

May 16, 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, May 20, 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](mailto:egodfrey@porthouston.com) or David McNamara [dmcnamara@porthouston.com](mailto:dmcnamara@porthouston.com). They may also be reached by telephone at (713) 670-2456 or (713) 670-2607, 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 David McNamara 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=m6595dfef72de8ac0936c8d39583c67e3>

**Join by meeting number**

Meeting number (access code): 2491 386 0779

Meeting password: MayPC25

**Tap to join from a mobile device (attendees only)**

[+1-720-650-7664,,24913860779##](#) United States Toll (Denver)

[+1-469-210-7159,,24913860779##](#) United States Toll (Dallas)

**Join by phone**

+1-720-650-7664 United States Toll (Denver)

+1-469-210-7159 United States Toll (Dallas)

[Global call-in numbers](#)

**Join from a video system or application**

Dial [24913860779@porthouston.webex.com](tel:24913860779)

You can also dial 173.243.2.68 and enter your meeting number.

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>



**Tuesday, May 20, 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 - April 29, 2025

**D. STAFF REPORTS**

---

1. Summary of selected financial and operational matters

**E. APPEARANCES**

---

1. Public Comment

**F. EXECUTIVE**

---

**Staff Report** – Selected agenda items – Jessica Shaver, Chief Administrative Officer

***General***

1. Amend the Barge Fleeting Leasing Policy to adopt exclusion zones.
2. Enter into a Memorandum of Agreement with the Houston Maritime Museum in the amount of \$100,000.

**G. CHANNEL INFRASTRUCTURE**

---

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

***Permits/Licenses/Pipeline Easements***

1. Approve the renewal of expiring Port Authority pipeline licenses for thirty-year terms for the following entities: Buffalo Marine Service Inc, BWC Terminals LLC, Covestro, LLC, Magellan Crude Oil Pipeline Company LP, and Magellan Pipeline Company LP; and approve the renewal of the expiring Port Authority pipeline license for a ten-year term for the following entity: LBC Houston LP.

2. Amend a pipeline easement for Explorer Pipeline Company for a 28-inch pipeline across the future Greens Bayou Terminal property.

## **H. COMMERCIAL**

---

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

### **General**

1. Amend an easement in favor of CenterPoint Energy Houston Electric, LLC, (successor to Houston Lighting and Power) for electric transmission and distribution lines across the Port Authority's Woodhouse Terminal.

### **Leases**

2. Approve amendments to the lease with Portwall Partners, LTD. at Bayport Container Terminal extending the construction period, effective April 1, 2025 and forbearing the operational phase rent otherwise due, at a cumulative rent increase value of \$697,904, subject to annual base rent escalation of the greater of 2% or the increase in the Consumer Price Index and updating the rail operating provisions.

3. Approve an amendment to the lease with AllTrans Port Services LLC for approximately 2.61 acres out of Block 23A at Industrial Park East to extend the term for three years, at an annual base rent of \$129,888.24, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

## **I. FINANCE**

---

**Staff Report** – Selected agenda items – Tim Finley, Chief Financial Officer

### **General**

1. Adopt amended banking resolutions to designate authorized agents who may act on behalf of the Port Authority in connection with depository accounts and banking and investment agreements, and who may designate names of persons authorized to sign checks and give written or verbal orders or instructions to financial institutions.

2. Adopt a revised Disclosure Policy for the Port Authority.

3. Adopt a revised Investment Policy for Port Authority funds, including operating, construction, project, debt service, and debt service reserve funds, and approve the Port Authority's revised Internal Controls for Investments.

## **J. INFRASTRUCTURE**

---

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

### **Awards, Amendments & Change Orders**

1. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$974,885 for Industrial Park East drainage and yard improvements, to the top-ranked proposer AAA Asphalt Paving, Inc.

2. Award a contract to Orion Construction, LLC for the fabrication and coating of steel pipe for monopile mooring dolphin construction for Wharf 2 at CARE Terminal in an amount not to exceed \$281,893.

3. Award a professional services contract to Halff Associates, Inc. for the design of the Turning Basin Terminal drainage system improvements in an amount not to exceed \$391,152.

4. Amend the professional services contract with Hatch Associates Consultants, Inc., for the design of Stage 2 fiber optic cable relocation at Barbours Cut Terminal, in an amount not to exceed \$94,346.

5. Approve a change order with Indi Construction Partners, LLC to perform additional work associated with the construction of the maintenance building addition and canopy enclosure at Bayport Container Terminal in an amount not to exceed \$103,937.

6. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Container Yards 6 and 7 for reconstruction of 87-acres of container yards at Barbours Cut Terminal in an amount not to exceed \$109,897.

## **K. MAINTENANCE**

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

### ***Awards, Amendments & Change Orders***

1. Award a two-year contract to MARMAC, LLC dba McDonough Marine Service for the rental of a truckable push boat for Turning Basin Terminal in an amount not to exceed \$400,000.

2. Award a two-year contract to Lockridge Packaging, LLC for the purchase of paper products for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$750,000.

3. Award a two-year contract to (i) Genuine Parts Company dba NAPA Auto Parts in an amount not to exceed \$300,000 using SourceWell, a cooperative purchase program, and (ii) O'Reilly Auto Enterprises, LLC dba O'Reilly Auto Parts in an amount not to exceed \$300,000, using Omnia Partners, a cooperative purchase program, for the purchase of auto parts for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal.

4. Issue a three-year purchase order to Cintas Corporation for cleaning, rental, and purchase of uniforms for maintenance personnel at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's BuyBoard, a cooperative purchasing program, in an amount not to exceed \$1,200,000.

## **L. OPERATIONS**

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

### ***General***

1. Approve a four-month extension of the existing Marine Terminal Services Agreement between the Port Authority and Maersk Line A/S.

## **M. PEOPLE**

---

**Staff Report** – Selected agenda item – Carlecia Wright, Chief People Officer

### ***Awards, Amendments & Change Orders***

1. Award a professional services contract to Durian Consultants LLC for change management advisory services using the United States General Services Administration purchasing program in an amount not to exceed \$281,894.

## **N. SECURITY AND EMERGENCY OPERATIONS**

---

1. No items.

## **O. STRATEGY**

---

1. No items.

## **P. TECHNOLOGY**

---

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

### ***Awards, Amendments & Change Orders***

1. Award a purchase order to CyberForce|Q for purchase of the Next Generation (NXGEN) INFOSEC-selected Information and Operational Technology Cyber Risk Assessment and Penetration testing, using the BuyBoard cooperative purchase program, in an amount not to exceed \$250,000, with an estimated net cost after a 2024 Port Security Grant reimbursement of \$187,500.

2. Award a three-year purchase order to Carahsoft for the purchase of a NXGEN INFOSEC-selected network detection and response platform along with associated software subscriptions and support services, using the United States General Services Administration purchasing program, in an amount not to exceed \$450,000, with an estimated net cost after a Port Security Grant reimbursement of \$337,500.

## **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

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)

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

#### **S. PEOPLE**

---

##### ***Awards, Amendments & Change Orders***

1. Authorize a professional services contract with Mercer (US) Inc. to provide compensation analysis services to the Port Authority in an amount not to exceed \$300,000.

#### **T. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS**

---

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

#### **U. ADJOURN MEETING**

---

1. Next Meeting Requested - June 24, 2025
2. Adjourn Port Commission Meeting