Port Arthur Economic Development Corporation

MEETING MINUTES
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, August 3rd, 2026
6:00 PM

I. CALL TO ORDER

The Board of Directors of the Port Arthur Economic Development Corporation met in a Regular Board Meeting on Monday, August 3rd, 2026, at 6:00 p.m. President Morris Albright called the meeting to order at 6:01 p.m. A quorum was present.

II. ROLL CALL, INVOCATION & PLEDGE

The following board and staff members were present:

President Morris Albright
Vice President Beverly Raymond
Director Osman Swati
Treasurer Kaprina Frank
Director Darrell Anderson
Director Ingrid Holmes (arrived at 6:09 p.m.)
Attorney Kate Leverett
CEO Krystle Muller

Vice President Raymond gave the invocation, followed by the Pledge of Allegiance.

III. PUBLIC HEARINGS

At 6:03 p.m., President Albright opened the following public hearings simultaneously:

1. Conduct a Public Hearing regarding the Museum of the Gulf Coast Expansion 4B Project for the development of a Discovery Center for Polymers and Composites and an Event Center.

   Keith Daws, Port Arthur resident, addressed the Board and expressed support for the project.

2. Conduct a Public Hearing regarding the Downtown Homeownership and Redevelopment 4B Project to provide down payment assistance of up to $30,000 per qualified homebuyer for the purchase of up to six (6) homes over a one-year period within the designated downtown redevelopment area between Houston Avenue to Memorial Boulevard and Lakeshore Drive to 19th Street.

   There were no public comments.

3. Conduct a Public Hearing regarding the Gifford Pond Subdivision 4B Project for infrastructure improvements necessary to support the development of the Gifford Pond Subdivision in Historic Downtown Port Arthur, resulting in approximately twenty-one (21) new single-family homes.

There being no public comment, President Albright closed all three public hearings at 6:08 p.m.

IV. MINUTES

Director Frank made a motion, seconded by Director Raymond, to approve the meeting minutes for the July 20, 2026 Special Board Meeting. The motion passed unanimously. All in favor. Motion carried.

V. PETITIONS & COMMUNICATIONS

1. **Public Comments**

   There were no public comments.

2. **Presentations**

   There were no presentations.

3. **Communications**

   There were no communications.

VI. REPORTS

1. Community & Workforce Quarterly Report

   Workforce and Community Development Manager Shawn Granger presented the quarterly Workforce and Community Development update, addressed the following topics, and answered the Board's questions:

   - ***Youth Employment Program***
   - ***Industrial and Shipbuilding Workforce Pathways***
   - ***Education and Credential Pathways***
   - ***Small Business and Community Development***
   - ***Leadership, Recruitment, and Regional Engagement***
   - ***Next-Phase Priorities***

2. Updates & Announcements

   CEO Krystle Muller provided the Board with PAEDC updates and announcements regarding the following topics, and answered the Board's questions:

   - ***Downtown Grocery Store Feasibility Study***
   - ***Press Building***
   - ***Business Park***
   - ***Port Arthur Recycling Center Grand Opening on August 20, 2026***
   - ***RSVP email for the 2026 Diamond Conference will be sent to the Board.***

CEO Muller asked the Board to email them any questions or concerns they might have regarding the budget.

VII. UNFINISHED BUSINESS

(None)

VIII. CONSENT AGENDA ITEMS

(None)

IX. NON-CONSENT AGENDA ITEMS

Due to the Board not receiving the supporting documentation for Non-Consent Agenda Items No. 1 and 2, the items were tabled and deferred to a special meeting to be scheduled.

1. Discussion and possible consideration to approve a 4A Economic Development Performance Agreement with Seamless Management Company LLC dba Seamless Medical Centers for capital investment and primary job creation.

2. Discussion and possible consideration to approve a 4A Economic Development Conditional Grant Agreement with Central Mall Port Arthur for infrastructure improvement resulting in the creation of new business enterprise.

3. Discussion and possible consideration to review the bid tabulation for proposals submitted in response to the Request for Proposals (RFP) for the rehabilitation of the Port Arthur Business Park Detention Ponds and to approve the award of a contract.

   Director Raymond made a motion to approve, seconded by Director Frank, the vote was unanimous, all in favor. Motion carried.

4. Discussion and possible consideration to elect a Secretary of the Port Arthur EDC Board of Directors.

   Director Raymond made a motion to nominate Director Ingrid Holmes as the Secretary of the Port Arthur EDC Board of Directors. The motion was seconded by Director Anderson. The vote was unanimous, all in favor. Motion carried.

5. Discussion and possible consideration to reschedule the Regular Board of Directors Meeting currently scheduled for September 7, 2026, due to the Labor Day holiday.

   Director Anderson made a motion to reschedule the Regular Board of Directors Meeting currently scheduled for September 7, 2026, to September 14, 2026. The motion was seconded by Director Raymond. The motion passed unanimously. Motion carried.

X. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 6:34 p.m. to enter Executive Session to discuss the following topics:

1. §551.074 – Personnel Matters
    A. Approve CEO Evaluation Form

The Board of Directors reconvened in open session at 6:47 p.m. with the following Board members and staff present:

President Morris Albright
Vice President Beverly Raymond
Director Osman Swati
Treasurer Kaprina Frank
Director Darrell Anderson
Director Ingrid Holmes
Attorney Kate Leverett
CEO Krystle Muller

XI. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

No future agenda item or reports requested.

XII. ADJOURNMENT

Director Raymond made a motion, seconded by Director Holmes, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 6:48 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 14 DAY OF September, 2026.

Ingrid Holmes

Ingrid Holmes
Port Arthur EDC Board Secretary