



REGULAR PORT COMMISSION MEETING

Tuesday, October 21, 2025, at 3:30 PM
City Council Chambers | 202 N. Virginia Street, Port Lavaca, TX 77979

MINUTES

Port Commission will consider/discuss the following items and take any action deemed necessary.

STATE OF TEXAS	§
COUNTY OF CALHOUN	§
CITY OF PORT LAVACA	§

On this the 21st day of October 2025, the Port Commission of the City of Port Lavaca, Texas, convened in a regular session at 3:30 p.m. in the regular meeting place in City Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following Commissioners in attendance:

ROLL CALL:

Raymond Butler	Commissioner/Chairman
Jerry Smith	Commissioner/Secretary
Larry Nichols	Commissioner
Jim Ward	Commissioner
Sue Traylor	Commissioner

And the following Commissioners absent:

Jamie O'Neil
Louis Rubio

CONSENT AGENDA –

1. APPROVAL OF MINUTES

A) MINUTES OF SEPTEMBER 16, 2025 - REGULAR PORT COMMISSION MEETING

Motion made by Commissioner Ward

NOW THEREFORE, LET IT BE RESOLVED BY THE PORT COMMISSION OF THE CITY OF PORT LAVACA, TEXAS:

THAT, the September 16th, 2025, minutes of the Regular Port Commission meeting held on October 21st, 2025, are hereby approved.

Seconded by Commissioner Nichols

Motion passed by the following vote:

Voting Aye: Raymond Butler, Jerry Smith, Sue Traylor, Larry Nichols, and Jim Ward

Voting Nay: None

Motion carries.

2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT FOR SEPTEMBER 2025.

Motion made by Commissioner Nichols

NOW THEREFORE, LET IT BE RESOLVED BY THE PORT COMMISSION OF THE CITY OF PORT LAVACA, TEXAS:

THAT, the Harbor Master's September 2025 Inspection Reports of the Port Commission Regular meeting held on October 21st, 2025, are hereby approved.

Seconded by Commissioner Ward

Motion passed by the following vote:

Voting Aye: Raymond Butler, Jerry Smith, Sue Traylor, Larry Nichols, and Jim Ward

Voting Nay: None

Motion carries.

REPORTS**3. RECEIVE FINANCIAL REPORTS OF PORT REVENUE FUND**

- a) Tariff Report
 - b) Account Aging Report
 - c) Payment Report
 - d) Revenue and Expenditure Report
 - e) Balance Sheet / Property Tax Distribution
 - f) Profit and Loss Cash Flow Report
- A copy of these reports, in their entirety, can be found in the Port Commission Meeting packet dated October 21st, 2025.

Agenda item discussed.

No action taken.

4. CITY MANAGER'S REPORT

- The following is a memo, in its entirety, from Jody Weaver Interim City Manager:
- a) **TPWL Grant – Renovations to Nautical Landings Marina Breakwater**
The breakwater project is now complete, and we have received reimbursement from TPWL for all expenses except the retainage. TPWL will conduct a final inspection on October 24th at 11:30. Following the final inspection, they will release retainage and approve the final reimbursement.
 - b) **CDBG-MIT Coastal Resiliency Living Shoreline Project**
We received the USCE permit on October 1st, and that same day I received an email from Tony Jurisih that they would agree to sign the Letter of No Objection to the project, which I received on October 7th. The Coastal Lease is scheduled to be presented to the School Land Board on October 21st. At present, we are targeting January 12th for Council to award a construction contract.
 - c) **ReStore (cleanup of old barge(s) in Smith Harbor)**
We have submitted everything to the USACE, but with the shutdown, nothing is moving.
 - d) **CDBG-MIT Round 2 Application for use of funds for Replacement of Culverts under Rail at Corporation Ditch and Voluntary Restoration of Refuge Shoreline**
We have executed contracts with Urban Engineering for the Harbor of Refuge shoreline restoration project and Mott McDonald for the

Culverts at the Harbor of Refuge (and Corporation Ditch drainage Improvements) and KSBR for grant administration. We are now just Waiting for the approval of the Authority to use the Grant Funds (AUGF) document.

d) **GLO CEPRA Grant (Harbor of Refuge Shoreline Protection)**

Mott McDonald plans to submit the full USACE permit application before the end of October.

f) **MBMT Grant Downtown Waterfront Public Access Improvement**

Phase 1 of this project is complete and already seeing a lot of use. Matt is still working on the plans for the parking lot and green infrastructure portion of the project.

g) **TxDOT Truck Route signs**

The posts for the large signs are still in fabrication.

h) **Parking Area on SBA Steel Property at the HOR Boat Ramp**

I heard back from SBA today. Their legal team is reviewing what we sent over, but they wanted to know whether we would have any interest in a purchase of the area where the parking lot is. I told them that a purchase was an option the City would consider. So, they may also submit an offer for the sale of the property.

i) **TxDOT Maritime Division**

TxDOT Maritime plans to start visiting ports in the fall/winter and begin discussing our port profile. The next Port Authority Advisory Committee Meeting is on October 21st at 1 p.m. on Teams.

j) **GLO CMP Cycle 31 Project of Special Merit**

We have been approved to move forward to the development stage of our submitted project, "Public Access Boardwalk at Smith Harbor". Matt and I will start working on the Workplan Template next week. This is due by November 12th at 5 p.m. GLO Staff will perform an environmental review and work with us to finalize the workplan and other documents required by March 31, 2026.

5. **RECEIVE HARBOR MASTER'S OPERATIONS, PROMOTION/DEVELOPMENT ACTIVITY REPORT**

a) **City Harbor**

22 September 2025 Matagorda Bay Fishing Cooperative completed the purchase of Miller Seafood.

b) **Nautical Landings Building**

Working on a scope to replace six big windows south end front of the building, and identify the availability of windstorm regulations. The report has been sent to GW Engineering for review.

c) **Nautical Landings Marina**

Horizon Environmental has been on-site 16 times since the last PC meeting.

d) Smith Harbor

9 October 2025, Shirley & Sons completed phase 1 project.

e) Harbor of Refuge

7 August 2024 LCI delivering material from Alamo Heights road project.

f) To Do List – Raymond Butler**ACTION ITEMS: NEW BUSINESS****6. HEAR PRESENTATION FROM NEW OWNERS OF MILLER'S SEAFOOD, LLC. - THE COOP**

Agenda item discussed.

No action taken.

7. REVIEW AND DISCUSS NL MARINA DOCK RATES WITH SURROUNDING AREA MARINAS - PRESENTER JIM RUDELLAT

Motion made by Commissioner Nichols

THAT, the Port Commission approve all 3 elements of the recommended changes and rates that Jim Rudellat put together for us.

Seconded by Commissioner Smith

Motion passed by the following vote:

Voting Aye: Raymond Butler, Jerry Smith, Sue Traylor, Larry Nichols, and Jim Ward

Voting Nay: None

Motion carries.

8. REVIEW AND DISCUSS NL MARINA DOCK SPACE LEASE FORM - PRESENTER JIM RUDELLAT

Agenda item discussed.

No action taken.

ACTION ITEMS: LEASES**9. CONSIDER LEASE WITH EQUALIZER FOR HARBOR OF REFUGE TRACT 3**

Agenda item discussed.

No action taken.

10. ANNOUNCEMENT BY CHAIRMAN THAT PORT COMMISSION WILL RETIRE INTO CLOSED SESSION:

- TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY (DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE GOVERNMENTAL BODY IN NEGOTIATIONS WITH A THIRD PARTY), IN ACCORDANCE WITH CHAPTER 551, TITLE 5, SECTION 551.072 OF THE TEXAS GOVERNMENT CODE

- Chairman Butler announced that Port Commission would retire into closed session at 4:17 p.m.

11. RETURN TO OPEN SESSION AND TAKE ANY ACTION DEEMED NECESSARY WITH REGARD TO MATTERS IN CLOSED SESSION.

- Chairman Butler announced that Port Commission was back in session at 5:04 p.m.

COMMENTS

12. COMMENTS FROM COMMISSIONERS

Agenda item discussed.

No action taken.

ADJOURNMENT

Commissioner Smith made a motion to adjourn the meeting.

Commissioner Traylor seconded the motion.

Motion passed by the following votes:

Voting Aye: Raymond Butler, Jerry Smith, Sue Traylor, Larry Nichols and Jim Ward

Voting Nay: None

The meeting was adjourned at 5:07 p.m.

These minutes were approved on November 18, 2025.

ATTEST:

Raymond Butler, Chairman

Oralia G. Munoz, Administrative Assistant