



*Maryland Port Administration
Open Session Meeting Minutes, #420
Tuesday, September 9, 2025*

MEETING DATE & LOCATION

The Four Hundred and Twentieth Session of the Maryland Port Commission was called to order at 9:04 a.m. on September 9, 2025, by Acting Secretary, Samantha Biddle. The Commission met in Open Session from 9:04 a.m. until 10:06 a.m. in the Stanton Room, 20th floor, World Trade Center, 401 E. Pratt Street, Baltimore, MD 21202.

ATTENDANCE

Chairman and Officials:

Acting Secretary Biddle and Commissioners Barber, Brewer, Richardson*, Roberts, Neuman and Webb.

Executive Members:

Jonathan Daniels (Executive Director), Brian Miller (Deputy Executive Director, Operations & Logistics), Matthew Wypyski (Deputy Executive Director, Commercial Development), Robert Munroe (Deputy Executive Director, Administration and Environment)

Directors:

Bradley Smith (Director of Maritime Commercial Management & Strategic Initiatives), Cindy Burman (Director of Cruise Marketing and Business Services), Dominic Scurti (Director of Planning), Holly Miller (Director, Office of Navigation, Innovation & Stewardship), Jennifer Guthrie (Director of Government Relations and External Affairs), John Boden (Director of Human Resources), Kathleen Pickett (Director of Security), Melody Countess (Director of Finance, CFO), Richard Scher (Director of Communications), Steve Johnson (Director of Engineering), Trisha O'Neal (Acting Director of Procurement), William Richardson (Director of the Environment), Phil Whaling (Assistant Attorney General, Deputy Principal Counsel).

Affiliates:

Jasmin Todman (Budget Manager), Mary Kay Radford (Executive Finance Manager), and Jill Lemke (Manager, Strategic Planning).

Staff:

Marvis Harden (Special Assistant to the Executive Director), Nancy Moyo (Executive Office), and Mana Sherman (Office of Information Security and Technology)

*Attended via Teams/phone

EXECUTIVE DIRECTOR UPDATE, Jonathan Daniels, Executive Director

Mr. Daniels thanked the MPA Deputy Executive Directors, directors and staff, and the Commissioners and Acting Secretary Biddle for their support and work during his absence. Mr. Daniels is excited to be back working with MPA staff and stakeholders to advance the important goals of the MPA.

Mr. Daniels reported that the US Coast Guard temporarily closed the navigation channel near the Key Bridge structure on August 17, when an explosion on a coal ship blew off a hatch cover, and closed it again, more recently, during the operation to recover the hatch cover from the river bottom. The closures had minimal to no impact on cargo operations and ship schedules.

The cargo statistics for the first half of this year are very strong, and the MPA is optimistic that the cargo numbers for the second half will be strong. A record sixty-five (65) vessels called at Seagirt Marine Terminal in August 2025, though there was no corresponding record in container moves. Seagirt set a box move record earlier in 2025.

The tariffs are impacting trade on the Asia - West Coast corridor with the decrease in trade leading to blank sailings and cancellations of services as carriers address overcapacity and attempt to stabilize rates. The cancellation of services to the West Coast affects the land bridge to markets in the mid-west and across the country.

Mr. Daniels gave an update on the Howard Street Tunnel (HST) project. All of the 1,200 concrete panels have been placed at the base of the tunnel and the next phase — the installation of ballast, rock and rail over the concrete panels, is underway and should be completed in a few weeks, after which trains will resume transiting the HST. The work to modify the remaining three bridges north of the tunnel to allow double-stack clearance is expected to be completed in early 2026, which will complete the entire project. The coming online of double-stack capability in 2026 is expected to result in increased container volumes through the Port of Baltimore.

SECURITY UPDATE, Kathleen Pickett Bowen

Director of Security, Kathleen Pickett Bowen, commended her excellent Office of Security staff and the support of Allied Security and the MdTA Police for the 16th consecutive top-rated security review by the U.S. Coast Guard for 2025.

Ms. Bowen highlighted the positions in the Office of Security and the federal laws and regulations that govern security at the MPA terminals. The MdTA Police provide law enforcement at all MPA properties pursuant to a Memorandum of Agreement with the MPA. The Office of Security oversees security at all MPA terminals and properties, which includes access control, CCTV monitoring, the TWIC Escort Program and the development, execution and management of federal Port Security Grants.

Ms. Bowen provided an overview of the security challenges including the unique terminal layouts, varied cargoes, maintaining access control systems, obtaining current and beneficial intelligence and communicating effectively with state and federal partners. Threat concerns include cyber crime, terrorism, cargo theft and theft of items and materials within the terminals and WTC, unauthorized access, active aggressors and unmanned aircraft systems. The Office of Security partners with the US Coast Guard, FBI, TSA, CBP, MDTA Police, MPA tenants, MDOT Security Council and Maryland Coordination and Analysis Center.

Commissioner Brewer asked about efforts to protect against cyber attacks. Ms. Bowen and Brian Miller responded that the MPA Office of Information Security & Technology, under the

direction of and coordinated through the TSO IT Office, is continuously upgrading the cyber protections in place.

DRAFT OF THE MARYLAND PORT COMMISSION REPORT TO THE LEGISLATURE, Jill Lemke

Jill Lemke, Manager of Strategic Planning, advised that a draft of the Maryland Port Commission Report to the legislature has been prepared and shared with the Commissioners for their review and comment. The report is due to the General Assembly by January 15, 2025.

FY2025 FINANCIAL RESULTS, Melody Countess, and Mary Kay Radford

Melody Countess, Chief Financial Officer and Treasurer, and Mary Kay Radford, Executive Finance Manager, presented the MPA's operating results for fiscal year 2025. Revenues increased to \$53M and expenses decreased slightly to \$57.11M from the prior fiscal year. The net operating loss for FY 25 was \$3.9M.

Activities on the Dundalk Marine Terminal generating the most revenue (\$18.3M), with the Cruise Terminal (\$8.3M) and Seagirt Marine Terminal (\$6.8M) being the next highest revenue generators. Facility rentals generated the most revenues, followed by wharfage, dockage and security fees. The largest component of expenses are salaries and benefits, followed by security services, contracted services, fuel and utilities, insurance and other.

CONTRACTS, Trisha O'Neal

Trisha O'Neal, Deputy Director of Procurement, presented the following contract for approval by the Commission.

Contract #219001-S, Renewal Option No. 2 (Part A), Modification No. 16 (Part B), – Building Operations and Management Services at the World Trade Center Baltimore, AAA Complete Building Services, Inc., Washington, D.C.; Option Amount: \$18,988,342 and Modification Amount: \$24,634,379; Option Term: November 1, 2027 – October 31, 2030 (Three Years). Modification Term: October 2, 2025* – October 31, 2030 (*or earlier upon BPW approval); Renewal Option No. 2 (Part A): Exercises the second of two, three-year renewal options, to extend the contract for the period November 1, 2027 – October 31, 2030. Modification No. 16 (Part B): Increases the allowance for capital improvements to allow for completion of a major expansion of tenant spaces; adds one security guard in the lobby for the period December 1, 2025 – October 31, 2030; and adds a construction manager to manage the major tenant expansion for the period October 2, 2025 – October 31, 2030.

Commissioner Roberts asked about the contractor's efforts to meet the MBE goals. Ms. O'Neal responded that the contractor is on track to achieve the 36% MBE goal as the contractor has added 21 additional certified MBEs, and there are numerous categories of work available to be performed by MBE contractors. The contractor has achieved 32.26% MBE participation so far, which is below the 36% goal, and resulted from the significant reduction in services at the WTC during the COVID pandemic which left less work for the MBE contractors to perform.

Commissioner Roberts asked about a competitive bidding process in light of the value of the modification and the renewal. Ms. O'Neal and Mr. Brad Smith responded that the current contract was competitively procured and includes a second 3-year renewal option, previously approved by the BPW, which is being exercised. The design and renovation work included in the modification needs to get underway before expiration of this renewal option (October 31, 2030), in order for MPA to achieve the major tenant expansion that is planned.

After discussion, a motion to approve Renewal Option No. 2 (Part A), Modification No. 16 (Part B), to

Contract #519817, was made by Commissioner Roberts, seconded by Commissioner Webb and approved by Commissioners Neuman and Acting Secretary Biddle. Commissioners Barber and Brewer opposed.

ADJOURNMENT

There being no further business, Commissioner Barber made a motion to adjourn, seconded by Commissioner Webb. The motion carried unanimously, and the meeting was adjourned at 10:06 a.m.