

## AGENDA

**Port Freeport  
Pilot Commission  
Special Meeting  
Thursday, February 17, 2022, 8:30 am - 9:00 am  
In Person & Videoconference - Administration Building - 1100 Cherry Street - Freeport**

The meeting will be conducted pursuant to Section 551.127 of the Texas Government Code titled "Videoconference Call." A quorum of the Pilot 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.

Public comment will be available at the beginning of the meeting during the agenda item devoted to public comment. Public comment may be communicated in person or by videoconference, but in either event public comment will be limited to 5 minutes per participant and must be communicated verbally. Following public comment, the public will not be permitted to communicate with the Pilot Commission.

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

The videoconference is available online as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/85928969374?pwd=Y2p2VXlTZXF0R0FNDV0JYTHN5VUZ4UT09>

Meeting ID: 859 2896 9374

Passcode: 867393

Dial by your location

1 346 248 7799 US (Houston)

1 301 715 8592 US (Washington DC)

Meeting ID: 859 2896 9374

Find your local number: <https://us02web.zoom.us/j/85928969374>

1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Roll Call.
3. Public Comment. (Public comment will be limited to 5 minutes per participant and can be completed in person or by videoconference)
4. Approval of minutes from the Special Meeting held January 13, 2022.
5. Conduct a Workshop regarding proposed changes to the Basic Operating Procedures for the Freeport Harbor Channel:
  - A Presentation from Brazos Pilots Association.
6. Receive update from the Lone Star Harbor Safety Committee.
7. Adjourn.

***The Pilot 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 Pilot 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.



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Phyllis Saathoff, Executive Director/CEO

**PORT FREEPORT**

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

Minutes of Pilot Commission  
Port Freeport  
January 13, 2022

A Special Meeting of the Pilot Commission of Port Freeport was held January 13, 2022, beginning at 12:38 PM at the Port Freeport Administration Building, 1100 Cherry Street, Freeport, Texas.

Commissioner Hoss noted the following information that was included on the posted agenda.

This meeting may be attended virtually or in person.

The meeting will be conducted pursuant to Section 551.127 of the Texas Government Code titled "Videoconference Call." The quorum of the Pilot Commission will be located at the Commissioner Meeting Room located at 1100 Cherry Street, Freeport, Texas ("Meeting Location"). The Pilot Commission intends to have a quorum at the Meeting Location. The presiding Commissioner of this meeting will be physically present at the Meeting Location. The public will be permitted to physically attend the meeting at the Meeting Location.

Public comment will be available at the beginning of the meeting during the agenda item devoted to public comment. Public comment may be communicated virtually and in person, but in either will be limited to 5 minutes per participant and must be communicated verbally. Following public comment, the public will not be permitted to communicate with the Pilot Commission.

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Join Zoom Meeting

<https://us02web.zoom.us/j/81980894563?pwd=NS8xZU4wSi9IVTNBbTN3NmhwU3FSZz09>

Meeting ID: 819 8089 4563

Passcode: 787589

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 819 8089 4563

Find your local number: <https://us02web.zoom.us/u/kcVgCA7t0r>

Commissioners present in person:

Mr. John Hoss, Chairman

Mr. Dan Croft, Secretary

Mr. Rob Giesecke, Asst. Secretary

Mr. Ravi Singhania, Commissioner

Mr. Shane Pirtle, Commissioner

Commissioners present virtually:

Mr. Rudy Santos, Vice Chairman

Staff Members present:

Mr. Peter Nemeth, Interim Legal Counsel  
Ms. Phyllis Saathoff, Executive Director/CEO  
Mr. Rob Lowe, Director of Administration/CFO  
Mr. Al Durel, Director of Operations  
Mr. Jason Hull, Director of Engineering  
Mr. Brandon Robertson, Network Systems Manager  
Ms. Missy Bevers, Executive Assistant  
Ms. Mary Campus, Controller  
Mr. Rico Arbolante, Help Desk Technician  
Ms. Tricia Vela, Public Affairs Assistant

Also, present:

Capt. Daniel Blanton, Brazos Pilots Association  
Capt. Billy Burns, Brazos Pilots Association  
Capt. Matthew Krohn, Brazos Pilots Association  
Capt. Ross Coviello, Brazos Pilots Association  
Capt. Sean Kelly, Brazos Pilots Association  
Mr. Lance Goodwin, Freeport LNG  
Ms. Anne-Marie Suire, Freeport LNG  
Mr. Sam Gregson, Cummings Westlake LLC

1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Roll Call.  

Commissioner Hoss noted that Commissioner Santos will be participating in the meeting virtually. All other Commissioners were present in the Board Room.
3. Public Comment.  

There were no comments from the public.
4. Approval of minutes from the Special Meeting held December 16, 2021.  

A motion was made by Commissioner Croft to approve the minutes as presented. The motion was seconded by Commissioner Singhania with all Commissioners present voting in favor of the motion.
5. Approval of reappointment of Captain Billy Burns as Branch Pilot for the Ports of Brazoria County.

Mr. Durel stated that staff has reviewed all the documents that were timely provided by Captain Burns and finds everything to be in order. He noted that the current performance bond will expire March 19, 2022, however the Pilots have begun the process to renew the bond. Mr. Durel noted that Captain Burns has an excellent record and recommends approval.

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

6. Receive update from the Brazos Pilots Association.

Captain Matthew Krohn stated that the only update he has is to announce the following change in officers for 2022...

Captain Matthew Krohn – President  
Captain Ross Coviello – Vice President  
Captain Sean Kelly – Secretary/Treasurer.

He also noted the Brazos Pilots Association will present revisions to the Basic Operating Procedures to Port Freeport at the February 17, 2022, meeting.

7. Adjourn.

With no further business before the Commission, the meeting adjourned at 12:45 PM.

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John Hoss, Chairman

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Rudy Santos, Vice Chairman

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Dan Croft, Secretary/Treasurer

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Ravi Singhanian, Commissioner

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Shane Pirtle, Commissioner

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Rob Giesecke, Commissioner