

MARCH 21, 2013

The Board of County Commissioners, Manatee County, Florida, convened as the MANATEE COUNTY PORT AUTHORITY at Port Manatee in the Third Floor Meeting Room of the Port Manatee Intermodal Center, 1905 Intermodal Circle, Palmetto, Florida, at 9:00 a.m.

Present were members:

Carol Whitmore, Chairman  
John Chappie, First Vice-Chairman  
Michael Gallen, Second Vice-Chairman  
Vanessa Baugh, Third Vice-Chairman  
Betsy Benac  
Lawrence E. Bustle, Jr.  
Robin DiSabatino

Also present were:

Carlos Buqueras, Executive Director  
Jennifer R. Cowan, Port Authority Attorney  
Dan Wolfson, Finance Director  
representing R. B. Shore, Clerk of Circuit Court

Invocation by Tim Huppert, Anchor House Chaplain

#### AGENDA

Agenda of March 21, 2013.

[PA20130321DOC001](#)

#### SURFACE COATINGS

**Alan Hildebrand**, Ultimate Coatings representative, introduced a new surface coating product.

#### NAVIERA MASTER LINE

Carlos Buqueras, Executive Director, introduced and presented a plaque to **Juan Carlos Esquivel**, President of Naviera Master Line and staff, a new business entity to Port Manatee.

#### CONSENT AGENDA

Motion was made by Mr. Chappie, seconded by Mr. Gallen, and carried 7 to 0, to approve the Consent Agenda incorporating the language as stated in the recommended motions on the cover sheets for the Consent Agenda (as may have been amended) with the deletion of **Hillsborough County Procurement Card Program** (deferred). Items APPROVED:

[PA20130321DOC002](#)

#### WARRANT LIST

February 14, 2013 to March 13, 2013

[PA20130321DOC003](#)

#### MINUTES

February 21, 2013

#### BUDGET AMENDMENTS

[PA20130321DOC004](#)

##### TIGER II PA-13-06

Supporting Description and Detail Attached

#### FEDERAL DREDGING LOBBYIST ADDENDUM

Approval of addendum to Purchase Order PA004254 for Twenty First Century Group, Inc., to cover payment for September - December 2012; \$14,000.

[PA20130321DOC005](#)

#### TRANSMONTAIGNE

**Randy Major**, TransMontaigne Partners L.P. Senior Vice President, used a slide presentation to provide an overview of the company structure, services and various locations throughout the United States. TransMontaigne is a long term tenant and is seeking opportunities to expand operations and volumes from Port Manatee.

[PA20130321DOC006](#)

#### CSX RAILROAD

**Stephanie Lane**, CSX, Regional Development Manager and Site Selector, used a slide presentation to explain CSX operations. There are seven Class 1 Railroads, and Port Manatee has a door-to-door designation. CSX reaches across the continent via interchange agreements with other railroads. Imported corn from South America and phosphate products are moving through Port Manatee, and volumes are expected to increase. Development of a double rail track will allow for greater service.

Discussion: The Winter Haven facility compliments the office industrial model; Florida Department of Transportation (FDOT) will discuss SunRail and state wide transit capacities; greater partnership between CSX and Port; possibility of direct line from Miami to Port Manatee; etc. [PA20130321DOC007](#)

### BERTH 12 WHARF EXTENSION AND CONTAINER TERMINAL PROJECT

Motion was made by Mrs. DiSabatino, seconded by Mr. Gallen, and carried 7 to 0, to approve Change Order 008 to Contract with American Bridge for the Berth 12 Extension and Container Terminal, decrease of \$277,853.80; adjusted total \$8,439,202.64; and an additional 84 days for a revised completion date of September 1, 2013. [PA20130321DOC008](#)

### LEGAL SERVICES AGREEMENT

Mr. Buqueras noted the Agreement was reviewed by outside legal counsel and minor changes have been provided; including types of litigation, legal fees, and other services.

Discussion: Previous types of litigation; notification if complex litigation is warranted; steps are taken to avoid litigation; refer to Port Authority not "Commission"; reasonable fees, etc.

Motion was made by Mr. Bustle and seconded by Mrs. DiSabatino, to approve the Legal Services agreement between the Port Authority and Lewis, Longman, and Walker, with changes to verbiage (changed "Commission" to "Authority"). The motion carried 7 to 0. [PA20130321DOC009](#)

### LEGISLATIVE UPDATE

Bob Armstrong, Chief Financial Officer and Senior Director of Business, stated ports are front and center with members of Congress. The Army Corps of Engineers will evaluate dredging and expansion opportunities at the Port. Economic Development and relationships with tenants and vendors were discussed with Congressman Vern Buchanan and Congressman Bill Shuster

Discussion: Tours, Port Master Plan was last addressed in 2009; provide updates regarding implementation; Mr. Buqueras will follow up with Legislative delegation in Washington and Tallahassee; Port Manatee is recognized by many legislators; employment opportunities; Chairman meeting with Port of Tampa next week; etc.

**Jennifer R. Cowan**, Port Authority Attorney, reviewed the Port's procurement policy and how to incorporate local preferences. [PA20130321DOC010](#)

### FINANCIAL UPDATE

Bob Armstrong, Chief Financial Officer and Director of Business, provided a summary of financial indicators. The Debt service coverage ratio was 1.28 last year and this year is 1.58. Expenses are staying in check, and revenues are on tract.

### AUTHORITY MEMBERS' COMMENTS

#### HRK Pipe Maintenance

Mr. Chappie commented on the discharge pipe from HRK and questioned if the Port is responsible for maintenance and upkeep of the timbers holding the pipe in place.

Mr. Buqueras confirmed Port Manatee is responsible for pipe maintenance and will be addressed.

**Port Manatee Tours and Security**

Upon comments by Mrs. Benac and Mrs. DiSabatino, Mr. Buqueras explained that Port Manatee is the only Florida Port that can provide tours and is the only Port in the United States that provides security training in ISPS and MTSA. Port Manatee accrues \$250,000 to \$1.4 million for the training program.

Frank Holden, Director of Seaport Security, spoke regarding the Training Officer Program. Training is provided in-house and/or trainers are sent to other facilities.

**Urban Land Institute**

Mr. Bustle discussed the Urban Land Institute and looks forward to their recommendations regarding the Port.

**Port Manatee Directory**

Mr. Gallen commented on the 2013 Port Manatee Directory.

Mr. Buqueras utilizes the Port Directory as a marketing tool. Future additions will include a Spanish Language component which will aid in worldwide marketing.

Discussion: QR code to link the new Port Directory to the Manatee County website.

**MEETING ADJOURNED**

There being no further business, the meeting was adjourned.

Adj: 10:50 a.m.  
/jr

Minutes Approved: April 18, 2013