Port Arthur Economic Development Corporation

AGENDA
Special Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, October 7th, 2024
6:00 PM

ROLL CALL, INVOCATION & PLEDGE

Board of Directors

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

I. MINUTES

Acceptance of September 9, 2024, Regular Board Meeting Minutes
Acceptance of September 23, 2024, Special Board Meeting Minutes

II. PETITIONS & COMMUNICATIONS

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

   None

2. **Presentations**

   A. Joe Tant, President of the Greater Port Arthur Chamber of Commerce: Presentation on upcoming Chamber events.

3. **Communications**

   A. Letter from Joe Tant, President of the Greater Port Arthur Chamber of Commerce, regarding Golden Triangle Days in Austin 2025

   B. **TXDOT Update Luncheon ~** November 20, 2024, 11:30 AM – 1:00 PM
   Robert A. "Bob" Bowers Civic Center

C. **Contractor Business Development Group**
hosted by Greater Port Arthur Chamber of Commerce
in partnership with the PAEDC
November 13th, 2024, at 9AM
LSCPA Carl A. Parker Multipurpose Center

D. President Anderson: Reminder to submit completed CEO Annual Review forms promptly before the November Board meeting

III. REPORTS

1. Business Attraction, Retention & Expansion Manager's Report | Discussion

    a. Update on the PAEDC's Incentive Programs and the Application Process

2. CEO's Report | Discussion

    a. Monthly Financial Reports
    b. Staffing Update
    c. Distribute Master Plan books for Rose Hill Park and Lucian Adams Park

IV. UNFINISHED BUSINESS

1. Discussion, review, and possible action on entering a Professional Services and Consulting Agreement with Retail Strategies, LLC to provide services related to the implementation of the City of Port Arthur's Downtown Revitalization Plan

2. Discussion, review, and possible action to approve the revised Code of Ethics

3. Discussion, review, and possible action to incorporate the revised Code of Ethics into the Bylaws or the Policies and Procedures Manual

4. Discussion on the City of Port Arthur's reimbursement of expenses to the PAEDC for the Lift Station Rehabilitation at Spur 93 Business Park

V. CONSENT AGENDA ITEMS

1. To discuss for possible consideration the ratification of a Professional Services Agreement with Schaumburg & Polk Inc. for the engineering services related to the Construction Phase of the Spur 93 Business Park Lift Station Rehabilitation.

2. Discussion and possible action to approve Change Order #1, release retainage, and close out the construction contract with MK Constructors for the Business Park Lift Station Rehabilitation.

VI. NON-CONSENT AGENDA ITEMS

1. Discussion and possible action to approve an Economic Development Performance Agreement with Rao's Bakery

2. Discussion and possible action to approve an Economic Development Performance Agreement with Korpal Enterprises

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 Negotiations) 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 4th **DAY OF** October**, 2024**

AT 5:30 **O'CLOCK.**

Terry Stokes

Terry Stokes, PAEDC Chief Executive Officer