Port Arthur Economic Development Corporation

MEETING MINUTES
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, June 1, 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, June 1, 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
Secretary Jerry LaBove
Director Ingrid Holmes
Treasurer Kaprina Frank
Director Darrell Anderson (arrived at 6:06 pm)
Vice President Beverly Raymond

Attorney Kate Leverett
CEO Krystle Muller
Administrative Assistant Sarai Garcia

The invocation and pledge did not take place.

III. MINUTES

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

A. April 6, 2026, Regular Board Meeting Minutes
B. May 4, 2026, Regular Board Meeting Minutes

IV. 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. ***Financial Operations Officer Rachel Jacquet presented an overview of the April 2026 financial report.***

3. ***Interim CEO Krystle Muller provided the Board with EDC updates and announcements regarding the following items:***

   a. ***Davie Defense Contract with the US Coast Guard***
   b. ***Comprehensive Economic Development Strategy Plan Update***
   c. ***SBDC Small Business Symposium and Luncheon on June 2, 2026***
   d. ***LNG Growth Luncheon on June 25, 2026***

VI. UNFINISHED BUSINESS

1. Discussion and possible consideration to approve a Workforce Training Agreement with Lamar State College Port Arthur (LSCPA) to continue assisting eligible Port Arthur residents in obtaining Class A and/or Class B CDL credentials.

   Director Kaprina Frank made a motion, seconded by Director Ingrid Holmes, to approve the Workforce Training Agreement with Lamar State College Port Arthur (LSCPA) to continue assisting eligible Port Arthur residents in obtaining Class A and/or Class B CDL credentials. The vote was unanimous, all in favor. Motion carried.

2. Discussion and possible consideration to implement a Downtown Homeownership Program and setting a date for a Public Hearing regarding same.

   President Morris Albright made a motion to move Unfinished Business Items No. 2 into executive session.

   After Executive Session, Attorney Kate Leverett stated the following motion: to direct staff to move forward with setting a public hearing and to issue a Request for Qualifications (RFQ) for a company to administer the Downtown Homeownership Program, and to prepare program guidelines establishing that the EDC is seeking a company to construct six houses within a one-year period at approximately $30,000 per unit. The proposed program area would be bounded by Lakeshore to 19th Street and Houston Avenue to Memorial Boulevard.

   Director Kaprina Frank supported the motion, seconded by Director Beverly Raymond. The vote was unanimous, all in favor. Motion carried.

3. 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.

   President Morris Albright made a motion to move Unfinished Business Items No. 3 into executive session.

   After Executive Session, Attorney Kate Leverett stated the following motion: the Board will consider entering into a reimbursement agreement with Legacy Community Development Corp. to assist with infrastructure improvements at

Gifford Pond in the amount of $700,000. The funds will be reimbursable and will not be disbursed until the infrastructure improvements are completed and accepted by the City. Following completion and acceptance, Legacy will have a five-year period to sell the lots.

Director Ingrid Holmes supported the motion, seconded by Director Beverly Raymond. The vote was unanimous, all in favor. Motion carried.

VII. CONSENT AGENDA ITEMS

1. Discussion and possible consideration to approve the first renewal of the contract with S&S Investigations and Security for security guard services at Spur 93 Business Park and for Port Arthur EDC Board meetings, in an annual amount not to exceed $126,659.00.

   Director Kaprina Frank made a motion, seconded by Director Ingrid Holmes, to approve the first renewal of the contract with S&S Investigations and Security for security guard services at Spur 93 Business Park and for Port Arthur EDC Board meetings, in an annual amount not to exceed $126,659.00. The vote was unanimous, all in favor. Motion carried.

VIII. NON-CONSENT AGENDA ITEMS

1. Discussion and possible consideration to approve the Houston Area Plumbing Joint Apprenticeship Committee (HAPJAC) acquisition of the property located at 925 W Jade Avenue in the Spur 93 Business Park.

   Director Darrell Anderson made a motion, seconded by Director Kaprina Frank, to approve the Houston Area Plumbing Joint Apprenticeship Committee (HAPJAC) acquisition of the property located at 925 W. Jade Avenue in the Spur 93 Business Park. The vote was unanimous, all in favor. Motion carried.

2. Discussion and possible consideration to approve an Economic Incentive with MMM Enterprises, LLC dba Maplewood Industrial Services.

   President Morris Albright moved Non-Consent Item No. 2 into Executive Session.

   Following Executive Session, Attorney Kate Leverett stated the following motion: The Board authorized staff to prepare an incentive agreement in the approximate amount of $191,400.00, tied specifically to job creation.

   The motion was made by Director Beverly Raymond and seconded by Director Kaprina Frank. The vote was unanimous, all in favor. Motion carried.

IX. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 6:14 p.m. to enter Executive Session to discuss the following topics:

1. §551.087 – Economic Development Negotiations
    a. Legacy Community Development Corp.
        1) Gifford Pond Proposal
        2) Down Payment Assistance Program
    a. MMM Enterprises, LLC dba Maplewood Industrial Services.

The Board of Directors reconvened in open session at 6:30 p.m. with the following Board members and staff present:

President Morris Albright
Vice President Beverly Raymond
Secretary Jerry LaBove
Treasurer Kaprina Frank
Director Ingrid Holmes
Director Darrell Anderson

Attorney Kate Leverett
Interim CEO Krystle Muller
Administrative Assistant Sarai Garcia

X. PUBLIC HEARING

1. Conduct a Public Hearing regarding Babe Zaharias Golf Course 4B Project

President Albright opened the public hearing at 6:30 p.m. for the purpose of receiving public comments regarding the proposed Babe Zaharias Golf Course 4B Project.

Pete Delacruz, Nederland resident, and Ron Burton, City Manager and Port Arthur resident, addressed the Board and expressed support for the project.
President Albright closed the public hearing at 6:34 p.m.

IX. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 6:34 p.m. to enter Executive Session for a second time to continue discussion on the following topics:

1. §551.087 – Economic Development Negotiations
    b. Legacy Community Development Corp.
        1) Gifford Pond Proposal
        2) Down Payment Assistance Program
    b. MMM Enterprises, LLC dba Maplewood Industrial Services.

The Board of Directors reconvened in open session at 6:50 p.m. with the following Board members and staff present:

President Morris Albright
Vice President Beverly Raymond
Secretary Jerry LaBove
Treasurer Kaprina Frank
Director Ingrid Holmes
Director Darrell Anderson

Attorney Kate Leverett
Interim CEO Krystle Muller
Administrative Assistant Sarai Garcia

XI. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

No future agenda item or reports requested.

XI. ADJOURNMENT

Director Darrell Anderson made a motion, seconded by Director Kaprina Frank, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 6:55 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 20th DAY OF July, 2026.

Beverly Raymond
PAEDC Board Vice President