

Sabine Pass Port Authority

EMERGENCY MEETING NOTICE

Pursuant to Texas Government Code §551.045, notice is hereby given that the **Sabine Pass Port Authority** will hold an **Emergency Meeting** as follows:

- **Date:** December 15, 2025
- **Time:** 9:00 AM
- **Location:** 5960 S 1st Ave
Sabine Pass, TX 77655

Nature of Emergency (Required by §551.045(a))

A reasonably unforeseeable situation requiring immediate action has arisen, specifically:

Unforeseen circumstances requiring immediate action.

This emergency meeting is necessary because:

The Port Manager has resigned via a separation agreement that has been pending for an inordinate amount of time. This following an extended medical-related absence leaving the Port effectively without executive leadership and management.

Notice Posting (§551.045(b))

This notice was posted on **December 15, 2025** at **9:00 AM**, at least **one hour before** the meeting, in accordance with TOMA.

Notice was posted at:

- The entity's designated posting location;
- The entity's publicly accessible website.

2. PROPOSED AGENDA

Call to Order

Roll Call / Certification of Quorum

A. Statement on Emergency Nature of Meeting (§551.045)

The presiding officer shall read the statement describing the emergency and why immediate action is required.

Unforeseen circumstances requiring immediate action have arisen necessitating the importance of holding an emergency meeting. The Port Manager/Director has resigned via a separation agreement that has been pending for an inordinate amount of time (several weeks) after a long period of medical-related absence effectively leaving the Port without executive leadership and management. It is in the interest of the Port and the employee's personal circumstances to discuss and vote on acceptance of the resignation/separation agreement without further delay.

B. Public Comment

No public comments for this meeting

3. EXECUTIVE SESSION

The governing body will adjourn into Executive Session under Texas Government Code:

- **§551.074** (Personnel Matters)

Upon completion of Executive Session, the governing body will reconvene in open session and may act on items discussed.

4. ACTION ITEMS

Under TOMA, the governing body may only address matters **directly related to the emergency described in the posted notice.**

1. Discussion and possible action regarding:

- **Discuss and act on Acceptance and Approval of Separation Agreement**

Discuss, deliberate, and vote on acceptance of Mark Viator's resignation and approval of the Separation Agreement of December 15, 2025. If accepted, the Separation Agreement will be posted on the Port website in accordance with Local Government Code 18.011

5. ADJOURNMENT

Time: