

Port Arthur Economic Development Corporation

AGENDA

Regular Board Meeting

501 Procter Street, Ste. 100, Port Arthur, TX 77640

Monday, February 19, 2024

6:00 p.m.

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

1/9/2024 Regular Board Meeting

1/9/2024 Annual Board Meeting

2/12/2024 Special Joint Meeting with City Council

II. PETITIONS & COMMUNICATIONS

1. Presentations

Larry Kelley | Port Director and Chief Executive Office, Port of Port Arthur
Update on the Community Engagement Sessions held to inform the community on the
proposed Flyover Project

2. Communications

None

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

None

III. REPORTS

CEO's Report | Discussion

- Overview of January 2024 Activities
- Staffing Update
- Workforce Program Update

IV. UNFINISHED BUSINESS

1. Review, discussion, and possible action to approve the PAEDC's Quarterly Financial Report.
2. Review, discussion, and possible action regarding entering into a Professional Services and Consulting Agreement with McCoy Consulting, LLC for the provision of on-call grant research, application, and management services.
3. Review, discussion, and possible action regarding entering into a Professional Services and Consulting Agreement with CSRS, LLC for the provision of U.S. Economic Development Administration Public Works & Economic Adjustment Assistance Grant Application services for the design and installation of requisite infrastructure at PAEDC's Spur 93 and Jade Avenue Industrial Parks.

V. CONSENT AGENDA ITEMS

None

VI. NON-CONSENT AGENDA ITEMS

1. Review, discussion, and provide staff direction regarding crafting language for insertion into the Board of Directors Policy and Procedures Manual governing the submission and approval of requests for agenda items (requested by President Anderson).
2. Review, discussion, and provide staff direction regarding amending the PAEDC's Articles of Incorporation to reflect the name of the Corporation to be "Port Arthur Economic Development Corporation".
3. Review, discussion, and possible action regarding entering into a Workforce Training Agreement with Lamar State College Port Arthur for a Commercial Driver Certification Program for Commercial Driver's License Class A and Class B.
4. Review, discussion, and possible action regarding the acceptance of a proposal from Industrial and Commercial Mechanical (ICM) for the Quarterly HVAC Maintenance with quarterly filter changes for the EDC buildings located at 501 Procter Street and 549 4th Street.
5. Review, discussion, and possible action regarding entering into a Purchase Agreement associated with the purchase of approximately 1.25 acres of PAEDC-owned property located southeast of Highway 73, and to the southwest of 9th Avenue.
6. Review, discussion, and possible action regarding a recommendation to the Port Arthur City Council connected with the possibility of placing on future ballot a measure to renew the original Down Payment Assistance Program or to suggest a new program that includes a revised project boundary (requested by President Anderson).
7. Review, discussion, and possible action regarding awarding a bid and entering into an agreement for Janitorial Services for PAEDC locations at 501 Procter Street and 549 4th Street.

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 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 PAEDC Attorney pending and potential litigation and/or legal advice.

Consultation with PAEDC Attorney

- 4. Section 551.087 Government Code** – To discuss Incentives for Commercial and Industrial Business Prospects.

To Discuss Economic Development Incentives for Commercial and/or Industrial Business Client

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

VIII. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

Items for future agenda consideration or reports from staff may be requested but no discussion of any items or requests shall take place.

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

IX. POSTING OF MEETING

POSTED ON THE 16th DAY OF February , 2024

AT 4:05 pm O’CLOCK



Terry Stokes, PAEDC Chief Executive Officer