

**Minutes of the Port Isabel-San Benito Navigation District
October 18, 2023
Regular Meeting**

A regular meeting of the Port Isabel-San Benito Navigation and Canal Commission was held on Wednesday October 18, 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, Commissioner Chairman,
Joe Martinez, Commissioner Secretary,
Jose L Morales, Commissioner,

Others in Attendance were:

Steve Bearden, Port Director/General Manager
Ana V. Lopez, Office Manager
Deborah Morales

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 September 27, 2023, were presented, and discussed. The following motion was made:

Mr. Morales abstained from voting as he was not present at the meeting.

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

Ana Lopez reviewed the 3rd Quarter Investment Reports, for 2023 (copies attached) the report was presented by Ana V. Lopez and reviewed by Mr. Juan Rivera, CPA. After a discussion on the subject, the following action was taken:

A motion was made by Mr. Martinez and seconded by Mr. Morales to acknowledge the 3rd Quarter Investment Reports, for 2023, as reviewed by Juan E. Rivera, CPA. Motion carried unanimously.

Mr. Bearden then discussed the Dock Face dredging bid(s). Four companies were interested in bidding and the only bid that came in was the bid by the company that received the bid by the US Army Corps of Engineers (USACE) for the Turning Basin, Wye(s) and PI Channel work. The bid was in line with that that the USACE received, and it was recommended by the Port Engineer and Management to accept the bid. After discussion on the bid and process of bidding, including fees to be paid to the USACE for use of Placement Area #3 the Commissioners then took the following action:

A motion was made by Mr. Morales and seconded by Mr. Martinez to accept the bid for dredging of the dock Faces from Inland Marine for \$407,025. Motion carried unanimously.

Mr. Bearden informed the Commissioners of progress on the Port Road project. The contractor has completed the asphalt part of the project and continues to work on cleaning the shoulders, roadway and driveway connections, sidewalk replacement and change order #6 work at Isabel's Café and the church areas for better drainage. The Commissioners decided to change the entrance from Port Road connections of Woody Lane, both entrances to Youth Center and Road on south side of Park to a concrete connection instead of asphalt.

A motion was made by Mr. Morales and seconded by Mr. Martinez to acknowledge the report. Motion carried unanimously.

Mr. Bearden informed the Commissioners that inquiries about re-opening the oily bilge have come in and Mr. Bearden contacted the Texas GLO about what they plan for the area as a possible re-opening of a facility. The Regional Director informed Mr. Bearden that he would inquire about possibilities and get back to him. Mr. Bearden requested this item be tabled until additional information from TGLO becomes available.

A motion was made by Mr. Morales and seconded by Mr. Barrera to table action on this item until additional information becomes available. Motion carried unanimously.

The next item on the agenda was Engagement of Audit Firm to perform the 2023 audit. Mr. Bearden presented a proposal to audit PISBND for the year 2023 from Roberto Lopez accounting firm. The proposal estimated the cost not to exceed \$12,000 if no extraordinary issues are discovered in the audit. The Commissioners discussed the firm's cost and with no additional discussion the following action was take:

A motion was made by Mr. Martinez and seconded by Mr. Morales to engage the firm of Roberto Lopez to conduct the 2023 audit and authorized Mr. Bearden and Mr. Barrera to execute the engagement letter with the firm. Motion carried unanimously.

In the Monthly Director's report Mr. Bearden reviewed the progress of the building re-work of the engineering and should have a plan for review at the November meeting, issues with shrimp industries and requested a moment of silence as per a request from Mr. Morales for the San Benito police officer who had been killed in the line of duty the night before. Mr. Bearden will be out on October 30, some November 1, and then a day for medical procedure in mid-November. Mr. Bearden then reviewed dates for the November 2023 Meeting: November 16 at 6:00PM for the regular meeting.

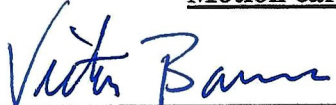
A motion was made by Mr. Martinez and seconded by Mr. Morales to acknowledge the Director's Report. Motion carried unanimously.

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. Morales 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. Morales to adjourn the meeting at 8:15 P.M. Motion carried unanimously.



Victor Barrera, Commissioner Chairman



Joe Martinez, Commissioner Secretary



Jose L. Morales, Commissioner