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**SABINE PASS PORT AUTHORITY AGENDA**

**NOTICE OF**

**OPEN MEETING**

**NOTICE** is hereby given that an open meeting of the Sabine Pass Port Authority Commissioners will be held on **Wednesday, February 26, 2025 at 2:00 pm** in the office of the Sabine Pass Port Authority located at 5960 South First Avenue in Sabine Pass, Texas at which time the following subjects will be discussed and considered or upon which any formal action may be taken are as follows: (any order may be used in meeting) Mailing address is P.O. Box 318, Sabine Pass, TX. 77655

1. Roll Call to establish a quorum. Meeting called to order.
2. Pledge of Allegiance and Prayer
3. Discuss, consider, or act on approving minutes from January 29, 2025. (Action)
4. Public Comments (5) minutes per speaker. Speakers should be respectful, concise, and follow basic

decorum avoiding inflammatory language or personal insult. A speaker is to announce their name and topic in which they are speaking. Remaining time is forfeited once a speaker concludes their comment. Commissioners are statutorily limited on response currently. (No Action)

1. Discuss, consider, or act on approving the 2023-2024 year end financial audit report from Mitchell T. Fontenot CPA. (Action)
2. Consider for approval the development of a succession plan for the Office Manager and Port Director positions, including potential changes to salary and/or benefits.
3. Discuss, consider, or act on changes, additions, or preparation of operating guidelines, and/or by-

laws, policies, and procedures related to operations or employee matters, and policies and

procedures related to port and/or marina functions for the Sabine Pass Port Authority. (Policies) (Action)

1. Discuss, consider, or act on the Pena project on Mechanic Street. (Action)
2. Discuss, consider, or act on how to best make projects “Project Ready” for the State of Texas Grant funding by agreeing to prepare preliminary engineering drawings. (Action)
3. Discuss, consider, or act on the Oneok property for potential acquisition development or any other property for project development. (Action).
4. Discuss, consider, or act on the SPPA Financial Report. (Action)
5. Discuss, consider, or act on SPPA Managers Report. (Action)
6. Discuss, consider, or act on facility repairs, maintenance, upkeep of any/all property including the

purchase of equipment, electronics, motorized vehicles, vessels owned/not owned by the SPPA.

(Action)

1. Adjournment to closed or executive session pursuant to Texas Gov’t Code Section 551.071, 551.072,

551.073, 551.074, and 551.087 of the Texas Open Meeting Act, for the following purposes.

* Legal Matter-551.071-Private consultation with Boards attorney regarding (i)privileged matters authorized by law to be discussed in closed or executive session under Texas Disciplinary Rules of Professional Conduct and the Texas Open Meetings Act and (ii) pending or contemplated litigation.
* Real Estate-551.072- For the purpose of discussing the purchase, exchange, lease, or value of real property.
* Personnel Matters-551.074- For the purpose of considering the appointment, employment, evaluation, or reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
* Economic Growth- 551.087- For the purpose of discussing or deliberating regarding potential economic development related to commercial or financial information related to any business prospect seeking to locate or expand in or near the territory of the Sabine Pass Port Authority.
* Gift or donation- 551.073- For the purpose of considering a negotiated contract for prospective gift or donation.

1. Reconvene to open session. (Action)

(**Any Action will be taken in open session.)**

1. Pay Bills (Action).
2. Adjournment (Action)

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The Notice for this meeting was posted in compliance with the Texas Open Meeting Act on: \_\_\_\_at (time) , at a place convenient to the public at the offices of the Sabine Pass Port Authority located at 5960 South First Avenue, Sabine Pass, Texas, the Port Authority’s website, and is readily accessible to the public upon request.

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Suzette Chumley SPPA- President