



## **Business Development Committee Meeting**

Thursday, August 13, 2026 at 1:15 PM

In Person & Videoconference - Administration Building - 1100 Cherry Street - Freeport

This meeting agenda with the agenda packet is posted online at [www.portfreeport.com](http://www.portfreeport.com)

The meeting will be conducted pursuant to Section 551.127 of the Texas Government Code titled "Videoconference Call." A quorum of the Business Development Committee, including the presiding officer, will be present at the Commissioner Meeting Room located at 1100 Cherry Street, Freeport, Texas. The public will be permitted to attend the meeting in person or by videoconference.

Join Zoom Meeting

<https://us02web.zoom.us/j/89776974552?pwd=3rM7btrvaHFW1cAZrmoHC59HcZL90H.1>

Meeting ID: 897 7697 4552

Passcode: 960812

- 1. Committee Members: Giesecke (Chairman), Singhania, Fratila**
- 2. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:**
- 3. Roll Call.**
- 4. Public Comment.**  
*Public comment on any matter not on this Agenda will be limited to 5 minutes per participant and can be completed in person or by videoconference.*
- 5. Public Testimony.**  
*Public testimony on any item on this Agenda will be limited to 5 minutes per agenda item, per participant and can be completed in person or by videoconference.*
- 6. Receive update regarding Owner's Cold Storage Industry Representative proposals.**
- 7. Discussion regarding budget for the RILA LINK 2027 Conference.**
- 8. Discussion regarding Business Development Marketing Plan.**
- 9. 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 551.087 (Economic Development Negotiations or Incentives):
  - 1. To discuss or deliberate 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.
- B. Under authority of Section 551.072 (Deliberation of 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, 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, 34 and property on Quintana Island.

**10. RECONVENE OPEN SESSION:**

**11. Adjourn.**

The Committee does not anticipate going into a closed session under Chapter 551 of the Texas Government Code at this meeting for any other items on the agenda, however, if necessary, the Committee may go into a closed session as permitted by law regarding any item on the agenda.

With this posted notice, Port Commissioners have been provided certain background information on the above listed agenda items. Copies of this information can be obtained by the public at the Port Administrative offices at 1100 Cherry Street, Freeport, TX.



Phyllis Saathoff, Executive Director/CEO  
PORT FREEPORT

Participation is welcomed without regard to race, color, religion, sex, age, national origin, disability or family status. In accordance with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, persons with disabilities needing reasonable accommodations to participate in this proceeding, or those requiring language assistance (free of charge) should contact the Executive Assistant no later than forty-eight (48) hours prior to the meeting, at (979) 233-2667, ext. 4326, email: [bevers@portfreeport.com](mailto:bevers@portfreeport.com).

La participación es bienvenida sin distinción de raza, color, religión, sexo, edad, origen nacional, discapacidad o situación familiar. De acuerdo con el Título II de la Ley de Estadounidenses con Discapacidades y la Sección 504 de la Ley de Rehabilitación, las personas con discapacidades que necesiten adaptaciones razonables para participar en este procedimiento, o aquellas que requieran asistencia lingüística (sin cargo), deben comunicarse con el Asistente Ejecutivo a más tardar cuarenta -ocho (48) horas antes de la reunión, al (979) 233-2667, ext. 4326, correo electrónico: [bevers@portfreeport.com](mailto:bevers@portfreeport.com).



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**TO:** Executive Director/CEO  
Port Freeport Commissioners,  
Legal Counsel

**FROM:** Director of Business & Economic Development

**DATE:** August 11, 2026

**SUBJECT:** RILA's LINK: Retail Supply Chain Conference

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RILA's ("Retail Industry Leaders Association") LINK: Retail Supply Chain Conference will be February 21-27, 2027, in Orlando, FL. LINK is a conference that brings together beneficial cargo owners, shippers, manufacturers, retailers, steamship lines, rail lines, over the road carriers and port authorities to discuss critical topics that are prevalent in the retail supply chain. The agenda is not available yet. Staff members to attend are Clinton and Jason M.

We do not recommend sponsoring this event. We feel it is more beneficial to attend the event and participate in the hosted meetings. Hosted meetings are arranged via the conference, and attendees can request a meeting with specific retailers. The retailers then choose to meet with the requesting party. This will provide a more targeted approach.

Below is an estimate of the cost, and if approved it will be included in the FY2027 budget.

**\$26,400 total estimated expenses for:**

\$15,000 for 20 hosted meetings

\$7,000 for 2 conference passes

\$4,400 for flights, hotel rooms, meals and taxis

If retailers are not able to meet with us, then the conference will reimburse us \$750 for each meeting not realized. Staff seeks the Port Commission's approval to include these expenses in the FY2027 budget, and authorization to start making arrangements with the conference for the hosted meetings.

PORT COMMISSION

ROB GIESECKE, CHAIRMAN; RUDY SANTOS, VICE CHAIRMAN; KIM KINCANNON, SECRETARY; DAN CROFT, ASST. SECRETARY;  
BARBARA FRATILA, COMMISSIONER; RAVI K. SINGHANIA, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO



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**TO:** Executive Director/CEO  
Port Freeport Commissioners  
Legal Counsel

**FROM:** Director of Business & Economic Development

**DATE:** August 13, 2026

**SUBJECT:** Commercial Events for FY2027

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Staff will review the commercials events planned and included in the FY2027 budget while providing further context regarding the events, and how they align with the departmental objective to market Port Freeport as a deepwater port with the capability to handle containers, RORO and breakbulk at the public facilities.

[PORT COMMISSION](#)

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[BARBARA FRATILA](#), COMMISSIONER; [RAVI K. SINGHANIA](#), COMMISSIONER; [PHYLLIS SAATHOFF](#), EXECUTIVE DIRECTOR/CEO