Port Arthur Economic Development Corporation

MEETING MINUTES
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, April 6, 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, April 6, 2026, at 6:00 p.m. President Morris Albright called the meeting to order at 6:02 p.m. A quorum was present.

II. ROLL CALL, INVOCATION & PLEDGE

The following board and staff members were present:

President Morris Albright	***Attorney Guy Goodson***
Vice President Beverly Raymond	***Interim CEO Krystle Muller***
Secretary Jerry LaBove	***Marketing Manager Dylan Bennett***
Director Darrell Anderson	
Director Ingrid Holmes (arrived at 6:03 pm)	

The invocation was given by Darrell Anderson, followed by the Pledge of Allegiance.

III. MINUTES

Darrell Anderson made a motion, seconded by Beverly Raymond, to approve the meeting minutes listed below. The motion passed unanimously. All in favor. Motion carried.

A. March 3, 2026, Regular Board Meeting Minutes
B. March 16, 2026, 4B Workshop Meeting Minutes
C. March 19, 2026, Workforce Training Programs Workshop Meeting Minutes

IV. PETITIONS & COMMUNICATIONS

1. **Public Comments**

   There were no public comments.

2. **Presentations**

   (None)

3. **Communications**

A. Golden Triangle Days in Austin, Tx, scheduled for February 22–23, 2027.

The Interim CEO informed the Board of the upcoming Golden Triangle Days in Austin, Texas, and stated that additional details will be shared as they become available. Board members were asked to let staff know their interest in attending.

V. REPORTS

1. Monthly Financial Report for February 2026

The Interim CEO informed the Board that a revised financial report was distributed to replace the version included in the meeting packet. Board members were asked to direct any questions to her and the Financial Operations Officer via email.

2. Marketing Updates

Marketing Manager Dylan Bennett presented the first quarter 2026 marketing update, including social media analytics, the Q1 newsletter, cross-marketing initiatives, media coverage, website redesign status, and branding introduction.

3. Updates & Announcements

A handout containing updates and announcements was provided to the Board. The Interim CEO also presented updates on the following items:

- ***Stakeholder Roundtable meetings***
- ***County Commissioners Leadership Breakfast***
- ***American South Site Selection Summit in Arlington, Texas***
- ***Installation of a buzzer at the Credit Union***
- ***Status updates on 4A and 4B projects to be presented at the next Board meeting***
- ***Landscaping and irrigation improvements at the Business Park***

VI. UNFINISHED BUSINESS

(None)

VII. CONSENT AGENDA ITEMS

Director Anderson made a motion, seconded by Director Raymond, to approve the two consent agenda items together. The vote was unanimous all in favor. Motion carried.

1. Discussion and possible consideration of entering into an agreement with the City of Port Arthur for the use of property located at Jade Avenue Industrial Park as a temporary debris management site in the event of a state or federally declared disaster.

2. Discussion and possible consideration to approve payment of Invoice No. 2767 from Corvus Communications for two return trips to complete generator start-up, in an amount not to exceed $6,246.47.

VIII. NON-CONSENT AGENDA ITEMS

1. Discussion and possible consideration to approve a letter of intent from the City of Port Arthur for an Economic Incentive for the Babe Zaharias Golf Course.

   City Manager Ron Burton delivered a presentation, and a copy of the proposal was distributed during the meeting. President Albright made a motion to move the item into executive session.

   Following executive session, Attorney Goodson recommended that the Board move forward with the letter of intent, plan for a public hearing, and prepare the contract for execution at the July 6th Board meeting.

   Director LaBove made a motion, seconded by Director Raymond, to proceed as recommended. The motion was unanimously approved. Motion carried.

2. Discussion and possible consideration to approve a one-year Workforce Training Agreement with Angel's Devine Touch Corp. to support Certified Nurse Aide (CNA) training for ten (10) eligible Port Arthur residents, for an amount not to exceed $15,000.00.

   Director Raymond made a motion, seconded by Director Holmes, to discuss and approve a one-year Workforce Training Agreement with Angel's Devine Touch Corp. for ten (10) eligible Port Arthur residents, for an amount not to exceed $15,000.00. The motion was unanimously approved. Motion carried.

   President Albright requested a report on all audits conducted by the EDC related to training and business grants.

3. Discussion and possible consideration to approve a two-year Workforce Training Agreement with Golden Triangle Empowerment Center (GTEC) to provide training for Port Arthur residents, in an amount not to exceed $360,000.00.

   Interim CEO made a request to move this item into Executive Session.

   Following executive session, Director Holmes made a motion, seconded by Beverly Raymond, to approve a two-year Workforce Training Agreement with Golden Triangle Empowerment Center (GTEC) to provide training for Port Arthur residents, in an amount not to exceed $360,000.00. The motion was unanimously approved. Motion carried.

4. Discussion and possible consideration to approve an amendment to the Economic Incentive Agreement with Haulin Gas.

   Director Raymond made a motion, seconded by Director Anderson, to approve an amendment to the Economic Incentive Agreement with Haulin Gas, LLC. The motion was unanimously approved. Motion carried.

5. Discussion and possible consideration of a proposal from Legacy Community Development Corp. for infrastructure funding assistance in the amount of $700,000 to support the development of Gifford Pond.

   Director Holmes made a motion to approve a proposal from Legacy; however, the motion failed due to lack of a second.

6. Discussion and possible consideration of a Fiscal Year 25-26 Port Arthur EDC budget amendment.

   Motion moved to executive session.

   Following Executive Session, Director Anderson made a motion, seconded by Director Raymond, to amend the Fiscal Year budget by $5,326,412.00, to provide $3,000,000.00 to support 4B projects and $2,026,412.00 for 4A projects. The motion was unanimous; all in favor. Motion carried.

7. Discussion and possible consideration to approve a quote for Business Park signage.

   Director Anderson made a motion, seconded by Director Raymond, to discuss and approve a quote for Business Park signage.

   After the Marketing Manager Dylan Bennett presented on the item, Director Holmes made a motion, seconded by Director Raymond, to approve a quote from Image360 in Beaumont, TX, in an amount not to exceed $55,090.00. The motion was unanimous; all in favor. Motion carried.

8. Discussion and possible action to approve a proposal from Preferred Facilities Group for vegetation removal along the east and north building walls at 501 Procter Street and painting services, in an amount not to exceed $45,244.42.

   Director Raymond made a motion, seconded by Director Holmes, to discuss and approve a proposal from Preferred Facilities Group.

   The Interim CEO recommended tabling the item for the purpose of gathering more information based on the professional opinion of the original building architects that the vegetation is not in fact negatively impacting the exterior walls of the building.

   Director LaBove made a motion to table the item, seconded by Director Raymond. The vote was unanimous; all in favor. Motion carried.

   Following Executive Session, Director LaBove made a motion for reconsideration of the previous motion, seconded by Director Anderson. The vote was unanimous; all in favor. Motion carried.

   Director LaBove made a motion to remove this item from the agenda, seconded by Director Anderson. The vote was unanimous; all in favor. Motion carried.

9. Discussion and possible consideration to approve an updated Port Arthur EDC Mission and Vision statement as a part of our rebranding efforts.

   After a presentation from Marketing Manager Dylan Bennett, the board unanimously voted, all in favor, to approve the following vision and mission statements and requested to keep the current Bylaws Mission Statement in the Bylaws.

   Approved Mission Statement:
   The mission of the Port Arthur EDC is to attract and support investments that result in the creation of jobs, strong economic impact, and an improved quality of life for the Port Arthur community.

   Approved Vision Statement:
   To lead transformative economic growth through strategic investment, workforce opportunity, and community sustainability.

10. Discussion and possible consideration to enter into an Employment Agreement with Krystle Villarreal Muller.

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

    Following Executive Session, Director Anderson made a motion, seconded by Director Holmes, to enter into an employment agreement with Krystle Villarreal Muller. The motion was unanimously approved; all in favor. Motion carried.

11. Discussion of agenda and supporting documents timeline for monthly board meetings. (Requested by Beverly Raymond)

    Director Raymond made a motion, seconded by Director Holmes, to discuss the agenda and supporting documents timeline for monthly board meetings.
    Director Raymond made a motion, seconded by Director LaBove, that all supporting documents and letters of intent be submitted to the Board three business days prior to the Board meeting, and any contractual items be submitted two business days prior to the close of business. The motion was unanimously approved. Motion carried.

IX. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 7:26 p.m. to enter Executive Session to discuss the following topics:

1. §551.074 – Personnel Matters
   a. Hiring of Port Arthur EDC Chief Executive Officer

2. §551.087 – Economic Development Negotiations
   a. Carewell Pharmacy
   b. Gifford Pond Proposal

c. Parc Enterprises

d. Babe Zaharias Golf Course

e. Golden Triangle Empowerment Center (GTEC)

f. Fiscal Year 25-26 Budget Amendment

g. Preferred Facilities Group for vegetation removal

The Board of Directors reconvened in open session at 9:02 p.m. with the following Board members and staff present:

President Morris Albright	***Attorney Guy Goodson***
Vice President Beverly Raymond	***Interim CEO Krystle Muller***
Secretary Jerry LaBove	***Marketing Manager Dylan Bennett***
Director Darrell Anderson	
Director Ingrid Holmes	

X. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

President Albright requested audits of existing employment and business agreements. Director Raymond requested a report on the Scholarship Program and the Youth Employment Program.

XI. ADJOURNMENT

Director LaBove made a motion, seconded by Director Raymond, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:12 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 1st DAY OF June, 2026.

Jerry LaBove

Jerry LaBove,
PAEDC SECRETARY