Minutes of the Port Isabel-San Benito Navigation District
July 16, 2026
Regular Meeting

A Regular Meeting of the Port Isabel-San Benito Navigation District was held on Thursday, July 16, 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 5:30 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*
- *Duvie Woods, Secretary (participating telephonically at the start of the meeting and arriving in person during the meeting)*
- *Jose Morales, Commissioner*

STAFF & LEGAL COUNSEL:

- *Victor Barrera, Port Director*
- *Rebecca Lopez, Caso Law Firm*
- *Hilda Zermeno, Administrative Assistant*
- *Estella Reyes, Secretary*

OTHERS IN ATTENDANCE:

- *Deborah A. Morales*
- *Jacqi Leyva Hill - Port Isabel - SPI Press*
- *Joseph Leal - GFT Infrastructure*

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

*Commissioner Jose Morales stated that he wanted the record to reflect his recognition of **Victoria Lee Barrera** for her accomplishment in being selected as the recipient of the **2026 Region 3 Education Service Center School Safety Excellence Award**. He requested that this recognition be entered into the official record.*

5. Approval of Meeting Minutes

The minutes of the June 25,2026, Board Meeting were presented for approval.

Chairman Martinez called for the following motion:

A motion was made by Commissioner Morales to approve the minutes of June 25, 2026, and seconded by Commissioner Woods. All voted in favor; motion carried unanimously.

Action Items

6. Discussion, Consideration, and Possible Action Regarding Approval of Bills

The Administrative Assistant presented the bills for payment.

Commissioners discussed providing additional detail in future bill reports, specifically requesting that:

- *Professional services be itemized by vendor.*
- *Engineering and construction expenditures identify the firm receiving payment.*

Following discussion, a motion was made by Commissioner Morales to approve payment of the bills as presented subject to the instructions above. It was then seconded by Commissioner Woods. All voted in favor and the motion was carried unanimously.

7. Discussion, consideration, and possible action regarding adding one or more designated representatives to PISBND's TexPool account

Port Director Victor Barrera requested formal Board action removing former Administrative Assistant Julia Barrera as an authorized TexPool representative.

Commissioner Morales moved to remove Julia Barrera as a designated TexPool representative. Seconded by Secretary Woods. All voted in favor; motion carried unanimously.

The Board discussed whether to appoint an additional representative but elected to leave only the current authorized representatives in place at this time. No additional appointment was made.

8. Discussion, consideration, and possible action regarding the use of credit card reward gift cards for Board-approved purchases

*The Board discussed the use of **$450** in credit card reward gift cards. Secretary Woods proposed using the gift cards to purchase school supplies for local students rather than purchasing additional office equipment.*

*Following discussion, Commissioner Morales moved to authorize the purchase of **$225 in school supplies for the Point Isabel Independent School District and $225 in school supplies for the San Benito Consolidated Independent School District.** Seconded by Secretary Woods. All voted in favor; motion carried unanimously.*

9. Discussion, consideration, and possible action regarding the removal of existing dock poles and installation of twenty-five (25) new dock poles

Port Director Barrera presented Bryant Industries' proposal regarding replacement of deteriorated dock poles.

Following discussion, the Board agreed to:

- *Remove thirteen (13) existing dock poles;*
- *Install thirteen (13) new dock poles*

The Board discussed purchasing additional dock poles, but elected to postpone that purchase until a future meeting.

Commissioner Woods moved to approve removal of thirteen (13) existing dock poles and installation of thirteen (13) new dock poles. Seconded by Commissioner Morales. All voted in favor; motion carried unanimously.

10. Discussion, consideration, and possible action authorizing the acceptance and deposit of a $255.00 check from CINTAS

Port Director Barrera informed the Board that the District had received a settlement check from CINTAS.

Because legal counsel had previously advised delaying deposit of the check pending additional clarification, the Board discussed the matter and initially voted to table the item until after Executive Session.

Later in the meeting, after receiving clarification from legal counsel, Commissioner Woods moved to authorize deposit of the CINTAS settlement check into the District's account. Seconded by Commissioner Morales. 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:

11. Discussion, consideration, and possible action regarding economic development negotiations, including but not limited to grants

12. Discussion, consideration, and possible action to review prior expenditures and approve upcoming expenses by Port Director Victor Barrera

13. Discussion, consideration, and possible action regarding real property matters involving PISBND

Following discussion, the Board determined there was no need to convene in Executive Session. Executive Session was tabled, and the meeting continued in Open Session.

Report

17. Port Director's Report (Victor Barrera)

Port Director Victor Barrera presented his report, providing updates on District maintenance activities, ongoing infrastructure projects, grant opportunities, equipment, conference opportunities, financial deposits, and communications initiatives, including the development of a District newsletter and enhancements to the District's website and social media presence. He also announced that the District had been awarded a $330,000 BUILD Grant for engineering associated with the Mobile Boat Lift Project.

The Board discussed conference attendance, grant opportunities, and public outreach initiatives.

The Port Director's Report was acknowledged.

Next Board Meeting

18. Discussion, consideration, and possible action to schedule the next Board Meeting on July 29, 2026, at 5:30 P.M. (subject to change)

A motion was made by Commissioner Woods and seconded by Commissioner Morales to schedule the next Board Meeting on July 29, 2026, at 5:30 P.M. All voted in favor; motion carried unanimously.

19. Adjournment

*A motion to adjourn was made by Commissioner Morales and seconded by Commissioner Woods at **6:21 P.M.** All voted in favor; motion carried unanimously.*

APPROVED BY THE BOARD OF COMMISSIONERS
OF THE PORT ISABEL-SAN BENITO NAVIGATION DISTRICT
DURING ITS REGULAR BOARD MEETING
ON JULY 29, 2026

DUVIE A WOODS
SECRETARY OF THE BOARD OF COMMISSIONERS
PORT ISABEL-SAN BENITO NAVIGATION DISTRICT