

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

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

*Ralph Cowen, Vice Chairman  
John Reed, Commissioner*

*Eduardo A. Campirano, Port Director and CEO*

**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, December 21, 2022** in the Board Room located at 1000 Foust Road, Brownsville, Cameron County, Texas. The Board of Commissioners will convene in a **Regular Board Meeting at 5:30 p.m.**

\*\*\*\*\*

**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 Commissioner 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 table in rotunda.

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. Port Monthly Operations Summary Report

1

**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 December 7, 2022. 07
  - b. Approval of payments over \$25,000. 13

	<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>	
1.	SAAB Technologies LTD.	Software Support/Maintenance	\$106,905.64	14
2.	HDR Engineering Inc.	Project Cargo Dock 3 Phase 1 Design	\$75,777.00	16

\* \* \* \* \*

## PRESENTATION

5. Presentation on Southmost Regional Water Authority (SRWA) on proposed expansion of the SRWA facilities. (EAC) 22
6. Presentation by BND Engineering Department Staff on the past, current and future BND Water Distribution Lines Replacement projects. (AC) 23

\* \* \* \* \*

## ACTION ITEMS

7. Consideration and ACTION to approve the District's Fiscal Year 2023 Operating and Capital Budgets. (ZY) 25
8. Consideration and Action on Assignments, Negotiations, Easements, Subleases, and contracts in general: (MR)

1.	Gulf Facilities (Lease Amendment)	36
----	-----------------------------------	----

\* \* \* \* \*

## BIDS/AGREEMENTS/PURCHASES

7. Consideration and ACTION to authorize District Staff to advertise for proposals for Bank Depository Services. (ZY) 39
9. Consideration and Action to approve selection and payment for the services provided by recommended short and long-term disability insurance for all BND employees. (JM) 40
10. Consideration and Action to authorize Port Staff to Advertise for Bids for Railroad Crossing Planks Materials in coordination with OmniTRAX, as required for the 2023 Ostos Road Paving Rehabilitation project, and to open bids received. (AC) 41

- 11. Consideration and Action to authorize Port Staff to Advertise for Bids on Installation of Casings by Bore & Jack and Advertise for Bids for Additional Water Line Materials as required for the Water Distribution Lines Replacement projects, and to open bids received. (AC) 42
- 12. Consideration of and Action on bids received for the 2023 Ostos Road Pavement Rehabilitation project, and to authorize staff to issue the Notice of Award to the successful bidder. (AC) 43
- 13. Consideration and Action to authorize BND Staff to request additional information from offerors on the Design-Build contract on the Bulk Storage and Handling Facilities project and to define the formal interview process if interviews are desired. (AC) 46

\* \* \* \* \*

**EXECUTIVE SESSION**

- 14. 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, and to conduct deliberations regarding economic development negotiations (§551.087).
- 15. Possible ACTION on matters or items discussed in Executive Session.
- 16. 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 December 21, 2022 Agenda of items to be considered by the Brownsville Navigation District Commission was posted on the Bulletin Area at the BND Building on December 16, 2022. 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).**

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