

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

*Sergio Tito Lopez, Chairman
Esteban Guerra, Secretary
John Reed, Commissioner*

*Ralph Cowen, Vice Chairman
John Wood, Commissioner*

Eduardo A. Campirano, Port Director and CEO

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

THIS MEETING WILL BE CONDUCTED AS A VIDEOCONFERENCE MEETING DUE TO THE COVID-19 HEALTH EMERGENCY AS AUTHORIZED BY CHAPTER 551 OF THE TEXAS GOVERNMENT CODE AND EMERGENCY ORDERS OF THE GOVERNOR

Notice is hereby given that the Board of Commissioners of the Brownsville Navigation District will meet on **Wednesday, April 21, 2021** by video/teleconference initiated from the Board Room located at 1000 Foust Road, Brownsville, Cameron County, Texas. The Board of Commissioners will convene in a **Regular Board Meeting at 5:30p.m.**

Pursuant to the action of the Governor of the State of Texas to allow virtual and telephonic meetings, the Board of Commissioners will conduct its meeting virtually. A recording of the meeting will be made available to the public as will written minutes after approval by the Board of Commissioners. The meeting may be accessed as provided below:

Meeting link:

<https://portofbrownsville.webex.com/portofbrownsville/j.php?MTID=m56747ea4bee5462dcc557335f060364b>

Join by phone:

1-844-992-4726 United States Toll Free
+1-408-418-9388 United States Toll
Attendee access code 375 159 38

All participants who wish to comment publicly should follow the instructions provided under the Public Audience section of the below agenda. Virtual participants will be muted upon entry and should stay muted unless called upon to speak.

REGULAR MEETING: 5:30 p.m.

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 meeting about either an item on this agenda or other issue, please submit your request to speak no later than an hour before the scheduled meeting electronically to Janie Velasquez at jvelasquez@portofbrownsville.com (Request shall include: name and the agenda item or topic of discussion you wish to address).

In accordance with BND Policy, only those persons who have signed up 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. Port Monthly Operations Summary Report 1

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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 April 7, 2021. 8
 - b. Approval of payments over \$25,000. (LH) 14

	Vendor	Purpose	Amount	
1	Boggus Tipton	Ratify payment for the purchase of 3-2021 pickups	\$63,499.98	15
2	Foremost Paving, Inc.	BND South Port Connector Road Project	\$1,964,514.52	18
3	Pederson Construction Company, Inc	2020 BND Water Lines Replacement	\$38,277.00	20
4	Valley Striping Corp.	BND Port Roads Striping & Signage	\$28,424.00	27

- 5. Consideration and ACTION on the Steamship Agent License Renewal Applications submitted by: (MR) 28
 - Admiral Steamship Agency/Biehl & Co.
 - Dix Agency Brownsville, LP
 - Christian Bay Shipping Co., dba Fillette Green Shipping Services (USA) Corp.
 - General Steamship Agencies, Inc.
 - Host Agency, LLC
 - ISS Marine Services, Inc. dba Inchcape Shipping Services

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PRESENTATIONS

- 6. Presentation of District’s Investment Report for the quarter ended March 31, 2021. (LH) 52

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ACTION ITEMS

- 7. Consideration and ACTION to adopt the proposed amendments to the Port of Brownsville Employee Policy Handbook for sick leave, vacation leave, and holiday policy. (JM) 55
- 8. Consideration and ACTION on Leases, Assignments, Negotiations, Easements, Subleases, and Contracts in General: (MG)

1	Brownsville Gulfside Warehouse, Inc (Authority to Negotiate)	57
2	Alejandra Shrimp Outlet, Inc. (Authority to Negotiate)	61

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BIDS/AGREEMENTS/PURCHASES

- 9. Consideration and ACTION on bids received for the purchase of seven 2021 pickups, including possible trade-in of Unit 677, 679, and 680 toward this purchase and to authorize payment of the invoice when received. (MR) 64

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EXECUTIVE SESSION

10. 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 (§551.071); to deliberate the purchase, exchange, lease, or value of 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).
11. Possible ACTION on matters or items discussed in Executive Session.
12. 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 April 21, 2021 Agenda of items to be considered by the Brownsville Navigation District Commission was posted on the Bulletin Area at the BND Building on April 16, 2021. 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**