

Minutes of the Port Isabel-San Benito Navigation District
June 4, 2026
Regular Meeting

A Regular Meeting of the Port Isabel-San Benito Navigation District was held on Thursday, June 4, 2026, at 5:30 P.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 PISBND Board of Commissioners was called to order by Chairman Joe Martinez at 5:32 P.M.

2. Roll Call

Chairman Martinez conducted the roll call; all Commissioners were present, and a quorum was established.

The following individuals were present at the meeting:

COMMISSIONERS:

- *Joe Martinez, Chairman*
- *Jose L. Morales, Commissioner*
- *Duvie Woods, Secretary*

Staff & Legal Counsel:

- *Victor Barrera, Port Director*
- *Hilda Zermeno, Administrative Assistant*
- *Jose Caso, Caso Law Firm (appeared telephonically)*

Others in Attendance:

- *Omar Montoya*
- *Yadira Montoya*
- *Julia Barrera*
- *Deborah A. Morales*
- *Jose Medina from Ferris, Flinn & Medina, LLC*

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

The Pledge of Allegiance to the United States Flag and the Pledge to the Texas Flag were recited. Commissioner Morales led the invocation.

4. Public Comments

Mr. Omar Montoya addressed the Board expressing concerns about PISBND's Port Director. No discussion or action was taken.

5. Approval of Meeting Minutes

The minutes of the May 21, 2026, Board Meeting were presented for approval.

Commissioner Morales requested clarification regarding Item 11 of the May 21, 2026, Board Minutes. Discussion on the matter was deferred to Executive Session.

Chairman Martinez called for the following motion:

A motion was made by Commissioner Morales and seconded by Commissioner Woods to approve the minutes of May 21, 2026, with discussion regarding Item 11 to occur in Executive Session. All voted in favor; motion carried unanimously. The item was taken into Executive Session. No action was taken on this item.

Action Items

6. Discussion and possible action to create a Shrimping Industry Support Program

A motion was made by Commissioner Woods to table the item. It was then seconded by Commissioner Morales. All voted in favor and the motion was carried unanimously.

7. Discussion and possible action regarding Bank Resolution and TexPool Investment Account

A motion was made by Commissioner Morales to table the item pending legal review. It was then seconded by Commissioner Woods. All voted in favor and the motion was carried unanimously.

8. Discussion and possible action regarding an update on the Oily Bilge Matter

The Board discussed options for providing oil collection containers for tenants and obtaining additional information regarding existing disposal methods.

A motion was made by Commissioner Morales to table the item until November of 2026. It was then seconded by Commissioner Woods. All voted in favor and the motion was carried unanimously.

9. Discussion and possible action regarding the expansion of the PISBND Board Meeting Room, including status of design-build advertisement and proposals

Legal Counsel presented information regarding the design-build process and Request for Qualifications (RFQ) for expansion of the Board Meeting Room.

Chairman Martinez called for the following motion:

A motion was made by Commissioner Morales and seconded by Commissioner Woods to proceed with the RFQ process for the Board Meeting Room expansion. All voted in favor; motion carried unanimously.

10. Discussion and possible action regarding adding an observation deck to the rooftop of the administrative building

The Board discussed the potential addition of an observation deck to the rooftop of the administrative building.

A motion was made by Commissioner Morales and seconded by Commissioner Woods to include the observation deck concept in the RFQ process for evaluation purposes. All voted in favor; motion carried.

11. Discussion and possible action on the PISBND Boundary Survey

Mr. Jose Medina from Ferris, Flinn & Medina, LLC presented an update on the District boundary survey. Approximately 90–95% of field work had been completed, and title research remained underway to determine ownership of additional acreage.

A motion was made by Commissioner Morales and seconded by Commissioner Woods to acknowledge receipt of the survey update. All voted in favor; motion carried unanimously.

12. Discussion and possible action regarding approval of bills

Bills presented to the Board were reviewed.

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

13. Discussion and possible action regarding revisions to the Employee Handbook

The Board discussed revisions to the Employee Handbook and requested additional time for review.

A motion was made by Commissioner Woods and seconded by Commissioner Morales to table the item pending further review by the Commissioners. 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:

14. Personnel Matters (Texas Gov't Code Sections 551.074) – Discussion and possible action regarding compensation and benefits, including health insurance reimbursement for the Port Director.

15. Personnel Matters (Texas Gov't Code Sections 551.074) – Discussion and possible action to approve the set salaries for new employees.

16. Personnel Matters (Texas Gov't Code Sections 551.074 – Discussion and possible action regarding employment matters at PISBND, including matters regarding the Port Director.

17. Personnel Matters (Texas Gov't Code Sections 551.074) – Discussion and possible action regarding the Employee Handbook - Item tabled pursuant to earlier motion

18. Real Property (Texas Gov't Code Sections 551.072) – Discussion and possible action on PILOT regarding the 2000 Port Road Building Lease.

19. Real Property (Texas Gov't Code Sections 551.072) – Discussion and possible action on American Tower lease renewal.

A motion was made by Commissioner Woods and seconded by Commissioner Morales to enter Executive Session. All voted in favor; motion carried unanimously. The Executive Session started at 6:31 P.M.

Return to Open Session

20. Personnel Matters (Texas Gov't Code Sections 551.074) – Discussion and possible action regarding compensation and benefits, including health insurance reimbursement for the Port Director.

21. Personnel Matters (Texas Gov't Code Sections 551.074) – Discussion and possible action to approve the set salaries for new employees.

22. Personnel Matters (Texas Gov't Code Sections 551.074 – Discussion and possible action regarding employment matters at PISBND, including matters regarding the Port Director.

23. Personnel Matters (Texas Gov't Code Sections 551.074) – Discussion and possible action regarding the Employee Handbook - Item tabled pursuant to earlier motion

24. Real Property (Texas Gov't Code Sections 551.072) – Discussion and possible action on PILOT regarding the 2000 Port Road Building Lease.

25. Real Property (Texas Gov't Code Sections 551.072) – Discussion and possible action on American Tower lease renewal.

Motion to return into Open Session was made by Commissioner Morales and seconded by Commissioner Woods. All voted in favor, and the Board returned into Open Session at 7:48 P.M.

Legal Counsel requested a motion to proceed as directed in Executive Session regarding Items 20, 21, 22, 24 and 25. Item 23 had previously been tabled.

A motion was made by Commissioner Morales and seconded by Commissioner Woods to proceed as directed in Executive Session regarding Items 20, 21, 22, 24 and 25. All voted in favor and the motion was carried unanimously.

Report

26. Port Director's Report (Victor Barrera)

Port Director Barrera provided updates regarding:

- *Progress on the District boundary survey;*
- *TexPool information;*
- *Hiring of new employees;*
- *Submission of the Port Infrastructure Development Program grant application seeking \$10 million with a 10% District match; and*
- *Progress at the disposal site project.*

Administrative Assistant Hilda Zermeno was introduced to the Board and provided a brief overview of her educational and professional background.

Next Board Meeting

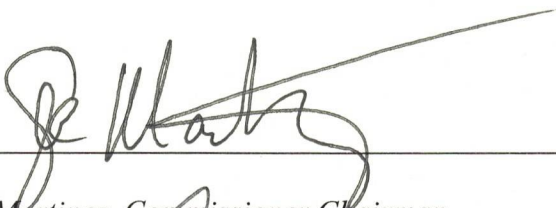
27. Discussion and possible action to confirm the next Board Meeting on June 25, 2026, at 5:30 P.M.

A motion was made by Commissioner Woods and seconded by Commissioner Morales to schedule the next Board Meeting on June 25, 2026, at 5:30 P.M. All voted in favor; motion carried unanimously.

21. Adjournment

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

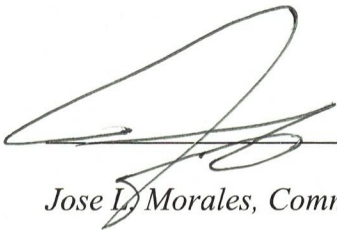
A motion was made by Commissioner Morales and seconded by Commissioner Woods to adjourn the meeting at 7:56 P.M. All voted in favor; motion carried unanimously.

A handwritten signature in dark ink, appearing to read 'Joe Martinez', written over a horizontal line.

Joe Martinez, Commissioner Chairman

A handwritten signature in dark ink, appearing to read 'Duvie Woods', written over a horizontal line.

Duvie Woods, Commissioner Secretary

A handwritten signature in dark ink, appearing to read 'Jose L. Morales', written over a horizontal line.

Jose L. Morales, Commissioner