MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

July 25, 2014

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Friday, July 25, 2014, 2510 14th Street, Suite 1500, Gulfport, Mississippi at which the following Commissioners and staff were present:

Commissioners:	John Rester, President Robert J. Knesal, Treasurer James C. Simpson, Jr.
Staff:	Jonathan Daniels, Executive Director/CEO Matthew Wypyski, Chief Operating Officer Joe Conn, Director of Port Restoration John Webb, Director of Engineering Dale Waltman, Director of Operations Mary Bourdin, Director of Finance Mel Arsenault, Director of Compliance Carlos Bell, Director of Community Relations/Marketing Kim Purchner, Executive Assistant/HRO Kim Aguillard, Community Relations/Marketing Specialist Shawn Meyer, Deputy Director of Operations David Duhe, Legal Counsel
Others:	Shorty Sneed, Stewart Sneed Hewes Daron Wilson, MDA (via telephone) Howard Page, Steps Coalition Robert Boone, RFB, LLC Duane Wilson, DuPont Brian Varnado, T.L. Wallace Randall Love, T.L. Wallace Tom Ryburn, CH2MHill Marcia Crawford, HCDC Chris Williams, BMA Rebecca Ferguson, MDA Bruce Newton, Digital Engineering Kym Davis, YAJV M.W. Hilton, MS Pilots Courtney Haggerty, Residence Inn Avery Windham, Hilton Garden Inn Todd Bradford, YAJV Judd Beech, Bayou Concrete Robert Chambers, Meredith Management Joe M. Harrod, Moses Electric Matt McVadan, W.C. Fore David Palmer, Hanmorr Brothers Don Halle, Gulf Construction John Johnson, North Gulfport Civic Club Jim Hardaman, Raymond James Tommy Thompson, Dole

Steve Twedt, Neel Schaffer
Colin MacPherson, E.N. Bisso
Christine Brice, Election Commissioner
Richie Ashley, Neel Schaffer
Anthony Thompson, COAAC/Kingdom ICDC
Peter Rumbarger, YAJV
Glenn Cobb, Pathways to the Port
Sen. Brice Wiggins, MS Senate
Roberta Avila, Steps Coalition
Dax Alexander, BMA
Greg Schruff, SSA
Morgan Ranby, Tice Engineering, Inc.
Colt Ratliff, Tile Engineering, Inc.
Roberts Avila, Steps Coalition

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Commissioner Rester noted the presence of a quorum and called the meeting to order at approximately 8:00 a.m.

The Pledge of Allegiance was led by Commissioner Rester.

PUBLIC COMMENTS:

Roberta Avila, Executive Director of the Steps Coalition, asked if information regarding compliance with the February Monitoring Report from HUD could be put on the website. She also asked about McDermott and a MOU from them regarding jobs.

Howard Page, Steps Coalition, echoed Ms. Avila's requests and also asked about Chiquita job reporting. Mr. Page expressed his desire to see similar job reporting for all tenants.

John Johnson, resident of the north Gulfport, asked about the status of the 33rd Street property.

Glenn Cobb, member of the Pathways to the Port Committee, asked about the status of the cranes and about Highway 90 landscaping.

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Commissioner Knesal moved to approve the June 26th and July 14th minutes. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve travel (July 1-2/Daniels to Tampa, FL; July 16-17/Daniels, Wypyski, Rester, Webb to Cut Off, LA; July 31/Daniels to Neshoba County. Commissioner Simpson seconded and the motion was unanimously approved.

FINANCIAL REPORT:

Commissioner Knesal moved to approve the disbursements listed below. Commissioner Simpson seconded and the motion was unanimously approved.

DISBURSEMENTS THROUGH JULY 10, 2014

BILLS FOR THE MONTHS OF JULY AND AUGUST 2014 APPROVED AND PAID

FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
48578	AssetWorks, Inc.	Software License Renewal	1,323.55
48579	AT&T	Telephone Services	1,530.12
48581	Bonds Services, Inc.	Janitorial Services	1,050.00

48582	Mary Bourdin	Business Expense	30.00
48584	City of Gulfport	Water	6,659.95
48585	Cornerstone Government Affairs	Consulting Services	12,500.00
48586	C Spire Wireless	Radio/Cell Phone Service and Equipment	1,958.94
48587	Jonathan Daniels	Business and Travel Expenses	228.50
48588	Express Services, Inc.	Temporary Labor	355.68
48589	Federal Express Corp.	Express Mail Services	284.10
48590	Fuelman	Fuel for MSPA Vehicles	692.07
48591	Great Southern Club	Monthly Dues and Business Expenses	3,295.04
48592	Gulfport Yacht Club	Business Expense	31.80
48593	Gulf Coast Air Photo	Aerial Photos of the Port	500.00
48594	MS State Treasure Fund 3601	Long Distance Telephone/Internet Services	783.72
48595	Inland Rivers, Ports & Terminals, Inc.	Membership Dues	750.00
48596	JOC Group, Inc.	Advertising	1,500.00
48597	Lowe's Home Center, Inc.	Maintenance Supplies	102.04
48598	MS Dept. of Human Services CRDU	Employee Deductions	117.70
48599	MS Power Company	Electricity	29,345.74
48600	MS Pub. Employees Credit Union	Employee Deductions	400.00
48601	New Orleans Publishing Group	Advertising	4,950.00
48602	Piltz, Williams, LaRosa & Co.	Accounting and Grant Administration Svcs.	2,893.70
48603	Pine Belt Oil Co., Inc.	Diesel	10,864.36
48604	Ports America, Inc.	Maint. on Cranes/Chiquita Out of Berth	36,846.72
48605	Performance Tire & Wheel, Inc.	Service Call to Repair Tractor Tire	129.00
48606	Kim Purchner	Mileage Reimbursement	8.96
48608	Swetman Security Services, Inc.	Security Guard Services	22,353.38

CHECKS DATED 6/27/14 AND RELEASED PRIOR TO THE SCHEDULED CHECK RUN

48570	Anytime Portables, LLC	Portable Restroom Services	360.00
48571	The Gibbes Company	Professional Services	25,226.42
48572	MS State Tax Commission	Employee Deductions	5,967.00
48573	Ports America, Inc.	Chiquita Out of Berth	3,247.12
48574	Redd Pest Solutions	Pest Control Services	365.00
48575	Shred It – Mobile	Monthly Shredding 8th & 14th Floors	123.20
48576	Norma Jean Soroe	Transcription Fees	419.48

CHECK DATED 7/3/14 AND RELEASED PRIOR TO THE SCHEDULED CHECK RUN

48577	MEDC	Registration Fees	345.00

TRANSFERS

6/26/14	Public Employment Retirement	Retirement Match and Withheld	42,948.27
6/27/14	Deferred Compensation	Employee Deductions	3,069.67
6/27/14	Federal Tax Deposit	Payroll Tax Deposit	23,731.97
		Total	$ 247,288.20

FINAL CHECKLIST FOR JULY 25, 2014

BILLS FOR THE MONTHS OF JULY AND AUGUST 2014 APPROVED AND PAID

FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
48610	Kentwood Springs	Drinking Water	417.24
48611	Advanced Disposal Services	Waste Removal Services	786.00
48612	AFLAC	Employee Deductions	1,234.83
48613	AirGas Gulf States	Oxygen/Helium Cylinder Rentals	38.94
48614	Anytime Portables, LLC	Portable Restroom Services	330.00

48615	Card Services	Travel Expenses	4,553.40
48616	Sun Coast Business Supply	Office Supplies	332.59
48617	CVR Computer Supplies	Toner Cartridges	1,235.94
48618	Jonathan Daniels	Business and Travel Expenses	299.64
48619	State School Insurance Fund	Employee Deductions	12,503.16
48620	Federal Express Corp.	Express Mail Services	140.73
48621	Frazier Law Firm, PLLC	Employee Deductions	136.04
48622	Fuelman	Fuel for MSPA Vehicles	647.28
48623	W.W. Grainger, Inc.	Maintenance and Grounds Supplies	1,456.85
48624	Guardian	Employee Dental Deductions	1,118.73
48625	Gulf Coast Business Supply, Inc.	Toner Cartridges and Office Supplies	936.36
48626	Hancock Bank	August Lease 14th Floor	14,432.24
48627	Hancock Bank	August Lease 8th Floor	5,241.35
48628	ID Wholesaler	Office Supplies	67.50
48629	Robert J. Knesal	Per Diem	160.00
48630	Maximum Auto Parts	Automotive Supplies	620.20
48631	MicroTechnologies, LLC	Software Subscription	574.06
48632	MS Dept. of Human Services CRDU	Employee Deductions	117.70
48633	MS Pub. Employees Credit Union	Employee Deductions	400.00
48634	MSPA Petty Cash Fund	Replenish Petty Cash	49.47
48635	MS Society of CPAs	Membership Dues	120.00
48636	MS State Tax Commission	Employee Deductions	6,365.00
48637	Jack Norris	Per Diem	160.00
48638	Ports America, Inc.	Maint. on Cranes/Chiquita Out of Berth	26,058.19
48639	PRAM	Membership Dues	70.00
48640	Legal Shield	Employee Deductions	150.46
48641	Performance Tire & Wheel, Inc.	Tires for Unit # 24	836.28
48642	Puckett Machinery Company	Parts to Repair Backhoe	513.94
48643	Kim Purchner	Mileage Reimbursement	82.88
48644	Raycom TV Broadcasting, Inc.	Advertising	3,220.00
48645	John Rester	Travel Expense	93.46
48646	RJ Young Company, Inc.	Copier Maintenance Agreements	1,156.00
48647	Eluse J. Roberts	Per Diem	120.00
48648	Rose Office Systems, Inc.	Rental for Facilities/Ops./Crowley Trailers	3,730.00
48649	Sorg Printing, LLC	Business Cards	76.00
48650	James C. Simpson, Jr.	Per Diem	120.00
48651	Norma Jean Soroe	Transcription Fees	344.48
48652	Southern Printing & Silkscreen	Promotional Items	515.37
48653	Southern Admin. and Benefits	Monthly Service Fee	200.00
48654	Stewart Sneed Hewes, Inc.	FY 2015 Insurance	2,739,040.14
48655	Lucy Stevens	Travel Expenses	1,232.25
48656	Swetman Security Services, Inc.	Security Guard Services	44,968.92
48657	Vision Service Plan	Employee Deductions	208.47
48658	W.C. Fore Trucking, Inc.	Repair Damages to Tug Pier	31,695.00
48659	John Webb	Travel Expense	92.46
48660	Matthew Wypyski	Business and Travel Expenses	201.58

TRANSFERS

7/10/14	Deferred Compensation	Employee Deductions	3,069.67
7/10/14	MS Department of Revenue	June Sales Tax	5,359.12
7/11/14	Federal Tax Deposit	Payroll Tax Deposit	23,733.90
7/25/14	Federal Tax Deposit	Payroll Tax Deposit	22,469.72
		Total	$2,963,833.54

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Commissioner Simpson moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Knesal seconded and the motion was unanimously approved.

The following items were approved:

RENEWAL LICENSES:

Vendor:	Coast Coca Cola Bottling Company; JC Ehrich; Company dba Presto X; Tire Center LLC

Commissioner Knesal moved to approve payment of $19,993.95 to Balch & Bingham. Commissioner Simpson seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Knesal moved to approve Amendment No. 3 to Task Order No. 21 under Contract No. 010-HUD-001 with Neel Schaffer, Inc. This amendment adds 667 calendar days and adds $1,285,200.00 in costs. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 2 to Task Order No. 17 under Contract No. 010-HUD-001 with Neel Schaffer, Inc. This amendment adds 365 calendar days with no increase in costs. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 1 to Contract No. 014-HUD-023 with Tropical World Landscape and Irrigation, LLC. Amendment No. 1 clarifies time and amount and related services in support of the landscape design services. Contract duration is 3 years with two-1 year extensions. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Amendment No. 5 to Task Order No. 9 under Contract No. 010-HUD-002 with Thompson Engineering. This amendment adds 93 calendar days with no increase in costs. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 2 with Quality Engineering Services; Contract No. 010-HUD-003. Amendment No. 2 has an extension of 639 calendar days and a cost increase of $190,000.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to award the West Pier Facilities Project (305) to Southern Industrial Contractors for $47,037,840.25. Five bids were accepted, with Wharton Smith having the lowest bid at $41,499,000.00. However, Wharton Smith requested the withdrawal of their bid based on mistakes regarding walk-in coolers and structural steel. Subsequently, the next lowest bidder was Southern Industrial Contractors. Commissioner Knesal seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Knesal moved to approve the FY16 LBO Budget in the amount of $184,174,394.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester noticed Senator Brice Wiggins in the audience and welcomed him to the meeting.

Commissioner Knesal moved to approve Task Order 1 under Contract No. 014-HUD-023 with Tropical World Landscape & Irrigation. Task Order 1 has duration of 120 calendar

days and a not to exceed amount of $99,600.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Task Order No. 14 under Contract No. 010-HUD-006 with Yates Anderson Joint Venture. Task Order No. 14 has duration of 640 calendar days and a not to exceed amount of $1,993,825.00. Commissioner Knesal seconded and the motion was unanimously approved.

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RESTORATION UPDATE:

We currently have 134 full time active positions working on the restoration project because there is currently only one project ongoing.

The crane procurement documents were federal expressed to China.

The Phase I site work was advertised on Monday and will be advertised once again before the closing on September 11th.

The Wharf upgrade is scheduled to be turned over during the 1st week of August and the Phase II project should be turned over during the 1st week of September.

A summary of the shore protection for the east side of west pier was presented.

We should receive the final design of the water tower in the next 45 days.

OPERATIONS REPORT:

Matthew Wypyski reported on activity for the Month of June:

Vessels	18		Truck Count	6,869
Tugs	8		Railcar Count	828
Barges	23		TEU's	18,022
			Tonnage (short tons)	189,911

EXECUTIVE DIRECTOR'S COMMENTS:

The dredging company will be mobilized by the end of August or the first week in September. This is for maintenance dredging to get us back to our 36 feet. We are very pleased with the passage of the WRDA bill.

We had a return visit yesterday from a potential port client.

We continue to work on becoming a strategic port designation.

It's extremely good to see the lights on at night in the Island View Casino Hotel to the south.

GENERAL COUNSEL'S COMMENTS:

David Duhe had no comments.

MDA'S COMMENTS:

Daron Wilson had no comments.

COMMISSIONER COMMENTS:

Commissioner Simpson commented on the terrific news regarding the WRDA Bill passage. Many thanks go out to Senator Cochran and Representative Palazzo for their up-close and personal interest. The building momentum the Port is experiencing feels

great and every opportunity available should be taken to speed things along. He thanked Island View for their efforts with the refurbishing of their hotel and commented on how huge this is for the Coast.

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Commissioner Simpson moved to close the meeting to determine the need for Executive Session. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Simpson moved to enter Executive Session to discuss Personnel Matters and Lease Matters with a prospective tenant. Commissioner Knesal seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 8:45 A.M.)

Commissioner Knesal moved to come out of Executive Session. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester stated that no action took place during Executive Session

Commissioner Simpson moved to amend the agenda to include the discussion of a Letter of Intent with a potential customer. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Simpson moved to authorize a Letter of Intent with a potential customer, Waters' New Biotech, to develop a wood pellet export facility. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Simpson moved to adjourn. Commissioner Knesal seconded and the motion was unanimously approved.

The meeting adjourned at approximately 9:30 a.m.

Approved and Attested

John Rester
President

E.J. Roberts
Secretary