Port Arthur Economic Development Corporation

MEETING MINUTES
Board of Directors Regular Board Meeting
501 Procter Street, Ste. 100, Port Arthur, TX 77640
Monday, July 7th, 2025
6:00 PM

I. ROLL CALL, INVOCATION & PLEDGE

The Board of Directors of the Port Arthur Economic Development Corporation met in a Regular Board Meeting on Monday, July 7th, 2025, at 6:00 p.m., with the following board and staff members present:

Director Jerry LaBove
Director Morris Albright
Director Beverly Raymond
Director Kaprina Frank

DCEDO Krystle Muller
Administrative Assistant Sarai Garcia
Attorney Charles Zech (via Zoom)

Jerry LaBove was elected Acting President in the absence of President Darrell Anderson.
Jerry LaBove called the meeting to order at 6:00 p.m.
Beverly Raymond gave the invocation followed by the pledge to the flag.

II. MINUTES

Morris Albright made a motion, seconded by Beverly Raymond, to approve and adopt the June 2nd, 2025, Regular Board Meeting Minutes. The vote was unanimous, all in favor. Motion carried.

III. PETITIONS & COMMUNICATIONS

1. **Speakers (limited to 3 minutes each)**

   (None)

2. **Presentations**

   (None)

3. **Communications**

   Deputy Director Krystle Muller informed the Board of the following upcoming events and invited them to attend. She noted that the PAEDC will be a sponsor with a reserved table and that invitations will be emailed to confirm attendance.

a. **2025 Industry Show**
Thursday August 14th, 2025 | 2:00 PM ~ 6:00 PM | Robert A. "Bob" Bowers Civic Center

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

IV. REPORTS

1. CEO's Report | Discussion

a. Financial Report for the month of June 2025

Deputy Director Krystle Muller informed the Board that the June 2025 financial report was included in their packets and asked if there were any questions. No questions were asked.

b. Update on PAEDC's YEP Program and Presentation of Scholarship Recipients

Shawn Granger, the PAEDC Workforce and Community Development Manager, provided the Board with an update on the Youth Employment Program. He reported that there are 12 participants, including 7 recent graduates. Four participants are employed with the City of Port Arthur (Parks and Recreation, Police Department, and Health Department), while eight are working for private industries at Escobedo Insurance Agency, Gulf Coast Cardiology, Welding World Academy, and Allied IT.

Mr. Granger reported that eight individuals applied for the scholarship program at Lamar State College Port Arthur, a two-year program covering full tuition. Six applicants were selected to receive the scholarship. Certificates were presented to the recipients, with three—Robert Hughes, Cody Nguyen, and Ediel Garcia—in attendance. The full list of scholarship recipients includes Julissa Cardenas, Ediel Garcia, Andy Ramirez, Robert Hughes, Cody Nguyen, and Elijah Jimenez.

V. UNFINISHED BUSINESS

1. (None)

VI. CONSENT AGENDA ITEMS

1. 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.

Morris Albright made a motion, seconded by Beverly Raymond, to discuss and approve Consent Agenda Item No. 1. The motion failed due to a "nay" vote by Director Albright, with no other votes recorded.

VII. NON-CONSENT AGENDA ITEMS

1. Review, discussion and possible action to approve a Real Estate Sales Agreement for the sale of 1.22 acres of land in the Spur 93 Industrial Park to Mid-County Plaza in the amount of $75,762.00.

   Beverly Raymond made a motion, seconded by Morris Albright, to discuss and approve Non-Consent Agenda Item No. 1. The motion was unanimous, all in favor. Motion carried.

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

   Beverly Raymond made a motion, seconded by Morris Albright, to discuss and approve Non-Consent Agenda Item No. 2. Financial Operations Officer Rachel Jacquet distributed handouts containing spreadsheets outlining the proposed FY2026 budget. She, along with Deputy Director Muller, addressed questions from the Board. The motion failed with two "nay" votes from Directors Jerry LaBove and Morris Albright, and two directors abstaining from voting.

3. Review, discussion, and possible action to approve issuing a thirty (30) day Notice of Termination to Denton Navarro Rodriguez Bernal Santee & Zech, P.C. (DNRBSZ) to terminate the Legal Services Agreement with the Port Arthur Economic Development Corporation. (Request of Director LaBove)

   Morris Albright made a motion, seconded by Kaprina Frank, to discuss and approve Non-Consent Agenda Item No. 3. The motion carried with three "aye" votes from Directors Jerry LaBove, Morris Albright, and Beverly Raymond. Director Frank abstained from voting.

VIII. CLOSED SESSION (EXECUTIVE SESSION)

The Board of Directors recessed their meeting at 6:48 PM to enter Executive Session to discuss the following topics:

1. **§Section 551.074 - To discuss personnel matters**
   a. Employment contract with PAEDC's Chief Executive Officer

The Regular Board of Directors reconvened in open session at 6:55 PM with the following board members and staff present:

Director Jerry LaBove	**DCEDO Krystle Muller**
Director Morris Albright	**Administrative Assistant Sarai Garcia**
Director Beverly Raymond	**Attorney Charles Zech (via Zoom)**
Director Kaprina Frank	

IV. FUTURE AGENDA ITEMS OR REQUESTED REPORTS

None

X. ADJOURNEMENT

Director Beverly Raymond made a motion to adjourn the meeting, seconded by Director Morris Albright. The motion carried unanimously. The meeting adjourned at 6:56 p.m.

APPROVED BY THE BOARD OF DIRECTORS ON THE 4th DAY OF August, 2025.

SECRETARY OF THE CORPORATION