

**THE STATE OF TEXAS     §  
BROWNSVILLE NAVIGATION DISTRICT §  
COUNTY OF CAMERON     §**

John Wood, Chairman  
Sergio Tito Lopez, Secretary  
Ralph Cowen, Commissioner

John Reed, Vice Chairman  
Carlos R. Masso, Commissioner

Eduardo A. Campirano, Port Director and CEO

**NOTICE OF A WORKSHOP AND REGULAR BOARD MEETING OF THE  
BROWNSVILLE NAVIGATION DISTRICT**

Notice is hereby given that the Board of Commissioners of the Brownsville Navigation District will meet on **Wednesday, November 1, 2017** in the Training Room located at The Port of Brownsville Police Command Center, 2993 N. Indiana Avenue, Suite B, Brownsville, Cameron County, Texas. The Board of Commissioners will convene in a **Workshop at 5:30 P.M** and **Regular Board Meeting to commence immediately after the conclusion of the Workshop.**

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**WORKSHOP: 5:30 P.M.**

1. Update on Administration Building Project

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**REGULAR MEETING:**

1. Call to Order.

***INVOCATION***

***PLEDGE OF ALLEGIANCE***

2. Public Audience.

If you wish to address the Board of Commissioners during the Public Audience portion of today's meeting with regard to either an **item on this agenda or other issue**, please print your name and the agenda item or topic of discussion you wish to address on the Sign-In-Sheet located at the Reception Desk.

In accordance with BND Policy, only those persons who have signed up on the list shall be heard. The speaker must limit remarks to three minutes. The Board shall allot no more than 30 minutes for the Public Audience portion of the meeting. Complaints and concerns for which other channels of resolution are provided shall be directed through those channels. If the Chairman of the Board determines that a person has not attempted to resolve a matter administratively, the person shall be directed to the appropriate individual for attempted resolution before bringing the matter to the Board. A complaint against specific employees

or officers of the BND shall be heard in a Closed Meeting, as authorized by the *Texas Government Code Title 5 – Sections 551.074(1) and (2)*. If your topic concerns a complaint against a specific employee or officer, please note this on the sign-in sheet. You must make your points on issues in a constructive and courteous fashion pursuant to *Robert's Rules of Order*.

- 3. a. Receive Directors Reports 1
- b. Quarterly Marketing Update 69

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## CONSENT AGENDA ITEMS

**All Consent Agenda Items listed are considered to be routine by the BND Commission and will be approved in one motion. There will be no separate discussion of these items unless at least one BND Commissioner so requests, in which event the item will be removed from the Consent Agenda and considered separately in the Regular Agenda.**

- 4. Consideration and ACTION on the following Consent Agenda Items: 73
  - a) Approval of the Minutes of the Regular Board Meeting of October 18, 2017. 74
  - b) Approval to authorize payments over \$25,000.00. (SF) 78

	Vendor	Purpose	Amount	
1	American Surveillance	Port of Brownsville Security Cameras	\$25,600.49	79
2	HDR	Services to support the DMPA 5B Dike Relocation Project for the period of September 3, 2017 through September 30, 2017.	\$52,918.98	82
3	Vulcan Materials Company	Crushed limestone for Patio 22.	\$110,947.78	123
4	Triton Marine Construction	Contractor's Invoice No. 8 Construction, Oil Dock 6 Construction, Oil Dock 3 Fender System Replacement and Facility Enhancements and Maintenance Dredging	\$516,818.66	136

- c) Approval of the following leases: (BR)

1	Sharyland Distribution and Transmission Services, LLC (New Lease - Substation)	145
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2	Sharyland Distribution and Transmission Services, LLC (Transmission Easement)	148
3	Sharyland Distribution and Transmission Services, LLC (Access Easement)	151
4	TransMontaigne Operating Company, L.P. (New Lease)	154
5	TransMontaigne Operating Company, L.P. (Sublease)	157

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## PRESENTATION

5. Presentation of Award of Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada. (SF) 160

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## ACTION ITEMS

6. Consideration and ACTION on Assignments, Negotiations, Easements, Leases, Subleases, and Contracts in General: (BR) 162

<b>a</b>	Marine Railway, Inc. (Authority to Negotiate)	
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7. Consideration and ACTION on Amendment of Memorandum of Understanding between Brownsville Navigation District and Rio Grande LNG for the Bahia Grande Restoration Project. (EAC) 165
8. Consideration and ACTION on seeking authorization to change the District's positioning statement from "Worldclass" to "the port that works". (ST) 168
9. Consideration and ACTION on Memorandum of Understanding between Brownsville Navigation District and the Pharr International Bridge. (ST) 172
10. Consideration and ACTION to adopt a "Resolution to Authorize a Joint and Contracted Election" in regards to the May 8, 2018 General Election. (DLD) 175
11. Consideration and ACTION on Amending Leasing Policy C305 (Local) Lease Pricing – Notes to the Table of Lease Rental Rates. (DLD) 177
12. Consideration and ACTION on Amending Leasing Policy C306 (Local) Lease Guidelines – Terminations. (DLD) 182
13. Consideration and ACTION to adopt Resolution regarding Safe Deposit Box, Secretary's Certificate and Signature Cards for a Safe Deposit Box at Lone Star National Bank. (DLD) 187

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## **BIDS/AGREEMENTS/PURCHASES**

14. Consideration and ACTION to authorize the staff to advertise for bids for Geogrid material. (OG) 189
15. Consideration and ACTION to authorize the staff to advertise for bids for crushed limestone. (OG) 190
16. Consideration and ACTION to authorize the staff to advertise for bids for treated lumber. (OG) 191
17. Consideration and ACTION to authorize the staff to advertise for bids for hauling services. (OG) 192
18. Consideration and ACTION on bid received for the purchase of a used truck and lowboy trailer. (OG) 193
19. Consideration and ACTION on Change Order No. 4 to the Oil Dock No. 6 Construction, Oil Dock No. 3 Fender System Replacement & Facility Enhancements, & Maintenance Dredging Project, for the purpose of enhancing the storm drainage system, realign the road around an existing fence, and extending the water line and force main east to Anchor Road. (AC) 195

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## **EXECUTIVE SESSION:**

20. 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).
21. Possible ACTION on matters or items discussed in Executive Session.
22. Adjournment.

**NOTE:** The Board of Commissioners reserves the right to discuss any items in Executive Session whenever authorized under the Texas Open Meetings Act, Chapter 551, Title 5 of the *Texas Government Code*.

**NOTE:** The Brownsville Navigation District does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the Director of Human Resources by Monday, no later than 5:00 P.M., to make proper arrangements.

I certify that a copy of the November 01, 2017 Agenda of items to be considered by the Brownsville Navigation District Commission was posted on the Bulletin Area at the BND Building on October 27, 2017. I further certify that the Agenda was posted on the BND's website and can be downloaded by accessing: [www.portofbrownsville.com](http://www.portofbrownsville.com).



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**Eduardo A. Campirano, Port Director & CEO**  
**Brownsville Navigation District**