

These are the minutes of the regular meeting of the Port Authority Advisory Committee (the Committee) held on May 31, 2018 in Houston, Texas. The meeting was called to order at 1:07 p.m. by Chair Phyllis Saathoff with the following committee members present:

**Port Authority Advisory Committee:**

John LaRue	Port of Corpus Christi
Roger Guenther	Houston Port Authority - <b>Absent</b>
Chris Fisher	Port of Beaumont
Eduardo Campirano	Port of Brownsville
Larry Kelley	Port of Port Arthur
Jennifer Stastny	Port of Victoria - <b>Absent</b>
Phyllis Saathoff	Chair, Port Freeport
Michael Plank	Lt. Governor Appointee – <b>Absent</b>
Alan Ritter	Speaker of the House Appointee- <b>Absent</b>

A public notice of this meeting containing all items on the proposed agenda was filed in the Office of the Secretary of State at 11:48 a.m. May 17, 2018 as required by Government Code, Chapter 551, referred to as “The Open Meetings Act.”

**ITEM 2. Introduction of committee members and TxDOT staff.**

Phyllis Saathoff asked committee members, TxDOT and guests to introduce themselves.

**ITEM 3. Approval of minutes of the March 1, 2018 meeting. (Action)**

John LaRue made a motion that the meeting minutes be accepted with a second by Eddie Campirano and the committee approved the minutes of the March 1, 2018 meeting by a vote of 5-0.

**ITEM 4. Update on the Rider 45 Fiscal Year 2018 project delegation.**

Stephanie Cribbs, TxDOT Maritime Division, gave an update on Call 1 and Call 2 projects that have been approved by the Texas Transportation Commission. Several are nearing letting dates. The committee was then informed that there was still an amount of 5.4 MIL left in fiscal year 19 allotment. A third call for projects was released to the port community on May 9, 2018 with a deadline of June 25, 2018. It was also stressed that each project would need to be reviewed by the local TxDOT District Office in order to be considered for acceptance in the Rider 45 program.

**ITEM 5. Approval of the budget request for the Ship Channel Improvement Revolving Fund. (Action)**

Dan Harmon, Maritime Division, Director, discussed the process for the committee to approve the legislative appropriations requests (LAR). Harmon stated that is not part of the base budget for TxDOT but an exceptional item request for the appropriations on the behalf of the committee.

A list of the Ship Channel Improvement Revolving Fund (SCIRF) projects was provided to the committee members with an estimated ask of \$745MIL for the LAR. Mr. Harmon stated that this request would be a first time request and it would be in addition to the Port Capital Program (PCP) request. Mr. Harmon stated that the preliminary request for the PCP is coming in at an estimated \$515MIL and made the suggestion that it may be good to revisit the project list (PCP) and try to focus on those projects that can be completed in the next two to three years and reduce the LAR requested amount; however, if the committee wanted to leave the requested amount as is, then that number would be submitted. This suggestion was reiterated by Mark Williams, P.E., Deputy Executive Director, TxDOT.

John LaRue asked if the amount requested was \$9MIL and only \$3MIL was used in three years, could the committee request more funds later. Mr. Williams stated yes.

Mr. Harmon stated that the Maritime Division had a place holder for the LAR and that the place holder could be adjusted but a decision of the actual amount needs to be voted on and approved within the next few weeks. Maritime employees stated they would send out the list of projects and the committee members were asked to review the list and decide if they want to cut down the list of projects.

John LaRue made a motion to request the agenda item be tabled until the next meeting that is schedule for July 2, 2018. This would allow members to review the list and make any adjustments, if needed. The motion was second by Larry Kelley.

**ITEM 6. Update on the Texas Port Mission Plan.**

Alisha Pena, TxDOT Maritime Division, provided the committee with an overview of the Texas Port Mission Plan (PMP). The PMP will consist of four reports: Executive Summary, Connectivity Study, Port Capital Program and the Ship Channel Improvement Report.

The Executive Summary will focus on the ports as a system and will include information that will be found on the port profiles. It will also include information on all that the ports have done to improve their port in the last five years along with connectivity needs assessment and ship channel improvements needed.

Ms. Pena stated that the Maritime Division would like to complete this report by the end of summer 2018.

**ITEM 7. Update on the 2020-2021 Texas Port Capital Program project prioritization**

This item was included in the discussion in Item 5. It was decided that the committee will review the list of projects and try to remove projects that can't be completed in the next two to three years. The current LAR is roughly \$515MIL.

**ITEM 8. Discussion on updating the committee's strategies and objectives.**

Alisha Pena opened the discussion with asking the committee members to review the Port Authority Advisory Committees strategies and objectives. The members were told if they had no changes then none would be made. The discussion was tabled for a later date.

**ITEM 9. Select next meeting date and location (Action)**

The next meeting will be held in Houston, Texas at 7600 Washington Ave, Houston, Texas at the TxDOT Houston District Office, Ned Holmes Auditorium, at 9:00 a.m.

**ITEM 10. Public comment**

Sean Strawbridge, Port of Corpus Christi, Chief Executive Director, stated he was confused as to why the PCP list needs to be reduced. Questioned why the list could not stay as is to show the whole picture.

**ITEM 11. Adjourn. (Action)**

Phyllis Saathoff adjourned the meeting at 2:26 p.m.

APPROVED:

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Phyllis Saathoff, Chair  
Port Authority Advisory Committee