

**Notice of Meeting**  
**BOARD OF TRUSTEES OF THE GALVESTON WHARVES**  
**Regular Monthly Meeting**  
**Tuesday, May 26, 2020 9:30 a.m.**  
**Port of Galveston**  
**123 Rosenberg Avenue, 8th Floor**  
**Galveston, TX 77553**

**NOTICE OF MEETING**

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. APPROVAL OF MINUTES OF THE BOARD OF TRUSTEES**

Documents:

[MINUTES REG. MONTHLY MEETING 4-28-20.PDF](#)

**D. GENERAL BUSINESS**

**D.1. PRESENTATIONS AND ANNOUNCEMENTS**

**D.2. 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](https://www.portofgalveston.com/formcenter/public-comment-form-2/public-comment-form-36) A copy of the comments can be provided upon request.

**D.3. CFO REPORT/CONSENT AGENDA**

Documents:

A.PDF  
B.PDF  
C.PDF  
D.PDF  
E.PDF  
F.PDF  
G.PDF  
H.PDF

#### D.4. PORT DIRECTOR'S REPORT

Documents:

[2020 MAY 26 PD REPORT.PDF](#)

#### E. RECESS INTO EXECUTIVE SESSION

##### E.1. ANNOUNCE GOING INTO EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE

###### **Section 551.071 - Consultation with Attorney**

- a. Employee complaint against Trustee
- b. Recently received legal demand for Galveston Wharves to preserve electronically stored information based on threatened litigation and claim
- c. No. 3:14-cv-00206; *Sylvia Robledo, d/b/a 81st Dolphin Parking, et al, v. Board of Trustees of the Galveston Wharves, et al; In the United States District Court for the Southern District of Texas*

###### **Section 551.072 - Real Estate**

- a. Discuss Issues Relating to Value of Real Property Owned and Operated by Port
  1. WWO Relocation
  2. Del Monte

###### **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**

##### E.2. RECONVENE REGULAR MONTHLY MEETING

#### F. BUSINESS ITEMS

##### F.1. Discuss And Consider Addition Of Addenda To The November And December 2019 Workshop Minutes - Vice Chairman Beeton

Documents:

[F1.PDF](#)

**F.2. Discuss And Consider Clearing Of Pelican Island - Vice Chairman Beeton**

Documents:

[F2.PDF](#)

**F.3. Discuss And Consider Expense Report - Vice Chairman Beeton**

Documents:

[F3.PDF](#)

**F.4. Discuss And Consider Pier 14 Lay Down For Cargo Plan – Trustee O’Rourke**

Documents:

[F4.PDF](#)

**F.5. Discuss And Consider NetSuite Update Trustee O’Rourke**

Documents:

[F5.PDF](#)

**F.6. Discuss And Consider Travel And Entertainment Expenses Backup Documentation And Credit Card Expenditures And Points – Trustee O’Rourke**

Documents:

[F6.PDF](#)

**F.7. Discuss And Consider RCI Delinquent Accounts And Payment Agreement – Trustee O’ Rourke**

Documents:

[F7.PDF](#)

**F.8. Discuss And Consider Budget Amendment, Expenses, And Priorities - Trustee O’Rourke**

Documents:

[F8.PDF](#)

**F.9. Consider And Approve 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:

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

- F.10. Discuss And Consider Acceptance Of The 2019 Audited Galveston Wharves Pension Plan Annual Financial Report For The Year Ending December 31, 2019 - Mark**

Documents:

[F10.PDF](#)

- F.11. Discuss And Consider Acceptance Of The Galveston Wharves Consolidated 2019 Financial Audit And The Comprehensive Annual Financial Report (CAFR). A Federal Single Audit Was Not Required For 2019 - Mark**

Documents:

[F11.PDF](#)

- F.12. Consider And Approve Consulting Agreement Between The Board Of Trustees And Teleforce LLC For Security System Integration, Design, Management And Life Cycle Support For FY 19 Port Security Grant Implementation And Maintenance - Brett Milutin**

Documents:

[F12.PDF](#)

- F.13. Discuss And Consider Adoption Of The Texas Transportation Code And The Texas Manual On Uniform Traffic Control Devices - Kenneth Campbell**

Documents:

[F13.PDF](#)

- F.14. Discuss And Consider Proposal Of And Approval Of Contract With Axon Enterprise, Inc. For Body Cam's In The Amount Of \$100,808 - Kenneth Brown**

Documents:

[F14.PDF](#)

- F.15. Consider And Approve 6 Month Extension To Shuttle And Lot Attendant**

## **Contract With ABM Parking Services - Julio**

Documents:

[F15.PDF](#)

### **F.16. Review Trustee Information Requests Procedures Of The Board Of Trustees Of The Galveston Wharves - Port Director**

Documents:

[F16.PDF](#)

## **G. 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

## **H. SET DATE OF NEXT BOARD MEETING, TIME AND LOCATION**

### **I. 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.

**I certify that the above Notice of Meeting was posted in a place convenient to the public, in accordance with Chapter 551 of the Texas Government Code, on or before 4:00 p.m. Friday, May 22, 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.