

**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, March 21, 2018** 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 about 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 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 March 07, 2018. 7
- b) Approval to authorize payments over \$25,000.00. (SF)

	Vendor	Purpose	Amount	
1	ZIWA Corporation	BND Administration Complex Rehab & Building Addition	\$219,074.53	12
2	Vulcan Materials Company	Crushed limestone	\$36,223.32	50
3	HDR, Inc.	Construction Administration and Observation Services for Oil Docks 3 & 6 maintenance dredging, Brazos Island Harbor Deepening project, DMPA 5B Dike Relocation project	\$110,804.23	58

a) Approval of the following leases: (BR)

1	Oil Patch Fuel & Supply, Inc. (New Lease)	77
2	Sylvia Martinez, dba Taqueria Sylos (New Lease)	80
3	Castelo Logistics, LLC (New Lease)	83
4	Marine Railway, LLC (Amendment)	86
5	Dix Industries, Inc. (Subordination)	89

5. Consideration and ACTION on Steamship Agent License Renewal Application for Dix Agency Brownsville, LP. (DLD) 92

ACTION ITEMS

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

1	Landro, Inc. (Sublease)	97
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BIDS/AGREEMENTS/PURCHASES

- 7. Consideration and ACTION to accept proposal from consultant Witt O’Brien’s , 100 LLC for Task #3 under the Professional Services Agreement, BND Contract #4196, to perform additional work necessary to complete the Phase II Environmental Site Assessment on Marine Metals and Baybridge lease sites. (DE)
- 8. Consideration and ACTION to approve the Maintenance Agreement with American 114 Surveillance for the Port Security Camera Surveillance (OG)
- 9. Consideration and ACTION to award the bid for the purchase of a Boom Mower and 117 to authorize payment of the invoice when received. (OG)
- 10. Consideration and ACTION to reject the bid received for the purchase of a 2018 119 Motor Grader and to award the purchase of the equipment under a Buy Board quote and to authorize payment of the invoice when received. (OG)
- 11. Consideration and ACTION to authorize Staff to contract with Postlethwaite and 126 Netterville to evaluate IT General Controls Environment and address IT risk and controls at an estimated fee of \$13,500 for an IT Risk Assessment Facilitation. (SF)
- 12. Consideration and ACTION to authorize Staff to solicit and open bids on the annual 137 contract for Disposal of Oily Water from the Fishing Harbor Sewer Treatment Plant and from Ballast Pit No. 2. (AC)

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EXECUTIVE SESSION:

- 13. 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).

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

15. 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 March 21, 2018 Agenda of items to be considered by the Brownsville Navigation District Commission was posted on the Bulletin Area at the BND Building on March 16, 2018 . 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**