

## Minutes of Meeting July 23, 2015

A Regular Meeting of the Port Commission of Port Freeport was held July 23, 2015 beginning at 4:05 PM at the Administration Building, 200 W. Second Street, 3<sup>rd</sup> Floor, Freeport, Texas.

### Commissioners present:

Mr. Ravi Singhania, Chairman  
Mr. Bill Terry, Vice Chairman  
Mr. Rudy Santos, Asst. Secretary  
Mr. Shane Pirtle, Commissioner  
Mr. John Hoss, Commissioner

### Staff Members Present:

Mr. Frank Mauro, Legal Counsel  
Mr. Glenn Carlson, Executive Port Director/CEO  
Mr. Jeff Strader, Chief Financial Officer  
Mr. Al Durel, Director of Operations  
Mr. Mike Wilson, Director of Economic Development  
Mr. Chris Hogan, Director of Protective Services  
Mr. Jason Hull, Director of Engineering  
Ms. Mary Campus, Controller  
Ms. Dianna Kile, Director of External/Governmental Affairs  
Mr. Bill Fox, Interim Director of Business Development  
Ms. Missy Bevers, Executive Assistant  
Mr. Brandon Robertson, Network Systems Manager  
Ms. Callie Colston, Receptionist  
Ms. Mandy Woodruff, Accounting Clerk  
Mr. Nick Malambri, Engineering Specialist

### Absent:

Mr. Paul Kresta, Secretary

### Also present:

Mr. Bobby Fuller, Texas Port Ministry  
Mr. Bob Arroyave, Brown & Gay Engineers  
Mr. Richard Fields, Aguirre & Fields LP  
Mr. Jeff Taylor, Freese & Nichols  
Ms. Sarah Marsh, Dole Fresh Fruit  
Mr. Jason Cordoba, Mauro & Cordoba, PLLC  
Mr. Doug Shoemaker, Blank Rome  
Mr. Keith Letourneau, Blank Rome

Mr. Charles McFarland, McFarland  
 Ms. Elly Austin, McFarland

1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Pledge of Allegiance: U.S. Flag & Texas Flag
3. Invocation – Mr. Bobby Fuller
4. Approval of minutes from the Regular Meeting held June 25, 2015.

A motion was made by Commissioner Santos to approve the minutes as presented. The motion was seconded by Commissioner Terry with all Commissioners present voting in favor of the motion.

At this time, Jason Cordoba with Mauro & Cordoba explained that because of an equipment malfunction at the June 25<sup>th</sup> meeting, the executive session that was called under the Texas Open Meetings Act was not recorded however, a certified agenda is required and that is what has been prepared for approval.

A motion was made by Commissioner Hoss to approve the certified agenda as presented. The motion was seconded by Commissioner Santos with all Commissioners present voting in favor of the motion and Commissioner Pirtle abstaining since he was absent for the June 25<sup>th</sup> meeting.

5. Approval of disbursements for the period June 1-30, 2015:

PORT FREEPORT OPERATING ACCOUNT EXPENDITURES

Check No.	To	For	Amount	Purchase Order Number
73918	TEI STAFFING	CONTRACT LABOR EXPENSE	1,248.68	N/A
73919	OFFICE UNIVERSE, INC.	OFFICE SUPPLIES	21.94	N/A
73920	AL DUREL	AUTOMOBILE EXPENSE	31.63	N/A
73921	PC CARE	CONTRACT SERVICES	339.90	N/A
73922	PATRICK'S ENTERPRISES	M&R- SECURITY BUILDING; M&R- DOLE LEASE FACILITIES; M&R- OPERATIONS BUILDING; M&R- WAREHOUSE 52; M&R- 2ND ST. ADMINISTRATION BUILDING	598.40	N/A
73923	WASTE MANAGEMENT	CONTRACT SERVICES	370.97	N/A
73924	G&K SERVICES	MAINT & OPERATIONS SUPPLIES	238.09	10696
73925	MATHESON TRIGAS	MAINT & OPERATIONS SUPPLIES	139.51	N/A
73926	SORRELL CONSTRUCTION	CIP- DOCKS- BERTH 5 TRENCH DRAIN REPAIRS	35,100.00	10889
73927	PAUL SCOTT ABBOTT	ADVERTISING- NEWSLETTER	253.50	N/A
73928	EVCO INDUSTRIAL HARDWARE	MAINT & OPERATIONS SUPPLIES	211.07	N/A
73929	BOBBY FORD	M&R- TERMINAL OPERATIONS EQUIPMENT; M&R- VEHICLES	399.83	N/A
73930	SPRING WASTE SERVICES	CONTRACT SERVICES	1,016.39	N/A
73931	TURNKEY ELECTRIC	M&R- DOLE LEASE FACILITIES	285.00	N/A
73932	BRAZOS FASTENERS	M&R- CRANE	122.27	N/A
73933	BRUSKE PRODUCTS	M&R- TERMINAL OPERATIONS EQUIPMENT	795.34	N/A
73934	DOOLEY TACKABERRY	SAFETY VEST SUPPLIES	533.50	N/A
73935	SHRED IT HOUSTON	OFFICE SUPPLIES	720.00	N/A

73936	DIVER OVERHEAD DOOR	M&R- WAREHOUSE 51	225.00	N/A
73937	DETAIL PRODUCTS	OFFICE SUPPLIES	36.85	N/A
73938	NIDEC AVTRON AUTOMATION CORPORATION	M&R- CRANE	2,429.47	N/A
73939	GREATER 288 PARTNERSHIP	GOVERNMENTAL RELATIONS	35.00	N/A
73940	ON HOLD MARKETING WORKS	LEASE EXPENSE	39.00	N/A
73941	MOFFATT & NICHOL	CIP- DOCKS - INNER HARBOR BERTH REPAIR	4,162.50	10713
73942	BRUNO PUBLIC AFFAIRS	CONSULTANT FEES- OTHER	3,125.00	10824
73943	SWISHER & SWISHER	M&R- OTHER	660.00	10896
73944	HURT COMPANY	FUEL/OIL- GENERAL; FUEL/OIL- CRANE	4,261.77	10920
73945	WILLIAM G. FOX	SALES/ PROMOTION TRAVEL	138.06	N/A
73946	LJA ENGINEERING	CIP- DOCKS VELASCO TERMINAL BACKLAND DEVELOPMENT PHASE II	38,571.50	10615
73947	SUNSTATES SECURITY	SECURITY SERVICE FEES	18,720.68	N/A
73948	FMF, INC.	CONTRACT LABOR EXPENSE	6,400.00	10895
73949	ABB, INC. MARINE & PORTS	M&R- BERTH 7- CRANE	198.40	N/A
73950	SERVICE RADIO	M&R- SECURITY EQUIPMENT	265.65	N/A
73951	NICHOLAS MALAMBRI	CIP- ROADS- TURNING BASIN ROAD; CIP- PARCEL 25 ASPHALT PAVING PROJECT; CIP- B7 BACKLANDS CONCRETE PAVING PROJECT; TELEPHONE; M&R- ROADS- PETE SCHAFF	164.13	N/A
73952	SANDI JOES CATERING	GOVERNMENTAL RELATIONS- COMMISSIONER	255.00	N/A
73953	CRAWFORD ELECTRIC SUPPLY	M&R- TERMINAL OPERATIONS EQUIPMENT	365.46	N/A
73954	VOOSS HANEMANN ASSOCIATES	AD DEVELOPMENT SERVICES	481.25	10930
73955	LEADERSHIP DIRECTORIES	SUBSCRIPTIONS	485.00	N/A
73956	BRIAN L. BLACK	EMPLOYMENT RELATED EXPENSE	329.37	N/A
73957	RELIANT	ELECTRICITY	54,733.19	N/A
73958	SUNSTATES SECURITY	SECURITY SERVICE FEES	17,626.40	N/A
73959	U.S. COAST GUARD- CIVIL PENALTIES	PENALTY FEE- TEXAS STERLING CONSTRUCTION	9,000.00	N/A
73960	U.S. COAST GUARD- CIVIL PENALTIES	PENALTY FEE- TEXAS STERLING CONSTRUCTION	9,000.00	N/A
73961	CITY OF FREEPORT	WATER & GAS	75.00	N/A
73962	TIME MANAGEMENT	LEASE EXPENSE	2,400.00	N/A
73963	MICHAELA BEVERS	OFFICE SUPPLIES	24.15	N/A
73964	OFFICE UNIVERSE	OFFICE SUPPLIES	16.60	N/A
73965	WILLIAMS DIESEL	M&R- VEHICLES; M&R- TERMINAL OPERATIONS EQUIPMENT; M&R- CRANE	1,069.33	N/A
73966	GULFTEX VENDING	OFFICE SUPPLIES	46.55	N/A
73967	FEDEX	POSTAGE & FREIGHT	93.02	N/A
73968	MARY CAMPUS	TECHNICAL TRAINING	205.17	N/A
73969	DAVID LOPEZ	INS. CLAIMS- VISION- EMPLOYEE	10.70	N/A
73970	NANCY STEPHENS	SALES/PROMOTION TRAVEL; TELEPHONE; FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT	958.20	N/A
73971	GULFCOAST PAPER	OFFICE SUPPLIES	136.92	N/A
73972	LOWE'S	M&R- TERMINAL OPERATIONS EQUIPMENT; M&R- DOCKS BERTH 7- VT	311.69	N/A
73973	SUPERIOR CLEANING SERVICE	M&R- BUILDINGS BERTH 7; M&R- ARI LEASE FACILITIES; M&R- 2ND ST. ADMINISTRATION BUILDING; M&R- OPERATIONS BUILDINGS; M&R- SECURITY BUILDING; M&R- T.S. 1; M&R- T.S. 2	3,387.00	10779
73974	LOCKWOOD, ANDREWS, & NEWNAM	CIP- DOCKS- BERTH 5 MOORING PROJECT	2,046.66	10844
73975	PARK PLACE SPORTS & AWARDS	OFFICE SUPPLIES	93.00	N/A
73976	KILLUM PEST CONTROL	M&R- GATE 4	45.00	N/A
73977	BRAZORIA COUNTY APPRAISAL DISTRICT	3RD QUARTER APPRAISAL DISTRICT FEES	8,645.25	N/A
73978	BRAZORIA COUNTY SEPTIC	CONTRACT SERVICES	1,253.00	N/A
73979	HOUSTON CHRONICLE	SUBSCRIPTIONS	115.13	N/A

73980	BRAZOSPORT AREA CHAMBER OF COMMERCE	COMMUNITY EVENTS- COMMISSIONER	105.00	N/A
73981	DOOLEY TACKABERRY	OFFICE SUPPLIES	768.00	N/A
73982	SHRED IT HOUSTON	OFFICE SUPPLIES	125.59	N/A
73983	THE BRAZORIA COUNTY NEWS	COMMUNITY EVENTS	1,056.00	N/A
73984	AT&T	TELEPHONE	843.87	N/A
73985	DOYLE & WACHSTETTER	BERTH 2 FLOODWALL MODIFICATIONS	4,831.80	10913
73986	AT&T	TELEPHONE	3,118.63	N/A
73987	QUILL CORPORATION	OFFICE SUPPLIES	80.56	N/A
73988	DARLENE WINKLER	COMMUNITY EVENTS; ADVERTISING- COMMUNITY; FURNITURE & EQUIPMENT PURCHASE < \$5,000.00	1,701.64	N/A
73989	VERIZON WIRELESS	TELEPHONE	151.96	N/A
73990	ROGER JOHNSTON	INS. CLAIMS- VISION- EMPLOYEE	200.00	N/A
73991	VICKI L. SMITH	TELEPHONE	75.00	N/A
73992	DETAIL PRODUCTS	OFFICE SUPPLIES	39.18	N/A
73993	AAA ASPHALT	CIP- PARCEL 25 ASPHALT PAVING PROJECT	1,313,452.30	10826
73994	JASON HULL	GOVERNMENTAL RELATIONS; TELEPHONE	179.01	N/A
73995	OFFICE MAX	OFFICE SUPPLIES	336.10	N/A
73996	SCOTT BROOKS	COMMUNITY EVENTS; AUTOMOBILE EXPENSE; OFFICE SUPPLIES; TELEPHONE	179.07	N/A
73997	CANON SOLUTIONS	CANON SOLUTIONS	153.70	N/A
73998	COMCAST	CONTRACT SERVICES	1,706.80	N/A
73999	AAPA	ANNUAL DUES	10,617.00	N/A
74000	WILLIAM G. FOX	SALES/PROMOTION TRAVEL	151.22	N/A
74001	BROWN & GAY ENGINEERS	CIP- B7 BACKLANDS CONCRETE PAVING PROJECT	89,191.68	10709
74002	BRANDON ROBERTSON	AUTOMOBILE EXPENSE; FURNITURE & EQUIPMENT PURCHASE < \$5,000.00; TELEPHONE	400.61	N/A
74003	SERVICE RADIO TEXAS STERLING	M&R- BERTH 7 CRANE	248.00	N/A
74004		CIP- B7 BACKLANDS CONCRETE PAVING PROJECT	1,228,239.92	10759
74005	K.R. ADAMS	CONSULTANT FEES- OTHER	1,000.00	10897
74006	GLOMAR INTERNATIONAL	M&R- BERTH 7 CRANE	977.22	N/A
74007	CENTERPOINT ENERGY HOUSTON	M&R- DOLE LEASE FACILITIES	990.00	N/A
74008	TEI STAFFING	CONTRACT LABOR EXPENSE	1,021.81	N/A
74009	OFFICE UNIVERSE	OFFICE SUPPLIES	9.41	N/A
74010	GULFTEX VENDING	OFFICE SUPPLIES	181.90	N/A
74011	FEDEX	POSTAGE & FREIGHT	4.99	N/A
74012	MIKE WILSON	FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT	93.56	N/A
74013	DONNIE EVANS	TELEPHONE	25.00	N/A
74014	DAVID LOPEZ	TELEPHONE	15.00	N/A
74015	CONSTANTINO MARTINEZ	TELEPHONE	15.00	N/A
74016	GULF COAST PAPER	OFFICE SUPPLIES	123.96	N/A
74017	G&K SERVICES	MAINT & OPERATIONS SUPPLIES	102.74	10696
74018	STEWART & STEVENSON SERVICES	M&R- TERMINAL OPERATIONS EQUIPMENT	215.27	N/A
74019	BLUELINE SHOP & COPY CENTER	COMMUNITY EVENTS	315.00	N/A
74020	CULLIGAN WATER SYSTEMS	M&R- T.S. 1; M&R- ADMINISTRATION BUILDING; M&R- OPERATIONS BUILDING; M&R- BUILDINGS BERTH 7	708.25	10923
74021	BRIGGS EQUIPMENT	M&R- TERMINAL OPERATIONS EQUIPMENT	2,848.57	10880
74022	BRAZOSPORT ROTARY CLUB	DUES & MEMBERSHIPS- ADMINISTRATION	66.00	N/A
74023	EVCO INDUSTRIAL	M&R- BERTH 7 CRANE; MAINT & OPERATIONS SUPPLIES	192.40	N/A
74024	SUPERIOR FABRICATION	M&R- GATE 4	5,401.00	N/A
74025	MARVIN HOOSER	TELEPHONE	15.00	N/A
74026	GRAINGER	M&R- CRANE; M&R- BERTH 7 CRANE	1,773.97	N/A
74027	COMCAST	CONTRACT SERVICES	214.22	N/A
74028	THE LINCOLN NATIONAL LIFE	GROUP HEALTH AND RELATED INSURANCE	611.01	N/A

74029	BEN WESTERLIN	INS. CLAIMS- VISION- DEPENDENT; FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT	677.46	N/A
74030	QUILL CORPORATION	OFFICE SUPPLIES	362.50	N/A
74031	RANDY APARICIO	TELEPHONE	15.00	N/A
74032	A-1 COMFORT SYSTEMS	M&R- OPERATIONS BUILDING	1,243.00	N/A
74033	MOFFATT & NICHOL	CIP- DOCKS VELASCO TERMINAL	148,832.44	10725
74034	RELIANT	ELECTRICITY	16.53	N/A
74035	AIRGAS USA	MAINT & OPERATIONS SUPPLIES	105.67	N/A
74036	JEFF STRADER	TELEPHONE	136.75	N/A
74037	HARLAN ENTERPRISES	M&R- BERTH 7 CRANE	569.00	N/A
74038	VOGEL AERIAL PRODUCTIONS	AD DEVELOPMENT SERVICES	2,050.00	10942
74039	WILLIAM G. FOX	SALES/PROMOTION TRAVEL	369.42	N/A
74040	DRAKE CONTROLS	M&R- CRANE	1,065.00	N/A
74041	FAMILY FITNESS	GROUP WELLNESS	137.88	N/A
74042	FMF, INC.	CONTRACT LABOR EXPENSE	6,400.00	10895
74043	PARADIGM CONSULTANTS	CIP- PARCEL 25 ASPHALT PAVING PROJECT; FREEPORT HARBOR CHANNEL IMPROVEMENT PROJECT	8,631.50	10842; 10932
74044	MORPHOTRUST	EMPLOYMENT RELATED EXPENSE	128.00	N/A
74045	AUDRY FULLER	TELEPHONE	15.00	N/A
74046	NAYELI QUINONEZ	INS. CLAIMS- VISION- EMPLOYEE	40.00	N/A
74047	BAY AREA FIRE & SAFETY	M&R- TERMINAL OPERATIONS EQUIPMENT; M&R- CRANE	6,215.95	10888
74048	CRAWFORD ELECTRIC SUPPLY	M&R- PARCEL 25	277.80	N/A
74049	SETH WILLIAMS	TELEPHONE	15.00	N/A
74050	ADHERE CREATIVE	AD DEVELOPMENT SERVICES	2,160.20	10931
74051	STEVEN C. WASHINGTON	CONSULTANT FEES- OTHER	2,500.00	10911
74052	BRIAN'S BAR BQ	GOVERNMENTAL RELATIONS	194.55	N/A
74053	CITY OF FREEPORT	LEASE EXPENSE	10,000.00	N/A
74054	TEI STAFFING	CONTRACT LABOR EXPENSE	1,253.00	N/A
74055	OFFICE UNIVERSE	OFFICE SUPPLIES; M&R- GATE 4	102.92	N/A
74056	SPECIALTIES COMPANY	M&R- VEHICLES	111.50	N/A
74057	GULFTEX VENDING	OFFICE SUPPLIES	75.50	N/A
74058	FEDEX	POSTAGE & FREIGHT	16.15	N/A
74059	MARY CAMPUS	INS. CLAIMS- VISION- EMPLOYEE	240.00	N/A
74060	PATRICK'S ENTERPRISE	M&R- T.S.1; M&R- T.S. 3; OFFICE SUPPLIES	566.20	N/A
74061	MATHESON TRIGAS	MAINT & OPERATIONS SUPPLIES	717.08	N/A
74062	BRIGGS EQUIPMENT	M&R- TERMINAL OPERATIONS EQUIPMENT	51.01	N/A
74063	BRAZOSPORT TIRE	M&R- TERMINAL OPERATIONS EQUIPMENT	105.00	N/A
74064	KELLY SERVICES	REFUND FOR BADGE DEPOSIT	675.00	N/A
74065	EVCO INDUSTRIAL HARDWARE	M&R- TERMINAL OPERATIONS EQUIPMENT	138.96	N/A
74066	BRAZOSPORT PLUMBING & HEATING	M&R- T.S. 3; M&R- WAREHOUSE 52	902.85	N/A
74067	OZARKA	OFFICE SUPPLIES	230.39	N/A
74068	UNUM LIFE INSURANCE	GROUP HEALTH & RELATED INSURANCE	765.84	N/A
74069	SPRINT WASTE SERVICE	CONTRACT SERVICES	577.69	N/A
74070	TURNKEY ELECTRIC	M&R- DOCKS BERTH 7- VT	6,281.50	10943
74071	NORTHERN TOOL & EQUIPMENT	M&R- VEHICLES	117.24	N/A
74072	CENTERPOINT ENERGY	WATER & GAS	22.69	N/A
74073	BRAZOSPORT COLLEGE	TECHNICAL TRAINING	185.00	N/A
74074	AT&T	TELEPHONE	129.70	N/A
74075	AT&T	TELEPHONE	100.93	N/A
74076	PROMOTIONS UNLIMITED	PROMOTIONAL ITEMS- COMMERCIAL; PROMOTIONAL ITEMS- COMMUNITY	130.50	N/A
74077	GRAINGER	M&R- BERTH 7 CRANE	305.18	N/A
74078	AT&T	TELEPHONE	472.53	N/A
74079	SUNLIFE & HEALTH INSURANCE	GROUP HEALTH & RELATED INSURANCE	897.81	N/A
74080	AT&T	TELEPHONE	449.54	N/A
74081	VICKI L. SMITH	FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT; SUBSCRIPTIONS	136.73	N/A

74082	DETAIL PRODUCTS	PROMOTIONAL ITEMS- COMMERCIAL; PROMOTIONAL ITEMS- COMMUNITY; OFFICE SUPPLIES	417.68	N/A
74083	GENTRY MOTOR PARTS	MAINT & OPERATIONS SUPPLIES; M&R- TERMINAL OPERATIONS EQUIPMENT; M&R- VEHICLES	953.75	N/A
74084	JOC GROUP	ADVERTISING- INDUSTRY	4,500.00	10928
74085	HUNTER HEAVY EQUIPMENT	M&R- DOCKS BERTH 7- VT	4,547.20	10937
74086	J. O'BRIEN GROUP	BADGE SUPPLIES	465.35	N/A
74087	AT&T	TELEPHONE	277.68	N/A
74088	BLUECROSS BLUESHIELD OF TEXAS	GROUP HEALTH & RELATED INSURANCE	33,799.20	N/A
74089	PROTECTION 1 SECURITY SOLUTIONS	BADGE SUPPLIES	854.00	N/A
74090	SWISHER & SWISHER	M&R- OTHER	660.00	10896
74091	SUBURBAN PROPANE	FUEL/OIL- GENERAL	120.98	10865
74092	HURT COMPANY	FUEL/OIL- GENERAL	2,478.30	10939
74093	LJA ENGINEERING	CIP- DOCKS- VELASCO TERMINAL	22,922.90	10615
74094	SUNSTATES SECURITY	SECURITY SERVICE FEES	39,597.51	N/A
74095	ABB., INC. MARINE & PORTS	M&R- BERTH 7 CRANE	86.20	N/A
74096	FREESE & NICHOL	BERTH 2 FLOODWALL MODIFICATION PROJECT	7,105.86	10851
74097	HDR, INC.	BERTH 2 FLOODWALL MODIFICATION PROJECT	26,235.76	10852
74098	MIMECAST NORTH AMERICA	CONTRACT SERVICES	155.75	N/A
74099	CRAWFORD ELECTRIC SUPPLY	M&R- PARCEL 25	4,609.50	N/A
74100	GLOMAR INTERNATIONAL	M&R- BERTH 7 CRANE	2,965.05	10935
74101	STEVEN C. WASHINGTON	CONSULTANT FEES- OTHER	1,673.11	10911
74102	RUDY SANTOS	COMMISSION FEES- JUNE & JULY	1,730.00	N/A
50651	RAVI K. SINGHANIA	COMMISSION FEES- JULY; COMMUNITY FOUNDATION DONATION	775.00	N/A
50652	BILL J. TERRY	COMMISSION FEES- JULY	865.00	N/A
50653	PAUL A. KRESTA	COMMISSION FEES- JULY	925.00	N/A
50654	JOHN HOSS	COMMISSION FEES- JULY	810.00	N/A
50655	SHANE PIRTLE	COMMISSION FEES- JULY	835.00	N/A
74103	BRAZORIA COUNTY FAIR ASSOCIATION	COMMUNITY EVENTS	30.00	N/A
74104	GIROUARD'S ACE HARDWARE	OFFICE SUPPLIES; MAINT & OPERATIONS SUPPLIES; M&R- CRANE; M&R- BERTH 7 CRANE; M&R- OPERATIONS BUILDING; M&R- SECURITY BUILDING; M&R- BUILDINGS BERTH 7; M&R- WAREHOUSE 52; M&R- SECURITY BOAT; M&R- PARCEL 25	447.13	N/A
74105	JOHN HOSS	TECHNICAL TRAINING- COMMISSIONER	2,141.80	N/A
74106	WELLS FARGO	CONSULTANT FEES- OTHER; EMPLOYMENT RELATED EXPENSE; SALES/PROMOTION TRAVEL; GOVERNMENTAL RELATIONS; TECHNICAL TRAINING; COMMUNITY EVENTS; OFFICE SUPPLIES; FURNITURE& EQUIPMENT PURCHASE < \$5,000.00; DUES & MEMBERSHIPS- ADMINISTRATION; SUBSCRIPTIONS	7,191.23	N/A
74107	CITY OF FREEPORT	WATER & GAS	14,607.12	N/A
74108	CITY OF FREEPORT	WATER & GAS	15.48	N/A
74109	CITY OF FREEPORT	WATER & GAS	247.71	N/A
74110	CITY OF FREEPORT	WATER & GAS	57.77	N/A
74111	CITY OF FREEPORT	WATER & GAS	15.48	N/A
74112	MIKE WILSON	SALES/PROMOTION TRAVEL; GOVERNMENTAL RELATIONS	139.61	N/A
74113	PC CARE	CONTRACT SERVICES	339.90	N/A
74114	BRAZOSPORT FACTS	CIP- DOCKS- BERTH 5 MOORING PROJECT; LEGAL FEES; COMMUNITY EVENTS	2,305.75	N/A
74115	ASSURANT EMPLOYEE BENEFITS	GROUP HEALTH & RELATED INSURANCE	2,778.29	N/A

74116	JESSE HIBBETTS	SALES/PROMOTION TRAVEL; AUTOMOBILE EXPENSE	69.11	N/A
74117	COMCAST	CONTRACT SERVICES	149.76	N/A
74118	VICKI L. SMITH	TELEPHONE	75.00	N/A
74119	CHRISTOPHER HOGAN	CONSULTANT FEES- OTHER; ADVERTISING INDUSTRY; TECHINCAL TRAINING; COMMUNITY EVENTS	562.74	N/A
74120	CHEMICAL SECURITY GROUP	CONSULTANT FEES- OTHER	1,623.42	N/A
74121	SUNSTATES SECURITY	SECURITY SERVICE FEES	20,266.53	N/A
74122	NICHOLAS MALAMBRI	CIP- DOCKS- BERTH 5 MOORING PROJECT; CIP- ROADS TURNING BASIN ROAD; CIP- PARCEL 25 ASPHALT PAVING PROJECT; CIP- B7 BACKLANDS CONCRETE PAVING PROJECT; M&R- ROADS PETE SCHAFF ROAD	195.75	N/A
74123	BAY ARE FIRE AND SAFETY	M&R- T.S. SPRINKLER SYSTEM	3,623.20	10919
74124	STEVEN C. WASHINGTON	CONSULTANT FEES- OTHER	1,250.00	10911

PORT FREEPORT OPERATIONS ACCOUNT EXPENDITURES

Check				Purchase Order
No.	To	For	Amount	Number
NA				

PORT FREEPORT WIRE TRANSFERS

Document No.	To	For	Account	Amount	Purchase Order Number
5054	TEXPOOL 2013A SERIES DEBT SERVICE	TRANSFER TO 2013A SENIOR LIEN DEBT SERVICE FUND	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	231,926.00	NA
5055	TEXPOOL I&S - 2006 SERIES	TRANSFER TO I&S	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	6,300.61	NA
5056	TEXPOOL CAPITAL NOTE DEBT SERVICE	TRANSFER TO CAPITAL LEASE FOR DEBT SERVICE	TEXPOOL PORT OPERATIONS ACCOUNT	132,911.70	NA
5057	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	127,467.12	NA
5058	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	90,359.59	NA
5059	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	TRANSFER FOR ACCOUNTS PAYABLE	TEXPOOL PORT OPERATIONS ACCOUNT	2,800,000.00	NA
5060	TEXAS GULF BANK PAYROLL ACCOUNT	TRANSFER FOR PAYROLL 6/11/2015	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	112,396.55	NA

5061	MASS MUTUAL RETIREMENT	TRANSFER OF EMPLOYEE RETIREMENT PLAN LOAN PAYMENTS	TEXAS GULF BANK PAYROLL ACCOUNT	1,094.79	NA
5062	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	2,680,862.23	NA
5063	TEXPOOL PORT OPERATIONS ACCOUNT	INVESTMENT OF FUNDS	COASTAL SECURITIES PORT OPERATIONS ACCOUNT	5,500,000.00	NA
5064	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	196,908.16	NA
5066	TEXAS GULF BANK PAYROLL ACCOUNT	TRANSFER FOR PAYROLL 6/25/2015	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	118,085.38	NA
5067	MASS MUTUAL RETIREMENT	TRANSFER OF EMPLOYEE 457 PLAN CONTRIBUTIONS	TEXAS GULF BANK PAYROLL ACCOUNT	7,179.47	NA
5068	MASS MUTUAL RETIREMENT	TRANSFER OF EMPLOYEE RETIREMENT PLAN LOAN PAYMENTS	TEXAS GULF BANK PAYROLL ACCOUNT	1,094.79	NA
5069	TEXAS GULF BANK PAYROLL ACCOUNT	TRANSFER OF EMPLOYER MATCHING RETIREMENT CONTRIBUTION	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	11,722.97	NA
5070	MASS MUTUAL RETIREMENT	TRANSFER OF EMPLOYER MATCHING 457 PLAN CONTRIBUTIONS	TEXAS GULF BANK PAYROLL ACCOUNT	11,722.97	NA
5071	BANK OF AMERICA	SENIOR LIEN REVENUE NOTE 2013B DEBT SERVICE PAYMENT	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	4,219.14	NA
5072	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	186,348.77	NA
5073	TEXPOOL 2013A SERIES DEBT SERVICE	TRANSFER TO 2013A SENIOR LIEN DEBT SERVICE FUND	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	232,255.00	NA
5074	TEXPOOL I&S - 2006 SERIES	TRANSFER TO I&S	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	12,453.78	NA
5075	TEXPOOL CAPITAL NOTE DEBT SERVICE	TRANSFER TO CAPITAL LEASE FOR DEBT SERVICE	TEXPOOL PORT OPERATIONS ACCOUNT	132,911.70	NA
5076	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	58,102.78	NA

PORT FREEPORT PAYROLL ACCOUNT EXPENDITURES

Description/Date	Amount	Purchase Order Number
ADP 6/11/2015	107,713.73	N/A
ADP 6/25/2015	113,399.15	N/A

A motion was made by Commissioner Terry to approve the disbursements. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

6. Reports from Executive Staff & Commissioners:

- A. Receive report from Executive Port Director/CEO on activities and matters related to administrative affairs. Port tenant updates, USCOE, rail issues, AAPA Committees, leases, contracts, upcoming Port and civic events and other related administrative affairs.

Mr. Carlson commented that the trip to DC was very productive with the Director of External/Governmental Affairs giving an update later. He also noted that the project to identify potential investor for warehouse facilities is moving forward and remind Commissioners that interviews are set up next week with new Director of Business & Economic Development candidates. Commissioner Singhania commented on the trip to DC saying it was very fruitful and thanked Ms. Kile for setting up the meetings and getting everyone around accordingly. He also thanked Commissioner Hoss for making the trip and making a very good presentation to Congressman Weber.

- B. Receive report from Chief Financial Officer on monthly activity and matters related to financial results, investments, insurance, leases, real property matters and other related administrative affairs.

Mr. Strader gave a brief presentation of financial and cargo information for the past 9 months of operations to the Board. Mr. Strader then introduced Mandy Woodruff, the newest addition to the Finance Department. Mandy will serve as an accounting clerk, filling the vacancy left by Abbey Johnson who moved to Marketing Specialist. Mandy's first task will be filling in for staff going on maternity leave.

- C. Receive report from Director of Engineering on activities and matters related to Freeport Harbor Federal Channel, capital projects and other projects, Hydrographic Report and other related facility engineering matters.

In addition to his report, Mr. Hull shared pictures of the progress made on the new administration building. He also stated that advertising for the Transit Shed 2 ventilation will take place next week and contract will be awarded this evening for Parcel 19 Development project.

- D. Receive report from Director of Operations on activities and matters related to operations, vessel activity, tonnage and other related port operation matters.

Mr. Durel stated that the month of June was a good month. He highlighted a new additions to his monthly report, line items for Hoegh and Tenaris. With the increased activity from both tenants, wanted to start tracking their vessels. Vulcan continues activity with 3 vessels in June and is expecting another 3 vessels in July. The next Hoegh vessel will come in next Thursday at Dock 5. Mr. Durel also stated

they continue to monitor the ramping up of Hoegh and Tenaris and how it impacts traffic. Meetings take place daily to keep communication going and traffic flowing. Phillips 66 project of positioning pipe ridges has been completed with all working out very well. He added that a graph is included in his report to show the production activity at Velasco Terminal.

- E. Receive report from Director of Protective Services on matters related to safety meetings/injury report, security meetings, EMS update and other related safety, security and environmental matters.

In addition to his report, Mr. Hogan stated that the employee safety orientation course layout is complete and will include four categories: general maritime safety, personal protective equipment, driver safety and security. They will be using Dupont's Maritime Safety video program for new employee orientation and is expected to roll out the beginning of September. He also reported that FEMA requires an environmental and historical preservation screening for grants for the 2014 year. This involves two different projects, the cyber security upgrade (virtual desktop environment) and the camera project which will put cameras throughout the Port totaling about 100 cameras. All the information has been submitted for these grants. Commissioner Hoss inquired about a reoccurring (to-do) item in the safety report, Monthly Safety Awards Program. Mr. Hogan explained that its program his team is looking at to award employees for being safe. This program has not been implemented yet but can be ready for presentation at the next meeting. Commissioner Hoss also inquired about the safety vests. Mr. Hogan stated they are at the printer getting silk screen this week.

- F. Receive report from Director of Business Development on activities and matters related to sales reports, advertising and web activity, Foreign-Trade Zone and other related ocean transportation related matters.

In addition to his written report, Mr. Fox updated the Board on discussions with the container on barge program.

- G. Receive report Director of External/Governmental Affairs on activities and matters related to federal, state and local governmental affairs, Port tenant updates, USCOE, rail issues, HGAC/TPC, Committees, upcoming Port and civic events and other related governmental affairs.

Ms. Kile reported on the recent visit to Washington, DC and its success. She also reported on community outreach which included participation in the Junior Achievement "My Community" Program and a Krewe dinner meeting to take place August 6<sup>th</sup> with invitations extended to the new members. She also updated the Board on community and industry advertisements as well as marketing leads.

- H. Receive report from Commissioners on matters related to meetings and conferences attended, Port presentations and other related Port Commission matters.

Commissioner Santos thanked everyone who participated in the "Port 101" last Friday in getting him acclimated. Commissioner Hoss reported on the trip to Washington and thanked Ms. Kile for putting everything together. In addition, he commended staff for trying to deal with the Corps in the past.

7. Receive comments from the Public.

There were no comments.

8. Award of Construction Contract for the Berth 5 Mooring Improvements Project

Mr. Hull stated that this project entails adding an electric capstan on the existing bollard at Berth 5 to assist tying up ships. With 3 bids submitted, it is his recommendation and that of the Capital Planning Committee to award contract to low bidder Taylor Marine Construction of Kemah, Texas in the amount of \$54,000.

A motion was made by Commissioner Hoss to approve the contract. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

9. Award of Construction Contract for the Parcel 19 Development Project.

Mr. Hull stated that bids were opened July 16<sup>th</sup> for Phase 2 of the Hoegh Contract with AAA Asphalt Paving, Inc. coming in as the low bidder in the amount of \$3,733,394.50. It is his recommendation and that of the Capital Planning Committee to award the contract to AAA.

A motion was made by Commissioner Hoss to approve the contract. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

10. Award of Construction Contract for the Pete Schaff Pavement Repairs Project.

Mr. Hull stated that this project was designed in house and involves pavement and joint repairs to Pete Schaff Boulevard. AAA Asphalt, Inc. was the lone bidder on this project and it is Mr. Hull's recommendation and that of the Capital Planning Committee to award this contract in the amount of \$344,600.

A motion was made by Commissioner Hoss to approve the contract. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

11. Approval of Change Order No. 2 to AAA Asphalt for the Parcel 25 Paving, Drainage & Electrical Repairs Project.

Mr. Hull explained that this Change Order has been requested to pave an additional 3 acres of asphalt to assist in the overall circulation through the Port. It is his recommendation to approve this Change Order in the amount of \$613,894.24.

A motion was made by Commissioner Pirtle to approve the change order. The motion was seconded by Commissioner Hoss with all Commissioners present voting in favor of the motion.

12. Approval to purchase new 2015 Chevy Tahoe for patrol operations.

Mr. Hogan explained that security has two aging vehicles (P1 and P2) that are in need of replacement due to increased maintenance cost. P1 was placed in the budget for replacement this year however, that has now

been placed on hold. Because the engine has seized up in P2, Mr. Hogan is asking permission to purchase a new 2015 Chevy Tahoe through an HGAC Grant in the amount of \$32,817. This will replace P2.

A motion was made by Commissioner Pirtle to approve the purchase. The motion was seconded by Commissioner Hoss with all Commissioners present voting in favor of the motion.

13. Approval to purchase a Motorola WAVE Radio Communications System, pursuant to the 2013 Port Security Grant Program.

Mr. Hogan stated that this is in line with the 2013 Port Security Grant to incorporate a new radio system at the Port. This new system allows dispatch capabilities and communication channels that will work with the BCSO P25 tower system. Service Radio scored higher in the evaluation and submitted the lower bid in the amount of \$186,165.00 which gives the Port's share of \$46,541.25. It is Mr. Hogan's recommendation and that of the Security/Safety Committee to award this contract to Service Radio.

A motion was made by Commissioner Hoss to approve the purchase. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

14. Approval to purchase to purchase Motorola APX radios, pursuant to the 2013 Port Security Grant Program.

Also in line with the 2013 Port Security Grant and the P25 radio system, Mr. Hogan explained this request is for hand-held and mobile radios. The request is to purchase 20 portable radios and 12 mobile radios through Motorola Solutions in the amount of \$111,366.55 with the Port's share of \$27,841.64. It is Mr. Hogan's recommendation and that of the Security/Safety Committee to award this contract to Motorola Solutions.

A motion was made by Commissioner Hoss to approve the purchase. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

15. Adoption of a resolution in support of the Brazoria Fort Bend Rail District amended creation documents and proposed bylaws.

Mr. Strader explained that the resolution before the Commission is a resolution of support addressing changes that both Brazoria County and Fort Bend County are making to their language for the Rail District as well as the bylaws. After Richard Fields with Aguirre & Fields gave a brief explanation of the changes, a motion was made by Commissioner Terry to approve the resolution of support. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

16. Adoption of resolution approving the acceptance of the Port's portion of proceeds received from high bidders on delinquent tax property held in trust by Brazoria County, Texas and authorizing the Chairman to join in conveyance to high bidders.

A motion was made by Commissioner Pirtle to approve the resolution. The motion was seconded by Commissioner Terry with all Commissioners present voting in favor of the motion.

17. Approval of Commissioners travel for the month of July.

A motion was made by Commissioner Terry to approve the travel. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

18. Discussion regarding sponsorship for Clarion event.

Commissioner Pirtle explained that this is something he wanted to discuss in the next budget cycle and consider whether or not the Port wants to support sponsorship for Clarion events. Commissioner Singhania stated earlier in the year Mr. Carlson, upon the request of one Commissioner, committed to a Port sponsorship of an event. Commissioner Singhania then stated following that commitment earlier in the year, the Board had instructed that future sponsorships or donations to any organizations should be approved by the Board prior to such commitment. Commissioner Singhania further stated despite that previous instruction to Mr. Carlson, Mr. Carlson committed to another sponsorship without seeking the approval of the Board, which was not in compliance with the previous instruction.

19. EXECUTIVE SESSION in accordance with Subchapter D of the Open Meetings Act, Texas Government Code 551.001. et. seq., to review and consider the following:

- A. Under authority of Section 551.071 for discussion with attorney regarding:
  - 1. Consultation with attorney regarding proposed amendment to Port Policy 2.1 related to committees.
  - 2. Consultation with attorney regarding Letter of Engagement with McFarland for legal services.
  - 3. Consultation with attorney regarding condemnation of real property in East End, Freeport, Texas.
  - 4. Consultation with attorney regarding legal authority of Port Freeport to implement rules for channel access by vessels.
  
- B. Under authority of Section 551.072 for discussion regarding:
  - 1. Discussion regarding the terms and conditions of a Lease Agreement between Port Freeport and Ports America Texas, Inc.
  - 2. Discussion regarding the terms and conditions of a possible amendment to the Lease Agreement between Port Freeport and Maverick Tube Corporation.
  - 3. The potential lease of Port property located adjacent to Berths 5 and 7, and Parcels 6, 7, 8, 13, 14, 19, 25, 26, 27, 29, 31, 34, 35a, 39 and 40.
  
- C. Under authority of Section 551.074 for discussion regarding:
  - 1. The appointment, employment, evaluation, reassignment or duties of a public officer or employee- Executive Port Director/CEO.

20. RECONVENE OPEN SESSION to review and consider the following:

21. Approval of Port Policy 2.1.

This item was tabled for further consideration.

22. Approval of a Letter of Engagement with McFarland for legal services.

A motion was made by Commissioner Hoss to approve the letter of engagement as presented. The motion was seconded by Commissioner Santos with all Commissioners present voting in favor of the motion.

23. Approval of a Letter of Engagement with Bolton, Baer & White for appraisal services.

Commissioner Singhanian inquired about an estimate of their services. Mr. Cordoba stated that they have estimated \$10,000 on the consultation fee with condemnation appraisals to be addressed later. All the information and data gathered now can be used later helping make the fees more cost efficient when the appraisals will be done.

A motion was made by Commissioner Santos to approve the letter of engagement for appraisal services. The motion was seconded by Commissioner Hoss with all Commissioners present voting in favor of the motion.

24. Approval of a Lease Agreement between Port Freeport and Ports America Texas, Inc.

A motion was made by Commissioner Hoss to approve the lease agreement as presented by staff. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

25. Adjourn.

With no further business to discuss, the meeting adjourned at 8:17 p.m.