Port Arthur Economic Development Corporation

MEETING MINUTES
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Tuesday, January 13, 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 Tuesday, January 13, 2026, at 6:00 p.m.
Vice President Holmes 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:

Vice President Ingrid Holmes	***Attorney Guy Goodson***
Treasurer Kaprina Frank	***Attorney Kate Leverett***
Director Beverly Raymond (arrived at 6:09 p.m.)	***Interim CEO Krystle Muller***
Director Jerry LaBove	***Administrative Assistant Sarai Garcia***
Director Morris Albright	

The invocation was given by Director Frank, followed by the Pledge of Allegiance.

The Regular Board Meeting was recessed at 6:59 p.m. to convene the Annual Board Meeting and reconvened at 7:03 p.m., at which time the meeting was presided over by the newly elected PAEDC President, Morris Albright.

III. MINUTES

Director Albright made a motion, seconded by Director Frank, to approve the following meeting minutes:

A. December 1, 2025, Regular Board Meeting Minutes

The motion passed unanimously. All in favor. Motion carried.

IV. PETITIONS & COMMUNICATIONS

1. **Public Comments**

There were no public comments.

2. **Presentations**

A. Retail Strategies

Jenn Gregory, President of Downtown Strategies with Retail Strategies and a partner of the PAEDC, presented a recap of activities completed throughout 2025 and provided an update on the current status of the Downtown Implementation Plan. Ms. Gregory addressed questions and concerns from the Board.

The core team for the Downtown Implementation Plan was identified as Art Thomas, Claire Jackson, Dana Espinal, Elizabeth Cravens, Krystle Muller, and Councilwoman Tiffany Hamilton Everfield.

The Board requested that a comprehensive summary of all work completed to date be compiled and provided to Interim CEO Krystle Muller and subsequently presented to the Board to determine next steps.

3. **Communications**

(None)

V. REPORTS

1. Organizational Report

Interim Chief Executive Officer, Krystle Muller, provided an organizational update to the Board on the following items:

- ***GrantWorks – Update on potential grant opportunities available to the EDC.***
- ***Turner Industries – Lease renewed for a three (3) year term.***
- ***MPW Industrial Water Services – Distribution 2 completion.***
- ***Press Building Kitchen Incubator Program – Request for Proposals has been advertised, with responses due by February 2.***
- ***Ballot Proposition – Clarification provided to the Board.***

During discussion, Director Albright requested that Interim CEO Muller investigate the source of rock being dumped at the Business Park.

2. Monthly Financial Report for November 2025

Financial Operations Officer, Rachel Jacquet, provided an overview of the November 2025 financial report. She also informed the Board of updates to the budget report headings and format.

3. Quarterly Marketing & Insights Manager Report

Marketing and Insights Manager, Dylan Bennett, presented the Marketing and Insights Report for the fourth quarter of 2025. She provided an overview of current marketing activities. The slideshow, newsletter, and flyers were included in the Board packets.

Ms. Bennett also informed the Board that residents who wish to receive a printed copy of the quarterly newsletter may contact the EDC office to be added to the mailing database.

VI. UNFINISHED BUSINESS

1. Discussion and possible consideration to approve a request from Haulin Gas, LLC, for an extension of the Economic Incentive Contract and Loan Agreement with the PAEDC.

   President Albright made a motion to move this item into Executive Session.

VII. CONSENT AGENDA ITEMS

(None)

VIII. NON-CONSENT AGENDA ITEMS

1. Discussion and possible consideration to approve a letter of request from Maplewood Industrial Services, LLC, to submit application for Economic Incentive.

   Director Raymond made a motion, seconded by Director Frank, to allow staff to proceed to Phase Two of the incentive application process. Following discussion, the Board voted unanimously; all in favor. Motion carried.

2. Discussion and possible consideration to approve the Industrial Thermal Services' acquisition of the property located at 925 West Jade Avenue in the Spur 93 Business Park.

   After discussion, Director Raymond made a motion, seconded by Director Frank, to approve the acquisition. The Board voted unanimously; all in favor. Motion carried.

3. Discussion and possible consideration to approve the adoption of a new PAEDC tagline.

   Marketing & Insights Manager, Dylan Bennett, presented the proposed new tagline, "The Coastal Gateway to Global Reach."

   Director Frank made a motion, seconded by Director Raymond, to approve the adoption of the new PAEDC tagline. Upon a vote of the Board, the motion failed with three (3) votes against and two (2) votes in favor.

4. Discussion and possible consideration to approve submitting to the Port Arthur City Council a corrective amendment to Resolution 24-157 approving an Agreement with Industrial & Commercial Mechanical (ICM) for the preventative maintenance of the HVAC systems at 501 Procter Street and 549 4th Street.

After discussion, Director Raymond made a motion, seconded by Director Frank, to approve submitting the corrective amendment. The Board voted unanimously; all in favor. Motion carried.

IX. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 7:24 p.m. to enter Closed/Executive Session to discuss the following topics:

1. §551.074 – Personnel Matters | Hiring of PAEDC Chief Executive Officer

2. §551.087 – Economic Development Negotiations | Haulin Gas LLC

The Board of Directors reconvened in open session at 7:56 p.m. with the following Board members and staff present:

Treasurer Kaprina Frank	***Attorney Guy Goodson***
Director Beverly Raymond	***Attorney Kate Leverett***
Director Jerry LaBove	***Interim CEO Krystle Muller***
Director Morris Albright	***Administrative Assistant Sarai Garcia***

MOTION IN OPEN SESSION:

1. Discussion and possible consideration to approve a request from Haulin Gas, LLC, for an extension of the Economic Incentive Contract and Loan Agreement with the PAEDC.

   A motion was made to authorize staff to prepare an amendment to the original incentive contract and loan agreement with Haulin Gas LLC to allow credit toward the capital investment made and to grant a two-year extension of the agreement for job creation. The Board voted unanimously in favor. The motion carried.

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

Director LaBove requested that a future agenda item be added to discuss and consider possible action to rename the EDC Business Park.

President Anderson requested that a future agenda item be added to discuss a possible grocery store.

XI. ADJOURNMENT

Director Raymond made a motion, seconded by Director Frank, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 7:59 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 2nd DAY OF February, 2026.

Jerry LaBove

Jerry LaBove,
PAEDC SECRETARY