

October 9, 2019

These are the minutes of the regular meeting of the Port Authority Advisory Committee (the Committee) held on October 9, 2019 in Houston, Texas. The meeting was called to order at 9:07 a.m. by Chair Phyllis Saathoff with the following committee members present:

**Port Authority Advisory Committee:**

Phyllis Saathoff	Chair, Port Freeport
Sean Strawbridge	Port of Corpus Christi
Roger Guenther	Houston Port Authority
Chris Fisher	Port of Beaumont
Eduardo Campirano	Port of Brownsville
Larry Kelley	Port of Port Arthur
Walker Smith	Port of Harlingen
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 11:23 a.m. September 9, 2019 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 the September 26, 2018, October 2, 2018 and March 7, 2019 meeting minutes. (Action).**

Chris Fisher, Port of Beaumont made a motion that the meeting minutes be accepted with a second by Eddie Campirano, Port of Brownsville and the committee approved the minutes of the September 26, 2018, October 2, 2018 and the March 7, 2019 meeting by a vote of 7-0.

**ITEM 4. Update on the Rider program.**

Stephanie Cribbs, TxDOT Maritime Division, presented an update on the Rider program which included Riders 48 and 45. The presentation included a PowerPoint presentation (Attached A) on the progress of each project within each grant period. Mrs. Cribbs explained that the Rider 38 project selection process would take in to consideration the progress the projects made during the biennium of which funds were distributed.

Mrs. Cribbs included information regarding the rating of the Rider 38 projects. Each TxDOT coastal district office would grade the projects that lay within their district boundaries. After the district review, the projects would then go through a review period with the Maritime Division which would include past project progress, shovel readiness of the project, funds distribution for previous projects and program participation.

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**ITEM 5. Discussion on TxDOT initiatives related to Texas ports.**

Stephanie Cribbs, TxDOT Maritime Division, discussed the upcoming initiatives that the Maritime Division will be pursuing soon. The initiatives include a Wayfinding Sign study. The intent of the study is to help add additional signage to state and federal highways, designate and/or update truck routes and to include GPS coordinates with the sign.

Patricia Hasan, TxDOT Maritime Division, discussed the update of the 2022-2023 Port Mission Plan which is in the early stages. Mr. Hasan stated that emails will be sent out with more direction and that participation was crucial to the success of the document. AECOM will be the consultant assisting with the work and will be contacting each port to gather information.

**ITEM 6. Discussion on the Permian Basin Regional Freight and Energy Transportation Plan.**

Caroline Mays, Director, Freight and International Trade, TxDOT gave a presentation (Attachment B) on the Permian Basin and the Texas Permian Basin Regional Freight and Energy Sector Transportation Plan and the need for Texas ports to become an active part of this plan. Mrs. Mays stressed the importance and value of the port community's participation in helping to build this plan.

**ITEM 7. Select next meeting date and location. (Action)**

The next meeting will be held in Houston, Texas on March 30, 2020 at the TxDOT Houston District Office. Room and agenda information to follow.

**ITEM 8. Public Comment.**

No public comment was offered.

**ITEM 9. Adjourn. (Action)**

With no further business, the meeting was adjourned by Chairwomen Saathoff at 10:08 a.m.

APPROVED:



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Phyllis Saathoff, Port Freeport, Chair Port  
Authority Advisory Committee