

**PRAIRIE VIEW ECONOMIC DEVELOPMENT CORPORATION 4B**  
**[pvedc4b@gmail.com](mailto:pvedc4b@gmail.com)**

**CORRECTED**  
**APPROVED**

Notice of Regular Meeting and  
Annual Meeting

**Thursday October 21, 2021 6:30pm**

Victorious Believers Church, Community Room  
21131 Pine Island Road Prairie View, Texas 77446

***This meeting is ONLY in person. There will not be a teleconference.***

Due to COVID protocol and in the effort to keep our citizens, employees and Board members as safe as possible, The PVEDC 4B meeting site will practice social distancing and has a limited capacity. If you wish to attend in person, please know that only the first 20 people will be allowed in the building; to be dispersed as ONLY 20 people in the **Community Room. Face coverings strongly urged.**

Anyone wishing to offer Public Comments or speak during a Public Hearing must do so by arriving at The Community Room at least 10 minutes prior to the start of the meeting and signing up on log in sheet. All Public Comments will be in person, **NO** telephone comments available at this time.

**AGENDA**

**Call to Order**

**Certification of Quorum**

**Invocation**

**Special welcome to visitors and new board members**

1. Approval of October 7, 2021 Meeting Minutes

**Citizens Forum**

At this time, citizens will be able to speak for a length of time not to exceed three (3) minutes. Twenty-one minutes total has been allocated for this section. Pursuant to Section 551.042 of the Texas Open Meetings Act, any deliberation of or decisions about the subject inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. **NO** telephone comments available at this time.

**Presentation(s)**

- A. Presentation and introduction to the Pantherland Cycling Club ([pantherlandcyclingclub.org](http://pantherlandcyclingclub.org)). (Director Roberts, Director Brown)
- B. Presentation on state of progress of setting up PV EDC office, organizing all aspects of the PV EDC office, etc. (Director Brown)
- C. Presentation by Trilogy regarding wastewater Masterplan Draft Report. (Trilogy- Underwood).

**Other Business**

2. Election of Officers as required in By Laws: President, Vice President, Secretary, Treasurer (also may elect Assistant Secretary and Assistant Treasurer- By Laws Sec 5.02
  - a. President

- b. Vice President
  - c. Secretary
  - d. Treasurer
  - e. Assistant Secretary (Optional)
  - f. Assistant Treasurer (Optional)
3. Update on Youth Entrepreneur Job Training project (Director Brown, Councilman Perry, Director Singleton).
- a. Projected Start Date
  - b. Project Manager(s) who will oversee each step of project
  - c. Number of businesses involved
  - d. Projected number of youth directly impacted
  - e. Projected budgetary requirements

Items Needed	Quantity & Justification	TOTAL Amount

- f. Length (time) of project- 2 Weeks 4 weeks 6 weeks
  - g. Project Evaluation strategy- How will project be evaluated? Participant Evaluations, External Evaluations, criteria for evaluation.
4. Discuss and take action on maximum of \$4500.00 annual Grant to support the Youth Entrepreneur Job Training project. (Director Brown, Councilman Perry, Director Singleton).
5. Discuss and take action on webmaster to monitor and operate PV EDC 4B website. (Director Singleton).
6. Discuss and take action on developing a plan for constructing new PV EDC 4B building possibly on old Scott McKenzie property site that now belongs to City of Prairie View. (Director Walker).
7. Discuss and take action on appointment of the following committees & possible members - per By Laws Section VI 6.02
- a. Budget, Finance and Audit Committee: Suggested Chair Mr. JJ Johnson
  - b. Committee for Business Retention and Expansion: Suggested Chair Director Roberts
  - c. Committee for New Business Formation: Suggested Chair Director Singleton
  - d. Committee for New business Attraction and Recruitment: Suggested Co-Chairs Director Singleton & Director Hagin
  - e. Grant Review Committee: Suggested Chair: Director Williams
8. Discuss and take action on Business Directory Google Form for the City of Prairie View. (Director Wallace)
9. Discuss and take action on setting up schedules for the necessary training for new Board members, new student intern, etc. (i.e. Open Meetings laws, PV EDC 4B office procedures, Roberts Rules of Order, PV EDC 4B By Laws, etc.) (Director Brown and Director Roberts).



10. Discuss and take action on Gold Sponsorship for Waller County State of the County Luncheon at \$1200.00 Nov 11, 2021. (Director Brown & Director Singleton)
11. Discuss and consider approval of contract with Dewayne Charleston d/b/a Prairie View Magazine
12. Update and discussion on progress toward completion of set up of PV EDC 4B website & office phone. (Director Singleton).
13. Update and discussion on status of PV EDC shirts & business cards (C. Johnson, Intern, Director Singleton).

### Board / Staff Reports

Pursuant to Texas Government Code Section 551.0415, the Board of Directors, without having provided notice, may make reports about items of community interest if no action is taken and possible action is not discussed regarding the information provided in the report. "Items of community interest" include: (1) expressions thanks, congratulations or condolence; (2) information regarding holiday schedules; (3) an honorary or salutatory recognition of a public official, public employee or other citizen, except the discussions regarding a change in the status of a person's public office or public employment is not an honorary or salutatory recognition for the purposes of the PVEDC; (4) a reminder about an upcoming event organized or sponsored by the governing body; (5) information regarding a social, ceremonial or community event organized or sponsored by an entity other than the PVEDC that was attend or is scheduled to be attended by a member of the governing body or an official or employee of the PVEDC; and (6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

### Items for Future Agenda

Any items the Directors wish to have placed on the following regular agenda or request for a special meeting

Williams \_\_\_\_\_

Wallace \_\_\_\_\_

Walker \_\_\_\_\_

Hagin \_\_\_\_\_

Brown \_\_\_\_\_

Singleton \_\_\_\_\_

Roberts \_\_\_\_\_

### Adjournment

**Executive Session:** The Prairie View Economic Development Corporation 4-B reserves the right to adjourn into Executive Session at any time during the course of the meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.086 (Economic Development). I, the undersigned authority, do hereby certify that the above Notice and Agenda of the Regular Scheduled Meeting of the Prairie View Economic Development Corporation 4-B is a true and correct copy of said Notice and said Notice was posted on the entrance area of the Prairie View City Hall, a place convenient and readily accessible to the general public at all times; said Notice was posted by 5:00pm, October 18, 2021.

The Notice will also be posted on the City's website at:

[https://www.prairieviewtexas.gov/departments/edc\\_meeting\\_agendas.php](https://www.prairieviewtexas.gov/departments/edc_meeting_agendas.php)

Dated this the 18th day of October, 2021

BY: W. Williams (VP) *W Williams* *WED Brown* (Sec) *May*

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting by phoning (936) 857-3711.