Port Arthur Economic Development Corporation

AGENDA
Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, August 5th, 2024
6:00 PM

ROLL CALL, INVOCATION & PLEDGE

Board of Directors

(1)	**Beverly Raymond**	_________	**(5)**	**Ingrid Holmes**	_________
(2)	**Kaala Jacobs**	_________	**(6)**	**Darrell Anderson**	_________
(3)	**Jerry LaBove**	_________	**(7)**	**Melvin Getwood**	_________
(4)	**Morris Albright**	_________			

I. MINUTES

07/01/2024 Regular Meeting
07/29/2024 Bylaws, Policies & Procedures Workshop
07/30/2024 PAEDC FY 2024/2025 Budget Workshop

II. PETITIONS & COMMUNICATIONS

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

   None

2. **Presentations**

   None

3. **Communications**

   A. Greater Beaumont Chamber of Commerce and Greater Port Arthur Chamber of Commerce's Congressional Legislative Update Luncheon | Monday, August 19, 2024, 11:00 AM to 1:00 PM, Holiday Inn Plaza in Beaumont

B. Letter to the PAEDC Board of Directors from the Greater Port Arthur Chamber of Commerce Lease

C. Golden Triangle Days in Austin 2025

D. Denton, Navarro, Rodriguez, Bernal, Santee, & Zech, PC: Legal Fees – Rate Adjustment effective September 1, 2024

III. REPORTS

1. CEO’s Report | Discussion

   - Major Activities for the Month of July
   - Update on Corporation’s Name Change
   - Update on the Port Arthur Residents trained via the PAEDC_LSCPA ITF Training Agreement
   - Update on our Grow Port Arthur Funding Mechanism
   - PAEDC’s Revised Incentive Application Process
   - Staffing Update

IV. UNFINISHED BUSINESS

1. Review, discussion, and possible action regarding the approval of the proposed Terms and Conditions of an Economic Incentive Infrastructure Grant with Korpal Enterprises

2. “Review, discussion, and possible action regarding the City of Port Arthur's reimbursement of expenses to the PAEDC for the Lift Station Rehabilitation at the Spur 93 Business Park”. (Request of Director LaBove)

3. “Review, discussion, and possible action regarding the status of the PAEDC CEO’s relocation expenses”. (Request of Director LaBove)

V. CONSENT AGENDA ITEMS

None

VI. NON-CONSENT AGENDA ITEMS

1. Review, discussion, and possible action regarding the approval of the PAEDC Fiscal Year 2024-2025 Budget

2. Review, discussion, and possible action on the revised proposed bylaws and requesting City Council’s approval of same

3. Review, discussion, and possible action on the revised Board of Directors Policy and Procedures Manual and requesting City Council's approval of same

4. Review, discussion, and possible action regarding the approval of the proposed Terms and Conditions of an Economic Incentive and entering into a Performance Agreement with Texas Desserts, doing business as Rao's Bakery

5. Review, discussion, and possible action regarding entering into a Professional Services and Consulting Agreement with Retail Strategies, LLC for the provision of a services associated with the implementation of the City of Port Arthur's Downtown Revitalization Plan

6. Review, discussion, and possible action regarding the submission of a Request for use of Promotional Funds application from Legacy Community Development Corporation of Port Arthur, Texas for support of their "Homeownership Celebration" event.

7. "Review, discussion, and possible action regarding documentation provided by the COPA's City Manager and Human Resources Director as it relates to the hiring process of the PAEDC's Business Attraction, Retention, and Expansion Manager". (Request of Director LaBove)

8. "Review, discussion, and possible action regarding the PAEDC CEO's P-Card transactions and all supporting documentation over the past twelve (12) months". (Request of Director LaBove)

9. "Review and discussion regarding projects under review with Mid-County Plaza, LLC". (Request of Director LaBove)

10. "Review and discussion regarding The Press Building Lease Kitchen as it relates to Golden Triangle Catering". (Request of Director LaBove)

VII. 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 Port Arthur Economic Development Corporation's 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,

***The Items in Executive Session May Be Discussed and Acted on In Open Session"**

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.

VIII. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

IX. POSTING OF MEETING

POSTED ON THE 2nd **DAY OF** August**, 2024 AT** 4:00 PM **O'CLOCK.**

Terry Stokes, PAEDC Chief Executive Officer