

Minutes of Port Commission Regular Meeting  
March 27, 2025  
In Person & Videoconference

A Regular Meeting of the Port Commission of Port Freeport was held March 27, 2025, beginning at 1:00 PM at the Administration Building, 1100 Cherry Street, Freeport, Texas.

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.

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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, Engineering Manager  
Mr. Chas Gryseels, Project Engineer  
Mr. Clinton Woodson, Sales Manager  
Ms. Bailee Anderson, Accounting Analyst (Virtual)  
Ms. Tricia Vela, Public Affairs Assistant (Virtual)  
Ms. Ruby Dunn, Receptionist (Virtual)

Also, present:

Mr. Mark Michna, Prism Energy Solutions (Virtual)

Mr. Mike Hayes, Texas Port Ministry

Mr. Mike Challenger

Ms. Mikelle Challenger

Ms. Melanie Oldham (Virtual)

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 safety tips for staying hydrated.
6. Call to identify and discuss any conflicts of interest that may lead to a Commissioner abstaining from voting on any posted agenda item.

Commissioner Croft noted a conflict regarding agenda item #15, adding he would be abstaining from discussion and voting on this item. Commissioner Fratila noted a conflict regarding agenda item #21, adding that she would be abstaining from discussion and voting on this item.

7. Public Comment – Mike Challenger, Candidate for Position 3 on the Port Freeport ballot, introduced himself to the Port Commission.
8. Public Testimony – There was no public testimony.
9. Approval of a contract with Retail Electrical Provider.

Ms. Lowe stated that on February 27, the Port Commission authorized staff to enter into a service agreement with a retail electrical provider for a price not to exceed \$.065 per kWh for a term of 33 to 60 months if those market conditions were present. He explained that at the time his memo was published (March 21), electricity prices had been negatively impacted by natural gas prices and were over \$.070. Since then, the market has come back down and is now just under the \$.065 threshold. Mr. Lowe has been communicating with the Port's brokers and has a \$.06492 and a \$.06489 number, hoping to get the latter. Ms. Saathoff will be sent the documents through DocuSign to sign during the meeting so the Port Commission will not need to approve this item a second time. Mr. Lowe explained that at the time the memo was published the rate was above the threshold previously approved. Mr. Lowe also noted that Mark Michna with Prism Energy Solutions was online virtually to confirm the rate and term. Mr. Michna stated it is 57 month term at \$.06489 per kWh, and Ms. Saathoff should have the documents for signature.

Mr. Lowe thanked Prism for their continued efforts as well as the Port Commission's support on this item adding that no further action is needed.

10. Approval of minutes from the Special Meeting and Regular Meeting held February 27, 2025.

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

11. 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

Ms. Saathoff reported attending the Trans-Pacific Maritime Conference with the business development team along with Commissioners Croft, Giesecke and Singhanian while Mr. Hull and Commissioner Kincannon attended the National Waterways Conference in Washington, DC. She also reported attending the American Association of Port Authorities (AAPA) Legislative Summit in DC along with Commissioners Fratila, Giesecke and Singhanian where they had very productive meetings with the FMC, senators' offices and then following on with AAPA's Hill Day, Ms. Saathoff and Commissioner Fratila attended meetings with other offices as part of the Texas Delegation. Ms. Saathoff also attended with the AAPA Board of Directors, a meeting with the United States Trade Representative on Section 301 proposed ship fees. She noted there was a window open for receiving public comments on the proposed fees which would be applied to ships calling U.S. ports that are Chinese built, or Chinese built and operated stating there were several proposed fees in the USTR notice and it wasn't clear whether they would choose one or would layer them. AAPA filed comments on behalf of the U.S. ports, with the USTR expressing concerns about the unintended consequences that could happen if they implemented the proposed rules as presented and how it could reduce the number ship calls because the fees would be as much as a \$1M to \$1.5M per ship call to each U.S. port. She noted this was initiated under the Biden Administration and USTR will have until mid-April to issue their rule followed by another public comment period after the final rule is published. She also noted there was testimony heard this week from a total of 62 individuals that was comprised of 14 different panels and included AAPA, Port Houston, the National Association of Workers, Ports America, Dole, American Chemical Council, American Petroleum Council, the agricultural sector and retail industry. Ms. Saathoff stated there is a one-week comment period open now, and it is the advice of the port's legislative consultant in DC, that the port go on record or further encourage the Texas Ports Association to file a comment stating we concur with the comments that have been filed by the AAPA. She also reported the President announced that he was going forward with a 25% tariff on automobiles that are not U.S. made and to go into effect April 2 while auto parts will be delayed until June. Staff will continue to monitor. A full year continuing resolution was passed by Congress and signed into law. The CR basically adopts the budget at 2024 rates. The O&M budget for the U.S. Army Corps of Engineers is \$5.5 billion. The construction budget, which is not applicable to the Port's channel project, is much smaller this year at \$1.8 billion. Focus will now shift to the 2026 presidential budget which will be tightened up to control government spending. The budget should come out early summer. The Water Resources Development Act for 2026 will also start this summer in July-August timeframe with the House starting the process in the fourth

quarter. MARAD 2026 grant program has been on hold, but it looks like everything is starting to move. The notice of funding obligation for the 2025 Port Infrastructure Development Program was posted but may be pulled back as adjustments are made on the criteria for eligibility based on changes directed by the administration. Ms. Saathoff reported that the state Legislature is active and starting to work on the bills. There were almost 9000 bills filed, which is 50% more than just a few years ago. The Port's House Bill 2027, the tax abatement cleanup bill, was posted for committee hearing on Monday, March 24. Ms. Saathoff flew to Austin and testified. It was reported favorably out of committee, will go to Local and Consent Calendar committee and continue to move through the process. The House Bill 1729, the term limits bill, has been referred to the Transportation Committee but has not been put on an agenda yet. Staff will continue to monitor. With regard to the Texas Department of Transportation budget and the House Subcommittee, House Bill 500 was filed by Representative Bonnen putting \$200 million in supplemental for the Port Capital Fund. Staff will monitor. Ms. Saathoff reported the cranes are now slated to be delivered later in August but still scheduled to set sail late May. Ms. Veliz reported on the Take-a-Child Fishing Tournament stating 43 sponsors have been secured, contributing over \$41,000 in support of the tournament which is on May 10 with the Captain's Dinner May 8. She also reported that the overall numbers for social media engagement has increased in all areas adding the press release for the Hoegh Aurora did very well with 9 media outlets publishing it. Ms. Saathoff also reported that the MARAD Maritime Administration nominee is Brent Sadler and new Assistant Secretary of the Army nominee will be Adam Telle. She noted that Telle has a lot of experience in congressional affairs and public service and is the current chief of staff for Senator Bill Hagerty, Republican from Tennessee, and has lead state affairs teams within the White House in Trump's first term and has had senior roles for Senator Shelby and Cochran. Additionally, he is already engaging with people in Washington on ways to bring about more efficiency and cost control at the U.S. Army Corps of Engineers.

B. Director of Engineering

In addition to his written report, Mr. Hull shared current photos of projects including Terminal Street, the new gate as well as the 8th Street and Poplar Street improvements. With regard to the detention pond project, staff estimates approximately two months before the project is ready to go out to bid, as staff is completing this project in house.

C. Director of Operations

Mr. Hibbetts introduced Sarah Davis who is the newest member of the Operations Department. He also reported on statistics for the month of February stating it was a phenomenal month with 48 ships for the month, 174 lay days and 91 total vessels port wide. He noted that staff has budgeted 586 vessels and year to date, is sitting at 215. Overall tonnage for all sectors is up 9% from last year. Railcars were slightly down for February but expected to ramp back up in March. A recap for the month shows the Port handled 18 LNG vessels, one bulk rice vessel, no aggregate vessels, 13 RORO, 2 steel, 23 barges, 55 rail cars and 12 total container vessels. Fiscal year activity includes 93 LNG vessels, 9 steel, 63 barges, 182 railcars, 76 RORO, 3 bulk vessels, 4 project cargo vessels, 8 lay berths and 62 container vessels. Total vehicles handled year to date is 74,824, containers is 38,097 which equates to 76,161 TEUs and total railcars is at 4,388. Mr. Hibbetts anticipates March will see a greater number of vessels than the month of February. Staff meetings in operations include coordinating with Riviana on the rice vessel, security meetings regarding TWIC violations and MTSA meetings with the Coast Guard. As previously reported, staff received word the new cranes are now due to arrive

the third week of August. Staff is also working with Phoenix lighting on the high mast light communications and working out some issues from Hurricane Beryl.

D. Director of Business & Economic Development

Mr. Miura first highlighted the following upcoming conferences and events staff will be attending...

April 1-3 - Ports of Future Conference; Houston

April 8-10 - Finished Vehicle Logistics Conference; Huntington Beach

April 10 - Houston Port Bureau Commerce Club Luncheon

April 23-25 - JOC Breakbulk & Project Cargo Conference; New Orleans

April 29-May 1 - Union Pacific Ports & Short Line Conference

May 1-2 - Panama Week in Texas

May 12 - Ribbon Cutting for Cross Dock 2

Mr. Miura reported that as previously mentioned, PIDP 2025 is being extended with the new deadline to submit application sometime in July. Staff will wait to request approval of the resolution authorizing submission of the application since the deadline was extended. Staff was advised the agreement related to the Port's PIDP 2023 award from MARAD for Cross Dock 2 is now moving through the concurrence process at MARAD which is a 10 step process with the Port currently on Step 4. Staff anticipates executing the agreement in a month to a month and a half. A kickoff meeting was also held with consultant Sterling Solutions. Mr. Miura reported that while the EPA grant still appears to be on hold, staff did review the proposals submitted for grant management services with the ESGS committee and intends to award a contract in April, subject to receiving the grant funds.

With regard to the market study, Mr. Miura stated that he and Mr. Lowe are reviewing the draft SWOT analysis noting the majority of the forecasting for cargo volume is complete and expects to submit comments to KPMG very soon. Staff anticipates a final market study package will be presented to the Commission at the April meeting. Staff will also set a meeting to discuss/review the package with the Business Development Committee prior to presenting to the full board. Commissioner Croft commented that with regard to the analysis and turmoil with the tariffs, should a component be added to the process to address the potential impact on Port Freeport noting the current report will be based on the status quo and expectations without the tariffs. Commissioner Giesecke commented that the challenge is the Port doesn't know what it's going to look like because its changing almost daily and hard to do an analysis based on a bunch of what ifs adding that he agrees with Commissioner Croft on the basic concept but feels the port needs a better definition of what the final result might be. Commissioner Croft further pointed out that the report the Port receives is going to be flawed from the onset with no consideration given to the tariffs now impeding port operations and that the report is based on history as you can't predict the future but has a good idea now that the future is going to be significantly impaired based on current trends. Ms. Saathoff stated that staff will follow up with KPMG noting there's also history that says tariffs have an initial impact, but are not always long in duration and overall impact on the purchasing of goods, etc. She further noted that if the tariffs are across the board and affects everyone, that's one thing however if it's specific and puts the port in a less competitive position with other ports, that is more impactful.

Mr. Miura then reported on the TPM conference noting it was a great event and beneficial to have the Port be a sponsor and have the logo displayed during all the events. He stated that he and Mr. Woodson had some very good meetings at the event which will be reported on later and recommended the port continue participating at the same level sponsorship.

E. Chief Financial Officer

Mr. Lowe presented financials for the month of February.

12. Approval of financial reports presented for the period ending February 28, 2025.

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

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

March 24 ESGS Committee - Commissioner Fratila reported the committee reviewed the proposals received for grant management services.

Commissioner Fratila reported attending the Friends of the River Breakfast, AAPA Legislative Summit and Celebrity Waiter Dinner.

Commissioner Giesecke reported attending the Alvin Soroptimist Men Who Cook Fundraiser, TPM Conference, Brazosport Chamber Leadership Group Port Visit, Angleton Chamber Leadership Group Port Visit, AAPA Legislative Summit, Texas Port Ministry Banquet, Celebrity Waiter Dinner and Freeport City Council member briefings as well as gave a port tour to Galveston County Commissioner Hank Dugie.

Commissioner Kincannon reported attending the Hoegh Aurora Maiden Voyage plaque presentation, National Waterways Legislative Summit, Ribbon Cutting for Wild Peach Church, BCCA meeting, Highway 36A Coalition Luncheon and the ESGS Committee meeting.

Commissioner Croft reported attending the TPM Conference, Texas Port Ministry Banquet, Economic Development Alliance executive committee & board meetings, and the ESGS Committee meeting.

Commissioner Singhania reported attending the TPM Conference and the AAPA Legislative Summit as well as several other events previously mentioned.

14. Approval of an agreement with Texas Gulf Bank for Port Freeport depository services for a 3-year term beginning April 1, 2025, and one 2-year option renewal term.

Mr. Lowe stated that in anticipation of the Port's depository contract expiring March 2025 staff identified 9 eligible financial institutions for potential consideration of the RFP process and were sent a package. Staff also posted the RFP as required. Staff received two responses with Texas Gulf Bank submitting a completed package and First State Bank of Louise indicating they were not going to submit a bid. He stated that Texas Gulf Bank has been providing depository services to the Port since 2007 and currently charges no transaction fees. The only proposed change to the 2025 contract is the floor of the interest rate earned on accounts. The current earnings rate is a 30 day T-Bill at a floor of .35% with the new proposal at .25%. He further stated that the average interest earned in 2024 was 4.2% and recommends awarding the depository contract to Texas Gulf Bank for a term of three years with two additional years options.

A motion was made by Commissioner Giesecke to approve the depository services contract with Texas Gulf Bank. The motion was seconded by Commissioner Kincannon with all Commissioners present voting in favor of the motion.

15. Approval of a Professional Services Agreement with Berg-Oliver Associates for obtaining an Approved Jurisdictional Determination of Waters of the U.S. on Parcels 8A, 8C, 7 and 6, for an amount not to exceed \$135,600.00.

Commissioner Singhanian noted that Commissioner Croft excused himself from participation on this item.

Mr. Hull stated the Capital Planning Advisory Committee met with staff to consider the parcels indicated and requested staff obtain a fee proposal from Berg Oliver who is also currently handling other jurisdictional determinations for the Port. Mr. Hull stated the fee for Parcels 8A, 8C and 7 is \$83,300. The committee also requested that staff get an incremental proposal for Parcel 6 which came in at \$52,300. The total amount for all parcels is \$135,600 and is line with proposals received before and noted the jurisdictional determinations are good for 5 years. Commissioner Kincannon noted the rate per acre in Parcel 6 is greater than the other three parcels/acreage. Commissioner Giesecke inquired if it was beneficial to spend the money if there's no savings to doing it now adding that it would be different if staff knew a tenant that would come on and want the whole area. Mr. Hull shared a map of the parcels showing where they were located adding that he knows of no imminent interest in the area but is told the benefit of doing this now is if interest in the area should arise, staff would have definite answers for a developer. He further stated that it will take 45 days to do the work and submit it to the Corps. The Corps will then review to make sure it's complete. He noted there are uncertainties at the Corps with staffing adding that the regulatory section at the Corps is already backlogged and has indicated it would take approximately six months on the work for Parcels 27 and 34, adding that it's not official, just the Corps' estimate. He further noted that time starts once the Corps deems the work complete. Staff is about six months to a year away from knowing what will have to be done with the land. Mr. Hull stated the deliverable from the Corps will tell staff which areas are Waters of the U.S., and which are not. Staff can tell developers which areas they need to avoid or minimize the impact in the Waters of the U.S. If they can't avoid and have to minimize, then they will have to buy credits to offset the impacts. Mr. Miura stated that staff has had interest in the parcels however the only thing staff can tell developers now is we don't know and with that uncertainty, prospects tend to shy away. He stated that for \$135,000, he believes it's prudent to spend the money to know what can be done with the area. Commissioner Giesecke commented that from a marketing standpoint, even though you may have a study that's expired (past the five year expiration date), you have something showing what was found but would have to note the study and analysis will have to be redone. Mr. Miura pointed out that Volkswagen did their own studies, but staff was able to provide them baseline data from the port's studies done on Parcel 14 that Volkswagen used for their calculation. Commissioner Fratila stated that with the uncertainty of the staffing at the Corps, she feels it's a good idea to get all the projects to be considered submitted so we're not last in line, adding that if we're going to have them out there doing the work anyway, just have the whole area analyzed because it gives staff a starting point. Ms. Saathoff added that it's the desire of the current administration to bring more manufacturing back to the United States and the port has some great parcels of land that are in a nice proximity to a great port that's going to be the deepest in the Gulf of America very soon.

A motion was made by Commissioner Giesecke to approve a professional services agreement with Berg Oliver Associates for obtaining an approved jurisdictional determination of Waters of the U.S. on Parcels 6, 7, 8A and 8C in an amount not to exceed \$135,600. The motion was seconded by Commissioner Kincannon with all Commissioners voting in favor of the motion and Commissioner Croft abstaining.

16. Approval of a contract with DSWi for the upgrade of Microsoft Dynamics, for an amount not to exceed \$236,000.00.

Mr. Robertson stated that Port Freeport will upgrade its existing financial software, Microsoft Dynamics NAV (current version is Microsoft Business Central) to the latest version. In 2017, DSWi installed, configured and customized Microsoft Dynamics NAV for Port Freeport which included the perpetual Ports Module. DSWi's development and ownership of the Ports Module will provide the most efficient and effective route for the upgrade. Mr. Robertson stated the capital budget for this project is \$300,000 with the quote coming in at \$236,000. Staff recommends approval of a contract with DSWi for the upgrade of Microsoft Dynamics in an amount not to exceed \$236,000. He added that a good thing about the upgrade is that this version will move towards no more version numbering, so once it's upgraded, the port will receive the latest upgrade on a timely fashion adding that he feels it's a good investment. Mr. Robertson also stated that from an accounting perspective, this is an 8 year upgrade, so there will be a lot of new features. Operations also uses the software for billing. He is told that AI is integrated with the new version so you can ask it questions noting there's a lot of features staff wants but doesn't need to bring in because they're already included in the new version. Training and support are included with the upgrade.

A motion was made by Commissioner Kincannon to approve a contract with DSWi for the upgrade of Microsoft Dynamics, for an amount not to exceed \$236,000.00. The motion was seconded by Commissioner Croft with all Commissioners present voting in favor of the motion.

17. Approval of expenditure funds for the IFPA Global Produce and Floral Show, to be held October 16-18, 2025.

Mr. Miura stated the International Fresh Produce Association (IFPA) will host their Global Produce and Floral Show October 16-18 in Anaheim, CA. The event will fall in Port Freeport's FY2026 budget which has not been approved yet. Staff is requesting approval to start spending funds for this event. Mr. Miura explained this global conference brings together entities from all facets of the supply chain related to fresh produce and floral and is an excellent opportunity to meet with growers, buyers, retailers, carriers and freight forwarders to garner Port Freeport more industry exposure. In 2024, Walmart, Target, Kroger, HEB, Del Monte, Dole, Chiquita, Fyffes, Maersk, Hapag-Lloyd, MSC and other industry players attended the event. Mr. Mura put together a high level estimate of what it may cost to send 4-5 staff members which considers exhibiting at the show. Staff requests approval to incur costs in advance of the budget adoption in an amount up to \$54,000 which includes the sponsorship, a booth and sending 4-5 staff members. The silver sponsorship of \$20,000 is very similar to TPM with the Port's logo included on the marketing collateral, signage, anything digital that is pushed out on e-mail and thanking the sponsors. Mr. Miura stated this conference has a menu to choose where you want your logo included adding that he feels the \$20,000 sponsorship is worthwhile spending. Staff is requesting \$54,000 which will allow a booth if it can be appropriately staffed, noting the amount eventually spent could be less.



A motion was made by Commissioner Giesecke to authorize staff to spend up to \$54,000 to attend and have a booth at the International Fresh Produce Association's Global Produce and Floral Show on October 16-18, 2025. The motion was seconded by Commissioner Santos with all Commissioners voting in favor of the motion.

18. Approval of Executive Director/CEO and Commissioners' travel for the months of April-June 2025.

Ms. Saathoff stated that as the state continues with the current legislative session, the Port has bills that need to representation and testimony before House and Senate committees. Staff will need to make a few more trips to Austin which would include herself and Commissioners at certain points. Additionally, there's still some federal maritime matters that will likely require a trip back to Washington, DC over the next couple of months. Lastly, Ms. Saathoff and Mr. Miura intend to make additional customer visits on the East Coast during this particular quarter.

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

19. 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 Report including potential offers of financial or other incentives to the business prospect.
2. To deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

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

1. The potential lease or value of real property located at Port Freeport, including but not limited to Parcel 1.
  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, 3, 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.

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

21. Approval of a Lease Agreement between Port Freeport and Kirby Marine.

Commissioner Fratila stated for the record that she is abstaining from discussion and voting on this matter.

Mr. Miura stated that staff is presenting an agreement with Kirby Marine, who has been a longstanding partner with Port Freeport. The lease consolidates the two existing leases, one of which expires at the end of the month. This lease is for approximately 1.62 acres along the waterfront of the Upper Stauffer Channel. Staff recommends approval of the lease agreement.

A motion was made by Commissioner Kincannon to approve the agreement. The motion was seconded by Commissioner Giesecke with all Commissioners present voting in favor of the motion and Commissioner Fratila abstaining.

22. Adjourn.

With no further business before the Commission, the meeting adjourned at 6:07 PM.