

**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 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 15, 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 **Regular Board Meeting at 5:30 P.M.**

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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. Receive Directors Reports
 - a. Monthly Operations Summary Report

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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:
 - a) Approval of the Minutes of the Regular Board Meeting of November 01, 2017. 21
 - b) Approval to authorize payments over \$25,000.00. (SF) 29

	Vendor	Purpose	Amount	
1	Vulcan Materials Company	Crushed limestone for Patio 22, the Pyramid Yard and various locations	\$239,845.18	30
2	ZIWA	Administration Complex Rehab and Building Addition	\$602,584.50	59
3	HDR Engineering, Inc.	Construction Administration and Observations Services for Oil Docks 3 and 6 Maintenance Dredging and Construction Observation Services for Valley Crossing Pipeline Project	\$80,776.04	95

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

1	Trareysa, LLC (New Lease)	102
2	Marine Railway, Inc. (New Lease)	105

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PRESENTATION

- 5. Presentation and Discussion by BND consultant S& B Infrastructure, Port Director and Port Staff regarding progress and alternatives for the Foust Road Truck Parking Improvements project. (AC) 108

- 6. Presentation and Discussion by Port Director and Staff regarding possible application for EDA funding for Design and Construction of Wastewater Treatment Plant at Fishing Harbor. (AC) 109

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ACTION ITEMS

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

1	Marine Refrigeration Co., Inc./ La Wera, Inc. (Authority to Negotiate)	112
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- 8. Consideration and ACTION on creating, and appointing members to, the Administration Building Betterment Committee. (JW) 115
- 9. Consideration and ACTION on Policy and Procedures for Proper Access, Use and Dissemination of Criminal History Record Information (CHRI) for the Port of Brownsville Police Department. (CG) 116
- 10. Consideration and ACTION to adopt updated Employee Handbook of the Brownsville Navigation District. (JM) 117

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BIDS/AGREEMENTS/PURCHASES

- 11. Consideration and ACTION on Amendment to 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 and existing fence, and extending the water line and force main east to Anchor Road. (AC) 118

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EXECUTIVE SESSION:

- 12. 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).


13. Possible ACTION on matters or items discussed in Executive Session.

14. 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 15, 2017 Agenda of items to be considered by the Brownsville Navigation District Commission was posted on the Bulletin Area at the BND Building on November 09, 2017. I further certify that the Agenda was posted on the BND's website and can be downloaded by accessing: www.portofbrownsville.com.



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