Minutes of the Port Isabel-San Benito Navigation District
August 13, 2026
Regular Meeting

A Regular Meeting of the Port Isabel-San Benito Navigation District was held on Wednesday, August 13, 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*
- *Jose Morales, Commissioner*

STAFF & LEGAL COUNSEL:

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

OTHERS IN ATTENDANCE:

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

3. Public Comments

Chairman Martinez announced that members of the public were allowed three (3) minutes to address the Pilot Board on any topic. There were no public comments.

4. Approval of Meeting Minutes

The minutes of the July 29 ,2026, Board Meeting were presented for approval.

Chairman Martinez called for the following motion:

A motion was made by Secretary Woods to approve the minutes of July 29, 2026, and seconded by Commissioner Morales. All voted in favor; motion carried unanimously.

Action Items

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

The Board reviewed the District's bills and financial transactions. The transaction detail presented included expenses from the M&O account and payroll account. The Board also reviewed the July monthly reconciliation, including checks issued, deposits, credits, and cleared transactions.

During discussion, Commissioner Morales requested clarification regarding the United States Treasury payment, which staff explained represented payroll taxes. Additional clarification was provided regarding the reconciliation and cleared transactions.

Chairman Martinez called for the following motion:

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

6. Discussion, Consideration, and Possible Action Regarding the Renewal of the District's Windstorm Insurance Policy in the Amount of $33,134.00

The Board considered renewal of the District's windstorm insurance policy in the amount of $33,134.00.

It was reported that the renewal premium remained the same as the previous year. The Board discussed the District's windstorm coverage, insured values, replacement costs, and the relationship between windstorm coverage and the District's other insurance policies.

Chairman Martinez called for the following motion:

A motion was made by Secretary Woods and seconded by Commissioner Morales to approve renewal of the District's windstorm insurance policy in the amount of $33,134.00. All voted in favor; motion carried unanimously.

7. Discussion, Consideration, and Possible Action Regarding a Presentation by Republic Services on Oily Bilge Waste Collection and Disposal Services

A representative from Republic Services presented information regarding the collection, storage, transportation, and compliant disposal of oily bilge water generated by vessels operating at the Port.

The proposed system would utilize an on-site storage tank with scheduled pump-out service by a vacuum truck. The representative explained that the waste would require testing and profiling before acceptance and that testing would need to be conducted through a certified third-party laboratory. Two options were presented for the storage tank: rental of a tank or purchase of a District-owned tank. The Board discussed the estimated costs associated with both options, including tank rental or purchase, vacuum-truck service, disposal fees, testing, secondary containment, and ongoing maintenance.

The Board also discussed whether the cost of providing the service should be borne by the District or allocated among the tenants and vessel operators who would use the service.No final action was taken on the proposal at this time.

Chairman Martinez called for the following motion:

A motion was made by Secretary Woods and seconded by Commissioner Morales to acknowledge the presentation by Republic Services. All voted in favor; motion carried unanimously.

Executive Session

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

8. Discussion, consideration, and possible action regarding economic development negotiations
9. Discussion, consideration, and possible action to review prior expenditures and approve upcoming Port expenses by Port Director Victor Barrera
10. Discussion, consideration, and possible action regarding real property matters involving PISBND

Chairman Martinez called for the following motion:

A motion was made by Secretary Woods and seconded by Commissioner Morales to enter Executive Session. All voted in favor; motion carried unanimously. The Executive Session started at 6:02 P.M.

Return to Open Session

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

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

Motion to return into Open Session was made by Secretary Woods and seconded by Commissioner Morales. All voted in favor, and the Board returned into Open Session at 6:46 P.M.

Chairman Martinez called for the following motion:

A motion was made by Commissioner Morales and seconded by Secretary Woods to proceed as directed in Executive Session regarding Items 11, 12, and 13. All voted in favor and the motion was carried unanimously.

Report

14. Port Director's Report (Victor Barrera)

Port Director Victor Barrera reported on the following:

- *The dock post replacement project is underway, with additional repairs potentially needed near the Martinez and Ochoa dock areas. A cost estimate will be presented to the Board for consideration.*
- *District maintenance personnel continue to perform general maintenance, equipment repairs, and other work in-house.*
- *Work continues on the District's property boundaries, including review of deeds and property information.*
- *Available District office space will be advertised for rent on the Port's website.*
- *Maintenance personnel have assumed cleaning services at the LAMEC Building, resulting in additional cost savings to the District.*
- *The District received and cleared a payment of $30,769.20 from Next Generation Logistics.*
- *The new employee biometric time clock has been installed and is now in use.*
- *The upcoming Houston International Maritime Conference, scheduled for November 2–5, 2026, was discussed, including registration, hotel accommodations, and travel arrangements.*

***Note:** The Board recognized the maintenance staff's efforts and cost savings from completing work in-house and briefly discussed future compensation considerations.*

No action was taken on the Director's Report. The Port Director's Report was acknowledged.

Next Board Meeting

15. Discussion, consideration, and possible action to schedule the next Board Meeting on August 13, 2026, at 5:30 P.M. (subject to change)

The Board discussed changing the next Regular Board Meeting from the previously proposed date of August 27, 2026.

Following discussion, the Board agreed to schedule the next Regular Board Meeting for ***Monday, August 31, 2026, at 5:30 P.M.***

Chairman Martinez called for the following motion:

A motion was made by Commissioner Morales and seconded by Secretary Woods to schedule the next Board Meeting for August 31, 2026, at 5:30 P.M. All voted in favor; motion carried unanimously.

16. Adjournment

There being no further business, Chairman Martinez called for a motion to adjourn:

A motion to adjourn was made by Commissioner Morales and seconded by Secretary Woods at ***6:58 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 AUGUST 13, 2026

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