

## AGENDA

**Port Freeport  
Operations/Safety/Security Committee  
Special Meeting  
Tuesday, July 18, 2023, 8:00 am - 9:00 am  
In Person & Videconference - 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 "Videconference Call." A quorum of the Operations, Safety & Security 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.

The videoconference is available online as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/89316671232?pwd=aXVmZ0hZWmVZL3FCMEwya9zdGNOQT09>

Meeting ID: 893 1667 1232

Passcode: 467892

Dial by your location

1 346 248 7799 US (Houston)

Meeting ID: 893 1667 1232

Find your local number: <https://us02web.zoom.us/u/kjGah2kdZ>

1. Committee Members: Santos (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 to be addressed per participant and can be completed in person or by videoconference. The participant shall identify in advance the specific agenda item or items to be addressed.
6. Discussion regarding the purchase of new tractor for maintenance.
7. Discussion regarding the process for purchasing trucks for operations.
8. Discussion regarding certain items of personal property and equipment for surplus or salvage property.
9. Update regarding RFP process for Port Rail Terminal Switching Operator.
10. Receive update regarding security.
11. Receive update regarding safety.
12. 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 551.076 (Deliberation of Security Matters) for discussion regarding:
    1. Discussion regarding issues related to the deployment, or specific occasions for implementation of security personnel or devices or security audit and services.
13. RECONVENE OPEN SESSION:
14. 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.***



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Phyllis Saathoff, Executive Director/CEO  
**PORT FREEPORT**

*In compliance with the Americans with Disabilities Act, the District will provide for reasonable accommodations for persons attending its functions. Requests should be received at least 24 hours in advance.*



1100 CHERRY ST. • FREEPORT, TX 77541  
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WWW.PORTFREEPORT.COM

## MEMORANDUM

**TO:** Commissioners  
Directors  
Legal Counsel

**FROM:** Jesse Hibbetts  
Operations Manager

**DATE:** July 12, 2023

**SUBJECT:** Purchase of New Tractor for Maintenance

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Bids were received and opened for the purchase of a new 100HP 4WD Tractor with Cab and Frontend Loader on Monday June 27 at 2:00pm.

Two companies submitted bids with Wharton Tractor Company submitting the lowest proposal that met and exceeded the requirements/specifications.

I recommend the Port move forward with the submitted proposal from Wharton Tractor Company to purchase the new tractor in the amount of \$66,429.90. This quote came in below the budgeted amount.

[PORT COMMISSION](#)

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

## RESOLUTION

At a Regular Meeting of the Port Commission of Port Freeport held at the office of said Port at 1100 Cherry, Freeport, Texas on the 20<sup>th</sup> of July 2023, among other business came on to be considered the following resolution, which was upon motion duly made and seconded, adopted by vote of all Commissioners present, which resolution is as follows:

### FINDINGS

1. Due and proper notice of the date, time, place, and purpose of this meeting has been duly given in accordance with the provisions of the Texas Open Meetings Act, and such meeting has been conducted in accordance with said Open Meetings Act.
2. Section 62.122 of the Texas Water Code provides that the disposition of salvage or surplus personal property shall be in the same manner as a commissioner's court of a county under Subchapter D, Chapter 263 of the Texas Local Government Code.
3. The Commission finds that the property set forth in Exhibit "A", which is hereby incorporated by reference, is found to be salvage or surplus personal property, no longer needed for Port purposes, and should be disposed of as follows:

**a.** Sold to the highest bidder by competitive bid or auction, after notice in a newspaper after the 30th day but before the 10th day before the date of sale; or **b.** offer the property as trade in for new property of the same general type; or **c.** If no bids are received, it may be destroyed or disposed because it is worthless; or **d.** donated to a civic or charitable organization in Brazoria County, it would likely receive no bids or the expenses of sale would be greater than the bid price, and the donation serves a public purpose, and the charitable organization will incur the expenses for transportation or disposal.

**NOW THEREFORE, BE IT RESOLVED** that the property set forth in Exhibit "A" and attached hereto is surplus property and shall be disposed of in any one of the following manners and as permitted by law:

**a.** Sold to the highest bidder by competitive bid or auction, after notice in a newspaper after the 30th day but before the 10th day before the date of sale; or **b.** offer the property as trade in for new property of the same general type; or **c.** If no bids are received, it may be destroyed or disposed because it is worthless; or **d.** donated to a civic or charitable organization in Brazoria County, it would likely receive no bids or the expenses of sale would be greater than the bid price, and the donation serves a public purpose, and the charitable organization will incur the expenses for transportation or disposal.

**Exhibit A**

<b>Quantity</b>	<b>Item</b>	<b>Description</b>	<b>Purpose</b>
1	2011 Ford Expedition	Vin # 1FMJU1G5XBEF28016	Trade in on new vehicle
1	2008 Chevy Colorado 4DR	Vin# 1GCCS13E588156567	Trade in on new vehicle