Port Arthur Economic Development Corporation

MEETING MINUTES
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, September 14, 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, September 14, 2026, at 6:00 p.m. Vice President Beverly Raymond 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:

Director Eric Guidry
Vice President Beverly Raymond
Director Osman Swati
Director Kristeen Reynolds
Secretary Ingrid Holmes
Director Darrell Anderson
Treasurer Kaprina Frank
Attorney Guy Goodson
CEO Krystle Muller

Director Guidry gave the invocation, followed by the Pledge of Allegiance.

III. MINUTES

Director Holmes made a motion, seconded by Director Frank, to approve the meeting minutes listed below. The motion passed unanimously. All in favor. Motion carried.

1. A. August 3, 2026, Regular Board Meeting Minutes
   B. August 3, 2026, Budget Workshop Meeting Minutes
   C. August 13, 2026, Special Board Meeting Minutes

New Directors Kristeen Reynolds and Eric Guidry were introduced to the Board.

V. PETITIONS & COMMUNICATIONS

1. **Public Comments**

There were no public comments.

2. **Presentations**

A. Martin Flood - Business Park History – Street Naming

Mr. Martin Flood addressed the Board and requested that his name be removed from the street name in the Port Arthur Business Park.

3. **Communications**

There were no communications.

VI. REPORTS

1. Monthly Financial Report for June and July 2026

   Financial Operations Officer Rachel Jacquet presented an overview of the June and July 2026 financial reports.

2. Updates & Announcements

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

   A. Letter from the Texas Economic Development & Tourism Office regarding the tracts nominated for inclusion in the Opportunity Zone 2.0 Program.

   B. TEX-21 Transportation Coalition.

VII. UNFINISHED BUSINESS

(None)

VIII. CONSENT AGENDA ITEMS

(None)

IX. NON-CONSENT AGENDA ITEMS

1. Discussion and possible consideration to approve a 4B Recreational/Community Facility Conditional Grant Agreement with the City of Port Arthur, Texas for improvements to the Babe Zaharias Memorial Golf Course for an amount not to exceed $2,300,000.00.

   Director Frank made a motion, seconded by Director Swati, to approve a 4B Recreational/Community Facility Conditional Grant Agreement with the City of Port Arthur, Texas, for improvements to the Babe Zaharias Memorial Golf Course in an amount not to exceed $2,300,000. The vote was unanimous, all in favor. Motion Carried.

2. Discussion and possible consideration to approve a 4B Affordable Housing Conditional Grant Agreement with Legacy Community Development Corporation for infrastructure development at Gifford Pond for an amount not to exceed $700,000.00.

   Attorney Goodson answered the Board's questions. Vivian Ballou with Legacy Community Development Corporation provided additional information regarding the program.

Director Anderson made a motion to approve, seconded by Director Swati. The vote was unanimous, all in favor. Motion Carried. The Board requested that a 24-month term be included in the agreement and that all exhibits be provided with the agreement.

3. Discussion and possible consideration to rescind the Performance Incentive Agreement with MMM Enterprises, LLC dba Maplewood Industrial Services.

   Director Frank made a motion to rescind the Performance Incentive Agreement with MMM Enterprises, LLC dba Maplewood Industrial Services, seconded by Director Holmes. The vote was unanimous, all in favor. Motion Carried.

4. Discussion and possible consideration to approve the selection of a firm in response to the Request for Proposals (RFP) for the West Side Grocery Market Feasibility Analysis, Food Access Needs Assessment, and Retail Recruitment Strategy.

   Director Frank made a motion, seconded by Director Holmes, to award the contract to Grow America, the highest-ranked respondent, for the West Side Grocery Market Feasibility Analysis, Food Access Needs Assessment, and Retail Recruitment Strategy, in an amount not to exceed $65,262. The vote was unanimous, all in favor. Motion Carried.

5. Discussion and possible consideration to submit an Amendment to City of Port Arthur Resolution 25-520 regarding the amount allocated to the Contract for retention of Guy N. Goodson and Kate K. Leverett of Germer PLLC as Legal Counsel for the Port Arthur Economic Development Corporation.

   Director Swati made a motion to approve an amendment to City of Port Arthur Resolution 25-520, changing the not-to-exceed amount for the contract with Germer PLLC for legal counsel services to $165,000. The motion was seconded by Director Holmes. The vote was unanimous, all in favor. Motion Carried.

6. Discussion and possible consideration to approve a correction to the FY 2026-2027 Proposed Budget.

   Director Anderson made a motion to approve a correction to the FY 2026-2027 Proposed Budget to reallocate $50,000 from Fund 120 to Fund 119; and increase the total approved budget by $50,000 to reflect the full amount intended for approval. The motion was seconded by Director Swati. The vote was unanimous, all in favor. Motion Carried.

7. Discussion and possible consideration to elect officers of the Board of Directors to fill vacant positions.

   Director Swati made a motion to elect officers of the Board of Directors to fill the vacant positions, seconded by Director Frank.

   The vacant position of President was addressed. Director Holmes nominated Beverly Raymond for President. Director Guidry nominated Darrell Anderson for President. As a nominee, Director Raymond requested that Secretary Ingrid Holmes preside over the remainder of the agenda item.

A roll-call vote was conducted on the nomination of Beverly Raymond for President. The vote was as follows:
Yes: Osman Swati, Ingrid Holmes, Kaprina Frank, Beverly Raymond
No: Eric Guidry, Kristeen Reynolds, Darrell Anderson

Beverly Raymond was elected President by a vote of 4–3.

The vacant Vice President position was then addressed. Osman Swati was nominated for Vice President by Director Frank. The vote was unanimous, all in favor. Motion Carried.

X. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 6:50 p.m. to enter Executive Session to discuss the following topics:

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

2. §551.072 – Deliberations about Real Property
   A. Port Arthur Community Federal Credit Union

The Board of Directors reconvened in open session at 7:35 p.m. with the following Board members and staff present:

Director Eric Guidry
President Beverly Raymond
Vice President Osman Swati
Director Kristeen Reynolds
Director Darrell Anderson
Treasurer Kaprina Frank
Attorney Guy Goodson
CEO Krystle Muller

XI. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

No future agenda item or reports requested.

XII. ADJOURNMENT

Director Anderson made a motion, seconded by Director Swati, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:36 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 5th DAY OF October, 2026.

Ingrid Holmes

Ingrid Holmes
Port Arthur EDC Board Secretary