

*Port Arthur Economic Development Corporation*

**AGENDA**

**Regular Board Meeting**

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

***Tuesday, November 14, 2023***

*6:00 p.m.*

**ROLL CALL, INVOCATION & PLEDGE**

**Board of Directors**

(1) Vacant	_____	(5) Ingrid Holmes	_____
(2) Kaala Jacobs	_____	(6) Darrell Anderson	_____
(3) Jerry LaBove	_____	(7) Melvin Getwood	_____
(4) Jody Holton	_____		

**I. MINUTES**

10/02/2023 Regular Board Meeting

**II. PETITIONS & COMMUNICATIONS**

**1. Presentations**

None

**2. Communications**

A. 2024 Port Arthur EDC Board Meeting Schedule

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

**III. REPORTS**

CEO's Report | Discussion

- Overview of October 2023 Activities
- Incentivization Program Update
- Staffing Update

**IV. UNFINISHED BUSINESS**

None

## **V. CONSENT AGENDA ITEMS**

1. Review, discussion, and possible action regarding entering into an agreement with Lamar University (Lamar University Media Alliance) for the video production of the PAEDC Board Meetings.
2. Review, discussion, and possible action regarding the acceptance of the proposed changes to the Port Arthur EDC By Laws.
3. Review, discussion, and possible action regarding the acceptance of the proposed Port Arthur EDC Policies and Procedures Manual.

## **VI. NON-CONSENT AGENDA ITEMS**

1. Review, discussion, and possible action regarding advertising services through The Breeze Radio (request of Director Jody Holton).
2. Review, discussion, and possible action regarding the purchase of meals for Board Meetings (request of Director Jody Holton).
3. Review, discussion, and possible action regarding entering into a Professional Services and Consulting Agreement with The Solco Group, LLC for an aerial survey and development of a Master Parcel Property Map for the Spur 93 and Jade Avenue Business Parks.
4. Review, discussion, and possible action regarding the Annual Evaluation of the Port Arthur EDC Chief Executive Officer.
5. Review, discussion, and possible action regarding the amended Agreement for Professional Services and Employment as Chief Executive Officer of the PAEDC with Terry Stokes.

## **VII. 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.**

## **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 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.**

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the PAEDC Chief Executive Officer.

**\*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) or any other exception authorized by Chapter 551 of the Texas Government Code**

**VIII. POSTING OF MEETING**

**POSTED ON THE 9<sup>th</sup> DAY OF November , 2023**

**AT 11:00 AM O’CLOCK**



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**Terry Stokes, PAEDC Chief Executive Officer**