

City of Port Arthur
Section 4A Economic Development Corporation

MINUTES
Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, October 3, 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 Monday, October 3, 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, Ellen Clark, Harold Doucet, and Jerry LaBove.

The Invocation was given by Harold Doucet followed by the Pledge of Allegiance.

III. MINUTES

September 12, 2022 Regular Board Meeting
September 22, 2022 Special Board Meeting

A motion was made by Darrell Anderson and seconded by Christopher Smith to approve the September 12, 2022 Regular Board Meeting and September 22, 2022 Special Board Meeting Minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

None

2. Communications

A. "Draft" PAEDC 2022 Newsletter

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

None

V. REPORTS

1. Report and potential direction on Commemorative Plaque for 549 4th St.

A motion was made by Harold Doucet and seconded by Beverly Raymond to approve the plaque as is with the following noted:

a) **Exclusion of the City Manager, oncoming CEO and Law Firms**

b) **Inclusion of the 501 Procter Street, Inc. Board Members.**

The vote was unanimous. Motion carried.

VI. UNFINISHED BUSINESS

1. Discuss and consider awarding a bid and entering into an agreement for the Janitorial Services at The Press Building.

A motion was made by Harold Doucet and seconded by Beverly Raymond to approve the recommendation of Interim CEO to re-review the proposals with a Board Member joining the re-review team, Board Member Ellen Clark was asked to join the re-review team. The vote was unanimous. Motion carried.

VII. CONSENT AGENDA ITEMS

1. Discuss and consider approving the second and final renewal of the contract with Frey's Landscaping for the Landscaping and Irrigation Maintenance at the Jade Avenue Business Park (expires November 2, 2022).

A motion was made by Harold Doucet and seconded by Darrell Anderson to approve the second and final renewal of the contract with Frey's Landscaping for the Landscaping and Irrigation Maintenance at the Jade Avenue Business Park (expires November 2, 2022). The vote was unanimous. Motion carried.

VIII. NON-CONSENT AGENDA ITEMS

1. Discuss and consider approving the proposal from Industrial & Commercial Mechanical (ICM) for Quarterly HVAC Preventative Maintenance, including filter changes for the HVAC systems at PAEDC facilities located at 501 Procter St. and 549 4th St.

A motion was made by Harold Doucet and seconded by Christopher Smith to approve the proposal from Industrial & Commercial Mechanical (ICM) for Quarterly HVAC Preventative Maintenance, including filter changes for the HVAC systems at PAEDC facilities located at 501 Procter St. and 549 4th St. 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 551.074 Government Code** – To discuss matters of Personnel.

PAEDC Chief Executive Officer

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

The Board adjourned to Executive Session at 6:25 p.m.

The Board reconvened to the Regular Meeting at 7:10 p.m.

Following Executive Session a motion was made by Jerry LaBove and seconded by Harold Doucet to approve the proposed compensation, benefits and contract terms to be offered to the Corporation's Chief Executive officer. The vote was unanimous. Motion carried.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

XI. ADJOURNMENT OF MEETING

A motion was made by Christopher Smith and seconded by Harold Doucet to adjourn the meeting at 7:11 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 7 DAY OF

November, 2022.



SECRETARY OF THE BOARD