

Port Arthur Economic Development Corporation

MINUTES

Regular Board Meeting

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

Monday, December 4, 2023

6:00 p.m.

I. CALL TO ORDER

The Board of Directors of the City of Port Arthur Section 4A Economic Development Corporation met in a Regular Meeting on Monday, December 4, 2023. The meeting was called to order at 6:01 p.m.

II. ROLL CALL, INVOCATION & PLEDGE

The following Board Members were present:

Kaala Jacobs, Jerry LaBove, Jody Holton, Ingrid Holmes, Darrell Anderson, and Melvin Getwood

The Invocation was given by Darrell Anderson followed by the Pledge of Allegiance.

III. MINUTES

11/9/2023 Special Workshop Meeting
11/14/2023 Regular Board Meeting

A motion was made by Ingrid Holmes and seconded by Melvin Getwood to approve the 11/9/2023 Special Workshop Meeting Minutes and the 11/14/2023 Regular Board Meeting Minutes. The vote was unanimous. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. Presentations

None

2. Communications

None

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

V. REPORTS

CEO's Report | Discussion

- Overview of November 2023 Activities

VI. UNFINISHED BUSINESS

None

VII. CONSENT AGENDA ITEMS

A motion was made by Jody Holton and seconded by Melvin Getwood to approve Consent Item #1. The vote was unanimous. Motion carried.

1. Review, discussion, and possible action regarding the acceptance of the proposed Port Arthur EDC Policies and Procedures Manual.

VIII. NON-CONSENT AGENDA ITEMS

1. Review, discussion, and possible action regarding a Youth Employment Program for 2024 Graduates.

A motion was made by Melvin Getwood and seconded by Ingrid Holmes to approve the Youth Employment Program for the 2024 Graduates. The vote was unanimous. Motion carried.

2. Review, discussion, and possible consideration regarding allocating Job Training Funds, for five (5) Port Arthur Resident High School 2024 Graduates to attend a 2-year training program at Lamar State College – Port Arthur.

A motion was made by Melvin Getwood and seconded by Kaala Jacobs to approve allocating Job Training Funds, for five (5) Port Arthur Resident High School 2024 Graduates to attend a 2-year training program at Lamar State College – Port Arthur. The vote was unanimous. Motion carried.

3. Review, discussion, and possible consideration regarding the acceptance of a generator maintenance quote and approval to enter into a Maintenance Service Agreement for the generators located at 501 Procter and 549 4th Streets.

A motion was made by Ingrid Holmes and seconded by Kaala Jacobs to accept a generator maintenance quote and approve entering into a Maintenance Service Agreement with Panama Equipment for the generators located at 501 Procter and 549 4th Street. The vote was unanimous. Motion carried.

IX. 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

X. ADJOURNMENT OF MEETING

A motion as made by Melvin Getwood and seconded by Ingrid Holmes to adjourn the meeting at 6:17 p.m. The vote was unanimous. Motion carried.

APPROVED BY THE BOARD OF DIRECTORS ON THE 9th DAY OF

January, 2024.

Karla Jacob

SECRETARY OF THE BOARD