

Port Arthur Economic Development Corporation

AGENDA

Board of Directors Regular Board Meeting

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

Tuesday, January 14th, 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 December 2nd, 2024 Regular Board Meeting Minutes

III. PETITIONS & COMMUNICATIONS

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

None

2. **Presentations**

None

3. **Communications**

A. Golden Triangle Days in Austin 2025 Legislative Agenda and Itinerary

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

IV. REPORTS

1. CEO's Report | Discussion
 - a. Financial Report for the month of November 2024
 - b. Proposed travel for February and March

V. UNFINISHED BUSINESS

1. Review and discuss the proposed revised PAEDC Code of Ethics
2. Discussion and possible action on the monitor and buzzer system for the Port Arthur Credit Union (Request of Director Raymond)

VI. CONSENT AGENDA ITEMS

1. Discussion and consideration of approval for Invoice No. 451512 from Discovery Information Technologies, Inc. in the amount of \$5,549.22 for the Adobe Acrobat Pro for Teams subscription for fourteen (14) users
2. Discussion and consideration of approval for Invoice No. 451510 from Discovery Information Technology, Inc. in the amount of \$7,076.23 for IT equipment and software support

VII. NON-CONSENT AGENDA ITEMS

1. Presentation, discussion, and possible action to approve a 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 business parks
2. Discussion and possible action to select a new date for the regular March board meeting, as the Chamber's Golden Triangle Days in Austin conflicts with the scheduled meeting on March 3rd
3. Discuss for possible consideration a revised and amended Professional Services Contract with Retail Strategies, LLC

4. Discussion and possible consideration of approving the Summer Youth Employment Program Policies for 2025
5. Review, discussion, and possible action on the PAEDC Chief Executive Officer's travel request to attend the Texas Economic Development Council (TEDC) Legislative on February 25th through March 1st and the Golden Triangle Days Austin-2025 from March 2nd through March 4th.
6. Discussion of the PAEDC's contract with Denton Navarro Rodriguez Bernal Santee & Zech, P.C. (Request of Director LaBove)
7. Discussion of the procedures and rules for renting the Press Building (Request of Director LaBove)
8. Review, discussion and possible action regarding agenda and backup documentation received in a timely manner (Request of Director Raymond)
9. Discussion and possible action on renting the bistro space in The Press Building (request of Director Albright)

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,


***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 10th DAY OF January, 2025
AT 10:40 AM O'CLOCK.



Terry Stokes, PAEDC Chief Executive Officer