



Wednesday, December 17, 2025

## NOTICE

Notice is hereby given that a Regular Meeting of the Board of Commissioners of the Port of Port Arthur Navigation District of Jefferson County, Texas, has been called by the President of the Board to be held at **9:00 AM, Wednesday, December 17, 2025**, at the **Port Commission Office, 221 Houston Avenue, Port Arthur, Texas 77640**, in person with limited capacity and by telephonic meeting in order to advance the public health goal of limiting face-to-face meeting (also called "Social Distancing") to slow the spread of the Coronavirus (COVID-19). The public toll-free dial-in number to participate in the telephonic meeting is hosted through conference calling. The toll-free dial-in number is: **1-866-244-8528** and the access code number is: **328412#**. A recording of the telephonic meeting will be made available to the public in accordance with the Open Meetings Act, upon written request. The Regular Meeting will include the following matters:

1. Call to Order
2. Roll Call
3. Recognize guests and receive public comments pertaining to items on this Notice only (limit 3 minutes each). During the public comment period, the presiding officer will call on persons who have submitted the Public Participation Form to deliver comments.
4. Consent Agenda Items for Collective Action. The Port Commissioners have been furnished with supporting documentation and staff's recommendation for each of the following items. Unless an item is requested to be considered separately in the regular agenda by any Commissioner, all Consent Agenda items will be approved, in accordance with the respective staff recommendations, by one vote without being discussed separately unless a Port Commissioner requests otherwise.
  - A. Consider Approval of Minutes of November 17, 2025 Regular Meeting
  - B. Consider approval and ratification of investments, including certificates of deposit and other government -backed securities
  - C. Consider payment of invoices
  - D. Consider approval of the Annual Comprehensive Financial Report, including the Single Audit Report, for the fiscal year ended July 31, 2025
  - E. Consider approval of annually determined retirement system employer contribution rate for 2026 (Texas County and District Retirement System)

- F. Consider approval of retirement system supplemental death benefit contribution rate for 2026 (Texas County and District Retirement System)
  - G. Consider approval of Change Order #5 for an increase of 82 calendar days for the Truck Queuing & Staging Project (Rider 37 project #2)
  - H. Request authorization to issue Request for Proposals for Job Order Contract for Rail Maintenance Services
5. Discuss the status of Berth 5 Backland Improvement Project (EDA Cares Grant) and consider:
    - A. Approval of Change Order No. 3 in the amount of \$158,403.96 and five additional contract days (Ramtex Industrial, LLC)
    - B. Authorization of Partial Release of Retainage
    - C. Acceptance of Certificate of Substantial Completion (Collins Engineers)
  6. Staff Reports
    - A. Engineering Report on Port projects
    - B. Report on Community Outreach, Public Affairs and Contractors Assistance Program for Local, Veteran, Minority and Women-owned business enterprises
  7. Discuss status of Seaport Connectivity Grant 89 (SCP89) and consider acceptance of Proposal for Professional Environmental Services in connection therewith (Berg-Oliver Associates)
  8. Consider acceptance of proposal for Professional Engineering and Construction Management Services for Lakeshore Drive Transit Shed and Rail Extension Project (PIDP 2024 Grant)
  9. Consider approval of renewal of General Staffing Agreement for temporary staffing services (Lanark Staffing Company)
  10. Consider approval of renewal of Agreement for Security Guard Services (Patriot Security EOC)
  11. Consider approval of supplemental Work Authorization for construction management services on the Berth 5 Backlands project (Collins Engineers)
  12. Discuss any items not on agenda without taking action thereon
  13. Executive Session to discuss matters pertaining to personnel, real property, economic development negotiations, security matters and litigation. Action may be taken on any and all items discussed in Executive Session upon return to Open Meeting regarding:
    - A. Personnel (GOV'T. CODE SEC. 551.074)
    - B. Real Property (GOV'T. CODE SEC. 551.072)

1. Discuss potential purchases of real property in Navigation District
  2. Discuss potential leases of real property in Navigation District
- C. Conduct deliberations regarding economic development negotiations pertaining to (GOV'T. CODE SEC. 551.086):
  1. Liquids Terminal Facilities
  2. Marine Terminal and Inland Storage Area Project
  3. Wood Pellets Storage and Loading Facilities
- D. Security Matters (GOV'T. CODE SEC. 551.076)
- E. Litigation (GOV'T. CODE SEC. 551.071)
  1. POPA adv. Orion Construction, LLC
14. Return to Open Meeting
15. Consider approval of Health Insurance Reimbursement Program for Commissioners
16. Consider approval of amendment to Commissioner's Handbook
17. Consider approval of an amendment to the Annual Budget for the fiscal year ending July 31, 2026.
18. Discuss status of Port Railyard Flyover Project and consider:
  - A. Acceptance of the Guaranteed Maximum Price (GMP) for the Port Railyard Flyover Project and issue the Notice to Proceed for Phase 2 final design and construction phase services
  - B. Dedication of a 5-foot wide x 30-foot long right-of-way, servitude and easement for utility relocation in support of the flyover project (Entergy-Texas, Inc.)
  - C. Approval of Temporary Workspace Agreement in support of overhead utility relocation in support of the flyover project (Entergy-Texas, Inc.)
  - D. Consider approval of a Highway Bridge Easement with the Kansas City Southern Railway Company, d/b/a CPKC related to the Port Railyard Flyover Project (SCP88/MIP88 Grants)
19. Discuss status of legislative matters
20. Adjourn

For the Port Commission

Larry Kelley  
Executive Port Director - CEO