



Finance Committee Meeting Agenda

Wednesday, June 17, 2026 at 3:30 PM

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

This meeting agenda with the agenda packet is posted online at 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 Finance 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/81833318711?pwd=gO5ME5Elgplq0ePgrJ79baQpfc7cb.1>

Meeting ID: 818 3331 8711

Passcode: 131385

- 1. Committee Members: Croft (Chairman), Giesecke, 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. Discussion regarding RFP for Insurance Broker.**
- 7. Discussion regarding the 2026 Port Freeport Golf Tournament budget and benefactor.**
- 8. Discussion regarding the 2026 Community Port Tours budget.**
- 9. 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.



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.

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.



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MEMORANDUM

TO: Finance Committee
Executive Director/CEO

FROM: Rob Lowe

DATE: June 11, 2026

SUBJECT: Port Freeport Insurance Broker

The current Broker of Record contract for insurance services with Arthur J Gallagher Risk Management Services will expire on November 30, 2026. Brokerage service is critical to maintaining the most cost competitive coverages for the port and staff is preparing an RFP for a new term effective December 1, 2026. The RFP process and projected timing will be discussed with the Finance Committee.

[PORT COMMISSION](#)

[ROB GIESECKE](#), CHAIRMAN; [RUDY SANTOS](#), VICE CHAIRMAN; [KIM KINCANNON](#), SECRETARY; [DAN CROFT](#), ASST. SECRETARY;
[BARBARA FRÁTILA](#), COMMISSIONER; [RAVI K. SINGHANIA](#), COMMISSIONER; [PHYLLIS SAATHOFF](#), EXECUTIVE DIRECTOR/CEO



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MEMORANDUM

TO: Finance Committee
Executive Director/CEO

FROM: Amanda Veliz, Public Affairs Manager

DATE: June 17, 2026

SUBJECT: 2026 Port Freeport Annual Golf Tournament – Budget and Beneficiary

The 15th Annual Port Freeport Golf Tournament is scheduled for Monday, October 26, 2026, at The Wilderness Golf Course.

As this event takes place within the first month of Fiscal Year 2027, staff is requesting approval of the tournament budget and beneficiary designation in advance of the Fiscal Year 2027 budget adoption process.

Staff is requesting approval of a total tournament budget of \$20,000, which includes a \$5,000 sponsorship contribution from Port Freeport. The proposed budget reflects modest increases in event-related expenses due to inflation, anticipated participation levels, replacement of depleted promotional inventory, updated sponsorship signage, and contingency planning for golf cart rentals and other event needs. A detailed budget is attached for review.

Since 2012, proceeds from the Port Freeport Annual Golf Tournament have supported Texas Port Ministry, a trusted community partner that provides services to international seafarers, truck drivers, and port workers. Texas Port Ministry also supports Port Freeport's business development efforts and milestone events by providing transportation and volunteer assistance for industry-focused port tours and stakeholder visits.

Staff recommends designating Texas Port Ministry as the beneficiary of the 2026 Port Freeport Annual Golf Tournament.

Staff seeks Finance Committee recommendation to the Port Commission for approval of Port Freeport's sponsorship contribution, the overall tournament budget, and the designation of Texas Port Ministry as the event beneficiary.

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MEMORANDUM

TO: Finance Committee
Executive Director/CEO

FROM: Amanda Veliz, Public Affairs Manager

DATE: June 17, 2026

SUBJECT: 2026 Port Freeport Community Port Tours – Budget Update and Recommendation

Port Freeport's Community Port Tours are scheduled to take place on Saturday, October 3, 2026. The tours provide residents within the Port Freeport Navigation District and surrounding communities with a unique opportunity to experience Port Freeport's operations firsthand and gain a greater understanding of the Port's economic impact, infrastructure investments, maritime commerce, and role in supporting local, state, and national supply chains.

Community Port Tours support Port Freeport's commitment to transparency, education, and community engagement by providing guided, behind-the-scenes access to port facilities, operations, cargo activities, and the workforce that contributes to the Port's success and continued growth.

Staff anticipates hosting approximately 200 participants throughout the day utilizing charter bus transportation with support from Port staff and volunteers. Promotional efforts will include Port Freeport's website, social media channels, and community outreach efforts throughout the navigation district.

The estimated budget for the event is \$8,000 and includes the following expenses:

Charter Bus Transportation: \$4,500

Police Officer Support: \$1,000

Staff Meals: \$500

Videography Services: \$1,500

Miscellaneous Expenses (including marketing materials and event supplies): \$500

Total Estimated Cost: \$8,000

The Community Port Tours are included in Port Freeport's FY2027 budget planning; however, as the FY2027 budget has not yet been adopted, staff is requesting authorization to move forward with necessary event-related expenditures in an amount not to exceed \$8,000.

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The Community Port Tours align with Port Freeport's strategic objective of strengthening community awareness and fostering positive stakeholder relationships while showcasing the Port's operations, infrastructure investments, and contributions to the communities it serves.

Staff seeks Finance Committee support of the proposed budget and recommendation to the Port Commission for approval of the 2026 Community Port Tours and associated expenditures not to exceed \$8,000.