

## AGENDA

**Port Freeport  
Pilot Commission  
Special Meeting  
Thursday, January 13, 2022, 12:30 pm - 12:45 pm  
In Person & Videoconference - Administration Building - 1100 Cherry Street - Freeport**

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 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/81980894563?pwd=NS8xZU4wSi9lVTNBbTN3NmhwU3FSZz09>

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/j/kcVgCA7t0r>

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 virtually)
4. Approval of minutes from the Special Meeting held December 16, 2021.
5. Approval of the reappointment of Captain Billy Burns as Branch Pilot for the Ports of Brazoria County.
6. Receive update from the Brazos Pilots Association.
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  
December 16, 2021

A Special Meeting of the Pilot Commission of Port Freeport was held December 16, 2021, 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." This statute provides public officials, employees and members of the public may participate remotely in a public meeting by videoconference call. The Pilot Commission is utilizing this existing statute to ensure the greatest amount of access to the public and ensure the ability of all Commissioners to participate in meetings during the COVID-19 pandemic.

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 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.

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The videoconference is available online as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/81454170901?pwd=c1FCTUErYy9QcjRQOXFxdUZEV11OQT09>

Meeting ID: 814 5417 0901

Passcode: 808882

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: 814 5417 0901

Find your local number: <https://us02web.zoom.us/u/kdfOPnAi9f>

Commissioners present:

Mr. John Hoss, Chairman  
Mr. Rudy Santos, Vice Chairman  
Mr. Dan Croft, Secretary/Treasurer  
Mr. Ravi Singhanian, Commissioner  
Mr. Rob Giesecke, Commissioner

Staff Members present:

Mr. Jason Cordoba, Legal Counsel  
Ms. Phyllis Saathoff, Executive Director/CEO  
Mr. Al Durel, Director of Operations  
Mr. Rob Lowe, Director of Administration/CFO  
Mr. Brandon Robertson, Network Systems Manager  
Ms. Missy Bevers, Executive Assistant  
Ms. Mary Campus, Controller  
Mr. Austin Seth, Operations Specialist

Absent:

Mr. Shane Pirtle, Commissioner

Also, Present:

Captain Daniel Blanton, Brazos Pilots Association  
Captain Billy Burns, Brazos Pilots Association  
Captain Matthew Krohn, Brazos Pilots Association  
Captain Ross Coviello, Brazos Pilots Association  
Captain Noah Niday, Brazos Pilots Association  
Mr. Chris Noble, Dole Fresh Fruit  
Mr. Henry Chambless

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 Pirtle was absent from the meeting. 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 July 22, 2021.

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

5. Receive update from the Brazos Pilot Association regarding 2021 vessel traffic, financial report, pilot boat fee collection and expenditures and other pilot matters.

Captain Daniel Blanton gave a brief PowerPoint presentation that included updates regarding Jan-Sept vessel traffic numbers for 2021 as well as a 2021 vs 2020 comparison through 3<sup>rd</sup> quarter which shows an 11.1% increase in vessels. Additionally, he gave an overview of traffic history 2019-2021. He shared a photo of the first vessel from China to call the U.S. adding that all went well with mooring and was a safe operation. Captain Blanton presented tariff surcharges, income, expenses and account balances Jan–Nov 2021 which included an update on the Brazos Pilot boat loan balance, training and education and communication and dispatch (Mar-Nov 2021). Captain Blanton also confirmed there is no backlog of ships at Port Freeport

6. Discuss timeline process for renewal of Branch Pilot License for Captain Billy Burns.

Ms. Saathoff stated that Captain Billy Burns has filed his application with the Pilot Board for renewal of his license which expires in March. The procedures state that should there be a reason the Board does not want to recommend renewal of his license to the Governor, they must notify the Pilots 60 days prior to the commission expiring. The Pilot and Pilotage Rules and Procedures state a renewal application must be submitted 90 days in advance of commission expiring in order to give the Board 30 days to review same. Captain Burns has complied with the requirements, and his application is available for review on BoardPaq. Ms. Saathoff recommends approving renewal of the license at the January 13 meeting.

7. Adjourn.

With no further business before the Commission, the meeting adjourned at 1:03 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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Absent  
Shane Pirtle, Commissioner

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Rob Giesecke, Commissioner