ORANGE COUNTY ECONOMIC DEVELOPMENT CORPORATION

MINUTES

September 8, 2025

The Board of Directors of the Orange County Economic Development Corporation convened in a Regular Meeting at 10:00 AM Monday September 8, 2025 in the Orange County Commissioner's Courtroom 123 S 6th Street, Orange, TX 77630

Members Present

Commissioner Johnny Trahan, Pct. 1
Commissioner Robert Viator, Pct. 4
Cynthia Adams, City of Pinehurst
Randy Branch, City of West Orange
Mike Stelly, City of West Orange
Bart Bartkowiak, City of Bridge City
Gina Mannino, City of Bridge City
Shaun McAlpin – Orangefield ISD
Dr. Wendy Elmore, Lamar State College Orange
Hillary Gravett, City of Orange
Chad Jennings, Golden Triangle Polymers

Members Absent:

Ida Schossow, GOACC
David Jones, Gopher Industrial
Keith Wallace, Port of Orange
Jerry Hood, City of Pinehurst
Travis Williams, Sabine River Authority
Shawn Sparrow, The Houseman Companies

Others Present:

Megan Layne, Executive Director

Christopher Leavins, Legal Counsel

Official Notice of the meeting detailing the time, date, place and purpose (Agenda), was posted on the Orange County Economic Development Corporation website and Orange County Administration Building on September 2, 2025.

1. **Convene Meeting** President Stelly opened the meeting at 10:00 am

2. **Invocation, Pledge of Allegiance, Roll Call of Directors Present.** Mayor Branch led the invocation and Chief Stelly led the Pledge of Allegiance.

3. **Recognize Guests.**

   None

4. **Public Comment**
   At this time, members of the public or of the Board of Directors of the Governing authority may comment about a subject not listed on the Agenda. Speakers shall be requested to limit their remarks to three (3) minutes or less. Specific factual information, or existing policy, may be stated in response to a comment. Any Deliberation or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the Agenda for a subsequent Regular or Special Board Meeting.

   None

5. **Discussion and possible action to approve Minutes for any previous Meeting(s).**

   Member McAlpin motioned to approve the minutes, seconded by Mayor Branch. Motion Carried.

6. **Discussion and possible action on financial matters including:**
   - **(A) Financial report –** Motion to approve financial report made by Commissioner Trahan, seconded by Mayor Branch. Motion carried.
   - **(B) Bills for payment** – Motion by Commissioner Trahan, seconded by Mayor Branch Motion carried.

7. **Discussion and possible action to approve budget amendments to the 2024-2025 budget for the following items.**
   - **(A) HOT Tax Visitor Guide (unbudgeted at the start of FY 24-25)**
   - **(B) Orange County/Riverside Park Pavilion Reimbursement (unbudgeted at the start of FY 24-25)**
   - **(C) Reclassification of restricted DOW and International Paper Healthcare funds (to allow for funds to be used for purposes other than healthcare development as requested by the respective donors)**

   A) Motion by Commissioner Trahan to add a line item in revenues for the HOT Tax grant for the Visitor Guide. Seconded by Commissioner Viator. Motion Carried.

B) Member McAlpin made a motion to amend the revenue (Miscellaneous 48000) and Expenditure (66200) to reflect the unbudgeted HOT Tax Grant for the Riverside Park Pavilion reimbursement.
C) No Action

8. Discussion and possible action regarding approval of the Fiscal Year 2025-2026 Budget.

Motion by Dr. Elmore to approve the FY2025-2026 Budget effective October 1, 2025 to include a $5,000.00 increase for the Executive Director salary (per employment contract) and Business Development Manager pay increase by $1.00 per hour to the Leased Personnel line item. Seconded by Mayor Bartkowiak. Motion carried.

9. Nomination, discussion and action appointing the 2025-2026 Officers for the OCEDC Board of Directors.

Motion by Member McAlpin to keep the slate of officers the same from last fiscal year. Seconded by Dr. Elmore. Motion carried

10. Discussion and possible action designating signatories on the OCEDC Stellar Bank checking account and authorizing the execution of any necessary resolutions or authorizations regarding same.

No action

11. Executive Director's Regular Report.

Discussion and updates of the following.

A. FAME Hub Organization Role. Dr. Elmore will check with Mr. Durand at Workforce solutions to confirm their commitment to this role before our board takes action.
B. Retail Gap analysis.
C. Invitation to the First Responders Luncheon on September 30th.

12. Closed Meeting to Deliberate commercial or financial information that the Governmental Body has received from a business prospect that the Governmental Body seeks to have locate, stay, or expand in or near the territory of the Governmental Body and with which the Governmental Body is conducting economic development negotiations, or to Deliberate the offer of a financial or other incentive to such a business prospect, under Section 551.087 of the Act, regarding any current, confidential OCEDC Projects.

None

13. Discussion and possible action resulting from Closed Meeting under Agenda Item No. 12.

None

14. Discussion and possible action regarding possible changes to the date, time and/or place of one or more particular Regular Session(s) if any of such factors are presently anticipated to be changed from standard Board Policy.

November 3rd at 10 am.

15. Adjourn Meeting.

Meeting adjourned 10:57 am.

ORANGE COUNTY ECONOMIC DEVELOPMENT CORPORATION

______________________________________ Date______________________