

April 24, 2025

NOTICE OF MEETING
OF THE
PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on Tuesday, April 29, 2025. A quorum of the Port Commission is intended to meet at 9:15 a.m. at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. The member of the Port Commission presiding over the meeting is intended to be present at that location, which shall be open to the public during the open portions of the meeting.

In addition, pursuant to Government Code Sec. 551.127 permitting a governmental body to hold a public meeting by videoconference call, the meeting may also be accessed via Webex webinar, as provided on the following page.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary



Additional Public Meeting Notifications.

1. In accordance with the Port Commission's usual practice:
 - a. Members of the public may speak during the posted public comment section.
 - Please register to speak no later than an hour before the meeting by emailing Erica Godfrey egodfrey@porthouston.com or Erik Eriksson eriksson@porthouston.com. They may also be reached by telephone at (713) 670-2456 or (713) 670-2614, and by mail at 111 E. Loop N, Houston, Texas 77029.
 - Please provide the name and the organization the speaker represents, if applicable.
 - Comments are limited to three minutes.
 - b. An audio recording of the meeting is being made and will be available to the public, as will written minutes after Port Commission approval.
2. To request accommodations under the Americans with Disabilities Act or language access services, please contact Erica Godfrey or Erik Eriksson at least three days prior to the meeting.
3. This meeting will offer the options to participate by videoconference (see next page) or in-person. Restrictions regarding allowable room capacity and seating arrangements may be in place at the meeting.



When it's time, join your Webex meeting here.

[Join meeting](#)

More ways to join:

Join from the meeting link

<https://porthouston.webex.com/porthouston/j.php?MTID=m73f393434cc3788c0a4cd7c7fbc8cd3c>

Join by meeting number

Meeting number (access code): 2488 097 2622

Meeting password: AprilPC

Tap to join from a mobile device (attendees only)

[+1-720-650-7664](tel:+1-720-650-7664).,24880972622## United States Toll (Denver)

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Join by phone

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You can also dial 173.243.2.68 and enter your meeting number.

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Tuesday, April 29, 2025
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

9:15 a.m.
111 East Loop North
Houston, TX 77029
Fourth Floor Boardroom
And Via WebEx

A. CALL TO ORDER

B. OPENING REMARKS BY CHAIRMAN AND COMMISSIONERS

1. Governance, legislative, policy, operational, and community matters

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - March 25, 2025

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Public Comment

F. EXECUTIVE

Staff Report – Selected agenda items – Tom Heidt, Chief Operating Officer

Awards, Amendments & Change Orders

1. Approve a professional services contract with Shey-Harding Associates, Inc. to provide executive search services for the Chief Operating Officer position, in an amount not to exceed \$125,000.

General

2. Appoint Charlie Jenkins, Tim Finley, and Jessica Shaver as the Assistant Secretaries of the Port Commission.
3. Authorize Erik Eriksson, Tim Finley, and Jessica Shaver to make emergency purchases or contracts in an amount that exceeds the amount authorized under Water Code Section 60.403(a) for routine purchases or contracts.
4. Approve the (i) amended and restated Foreign Corrupt Practices Act Compliance Policy, and (ii) amended and restated Office of Foreign Assets Control Compliance Policy.

5. Approve the proposed Fee and Charge Adoption Policy for licenses and permits.
6. Approve the proposed Permitting and Licensing Policy for third-party uses of Port Authority property.

G. BUSINESS EQUITY

1. No items.

H. CHANNEL INFRASTRUCTURE

Staff Report – Selected agenda items – Lori Brownell, Chief Channel Infrastructure Officer

Permits/Licenses/Pipeline Easements

1. Approve the renewal of the expiring Port Authority pipeline license for a thirty-year term for the following entity: CenterPoint Energy Resources Corporation; and approve the renewal of the expiring Port Authority transmission line licenses for ten-year terms for the following entity: CenterPoint Energy Houston Electric, LLC.
2. Approve the renewal of expiring Port Authority pipeline licenses for thirty-year terms for the following entities: Dow Hydrocarbons and Resources LLC, Phillips 66 Carrier LLC, and Valero Refining-Texas, LP.
3. Issue a pipeline license to Bluebonnet Pipeline LLC for a six-inch pipeline crossing the Southside Mainline railroad right-of-way in two locations.
4. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under the Port Terminal Railroad Association Southside Mainline railroad right-of-way at 75th Street.
5. Issue a marine construction permit to Kirby Inland Marine, LP to dredge a 6.26-acre area in Old River near Lost Lake Placement Area.
6. Amend a marine construction permit issued to Kinder Morgan Liquids Terminals LLC to install a new firewater pump building and firewater intake pipe at its existing dock facility in Pasadena, Texas.

I. COMMERCIAL

Staff Report – Selected agenda items – John Moseley, Chief Commercial Officer

Leases

1. Approve (i) an amendment to the lease with Matthews Brothers Dredging, LLC for approximately 0.443 acres out of Block 4 at Sims Bayou to extend the term for two years, effective no earlier than July 1, 2025, at an annual base rent of \$10,554.35, subject to annual base rent escalation of the greater of 3% or increase in the Consumer Price Index, and (ii) a non-exclusive, two-year license with the company for approximately 0.416 acres out of the adjacent Block 4A, to run coterminously with the lease, at an annual fee of \$6,600.
2. Approve an amendment to the lease with Houston International Seafarers' Center Inc. to reduce the leased premises area at the 9650 High Level Road building located at Turning Basin Terminal to approximately 6,315 square feet, effective no earlier than June 1, 2025.

3. Approve a lease with Suderman Contracting Stevedores, Inc. d/b/a Metro Ports, for a four-year term commencing May 1, 2025, with a one-year mutual option to renew, for approximately 10.74-acres at Block 10 of Northside Turning Basin, at an annual base rent of approximately \$514,918.31, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

General

4. Approve a Memorandum of Understanding with Harris County to survey future access areas over 2.0654-acre and 1.4655-acre site areas within the Harris County Beltway 8 Bridge right-of-way.

J. FINANCE

Staff Report – Selected agenda item – Tim Finley, Chief Financial Officer

General

1. Approve the Port Authority's Fiscal Year 2024 Annual Comprehensive Financial Report.

K. INFRASTRUCTURE

Staff Report – Selected agenda items – Rich Byrnes, Chief Infrastructure Officer

Awards, Amendments & Change Orders

1. Approve staff's selection of four vendors and award professional services contracts, each in an amount not to exceed \$100,000, to perform construction material testing services (CMT) for four large projects at various Port Authority locations to the following proposers: Tolunay-Wong Engineers, Inc., Aviles Engineering Corporation, HVJ Associates, Inc., and UES Professional Solutions 44, LLC.

2. Award a professional services contract to Lockwood, Andrews and Newnam, Inc. for the designs of Container Yard 9 and ancillary exit gate for the East End Bayport Container Terminal in an amount not to exceed \$4,011,364.

3. Approve the hiring of Corrie Yaw as a consultant to provide project and construction management services for the new Port Authority tour boat and new Administration Building, and other projects as requested by the Port Authority in an amount not to exceed \$197,840.

4. Approve a change order with Russell Marine, Inc. to perform additional work associated with the construction of Wharf 7 at Bayport Container Terminal in an amount not to exceed \$971,904.

L. MAINTENANCE

Staff Report – Selected agenda items – Paulo Soares, Chief Port Maintenance Officer

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$2,200,000 for mowing services and landscape maintenance at Bayport Container Terminal and Turning Basin Terminal to the top-ranked proposers: staff ranking - first, Yellowstone Landscape; second, Ambassador Services, LLC; and third, SMC Landscape Services.

2. Award a two-year contract to MNI Diesel, LLC for the purchase of miscellaneous filters for terminal equipment at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$550,000.

3. Award a two-year contract to Monument Chevrolet for the purchase of General Motors parts and related services for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using a Sourcewell cooperative purchase program contract, in an amount not to exceed \$600,000.
4. Issue a purchase order to Tennant Company for the purchase of one Tennant S30 sweeper for Turning Basin Terminal, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program, in a total amount not to exceed \$97,000.

M. OPERATIONS

Staff Report – Selected agenda item – Ryan Mariacher, Chief Port Operations Officer

General

1. Amend the Section 559 Reimbursable Services Agreement and Memorandum of Understanding with U.S. Customs and Border Protection in an amount not to exceed \$1,000,000 to cover a projected three years of reimbursement for overtime services.

N. PEOPLE

Staff Report – Selected agenda item – Jessica Shaver, Chief People Officer

Awards, Amendments & Change Orders

1. Ratify an amendment to the agreement with CARCO Group, Inc. dba Cisive for background check services for an additional amount not to exceed \$18,000 and further amend the agreement for an additional amount not to exceed \$25,000.

O. SECURITY AND EMERGENCY OPERATIONS

Staff Report – Selected agenda item – Amy Seymour, Chief Port Security and Emergency Operations Officer

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a three-year contract, with unilateral option for one additional two-year term, in an amount not to exceed \$24,785,531 for unarmed, uniformed security officer services to the top-ranked proposer: staff ranking – first, GardaWorld; second, Marksman Security Corporation; and third, Sunstates Security.

P. TECHNOLOGY

Staff Report – Selected agenda items – Charles Thompson, Chief Information Officer

Awards, Amendments & Change Orders

1. Issue a purchase order to CyberOne for purchase of the Next Generation (NXGEN) INFOSEC selected managed detection and response services, using the Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$1,551,000.
2. Issue a purchase order to CyberOne for purchase of the Next Generation (NXGEN) INFOSEC selected security information and event management solution, using the Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$1,600,000.
3. Approve a change order with TREScope Inc., to perform additional work associated with implementation, consulting, and professional services in support of the Next Generation (NXGEN) Enterprise Resource Planning (ERP) project in an amount not to exceed \$136,030.

Q. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) Houston Ship Channel Expansion Channel Improvement Project and (ii) 33 U.S.C.A. §§5(b) and 2236
2. Real Estate (Section 551.072, Texas Open Meeting Act), including deliberations regarding disposition of Galveston Bay vicinity property and Pelican Island properties
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Officers and Employees (Section 551.074, Texas Open Meetings Act), including deliberations regarding employment of the Chief Operating Officer of the Port Authority, and other matters related thereto
5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)
6. Adjourn Executive Session

R. RECONVENE OPEN MEETING

1. Announce any items from Executive Session requiring Port Commission action
2. Regular Code of Ethics training and review

S. COMMERCIAL

Staff Report – Selected agenda item – John Moseley, Chief Commercial Officer

Leases

1. Deliberate and take possible action to declare as surplus and authorize the sale of approximately 67.95 acres of land at Pelican Island for the construction of City of Galveston municipal office and infrastructure buildings on the terms discussed in Executive Session.

T. EXECUTIVE

Staff Report – Selected agenda item – Tom Heidt, Chief Operating Officer

General

1. Deliberate and take possible action to authorize an interlocal agreement with the City of Galveston to provide advance funding totaling \$2 million and right-of-way property, to help satisfy Galveston's local sponsor obligations for the Pelican Island Bridge Project, and declare as surplus an approximately 13.78 acre Pelican Island parcel and authorize its conveyance in connection therewith.

U. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS

1. Governance, legislative, policy, operational, and community matters

V. ADJOURN MEETING

1. Next Meeting Requested - May 20, 2025
2. Adjourn Port Commission Meeting