

AGENDA

**Port Freeport
Port Commission
Regular Meeting
Thursday, November 21, 2024, 1:00 pm - 5:00 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 Port Commission, 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/85063970369?pwd=srQXyhtroolQ8C1CD2v4b9uiSdSR88.1>

Meeting ID: 850 6397 0369

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1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Invocation.
3. Pledge of Allegiance: U.S. Flag & Texas Flag
4. Roll Call.
5. Safety Briefing.
6. Call to identify and discuss any conflicts of interest that may lead to a Commissioner abstaining from voting on any posted agenda item.
7. 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)
8. 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)
9. Approval of minutes from the Regular Meeting held October 24, 2024.
10. Adoption of a Resolution recognizing Shintech, Inc.
11. Receive update from Van Scoyoc Associates regarding federal matters.
12. Approval of RFQ for energy broker.
13. Approval of an extension to the Port Freeport Electricity Contract with Reliant.
14. Receive reports from Executive Staff on activities and matters related to administrative affairs, financial results, facility engineering matters, operations and vessel activity, port safety matters, port security matters, port tenant updates, USCOE, and other related port affairs.
 - A. Executive Director/CEO
 - B. Director of Engineering

- C. Director of Operations
- D. Director of Business & Economic Development
- E. Chief Financial Officer

15. Receive report from Commissioners on matters related to:

- A. November 5 Personnel Committee Meeting
- B. November 13 OSS Committee Meeting
- C. Port Commission related meetings or conferences, Port presentations and other Port related matters.

16. Approval to pay legal bills submitted for the month of October 2024.

17. Approval of a renewal for Port Freeport Health, Dental and Vision Insurance.

18. Adoption of a Resolution Authorizing a Contribution to the Port Freeport Retirement Plan.

19. Approval of a Construction Contract with Southern Gulf Solutions, LLC for the Chiquita Building Painting project, for an amount not to exceed \$54,050.00.

20. Approval of a Construction Contract with Enterprise Commercial Paving, Inc. for the Chiquita Yard Asphalt Repairs 2024 project, for an amount not to exceed \$151,700.00.

21. Approval to purchase a 2024 Ford Maverick SuperCrew Truck, for an amount not to exceed \$24,975.00.

22. Approval of weighting of boom cable bid proposals.

23. Approval to purchase new boom cables for gantry cranes, for an amount not to exceed \$77,640.00.

24. Approval of Purchase Order for ZPMC Crane Trolley Rail.

25. Approval of Stevedore License renewals submitted by the following:

APS Stevedoring
Cooper/Ports America LLC
Enstructure Richardson
Gulf Stevedoring Services, LLC
Gulf Stream Marine, Inc.
Ports America Texas, Inc.
Red Hook ConRo Terminals LLC
Riviana Foods
SSA Marine
Suderman Contracting Stevedores, Inc.

26. Approval of sponsorship level for the 2025 RILA Conference being held in Orlando, FL.

27. Approval of an additional Scope of Work with Hot Dog Marketing in the amount of \$5,000 for the development of Port Freeport's Mission, Vision and Core Values statements.

28. Approval of the following Port Policies...

4.1 - Employment Categories
6.3 - Improvement Job Skills

29. Discuss and consider the authorization of credit card issuance and credit limits for Port staff.

30. Approval of Executive Director/CEO to be considered for American Association of Port Authorities (AAPA) Gulf Caucus Chair.

31. 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):

- 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) 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.

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 Reports.

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 of Real Property Matters) for discussion regarding:

1. The potential lease or value of real property located at Port Freeport, including but not limited to Parcels 1 and 19.
2. 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, 5, 7 and 8.
3. The potential exchange, lease, or value of real property located at Port Freeport, including but not limited to Parcels 6, 7, 14, 19, 27, 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, Chief Financial Officer, Director of Operations, Director of Engineering, Director of Protective Services, Director of Business & Economic Development and Director of Information Technology.

32. RECONVENE OPEN SESSION to review and consider the following:

33. Approval of a Second Amendment to the Terminal Use Agreement between Port Freeport and Cemex, Inc.

34. Affirm pay increases for Chief Financial Officer, Director of Operations, Director of Engineering, Director of Protective Services, Director of Business & Economic Development and Director of Information Technology.

35. Discuss and consider action resulting from Executive Session for Executive Director/CEO.

36. Adjourn.

The Port Commission 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 Port Commission 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.

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.

Minutes of Port Commission Regular Meeting
October 24, 2024
In Person & Videoconference

A Regular Meeting of the Port Commission of Port Freeport was held October 24, 2024, beginning at 1:03 PM at the Administration Building, 1100 Cherry Street, Freeport, Texas.

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 Port Commission, 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/81902013181?pwd=lzLupjD7yiP5Ky8nvdC2PNYrzAkfmm.1>

Meeting ID: 819 0201 3181

Passcode: 760557

Dial by your location

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Meeting ID: 819 0201 3181

Find your local number: <https://us02web.zoom.us/u/keWIP95ny>

Commissioners present in person:

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

Staff Members Present:

Mr. Grady Randle, 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 Information Technology
Mr. Jesse Hibbetts, Director of Operations
Ms. Missy Bevers, Executive Assistant
Ms. Amy O'Brien, Controller
Ms. Amanda Veliz, Public Affairs Manager
Ms. Christine Lewis, Safety Coordinator
Mr. Cecil Booth, Project Engineer
Mr. Chas Gryseels, Engineering Specialist
Mr. Clinton Woodson, Sales Manager
Ms. Tricia Gibson, Accounting Specialist
Ms. Bailee Anderson, Accounting Analyst
Ms. Tricia Vela, Public Affairs Assistant

Mr. Mary Campus, Controller
Ms. Ruby Dunn, Receptionist

Also, present:

Mr. Roy Fiala, P66
Mr. Mike Hayes, Texas Port Ministry
Ms. Emily Hanson, The Facts
Ms. Anne Marie Suire, Freeport LNG
Mr. Lance Goodwin, Freeport LNG
Mr. David Winder, Freeport LNG
Ms. Melanie Oldham

1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Invocation – Mr. Mike Hayes – Texas Port Ministry
3. Pledge of Allegiance – U.S. Flag and Texas Flag
4. Roll Call – Commissioner Singhanian noted that all Commissioners were present in the board room.
5. Safety Briefing – Ms. Christine Lewis provided tips for hearing protection.
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 by Commissioners.

7. Public Comment – There were no public comments.
8. Public Testimony – Ms. Melanie Oldham addressed the Port Commission regarding the Freeport LNG modification to tax abatement on the agenda for consideration.
9. Approval of minutes from the Regular Meeting held September 26, 2024.

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

10. Receive reports from Executive Staff on activities and matters related administrative affairs, financial results, facility engineering matters, operations and vessel activity, port safety matters, port security matters, Port tenant updates, USCOE, and other related port affairs.

A. Executive Director/CEO

Ms. Saathoff began by introducing Amanda Veliz, who recently joined the port team as public affairs manager. Ms. Veliz thanked the port for the opportunity and shared a little about her family and professional career. Ms. Saathoff congratulated Mr. Miura and his team on a successful event at the Breakbulk Conference. She reported on fiscal year end results for the port which included 16.5 million tons moving through the port, an increase of 45% from the prior year. The port saw 526 vessel arrivals, up 31% and port wide there

were 1164 vessels. Freeport LNG moved 13.5 million tons, up 53% while 951 thousand tons of steel was moved, an increase of 19%. The port saw 58 thousand containers with 555 thousand tons of fruit (up 39%) and 449 thousand tons of general cargo (up 19%). The RoRo business saw 151 vessel arrivals with 162 thousand vehicle units moving through the port, an increase of 71% from prior year. Rice saw an increase of 18% and over 7.2 thousand rail cars were moved. Staff is anticipating revenues to be slightly over \$50 million for the fiscal year. In the coming 2025 fiscal year, the Port will celebrate its centennial, the channel project will near completion, the new cranes will arrive and grant funded projects will be complete or in construction. The state also has a legislative appropriation request of \$900 million for port projects that will be considered in the next biennium budget. Ms. Saathoff also reported that Texas ports (collectively) are generating \$714 billion annually to the state economy, 28% of the state's GDP, supporting 2.5 million jobs and represents 25% of the nation's tonnage. Additionally, the American Association of Port Authorities (AAPA) economic impact study reports that U.S. ports support 21.8 million jobs, nearly \$2.9 trillion in annual economic activity and ports account for over 40% U.S. goods value. She also reported the Port Authority Advisory Committee (PAAC) approved the bi-annual Port Mission Plan that will be provided to the Governor and state legislature. The report captures Texas ports' importance to the state and the combined economic impact. It also presents the capital requirements at Texas ports, water side, inland connectivity, inside the gate infrastructure. This report supports the Texas Department of Transportation legislative appropriation request for the Port Improvement Plan and additional funding for the ship channel improvement revolving loan fund. At the federal level, a continuing resolution was passed extending the budget at the same spending levels through December 15. Included in the president's budget was \$8 million for maintenance dredging of the Freeport Harbor Channel with the port seeking an additional \$3 million from the U.S. Army Corps of Engineers Work Plan. Houston Galveston Area Council has made a call for additional projects for funds that have not been committed. TxDOT has encouraged the port to submit the non-TWIC yard project for consideration of engineering and design funds. The strategic workshop will be held November 14 with the regular meeting held November 21. Ms. Veliz reported on the Port's upcoming golf tournament benefitting Texas Port Ministry to be held November 4, stating that approximately \$88,900 in sponsorships has been secured with 35 teams reserved.

B. Director of Engineering

Mr. Hull noted a modification to his written report stating the Corps has extended the completion time for Great Lakes Dredging from December 2025 to February 2026, but clarified this does not mean completion of the project will extend into 2026. He also shared photos of progress at the new gate entrance and storm sewer work in Parcel 1.

C. Director of Operations

Mr. Hibbetts reported that September was an exceptional month with the port handling 55 vessels, exceeding the budget by 31 vessels. Mr. Hibbetts noted a tweak made to the total tonnage slide making the graph for project cargo easier to read. Additionally, he noted that tonnage was up across the board breaking the million ton mark with containers. As previously mentioned, over 7000 rail cars have been handled this fiscal year with 25,000 automobiles moved out by rail. Mr. Hibbetts gave a recap of import/export activity for the month which saw 55 vessels and 100 vessels port wide. He also reviewed the fiscal year statistics noting the port handled 526 vessels this fiscal year compared to 402 last year. Total port wide vessels year to date was 1,164, vehicles – 162,239, containers - 58,440 and railcars – 7,232. Mr. Hibbetts also reported that ZPMC

is on site to begin work on the panel replacement project for the cranes. Additionally, Mr. Judell Davis joined the operations team in maintenance.

D. Director of Business & Economic Development

Mr. Miura reported on the Breakbulk Americas Conference as well as the Port's Customer Appreciation Reception held in Houston. He thanked all the staff who assisted as well as the Commissioners who attended. He gave an update on the progress for the market study and the website redevelopment with the market study slated for delivery the week of February 17. The website's anticipated roll out is first quarter 2025. Mr. Miura also discussed business development's plan to update the Port's current mission statement with assistance from Hot Dog Marketing. Staff has requested an additional proposal in the amount of \$5,000 and will proceed with the work if there is no objection from the Commission. Mr. Miura noted the Commission did approve up to \$150,000 as part of the website redevelopment. Commissioner Singhanian requested this be added to the November 14 workshop agenda. Mr. Miura will discuss with Hot Dog to see if they can deliver in time for the workshop. After a brief discussion regarding the purpose of a mission statement, its use and value, staff will add the item to the workshop agenda for further discussion.

E. Chief Financial Officer

Mr. Lowe stated that staff is still working to close out year-end financials but expects to present to the Commission at the November meeting. Mr. Lowe also recognized the Port's new receptionist, Ms. Ruby Dunn. Ms. Dunn thanked the port for the opportunity and shared a little about her family and professional career.

11. Receive report from Commissioners on matters related to Port Commission related meetings or conferences, Port presentations and other Port related matters.

Commissioner Santos reported participating virtually for the Executive Governance Meeting with the Corps and attending the Transportation & Infrastructure Summit.

Commissioner Fratila also attended the Transportation & Infrastructure Summit as well as the Friends of the River Breakfast.

Commissioner Giesecke reported attending Freeport City Council Meeting, Lake Jackson Business Association, West Columbia Chamber Gala, Freeport LNG Reception (Gastech), JA Business Hall of Fame Banquet, Indo American Chamber Gala, Pearland Chamber Elected Officials Event as well as the Transportation & Infrastructure Summit.

Commissioner Kincannon reported attending the CAP Meeting, Special Board Meeting, National Waterways Conference and the Transportation & Infrastructure Summit.

Commissioner Croft reported attending the Alliance Board Meeting, CAP Meeting, Texas GulfLink Public Meeting, Sweeny Rotary Meeting and the Transportation & Infrastructure Summit.

Commissioner Singhanian reported attending the CAP Meeting, Executive Governance Meeting, Brazoria Chamber Event, JA Business Hall of Fame Banquet, National Waterways Conference and the Transportation & Infrastructure Summit.

12. Approval of Freeport LNG Development, LP and FLNG Liquefaction 4, LLC request for modification to tax abatement agreement.

Mr. Lowe stated that Freeport LNG Development, LP and FLNG Liquefaction 4, LLC submitted a request for a second modification to their tax abatement agreement for Train 4. Freeport LNG estimated construction for Train 4 was to begin in 2024; however, due to commercialization issues, construction is now anticipated to being in 2029. The agreement will be modified to reflect a 2030 start versus the current 2025 start date. Mr. Lowe noted that Brazoria County approved this modification July 22, 2024. He also noted the original application included \$2.4 billion investment of which \$1.9 billion would come onto the tax roll at completion of the 10 year abatement, creating 45 permanent jobs and at peak 1200 construction jobs. Staff met with the Finance Committee and recommends approval of the second modification. Lance Goodwin with Freeport LNG addressed the commission explaining the challenges they have faced in the market with the supply of electrical equipment. Mr. Lowe further noted this agreement follows suit with the guidelines under which it was approved.

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

13. Presentation of the Government Finance Officers Association Award of Financial Reporting Achievement for the FY 2023 Annual Comprehensive Financial Report.

Ms. Saathoff stated the Annual Comprehensive Financial Report is compiled each year and submitted for independent review to the GFOA. She recognized the accounting/finance team for their effort in meeting the strict standards of the program and achievement in receiving this award for financial reporting for the 35th consecutive year.

14. Approval of Certified Tax Report 502C for the 2024 Tax Roll in compliance with Texas Property Tax Code 26.09(e).

Mr. Lowe stated this process began last year in an effort to remain compliant with property tax code 26.09(e). The Commission is required to approve the Port's tax roll as provided by the Brazoria County Tax Assessor-Collector. Staff received the certified tax roll October 3, 2024. Mr. Lowe verified the roll tied back to the certified roll dated July 25, 2024 and recommends approval of the roll in the amount of \$23,568,875,871.

A motion was made by Commissioner Croft to approve the Certified Tax Report 502C for the 2024 Tax Roll in compliance with Texas Property Tax Code 26.09(e). The motion was seconded by Commissioner Kincannon with all Commissioners voting in favor of the motion.

15. Approval to pay legal bills submitted for the month of September 2024.

Mr. Lowe stated that legal bills are traditionally included with the financial package each month however since the financials are delayed a month, staff is requesting approval to pay the legal bills as a stand-alone item. The total amount due is \$14,888.60.

A motion was made by Commissioner Kincannon to pay the September 2024 legal bills in the amount of \$14,888.60, or for the total amount of the bills included in the agenda packet.

The motion was seconded by Commissioner Croft with all Commissioners voting in favor of the motion.

After further review, Ms. Saathoff stated the total amount due for payment is \$15,426,50.

A motion was made by Commissioner Giesecke to amend the total amount to be paid to \$15,426.50. The motion was seconded by Commissioner Croft with all Commissioners voting in favor of the motion.

16. Approval of a Construction Contract with Harper Brothers Construction, LLC for the Velasco Terminal Backland, Area 5 (MP 88) project, for an amount not to exceed \$18,508,603.35.

Mr. Hull stated that staff opened three submitted bids for this project October 7th, noting the project is partially funded through TxDOT (MIP 88). In addition to meeting all the requirements Harper Brothers Construction submitted the lowest bid in the amount of \$18,508,603.35. Staff recommends approval.

A motion was made by Commissioner Santos to approve the construction contract with Harper Brothers Construction, LLC for the Velasco Terminal Backland, Area 5 (MP 88) project, for an amount not to exceed \$18,508,603.35. The motion was seconded by Commissioner Kincannon with all Commissioners voting in favor of the motion.

17. Approval of a Construction Contract with Rosehill Roofing and Restoration for the Hurricane Beryl Repairs project, for an amount not to exceed \$2,979,591.29.

Mr. Hull stated this contract is for the Hurricane Beryl repairs and will be partially refunded by FEMA. A base bid was submitted with an alternate #1 bid for replacing translucent panels with metal siding which Mr. Hull recommends accepting. An alternate #2 bid was also submitted for replacing roof on Transit Shed 3 and repairing gutter. Mr. Hull also recommends accepting alternate #2 for a grand total of \$2,979,591.29. Mr. Lowe confirmed staff will pursue FEMA reimbursement however the amount was below the port's \$6.5 million insurance deductible.

A motion was made by Commissioner Kincannon to award the contract to Rosehill Roofing and Restoration in the amount of \$2,979,591.29 for the Hurricane Beryl building repairs as stated. The motion was seconded by Commissioner Giesecke with all Commissioners present voting in favor of the motion.

18. Approval of an Inter-Agency Cooperation Contract between Port Freeport and Texas A&M University-Corpus Christi for maintenance of the NOAA PORTS sensors in the Freeport Ship Channel.

Mr. Hull stated this is an annual maintenance contract to maintain the NOAA PORTS sensors in the ship channel. The Port has an agreement with NOAA stating it will annually renew the maintenance contract with Texas A&M University-Corpus Christi. There have been no changes to the contract, this is just a renewal. The amount of the contract is \$57,589.00.

A motion was made by Commissioner Santos to approve the Inter-Agency Cooperation Contract between Port Freeport and Texas A&M University-Corpus Christi for maintenance

of the NOAA PORTS sensors for the \$57,589.00. The motion was seconded by Commissioner Croft with all Commissioners present voting in favor of the motion.

19. Approval of an Amendment to the Security Services Agreement between Port Freeport and Sunstates Security, LLC.

Mr. Hogan stated changes were made to contract security during budget discussions which requires an amendment to the existing agreement. Changes were made to patrol and the communications center. The salary pay scale for Patrol is being increased by 11% in order to be more competitive in an effort to keep current officers and hire new officers. The communications center officers are seeing additional challenges with an increase in skill set such as answering emergency calls, prioritizing multiple units being dispatched and operating a CAD system very similar to police agencies. Mr. Hogan explained that with the added skill set, it replaces the communications officer, which was more of security officer who watched cameras and answered phones with a dispatcher. The change will increase the salary by 15%. Mr. Hogan also stated the amendment includes training through TEEX (Texas A&M Extension Service) which will be required for a dispatcher position. The training also includes a 6-hour enhanced dispatching which covers high volume calls, multiple agency response, active shooter and riots. There is also an increase in on-the-job training from 20 hours to 40 hours. The amendment also includes the addition of duties for the dispatcher. The original contract defines the duties for each level of officer. This amendment adds the dispatcher. Mr. Hogan stated there is no need to make a change to the current budget since the bill rates from Sunstates was \$59.28 less than the forecasted budget. Staff recommends approval of the amendment.

A motion was made by Commissioner Santos to approve the amendment to the Security Services Agreement between Port Freeport and Sunstates Security, LLC. The motion was seconded by Commissioner Giesecke with all Commissioners present voting in favor of the motion.

20. Approval to purchase new boom cables for gantry cranes 1 & 2, for an amount not to exceed \$77,640.00.

This item was tabled.

21. Approval of a sponsorship level for the 2025 JOC TPM Conference being held in Long Beach, CA.

Mr. Miura stated the JOC TPM Conference will be held March 2-5, 2025 in Long Beach, which is a global conference bringing together cargo owners, shippers, beneficial cargo owners (BCOs) with international logistics service providers including ocean carriers, ocean and air forwarders, third-party logistics, marine terminals, ports, truckers, railroads, banks and others. Mr. Miura noted 2025 will mark the 25th anniversary for TPM with record attendance expected. Sponsorship opportunities are available which will allow Port Freeport's logo displayed on conference material, monitors, website, etc. to gain additional exposure. The sponsorship levels for consideration include the following:

Bronze Sponsorship

\$37,485 which includes:

(1) Full conference pass + (4) discounted tickets @ \$1,715 each = \$6,860 additional
\$44,345 = 5 attendees, not including travel and accommodation expenses.

The next level of sponsorship available is Gold

Gold Sponsorship (includes booth)

\$76,710 which includes:

(3) Full conference passes + up to (6) discount tickets @ \$1,715 each = \$10,290 additional cost (if used)

\$87,000 = up to 9 attendees + 10' x 10' booth

Mr. Miura stated that staff recommends considering the bronze sponsorship for the event. The Port did not sponsor the event this past year.

A motion was made by Commissioner Kincannon to approve the bronze sponsorship in the amount of \$37,485. The motion was seconded by Commissioner Giesecke with all Commissioners voting in favor of the motion.

At this time, Commissioner Croft made a motion to recess the open session and go into executive session at 2:56 pm. The motion was seconded by Commissioner Giesecke with all Commissioners present voting in favor of the motion.

22. 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) 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.

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 Reports.

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 lease, or value of real property located at Port Freeport, including but not limited to the Expansion Area.

2. 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, 5, 7 and 8.
 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.
- 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.

23. RECONVENE OPEN SESSION to review and consider the following:

24. Approval of a Second Amendment to the Lease Agreement between Port Freeport and NCWPCS MPL 25 – Year Sites Tower Holdings LLC, by CCATT, LLC.

Mr. Lowe stated that Crown Castle is interested in extending their lease with the port which expires December 19, 2024. Crown Castle leases approximately 2000 square feet of land that houses a building and a cell phone tower. The proposed amendment includes a five year term with three additional five year options. Port Freeport would obtain the right to utilize tower space if needed for cameras or other IT equipment. Staff recommends approval.

A motion was made by Commissioner Kincannon to approve the Second Amendment to the Lease Agreement between Port Freeport and NCWPCS MPL 25 – Year Sites Tower Holdings LLC, by CCATT, LLC. The motion was seconded by Commissioner Giesecke with all Commissioners present voting in favor of the motion.

25. Approval of a Second Amendment to the Terminal Use Agreement between Port Freeport and Cemex, Inc.

This item was tabled.

26. Adjourn.

With no further business before the Commission, the meeting adjourned at 5:21 PM.

Ravi K. Singhania, Chairman

Rob Giesecke, Vice Chairman

Barbara Fratila, Secretary

Kim Kincannon, Asst. Secretary

Dan Croft, Commissioner

Rudy Santos, Commissioner

**RESOLUTION OF RECOGNITION HONORING
SHINTECH, INC. ON ITS 50TH ANNIVERSARY**

At a regular meeting of the Port Commission of Port Freeport (“Port”) held at the office of said District at 1100 Cherry Street, Freeport, Texas, on the 21st day of November 2024, among other business, on motion duly made and seconded, the following Resolution was passed and adopted:

WHEREAS, Shintech, Inc. commenced its pioneering production of polyvinyl chloride (PVC) in Freeport, Texas, in 1974, laying the foundation for its growth into a world leader in PVC production and supply; and

WHEREAS, over the past 50 years, Shintech has achieved remarkable growth, becoming the largest global producer of PVC and fulfilling 35% of the United States’ domestic PVC demand, thus establishing itself as a cornerstone of the U.S. chemical industry; and

WHEREAS, Shintech has demonstrated environmental stewardship and responsibility by incorporating advanced manufacturing and environmental controls into each greenfield expansion project, setting standards in environmental protection, sustainability, and innovation; and

WHEREAS, through its extensive operations across Freeport, Texas, and its world-class facilities in Addis and Plaquemine, Louisiana, Shintech has fostered strong relationships with local and state governments, earning community support through responsible land use, including maintaining green spaces, pasture lands, and natural reserves; and

WHEREAS, Shintech, a subsidiary of Shin-Etsu Chemical Co., Ltd., has contributed significantly to the global supply chain by offering high-quality PVC and caustic soda and maintaining rigorous oversight over its product chain of custody to ensure customer satisfaction through timely delivery and quality assurance; and

WHEREAS, Shintech has utilized carriers calling at Port Freeport whenever possible to access global markets, thereby supporting local jobs and benefiting from the port’s close proximity; and

WHEREAS, Shintech’s values of integrity, quality, and community partnership have positively impacted the communities in which it operates, creating jobs, supporting local economies, and enhancing the quality of life in those regions;

NOW, THEREFORE, BE IT RESOLVED, the Port Commission of Port Freeport, by adoption of this Resolution, is honored to recognize Shintech, Inc. for its 50 years of outstanding contributions to the chemical industry, environmental sustainability, and the communities it serves. We commend Shintech for its leadership, innovation, and dedication to excellence and extend our sincere congratulations on reaching this momentous milestone.

BE IT FURTHER RESOLVED, that a copy of this Resolution be presented to Shintech, Inc. as an expression of our deepest respect and appreciation for their enduring commitment to excellence and community.

Ravi K. Singhania, Chairman

Kim Kincannon, Asst. Secretary

Rob Giesecke, Vice Chairman

Rudy Santos, Commissioner

Barbara Fratila, Secretary

Dan Croft, Commissioner



1100 CHERRY ST. • FREEPORT, TX 77541
(979) 233-2667 • 1 (800) 362-5743 • FAX: (979) 373-0023
WWW.PORTFREEPORT.COM

MEMORANDUM

TO: Port Commissioners
Chief Executive Officer

FROM: Rob Lowe

DATE: November 12, 2024

SUBJECT: Energy Broker Services

Port Freeport has historically utilized a third party energy broker to assist with the Request For Proposal process and subsequent selection of an electricity provider. Port Staff is recommending that we advertise for a new broker to assist us with this process going forward. The port will make no payment to the third party broker as they will be paid through the selected electricity provider. Staff is recommending that the qualifications for the broker be based on the following criteria. Staff feels these criteria will give us an experienced broker who is an expert in the field that is responsive to our needs.

FACTORS

POINTS

Number of years in business	35
Knowledge of energy markets	35
Client engagement and communication	30

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



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MEMORANDUM

TO: Port Commissioners
Chief Executive Officer

FROM: Rob Lowe

DATE: November 12, 2024

SUBJECT: Electrical Power Supply

Port Freeport currently purchases electricity through Reliant Energy Retail Services, LLC with the current contract set to expire December 31, 2024. We utilize an Energy Broker to assist with energy contracts and we are currently in the process of advertising for an Energy Broker who will administer our Request For Proposal process for future electricity contracts for the port. To enable the timing of choosing a new Energy Broker and running the subsequent RFP, staff is requesting that we amend and extend the current contract with Reliant Energy Retail Services, LLC for three months through March 31, 2025.

Our current rate is \$69.21 per MWh and Reliant has offered to amend the current contract for the additional three months at a rate \$56.80 per MWh. Staff is seeking approval to amend and extend the current contract through March 31, 2025.

PORT COMMISSION


RAVI K. SINGHANIA, CHAIRMAN; ROB GIESECKE, VICE CHAIRMAN; BARBARA FRATILA, SECRETARY; KIM KINCANNON, ASST. SECRETARY;
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MEMORANDUM

TO: Commissioners
Directors
Legal Counsel

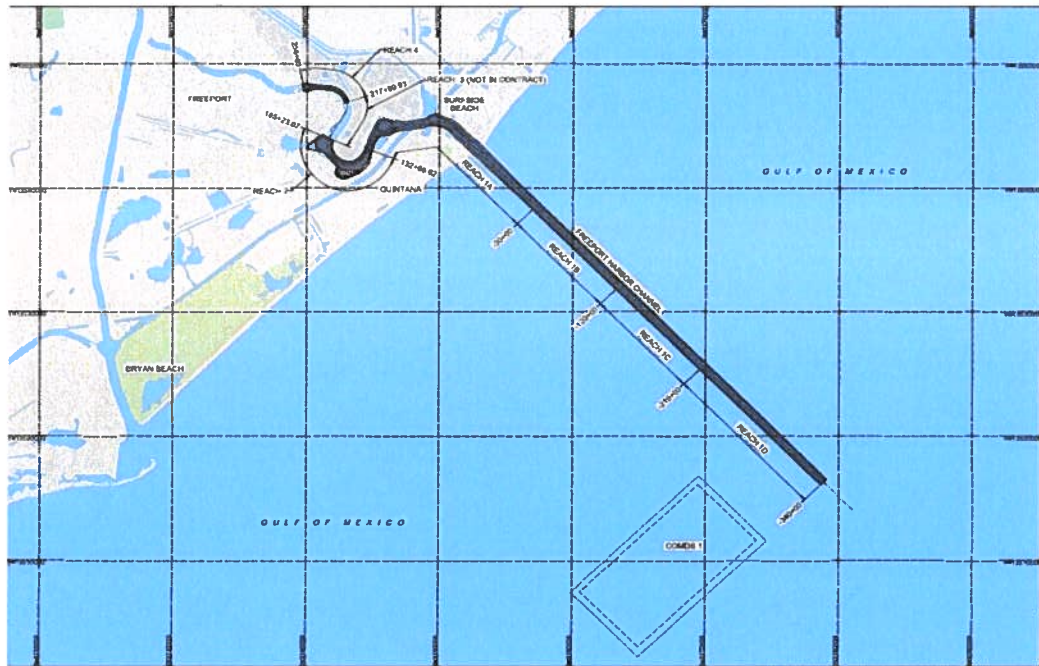
FROM: Jason Hull, P.E. 
Director of Engineering

DATE: November 12, 2024

SUBJECT: Departmental Report

PROJECTS

1. **FHCIP Reaches 1, 2, and 4** – This project involves deepening the Freeport Ship Channel to various depths ranging from 26-ft to 56-ft depending on the Reach and is funded through Bond funds and Civil Works Budget Appropriation. The final contract is with Great Lakes Dredge & Dock for \$159,743,430. Anticipated completion is December 2025. The bucket dredge GL 58 is also working in Reach 1. Over the next several months, various dredges will come work, and leave as necessary, to complete the dredging. The annual maintenance SATOC contract with Great Lakes has now been completed for 2024. At this time, there is only the Dredge 58 in Freeport working on the deepening contract.



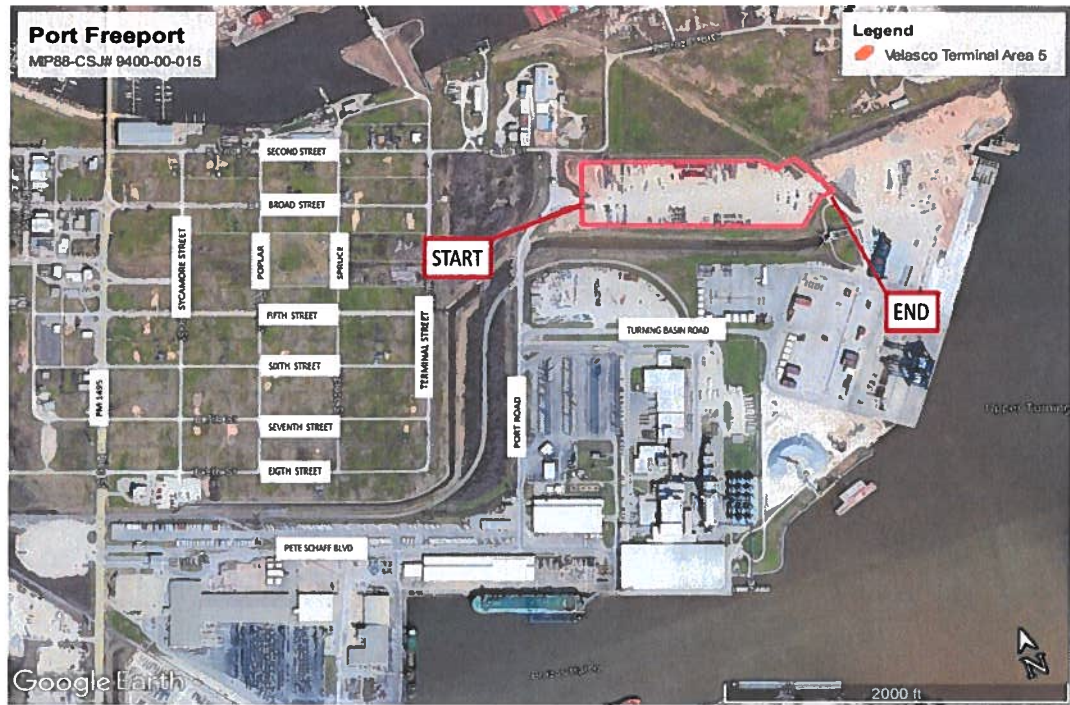
2. **Gate 12** – This project involves constructing a new gate entrance into the Port off the old Terminal Street at Broad Street. This was awarded at the December 14th. Commission meeting to Zachry Construction for \$2,929,297. This is funded with Port money. Construction has begun and it is anticipated to be finished in February 2025.



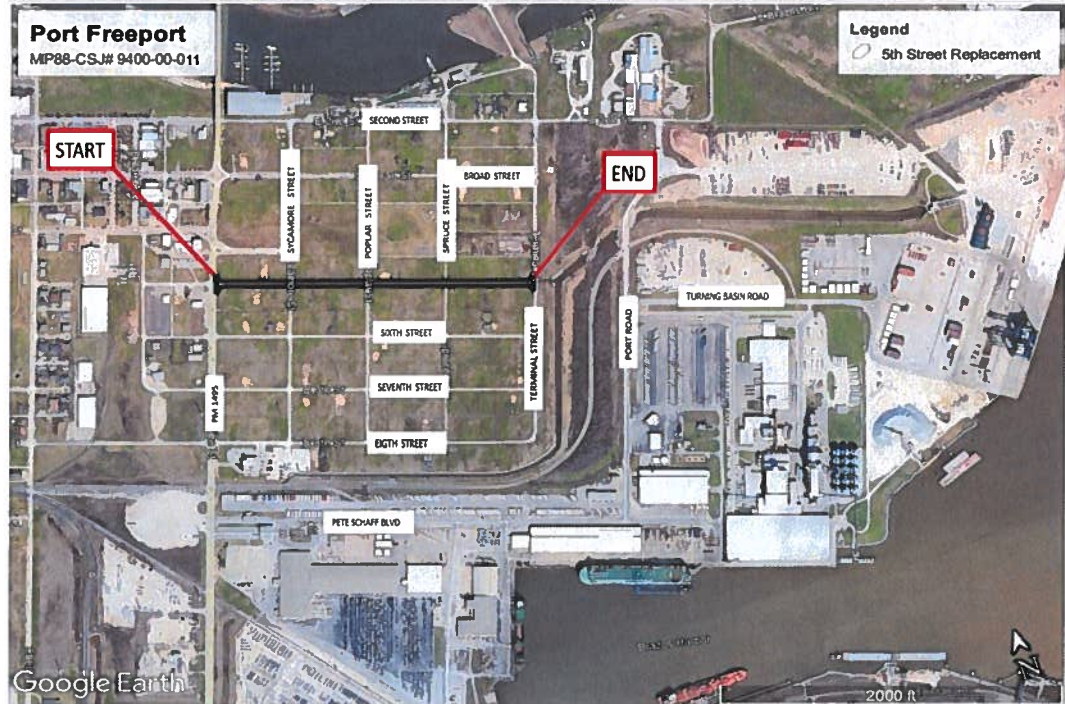
3. **Velasco Terminal Rider 37** – This project involves reconstructing portions of 8th Street, Poplar Street, and Terminal Street. It also involves building a truck parking area at Terminal Street and 5th Street and a Jug-handle intersection to connect FM 1495 to 2nd Street. This is partially funded through a RIDER 37 program that will pay up to \$6,228,128. The Port will pay the remaining \$2,771,872. Work has begun and completion is expected in June 2025.



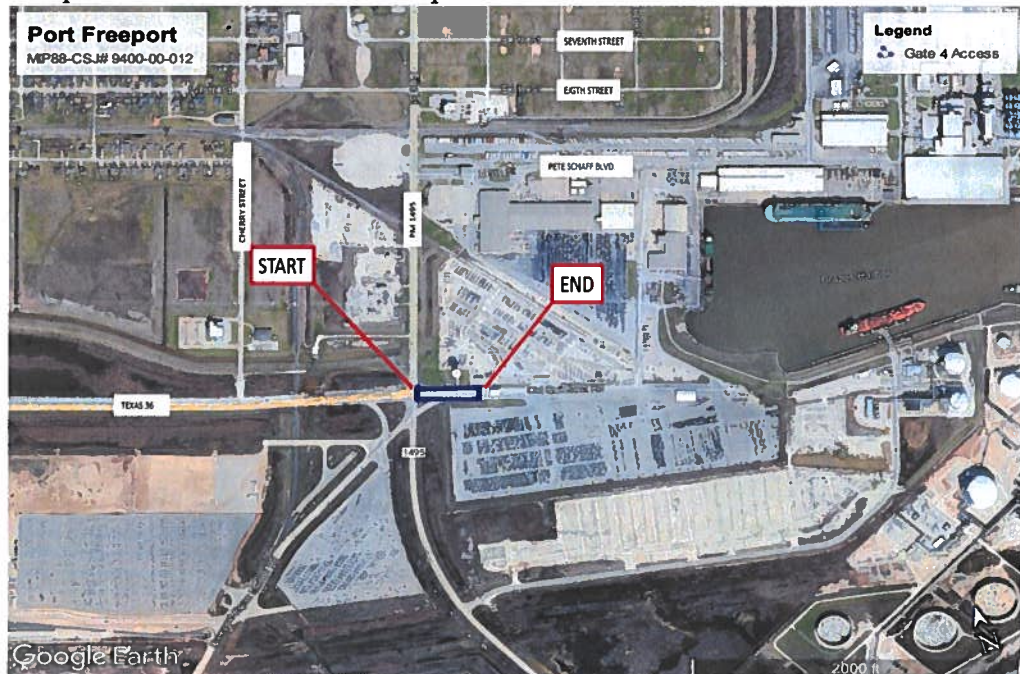
4. **Velasco Terminal Area 5** – This project involves development of container yard in Velasco Terminal. TxDOT will fund up to \$11,565,621. Bids were opened on Monday, October 7, 2024 at 9:00 AM. Harper Brothers Construction submitted the lowest bid at \$18,508,603.35. The project was awarded to Harper Brothers and contracts are getting ready for signatures.



5. **East 5th Street** – This project involves rebuilding E. 5th Street in the expansion area to be suitable for truck traffic from FM 1495 to Terminal Street. TxDOT will fund up to \$3,802,189 which is 75% of the estimated costs. The Port will pay remainder of the project costs, which is estimated to be \$1,267,396. The Geotech sampling and surveying efforts have begun. Bidding is expected in the May 2025 timeframe. Project completion will be finished in September 2026.



6. **Gate 4 Access** – This project involves widening the access road to Gate 4 from FM 1495 to Gate 4. TxDOT will fund up to \$950,547 which is 75% of the estimated costs. The Port will pay remainder of the project costs, which is estimated to be \$316,849. The geotechnical and surveying efforts have begun. This project will be designed in-house. Bidding is expected in the May 2025 timeframe. Project completion will be finished in September 2026.



7. **Docks 1, 2, and 5 Sheet Pile Repairs 2024** – This project involves repairing corroded holes in the steel sheet pile at Docks 1, 2, and 5. The project was awarded to SWS / Saltwater Salvage for \$191,000.00 on 4/25/24. Contracts have now been signed and the contractor is working between vessel calls.



8. **Docks 1, 2, 3, 5 and 7 Cathodic Protection** – This project involves replacing depleted deep-well anode beds and replacing cabling & bonding to the submerged steel structure of the wharfs. The project, once completed, will protect the steel structure from corrosion and deterioration. The budget is \$6,000,000. Contracts have been signed for this project amounting to \$4,026,577. Work has begun.



9. **Yearly maintenance of NOAA PORTS sensors by TAMU-CC Texas A&M** Corpus Christi is the Port's contracted service provider of maintenance for the Port's NOAA PORTS sensors in the ship channel. Twice per year the sensors are removed and exchanged with backup sensors, the batteries recharged, and the sensors cleaned of marine growth (repaired if necessary) and bench tested, then placed on the shelf for re-deployment. Periodically, unscheduled service is needed, and that work is performed and invoiced to the port on a time & materials rate. Below is a summary of all work and cost for maintenance to date:

Description	Date	Cost
LB6	10/18/23	\$ 4,426.04
Surfside Marina	10/19/23	\$ 5,075.50
Surfside Marina	1/17/24	\$ 5,075.50
LB6	2/19/24	\$10,330.50
Surfside Marina	4/15/24	\$ 4,649.00
LB6	5/20/24	\$ 4,396.89
LB 6	7/18/24	\$ 4,828.42



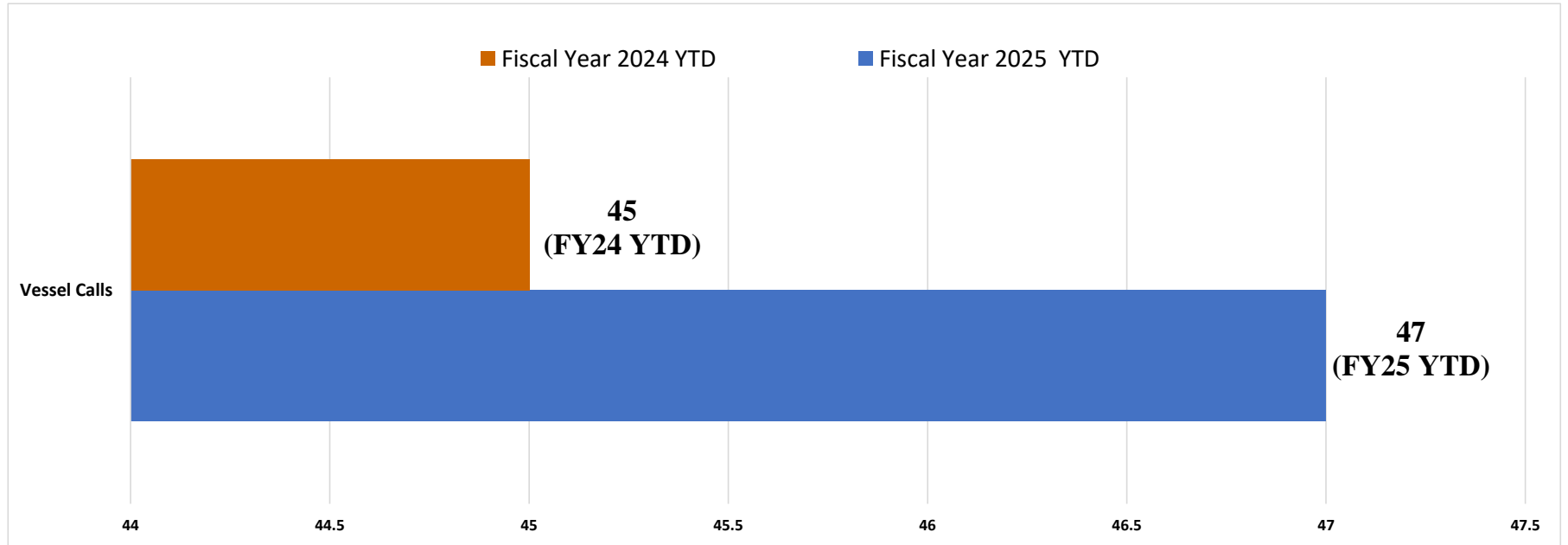
- 10. Hurricane Beryl Repairs** – This project involves repairing several buildings that were damaged during Hurricane Beryl in July. Bids were opened on October 15, 2024 at 2:00 PM. The project was awarded to Rosehill Roofing and Restoration. Contracts are being prepared for signature now.





PORT FREEPORTSM

2025 YTD Vessel Calls

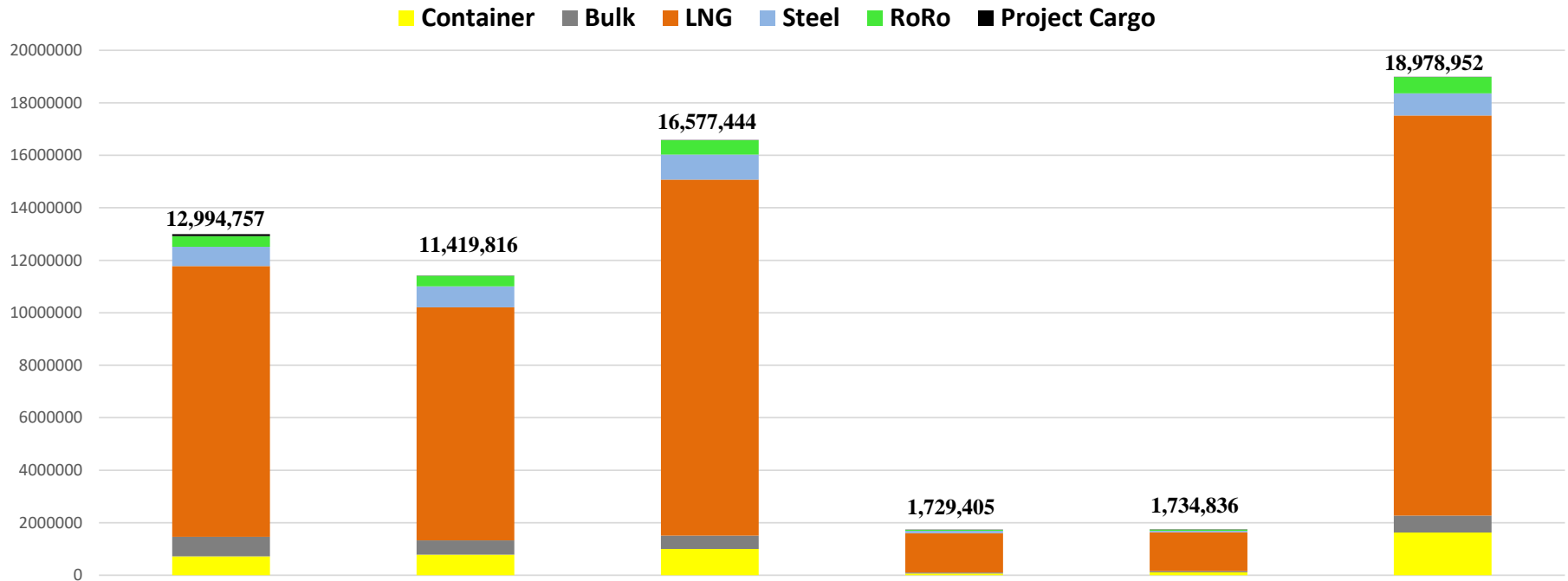


	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2024 YTD	Fiscal Year 2025 Budget	Fiscal Year 2025 YTD	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025
Vessel Calls	456	402	362	45	586	47	47											
Lay Days	1195	1086	1458	81	0	128	128											

October 2024: 47 Total Vessel Calls
There were 116 Total Vessel Calls Portwide.



Total Tonnage by Fiscal Year



	Fiscal Year 2022 Total	Fiscal Year 2023 Total	Fiscal Year 2024 Total	Fiscal 2024 YTD	Fiscal 2025 YTD	Fiscal 2025 Budget
Container	720,369	784,513	1,004,603	65,650	113,453	1,627,752
Bulk	740,634	546,017	504,548	33,581	42,279	641,000
LNG	10,314,729	8,879,936	13,565,951	1,500,288	1,484,515	15,246,000
Steel	735,992	797,447	951,608	93,053	49,219	844,000
RoRo	415,071	400,811	546,014	36,797	43,922	617,700
Project Cargo	67,962	11,092	4,720	36	1,449	2,500
Total Import/Export	12,994,757	11,419,816	16,577,444	1,729,405	1,734,836	18,978,952

****YTD Tonnage is up 1% from this time last year.****

Rail Car Count FY 25

	Steel	Bulk	RoRo Arrivals		RoRo Departure		Total
			Loaded	Empty	Loaded	Empty	
October	22	142	149	319	466	1	1099
November							0
December							0
January							0
February							0
March							0
April							0
May							0
June							0
July							0
August							0
September							0
Total	22	142	149	319	466	1	1099

RoRo	October	Total
Unloaded Vehicles	1503	1503
Outgated Vehicles	4679	4679

Railcars has increased due to New OEM customer

**PORT FREEPORT
OPERATIONS ACTIVITY SUMMARY**

OCTOBER 2024

A. MONTHLY ACTIVITY EXPLANATION

- * Total import/export activity for the month of October was better than expected.
- * LNG experienced (**19**) vessels this month.
- * Bulk Rice did not experience a vessel this month.
- * Bulk Aggregate did not experience a vessel this month.
- * Total (**13**) RoRo vessels handled.
- * Steel experienced (**1**) vessels, (**15**) barges and (**22**) railcars this month.
- * Total of (**12**) Container vessel calls.
- * Total of (**1,099**) Rail cars this month.
- * Average vessel activity in 2024 was 43 per month. This month, we handled 47 vessels (19 LNG & 28 Inner Harbor).
- * *There were (**116**) Total Vessel arrivals Port wide.*

B. FISCAL YEAR ACTIVITY EXPLANATION

- * Total Tons for this year are better than expected. This is due to the increase in RoRo's, LNG, Steel & Container Vessels.
- * LNG has handled (**19**) vessels for export.
- * Steel has handled (**1**) vessels, (**15**) barges and (**22**) railcars.
- * Total (**13**) RoRo vessels handled.
- * YTD (**12**) Container vessel calls.
- * Bulk CO2 handled (**15**) railcars with **1,137** Tons Loaded.
- * Bulk Aggregate handled (**95**) railcars, discharging **10,925** Tons of Aggregate and (**0**) Vessel.
- * Bulk Rice handled (**32**) railcars.
- * RoRo has handled (**935**) railcars.
- * Total vessels handled this fiscal year is **47** compared to **45** last year (**19** LNG & **28** Inner Harbor).
- * *Total Port wide Vessels Fiscal Year-to-date (**116**)*
- * *Total Vehicles Handled Year-to-date (**13,585**)*
- * *Total Containers Handled (**7,006**)*
- * *Total Railcars Handled (**1,099**)*

C. INSIGHT TO ACTIVITY FOR NOVEMBER 2024

- * LNG has scheduled (**18**) vessels.
- * Bulk Rice has scheduled (**1**) vessels.
- * Bulk Aggregate has scheduled (**0**) vessels and (**95**) Railcars for November.
- * Expecting to handle (**12**) RoRo vessels.
- * Steel has (**1**) vessels, (**15**) barges and (**0**) Railcars planned.
- * Expecting (**12**) Container vessels.

D. OPERATIONAL MEETINGS AND AGENDAS

- * OPTS, Safety, Security – Attended Ports America Meeting
- * Safety – Christine Lewis – Hosted Port Staff Safety Training.
- * Security – Chris Hogan – Attended the Brazoria County Emergency Management Partner Meeting.
- * Security– Chris Hogan – Participated in the ExxonMobil Exercise.
- * Austin– Attended Meetings with VW & Rail Link.
- * Don – Continue Working with PBA, ZPMC and ABB to Finalize the Design Specifications of the New STS Cranes.
- * Jesse– Attended the GPA Conference in Galveston.
- * Operations & Maintenance Staff- Attended Monthly Safety Training.

M E M O R A N D U M

TO: Port Commissioners
Chief Executive Officer

FROM: Rob Lowe
Amy O'Brien

DATE: November 5, 2024

SUBJECT: Group Health and Dental/Vision Insurance

Attached are the spreadsheets with the results for the employee health and dental/vision insurance renewal quotes.

The current medical plan is a level funded plan through Cigna and expires December 31, 2024. Cigna has offered renewal with a premium increase of 16.4%. The budget was calculated using a 5% increase for nine months over the prior year fully funded plan rates. Alternate plans with BCBS, United Healthcare and Cigna were also considered, all having subtle differences such as co-pays, deductibles and maximum out of pocket. The Cigna renewal offered a minimum 8.9% savings over the fully funded plan alternatives as well as an 8.9% savings versus the budget.

Management recommendation is to renew the Cigna plan as proposed while maintaining the existing cost share, as budgeted:

	Port %	Employee %
Employee Coverage	95%	5%
Dependent Coverage	82.5%	17.5%

The current dental/vision plan is through Principal and will also expire December 31, 2024. We currently offer two plans, one being the standard dental plan with a \$1,500 annual maximum and another with a \$2,000 annual maximum. The alternate plan is treated as a buy up plan, the Port's cost will remain the same. Principal has offered renewal with a premium increase of 2.9% while MetLife has offered a plan that would be a decrease over the current plan of 3.4%. The budget was calculated with no increase. The MetLife plan also increases the annual maximum payment benefit per person to \$1750 and \$2250 versus the current plans of \$1500 and \$2000. There is a 75% overlap in Network coverage between the two carriers.

Management recommendation is to convert to the MetLife dental/vision plan, with the existing cost share as budgeted and offering the alternate plan as a buy up option.

Existing \$1,500 plan	Port %	Employee %
Employee Coverage	100%	0%
Dependent Coverage	70%	30%

PORT COMMISSION

Port Freeport Health Insurance Renewal 1-1-2025 - Fully Insured Options

	Cigna Current	BCBS Texas		United Healthcare	
Plan Name	OAP (35404097)	G652CHC		DX9W	
Benefits	In-Network	In-Network		In-Network	
Office Co-pay	PCP \$40, SPC \$90	PCP \$50, SPC \$100		PCP \$15; Designated Spec \$50, Network \$100	
ER	\$500 co-pay + ded &/or 20%	\$500 co-pay + ded &/or 20%		\$500 co-pay + ded &/or 20%	
Urgent Care	\$100 co-pay	\$100 co-pay		\$25 co-pay	
Deductible	\$1,500/\$4,500 Single/Family	\$1,600/\$4,800 Single/Family		\$1,500/\$4,500 Single/Family	
Coinsurance	80% BCBS/20% Employee	80% BCBS/20% Employee		80% UHC/20% Employee	
Out-of-Pocket	\$5,250/\$10,500 Single/Family	\$5,350/\$10,705 Single/Family		\$6,200/\$12,400 Single/Family	
Pharmacy	\$0/10/50/100/150/250	\$5/15/50/100/150/250		\$10/40/125/300	
In-Patient Co-pay	N/A	N/A		N/A	
Out-Patient Co-pay	N/A	N/A		N/A	
	Out Network	Out Network		Out Network	
Deductible	\$3,000/\$9,000 Single/Family	\$3,200/\$9,600 Single/Family		\$10,000/\$20,000 Single/Family	
Coinsurance	60%/40%	60%/40%		50%/50%	
Out of Pocket	Unlimited	Unlimited		Unlimited	
Blue Cross Census Quote Total Monthly Premium (Including Dependents)					
	\$55,892.88	\$74,708.14	33.7%	\$70,875.52	26.8%
Monthly Rate:					
Employee	\$ 901.42	\$ 1,204.97	33.7%	\$ 1,139.98	26.5%
Employee & Spouse	\$ 1,802.86	\$ 2,125.34	17.9%	\$ 2,779.96	54.2%
Employee & Child	\$ 1,803.76	\$ 2,125.34	17.8%	\$ 2,779.96	54.1%
Employee & Family	\$ 2,704.28	\$ 3,188.01	17.9%	\$ 3,419.94	26.5%

Current Allocation:

Employee:

Port 95%	\$ 856.35	\$ 1,144.72	\$ 1,082.98
Employee 5%	\$ 45.07	\$ 60.25	\$ 57.00

Dependent:

Employee & Spouse

Port 82.5%	\$ 1,487.36	\$ 1,753.41	\$ 2,293.47
Employee 17.5%	\$ 315.50	\$ 371.93	\$ 486.49

Employee & Child(ren)

Port 82.5%	\$ 1,488.10	\$ 1,753.41	\$ 2,293.47
Employee 17.5%	\$ 315.66	\$ 371.93	\$ 486.49

Employee & Family

Port 82.5%	\$ 2,231.03	\$ 2,630.11	\$ 2,821.45
Employee 17.5%	\$ 473.25	\$ 557.90	\$ 598.49



Port Freeport Health Insurance Renewal 1-1-2025 - Level Funded Options

	Cigna Current	Cigna Renewal		Cigna Level Funded	
Plan Name	OAP (35404097)	OAP (35404097)		OAP 37067857	
Benefits	In-Network	In-Network		In-Network	
Office Co-pay	PCP \$45, SPC \$90	PCP \$45, SPC \$90		PCP \$45, SPC \$90	
ER	\$500 co-pay + ded &/or 20%	\$500 co-pay + ded &/or 20%		\$500 co-pay + ded &/or 20%	
Urgent Care	\$100 co-pay	\$100 co-pay		\$100 co-pay	
Deductible	\$1,500/\$4,500 Single/Family	\$1,500/\$4,500 Single/Family		\$2,500/\$5,000 Single/Family	
Coinsurance	80% BCBS/20% Employee	80% BCBS/20% Employee		80% Cigna/20% Employee	
Out-of-Pocket	\$5,250/\$10,500 Single/Family	\$5,250/\$10,500 Single/Family		\$5,250/\$10,500 Single/Family	
Pharmacy	\$5/25/50/100/250	\$5/25/50/100/250		\$5/25/50/100/250	
In-Patient Co-pay	N/A	N/A		N/A	
Out-Patient Co-pay	N/A	N/A		N/A	
	Out Network	Out Network		Out Network	
Deductible	\$3,000/\$9,000 Single/Family	\$3,000/\$9,000 Single/Family		\$10,000/\$20,000 Single/Family	
Coinsurance	60%/40%	60%/40%		50%/50%	
Out of Pocket	Unlimited	Unlimited		\$28,000/\$56,000 Single/Family	
Blue Cross Census Quote	Total Monthly Premium (Including Dependents)				
	\$55,892.88	\$65,080.18	16.4%	\$63,344.64	13.3%
Monthly Rate:					
Employee	\$ 901.42	\$ 1,049.58	16.4%	\$ 1,021.60	13.3%
Employee & Spouse	\$ 1,802.86	\$ 2,099.22	16.4%	\$ 2,043.22	13.3%
Employee & Child	\$ 1,803.76	\$ 2,100.26	16.4%	\$ 2,044.24	13.3%
Employee & Family	\$ 2,704.28	\$ 3,148.80	16.4%	\$ 3,064.82	13.3%

Current Allocation:

Employee:

Port 95%	\$ 856.35	\$ 997.10	\$ 970.52
Employee 5%	\$ 45.07	\$ 52.48	\$ 51.08

Dependent:

Employee & Spouse			
Port 82.5%	\$ 1,487.36	\$ 1,731.86	\$ 1,685.66
Employee 17.5%	\$ 315.50	\$ 367.36	\$ 357.56
Employee & Child(ren)			
Port 82.5%	\$ 1,488.10	\$ 1,732.71	\$ 1,686.50
Employee 17.5%	\$ 315.66	\$ 367.55	\$ 357.74
Employee & Family			
Port 82.5%	\$ 2,231.03	\$ 2,597.76	\$ 2,528.48
Employee 17.5%	\$ 473.25	\$ 551.04	\$ 536.34



Port Freeport Dental and Vision Renewal 1-1-2025

	Principal					Principal Buy-Up Plan			Met Life			Met Life Buy-Up Plan	
Dental	In-Network	Out-Network				In-Network	Out-Network		In-Network	Out-Network		In-Network	Out-Network
Type A - Preventive	100%	100%				100%	100%		100%	100%		100%	100%
Type B - Basic Resorative	80%	80%				80%	80%		80%	80%		80%	80%
Type C - Major Restorative	50%	50%				50%	50%		50%	50%		50%	50%
Type D - Orthodontia	50%	50%				50%	50%		50%	50%		50%	50%
Deductible	In-Network					In-Network			In-Network			In-Network	
Individual	\$50	\$50				\$50	\$50		\$50	\$50		\$50	\$50
Family	\$150	\$150				\$150	\$150		\$150	\$150		\$150	\$150
Annual Maximum Benefits													
Per Person	\$1,500	\$1,500				\$2,000	\$2,000		\$1,750	\$1,750		\$2,250	\$2,250
Child Orthodontia	\$1,000	\$1,000				\$1,000	\$1,000		\$1,000	\$1,000		\$1,500	\$1,500
Principal Vision													
Coverage Type	In-Network	Out-of-Network							In-Network	Out-of-Network			
Vision Exam- every 12 months	\$10 co-pay	Up to \$45							\$10 co-pay	Up to \$45			
Lenses - every 12 months	\$25 co-pay								\$25 co-pay				
Single		Up to \$30								Up to \$30			
Lined Bifocal		Up to \$50								Up to \$60			
Lined Trifocal		Up to \$65								Up to \$55			
Lenticular		Up to \$105								Up to \$100			
Frames- every 24 months	\$130 allowance	Up to \$70							\$150 allowance	Up to \$70			
**Elective Contact Lenses - every 12 months	\$150 allowance	Up to \$105							\$150 allowance	Up to \$105			
Additional Glasses	30% discount, same day as exam								20% discount				
Sunglasses Discount	20% discount, within 12 months of exam								20% discount				
		<u>Expiring:</u>	<u>Renewal:</u>			<u>Expiring:</u>	<u>Renewal:</u>						
Monthly Rate:										*two-year rate guarantee		**two-year rate guarantee	
Employee		\$ 34.12	\$ 35.10	2.87%		\$ 38.75	\$ 39.89		\$ 34.67	1.61%		\$ 37.37	
Employee & Spouse		\$ 67.65	\$ 69.59	2.87%		\$ 77.54	\$ 79.08		\$ 69.75	3.10%		\$ 75.22	
Employee & Child		\$ 85.44	\$ 87.97	2.96%		\$ 101.41	\$ 104.50		\$ 79.15	-7.36%		\$ 87.28	
Employee & Family		\$ 125.66	\$ 129.34	2.93%		\$ 148.31	\$ 151.94		\$ 122.56	-2.47%		\$ 134.46	

Current Allocation:

		Port / Employee %											
<u>Employee:</u>													
Port 100%	100%	\$	34.12	\$	35.10			\$	38.75	\$	39.89		\$ 34.67 1.61% \$ 37.37
Employee	0%	\$	-	\$	-			\$	-	\$	-		\$ -
<u>Dependent:</u>													
Employee & Spouse													
Port 70%	70%	\$	47.36	\$	48.71			\$	54.28	\$	55.36		\$ 48.83 52.65
Employee 30%	30%	\$	20.30	\$	20.88			\$	23.26	\$	23.72		\$ 20.93 22.57
Employee & Children													
Port 70%	70%	\$	59.81	\$	61.58			\$	70.99	\$	73.15		\$ 55.41 61.10
Employee 30%	30%	\$	25.63	\$	26.39			\$	30.42	\$	31.35		\$ 23.75 26.18
Employee & Family													
Port 70%	70%	\$	87.96	\$	90.54			\$	103.82	\$	106.36		\$ 85.79 94.12
Employee 30%	30%	\$	37.70	\$	38.80			\$	44.49	\$	45.58		\$ 36.77 40.34

**Principal's dental network has 248 providers within 20 miles of 77566 **Met Life's dental network has 226 providers withing 20 miles of 77566

**Cigna, Humana, Ameritas and Equitable do NOT offer life insurance so that benefit would have to be secured through another carrier. This made their bids ineligible.

**Lincoln Financial declined to quote the life insurance benefit due to having that business under the retirement life insurance. This made their bid ineligible.

**Guardian declined to quote due to offer being uncompetitive

**BCBS Texas was not competitive



RESOLUTION AUTHORIZING A CONTRIBUTION TO THE PORT FREEPORT RETIREMENT PLAN

At a regular meeting of the Port Commission of Port Freeport at the office of said District at 1100 Cherry Street, Freeport, Texas, on the 21st day of November 2024, among other business came on to be considered the following resolution, which, upon motion duly made and seconded, was adopted by vote of all Commissioners present:

F I N D I N G S

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. Port Freeport ("Port" or "Employer") has heretofore adopted a "Flexible Nonstandardized Safe Harbor Profit Sharing Plan Agreement" establishing the "Port Freeport Retirement Plan" (the "Plan") effective January 1, 2000.
3. Employer has heretofore adopted a Group Annuity Contract with the Empower Retirement, Contract No. 743378-02, effective January 1, 2001.
4. Per agreement with Empower Retirement, Employer serves as Plan Administrator of the Plan.
5. Upon recommendation of Management, it is found to be in the best interest of the Port for Employer to make a contribution of 6.0 percent (0.060) of Plan eligible wages to the "Port Freeport Retirement Plan" for the plan year ending December 31, 2024.


Now, therefore, BE IT RESOLVED, that the Port, as Employer, hereby authorizes a contribution a contribution of 6.0 percent (0.060) of Plan eligible wages to the Port Freeport Retirement Plan for the plan year ending December 31, 2024.



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MEMORANDUM

TO: Commissioners
Directors
Legal Counsel

FROM: Jason Hull, P.E. 
Director of Engineering

DATE: November 21, 2024

SUBJECT: **Chiquita Buildings Painting project**

Bids were received and opened for the **Chiquita Buildings Painting** project on October 31, 2024 at 10:00 A.M.

One contractor submitted a bid as shown in the attached bid tabulation sheet. The contractor that submitted the lowest bid in addition to meeting all requirements of the specifications was Southern Gulf Solutions, LLC.

Southern Gulf Solutions, LLC is a reputable contractor based in Brazoria, Texas.

I recommend the Port move forward with this important project and award the contract to Southern Gulf Solutions, LLC for an amount **not to exceed \$54,050.00.**

attachment

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



BID TABULATION SHEET
CHIQUITA BUILDING PAINTING
PROJECT NO. 24-12
BID OPENING: OCTOBER 31, 2024, 10:00 A.M.

Name	Amount	Bond/CC	Qualification Statement	Insurance Certificate	Days
Southern Gulf Solutions, LLC	\$54,050.00	Yes	Yes	Yes	13


Signatures: Jason Hull
Charles Lyzade



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MEMORANDUM

TO: Commissioners
Directors
Legal Counsel

FROM: Jason Hull, P.E. 
Director of Engineering

DATE: November 21, 2024

SUBJECT: Chiquita Yard Asphalt Repairs 2024

Bids were received and opened for the **Chiquita Yard Asphalt Repairs 2024** project on October 31, 2024 at 2:00 P.M.

Three contractors submitted a bid as shown in the attached bid tabulation sheet. The contractor that submitted the lowest bid in addition to meeting all requirements of the specifications was Enterprise Commercial Paving, Inc.

Enterprise Commercial Paving, Inc. is a reputable contractor based in Houston, Texas.

I recommend the Port move forward with this important project and award the contract to Enterprise Commercial Paving, Inc. for an amount **not to exceed \$151,700.00**.

attachment

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



BID TABULATION SHEET
CHIQUITA YARD ASPHALT REPAIRS 2024
PROJECT NO. 24-11
BID OPENING: OCTOBER 31, 2024, 2:00 P.M.

Name	Amount	Bond/CC	Qualification Statement	Insurance Certificate	Days
Integrity Services Group	\$238,732.20	Yes	Yes	Yes	12-31-24
Southern Gulf Solutions	\$195,634.00	Yes	Yes	Yes	10
Enterprise Commercial Paving	\$151,700.00	Yes	Yes	Yes	10

Signatures:

Jason Hull
Charles Lynde



BUYER'S ORDER AND INVOICE
PLEASE ENTER MY ORDER FOR THE FOLLOWING:

☒ NEW or ☐ USED ☐ DEMO ☐ OTHER

DEAL #: 122997 CUST#: 575776 STOCK #: RB64172 DATE: 11/07/2024

Buyer's Name PORT FREEPORT				DOB	
Co-Buyer's Name				DOB	
Street Address 1100 CHERRY ST			City FREEPORT		State TX
E-Mail Address					
Residence Phone			Bus. Phone		Cell Phone
Year 2024	Make FORD TRUC	Model MAVERICK	Body Type SUPERCREW	Vehicle Identification Number 3FTTW8A32RRB64172	
No. Cyl	Engine Size	Transmission		Color OXFORD WHT	Mileage 3
VEHICLE TRADE IN #1					
YEAR 2015	MAKE CHEVROLET	BODY TYPE TAHOE	STOCK NO. RB64172A	CURRENTLY EQUIPPED AS FOLLOWS	
MILEAGE 240000				SELLING PRICE 27375.00	
<input type="checkbox"/> ACTUAL <input type="checkbox"/> INACCURATE				LESS REBATE TO CUSTOMER - N/A	
COLOR/TRIM GRAY	VIN 1GNLC2EC6FR543447			SELLER ADDITIONS & DELETIONS OF ACCESSORIES: Buyer hereby requests the Seller to make the additions of accessories noted hereon. Buyer understands and agrees that certain additions may not conform exactly with factory installed additions. Buyer understands that seller already may have added equipment or accessories to the vehicle.	
PLATE NO.	TAG NUMBER		EXP. DATE		
PAYOFF TO			AMOUNT N/A		
VEHICLE TRADE IN #2					
YEAR	MAKE	BODY TYPE	STOCK NO.		
MILEAGE		<input type="checkbox"/> ACTUAL <input type="checkbox"/> INACCURATE			
COLOR/TRIM	VIN				
PLATE NO.	TAG NUMBER		EXP. DATE		
PAYOFF TO			AMOUNT N/A		
LIENHOLDER INFORMATION					
LIENHOLDER					
				+	
				+	
				+	
DRAFT AMOUNT 24975.00		DATE OF LIEN 11/07/2024		+	
DRAFT THRU 12/22/2024				OTHER AFTERMARKETS 0.00	
ADDRESS				PRICE OF VEHICLE AFTER ADDITIONAL EQUIPMENT ADDED = 27375.00	
				TRADE ALLOWANCE - 2600.00	
				TAXABLE TOTAL = 24775.00	
<p>USED VEHICLE WHETHER OR NOT SUBJECT TO MANUFACTURER'S WARRANTY "THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE." SPANISH TRANSLATION: Guía para compradores de vehículos usados. La información que ve en el formulario de la ventanilla para este vehículos forma parte del presente contrato. La información del formulario de la ventanilla deja sin efecto toda disposición en contrario contenida en el contrato de venta.</p> <p>A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS RELATING TO THE SALE. A DOCUMENTARY FEE MAY NOT EXCEED A REASONABLE AMOUNT AGREED TO BY THE PARTIES. THIS NOTICE IS REQUIRED BY LAW. UN CARGO DOCUMENTAL NO ES UN CARGO OFICIAL. LA LEY NO EXIGE QUE SE IMPONGA UN CARGO DOCUMENTAL. PERO ÉSTE PODRÍA COBRARSE A LOS COMPRADORES POR EL MANEJO DE LA DOCUMENTACIÓN EN RELACIÓN CON EL VENTA. UN CARGO DOCUMENTAL NO PUEDE EXCEDER UNA CANTIDAD RAZONABLE ACORDADA POR LAS PARTES. ESTA NOTIFICACIÓN SE EXIGE POR LEY.</p> <p>MILEAGE/REPAIR DISCLOSURE Mileage on a new motor vehicle can arise from any of the following: (1) incidental driving at the factory, rail-head, transportation center or port facility, in the ordinary course of testing and/or shipment to the dealer; (2) incidental driving at the dealership by its employees in testing the motor vehicle and/or making it ready for sale; (3) demonstration to our customers; (4) incidental mileage to the locations of outside vendors for the purpose of adding accessories or like items; (5) vehicles driven by dealership personnel as demonstrators; (6) vehicles traded between dealerships and driven from one such location to the other; (7) vehicles stolen or otherwise driven by unauthorized persons and subsequently recovered or returned; and (8) vehicles driven by customers pending a proposed sale which did not result in a final sale and the issuance of title due to (i) a failure to secure financing, or (ii) a change of buying decision by the buyer or the buyer's dissatisfaction due to a perceived or real product complaint. Under some circumstances above, repairs or adjustments to the vehicle may also have resulted. Prior to purchase, you may request and are entitled to see our repair or work orders on this vehicle, if any. Demand that the repair order numbers shown you be listed under "Additional Items" above; or if you are advised there are none, demand that the legend "no prior repair orders on this vehicle exist" be inserted in said space. IF THE MILEAGE ON THE VEHICLE SUBJECT TO THIS BUYER'S ORDER IS NOT ENTIRELY SATISFACTORY TO YOU OR ANY SUCH REQUEST OR DEMAND IS REFUSED OR NOT COMPLIED WITH TO YOUR SATISFACTION, DO NOT BUY THIS VEHICLE.</p>				PAYOFF ON TRADE-IN + N/A	
				STATE SALES TAX + N/A	
				DEALER'S INVENTORY TAX + N/A	
				DEALER DOCUMENTARY FEE + 200.00	
				DEPUTY FEE + N/A	
				VEHICLE INSPECTION FEE + N/A	
				LICENSE & TITLE FEE + N/A	
				BALANCE ON VEHICLE = 24975.00	
EXTENDED SERVICE AGREEMENT + N/A					
DEPOSIT RECEIPT NO. - N/A					
DOWN PAYMENT OR DELIVERY RECEIPT NO. - N/A					
TOTAL UNPAID BALANCE = 24975.00					
IMPORTANT ADDITIONAL TERMS AND CONDITIONS ON BACK					
Referred By			Address		Phone
BUYER ACKNOWLEDGES HE OR SHE HAS READ ALL OF THE FOREGOING AND HAS RECEIVED A TRUE COPY OF THIS ORDER. NO REPRESENTATIONS HAVE BEEN MADE THAT ARE NOT SET OUT HEREIN.					
ACCEPTED BY:			BUYER		
SELLER (DEALER OR SALES MANAGER)			CO-BUYER		
VERBAL PROMISES ARE NOT BINDING DEMAND A WRITTEN DUE BILL					
MAKE SURE YOUR SALESPERSON GIVES YOU A SIGNED COMPANY RECEIPT FOR ANY CASH TENDERED.					



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MEMORANDUM

TO: Board of Commissioners and Executive Director/CEO

FROM: Jesse Hibbetts, Director of Operations

DATE: November 21, 2024

SUBJECT: Gantry Crane Boom Cable RFP Weighted Criteria

Port Operations has Requested For Proposal bids to purchase 2 New Crane Boom Cables. Today we are seeking approval of the criteria to be used:

Selection will be based upon the following criteria:

- | | |
|-------------------------------|-----|
| • Price | 40% |
| • Past Business with the Port | 30% |
| • Team Orientation | 20% |
| • Delivery Schedule | 10% |

Port Staff consulted with legal counsel

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



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MEMORANDUM

TO: Board of Commissioners and Executive Director/CEO

FROM: Jesse Hibbetts, Director of Operations

DATE: November 21, 2024

SUBJECT: Gantry Crane Boom Cable Replacement for Cranes 1 & 2

Bids were received and opened for The **Gantry Crane Boom Cable Replacement for Cranes 1 & 2** project on November 14, 2024, at 13:02 P.M.

Only one contractor submitted a bid as shown in the attached bid tabulation sheet. The contractor that submitted the only bid meets all requirements of the specifications was SLS rigging.

SLS Rigging is a reputable contractor based out of Santa Fe, Texas.

I recommend the Port move forward with this important purchase of equipment from SLS Rigging for an amount **not to exceed \$77,640.00**.




PORT COMMISSION

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DAN CROFT, COMMISSIONER; RUDY SANTOS, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO



BID TABULATION SHEET
GANTRY CRANE BOOM CABLE REPLACEMENT FOR CRANES 1 & 2
BID OPENING: NOVEMBER 14, 2024, 13:02 P.M.

Name	Amount	Price	Past Business with Port	Team Orientation	Delivery Schedule	Total
SLS Rigging	\$77,640.00	40%	30%	20%	10%	100%

Signatures: 



Selection will be based upon the following criteria:

- Price 40%
- Past Business with the Port 30%
- Team Orientation 20%
- Delivery Schedule 10%



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MEMORANDUM

TO: Port Commissioners
Chief Executive Officer

FROM: Rob Lowe

DATE: November 21, 2024

SUBJECT: ZPMC Trolley Rail Crane Repairs

Staff recently discovered that purchase order 122841 has an open balance of \$40,119.58 from October of 2022. The original purchase order totaled \$72,900.00 and included an initial repair and an additional long-term repair.

The delay in completion of work was caused by the lead time of thermite rails (exotic metal and custom build) as well as a pause in work to repair damages from Hurricane Beryl.

The initial repair amounted to \$32,780.42 and was paid in January of 2023. Per port policies and procedures, commission approval is required for purchases over \$25,000 and was omitted in this particular case.

Staff seeks to notify the commission of the error and requests approval of the purchase order and associated payments.

PORT COMMISSION

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DAN CROFT, COMMISSIONER; RUDY SANTOS, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO

Stevedore 2025 Renewals

Stevedore Company	Renewal Application	\$1,337.06	Safety Contact Info	General Liability 1,000,000 per occ / 2,000,000 agg. Limit / ded 25,000 or less Additional Insured and Sub. Waiver	Auto Liability owned, non- owned and hired 1,000,000 Additional Insured and Sub. Waiver	Employers Liability no less 1,000,000 Sub. Waiver	Stevedore's Legal Liability no less 1,000,000 Additional Insured and Sub. Waiver	Umbrella or Excess Liability 5,000,000 per occ. Additional Insured and Sub. Waiver	USL & H Sub. Waiver	Drug and Alcohol Program	Safety Plan or Policy	Corporate TRIR	Texas TRIR	OSHA 300 Log	Lost time Injuries Port Freeport	Lost time Injuries Corporate	Cancellation Notice
APS Stevedoring LLC michael.demeo@apsstevedoring.com Michael DeMeo	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	6.72	5.72	✓	0	17	✓
Cooper/Ports America LLC penny.burney@c-pa.com Penny Burney	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2.96	2.96	✓	0	23	✓
Gulf Stevedoring Services, LLC mike@gulfsteve.com Mike Lynch	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	5.14	5.14	✓	0	4	✓
Gulf Stream Marine, Inc. tonyi@gulfstreammarine.com Tony Joworski	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	1.42	3.21	✓	0	1	✓
Ports America Texas, Inc tiffany.buchanan@portsamerica.com Tiffany Buchanan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	0.96	0.96	✓	0	4	✓
Red Hook ConRo Terminals LLC mstamatis@redhookterminal.com Mike Stamatis	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	0.00	0.00	✓	0	0	✓
Riviana Foods mhendricks@riviana.com Matthew Hendricks	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2.30	2.30	✓	3	3	✓
Enstructure Richardson Stevedoring & Logistics JulieG@richardsoncompanies.com Julie Goudeau	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	3.00	3.00	✓	0	2	✓
Suderman Contracting Stevedores joni.clark@metroports.com Joni Clark	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2.24	2.24	✓	0	2	✓
SSA Marine DBA Ceres Gulf galfafara@ceresglobal.com Gena Alfafara	✓	✓	✓	✓						✓	✓			✓		2	✓



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

FROM: Director of Business & Economic Development

DATE: November 21, 2024

SUBJECT: RILA's LINK: Retail Supply Chain Conference – Sponsorship Consideration

RILA's ("Retail Industry Leaders Association") LINK: Retail Supply Chain Conference will be February 16-19, 2025, 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 enclosed. Staff members planning to attend are Phyllis, Clinton, Emily Henderson and Jason M. If an organization wishes to attend, then sponsorship opportunities for the event are available. A sponsorship would provide Velasco Container Terminal exposure by displaying the Port Freeport logo on conference material.

Staff would recommend the Silver Sponsorship as follows:

Silver Sponsorship

\$20,750 which includes:

- 10 x 10 booth
- 4 full conference attendees
- Branding (logo placement) on conference materials

Staff originally budgeted two attendees for a total estimated conference expense of \$22,750. The revised estimate to sponsor the event, travel expenses for 4 staff members, shipping for the port's booth to and from the conference and ordering of new promotional items to be given out at the conference will be about \$36,850.00.

Staff recommends approval of the silver sponsorship.

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**



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

FROM: Director of Business & Economic Development

DATE: November 21, 2024

SUBJECT: Hot Dog Marketing – Additional Scope of Work

At the October meeting, staff recommended moving forward with some additional scope with Hot Dog Marketing to prepare draft Mission, Vision and Core Value Statements for Port Freeport. Port Freeport's current Mission Statement was created in 2003, and Port Freeport currently does not have a Vision or Core Values Statements. During the Port Commission workshop staff presented the below slides and detailed why we believe these are important for Port Freeport as we continue moving through the process of the website redevelopment, preparation of new marketing material and material for Port Freeport's centennial anniversary. Enclosed is the quote for the additional scope of work. Staff recommends the Port Commissions approval. If approved the Port Commision would dicuss and consider adoption of the aforementioned statements in due course.

Additional Scope Request



Staff recommends approval of an additional \$5,000 scope for HDM to develop:

Mission Statement

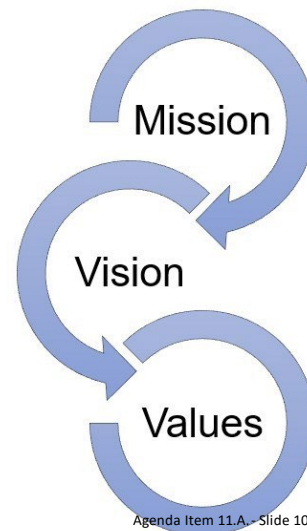
- A simple and brief description that encompasses the purpose of Port Freeport defining its culture, goals, and values. [*What does Port Freeport stand for?*](#)

Vision Statement

- A statement that outlines Port Freeport's long-term goals and aspirations for the future in terms of its growth and impact on the community, the state, the nation and the world. [*What are Port Freeport's goals for the future?*](#)

Core Value Statement

- [*What are Port Freeport's guiding principles that define what is important to the Port?*](#)



Agenda Item 11.A - Slide 10

PORT COMMISSION

RAVI K. SINGHANIA, CHAIRMAN; ROB GIESECKE, VICE CHAIRMAN; BARBARA FRATILA, SECRETARY; KIM KINCANNON, ASST. SECRETARY;
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MEMORANDUM

TO: Commissioners
Chief Executive Officer

FROM: Rob Lowe

DATE: October 30, 2024

SUBJECT: Policy Updates

This month there are six policies that staff has reviewed and is presenting for further review and discussion of the Personnel Committee. This review is part of an ongoing review of all port policies.

4.1 – Employment Categories– update language for staff assigned to work during inclement weather or other disasters in line with the language used in our hurricane plan.

4.2 – Access to Personnel Files – no changes recommended.

4.3 – Employment Applications – no changes recommended.

6.1 – Retirement Benefits – no changes recommended.

6.2 – Worker’s Compensation – no changes recommended.

6.3 – Improvement of Job Skills – update recommended reimbursement amounts for tuition and textbooks for approved courses.

PORT COMMISSION

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MEMORANDUM

TO: Port Commissioners
Chief Executive Officer

FROM: Rob Lowe

DATE: November 12, 2024

SUBJECT: Port Credit Card Issuance and Limit

Port Policy 8.8 calls for the Port Commission to authorize the issuance and credit limits of port credit cards. To that end, I am seeking authorization to issue a new credit card to Amanda Veliz, Public Affairs Manager, with a credit limit of \$5,000. The primary use of this card would be Public Affairs related activities.

PORT COMMISSION

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MEMORANDUM

TO: Commissioners

FROM: Phyllis Saathoff, Executive Director/CEO

DATE: November 18, 2024

SUBJECT: AAPA Gulf Caucus Chair Position

The American Association of Port Authorities (AAPA) is governed by an 11-member Board of Directors, composed of elected representatives from the corporate membership of each U.S. and Canadian port region. The Board typically convenes twice a year: during the Legislative Summit (spring conference) in Washington, D.C., and at the Annual Convention in the fall. Each of the port regions is also represented by a caucus that also meets in person at the Legislative Summit and the Annual Convention.

Every two years, during the Legislative Summit, the Board elects a chair to serve a two-year term, which begins in the fall. This year, Chet Chaisson, Executive Director of Port Fourchon, was elected Chair. Chet also served as the Gulf Caucus Chair which he will be vacating. Additionally, the AAPA board position representing the Gulf is expiring next year.

I have been asked to consider seeking election to the AAPA Board or the Gulf Caucus Chair position. Another port director is interested in holding the Board position, so I prefer considering the Gulf Caucus Chair position. The Gulf Caucus meets in person twice a year at the Legislative Summit and the Annual Convention, no additional travel would be required. Before pursuing this opportunity, I am seeking the support of the Port Commission.

[PORT COMMISSION](#)



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TO: Executive Director/CEO
Port Freeport Commissioners
Legal Counsel

FROM: Director of Business & Economic Development

DATE: November 21, 2024

SUBJECT: CEMEX – 2nd Amendment to Terminal Use Agreement

The revised 2nd Amendment now considers Alliera, S.A. de C.V., a subsidiary of CEMEX (Parent company of CEMEX, Inc.) as a “Co-User” with CEMEX Inc. under the Terminal Use Agreement. The Terminal Use Agreement with CEMEX Inc. terminated on June 30, 2024. The Amendment would be retroactive to July 01, 2024, and would provide CEMEX five (5) additional renewal terms of one (1) year each with revised terminal use rates.

Staff met with the Finance Committee on June 13, 2024, to review the commercial terms of the proposed 2nd Amendment. Staff received the Finance Committee support of the revised commercial terms.

CEMEX Inc. and Alliera, S.A. de C.V., are still reviewing the draft version. Subject to no material changes, staff would recommend the Port Commission’s approval of the 2nd Amendment and to authorize, Phyllis Saathoff, Executive Director/CEO of Port Freeport to execute the final version.

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