

Minutes of Port Commission Meeting
January 22, 2026
In Person & Videoconference

A Regular Meeting of the Port Commission of Port Freeport was held January 22, 2026, beginning at 1:04 PM at the Administration Building, 1100 Cherry Street, Freeport, Texas.

Commissioners present in person:

Mr. Rob Giesecke, Chairman
Mr. Rudy Santos, Vice Chairman
Mr. Kim Kincannon, Secretary
Mr. Dan Croft, Asst. Secretary
Ms. Barbara Fratila, Commissioner
Mr. Ravi Singhania, Commissioner

Staff Members Present:

Ms. Heather Cook, Randle Law Firm
Ms. Phyllis Saathoff, Executive Director/CEO
Mr. Rob Lowe, Director of Administration/CFO
Mr. Jason Hull, Director of Engineering
Mr. Chris Hogan, Director of Protective Services
Mr. Jason Miura, Director of Business & Economic Development
Mr. Brandon Robertson, Director of IT
Mr. Jesse Hibbetts, Director of Operations
Ms. Missy Bevers, Executive Assistant
Ms. Amy O'Brien, Controller
Ms. Christine Lewis, Safety Coordinator
Mr. Clinton Woodson, Sales Manager
Ms. Vicki Smith, Accounting Manager
Ms. Danielle Allen, Procurement Manager
Mr. Chas Gryseels, Project Engineer (virtual)
Ms. Emily Henderson, Sales and Marketing Specialist (virtual)
Ms. Danielle Simonds, Accounting Specialist (virtual)
Ms. Ruby Dunn, Receptionist (virtual)

Also, present:

Mr. Chris Moore, Texas Port Ministry
Mr. Chad Janosky, Bay-Houston Towing
Mr. Jason Foltyn, GFT
Ms. Riley McKay, Randle Law Office
Ms. Robin Langseth, Red Hook Terminals

1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Invocation – Mr. Chris Moore – Texas Port Ministry.
Mr. Moore also extended an invitation to the Ministry's annual banquet to be held February 26 at the Dow Academic Center.
3. Pledge of Allegiance – U.S. Flag and Texas Flag

4. Roll Call – Commissioner Giesecke noted that Commissioners were present in the Board Room.
5. Safety Briefing – Ms. Christine Lewis provided tips for preparing your home and staying safe on the road during winter weather.
6. Call to identify and discuss any conflicts of interest that may lead to a Commissioner abstaining from voting on any posted agenda item.

There were no conflicts noted.

7. Public Comment – There were no public comments.
8. Public Testimony – There was no public testimony.
9. Receive reports from Executive Staff on activities and matters related to administrative affairs, financial results, facility engineering matters, operations and vessel activity, safety matters, security matters, tenant updates, USCOE, and other related port affairs.

A. Executive Director/CEO

Ms. Saathoff reminded everyone that the workshop continuation is scheduled for February 4 starting at 1:30 p.m. Staff will present a safety update followed by a security matters update that will be addressed in executive session. She reported the U.S. Coast Guard swore in the 28th Commandant of the U.S. Coast Guard, Mr. Kevin Lundy. The Energy and Water Appropriations Bill was passed which means the U.S. Army Corps of Engineers is funded next year. The bill directs 100% use of the Harbor Maintenance Trust Fund and ensures the energy and donor ports receive the allocations as intended under previous guidance as well as an amount to partially make up for what they didn't receive last year because they were operating under a continuing resolution. Ms. Saathoff noted there are some appropriations packages that still have not been passed, and if they are not done by January 30, there will be another continuing resolution or a government shutdown. Mr. Hogan gave an update on the upcoming winter weather stating the arrival time is Saturday evening into Sunday morning with temperatures dropping after midnight. Cold temperatures are expected Sunday, Monday and Tuesday mornings with the ice threat anticipated mainly on Sunday morning but advised to stay aware on Monday because rain is expected for the area all weekend. Ms. Saathoff stated the vessel schedule is light for the weekend with Dole and Del Monte expected at the port docks, two vessels at Dow Chemical, one at LNG and one at Phillips. She stated that the pilots will make sure the vessels are moved timely in the windows that the weather allows as long as it's safe enough. She also pointed out that there was a fatality in Florida recently with a pilot who was disembarking a bulk ship back to the pilot boat. She suggested staff visit with the pilots to discuss what could be learned from the incident also noting the Pilot Commission has supported additional expenditures for the pilot boats to have safer boarding and disembarkation as well as adding more deckhands to help ensure operations are much safer. Ms. Saathoff reported that Red Hook was acquired by Amports and has an item on the agenda addressing a new stevedore license with the change in ownership. She added that the port will not see any change as work will continue as normal. She also reported the port is off to a really good start through the first quarter with operating revenues slightly ahead of budget, expenditures a little less with a net operating income higher than

anticipated. Lastly, the crane commissioning is wrapping up with the final payment of \$1.25 million expected to be made in the coming weeks.

B. Director of Engineering

In addition to his written report, Mr. Hull shared an overall picture of the port area highlighting the completed projects for Area 5, Rider 37 and 5th Street. He also gave a brief synopsis showing what's left on the FM1495 TxDOT project.

C. Director of Operations

Mr. Hibbetts reported on operation's statistics stating that the port handled 54 vessels (108 port wide) for the month of December, noting its slightly above prior year. Tonnage from the different sectors is also slightly ahead of last year with Tenaris continuing their strong streak with steel. Operations is also expecting more project cargo. Mr. Hibbetts stated that year-to-date, the port has handled 54,000 vehicles and is at 43,911 TEUs, which equates to almost 22,000 containers at 21,963. The rail sector is holding steady due to the port's OEM customer, with almost 350 rail cars arriving for the month of December. The forecast for January projects another 54 vessels. He also gave a brief update on the new cranes noting the ZPMC crew will be leaving at the end of the month. The crane operators are still adjusting to the different height and feel of the cranes but will soon get back up to the moves per hour as they were with the older cranes. He also noted the trolley rail repairs has been completed and came in at budget adding that the crane operators have noticed a dramatic difference in the smoothness of the trolley rail.

D. Director of Business & Economic Development

Mr. Miura stated that his department is gearing up for the Q1 conference circuit to generate new business for the port and continue providing positive economic impact to the community. He reported that MARAD announced that award announcements for the PIDP 2025 will now occur in February. As a reminder, Mr. Miura stated the port submitted an application for Area 4. The deadline to apply for the new PIDP 2026 grant program has been extended. Staff will determine what project will be submitted for 2026 once the results of 2025 are released and if that project was successful. Additionally, TxDOT reached out to have an initial kickoff meeting to discuss the Raise Grant project which is to improve the truck queuing area across from Gate 8.

E. Chief Financial Officer

Mr. Lowe presented the December year-to-date financial results. He also introduced Ms. Danielle Allen, who is the new procurement manager.

10. Receive reports from Commissioners on matters related to Port Commission-related meetings or conferences, Port presentations and other Port-related matters.

January 16 Business Development Meeting – Commissioner Singhania reported the committee evaluated a business opportunity in executive session.

January 16 Finance Committee Meeting – Commissioner Croft reported the committee discussed two items, the budget for the International Fresh Produce Association, Global Produce and Floral Show and the Texas A&M Transportation Institute Economic Impact Study. Both items yielded no issues or concerns.

Commissioner Croft reported attending the Brazoria Chamber Luncheon, Brazosport Roundtable, Brazosport Chamber Luncheon, the San Bernard River Fest and the Brazoria County Economic Development Alliance Quarterly Meeting.

Commissioner Fratila reported attending the Friends of the River Breakfast, Brazosport Chamber Luncheon, Pilot meeting and committee meetings.

Commissioner Santos reported attending the Angleton Chamber Luncheon, the Riviana plant tour, the Angleton Volunteer Fireman's Banquet and the BCCA meeting.

Commissioner Kincannon also attended the BCCA meeting.

Commissioner Singhanian also reported attending several of the meetings previously mentioned in addition to the Lake Jackson Business Association, Brazosport Chamber Luncheon, Riviana tour and Angleton Chamber Luncheon.

Commissioner Giesecke also attended the Riviana tour and spoke to the Alvin Sunrise Rotary Club.

11. Consent Agenda.

- A. Approval of Minutes from the Regular Meeting held December 18, 2025.
- B. Approval of financial reports for the periods ending November 30, 2025 and December 31, 2025.

A motion was made by Commissioner Singhanian to approve the consent agenda. The motion was seconded by Commissioner Croft with all Commissioners present voting in favor of the motion.

12. Approval of granting the U.S. Army Corps of Engineers a Temporary Dredge Material Placement Area Easement on Placement Area 1.

Mr. Hull stated that the port is required by the Project Partnership Agreement to grant the Corps of Engineers a temporary dredge material placement area easement noting the previous easement was valid from August 2004 to 2024. This easement will carry it forward and fulfill the port's requirement to give the Corps access to the placement area which will be valid from the day it is signed to December 31, 2045. Mr. Hull recommends approval and noted that staff is still waiting on the document to sign from the Corps of Engineers who had a small fire earlier in the year and has not been allowed to reoccupy their offices. Once staff receives the document, Ms. Saathoff will execute.

A motion was made by Commissioner Singhanian to approve the easement. The motion was seconded by Commissioner Santos with all Commissioners present voting in favor of the motion.

13. Approval of Change Order No. 1 for the Rider 37 Roadways Project.

Mr. Hull stated this Rider 37 project was originally a \$9 million contract and had some deductions in the scope amounting to \$740,309.24. 180 days were also added to the contract. TxDOT has requested this project be zeroed out, so staff is requesting approval on a deductive

change order. He also noted that like the previous item, there is no document to sign at this time. Ms. Saathoff will execute once it's received. Mr. Hull recommends approval.

A motion was made by Commissioner Santos to approve the deductive change order as presented. The motion was seconded by Commissioner Kincannon with all Commissioners present voting in favor of the motion.

14. Approval of an Economic Impact Study to be performed by the Texas A&M Transportation Institute (TTI), for an amount not to exceed \$87,000.

Mr. Miura stated this was presented to the finance committee receiving full support to move forward with the economic impact study by Texas A&M Transportation Institute. He stated that this study is done every two years with the last study performed in 2022. Staff recommends engaging Texas A&M Transportation Institute to perform the study for an amount not to exceed \$87,000 and to authorize Ms. Saathoff to execute an agreement affecting the same. Mr. Miura stated the study will take about seven months to complete once the Master Research Agreement is executed. Legal has reviewed the document. Mr. Miura also noted this is an in depth study that captures the activity along the Freeport Harbor Channel and involves making outreach to the private terminals, collecting the payroll figures, job numbers, etc., and takes a bit of time to collect the data.

A motion was made by Commissioner Singhania to approve the study. The motion was seconded by Commissioner Croft with all Commissioners present voting in favor of the motion.

15. Approval of budget for the International Fresh Produce Association's Global Produce and Floral Show to be held October 14-16, 2026.

Mr. Miura stated that staff presented this opportunity to the finance committee receiving full support. He stated that in October 2025, staff attended the IFPA Global Produce and Floral Show and felt it was a great success which led to many opportunities that are still developing and would recommend participating again. Walmart, Target, Kroger, HEB, Del Monte, Dole, Chiquita, Fyffes, Maersk, Hapag-Lloyd are some of the companies that participated in the conference, many of which are customers of the port. This conference provides a chance for staff to connect with them and develop new opportunities. Mr. Miura stated that a very detailed line-item budget was reviewed with the finance committee and based on actual expenses incurred in 2025, staff is requesting approval of \$44,000 for this year's conference.

A motion was made by Commissioner Singhania to approve the budget. The motion was seconded by Commissioner Kincannon with all Commissioners present voting in favor of the motion.

16. Approval of a Stevedore License Application submitted by Red Hook Terminals.

Mr. Hibbetts stated that, as previously mentioned, Amports recently acquired Red Hook Terminals. Per the port's tariff, if ownership changes hands, a new stevedore license application must be submitted. He introduced Ms. Robin Langseth with Red Hook who was available for any questions. Mr. Hibbetts clarified that the Red Hook entity is not changing, only the ownership of the company which is now under Amports. He stated that Red Hook

has submitted all the necessary paperwork for the license and checked all the boxes including insurance. Staff does not have any reservations and recommends approval.

A motion was made by Commissioner Santos to approve the application. The motion was seconded by Commissioner Kincannon with all Commissioners present voting in favor of the motion.

17. Approval of Executive Director/CEO and Commissioners' travel for the AAPA Annual Convention to be held September 28-30, 2026 in New Orleans, LA.

Ms. Saathoff stated that while it is early to request approval for this convention, the American Association of Port Authorities has been upgrading their system and process for the seminars and conventions and is opening the portals much earlier than before. This particular event is expected to open in the first quarter. Staff wants to be ready so that registration and hotel rooms can be secured at the location of the conference.

A motion was made by Commissioner Kincannon to approve the Executive Director/CEO and Commissioners' travel for the AAPA Annual Convention to be held in September in New Orleans. The motion was seconded by Commissioner Singhanian with all Commissioners present voting in favor of the motion.

18. EXECUTIVE SESSION in accordance with Subchapter D of the Open Meetings Act, Texas Government Code Section 551.001, et. seq., to review and consider the following:

A. Under authority of Section 551.071 (Consultation with Attorney) for discussion regarding:

1. Consultation with attorney under Government Code Section 551.071(1) (to seek or receive attorney's advice on pending or contemplated litigation).
2. Consultation with attorney under Government Code Section 551.071(2) (to seek or receive attorney's advice on legal matters that are not related to litigation).

B. Under authority of Section 551.076 (Deliberation of Security Matters):

1. Discussion regarding issues related to the deployment, or specific occasions for implementation of security personnel or devices or security audit and services.

C. Under authority of Section 551.087 (Economic Development Negotiations or Incentives):

1. To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.
 - i. Business and Economic Development Report including potential offers of financial or other incentives to the business prospect.
2. To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

D. Under authority of Section 551.072 (Deliberation Concerning Real Property Matters) for discussion regarding:

1. The potential purchase, exchange, lease, or value of real property located at Port Freeport, including but not limited to the real property located at and contiguous to Berths 1, 2, 3, 5, 7 and 8.
 2. The potential lease or value of real property located at Port Freeport or adjacent to Port Freeport, including but not limited to Parcel 1.
 3. The potential exchange, lease, or value of real property located at Port Freeport, including but not limited to Parcels 14, 19, 27, 31, 34 and property on Quintana Island.
- E. Under authority of Section 551.074 (Deliberation of Personnel Matters) for discussion regarding:
1. Deliberation regarding the appointment, employment, evaluation, reassignment, duties of a public officer or employee, including but not limited to: Executive Director/CEO.

19. RECONVENED OPEN SESSION:

20. Adjourn.

With no further business before the Commission, the meeting adjourned at 5:07 PM.