

April 16, 2021

These are the minutes of the regular meeting of the Port Authority Advisory Committee (the Committee) held on April 16, 2021 via conference call due to COVID-19 restrictions place on meetings in person. The meeting was called to order at 9:10 a.m. by acting Chair Phyllis Saathoff with the following committee members present:

Port Authority Advisory Committee:

Phyllis Saathoff	Chair - Port Freeport
Chris Fisher	Port of Beaumont
Roger Guenther	Port Houston
Ron Mills	Port of Port Mansfield
Rodger Rees	Port of Galveston
Walker Smith	Port of Harlingen
Sean Strawbridge	Port of Corpus Christi
Alan Ritter	Speaker of the House Appointee
Michael Plank	Lt. Governor Appointee Absent

A public notice of this meeting containing all items on the proposed agenda was filed in the Office of the Secretary of State at 3:16 p.m. on March 25, 2021 as required by Government Code, Chapter 551, referred to as “The Open Meetings Act.”

ITEM 1. Call to order.

The Port Authority Advisory Committee Meeting was called to order by Chairperson Phyllis Saathoff at approximately 9:04 a.m.

ITEM 2. Introduction of committee members and TxDOT staff.

Phyllis Saathoff, Chair, asked committee members, TxDOT and guests to introduce themselves. All present PAAC members are listed above with two members absent.

ITEM 3. Discussion on guidelines for the committee members and rules of order.

Stephanie Cribbs, TxDOT, Maritime Division, opened the discussion on the potential of electing a vice-chair for times of the chair’s absence and meeting attendance. It was explained that the next meeting will involve deeper discussion on the items to help efficiently manage the Committee.

Sean Strawbridge, Port of Corpus Christi, asked to consider meeting virtually after COVID restrictions are lifted. Mrs. Cribbs stated prior to COVID 19 restrictions, TxDOT’s stance was to have face to face meetings. Mr. Strawbridge stated that it would help those members who have a distance to travel to be able to be in the meeting without having to leave their designated port. Mrs. Cribbs stated that she understood the concern of having to travel to the meeting but it is mandated that the PAAC meet two times per year at a minimum. Mr. Strawbridge stated his concern that TxDOT is not accommodating the PAAC members and stated that the meetings have been held the past year with COVID

restrictions with no issues. Mrs. Cribbs stated that she would like in to that issue with TxDOT's General Council Division as they will guide the PAAC with TxDOT's rules for advisory committees.

These items were then tabled for discussion at the next PAAC meeting to allow TxDOT time to research state protocol.

ITEM 4. Approval of the January 21, 2021 meeting minutes. (Action)

Chris Fisher, Port of Beaumont, made a motion that the meeting minutes be accepted with a second by Walker Smith, Port of Harlingen and the committee approved the minutes of the January 21, 2021 meeting by a vote of 8-0 with Mr. Michael Plank, Lt. Governor's appointee, being absent.

ITEM 5. Update on the Wayfinding Sign Study.

Stephanie Cribbs, TxDOT, Maritime Division, stated that the Wayfinding Sign Study, at this point, is a success with 100% participation. The Maritime Division is currently working with the TxDOT Traffic Engineering Division (TED) to research having the vessel wayfinding sign, if approved for the Texas Manual on Unified Traffic Control Devices (TMUTCD), for placement above existing roadway signs. In the interim, TxDOT is reviewing the possibility of having port specific at each location. Once the wayfinding placard is approved, it will then be placed above the sign.

Mrs. Cribbs stated that in working with the TxDOT TED, a count of all new signage was taking place. Currently, most signs are needed in the Golden Triangle area and from Port Freeport and down the coastline to the Port of Brownsville. Budget and funding on these signs is still being discussed internally and once a decision is made on funding, an execution plan can be implemented and the role out of the signs will begin.

ITEM 6. Discussion on the 87th Texas Legislature.

Mr. Corey Theurer, TxDOT Legislative Affairs, was in attendance to give an update on the 87th Texas Legislature. At the time of the meeting, there was no port related information discussed at this point in the session. Mr. Theurer will be asked to attend a meeting to give an update on the current legislative sessions later in the year.

ITEM 7. Public Comment

Ms. Melanie Alvord, TxDOT Federal Affairs, discussed the Federal Port Infrastructure grants and stated the deadline for the grants is July 30, 2021. Ms. Alvord also discussed the Water Resource Development Act and how it will address infrastructure improvements.

ITEM 8. Adjourn. (Action)

With no further business, a motion by Roger Guenther, Port Houston was made to adjourn the meeting and second by Ron Mills, Port of Port Mansfield. The motion passed 70 and the meeting was adjourned by Phyllis Saathoff, chair, at 9:54 a.m.

APPROVED:

Phyllis Saathoff, Chairperson
Port Authority Advisory Committee