

**Notice of Meeting**

**BOARD OF TRUSTEES OF THE GALVESTON WHARVES**

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, 8<sup>TH</sup> FLOOR, GALVESTON, TEXAS 77550 (409-766-6105) TO MAKE ARRANGEMENTS FOR THE SPECIAL ACCOMMODATION.

**Regular Monthly Meeting**

**Monday, June 26, 2017**

**9:45 a.m.**

**Port of Galveston**

**8<sup>th</sup> Floor Shearn Moody Plaza**

**123 Rosenberg Avenue, Galveston, TX 77550**

**-THE REGULAR MONTHLY MEETING IS OPEN TO THE PUBLIC-**

**BOARD OF TRUSTEES**

**Chairman E. L. "Ted" O'Rourke**

**Trustee Elizabeth Beeton**

**Trustee Jayson Levy**

**Trustee/Mayor James D. Yarbrough**

**Vice Chairman Albert P. Shannon**

**Trustee Richard D. DeVries**

**Trustee Todd P. Sullivan**

**Peter Simons, Interim Port Director**

**Anthony P. Brown, Port Attorney**

**I. REGULAR MONTHLY MEETING**

**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**

## **1. PRESENTATIONS AND ANNOUNCEMENTS**

- A-1 Presentation by Mike Leahy of Malin International Ship Repair and Drydock, Inc.
- A-2 Presentation by Susan Dvonch of the Shey-Harding Executive Search Firm
- A-3 Comments from the Public

## **2. APPROVAL OF MINUTES OF THE BOARD OF TRUSTEES**

- B-1 Minutes of the Regular Monthly Meeting of the Board of Trustees held Monday, June 5, 2017
- B-2 Annual Meeting of the Board of Trustees held Monday, June 5, 2017

## **3. PORT DIRECTOR'S REPORT**

- C-1 Port Director/Staff Reports – Consideration of Information Received from the Port Director or Other Members of Port Staff with Respect to Port Operations, Including Such Matters as Revenue, Expense, and Other Financial Information; Cargo Tonnage and Ship Calls; Cruise Passenger Activity, Car Counts, and Ship Calls; Security Conditions and Other Security Related Matters; Facility Improvements, Maintenance, Repairs, and Demolition; Dredging; Matters Relating to Parking Operations; Staff and Trustee Travel Reports; and Other Matters Required to be Reported to the Trustees Pursuant to Law or Board Policy.

## **4. CONSENT AGENDA**

- D-1 Consider Board and Staff Expense Reports
- D-2 Consider Financial Statements
- D-3 Accept Port Investments Report
- D-4 Accept Bank Reconciliation Report and Schedule of Restricted Fund Balances
- D-5 Accept Cash Flow Projections
- D-6 Accept Monthly Delinquent Accounts Receivable Analysis
- D-7 Accept Vendor Check Register Report
- D-8 Consider Trade Development

## **5. BUSINESS ITEMS**

- E-1 Discuss and Consider (1) Sole Source Proposal from Swagit Productions, LLC to Provide Video Streaming Services for Board of Trustees meetings and (2) Holding Regular Monthly Board of Trustees Meetings at an Offsite Location on a Six Month Trial Basis
- E-2 Discuss and Consider Strategic Planning Process
- E-3 Discuss and Consider Appointment of Committees of the Board
- E-4 Discuss and Consider Re-Organization of Port Staff

### **RECESS INTO EXECUTIVE SESSION**

### **ANNOUNCE GOING INTO EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE**

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

- a. Seek or receive advice on legal issues raised by cruise line Representatives.
- b. Seek or receive legal advice on pending appeal – Santa Fe Discount Cruise Parking, Inc., et al v. Board of Trustees, et al.
- c. Seek or receive legal advice relating to Bylaws and Board Procedures.
- d. Seek or receive legal advice relating to Carmen Parker EEOC.
- e. Seek or receive legal advice regarding Transit Terminal elevator issues.
- f. Seek or receive legal advice regarding taping of executive sessions.

#### **-Section 551.072 – Real Property**

- a. Proposed Lease Agreement Between the Board of Trustees of the Galveston Wharves and Keith and Kathleen Guindon.

- b. Proposed contract for purchase of property (Gately Property).

**-Section 551.087 – Economic Development Negotiation**

- a. Discuss or Deliberate 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**

**RECONVENE REGULAR MONTHLY MEETING**

**BUSINESS ITEMS CONTINUED**

- E-5 Discuss and Consider Lease Agreement Between the Board of Trustees of the Galveston Wharves and Keith and Kathleen Guindon for the Continued Operation of a Retail Fish Sales Outlet at the Pier 19 Charter Area
- E-6 Discuss and Consider Internal Control Oversight and Audit Review
- E-7 Discuss and consider Changes to Bylaws
- E-8 Discuss and Consider Board Protocol to Include Communications
- E-9 Discuss and Consider Recording Executive Sessions

**D. COMMENTS FROM THE BOARD OF TRUSTEES**

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

**F. 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.

3:30 p.m., Thursday, June 22, 2017



By: \_\_\_\_\_

**Peter Simons, Interim Port Director**

**Please Note**

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

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