

**Minutes of the Port Isabel-San Benito Navigation District
April 8, 2026
Regular Meeting**

A Regular meeting of the Port Isabel-San Benito Navigation District was held on Wednesday, April 8, 2026, at 9:00 A.M., at the Port Isabel-San Benito Navigation District (PISBND) Office, located at 250 Industrial Drive, Port Isabel, Texas 78578.

1. Call to Order

The regular meeting of the Port Isabel–San Benito Navigation District Board of Commissioners was called to order by Chairman Joe Martinez at 9:00 A.M.

2. Roll Call

All Commissioners stated their name:

Joe Martinez, Chairman

Duvie Woods, Secretary,

Jose Morales, Commissioner

Staff & Legal Counsel:

Victor Barrera, Port Director,

Julia Barrera, Administrative Assistant,

Jose Caso, Caso Law Firm,

Others in Attendance were:

Deborah A. Morales, San Benito Commissioner,

Mike Karg, LMYC, Tina Wilton,

LMYC, Marc Asbury, Citizen,

Luis R. Galindo,

Joeseeph Leal, GFT,

Lillian Reemer, LMYC,

Michael Amaral, LMYC,

Salomon Torres, Soluciones

3. Invocation, Pledge of Allegiance to the Unites States Flag, and Pledge to the Texas Flag.

The Pledge of Allegiance led by Chairman Martinez and the Invocation was given by Commissioner Morales.

4. Public Comments.

Lillian Reemer, representing the Laguna Madre Yacht Club, invited the Board to the Club's open house and monthly social and introduced upcoming distinguished guests.

No Action.

5. Approval of Meeting Minutes. March 12, 2026, Board Meeting minutes were presented.

Chairman Martinez called for the following motion:

A motion was made by Commissioner Woods and Seconded by Commissioner Morales; to approve the minutes of March 12, 2026. All voted in favor; motion carried unanimously.

Action Items

6. Discussion and possible action regarding the PISBND Scholarship Program.

After brief discussion, Chairman asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to move item 6 to executive session. All voted in favor; motion carried unanimously.

7. Discussion and possible action on approval of Bills.

Administrative Assistant Julia Barrera presented the list of bills and expenses for the period March 13–April 8, 2026, including M&O (operating), grant, and payroll accounts, totaling \$43,292.28. Ms. Barrera explained that the report was broken out by account of clarity and confirmed there were no unusual or new major expenses.

After brief discussion, Chairman asked for the following motion:

A motion was made by Commissioners Morales and Seconded by Commissioner Woods to approve the bills. All voted in favor; motion carried unanimously.

8. Discussion and possible action on the March 2026 Financial Report presented by Julia Barrera, Administrative Assistant.

Administrative Assistant Julia Barrera presented the March 2026 financial report, noting reclassified expense categories for clearer tracking. Total March expenses were \$43,976.85, with net income of \$7,451.88.

After brief discussion, Chairman Martinez asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to approve the March 2026 Financial Report. All voted in favor; motion carried unanimously.

9. Discussion and possible action regarding the installation of GPS tracking on district equipment.

After brief discussion, Chairman Martinez asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to install GPS tracking on selected district equipment, contingent on completion of the asset inventory to determine the number of units needed. All voted in favor. Motion carried unanimously.

10. Discussion and possible action reconsider prior approval of purchase of a trailer.

After brief discussion, Chairman Martinez asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods not to consider purchasing the trailer. All voted in favor; Motion carried unanimously.

11. Discussion and possible action to reconsider prior approval of purchase and use of a trash pump.

They agreed to proceed with the purchase of the trash pump with the following direction: district employees are not to board boats to perform pumping, and the pump may be loaned to tenants under specified conditions (including a checkout/borrow form making the boat owner responsible for its use, condition, and timely return), and install a GPS tracking system.

Chairman Martinez asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to purchase the trash pump. All voted in favor; motion carried unanimously.

12. Discussion and possible action to approve conference attendance for the Port Director and Administrative Assistant (Texas Workforce Commission, Harlingen, Texas; \$200 per attendee).

After brief discussion, Chairman asked for the following motion:

A motion was made by Commissioner Woods and Seconded by Commissioner Morales to approve the Port Director and Administrative Assistant to approve conference attendance for the Texas Workforce Commission, Harlingen, Texas. All voted in favor; motion carries unanimously.

13. Discussion and possible action to authorize opening and advertising a vacant Maintenance/Landscaping position 1 Full time, 1 Part time plus 1 part time Secretary.

After brief discussion, Chairman Martinez asked for the following motions:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to hire 1 Full time position for maintenance and 1 Part time for Landscaping. All voted in favor; motion carried unanimously.

Commissioner Morales also requested that Maintenance employee Omar participate in the interviews along with Port Director Mr. Barrera, since he will be working directly with the new hires.

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to move the part time Secretary position into executive session. All voted in favor; motion carried unanimously.

14. Discussion and possible action regarding expansion of PISBND Board's Meeting Room.

After brief discussion, Chairman Martinez asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to authorize the Port Director to advertise for a design-build team to develop proposals and pricing for expanding the Port Isabel-San Benito Navigation District meeting room space, including using the current office as an executive/session room. All voted in favor; motion carried unanimously.

15. Discussion and possible action on Port Director Victor Barrera's Travel Expense report.

The Board reviewed Port Director Victor Barrera's travel expense report for a recent conference, noting that lodging costs exceeded the usual per-diem guidelines.

After brief discussion, Chairman Martinez asked for the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to approve the travel expense as submitted and did not require reimbursement from the Port Director. All voted in favor; motion carried unanimously.

Executive Session

Closed session pursuant to Texas Gov't Code Sections 551.071 (Consultation with Attorney); 551.072 (Property Deliberation); 551.087 (Economic Development Negotiations); and 551.074 (Personnel Matters) related to:

16. Real Property (Tex. Gov't Code Sections 551.072)- Pilot Lease Agreement
17. Real Property (Tex. Gov't Code Sections 551.072)- American Tower Lease Agreement
18. Real Property (Tex. Gov't Code Sections 551.072)- Update on Laguna Madre Yacht Club
19. Personnel Matters (Tex. Gov't Code Sections 551.074)- Discussion and possible action on employee personnel matters regarding Port Director Victor Barrera
20. Personnel Matters (Tex. Gov't Code Sections 551.074)- Discussion and possible action on employee personnel matters regarding Port Director Victor Barrera and Administrative Assistant.

The Commissioners entered Executive Session at 9:59 A.M, In accordance with the following motion:

A motion was made by Commissioner Morales and Seconded by Commissioner Woods to enter Executive Session at 9:59 A.M, all voted in favor. Motion carried unanimously.

Return to Open Session

Consideration and ACTION, if any, including and limited to the adoption of board resolutions related to items discussed in executive session(s):

21. Real Property (Tex. Gov't Code Sections 551.072)- Pilot Lease Agreement
22. Real Property (Tex. Gov't Code Sections 551.072)- American Tower Lease Agreement
23. Real Property (Tex. Gov't Code Sections 551.072)- Update on Laguna Madre Yacht Club
24. Personnel Matters (Tex. Gov't Code Sections 551.074)- Discussion and possible action on employee personnel matters regarding Port Director Victor Barrera
25. Personnel Matters (Tex. Gov't Code Sections 551.074)- Discussion and possible action on employee personnel matters regarding Port Director Victor Barrera and Administrative Assistant.

Motion to return into Open Session made by Commissioner Woods and Seconded by Commissioner Morales, all voted in favor and the Board returned into open session at 11:47 A.M.

Motion on Executive Session Items 6, 13, 21, 22, 23, and 24.

Following executive session, legal counsel outlined the recommended actions on the executive session items.

Chairman Martinez asked for the following motion:

A motion was made by Commissioner Woods and Seconded by Commissioner Morales to take the following actions:

Item 6. Scholarship Program A motion was made by Commissioner Morales and Seconded by Commissioner Woods to approve the list of students for the high school scholarship. All voted in favor; motion carried unanimously.

Item 13. Secretary Part time position. No Action.

Item 21. Pilot Lease agreement.

1. No amendment to the Pilot Lease agreement.
2. To require the removal of all the extracted material.
3. To direct the general manager to obtain bids so that he can document whether all the material was extracted correctly.

Item 22. No Action

Item 23 and 24. To proceed as directed in executive session.

All voted in favor; motion carried unanimously.

14. Port Director's Report (Victor Barrera)

Port Director, Victor Barrera reported on attending the Port for the Future Conference, ongoing efforts to secure grant funding (including for the boat lift project), the recent removal of a barge that had been stuck for nearly three years, continued clean-up and tenant activity at the Port, and an invitation for the Port to present at next year's conference; no action was taken on this item.

Next Board Meeting

20. Discussion and possible action to confirm the next Board Meeting on Thursday, April 23, 2026 (subject to change).

Chairman asked for the following motion:

A motion was made by Commissioner Woods and Seconded by Commissioner Morales to schedule the next board meeting on April 23, 2026, at 5:30 PM. All voted in favor; motion carried unanimously.

21. Adjourn.

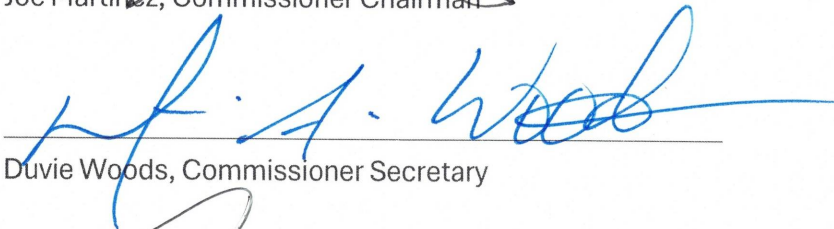
There being no further business to come before the Commissioners, Chairman Martinez called for following motion:

A motion was made by Commissioner Woods and Seconded by Commissioner Morales to adjourn at 11:59 A.M. All voted in favor; motion carried unanimously.

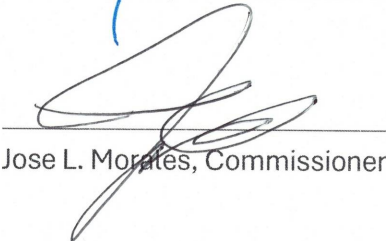
Approved on April 23, 2026



Joe Martinez, Commissioner Chairman



Duvie Woods, Commissioner Secretary



Jose L. Morales, Commissioner