Port Arthur Economic Development Corporation

AGENDA
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, May 5th, 2025
6:00 PM

I. 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**	__________			

II. MINUTES

Acceptance of April 7th, 2025, Regular Board Meeting Minutes

III. PETITIONS & COMMUNICATIONS

1. **Speakers (limited to 3 minutes each)**

   a. *Jermey Houston, Deputy Chief/EM Coordinator*
   Proposed use of Jade Avenue Industrial Park for debris management during disaster events

2. **Presentations**

   (None)

3. **Communications**

   a. **2025 Industry Show**
   Thursday August 14th, 2025, at 2 PM | Robert A. "Bob" Bowers Civic Center

IV. REPORTS

1. CEO's Report | Discussion

   a. Downtown Revitalization Program Update
   b. Staffing Update

V. UNFINISHED BUSINESS

1. (None)

VI. CONSENT AGENDA ITEMS

1. Review, discussion and possible action regarding the final renewal (third and final year) of the mowing service contract for Highway 73, Jade Avenue. and Spur 93 Industrial Parks with B&N Mowers, LLC

2. Review, discussion, and possible action regarding entering into an agreement with the City of Port Arthur for the use of property located at Jade Avenue Industrial Park as a temporary debris management site in the event of State or Federally declared disaster

3. Review, discussion and possible action to ratify the acceptance of a quote from Industrial and Commercial Mechanical to furnish labor and materials to install two (2) Copper Tube Condensing Coils in the DAIKIN rooftop unit, package AC Unit #PAC-5 in the amount of $22,599.52 at The Press Building

4. Review, discussion and possible action to approve a one-year renewal of the Meraki Licenses and Support for the network systems at the Press Building at a cost not to exceed $8,580.24

VII. NON-CONSENT AGENDA ITEMS

1. Review and discussion of the Preliminary PAEDC Proposed Fiscal Year 2025-2026 Budget

2. Review, discussion and possible action to rescind a previous motion to approve the professional services agreement with GrantWorks, Inc. for grant research, application submission, and administrative services to secure funding for the expansion and development of PAEDC's Industrial Parks presented at the April 7th, 2025 Board of Directors Regular Meeting

3. Review, discussion and possible action to approve a professional services agreement with GrantWorks, Inc. for grant research, application submission, and administrative services for the purpose of funding PAEDC's various initiatives including the expansion and development of PAEDC's Industrial Parks in an annual amount not-to-exceed $22,000.00.

4. Review, discussion and possible action to ratify agenda items 4-a and 4-b shown below voted on via Zoom by Secretary Kaala Jacobs during the March 12, 2025 Regular

Meeting of the Board of Directors in possible contravention of Section 8.18 of the corporate bylaws without being physically present at the meeting:

a) Discussion and possible action to approve the professional services agreement with AWC for water and sewer study for the Port Arthur Spur 93 Industrial Park in the total amount of $25,450.00

b) Discussion and possible action on whether or not to do a business incubator with the restaurant space in The Press Building (Request of Director Albright)

5. Review, discuss and possible action to terminate the PAEDC's contract with Denton Navarro Rodriguez Bernal Santee & Zech, P.C. (DNRBS&Z) (Request of Director LaBove)

VIII. 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. Section §551.072 – To deliberate the purchase, exchange, lease, or value of real property
   (a) PAEDC properties
   (b) MidCounty Plaza

2. Section §551.074 – To deliberate personnel matters
   (a) Employment contract with PAEDC 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.

IV. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

X. POSTING OF MEETING

POSTED ON THE 1st DAY OF May, 2025 AT 3:55 PM O'CLOCK.

Terry Stokes, PAEDC Chief Executive Officer

NOTICE

Notice is hereby given that the Port Arthur Economic Development Corporation will hold a meeting, open to the public, at 501 Procter St. in Port Arthur, Texas on Monday, April 7th, 2025 at 06:00 PM. Directors of the Port Arthur Economic Development Corporation may participate in the meeting virtually, as long as a quorum of the Board of Directors and the presiding officer are physically present at 501 Procter St. Port Arthur, TX, in accordance with the Texas Open Meetings Act.