

STATE OF TEXAS            }  
COUNTY OF WILLACY       }

THE BOARD OF NAVIGATION AND CANAL COMMISSIONERS OF THE WILLACY COUNTY NAVIGATION DISTRICT met in Regular Session Wednesday, January 14, 2026 at 9:00 A.M., 400 W. Hidalgo, Ste 200, Raymondville, TX with the following members present:

COMMISSIONERS PRESENT:	ERIC KENNEDY	CHAIRMAN
	STACEY REYES	SECRETARY
	ALBERTO TREVINO	MEMBER
	STEVEN KENDRICK	MEMBER
	ERNESTO CAVAZOS	MEMBER
ALSO PRESENT:	ALLISON RODRIGUEZ	ATTORNEY
	VIRGINIA LOMAS	DIRECTOR OF FINANCE AND HUMAN RESOURCES
	LETTY MARTINEZ	ADMINISTRATIVE & LEASE SPECIALIST

Eric Kennedy, Chairman called the meeting to order at 9:00 a.m.; upon conclusion of roll call, it was ascertained that a quorum was present.

Item No. 1: REVIEW & CONSIDERATION OF PREVIOUS BOARD MEETING MINUTES:  
Upon review of the December 10, 2025 board meeting minutes, Commissioner Kendrick made the motion to approve the previous board meeting minutes. The motion was seconded by Secretary Reyes and vote carried.

Item No. 2: PUBLIC COMMENT(S):  
*John King:* addressed the board he is an old Corps of Engineer Captain, retired Veteran Construction Officer. Mr. King stated he and a team of 10 homestead residents along West Port Drive are not in favor of the sale of lots across the street. Five reasons for this: storm drainage, rain and tidal surge experience, utility easements and the lift station, the view, and the Honey Hickman Public Fishing Dock. Mr. King recommends that the Honey Hickman park be adopted instead.

Mr. Kings concern is the embarkment at the water's edge is concrete rubble and is extremely hazardous. Any house that's build there will have to be at least nine feet above high water mark.

*Kathy Acosta:* a resident of Port Mansfield and Chamber of Commerce President, seeking clarification regarding the payment of electric service to the Port Mansfield Library. Would like clarification as whether the district is the appropriate entity to assume responsibility for

the electric service going forward or to advice on the proper path. Seeking clarification regarding the park parking lot at the end of East Port Drive. Specifically responsibility for routine upkeep such as parking, paint lines and general maintenance.

Item No. 3: BORDER AFFAIRS MONTHLY UPDATE: Emmit, with Border Affairs updated the board, digital marketing is precise and clients may not always see the results directly. Website activity is verified by traffic and volume, as well as user actions on the site. The website supplies a payment tool, and activity which can be separated from new visitors. The goal is collaboration on recommendations for 2026 and how the board wants to tell the story. The service agreement has been reviewed line by line with notes and completion status, assisting, coordinating, training and guiding district officials. Work in progress is pending a new Director appointment. To focus on the core mission and promote commercial development interests. Promoting the courts growth opportunities, and reintroduce the purpose of the navigation district. Content must be present everywhere for search engine optimization the more content available on multiple platforms the stronger the message. There has been a significant increase in traffic from outside the country. There was a 36,000% increase in traffic from China, 600% from Signapore and 176% from Mexico. This traffic was generated through press releases and website improvements.

Item No. 4: REVIEW AND APPROVAL OF UPDATED WCND FINANCIAL AND PROCUREMENT POLICY MANUAL (DIRECTOR OF FINANCE AND HUMAN RESOURCES LOMAS): After review of the updated WCND Financial and Procurement Policy Manual, Commissioner Kendrick made the motion to adopt the updated manual with changes from \$300 to \$500 with supporting documentation and the \$50,000.00 bid process. The motion was seconded by Commissioner Cavazos and vote carried.

Item No. 5: CONSIDERATION AND ACTION ON PORT SUPERINTENDENT FSLA STATUS (WCND ATTORNEY): After review on the Port Superintendent FSLA, it was considered to postpone for next months agenda. No action taken.

Item No. 6: CONSIDERATION AND ADOPTION OF UPDATED WCND JOB DESCRIPTION FOR HARBORMASTER (WCND Attorney): The job description is based on information received from staff and describes the functions, essential functions, knowledge, skills, abilities, education and certificates required. After discussion Commissioner Cavazos made the motion to accept and adopt the updated WCND Job description for Harbormaster. The motion was seconded by Commissioner Kendrick and vote carried.

Item No. 7: CONSIDERATION AND APPOINTMENT OF PMPUD BOARD MEMBERS (CHAIRMAN KENNEDY): Two positions were open for reappointment of existing members. Mr. Trapp and Mr. Bourne. Commissioner Cavazos made the motion to reappoint Doug Trapp for PMPUD Board. The motion was seconded by Commissioner Cavazos and vote carried. Secretary Reyes made the motion to appoint Mario Garcia for PMPUD Board. The motion was seconded by Commissioner Trevino and vote carried.

Item No. 8: CONSIDERATION AND ACTION ON THE ACQUISITION OF A BRUSH TRUCK FOR THE PORT MANSFIELD VOLUNTEER FIRE DEPARTMENT (CHAIRMAN Kennedy): the fire department is seeking to acquire a brush truck through a payback program similar to the TXDOT program. The department needs \$75,000 to order the truck, with the WCND contributing \$20,000 from the budget. The fire department will borrow the remaining funds from the bank. The brush truck will serve as first response vehicle and high-water service vehicle. The new truck will carry 500 gallons of water. The fire department has a mutual aid agreement with Raymondville fire Department. After discussion Commissioner Trevino made the motion to allocate \$20,000 from the budget for the truck. The motion was seconded by Commissioner Cavazos and vote carried.

Item No 9: CONSIDERATION AND ACTION REGARDING THE LEASE OF LOTS 13-23, PORT MANSFIELD ORIGINAL TOWNSITE, TO TEXAS PARKS AND WILDLIFE (CHAIRMAN KENNEDY| COMMISSIONER KENDRICK): Texas Parks and Wildlife is proposing to build a law enforcement operational center on lots 13 – 23. The facility would include boat stalls, mechanic shop, classrooms, bunk rooms, restrooms, a kitchen area a utility room and an evidence roof. Other infrastructure would include a helipad, boat lifts, and paved parking. The east foundation will finance the project and lease it back to Parks and Wildlife. Commissioner Trevino made the motion to consider and accept writing up a lease to Texas Parks and Wildlife for lots 13-23. The motion was seconded by Commissioner Cavazos and vote carried.

Item No. 10: CONSIDERATION AND APPROVAL REGARDING LEGAL REVIEW AND VERIFICATION OF ACTION SIGNATURES AND PROCEDURAL COMPLIANCE FOR PORT LEASE DOCUMENTS (COMMISSIONER KENDRICK): Commissioner Kendrick asked to review files for 5 leases to verify signatures, board action and validity. The leases were signed by the board Chairman or Chair-Pro Tem countersigned by the Secretary, attested to by staff and put on the agenda for approval. Commissioner Trevino made the motion to accept the findings presented by the law firm and put a public notice. The motion was seconded by Commissioner Kendrick and vote carried.

Item No. 11: CHAIRMAN'S REPORT:

- Update on Seawall Project: there hasn't been any work on the seawall project for the last month.
- Update on Dredging Project: the dredge is in the cut, with mobilization occurring in the second week of January. A 25-foot easement will be put in for drainage on the west side, with drainage pipe to relieve water on the north side of West Port.

The other company involved in the dredging project is a dead issue. The Navigation District now has a dredge permit good for 10 years allowing maintenance dredging at the jetties. The permit limits dredge material placement to the north beach.

Item No. 12: REVIEW & CONSIDERATION OF RESIDENTIAL, COMMERCIAL, CANCELLED LEASES AND COLLATERAL TRANSFER OF LEASE (Administrative and Leasing Specialist Martinez): Upon review and discussion of each described and itemized leases, Commissioner Trevino made the motion to accept and approve the leases as presented. The motion was seconded by Commissioner Cavazos.

Item No. 13: REVIEW & CONSIDERATION OF CHECKS AND VOUCHERS AND ANY DISCUSSION AND COMMENTS ON MONTHLY BUDGET REPORT (Administrative and Leasing Specialist Martinez and Director of Finance and Human Resources Lomas): After review of the checks and vouchers, Commissioner Trevino made the motion to accept the issued checks and approve the transactions for payment of the Willacy County Navigation District and to accept the transactions December 11, 2025 through January 14, 2026 and to incorporate the line of credit into the budget process. The motion was seconded by Commissioner Kendrick and motion carried.

Item No. 14: ADJOURN at approximately 10:44 a.m.