

City of Port Arthur
Section 4A Economic Development Corporation

AGENDA
Annual & Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Tuesday, January 10, 2023
6:15 p.m.

ROLL CALL, INVOCATION & PLEDGE

Board of Directors

- | | |
|------------------------------------|---------------------------------|
| (1) Darrell Anderson _____ | (5) Harold Doucet _____ |
| (2) Beverly Raymond _____ | (6) Jerry LaBove _____ |
| (3) Christopher Smith _____ | (7) Melvin Getwood _____ |
| (4) Ellen Clark _____ | |

I. ANNUAL MEETING

1. Review, discuss, and consider approval of the selection of the President of the Board of Directors of the Corporation.
2. Review, discuss, and consider approval of the selection of the Vice President of the Board of Directors of the Corporation.
3. Review, discuss, and consider approval of the selection of the Secretary of the Board of Directors of the Corporation.
4. Review, discuss, and consider approval of the selection of the Treasurer of the Board of Directors of the Corporation.

II. REGULAR MEETING

III. MINUTES

Special Meeting | Workshop December 5, 2022
Regular Meeting December 5, 2022

IV. PETITIONS & COMMUNICATIONS

1. **Presentations**
Welcome | Introduction – Dr. Melvin Getwood
2. **Communications**
None
3. **Speakers (limited to 3 min. ea.)**
None

V. REPORTS

1. CEO's Report | Discussion

- Update on the execution of 90-Day Plan
- Update on the drafts for the proposed committee charters
- Update on the proposed strategic priorities (listed in alphabetic order):
 - ❖ Attracting New Entrepreneurs and Businesses
 - ❖ Community Aesthetics
 - ❖ Developing and implementing new branding, marketing, & messaging for the Corporation
 - ❖ Developing homegrown entrepreneurs
 - ❖ Downtown Revitalization
 - ❖ Entrepreneurship
 - ❖ Increasing the inventory of available housing across all income classes
 - ❖ Jade Avenue, Highway 73, and Spur 93 Industrial Parks
 - ❖ Strengthening and improving the viability of Port Arthur's small businesses
 - ❖ The Press Building
 - ❖ Workforce and Youth Development
- Update on City Council's formal Welcome to the Community
- Status of tasks associated with the closeout of the Press Building's construction
- Status of EDA grant reimbursement
- Strategic alignment of staffing and plans for filling vacancies
- Update on observation and evaluation of all existing PAEDC programs, policies, and procedures including financials and workforce development
- Update on Press Building's anchor tenants Lamar University, Port Arthur Community Federal Credit Union, and the City of Port Arthur's Emergency Operations Center
- Update on operational matters such as:
 - generator placement @ HQ and increased capacity at the Press Building
 - additional and improved lighting at HQ and the Press Building
 - additional and improved security at both HQ and the Press Building

VI. UNFINISHED BUSINESS

None

VII. CONSENT AGENDA ITEMS

None

VIII. NON-CONSENT AGENDA ITEMS

1. Review, discuss, and consider approval of a Letter of Intent and Phase I Application from Vessel Cleaning, LLC.
2. Review, discuss, and consider approval of the purchase and installation of a generator for 501 Procter Street, per Panama Equipment quote.
3. Review, discuss, and consider approval of the proposed Finance Committee Charter.
4. Review, discuss, and consider approval of the proposed appointment of members to the Finance Committee Charter.
5. Review, discuss, and consider approval of the proposed Marketing and Communications Committee Charter.
6. Review, discuss, and consider approval of the proposed appointment of members to the Marketing and Communications Committee Charter.
7. Discussion on the value of the PAEDC Jade Ave. Business Park, request of Board President Jerry LaBove.
8. Review, discuss and consider approval of the request to lease property at the PAEDC Jade Ave. Business Park by Mid-County Plaza, request of Board President Jerry LaBove.

IX. 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 551.074 Government Code – To discuss matters of Personnel.**

PAEDC Chief Executive Officer

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

X. 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

XI. POSTING OF MEETING

POSTED ON THE 5 DAY OF January, 2023

AT 2:35 pm O'CLOCK



Terry Stokes, PAEDC Chief Executive Officer