Port Arthur Economic Development Corporation

AGENDA
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, August 4th, 2025
6:00 PM

I. CALL TO ORDER

II. ROLL CALL, INVOCATION & PLEDGE

BOARD OF DIRECTORS

(1)	**Beverly Raymond**	__________	**(5)**	**Morris Albright**	__________
(2)	**Kaala Jacobs**	__________	**(6)**	**Ingrid Holmes**	__________
(3)	**Jerry LaBove**	__________	**(7)**	**Kaprina Frank**	__________
(4)	**Darrell Anderson**	__________			

III. MINUTES

1. Acceptance of:
   a. July 7, 2025, Regular Board Meeting Minutes
   b. July 22, 2025, Special Board Meeting Minutes
   c. July 29, 2025, Budget Workshop Meeting Minutes

IV. PETITIONS & COMMUNICATIONS

1. **Public Comments (limited to 3 minutes per speaker)**

2. **Presentations**

   (None)

3. **Communications**

   a. **Congressional Legislative Update Luncheon**
   Tuesday, August 26, 2025 | 11:00 AM – 1:00 PM
   Robert A. "Bob" Bowers Civic Center

V. REPORTS

1. Staffing Update
2. Financial Report for July 2025

VI. UNFINISHED BUSINESS

(None)

VII. CONSENT AGENDA ITEMS

1. Review, discussion, and possible action regarding the first renewal for HVAC Maintenance, including quarterly filter changes, with Industrial and Commercial Mechanical (ICM) for the EDC buildings located at 501 Procter Street, in the amount of $4,748.00 and 549 4th Street in the amount of $6,820.00: pursuant to Resolution 24-157.

2. Review, discussion and possible action regarding the ratification of Industrial and Commercial Maintenance's (ICM) proposal to furnish and install two (2) Circuits, two (2) Compressors, Compressor Contactors and two (2) Fan Contactors for the HVAC unit located at 501 Procter Street, in total amount of $21,903.09

3. Review, discussion and possible action to approve the purchase of a 2025 Ford F-150 truck from Town & Country Ford in the amount of $49,070.77 to replace the current 2013 PAEDC maintenance truck.

VIII. NON-CONSENT AGENDA ITEMS

1. Review, discussion, and possible action to appoint an Interim Chief Executive Officer of the Corporation.

2. Review, discussion, and possible action to elect a board member to assume the duties as Treasurer of the EDC Board.

3. Review and discussion of a letter of intent to purchase land in the Spur 93 Business Park from Henry Labrie.

4. Review, discussion, and possible action to appoint a PAEDC Rebranding Advisory Committee.

5. Review, discussion, and possible action to approve advertising a Request for Qualifications (RFQ) for the development and maintenance of a new PAEDC website.

6. Review, discussion, and possible action to rescind the motion made under Non-Consent Agenda Item No. 1 during the April 7, 2025, Regular Board Meeting, as shown below:

   a.) Motion to include armed security services at the Press Building in the next fiscal year's budget.

7. Review, discussion, and possible action to approve advertising a Request for Proposals (RFP) for Legal Services.

8. Review, discussion, and possible action to approve the Retention of Davidson, Troilo, Ream, & Garza, PC for Interim Legal Services.

9. Review, discussion, and possible action regarding the engagement of Germer PLLC as the Interim Legal Counsel for the PAEDC. (Request of Director LaBove)

10. Review, discussion, and possible action regarding the issuance of a Request for Proposal for the lease of the Press Building kitchen. (Request of Director LaBove)

11. Review, discussion, and possible action to approve the PAEDC Fiscal Year 2025-2026 Budget.

IX. CLOSED SESSION (EXECUTIVE SESSION)

"The Board of Directors will recess into Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss the following topics. The items in Executive Session may be acted on in open session:"

The PAEDC Board reserves the right to adjourn into an 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 Negotiations**

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

XI. ADJOURNMENT

POSTING OF MEETING

POSTED THIS 30th DAY OF July, 2025 AT 4:32 p.m. O'CLOCK.

Krystle Muller

Krystle Muller,
Deputy Chief Economic Development Officer

NOTICE

Notice is hereby given that the Port Arthur Economic Development Corporation will hold a meeting, open to the public, at 501 Procter St. in Port Arthur, Texas on Monday August 4th, 2025 at 06:00 PM. Directors of the Port Arthur Economic Development Corporation may participate in the meeting virtually, as long as a quorum of the Board of Directors and the presiding officer are physically present at 501 Procter St. Port Arthur, TX, in accordance with the Texas Open Meetings Act.