



**NOTICE OF SPECIAL MEETING**  
**BOARD OF NAVIGATION AND CANAL COMMISSIONERS**  
**WILLACY COUNTY NAVIGATION DISTRICT**

DATE: TUESDAY, SEPTEMBER 16, 2025 9:00 A.M.

PLACE: 400 W. HIDALGO, SUITE 200, RAYMONDVILLE, TX 78580

Live Streaming at:  
[www.portofportmansfield.com/newsroom/livestream](http://www.portofportmansfield.com/newsroom/livestream)

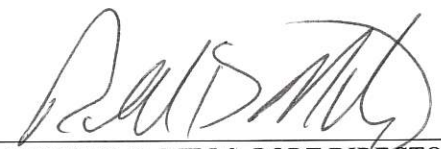
**PUBLIC NOTICE is given that the Commission may go into executive session at any time during the meeting to discuss matters listed on the agenda when authorized to do so by the provisions of Section 418.183 or Chapter 551 of the Texas Government Code. In the event the Commission elects to go into executive session regarding any other agenda item, the presiding officer will publicly announce the section or sections of the Texas Government Code authorizing the executive session.**

**AGENDA:**

1. REVIEW AND CONSIDERATION OF PREVIOUS MEETING MINUTES ACTION REQUIRED
2. DISCUSSION AND POSSIBLE ACTION, IF APPROPRIATE, REGARDING GENERAL REVIEW AND REVISION OF THE WCND PERSONNEL MANUAL
3. OPTIONAL CLOSED SESSION, IF NECESSARY, PURSUANT TO SEC. 551.074, TEX. GOV'T CODE AND STEMMING FROM THE GENERAL REVIEW AND REVISION OF THE WCND PERSONNEL MANUAL, TO DISCUSS THE DUTIES/JOB DESCRIPTIONS OF THE FOLLOWING POSITIONS:
  - a. EXECUTIVE PORT DIRECTOR/GENERAL MANAGER
  - b. LEASE CLERK/ADMINISTRATIVE ASSISTANT/ACCOUNTS RECEIVABLE/BILLING MANAGER
  - c. HUMAN RESOURCES/ACCOUNTS PAYABLE MANAGER
  - d. PORT SUPERINTENDENT
  - e. HARBORMASTER
  - f. CHIEF OF POLICE

***RECONVENE INTO OPEN SESSION***

4. ACTION REGARDING ANY ITEMS DISCUSSED IN CLOSED SESSION
5. ADJOURN

  
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RONALD D. MILLS, PORT DIRECTOR

I, SUSANA GARZA, COUNTY CLERK OF WILLACY COUNTY, TEXAS, DO HEREBY CERTIFY THAT I HAVE POSTED A COPY OF THE ABOVE NOTICE AT THE WILLACY COUNTY COURTHOUSE ON THE 10TH DAY OF SEPTEMBER 2025.

1:56 pm  
**FILED** +posted  
**COUNTY COURT**  
SEP 10 2025

SUSANA R. GARZA, CLERK  
WILLACY COUNTY, TEXAS  
BY *Alma Mireles* DEPUTY

By: *Alma Mireles*, Deputy Clerk  
SUSANA GARZA, COUNTY CLERK  
WILLACY COUNTY, TEXAS