

Minutes of Meeting December 17, 2015

A Regular Meeting of the Port Commission of Port Freeport was held December 17, 2015 beginning at 3:07 PM at the Administration Building, 200 W. Second Street, 3rd Floor, Freeport, Texas.

Commissioners present:

Mr. Ravi Singhania, Chairman
Mr. Bill Terry, Vice Chairman
Mr. Paul Kresta, Secretary
Mr. Shane Pirtle, Commissioner
Mr. John Hoss, Commissioner

Staff Members Present:

Mr. Jeff Strader, Chief Financial Officer
Mr. Al Durel, Director of Operations
Mr. Jason Hull, Director of Engineering
Mr. Mike Wilson, Director of Economic Development
Mr. Chris Hogan, Director of Protective Services
Mr. Jason Miura, Director of Business & Economic Development
Ms. Dianna Kile, Director of External/Governmental Affairs
Ms. Mary Campus, Controller
Ms. Missy Bevers, Executive Assistant
Mr. Brandon Robertson, Network Systems Manager
Mr. Cecil Booth, Project Engineer
Mr. Jason Cordoba, Legal Counsel
Mr. Frank Mauro, Legal Counsel
Ms. Callie Colston, Accounting Clerk

Absent:

Mr. Rudy Santos, Asst. Secretary

Also present:

Mr. Bobby Fuller, Texas Port Ministry
Mr. Peter G. Nemeth, Crain, Caton & James
Mr. Steven Washington, EDF
Ms. Melanie Oldham
Mr. David Winder, Dow Chemical Company
Mr. Steve Hazelwood, Dow Chemical Company
Mr. Tim O'Brien, Shintech
Ms. Chris Wolf, EDF
Mr. Marcelo Norsworthy, EDF
Ms. Elena Craft, EDF
Mr. Mike Darlow, PBFCM, LLP
Mr. Gary Basinger, The Alliance

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 Meetings held December 3, 2015.

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

6. Approval of disbursements for the period November 1-30, 2015:

PORT FREEPORT OPERATING ACCOUNT EXPENDITURES

Check No.	To	For	Amount	Purchase Order Number
75084	AAA Asphalt Paving	CIP- Parcel 25 Asphalt Paving Project	134,849.13	10826
75085	Freese and Nichols	CIP- Parcel 14 Future Development Project; CIP- Parcel 14 Rail Development Project; CIP- Parcel 14 Phase III- Asphalt Paving Project; CIP- Parcel 19 Phase II- Asphalt Paving Project; Berth 2 Floodwall Modification Project	172,293.14	10847 10848 10851
75086	Time Management	Lease Expense	2,400.00	N/A
75087	TEI Staffing	Contract Labor Expense	692.44	N/A
75088	Office Universe	Office Supplies	22.77	N/A
75089	Specialties Company	M&R- Terminal Operations Equipment	312.66	N/A
75090	GulfTex Vending	Office Supplies	69.10	N/A
75091	Fedex	CIP- T.S. 2 Demolition Project; Postage & Freight	32.07	N/A
75092	Mary Campus	Automobile Expense	52.90	N/A
75093	Mike Wilson	Sales/Promotion Travel	183.67	N/A
75094	Nancy Stephens	Automobile Expense- FTZ; Telephone	46.28	N/A
75095	Patrick's Enterprises	M&R- Building Berth 7	10.50	N/A
75096	Waste Management	Contract Expense	400.28	N/A
75097	G&K Services	M&R- 2nd St. Administration Building; Maint & Operations Supplies	124.03	10696
75098	Blueline Shop and Copy Center	Community Events	294.15	N/A
75099	Culligan Water Systems	M&R- 2ND St. Administration Building	177.00	10923
75100	Plantation House	Office Supplies	75.60	N/A
75101	Killum Pest Control	M&R- Operations Building; M&R- Scale House; M&R- Maint Building; M&R- Gate 4; M&R- Security Building; M&R- T.S. 1; M&R- T.S. Cool Storage Facilities; M&R- T.S. 2; M&R- WH 51 Official Completion Project	823.00	10757
75102	Economic Development Alliance	Community Events	100.00	N/A
75103	NAFTZ	Dues & Memberships- FTZ	1,200.00	N/A
75104	Brazosport Rotary Club	Dues & Memberships- Administration	66.00	N/A
75105	Brazosport Facts	CIP- T.S. 2 Demolition Project; Advertising- Community; Office Supplies	1,128.00	N/A

75106	EVCO Industrial Hardware	Maint & Operations Supplies; M&R- Berth 7 Crane	838.97	N/A
75107	Leo Martin Chevrolet	M&R- Vehicles	891.65	N/A
75108	Sprint Waste Water Services	Contract Services	391.69	N/A
75109	Turnkey Electric	M&R- Terminal Facilities	8,925.00	N/A
75110	Assurant Employee Benefits	Group Health & Related Benefits	3,141.73	N/A
75111	Centerpoint Energy	Water & Gas	21.16	N/A
75112	U.S. Healthworks Medical	Employment Related Expense	85.00	N/A
75113	Pinkerton Consulting and Investigations	Employment Related Expense	59.00	N/A
75114	AT&T	Telephone	3,188.97	N/A
75115	Grainger	M&R- Berth 7 Crane	180.71	N/A
75116	Suncoast Resources	Fuel/Oil- General; Fuel/Oil- Crane	2,774.60	11049
75117	Ben Westerlin	Flexible Spending Employee Reimbursement	118.99	N/A
75118	The Wilderness Golf Course	Community Events	6,715.34	11028
75119	Verizon Wireless	Telephone	39.99	N/A
75120	Gentry Motor Parts	Maint & Operations Supplies; M&R- Vehicles; M&R- Terminal Operations Equipment	1,226.40	N/A
75121	J. O'Brien Company	Badge Supplies	710.59	N/A
75122	On Hold Marketing Works	Lease Expense	39.00	N/A
75123	Jason Hull	Technical Training; Telephone	164.99	N/A
75124	Reliant	Electricity	66,721.18	N/A
75125	Glenn Carlson	Flexible Spending Employee Reimbursement	2,549.82	N/A
75126	Jeff Strader	Technical Training; Telephone	321.65	N/A
75127	Bruno Public Affairs	Consultant Fees-Other	3,125.00	10824
75128	Swisher & Swisher	M&R- Other	660.00	10896
75129	Suburban Propane	Fuel/Oil- General	241.89	10865
75130	Pitney Bowes by Phone	Postage & Freight	290.96	N/A
75131	Quality Turf Farms	M&R- MSC Lease Facilities; M&R- Other	6,524.61	11029
75132	Angleton Tractor Company	M&R- Terminal Operations Equipment	1,069.16	N/A
75133	Sunstates Security	Security Services Fees	48,306.76	N/A
75134	Brazoria County Hispanic Chamber of Commerce	Community Events	230.00	N/A
75135	Nicholas Malambri	CIP- New Administration Building; CIP- Docks- Berth 5 Mooring; CIP- Parcel 25 Asphalt Paving Project; CIP- Parcel 19 Phase II- Asphalt Paving Project; CIP- B7 Backlands Concrete Paving Project; Telephone	192.88	N/A
75136	Freese and Nichols	Berth 2 Floodwall Modification	2,354.23	10851
75137	Abbey Whitney	Commercial Events; Community Events; Automobile Expense	132.37	N/A
75138	Applied Concepts	M&R- Vehicles	112.00	N/A
75139	John T. Jakubik and Associates	CIP- New Administration Building	1,460.00	11037
75140	Girouard's Ace Hardware	Community Events; Maint & Operations Supplies; Office Supplies; M&R- Terminal Operations Equipment; M&R- Berth 7 Crane; M&R- 419 E. Broad Street; M&R- Gate 8- Guard Building; M&R- Gate 4; M&R- Security Building; M&R- T.S. 2; M&R- Docks Berth 7-VT; M&R- Roads-Turning Basin Road	365.37	N/A
75141	VOID	VOID	VOID	N/A
75142	TEI Staffing	Contract Labor Expense	766.63	N/A
75143	Office Universe	Office Supplies; M&R- Gate 8- Guard Building; M&R- Gate 4	151.23	N/A
75144	Williams Diesel	M&R- Terminal Operations Equipment; Maint & Operations Supplies	1,015.35	N/A
75145	GulfTex Vending	Office Supplies	69.10	N/A
75146	Al Durel	Commercial Events	80.64	N/A

75147	Gulf Coast Paper Company	Office Supplies	344.94	N/A
75148	G&K Services	Office Supplies; Maint and Operations Supplies	302.71	10696
75149	Girouard's Ace Hardware	M&R- Docks Berth 7-VT; Maint and Operations Supplies; M&R- Office Equipment; M&R- Berth 7 Crane; M&R- Gate 4; M&R- Security Building; M&R- Warehouse 51; M&R- T.S. 1	588.71	N/A
75150	Culligan Water Systems	M&R- Operations Building; M&R- Buildings Berth 7; M&R- T.S. 1	661.00	10923
75151	Matheson Trigas	Maint & Operations Supplies	170.35	N/A
75152	Economic Development	Community Events	600.00	N/A
75153	Brazosport Tire	M&R- Terminal Operations Equipment	2,509.14	N/A
75154	EVCO Industrial Hardware	M&R- Berth 7 Crane	166.37	N/A
75155	Sherwin Williams	M&R- Dole Lease Facilities	101.35	N/A
75156	Brazos Fasteners	M&R- Terminal Operations Equipment	32.00	N/A
75157	Moore Supply Company	M&R- T.S. 1; M&R- T.S. 2	25.20	N/A
75158	AT&T	Telephone	845.96	N/A
75159	Verizon Wireless	Telephone	152.00	N/A
75160	JOC Group	Advertising- FTZ	4,500.00	10991
75161	PBK, Inc.	CIP- T.S. 2 Demolition Project	1,448.08	10909
75162	Airgas USA	Maint & Operations Supplies	33.48	N/A
75163	Canon Solutions America	M&R- Office Equipment	248.66	N/A
75164	Comcast	Contract Services	2,602.99	N/A
75165	Bay Area Fire & Safety	M&R- T.S. Sprinkler Systems	362.05	N/A
75166	Texas Social Security Program	Dues & Membership Fees - Administration	35.00	N/A
75167	Crawford Electric Supply	M&R- Gate 14; M&R- Berth 7 Crane; M&R- Docks Berth 3; M&R- T.S. 3	2,806.40	N/A
75168	Adhere Creative	Ad Development Services	6,886.60	10931
75169	Sterling Industrial	CIP- T.S. 2 Demolition Project	22,618.00	11027
75170	State Comptroller	Sales Tax Payable; Miscellaneous Revenues	2,065.57	N/A
75171	Ben Westerlin	Flexible Spending Reimbursement	60.99	N/A
75172	Hardman Signs	M&R- Security Building	273.00	N/A
75173	City of Freeport	Lease Expense	10,000.00	N/A
75174	Office Universe, Inc.	Office Supplies	40.25	N/A
75175	Gulftex Vending	Office Supplies	125.10	N/A
75176	Fedex	Postage & Freight; CIP- M&R Warehouse 51 Roof Repair; CIP TS 2 Demolition Project	22.71	N/A
75177	Gulf Coast Paper Company	Office Supplies	91.87	N/A
75178	Dell Marketing L.P.	Furniture & Equipment <\$5,000	2,852.00	11048
75179	Steinberg & Associates	Freeport Harbor Channel Improvement	2,250.00	10858
75180	Economic Development Alliance	Community Events	150.00	N/A
75181	Angleton Chamber of Commerce	Dues & Membership- Admin	460.00	N/A
75182	Brazosport Rotary Club	Dues & Membership- Admin	66.00	N/A
75183	Brazosport Facts	Legal Fees; Employment Related; Terminal St. & 2nd St. Intersection	1,745.30	N/A
75184	First Southwest Asset	Consultant Fees - Other	1,200.00	N/A
75185	Unum Life Insurance	Group Health & Related Benefits	965.99	N/A
75186	Brazosport Area Chamber	Community Events	70.00	N/A
75187	Hagemeyer North America Inc.	Office Supplies	41.68	N/A
75188	Dooley Tackaberry	Office Supplies	890.00	N/A
75189	Shred It Houston	Office Supplies	125.59	N/A
75190	Ro'Vin Garrett, RTA	CIP-Other	9.12	N/A
75191	Ro'Vin Garrett, RTA	CIP-Other	21.06	N/A
75192	AT & T	Telephone	102.44	N/A
75193	Marvin Hooser	Ins. Claim- Vision- Employee	200.00	N/A
75194	Greater Houston Port Bureau	Dues & Memberships	750.00	N/A
75195	Comcast	Contract Services	189.02	N/A
75196	Comcast	Contract Services	124.42	N/A
75197	Integrated Architecture & Design	CIP- PSA for New Administration Building	6,186.60	10605

75198	The Lincoln National Life	Group Health & Related Benefits	804.14	N/A
75199	Quill Corporation	Office Supplies	69.99	N/A
75200	AT & T	Telephone	465.14	N/A
75201	Vicki L. Smith	Flexible Spending Reimbursement	85.00	N/A
75202	AAA Asphalt Paving, Inc.	CIP-Pete Schaff Blvd. Pavement; Retainage Payable; CIP-Parcel 19 Phase II-Asphalt	416,459.96	10975; 10982
75203	J. O'Brien Company, Inc.	Badge Supplies	355.82	N/A
75204	AT&T	Telephone	284.53	N/A
75205	OfficeMax- Incorporated	Office Supplies	242.76	N/A
75206	Crain, Caton, & James	Legal Fees	54,597.70	N/A
75207	Moffatt & Nichol	CIP- Docks- Velasco Terminal	177,408.56	10725
75208	Blank Rome LLP	Legal Fees	27,285.00	N/A
75209	Ricoh USA, Inc.	M&R- Office Equipment	492.07	N/A
75210	Glenn Carlson	Sales/Promotion Travel; Technical Training; Telephone	463.71	N/A
75211	Protection 1 Security Solution	Computer Equipment	6,446.00	10994
75212	Talk About Good	Community Events	363.50	N/A
75213	Competitive Edge Software	Contract Services	4,500.00	11059
75214	LJA Engineering, Inc.	CIP- Docks- Velasco Terminal	25,558.50	10615
75215	Southern Publishing	Advertising- Community	400.00	N/A
75216	Sunstates Security, LLC	Security Service Fees	23,627.62	N/A
75217	Brandon Robertson	Automobile Expense; Telephone	102.60	N/A
75218	Sterling Structures, Inc.	CIP-New Administration Building; Retainage Payable	433,470.37	10837
75219	Cecil Booth	CIP - Parcel 19 Phase II - Asphalt; CIP - Parcel 14 Future Development; Automobile Expense; Telephone; M&R Roads-Pete Schaff; M&R Roads-Turning Basin	325.38	N/A
75220	Freese and Nichols	CIP- Parcel 14 Rail Development; CIP- Parcel 14 Phase III - Asphalt; CIP- Parcel 19 Phase II Asphalt; CIP- Parcel 14 Future Development	215,579.87	10847; 10848
75221	Mimecast North America, Inc.	Contract Services	155.75	N/A
75222	Dianna Kile	Telephone	273.50	N/A
75223	Charles B. McFarland	CIP - Other	2,212.50	10981
75224	Jason Miura	Sales/Promotion Travel	269.10	N/A
75225	LENSEC, Inc.	Camera Systems Update	80,528.40	11045
75226	Hurst Technologies, Corp.	CIP- Other- Utility Infrastructure	7,112.00	11052
75227	EM-Print Company	Office Supplies	426.50	N/A
75228	TEI Staffing	Contract Labor Expense	1,434.34	N/A
75229	Michaela Bevers	Automobile Expense	13.23	N/A
75230	G & K Services	Other Receivables; Maint & Operations Supplies; M&R- Security Building	156.30	10696
75231	Superior Cleaning Service	M&R- Buildings Berth 7; M&R- Docks Berth 7- VT; M&R- ARI Lease Facilities	1,070.00	11041
75232	Culligan Water Systems	M&R- 419 E. Broad St.; Operations Bldg.	196.00	10923
75233	Brazoria County Septic, dba	Contract Services	1,253.00	N/A
75234	Ready Refresh	Office Supplies	209.08	N/A
75235	Daniel's Rentals & Storage	M&R- Terminal Operations Equipment	75.35	N/A
75236	Naylor, LLC	Advertising- Industry	2,789.50	10893
75237	AAA Asphalt Paving, Inc.	CIP- Parcel 19 Phase II- Asphalt; Retainage Payable	706,729.69	10982
75238	Shoppa's Farm Supply, Inc.	M&R- Terminal Operations	2,651.37	N/A
75239	Airgas USA, LLC	Maint & Operations Supplies	52.29	N/A
75240	Wells Fargo	Subscriptions; M&R- Vehicles; Sales/Promotion Travel; Governmental Relations; Technical Training; Commercial Events; Community Events; Office Supplies	7,909.30	N/A
75241	Energia Resources, Inc.	M&R- Gate 4	204.00	N/A
75242	Crawford Electric Supply	Maint & Operations Supplies	126.01	N/A

75243	American Appraisal	Insurance Expense	14,594.20	10941
75244	Jason Miura	Sales/Promotion Travel	58.57	N/A
75245	Houston: Gateway to the Americas	Sales/Promotion Travel	5,000.00	11061
75246	Big Top Shelters	Other Receivables; M&R- Dole Lease Facilities	19,350.00	11050
75247	Specialties Company	M&R- Berth 7 Crane	856.80	N/A
75248	Gulftex Vending	Office Supplies	164.20	N/A
75249	FedEx	Postage & Freight	25.97	N/A
75250	Donnie Joe Evans	Telephone	25.00	N/A
75251	David Lopez	Telephone	15.00	N/A
75252	Constantino Martinez	Telephone	15.00	N/A
75253	Stewart & Stevenson Services	M&R- Terminal Operations	944.46	N/A
75254	Paul Scott Abbott	Advertising- Newsletter	313.50	N/A
75255	Plantation House	Office Supplies	60.80	N/A
75256	Brazosport Facts	Subscriptions	177.00	N/A
75257	Sprint Waste Services	Contract Services	391.69	N/A
75258	Superior Fabrication	M&R- Berth 7 Crane	572.00	N/A
75259	Due North Consulting, Inc.	Advertising- Industry	3,000.00	11012
75260	The Bulletin	Advertising- Community	425.00	N/A
75261	ERC- Environmental Consultants Inc.	CIP- Other	2,500.00	11023
75262	Greater Houston Partnership	Dues & Memberships- 2016	1,050.00	N/A
75263	Marvin Hooser	Telephone	15.00	N/A
75264	Grainger	M&R Terminal Operations	62.89	N/A
75265	AT & T Mobility	Telephone	478.69	N/A
75266	Randy Aparicio	Telephone	15.00	N/A
75267	Sun Life & Health Insurance	Group Health & Related Benefits	1,003.46	N/A
75268	Angleton Flower & Gift Shop	Sales/Promotion Travel	78.00	N/A
75269	Blank Rome LLP	Legal Fees; Channel Access	5,142.50	N/A
75270	BlueCross BlueShield of Texas	Group Health & Related Benefits	35,775.92	N/A
75271	Sunstates Security, LLC	Security Service Fees	24,005.97	N/A
75272	Kelly's Contracting	M&R- Term. Facilities- VT	4,200.00	11030
75273	Audry Fuller	Telephone	15.00	N/A
75274	Donald Mullett	Telephone	25.00	N/A
75275	Bay Area Fire & Safety	M&R - WH 51 Sprinkler System; M&R - T.S. Sprinkler System	3,674.05	10888
75276	Taylor Marine Construction, Inc.	CIP- Docks- Berth 5 Mooring	54,000.00	10986
75277	Sweeping Texas	M&R- Parcel 25; M&R- Docks Berth 7- VT	1,750.00	N/A
75278	Cargo Contractors	Other Receivables; M&R- Dole Lease Facilities	7,740.00	11024
75279	HubSpot Inc.	Contract Services	2,970.00	N/A
75280	Texas Port Ministry	Community Events	28,950.00	N/A
75281	Talk About Good	Governmental Relations	487.00	N/A
51591	Ravi Singhania	Commission Fees- Dec.	1,045.00	N/A
51592	Bill J. Terry	Commission Fees- Dec.	1,090.00	N/A
51593	Paul A. Kresta	Commission Fees- Dec.	1,020.00	N/A
51594	John Hoss	Commission Fees- Dec.	1,090.00	N/A
51595	Shane Pirtle	Commission Fees- Dec.	990.00	N/A
51596	Rudy R. Santos	Commission Fees- Dec.	1,090.00	N/A

PORT FREEPORT OPERATIONS ACCOUNT EXPENDITURES

Check No.	To	For	Amount
NA			

PORT FREEPORT WIRE TRANSFERS

No.	To	For	Account	Amount
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5153	TEXPOOL 2013A SERIES DEBT SERVICE	TRANSFER TO 2013A SENIOR LIEN DEBT SERVICE FUND	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	232,255.00
5154	TEXPOOL 2015A SERIES DEBT SERVICE	TRANSFER TO 2015A SENIOR LIEN DEBT SERVICE FUND	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	156,009.00
5155	TEXPOOL CAPITAL LEASE DEBT SERVICE	TRANSFER TO CAPITAL LEASE FOR DEBT SERVICE	TEXPOOL PORT OPERATIONS ACCOUNT	132,911.70
5156	TEXPOOL I&S 2006 SERIES	TRANSFER TO I&S	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	3,311.96
5157	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	TRANSFER FOR ACCOUNTS PAYABLE-BOND FUNDED PROJECTS	TEXPOOL 2015A PROJECT FUND	307,142.27
5158	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	307,142.27
5159	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	172,016.74
5160	TEXAS GULF BANK PAYROLL ACCOUNT	TRANSFER FOR PAYROLL 11/12/15	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	115,052.94
5161	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	47,354.01
5162	MASS MUTUAL RETIREMENT SOLUTIONS	TRANSFER OF EMPLOYEE RETIREMENT PLAN LOAN PAYMENTS	TEXAS GULF BANK PAYROLL ACCOUNT	1,238.82
5163	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	1,510,684.19
5164	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	TRANSFER FOR ACCOUNTS PAYABLE	TEXPOOL - 2015A PROJECT FUND	732,288.19
5165	COASTAL SECURITIES CAPITAL RESERVE ACCOUNT	TRANSFER OF INVESTMENT FUNDS	TEXPOOL PORT OPERATIONS FUND	3,423,397.86
5166	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	706,729.69
5167	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	57,569.04
5168	TEXAS GULF BANK PAYROLL ACCOUNT	TRANSFER FOR PAYROLL 11/25/15	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	120,544.86
5169	MASS MUTUAL RETIREMENT SOLUTIONS	TRANSFER OF EMPLOYEE RETIREMENT PLAN LOAN PAYMENTS 11/25/15	TEXAS GULF BANK	1,238.82

			PAYROLL ACCOUNT	
5170	BOKF N.A.	2015A SERIES DEBT SERVICE PAYMENT	TEXPOOL 2015A BOND PAYMENT	346,226.53
5171	BANK OF AMERICA	2013A SERIES DEBT SERVICE PAYMENT	TEXPOOL 2013A BOND PAYMENT	453,530.00
5172	TEXPOOL 2015A SERIES DEBT SERVICE	TRANSFER TO 2015A SENIOR LIEN DEBT SERVICE FUND	TEXPOOL PORT OPERATIONS FUND	60,000.00
5173	TEXAS GULF BANK ACCOUNTS PAYABLE	TRANSFER FOR ACCOUNTS PAYABLE	TEXAS GULF BANK PORT OPERATIONS ACCOUNT	151,487.90

PORT FREEPORT PAYROLL ACCOUNT EXPENDITURES

Description/Date	Amount	Purchase Order Number
ADP 11/12/2015	108,345.50	N/A
ADP 11/25/2015	115,753.77	N/A

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

7. Reports from Executive Staff:

- A. 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.

- B. 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 high mast pole installation at Parcel 19, Pete Schaff Boulevard repairs, demolition of homes on the east end and the Transit Shed 2 demolition. Mr. Hull also reported on the letter he sent to the Corps regarding the Federal Harbor Channel Improvement Project.

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

The LNG and Hoegh vessels presence have boosted the tonnage for the last month. In October, Hoegh moved over 5,000 automobiles while November was a little over 13,000. We are anticipating another 5 vessels from Hoegh in December. Mr. Durel also reported that Tenaris continues to be steady with 2-3 ships a month. Dole's vessel schedule continues to be out of sync for the past seven weeks due to

weather, mechanical problems or fuel. American Rice also moved approximately 9,000 tons of bagged rice in November.

- D. 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 reported on the Brazoria County Fire Fighters Chief's committee meeting hosted by Port Freeport which educated the committee on Port Freeport and also discussed harbor safety. Mr. Hogan anticipates presenting the information to the Security/Safety Committee in January and bringing to full Board in February. He also reported on a cyber/security bill moving through the House at this time and a rumor circulating that the Marsec level will change with the recent events in Paris and California. The Coast Guard is conducting a readiness drill to determine how it will impact the Port if they move to a Marsec 2 in this sector. There is no plan at this time to go to Marsec Level 2.

- E. 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 thanked the Board for their support and attendance at the recent tour given to the delegates from the Gateway Conference. He also reported on the successful sales trip he and Mr. Wilson conducted in Virginia and New Jersey last week with more details in his report to the Board.

- F. 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's written report was presented to the Board.

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

Commissioner Hoss reported on the weekly teleconference with the Corps and his attendance at the Gateway Conference.

- 9. Public Comment

Melanie Oldham addressed the Board on the Partners in Environmental Stewardship award that will be presented today giving a brief history how this process came together. She also commended all the participants in the industry for their contribution.

- 10. Presentation of award to Shintech, Inc. for the "Partners in Environmental Stewardship".

Commissioner Singhania introduced Tim O'Brien with Shintech as well as representatives Steven Washington, Chris Wolfe and Marcelo Norsworthy from the Environmental Defense Fund who briefly described their roles in the program. The Board then presented an award to Shintech for Partners in Environmental Stewardship.

- 11. Approval of an Assignment of the Tax Abatement Agreement Reinvestment Zone No. 15 from the Dow Chemical Company to the Olin Corporation.

Mr. Strader explained that Olin has requested to transfer the tax abatement from Dow Chemical which was originally approved in 2008 and subsequently modified in 2010. It is staff's recommendation to approve the assignment to Olin Corporation.

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

12. Resolution approving the application for tax abatement of The Dow Chemical Company for property located in The Dow Chemical Company Reinvestment Zone No. 20.

Mr. Strader stated this application is for the construction of a new ethylene glycol facility. The request is for a 10 year abatement with construction beginning in April 2017 and completion in December 2018. The County has approved this agreement earlier in the year and it is staff's recommendation to approve the application. Mr. David Winder with Dow Chemical asked for the Port's support in granting this tax abatement agreement.

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

13. Approval of Stevedore License Application renewals submitted by:

- A. Bryan Coastal
- B. Ceres Gulf
- C. Coastal Cargo of Texas
- D. Cooper T. Smith Stevedoring
- E. Flanagan Stevedores
- F. Freeport Terminal
- G. Gulf Stream Marine
- H. Mammoet USA
- I. Ports America
- J. Red Hook Terminals
- K. Richardson Stevedores
- L. Shippers Stevedoring
- M. Suderman Stevedoring
- N. Texas Terminals

Before the Board for approval are the renewal applications from the 14 stevedores who currently have a license with Port Freeport. Mr. Durel explained there are no new applications, only renewals. All paperwork is in order and it is his recommendation to approve them.

A motion was made by Commissioner Hoss to approve the applications for all 14 stevedores. The motion was seconded by Commissioner Terry with all Commissioners present voting in favor of the motion.

14. Approval of a purchase contract for property located at 327 E. Broad Street.

Mr. Strader stated this property is located within the Port's expanded area of acquisition of the East End. The purchase price is \$35,000 plus closing costs which works out to \$38 per square foot. It is staff's recommendation the Board approve this purchase.

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

15. Approval of an Electrical Easement with CenterPoint Energy for electrical service to the new Administration Building.

Mr. Hull stated that this is an electrical easement for the administration building and recommends approval subject to a modification which includes correcting the name in the document from Brazos River Harbor Navigation District to Port Freeport. CenterPoint has not sent the corrected documents so Mr. Hull recommends the Chairman executing the easement once obtained and reviewed.

A motion was made by Commissioner Kresta to approve the easement subject to final review by staff and legal counsel. The motion was seconded by Commissioner Terry with all Commissioners present voting in favor of the motion.

16. Approval of a contract for the purchase of office furniture for the new Administration Building.

Before the Board for approval is case good furniture for the new administration building. Vanguard Environments came in with the low bid of \$71,431.68. Mr. Strader explained that a couple other items will have to be purchased separate from this bid which include desk chairs, partition walls and the reupholstering of audience chairs for the board room. All of these purchases come in within the budget of \$135,000 and it is staff's recommendation to approve the furniture purchase.

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

17. Approval of Port Freeport policy regarding Competitive Sealed Proposal Selection Criteria.

Mr. Hull explained that this policy was presented to the Capital Planning Committee December 3rd recommending approval of policy 9.9 for a competitive sealed proposal selection criteria which includes the following scoring schedule: Price-60%, Schedule-20%, Reputation-10%, Past Performance on previous work with the Port-10%. It is Mr. Hull's recommendation to approve this policy.

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

18. Approval for Chief Financial Officer to execute a Letter of Support for the Quintana Beach Pier.

Mr. Strader stated that the County has requested a letter of support for one of two restore projects they were undertaking. The first project was the reopening of the mouth of the San Bernard River which the Port has already supported. The second is the construction of an extension to the Quintana Beach Pier and additional T-section at the end of the pier. It is staff's recommendation to approve execution of this letter and also add Jason Hull's signature to the letter as well.

A motion was made by Commissioner Kresta to approve the letter of support to be signed by Jeff Strader and Jason Hull. The motion was seconded by Commissioner Terry with all Commissioners present voting in favor of the motion.

19. Approval of a revised Port Freeport travel policy.

At the request of the Commission, staff was asked to look at the Port of Houston's travel policy in comparison to Port Freeport. Adjustments have been made to fit Port Freeport which will combine the two existing policies that are presently in our manuals, one for Commissioners and one for staff into a unified single policy statement. He added that the elements of the travel policy are consistent with the Port's current policy but now has more detailed and is better structured. It is management's recommendation to approve the policy presented.

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

20. Approval of an Interlocal Agreement between Port Freeport and the City of Freeport.

This item was tabled.

21. Approval of Change Order No. 1 to Parcel 19 Development project.

This item was tabled.

22. Approval of Professional Services Agreement with Shey Harding for national search for Executive Port Director/CEO search.

Commissioner Kresta stated that agreement will be for the search of new Executive Port Director with a fixed fee. The search area and timeline will be determined upon execution of agreement by both parties.

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

23. Update regarding feedback from the Joint Meeting of the Operations & Security/Safety Committee held December 1, 2015.

This item was tabled.

24. Discussion regarding proposed 2016 Board meeting dates.

Commissioner Singhania stated that a proposed meeting schedule has been distributed to everyone for next year with the intent of having a regular board meeting once a month. Special Meetings can be called if the need arises. The schedule included two meetings in January with 12 meetings overall. He has asked that everyone review the proposed schedule to adopt at the January 14th meeting.

25. 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 551.071 for discussion regarding:

1. Consultation with attorney regarding settlement terms of Cause No. 70781; Brazoria County v. Capital Source Bank; Brazoria County, Texas.

B. Under authority of Sections 551.071 and 551.072 for discussion regarding:

2. Discussion regarding an Assignment and Amendment to the Lease Agreement between Port Freeport and Hoegh Autoliners.

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

27. Approve settlement terms of Cause No. 70781; Brazoria County v. Capital Source Bank; Brazoria County, Texas.

Mr. Cordoba explained that Capital Source Bank owes taxes in the amount of \$1.2 million but has offered to settle this matter for \$1 million. The County is seeking approval of this offer from all taxing entities. Port Freeport's portion of the settlement is \$16,438.82 and it is Mr. Cordoba's recommendation to approve the settlement.

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

28. Approval of an Assignment and Amendment to the Lease Agreement between Port Freeport and Hoegh Autoliners.

Mr. Miura is requesting approval of the assignment and amendment to the lease agreement with Hoegh Autoliners subject to receiving a fully executed document from Hoegh with no further modifications to the agreement.

A motion was made by Commissioner Kresta to approve the assignment and amendment subject to Hoegh signing the documents in final form and authorizing Chairman to sign upon receipt. The motion was seconded by Commissioner Hoss with all Commissioners present voting in favor of the motion.

29. Adjourn.

With no further business before the Commission, the meeting adjourned at 4:12 p.m.