

**Minutes of the Port Isabel-San Benito Navigation District  
January 16, 2025  
Regular Meeting**

**A regular meeting of the Port Isabel-San Benito Navigation and Canal Commission was held on Thursday, January 16, 2025, 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:**

Julia Barrera, Administrative Assistant  
Jose Caso, Caso Law Firm  
Salomon Torres  
Juan Rivera, CPA

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

Item #3 on the Agenda Public Comments, nobody was present for the Public.

Item #4- Discussion Only Items (No Action). Item #4 was for discussion only, with no action taken. The topics included potential capital improvements, maintenance, training, budget, staffing, interlocal agreements, grants, emergency response, travel, elections, and the legislative agenda. There was no motion.

The Minutes for the Regular Meeting and Certified Agenda held on November 25, 2024, were presented, and discussed the following motion was made.

**A motion was made by Mr. Morales and seconded by Mr. Martinez to approve the minutes from November 25, 2024, as presented. Motion carried unanimously.**

The Minutes for the Regular Meeting and Certified Agenda held on December 3, 2024, were presented, and discussed the following motion was made.

**A motion was made by Mr. Martinez and seconded by Mr. Morales to approve the minutes from December 3, 2024, as presented. Motion carried unanimously.**

The Minutes for the Regular Meeting and Certified Agenda held on December 6, 2024, were presented, and discussed the following motion was made.

**A motion was made by Mr. Morales and seconded by Mr. Martinez to approve the minutes from December 6, 2024, as presented. Motion carries unanimously.**

The Minutes for the Regular Meeting and Certified Agenda held on December 11, 2024, were presented, and discussed the following motion was made.

**A motion was made by Mr. Martinez and seconded by Mr. Barrera to amend December 11, 2024, minutes. Mr. Martinez didn't state the ads. Motion carries unanimously but with the changes being made.**

The Minutes for the Regular Meeting and Certified Agenda held on December 16, 2024, were presented, and discussed the following motion was made.

**A motion was made by Mr. Morales and seconded by Mr. Martinez to amend the December 16, 2024, minutes with the adoption of why Mr. Morales voted for Na and would like it on the record word for word. Motion carries unanimously with the changes being made.**

Item #6. Discussion and possible action on tabled item from the November 25, 2024, Regular Meeting: "Tx Department of Public Safety Proposed Building Project Presented by Salomon Torres. The following motion was made:

**A motion was made by Mr. Morales for the attorney to investigate the DPS project and table to present the options. There isn't enough information to continue with this, but Mr. Morales would like to meet with DPS to discuss the project. Mr. Morales' motion did not receive a second and, therefore, was not considered further.**

**A motion was made by Mr. Martinez to terminate the DPS Project and second by Mr. Barrera. Mr. Morales was opposed. Mr. Martinez's motion carried.**

**Mr. Morales requested that all of his comments pertaining to this item be placed on the minutes. However, due to an issue with the recording system, a transcript could not be recreated. A new system has been implemented by the District to ensure the ability to transcribe in future.**

Item #7. Discussion and possible action on adoption of a "Title VI Plan and Policy" to meet requirements Federal and State Financial assistance, presented by Salmon Torres. This item was intended for next month's meeting but was mistakenly left on the current agenda. The following motion was made:

**A motion to table was made by Mr. Morales and second by Mr. Martinez. Motion carries unanimously.**

Item #8. Discussion and possible action to review and finalize the contract with the Navigation District Attorney. The following motion was made:

**A motion was made by Mr. Martinez and seconded by Mr. Morales to go into Executive Session at 8:08 PM to review and finalize the contract of the Navigation District Attorney. Motion carries unanimously.**

Item #9. **Executive Session** (in regard to review and finalize contract with Port Attorney) pursuant to Tex. Gov't Code Ann. § 551.074 (Vernon 2024) (Personnel Matters; Closed Meeting) to review and finalize the contract of the Navigation District Attorney.

The Commissioners returned from Executive Session at 8:15 PM., in accordance with the following motion:

**A motion was made by Mr. Martinez and seconded by Mr. Morales to return to the open session at 8:15 PM, there being no action taken in the Executive Session. Motion carried unanimously.**

Item# 10. Discussion and possible action on matters arising from related to the said Executive Session.

**A motion was made by Mr. Martinez and second by Mr. Morales to accept Caso Law Firm's Contract with the monthly rate of \$3,000. The Commissioners Welcomed, Jose Caso. Motion Carries unanimously.**



Mr. Morales asked if we could skip a few of the items #15 & #18 because he had another commitment to attend.

Item #15. Discussion and possible action to pay Travel Expenses to Austin for Commissioner Mr. Morales. Mr. Barrera asked Mr. Morales to provide us with the receipts and if there is going to be a travel on behalf of the Port Isabel-San Benito Navigation District we must be notified ahead of time. The following motion was made:

**A motion was made by Mr. Martinez and second by Mr. Barrera, Mr. Morales abstained from voting that Mr. Morales gets reimbursed with the receipts being provided. The motion passed.**

Item #18. Discussion and possible action requested by Commissioner Jose Luis Morales for email address, and cell phone provided by the Port Isabel-San Bento Navigation District. The following motion was made:

**A motion was made by Mr. Morales and seconded by Mr. Martinez to table this item so the Attorney, Jose Caso, can look into getting emergency phones. The motion passed unanimously.**

Mr. Morales dismissed himself at 8:32 PM.

Item #11. Discussion and possible action pertaining to the 2024, 4<sup>th</sup> Quarter Investment Reported, by Juan E. Rivera, CPA. Mr. Rivera gave al Commissioners a copy of the 4<sup>th</sup> Quarter report. The following motion was made:

**A motion was made by Mr./ Martinez and second by Mr. Barrera to acknowledge the 4<sup>th</sup> Quarter Investment Report. The motion passed unanimously.**

Item #12. Discussion and possible action regarding Luis Ramirez Shrimp Dock Lease Agreement. January 1, 2025, no subleasing was added to the new lease agreement and was signed by Mr. Ramierz. He is in default by still subleasing. Attorney Jose Caso advice that the board doesn't have to be notified and there is no reason to vote. Mr. Caso will provide Mr. Ramirez with a 3-day eviction.

**No action was taken.**

Item #13. Discussion and possible action on Ordering/Calling a Port Isabel- San Benito Navigation District Canal Commissioner Election to be held May 3, 2025, for the purpose of Electing Two (2) Canal Commissioners for a Term of Four (4) Years to Place 1 and 2. The following motion was made as it pertained to the item, though it was not correctly added to the agenda.

**A motion was made by Mr. Martinez and second by Mr. Barrera to Reopen Item #13 for discussion. Motion passed unanimously.**

Item #14. Discussion and possible action on renewing Gulf Intracoastal Canal Membership. The following motion was made:

**A motion was made by Mr. Martinez and second by Mr. Barrera to Not to renew the Gulf Intracoastal Canal Membership. The motion passed unanimously.**

Item #16. Navigation District Chairman Report. Mr. Barrera is handling daily operations at the Port in the absence of a Port Director. Maintenance will address loose boards. General Pipe made a payment but fell behind again for January. A staff meeting was held to answer questions, and it was proposed to discontinue the contract with Younger & Associates while reviewing all contracts. No issues were reported with the SpaceX launch. The following motion was made:

**A motion was made by Mr. Martinez and seconded by Mr. Barrera to acknowledge the Navigation District Chairman Report. Motion passed unanimously.**

Item #17. Approve payment of bills. The following motion was made:

**A motion was by Mr. Martinez and second by Mr. Barrera to approve payments of Bills. Motion passes unanimously.**

Item #19. Discussion and possible action to initiate eviction proceedings against tenants that are in default of contract agreement with the Navigation District. The attorney informed the commissioners that the contract clearly outlines a default, allowing for an eviction notice to be issued and the matter to be handled in small claims court

**No action.**

Item #20. Executive Session: The Board of Directors may go into Closed Session pursuant to Subchapter D of Chapter 551 of the Texas Government Code to discuss the following: Real Property (Tex. Gov't Code 551.072), Personnel Matters (Tex. Gov't. Code 551.074), Consultation with Attorney Regarding: pending, potential and/or contemplated legal matters subject to the attorney-client privilege under the authority of the Open Meetings Act Section 551.071, Government Code. The following motion was made:

**A motion was made by Mr. Martinez and second by Mr. Barrera to go into Executive Session at 9:46 PM to discuss the following Real Property (Tex. Gov't Code 551.072), Personnel Matters (Tex. Gov't. Code 551.074), Consultation with Attorney Regarding: pending, potential and/or contemplated legal matters subject to the attorney-client privilege under the authority of the Open Meetings Act Section 551.071, Government Code. The motion passed unanimously.**

The Commissioners returned from Executive Session at 10:26 PM., in accordance with the following motion:

**A motion was made by Mr. Martinez and seconded by Mr. Morales to return to the open session at 10:26 PM, there being no action taken in the Executive Session. Motion carried unanimously.**

Item #21. Discussion and possible Action on matters arising from related to the said **Executive Session** Real Property (Tex. Gov't Code 551.072), Personnel Matters (Tex. Gov't. Code 551.074), Consultation with Attorney Regarding: pending, potential and/or contemplated legal matters subject to the attorney-client privilege under the authority of the Open Meetings Act Section 551.071, Government Code. The following motion were made:

**A motion was made by Mr. Martinez and second by Mr. Barrera to discontinue the following Contracts / Subscriptions: Younger & Associates, RGV Partnership Chamber of Commerce, Gulf Intracoastal Canal Association, Govt Treasures Org of Tx, Port Isabel Chamber-Shrimp Cook off, and Texas Ports Associations. Motion carried.**

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 10:44 P.M.  
Motion carried unanimously.**



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Victor Barrera, Commissioner Chairman



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Joe Martinez, Commissioner Secretary



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Jose L. Morales, Commissioner