Port Arthur Economic Development Corporation

AGENDA
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, December 2nd, 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 November 4, 2024, Regular Board Meeting Minutes
Acceptance of November 12, 2024, Special Board Meeting Minutes

II. PETITIONS & COMMUNICATIONS

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

   None

2. **Presentations**

   A. Carl Griffith, Griffith Mosley Johnson (GMJ) | White Haven Estate on Lakeshore Drive

   B. Business Attraction, Retention & Expansion Manager's update on the PAEDC's Incentive Programs and the Application Process

3. **Communications**

A. Greater Port Arthur Chamber of Commerce Annual Banquet | January 14, 2025 at 10:30 A.M. | Robert A “Bob” Bowers Civic Center

B. 2025 Economic Forecast Luncheon | Hosted by Regional Economic Development Initiative | January 23, 2025 | 11:00 a.m. to 1:30 p.m. | Holiday Inn & Suites Beaumont-Plaza

C. Schedule for Regular Board Meetings in 2025

III. REPORTS

1. CEO’s Report | Discussion

   a. Economic Development Projects Update
   b. Bylaws Update
   c. Youth Employment Program Update
   d. Planned Leave for December

IV. UNFINISHED BUSINESS

None

V. CONSENT AGENDA ITEMS

None

VI. NON-CONSENT AGENDA ITEMS

1. Review, discussion and possible action to approve the PAEDC’s revised Incentive Program Policies.

2. Presentation, discussion, and possible action to approve a professional services agreement with CoStar for a Site Selection Database designated for internal use.

3. Review, discussion, and possible action regarding monthly expenditures, including expenses under $5000 and the last two years of checks with their backup submitted, excluding payroll (Request of Director Albright)

4. Review, discussion, and possible action to include checks written as part of the financial statements. (Request of Director Albright)

5. Review, discussion, and possible action regarding CEO travel requests, requiring all travel requests to be submitted for Board approval prior to travel. (Request of Director Albright)

6. Review, discussion, and possible action regarding the installation of a buzzer system to grant access to the Port Arthur Community Credit Union members at the Press Building. (Request of Director Raymond)

7. Review, discussion, and possible action regarding the status of implementing the CEO's high-level strategic plan. (Request of Director LaBove)

8. Review, discuss, and take possible action regarding the status and implementation of the entrepreneurship program at the Press Building. (Request of Director LaBove)

9. Review, discuss, and take possible action regarding the renewal of the $1 million for three years, granted to the City Parks and Recreation Department, with an option to renew for an additional three years under Resolution 24-363. (Request of Director LaBove)

10. Review, discussion, and possible action regarding a contract with Mookie Marketing Group LLC for the administration of the Youth Employment Program. (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,

1. §551.072 Deliberation regarding purchase, exchange, lease or value of real property - Spur 93 Industrial Park

    a. 8.62 acres
    b. 2 acres

2. §551.074, (Personnel Matters)

    a. Preparation for contract negotiations with the PAEDC's Chief Executive Officer

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

The PAEDC Board reserves the right to adjourn into an 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 27th **DAY OF** November**, 2024**

AT 1:00 PM **O'CLOCK.**

Terry Stokes, PAEDC Chief Executive Officer