

Notice of Meeting
BOARD OF TRUSTEES OF THE GALVESTON WHARVES
Regular Monthly Meeting
Tuesday, March 31, 2020 9:00 a.m.
Port of Galveston
123 Rosenberg Avenue, 8th Floor
Galveston, TX 77553

NOTICE OF MEETING BY VIDEOCONFERENCE

In accordance with order of the Office of the Governor issued March 16, 2020, the Board of Trustees of the Galveston Wharves will conduct the meeting scheduled at 9:00 a.m. on March 31, 2020 at Port of Galveston, 123 Rosenberg, Galveston, Texas 77550, by videoconference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There will be no public access to the location described above.]

BOARD OF TRUSTEES

Chairman Albert P. Shannon
Vice Chairman Elizabeth Beeton
Trustee Craig Brown
Trustee Richard D. DeVries
Trustee Harry D. Maxwell, Jr. Trustee
Trustee E.L. "Ted" O'Rourke
Trustee Todd P. Sullivan
Rodger Rees, Port Director/CEO
Anthony P. Brown, Port Attorney

A. CALL TO ORDER

- A.1. **Roll Call**
- A.2. **Declaration Of Quorum**
- A.3. **Pledge Of Allegiance**

B. DECLARATION OF CONFLICTS OF INTEREST BY TRUSTEE

C. GENERAL BUSINESS

C.1. PORT DIRECTOR'S REPORT

Documents:

[2020 MARCH 31 PDR FINAL.PDF](#)

C.2. RECESS INTO EXECUTIVE SESSION

- C.2.a. **ANNOUNCE GOING INTO EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE**

Section 551.071 - Consultation with Attorney
a. Deliberate Pending Legal Issues Raised by Legal

Council
b. Royal Caribbean Cruises LTD.

Section 551.074 - Personnel

a. Deliberate the Appointment, Employment, Reassignment, or Duties of a Public Officer or Employee, Including without Limitation the Port Director

Section 551.072 - Real Estate

a. Discuss Issues Relating to Value of Real Property Owned and Operated by Port

Section 551.087 - Economic Development Negotiation

a. Discuss and Deliberate the Regarding Commercial or Financial Information Received from a Business Prospect Seeking to Locate, Stay, or Expand at the Port of Galveston, or Deliberate the offer of a Financial or Other Incentive to such a Business Prospect

ADJOURNMENT OF EXECUTIVE SESSION

C.3. RECONVENE REGULAR MONTHLY MEETING

C.4. PRESENTATIONS AND ANNOUNCEMENTS

C.4.a. COMMENTS FROM THE PUBLIC

The public will be permitted to submit public comments electronically as provided by the agenda and as permitted by the presiding officer during the meeting. An electronic public comment form for submission of public comments to the Board of Trustees can be accessed online at <HTTPS://WWW.PORTOFGALVESTON.COM/FORMCENTER/PUBLIC-COMMENT-FORM-2/PUBLIC-COMMENT-FORM-36>

C.5. APPROVAL OF MINUTES OF THE BOARD OF TRUSTEES

Documents:

[MINUTES OF THE REGULAR MONTHLY MEETING 2-25-20.PDF](#)
[MINUTES OF THE SPECIAL MEETING 3-17-2020.PDF](#)

D. BUSINESS ITEMS

D.1. CFO REPORT - CONSENT AGENDA

- Consider Board and Staff Expense Reports (a.)
- Consider Financial Statements (b.)
- Accept Port Investments Report (c.)
- Accept Bank Reconciliation Report and Schedule of Restricted Fund Balances Report (d.)
- Accept Cash Flow Projections (e.)
- Accept Monthly Delinquent Accounts Receivable Analysis (f.)
- Accept Vendor Check Register Report (g.)

- Consider Trade Development (h.)

Documents:

[A.PDF](#)
[B.PDF](#)
[C.PDF](#)
[D.PDF](#)
[E.PDF](#)
[F.PDF](#)
[G.PDF](#)
[H.PDF](#)
[2020 MARCH CFO REPORT.PDF](#)

D.2. Discuss And Consider Board Management Policy – Chairman Shannon

Documents:

[D.2.PDF](#)

D.3. Update On 25th Street Crossover – Trustee Maxwell

Documents:

[D.3.PDF](#)

D.4. Discuss Financial Impact To The Port That Has Happened Or Could Happen Due To The Current Crisis And Its Effect On Our Cruise Customers - Trustee Maxwell

Documents:

[D.4.PDF](#)

D.5. Consider And Approve Memorandum Of Understanding With Pilot LNG, LLC – Port Director

Documents:

[D.5.PDF](#)

D.6. Update On FEMA – Laura Camcioglu

Documents:

[D.6.PDF](#)

D.7. Discuss, Consider, And Approve Declaration Of Public Health Emergency – Laura Camcioglu

Documents:

[D.7.PDF](#)

D.8. Consider And Approve Master Service Agreement Between The Board Of Trustees Of The Galveston Wharves And Jacobs Engineering Group, Inc. For

Engineering Service For Pier 10 And 12 Repairs At An Amount Not To Exceed \$349,830.00 - Jeffrey Thomas

Documents:

[D.8.PDF](#)

D.9. Consider And Approve Blanket Easement For Centerpoint Energy Houston Electric, LLC Related To Electrical Distribution Facilities Needed For Cruise Terminal 3 - Jeffrey Thomas

Documents:

[D.9.PDF](#)

D.10. Consider And Approve Construction Contract For 40th Street Gate Canopy: Roof/Cladding Replacement & Misc. Repairs Between The Board Of Trustees And The Galveston Wharves And TUCON, LLC For An Amount Not To Exceed \$164,800.00 - Jeffrey Thomas

Documents:

[D.10.PDF](#)

D.11. Consider And Approve The Propose New Date For The Finance Committee Meeting - May 26, 2020 Before The Regular Monthly Meeting - Angie Ramirez

Documents:

[D.11.PDF](#)

D.12. Discuss And Consider Swagit Options - Trustee O'Rourke And Trustee Brown

Documents:

[D.12.PDF](#)

E. COMMENTS FROM THE BOARD OF TRUSTEES

Pursuant to Texas Government Code Section 551.0415, Trustees may report on any of the following items:

1. Expressions of thanks, gratitude, and condolences
2. Information regarding holiday schedules
3. Honorary or salutary recognition of a public official, public employee, or other citizen
4. Reminders regarding Galveston Wharves events
5. Reminders regarding community events
6. Health and safety announcements

F. SET DATE OF NEXT BOARD MEETING, TIME AND LOCATION

G. ADJOURNMENT

THE ITEMS LISTED FOR THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND WILL NOT BE DISCUSSED UNLESS A TRUSTEE DESIRES TO DISCUSS – AS IS THE CASE, THAT SUCH ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED PRIOR TO THE REGULAR AGENDA ITEMS. AS USED IN THIS NOTICE,

THE TERM "EXECUTIVE SESSION" MEANS A "CLOSED MEETING" AS DEFINED IN TEXAS GOVERNMENT CODE CHAPTER 551, THE OPEN MEETINGS ACT. THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY SUBJECT, INCLUDING WITHOUT LIMITATION ANY SUBJECT APPEARING ON THIS AGENDA, AS AUTHORIZED BY THE OPEN MEETINGS ACT. FOLLOWING ANY EXECUTIVE SESSION, THE BOARD IN OPEN SESSION MAY TAKE A FINAL ACTION, DECISION, OR VOTE ON A MATTER DELIBERATED IN EXECUTIVE SESSION, AS AUTHORIZED BY THE OPEN MEETINGS ACT.

4:00 p.m. Friday, March 27, 2020

Rodger Rees, Port Director/CEO

Please Note

At this time, there will be no public access to the Port of Galveston offices due to COVID-19. The Galveston Wharves Board meeting will be live stream through the Port of Galveston Website.

Members of the City Council may be attending and participating in discussion.

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, WITHIN THREE (3) DAYS PRIOR TO ANY PROCEEDING, CONTACT THIS OFFICE, 123 ROSENBERG AVENUE, 8TH FLOOR, GALVESTON, TEXAS 77550 (409-766-6105) TO MAKE ARRANGEMENTS FOR THE SPECIAL ACCOMMODATION.