

Minutes of Meeting November 12, 2015

A Regular Meeting of the Port Commission of Port Freeport was held November 12, 2015 beginning at 3:07 PM at the Administration Building, 200 W. Second Street, 3rd Floor, Freeport, Texas.

Commissioners present:

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

Staff Members Present:

Mr. Glenn Carlson, Executive Port Director/CEO
Mr. Jeff Strader, Chief Financial Officer
Mr. Mike Wilson, Director of Economic Development
Mr. Chris Hogan, Director of Protective Services
Mr. Jason Miura, Director of Business & Economic Development
Mr. Jason Hull, Director of Engineering
Ms. Dianna Kile, Director of External/Government Affairs
Ms. Mary Campus, Controller
Ms. Missy Bevers, Executive Assistant
Mr. Brandon Robertson, Network Systems Manager
Mr. Cecil Booth, Project Engineer
Mr. Nick Malambri, Engineering Specialist
Mr. Jesse Hibbetts, Operations Manager
Mr. Jason Caywood, Security Technician
Ms. Nancy Stephens, Administrative Supervisor
Mr. Jason Cordoba, Legal Counsel
Mr. Frank Mauro, Legal Counsel

Absent:

Mr. Al Durel, Director of Operations

Also present:

Mr. Bobby Fuller, Texas Port Ministry
Mr. Peter G. Nemeth, Crain, Caton & James
Ms. Brandei Goolsby, TDECU
Ms. Lisa Curry, Tenaris
Mr. Ray Shaw, Ryan-Geokinetics
Mr. Tony Eliaz, Ryan-Geokinetics

Ms. Katie Blair, Shrader Eng.
 Ms. Erinn Callahan, The Facts

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, Texas Port Ministry
4. Roll Call.
All members of the Board were present.
5. Approval of minutes from the Regular Meeting held October 22, 2015.

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

6. Approval of disbursements for the period October 1-31, 2015:

PORT FREEPORT OPERATING ACCOUNT EXPENDITURES

| Check No. | To | For | Amount | Purchase Order Number |
|-----------|----------------------------|--|----------|-----------------------|
| 74873 | LEANN STRAHAN | COMMUNITY EVENTS | 200.00 | N/A |
| 74874 | MISTER SHINE | AUTOMOBILE EXPENSE | 1,800.00 | 10997 |
| 74875 | TIME MANAGEMENT | LEASE EXPENSE | 1,400.00 | N/A |
| 74876 | EM-PRINT COMPANY | OFFICE SUPPLIES | 560.00 | N/A |
| 74877 | TEI STAFFING | CONTRACT LABOR EXPENSE | 777.48 | N/A |
| 74878 | OFFICE UNIVERSE | OFFICE SUPPLIES | 13.06 | N/A |
| 74879 | WILLIAMS DIESEL | M&R- TERMINAL OPERATIONS EQUIPMENT | 14.01 | N/A |
| 74880 | SPECIALTIES COMPANY | M&R- CRANE | 194.61 | N/A |
| 74881 | GULFTEX VENDING | OFFICE SUPPLIES | 25.90 | N/A |
| 74882 | FEDEX | POSTAGE & FREIGHT | 25.99 | N/A |
| 74883 | MARY CAMPUS | AUTOMOBILE EXPENSE | 52.90 | N/A |
| 74884 | AL DUREL | FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT; SALES/PROMOTION TRAVEL; AUTOMOBILE EXPENSE | 1,084.71 | N/A |
| 74885 | DONNIE JOE EVANS | TELEPHONE | 25.00 | N/A |
| 74886 | DAVID LOPEZ | TELEPHONE | 15.00 | N/A |
| 74887 | CONSTANTINO MARTINEZ | TELEPHONE | 15.00 | N/A |
| 74888 | NANCY STEPHENS | TECHNICAL TRAINING; AUTOMOBILE EXPENSE- FTZ; TELEPHONE | 1,043.23 | N/A |
| 74889 | GULF COAST PAPER COMPANY | M&R- BUILDINGS BERTH 7 | 55.76 | N/A |
| 74890 | PC CARE | CONTRACT SERVICES | 339.90 | N/A |
| 74891 | WASTE MANAGEMENT | CONTRACT SERVICES | 369.64 | N/A |
| 74892 | G&K SERVICES | MAINT & OPERATIONS SUPPLIES; M&R- 2ND ST. ADMINISTRATION BUILDING | 232.91 | 10696 |
| 74893 | SUPERIOR CLEANING SERVICES | M&R- T.S. 3; M&R- DOCKS BERTH 7-VT; M&R- T.S. 1; M&R- T.S. 2; M&R- 2ND ST. ADMINISTRATION BUILDING; M&R- OPERATIONS BUILDING; M&R- SECURITY BUILDING | 3,297.00 | 10779 |

| | | | | |
|-------|----------------------------------|--|-----------|-------|
| 74894 | CULLIGAN WATER SYSTEMS | M&R- 2ND ST. ADMINISTRATION BUILDING; M&R- OPERATIONS BUILDING; M&R- BUILDINGS BERTH 7; M&R- T.S. 1 | 749.15 | 10923 |
| 74895 | MATHESON TRIGAS | MAINT & OPERATIONS SUPPLIES | 166.34 | N/A |
| 74896 | DELL MARKETING | COMPUTER EQUIPMENT | 6,236.00 | 11018 |
| 74897 | BRIGGS EQUIPMENT | M&R- TERMINAL OPERATIONS EQUIPMENT | 887.53 | N/A |
| 74898 | ANGLETON CHAMBER OF COMMERCE | COMMUNITY EVENTS | 870.00 | N/A |
| 74899 | BOBBY FORD | M&R- VEHICLES | 1,790.86 | 10996 |
| 74900 | BRAZOSPORT PLUMBING & HEATING | M&R- SECURITY BUILDING | 558.14 | N/A |
| 74901 | NORTHERN TOOL & EQUIPMENT | M&R- TERMINAL OPERATIONS EQUIPMENT | 849.99 | N/A |
| 74902 | BRAZOSPORT COLLEGE | TECHNICAL TRAINING | 185.00 | N/A |
| 74903 | AT&T | TELEPHONE | 846.61 | N/A |
| 74904 | IFM EFECTOR, INC. | M&R- BERTH 7 CRANE | 897.00 | 10971 |
| 74905 | MARVIN HOOSER | TELEPHONE | 15.00 | N/A |
| 74906 | AT&T | TELEPHONE | 3,276.62 | N/A |
| 74907 | RANDY APARICIO | TELEPHONE | 15.00 | N/A |
| 74908 | VERIZON WIRELESS | TELEPHONE | 151.98 | N/A |
| 74909 | EAGLE TRAFFIC SIGNS & SAFETY | M&R- GATE 4; M&R- ROADS- PETE SCHAFF; M&R- ROADS- PORT ROAD; M&R- ROADS- TURNING BASIN ROAD; M&R- TERMINAL FACILITIES- OTHER | 280.50 | N/A |
| 74910 | DETAIL PRODUCTS | PROMOTIONAL ITEMS- COMMERCIAL; PROMOTIONAL ITEMS- COMMUNITY | 781.84 | N/A |
| 74911 | FEDEX FREIGHT | FURNITURE & EQUIPMENT PURCHASE < \$5,000.00 | 936.12 | N/A |
| 74912 | HUNTER HEAVY EQUIPMENT | M&R- TERMINAL FACILITIES- OTHER | 4,212.25 | 11013 |
| 74913 | ON HOLD MARKETING WORKS | LEASE EXPENSE | 39.00 | N/A |
| 74914 | JASON HULL | GOVERNMENTAL RELATIONS; TELEPHONE | 197.70 | N/A |
| 74915 | OFFICEMAX | OFFICE SUPPLIES | 208.08 | N/A |
| 74916 | PBK, INC. | CIP- T.S. 2 DEMOLITION PROJECT; CIP- EOC- CUSTOMS & BORDER PROTECTION | 9,810.00 | 10909 |
| 74917 | CRAIN, CATON & JAMES | LEGAL FEES | 3,600.00 | N/A |
| 74918 | BLANK ROME LLP | LEGAL FEES | 5,992.50 | N/A |
| 74919 | RELIANT | ELECTRICITY | 65,387.10 | N/A |
| 74920 | MAURO & CORDOBA | LEGAL FEES | 237.00 | N/A |
| 74921 | MAURO & CORDOBA | LEGAL FEES | 741.00 | N/A |
| 74922 | MAURO & CORDOBA | LEGAL FEES | 6,669.86 | N/A |
| 74923 | MAURO & CORDOBA | LEGAL FEES | 585.00 | N/A |
| 74924 | MAURO & CORDOBA | LEGAL FEES | 310.50 | N/A |
| 74925 | MAURO & CORDOBA | LEGAL FEES | 721.50 | N/A |
| 74926 | MAURO & CORDOBA | LEGAL FEES | 2,347.97 | N/A |
| 74927 | MAURO & CORDOBA | LEGAL FEES | 225.00 | N/A |
| 74928 | GLENN CARLSON | SALES/ PROMOTION TRAVEL; GOVERNMENTAL RELATIONS; TELEPHONE | 206.43 | N/A |
| 74929 | PROTECTION 1 SOLUTIONS | BADGE SUPPLIES | 854.00 | N/A |
| 74930 | JEFF STRADER | INS. CLAIMS- VISION- EMPLOYEE; INS. CLAIMS- VISION- DEPENDENT | 550.00 | N/A |
| 74931 | BRUNO PUBLIC AFFAIRS | CONSULTANT FEES- OTHER | 3,125.00 | 10824 |
| 74932 | CENTERPOINT ENERGY | WATER & GAS | 20.55 | N/A |
| 74933 | COMCAST | CONTRACT SERVICES | 2,602.99 | N/A |
| 74934 | QUALITY TURF FARMS | M&R- MSC LEASE FACILITIES; M&R- OTHER | 6,524.61 | 11029 |
| 74935 | METRO FIRE APPARATUS SPECIALTIES | VEHICLES | 1,495.00 | N/A |
| 74936 | SUNSTATES SECURITY | SECURITY SERVICE FEES | 49,036.59 | N/A |
| 74937 | ABB INC., MARINE & PORTS | M&R- BERTH 7 CRANE | 3,558.00 | N/A |
| 74938 | AUDRY FULLER | TELEPHONE | 15.00 | N/A |

| | | | | |
|-------|---------------------------------|---|------------|-------|
| 74939 | DONALD MULLETT | TELEPHONE | 25.00 | N/A |
| 74940 | BAY AREA FIRE & SAFETY | M&R- T.S. SPRINKLER SYSTEM | 13,646.40 | 11021 |
| 74941 | CRAWFORD ELECTRIC SUPPLY | M&R- DOCKS BERTH 7- VT | 343.21 | N/A |
| 74942 | WAYPOINT BUSINESS SOLUTIONS | COMPUTER EQUIPMENT | 144,120.66 | 11019 |
| 74943 | APPLIED INDUSTRIAL TECHNOLOGIES | M&R- BERTH 7 CRANE | 629.17 | N/A |
| 74944 | SULLIVAN WIRE ROPE & RIGGING | M&R- BERTH 7 CRANE | 9,845.30 | 11014 |
| 74945 | HAIL POPPERS | M&R- VEHICLES | 3,850.00 | 11025 |
| 74946 | JASON MIURA | AUTOMOBILE EXPENSE | 570.19 | N/A |
| 74947 | HARRINGTON GROUP INT. LLC | CONTRACT SERVICES | 20,662.00 | 11033 |
| 74948 | MCFARLAND PLLC | LEGAL FEES | 2,512.08 | 10981 |
| 74949 | HEARTFELT PHOTOGRAPHY | OFFICE SUPPLIES | 625.00 | N/A |
| 74950 | INTEGRITY CUSTOMS BROKERAGE | M&R- BERTH 7 CRANE | 837.63 | N/A |
| 74951 | WILLIAMS DIESEL | M&R- TERMINAL OPERATIONS EQUIPMENT | 189.36 | N/A |
| 74952 | PATRICK'S ENTERPRISES | M&R- SECURITY BUILDING | 14.00 | N/A |
| 74953 | G&K SERVICES | M&R- SECURITY BUILDING | 98.40 | 10696 |
| 74954 | STEWART & STEVENSON SERVICES | M&R- TERMINAL OPERATIONS EQUIPMENT | 1,937.93 | N/A |
| 74955 | CULLIGAN WATER SYSTEMS | M&R- OPERATIONS BUILDING | 126.00 | 10923 |
| 74956 | SORRELL CONSTRUCTION | CIP- ROADS- TURNING BASIN ROAD | 22,611.57 | 10860 |
| 74957 | DELL MARKETING | COMPUTER EQUIPMENT | 11,997.00 | 11018 |
| 74958 | BRAZOSPORT TIRE | M&R- VEHICLES; M&R- TERMINAL OPERATIONS EQUIPMENT | 1,231.19 | N/A |
| 74959 | VOID | VOID | VOID | N/A |
| 74960 | BRAZOSPORT PLUMBING & HEATING | M&R- T.S. 2 | 341.37 | N/A |
| 74961 | SHERWIN WILLIAMS | M&R- 2ND ST. ADMINISTRATION BUILDING | 19.39 | N/A |
| 74962 | DOOLEY TACKABERRY | OFFICE SUPPLIES | 21.50 | N/A |
| 74963 | DARLENE WINKLER | COMMUNITY EVENTS; TECHNICAL TRAINING | 898.99 | N/A |
| 74964 | VICKI L. SMITH | AUTOMOBILE EXPENSE; TELEPHONE; FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT | 306.56 | N/A |
| 74965 | DETAIL PRODUCTS | OFFICE SUPPLIES | 36.73 | N/A |
| 74966 | SUNSTATES SECURITY | SECURITY SERVICE FEES | 23,367.90 | N/A |
| 74967 | NAYELI COMPEAN | INS. CLAIMS- VISION- EMPLOYEE | 132.50 | N/A |
| 74968 | R.B. HASH & ASSOCIATES | M&R- WAREHOUSE 51 | 4,960.00 | 10947 |
| 74969 | WAYPOINT BUSINESS SOLUTIONS | CONTRACT SERVICES | 6,134.45 | 11032 |
| 74970 | FREEMPORT EXPLORER POST | COMMUNITY EVENTS | 475.00 | N/A |
| 74971 | VOID | VOID | VOID | N/A |
| 74972 | STATE COMPTROLLER | 3RD QUARTER SALES TAX | 6,880.90 | N/A |
| 74973 | CITY OF FREEPORT | WATER & GAS | 225.71 | N/A |
| 74974 | LA CASONA | COMMUNITY EVENTS | 1,806.75 | 11040 |
| 74975 | EL POTRILLO TEX MEX FOOD | COMMUNITY EVENTS | 550.00 | N/A |
| 74976 | EM- PRINT COMPANY | OFFICE SUPPLIES | 204.50 | N/A |
| 74977 | CITY OF FREEPORT | LEASE EXPENSE | 10,000.00 | N/A |
| 74978 | CITY OF FREEPORT | WATER & GAS | 15.48 | N/A |
| 74979 | CITY OF FREEPORT | WATER & GAS | 1,211.41 | N/A |
| 74980 | CITY OF FREEPORT | WATER & GAS | 15.48 | N/A |
| 74981 | CITY OF FREEPORT | WATER & GAS | 255.71 | N/A |
| 74982 | CITY OF FREEPORT | WATER & GAS | 43.32 | N/A |
| 74983 | CITY OF FREEPORT | WATER & GAS | 56.04 | N/A |
| 74984 | CITY OF FREEPORT | WATER & GAS | 2,341.84 | N/A |
| 74985 | TEI STAFFING | CONTRACT LABOR EXPENSE | 636.12 | N/A |
| 74986 | MICHAELA BEVERS | COMMUNITY EVENTS; AUTOMOBILE EXPENSE | 13.80 | N/A |
| 74987 | OFFICE UNIVERSE | OFFICE SUPPLIES | 96.10 | N/A |
| 74988 | FEDEX | CIP- WAREHOUSE 51 ROOF REPAIR | 24.05 | N/A |
| 74989 | MIKE WILSON | COMMERCIAL EVENTS; SALES/PROMOTION TRAVEL | 173.20 | N/A |
| 74990 | GULF COAST PAPER COMPANY | OFFICE SUPPLIES | 90.92 | N/A |
| 74991 | G&K SERVICES | MAINT & OPERATIONS SUPPLIES | 78.15 | 10696 |

| | | | | |
|-------|------------------------------|---|-----------|-------|
| 74992 | BLUELINE SHOP & COPY CENTER | PROMOTIONAL ITEMS- COMMERCIAL; PROMOTIONAL ITEMS- COMMUNITY; COMMERCIAL EVENTS | 255.27 | N/A |
| 74993 | STEINBERG & ASSOCIATES | FREEPORT HARBOR CHANNEL IMPROVEMENT PROJECT | 8,940.00 | 10858 |
| 74994 | BRAZOSPORT TIRE | M&R- TERMINAL OPERATIONS EQUIPMENT | 795.16 | N/A |
| 74995 | SAAB TECHNOLOGIES | M&R- OFFICE EQUIPMENT | 1,447.04 | N/A |
| 74996 | UNION PACIFIC RAILROAD | LEASE EXPENSE | 22,360.00 | N/A |
| 74997 | UNUM LIFE INSURANCE | GROUP HEALTH & RELATED BENEFITS | 794.85 | N/A |
| 74998 | SHRED IT HOUSTON | OFFICE SUPPLIES | 125.59 | N/A |
| 74999 | MINER HOUSTON | M&R- T.S. 2 | 2,065.00 | 10862 |
| 75000 | AT&T | TELEPHONE | 102.42 | N/A |
| 75001 | IFM EFECTOR, INC. | M&R- BERTH 7 CRANE | 1,872.88 | N/A |
| 75002 | COMCAST | CONTRACT SERVICES | 214.02 | N/A |
| 75003 | COMCAST | CONTRACT SERVICES | 149.42 | N/A |
| 75004 | AT&T | TELEPHONE | 475.19 | N/A |
| 75005 | THE LINCOLN NATIONAL LIFE | GROUP HEALTH & RELATED BENEFITS | 664.95 | N/A |
| 75006 | BEN WESTERLIN | FLEXIBLE SPENDING EMPLOYEE REIMBURSEMENT | 722.00 | N/A |
| 75007 | QUILL CORPORATION | OFFICE SUPPLIES | 422.44 | N/A |
| 75008 | SUN LIFE HEALTH INSURANCE | GROUP HEALTH & RELATED BENEFITS | 1,110.67 | N/A |
| 75009 | AT&T | TELEPHONE | 465.04 | N/A |
| 75010 | VICKI L. SMITH | EMPLOYMENT RELATED EXPENSE | 43.10 | N/A |
| 75011 | DETAIL PRODUCTS | COMMERCIAL EVENTS; OFFICE SUPPLIES | 774.35 | N/A |
| 75012 | JOC GROUP | ADVERTISING- FTZ | 1,850.00 | 10991 |
| 75013 | VOID | VOID | VOID | N/A |
| 75014 | MOTOROLA SOLUTIONS | FURNITURE & EQUIPMENT PURCHASE < \$5,000.00 | 476.00 | N/A |
| 75015 | AT&T | TELEPHONE | 284.50 | N/A |
| 75016 | AIRGAS USA | MAINT & OPERATIONS SUPPLIES | 50.68 | N/A |
| 75017 | WELLS FARGO | EMPLOYMENT RELATED EXPENSE; SALES/PROMOTION TRAVEL; GOVERNMENTAL RELATIONS; TECHNICAL TRAINING; AUTOMOBILE EXPENSE; OFFICE SUPPLIES; COMMUNITY EVENTS; SUBSCRIPTIONS; MAINT & OPERATIONS SUPPLIES; M&R- VEHICLES; M&R- SECURITY BUILDING; M&R- TERMINAL FACILITIES- OTHER | 10,551.19 | N/A |
| 75018 | JEFF STRADER | TELEPHONE | 136.75 | N/A |
| 75019 | CANON SOLUTIONS AMERICA | M&R- OFFICE EQUIPMENT | 225.80 | N/A |
| 75020 | PITNEY BOWES POSTAGE | POSTAGE & FREIGHT | 270.00 | N/A |
| 75021 | PITNEY BOWES POSTAGE | POSTAGE & FREIGHT | 520.97 | N/A |
| 75022 | ABB INC. MARINE & PORTS | M&R- BERTH 7 CRANE | 3,960.00 | 10962 |
| 75023 | BRANDON ROBERTSON | AUTOMOBILE EXPENSE; TELEPHONE | 104.90 | N/A |
| 75024 | DONALD MULLETT | M&R- TERMINAL OPERATIONS EQUIPMENT | 158.65 | N/A |
| 75025 | MIMECAST NORTH AMERICA | CONTRACT SERVICES | 155.75 | N/A |
| 75026 | ADHERE CREATIVE | AD DEVELOPMENT SERVICES | 4,680.20 | 10931 |
| 75027 | GLOMAR INTERNATIONAL | M&R- BERTH 7 CRANE | 922.25 | N/A |
| 75028 | SULLIVAN WIRE ROPE & RIGGING | M&R- BERTH 7 CRANE | 9,460.30 | 11014 |
| 75029 | RICO ELEVATORS | M&R- BERTH 7 CRANE | 3,040.00 | 11004 |
| 75030 | TEXAS A&M TRANSPORTATION | CONSULTANT FEES- OTHER | 24,350.00 | 11005 |
| 75031 | TEI STAFFING | CONTRACT LABOR EXPENSE | 636.12 | N/A |
| 75032 | FEDEX | CIP- T.S. 2 DEMOLITION PROJECT | 6.05 | N/A |
| 75033 | PC CARE | CONTRACT SERVICES | 339.90 | N/A |
| 75034 | PATRICK'S ENTERPRISES | M&R- OTHER LEASED FACILITIES | 70.00 | N/A |
| 75035 | G&K SERVICES | MAINT & OPERATIONS SUPPLIES | 78.15 | 10696 |
| 75036 | CULLIGAN WATER SYSTEMS | M&R- 419 E. BROAD STREET | 70.00 | N/A |
| 75037 | BRIGGS EQUIPMENT | M&R- TERMINAL OPERATIONS EQUIPMENT | 917.23 | N/A |

| | | | | |
|-------|-------------------------------------|---|------------|-----------------|
| 75038 | ANGLETON CHAMBER OF COMMERCE | COMMUNITY EVENTS | 25.00 | N/A |
| 75039 | BRAZORIA COUNTY SEPTIC SERVICES | CONTRACT SERVICES | 1,253.00 | N/A |
| 75040 | BRAZOSPORT PLUMBING & HEATING | M&R- DOCKS- BERTH 7- VT | 489.27 | N/A |
| 75041 | READY REFRESH | OFFICE SUPPLIES | 159.52 | N/A |
| 75042 | ART'S SIGN SERVICE | M&R- TERMINAL FACILITIES- OTHER | 1,300.00 | 11031 |
| 75043 | BRAZOSPORT AREA CHAMBER OF COMMERCE | COMMUNITY EVENTS; COMMUNITY EVENTS- COMMISSIONER | 520.00 | N/A |
| 75044 | ABC, INC. | COMMUNITY EVENTS | 500.00 | N/A |
| 75045 | THE BULLETIN | ADVERTISING- COMMUNITY | 595.00 | N/A |
| 75046 | IFM EFECTOR | M&R- BERTH 7 CRANE | 628.80 | N/A |
| 75047 | MARVIN HOOSER | INS. CLAIMS- VISION- EMPLOYEE | 40.00 | N/A |
| 75048 | DANIEL'S RENTAL STORAGE | M&R- TERMINAL OPERATIONS EQUIPMENT | 115.18 | N/A |
| 75049 | GRAINGER | M&R- BERTH 7 CRANE | 227.95 | N/A |
| 75050 | INTEGRATED ARCHITECTURE & DESIGN | CIP- NEW ADMINISTRATION BUILDING | 2,747.10 | 10605 |
| 75051 | AT&T | TELEPHONE | 282.40 | N/A |
| 75052 | DETAIL PRODUCTS | PROMOTIONAL ITEMS- COMMERCIAL; PROMOTIONAL ITEMS- COMMUNITY | 870.00 | N/A |
| 75053 | AAA ASPHALT PAVING | CIP- PARCEL 25 ASPHALT PAVING PROJECT | 141,946.46 | 10826 |
| 75054 | PBK, INC. | CIP- M&R WAREHOUSE 51 ROOF REPAIR | 999.00 | N/A |
| 75055 | BLUECROSS BLUESHIELD OF TEXAS | GROUP HEALTH & RELATED BENEFITS | 35,238.27 | N/A |
| 75056 | MAURO & CORDOBA | LEGAL FEES | 2,726.50 | N/A |
| 75057 | MAURO & CORDOBA | LEGAL FEES | 1,374.50 | N/A |
| 75058 | MAURO & CORDOBA | LEGAL FEES | 67.50 | N/A |
| 75059 | MAURO & CORDOBA | LEGAL FEES | 147.50 | N/A |
| 75060 | MAURO & CORDOBA | LEGAL FEES | 1,913.50 | N/A |
| 75061 | MAURO & CORDOBA | LEGAL FEES | 585.00 | N/A |
| 75062 | MAURO & CORDOBA | LEGAL FEES | 741.00 | N/A |
| 75063 | MAURO & CORDOBA | LEGAL FEES | 315.00 | N/A |
| 75064 | MAURO & CORDOBA | LEGAL FEES | 262.50 | N/A |
| 75065 | PROTECTION 1 SECURITY SOLUTIONS | BADGE SUPPLIES | 854.00 | N/A |
| 75066 | SUNSTATES SECURITY | SECURITY SERVICE FEES | 23,343.89 | N/A |
| 75067 | FAMILY FITNESS | GROUP WELLNESS | 91.92 | N/A |
| 75068 | G2 PARTNERS | COMPUTER SOFTWARE | 2,769.38 | 10864 |
| 75069 | STERLING STRUCTURES | CIP- NEW ADMINISTRATION BUILDING | 175,778.97 | 10837 |
| 75070 | AGUIRRE & FIELDS | CONSULTANT FEES- OTHER | 14,377.50 | 10901 |
| 75071 | K.R. ADAMS | CONSULTANT FEES- OTHER | 500.00 | 10897 |
| 75072 | CRAWFORD ELECTRIC SUPPLY | M&R- GATE 4; MAINT & OPERATIONS SUPPLIES | 323.27 | N/A |
| 75073 | GLOMAR INTERNATIONAL | M&R- BERTH 7 CRANE | 2,611.95 | N/A |
| 75074 | BREAKBULK US OPCO | ADVERTISING- INDUSTRY | 3,500.00 | 11008 |
| 75075 | WAYPOINT BUSINESS SOLUTIONS | OFFICE SUPPLIES | 185.79 | N/A |
| 75076 | CALLIE COLSTON | GOVERNMENTAL RELATIONS- COMMISSIONER | 54.75 | N/A |
| 75077 | JASON MIURA | SALES/PROMOTION TRAVEL | 614.10 | N/A |
| 75078 | SOFT RESOURCES, LLC | COMPUTER SOFTWARE | 25,000.00 | 11051 |
| 75079 | VELASCO DRAINAGE DISTRICT | CIP- DOCKS VELASCO TERMINAL; BERTH 2 FLOODWALL MODIFICATION PROJECT | 8,952.50 | N/A |
| 75080 | MOFFATT & NICHOL | CIP- DOCKS- VELASCO TERMINAL | 167,064.56 | 10725 |
| 75081 | LJA ENGINEERING | CIP- DOCKS- VELASCO TERMINAL | 38,337.75 | 10615 |
| 75082 | PARADIGM CONSULTANTS | CIP- PARCEL 25 ASPHALT PAVING PROJECT | 5,886.50 | 10842 |
| 75083 | HDR, INC. | BERTH 2 FLOODWALL MODIFICATION PROJECT; FREEPORT HARBOR CHANNEL IMPROVEMENT PROJECT | 19,970.03 | 10853; 10933 |
| 51461 | RAVI K. SINGHANIA | COMMISSION FEES- NOVEMBER | 920.00 | N/A |

| | | | | |
|-------|----------------|---------------------------|--------|-----|
| 51462 | BILL J. TERRY | COMMISSION FEES- NOVEMBER | 865.00 | N/A |
| 51463 | PAUL A. KRESTA | COMMISSION FEES- NOVEMBER | 895.00 | N/A |
| 51464 | JOHN HOSS | COMMISSION FEES- NOVEMBER | 865.00 | N/A |
| 51465 | SHANE PIRTLE | COMMISSION FEES- NOVEMBER | 865.00 | N/A |
| 51466 | RUDY SANTOS | COMMISSION FEES- NOVEMBER | 865.00 | N/A |

PORT FREEPORT OPERATIONS ACCOUNT EXPENDITURES

| Check No. | To | For | Amount | Purchase Order Number |
|-----------|----|-----|--------|-----------------------|
| NA | | | | |

PORT FREEPORT WIRE TRANSFERS

| No. | To | For | Account | Amount | Purchase Order Number |
|------|---|--|---|------------|-----------------------|
| 5138 | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | TRANSFER FOR ACCOUNTS PAYABLE | TEXPOOL 2015A PROJECT FUND | 56,178.12 | NA |
| 5139 | TEXPOOL 2013A SERIES DEBT SERVICE | TRANSFER TO 2013A SENIOR LIEN DEBT SERVICE FUND | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 232,255.00 | NA |
| 5140 | TEXPOOL CAPITAL NOTE DEBT SERVICE | TRANSFER TO CAPITAL LEASE FOR DEBT SERVICE | TEXPOOL PORT OPERATIONS ACCOUNT | 132,911.70 | NA |
| 5141 | TEXPOOL 2015A SERIES DEBT SERVICE | TRANSFER TO 2015A SENIOR LIEN DEBT SERVICE FUND | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 156,009.00 | NA |
| 5142 | TEXAS GULF BANK ACCOUNTS PAYABLE | TRANSFER FOR ACCOUNTS PAYABLE | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 397,975.05 | NA |
| 5143 | TEXAS GULF BANK PAYROLL ACCOUNT | TRANSFER FOR PAYROLL 10/15/15 | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 121,363.50 | NA |
| 5144 | MASS MUTUAL RETIREMENT SOLUTIONS | TRANSFER OF EMPLOYEE RETIREMENT PLAN LOAN PAYMENTS | TEXAS GULF BANK PAYROLL ACCOUNT | 1,238.82 | NA |
| 5145 | TEXAS GULF BANK ACCOUNTS PAYABLE | TRANSFER FOR ACCOUNTS PAYABLE | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 81,780.74 | NA |
| 5147 | TEXAS GULF BANK ACCOUNTS PAYABLE | TRANSFER FOR ACCOUNTS PAYABLE | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 270,057.37 | NA |
| 5148 | TEXAS GULF BANK PAYROLL ACCOUNT | TRANSFER FOR PAYROLL 10/29/15 | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 119,934.70 | NA |
| 5149 | TEXAS GULF BANK ACCOUNTS PAYABLE | TRANSFER FOR ACCOUNTS PAYABLE | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 164,300.00 | NA |

| | | | | | |
|------|----------------------------------|--|---|------------|----|
| 5150 | TEXAS GULF BANK ACCOUNTS PAYABLE | TRANSFER FOR ACCOUNTS PAYABLE | TEXAS GULF BANK PORT OPERATIONS ACCOUNT | 240,211.34 | NA |
| 5151 | MASS MUTUAL RETIREMENT SOLUTIONS | TRANSFER OF EMPLOYEE 457 PLAN CONTRIBUTION | TEXAS GULF BANK PAYROLL ACCOUNT | 16,029.17 | NA |
| 5152 | MASS MUTUAL RETIREMENT SOLUTIONS | TRANSFER OF EMPLOYEE RETIREMENT PLAN LOAN PAYMENTS | TEXAS GULF BANK PAYROLL ACCOUNT | 1,238.82 | NA |

PORT FREEPORT PAYROLL ACCOUNT EXPENDITURES

| Description/Date | Amount | Purchase Order Number |
|------------------|------------|-----------------------|
| ADP 10/1/2015 | 102,940.40 | N/A |
| ADP 10/15/2015 | 114,759.59 | N/A |
| ADP 10/29/2015 | 113,251.22 | N/A |

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

7. Reports from Executive Staff:

- 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 reminded the Board that BG Hill will be visiting the Port tomorrow morning and we will also be hosting a dinner for Hoegh next week in Houston to kick off the grand opening of their new facility. Hoegh will then host a ceremony the next day to mark the special occasion.

- 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 brief financial update to the Board.

- 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 at Parcel 19, Transit Shed 2 panels removal, Pete Schaff Boulevard repairs and the latest progress on the new administration building. He added that the 3 remaining panels will be lifted in place tomorrow.

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

Filling in for Mr. Durel, Jesse Hibbetts gave an update to the Board for the month of October stating that operations averaged 21 vessels for the month with 38 lay days. He also shared a graph of total tonnage by fiscal year dating back to 2008 showing the increase in volume of tons moving through the Port has grown over the years. Pictures were also shown of the vessel M/V Houston that brought in a regenerator weighing 400 tons and built in Japan. A heavy lift ship was brought in to lift the regenerator, swing it to a barge for Mammoet to transport up the Brazos River to another location. It was then be trucked the remaining way.

- 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 updated the Board on issues with the security cameras because of a lightning strike. Repairs have been made by Protection One free of charge. He also reported on speeding issues through the Port and noticed the lack of speed limit signs so with the help of Operations, additional signs have been posted. He also introduced the new security technician, Jason Caywood who joined the team a couple weeks ago and has been a valuable asset.

- F. Receive report from Director of Business & Economic Development on activities and matters related to industry meetings and Port presentations, Port events, and other related trade development or community relation matters.

Mr. Miura gave a brief recap of his written report submitted to the Board adding that the west site is on track for deployment end of January 2016 and noted he and Mr. Wilson will be traveling to New York/Virginia/New Jersey in December to meet with main line carriers.

- G. Receive report Director of External/Governmental Affairs on activities ad 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.

In addition to her report, Ms. Kile shared a picture of the signs that will be going up on Freeport's East End showing the Port's plans for that area.

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

Commissioners Santos & Hoss reported attending the Wilson Group tour earlier in the week. Commissioners Hoss & Pirtle also attended a Port of Houston security luncheon last week. Commissioners Kresta, Terry & Singhanian reported attending the AAPA Annual Convention in Miami. Commissioner Singhanian also reported attending a meeting with Dow and Freeport LNG.

- 9. Public Comment
There were no comments from the public.

- 10. Award of contract for the East End Properties Demolition Project.

Mr. Hull stated that bids were received from five contractors for this project with the low bidder being Grant McKay Demolition Co. out of Houston. Grant McKay met all the requirements of the specifications and it

is Mr. Hull's recommendation to move forward with this project and award the contract in the amount of \$35,173.00 for the demolition of 12 homes.

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

11. Award of contract for the East End Properties Asbestos Abatement.

Mr. Hull stated that six bids were received for the asbestos abatement for 9 of the 12 homes on the east end. Grant McKay Demolition Co. was the low bidder for this project and it is Mr. Hull's recommendation to award the contract to Grant McKay in the amount of \$34,100.

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

12. Approval of an Open Field Maintenance Contract.

Mr. Hibbetts stated three companies were contacted for quotes for this contract with two responding. Approximately 150 acres will need maintenance with 118 acres outside the Port and 30 acres inside the Port's fence line. Mr. Hibbetts is asking for a one year contract to see how this works out. It will allow current staff (David Lopez) to help in other areas of the Port and the maintenance shop. It currently takes David approximately 8 weeks to mow everything 4 times a year. Swisher & Swisher came in with a low quote of \$6,750/per cut at four cuts a year or \$27,000 annually. Mr. Hibbetts recommendation to accept this bid.

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

13. Approval of Tenaris Global Services application for an Operator Agreement within Foreign-Trade Zone No. 149.

Ms. Stephens stated that Tenaris has asked to activate their site that they currently lease from us to benefit from the FTZ program since their site in Bay City is already an active foreign trade zone. It is Ms. Stephens recommendation to approved the Operator Agreement.

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

14. Approval of a Resolution authorizing CEO, or his designee, to file application with Foreign-Trade Zone Board and Foreign-Trade Zone No. 149 Operator Agreement with Geokinetics.

Ms. Stephens stated that Geokinetics sent a request to file an application with the FTZ Board to get designation for their site in Stafford which is in Fort Bend County. This application would be for a usage driven site where they can store their oil filled equipment. The resolution is for approval to file that application. She further stated that Geokinetics is also ready to sign an operator agreement with the Port and then pursue activation with Customs of this site to be able to benefit from the FTZ program. Ms. Stephens recommends approval of the resolution and operator agreement.

A motion was made by Commissioner Kresta to approve the resolution and agreement. The motion was seconded by Commissioner Hoss with all Commissioners present voting in favor of the motion.

15. Approval of a contract for Port Freeport employee health and dental plan insurance.

Ms. Campus stated that the employee insurance is set to renew January 1st. A meeting was held with the Finance Committee and it is their recommendation today to approve the BlueCross BlueShield renewal which is a 5% increase in premium over the previous year. She added that additional research will be done on the dental and come back with a recommendation for that portion at the December 3rd meeting.

A motion was made by Commissioner Terry to approve the employee health insurance. The motion was seconded by Commissioner Santos with all Commissioners present voting in favor of the motion.

16. Adoption of a Resolution authorizing a contribution to the Port Freeport Retirement Plan.

Ms. Campus stated that this is the annual contribution to the Port Freeport profit sharing retirement plan account. Traditionally, this account is funded in January and have contributed 6% of the employee's base wages. A 6% contribution was budgeted and Ms. Campus is now asking for approval.

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

17. Approval of maintenance for the FM 1495 to Gate 14 truck route.

This item was tabled.

18. Approval of a revised Port Freeport travel policy.

This item was tabled.

19. Approval of a sponsorship for the Houston Gateway to the Americas Conference.

Mr. Carlson stated that this conference highlights the Houston region as a gateway into the Caribbean and Central America with a 3-day expo and also ties into the trip to Panama in January. There are four sponsorship levels for this conference and he is recommending the bronze level at \$5,000 with Business Development covering the cost. Commissioner Pirtle mentioned that the Highway 36A Coalition is contributing a \$10,000 sponsorship which will give all members of the coalition open access to this conference.

A motion was made by Commissioner Hoss to approve a \$5,000 bronze sponsorship for the conference. The motion was seconded by Commissioner Pirtle with all Commissioners present voting in favor of the motion.

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

A. Under authority of Section 551.074 for discussion regarding Personnel Matters:

1. To deliberate the appointment, employment, evaluation, reassignment, retirement or duties of a public officer or employee- Executive Port Director & CEO.

21. RECONVENE OPEN SESSION to review and discuss the following:

22. Consider action including but not limited to the appointment, employment, evaluation, reassignment, retirement or duties of a public officer or employee-Executive Port Director/CEO.

Commissioner Singhania stated that CEO Glenn Carlson has tendered his retirement as of March 15th. Commissioner Singhania went on to say that the Board appreciates Glenn giving them good notice and they appreciate what he has done in 3 years he has been here. Mr. Carlson thanked the staff and commissioners for their support over the last 3 years.

A motion was made by Commissioner Kresta to accept Mr. Carlson's retirement. The motion was seconded by Commissioner Terry with all Commissioners present voting in favor of the motion.

Commissioner Singhania stated that in the interim Jason Hull will be taking care of engineering and operations while Jeff Strader will cover administration, business development and external affairs. Commissioner Hoss made a motion to accept the interim duties as stated by Commissioner Singhania. The motion was seconded by Commissioner Kresta with all Commissioners present voting in favor of the motion.

23. Adjourn.

With no further business before the Commission, the meeting adjourned at 5:37 p.m.