Environmental Services LLC to lease office space #321 at 501 Procter Street. The vote was unanimous. Motion carried.

19. Discuss and consider a PAEDC Community, Civic, Industry and Professional Association Events Sponsorship Policy.

A motion was made by Harold Doucet and seconded by Ellen Clark to adopt a PAEDC Community, Civic, Industry and Professional Association Events Sponsorship Policy. The vote was unanimous. Motion carried.

20. Discuss and consider the approval of the PAEDC 2022-2023 Fiscal Budget.

A motion was made by Beverly Raymond and seconded by Christopher Smith to submit the proposed PAEDC 2022-2023 Fiscal Budget. 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.
 - a. Lease terms for Commercial Kitchen at the Press Building
 - b. Lease terms with Lamar State College Port Arthur
- 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 8:29 p.m.

The Board reconvened to the Special Meeting at 8:57 p.m.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

A motion was made by Beverly Raymond and seconded by Ellen Clark to adjourn the meeting at 8:58 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 8th **DAY OF**

August **, 2022.**

SECRETARY OF THE BOARD