

**MINUTES OF A REGULAR MEETING OF THE BOARD OF NAVIGATION AND  
CANAL COMMISSIONERS OF THE BROWNSVILLE NAVIGATION DISTRICT OF  
CAMERON COUNTY, TEXAS HELD DECEMBER 20, 2017 AT 5:30 P.M.**

The Board of Navigation and Canal Commissioners of the Brownsville Navigation District of Cameron County, Texas, held a regular meeting on **Wednesday, December 20, 2017 at 5:30 p.m.** The following individuals were present and absent:

**PRESENT:** John Wood, Chairman  
Ralph Cowen  
John Reed  
Sergio Tito Lopez  
Carlos R. Masso

**ABSENT:** None

**ALSO PRESENT:** Eduardo A. Campirano, Port Director and CEO  
Daniel Rentfro Jr., District Counsel  
William J. Irwin, Associate District Counsel

**STAFF MEMBERS:** Donna Eymard  
Bea Rosenbaum  
Steve Tyndal  
Memo Rico  
Oscar Garcia  
Patty Gonzales  
Ariel Chavez  
Steve Fitzgibbons  
Jaime Martinez  
Chief Carlos Garcia  
Lieutenant Mario Esquivel  
Debby Duke  
Margie Recio

**OTHERS PRESENT:** Rev. Andreas Lewis  
Scott Donnoho  
KBSD

**1. Meeting Called To Order**

The Chairman called the meeting to order at 5:34 p.m. Reverend Lewis offered a prayer. The Chairman then led those present in the Pledge of Allegiance to the United States and Texas flags.

**2. Public Audience**

No person registered to address the Board.

### **3. Receive Director's Report**

#### **a. Receive Port Monthly Operations Summary Report**

Mr. Fitzgibbons made the report to the Board. Brief discussion followed.

### **CONSENT AGENDA**

#### **4. Consideration and Action on the Following Consent Agenda Items:**

- a. Approval of the Pilot Board Meeting and the Minutes of the Regular Board Meeting of December 6, 2017.
- b. Approval to authorize payments over \$25,000.00:
  1. Vulcan Materials Company, the amount of \$33,682.61.00, for crushed limestone for Patio construction;
  2. Cameron County Regional Mobility Authority, the amount of \$57,981.53, for Environmental Document SH 32 Port Connector;
  3. ZIWA Corporation, the amount of \$848,286.45, for BND Administration Complex Rehab and building addition;
  4. American Surveillance, the amount of \$40,870.10, for purchase of Surveillance and access control equipment; and
  5. HDR, Inc., the amount of \$103,542.59, for construction, administration, and observation services for Oil Docks 3 & 6 and construction observation services for the Valley Crossing Pipeline project.

Chairman Wood asked Mr. Campirano to provide additional information regarding Consent Agenda Item 4b2. Mr. Campirano provided additional information regarding the SH 32 Port Connector project and the cost sharing between the Port and the Cameron County Regional Mobility Authority for the environmental document.

Mr. Campirano noted that the portion of Consent Agenda Item 4b5 relating to the Valley Crossing Pipeline project would be reimbursed to the Port by Valley Crossing.

Commissioner Cowen moved to approve all Consent Agenda items, Commissioner Lopez seconded, and the motion passed unanimously.

#### **5. Consideration and Action on the adoption of the District's Operating and Capital Budget for Fiscal Year 2018.**

Mr. Fitzgibbons addressed the Board requesting the adoption of the District's Operating and Capital Budget for Fiscal Year 2018. The staff has completed its work on the District's Operating and Capital Budget for Fiscal Year 2018. Preliminary budget numbers have been previously presented to the Board. Staff attached copies of operating and capital budget pages reflecting changes to the sheets previously submitted. Changes to the operating budget include changes for health-related insurances policies based on awarded contract prices and adding an existing utility position inadvertently omitted from the proposed 2018 Budget. Changes also include the addition of one police officer and two security guards at a cost of \$119,583 and two skilled craftsman positions and two general laborer positions for the Maintenance Department at a cost of \$159,249. The proposed budget also includes funding for employee performance evaluation adjustments. The proposed General Fund total is now \$13,727,899 which is \$462,898 more than the total of

\$13,265,001 previously submitted. Adjustments made to the proposed Capital Budget include changes resulting in a reduction of \$1,884,056 from the proposed Capital Budget previously submitted. Discussion followed. Commissioner Reed moved to adopt the District's Operating and Capital Budget for Fiscal Year 2018, Commissioner Masso seconded, and the motion passed unanimously.

**6. Consideration and Action to award contract for hauling services.**

Mr. Garcia addressed the Board requesting to award the contract for hauling services to the lowest bidder. Additional trucking services are needed for numerous projects throughout the Port, primarily for hauling limestone which will allow staff to keep up with projects effectively. Hauling services are also used to clear large quantities of trash and dunnage when needed. The District requested bids for hauling services for the period of January 1, 2018 through December 31, 2018. There were five bids submitted. The lowest bidder was Rio Grande Hauling with an hourly rate of \$49.75. The other bidders were RML Hauling with a bid of \$49.85 per hour, A&S Transport with a bid of \$50.00 per hour, Rubio Trucking with a bid of \$52.00 per hour, and Jose Ayala (Got it Transport) with a bid of \$55.00 per hour. Commissioner Masso moved to award the Purchase Agreement to Rio Grande Hauling for the purchase of hauling services, Commissioner Reed seconded, and the motion passed unanimously.

**7. Consideration and Action to extend purchase agreement with Vulcan Materials for the purchase of crushed limestone.**

Mr. Garcia addressed the Board requesting the extension of the purchase agreement with Vulcan Materials for the purchase of crushed limestone. Limestone is a component used in several maintenance projects that are a part of the Operating and Capital Budget. Vulcan Materials has offered to extend the purchase agreement for one year at the current price of \$17.00 per short ton. Commissioner Cowen moved to approve the extension of the purchase agreement with Vulcan Materials for crushed limestone, Commissioner Lopez seconded, and the motion passed unanimously.

**8. Adjourn into Executive Session, as authorized by Subchapter D of Chapter 551 of the Government Code to discuss with attorneys pending or contemplated litigation and matters in which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with Chapter 551; to conduct deliberations regarding real property (§551.072); to deliberate the deployment of security personnel or devices (§551.076); to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee (§551.074); and to conduct deliberations regarding economic development negotiations (§551.087).**

Commissioner Lopez moved to adjourn into executive session, Commissioner Reed seconded, and the motion passed unanimously. The Chairman then announced that the time was 6:00 p.m., and that the Board would adjourn into executive session.

Commissioner Masso moved to reconvene in open session, Commissioner Cowen seconded, and the motion passed unanimously. The Chairman then announced that the time was 7:03 p.m. and that the Board had reconvened in open session.

**9. Possible action on matters or items discussed in Executive Session.**

There was none.

**10. Adjournment.**


Commissioner Cowen moved to adjourn the meeting, Commissioner Masso seconded, and the motion passed unanimously at 7:04 p.m.

ATTEST



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Secretary



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John Wood  
Chairman of the Board