

**Minutes of the Port Isabel-San Benito Navigation District
August 16, 2023
Regular Meeting**

A regular meeting of the Port Isabel-San Benito Navigation and Canal Commission was held on Wednesday August 16, 2023, at 7:00 P.M., at the Port Isabel-San Benito Navigation District (PISBND) Office, located at 250 Industrial Drive, Port Isabel, Texas 78578.

Commissioners Present were:

Victor Barrera, Chairman,
Joe Martinez, Secretary,

Commissioner Absent was:

Jose L Morales, Member,

Others in Attendance were:

Steve Bearden, Port Director/General Manager
Ana V. Perez, Office Manager

The meeting was called to order by Chairman Victor Barrera at 7:00 P.M.

Item #3 on the Agenda Public Comments had no one from the public desiring to speak.

The Minutes for the Regular Meeting and Pilot Board Meeting conducted on July 19, 2023, were presented, and discussed. The following motion was made:

A motion was made by Mr. Martinez and seconded by Mr. Barrera to approve the above meeting minutes as presented. Motion carried unanimously.

Mr. Bearden then discussed the new forklift's arrival in mid-September and if the Commissioners desired to declare the old Caterpillar forklift as excesses property. Due to a conflict the forklift rental program was not discussed and tabled until the September meeting. It was decided to keep the old forklift for now as a rental forklift and the new one to be used only by PISBND. The Commissioners then took the following action:

A motion was made by Mr. Barrera and seconded by Mr. Martinez to table any action on the forklift rentals. Motion carried unanimously.

A motion was made by Mr. Martinez and seconded by Mr. Barrera to not declare the Caterpillar Forklift as excess equipment at this time. Motion carried unanimously.

The first tabled item from the July 19, 0223, meeting was removed from the table and the following discussion and action was taken. It was decided not to have a tenant reception but instead to have a PISBND Commissioners and Spouse and all employees and spouses to a dinner in December at Pelican Station.

A motion was made by and seconded by Mr. Martinez and seconded by Mr. Barrera to have a PISBND Commissioners and Spouse and all employees and spouses to a dinner in December at Pelican Station and no additional public relations efforts to be conducted. Motion carried unanimously.

The second tabled item from the July 19, 0223, meeting was removed from the table and the following discussion and action was taken. It was decided to get further information on the GICA annual meeting to be held in July of 2024 and allow all Commissioners to attend and the Port Director. No other conference or other travel was approved at this time.

A motion was made by and seconded by Mr. Martinez and seconded by Mr. Barrera to have staff get additional information on dates and location of the 2024 annual GICA meeting and allow each Commissioner the opportunity to attend with the Port Director. Motion carried unanimously.

Ms. Ana Perez reviewed renewal rate options for Employee Health and Life Insurance for 2023-2024. The monthly rate for each employee decreased from the previous year's rate of \$700.05 to \$571.25. Life insurance remained at the same rate. After discussion of the options, the following motion was made:

A motion was made by Mr. Martinez that was seconded by Mr. Barrera, to continue with the current Health Insurance and Life Insurance Policies and new rates. Motion carried unanimously.

Mr. Bearden presented a request from RM Walsdorf to renew the present lease agreement which expires on December 31, 2023, for an additional 5 years. After a discussion of the additional changes and variances, the following action was taken:

A motion was made by Mr. Martinez and seconded by Mr. Barrera to approve the next 5-year lease agreement beginning on January 1, 2024, at the new monthly rate of \$900 per month. Motion carried unanimously.

Mr. Bearden informed the Commissioners of progress on the Port Road project and requested approval of Change Order #5 for replacing the present asphalt apron in the west wye of Port road with new concrete to allow for better drain management. The change order will use Rider 37 Funds not yet allocated.

A motion was made by Mr. Martinez and seconded by Mr. Barrera to approve Change Order #5 as stated above. Motion carried unanimously.

In the Monthly Director's report Mr. Bearden reviewed the progress of the old dock removal in the north turning basin and contractor waiting for higher tides to be able get the barge in closed enough to pull the remaining pilings. One of the 5 A/C units in the LAMEC building needs to be replaced and that A-1 came in with the best price for the replacement. Hurricane preparedness has been reviewed with all tenants. He also informed the Commissioner about the bidding process on the dock faces for dredging at the time of the US Army Corps of Engineers dredge project. Mr. Bearden then discussed the need for Cyber Insurance coverage beyond the free policy provided by TML. He will bring a bid for coverage next month. Mr. Bearden will be attending a meeting with Next Decade LNG on Thursday and Ana will be out on vacation beginning Thursday August 24 through Thursday August 31 and Mr. Bearden will be on vacation the first two weeks of October. Bearden then reviewed dates for the September 2023 Meeting: September 20 at 6:00PM for the regular meeting.

A motion was made by Mr. Martinez and seconded by Mr. Barrera to acknowledge the Director's Report. Motion carried unanimously.

The previous month's bills were reviewed by the Commissioners. After questions and comments about some items, the following motion was made:


A motion was made by Mr. Martinez and seconded by Mr. Barrera to approve the payment of the bills, as presented. Motion carried unanimously.

There being no further business to come before the Commissioners, the following motion was made:

A motion was made by Mr. Martinez and seconded by Mr. Barrera to adjourn the meeting at 8:37 P.M. Motion carried unanimously.



Victor Barrera, Chairman



Joe Martinez, Secretary