CITY OF PORT LAVACA

MEETING:	MAY 21, 2024	**AGENDA ITEM** \ρ
DATE:	5.17.2024	
TO:	PORT COMMISSION BOARD MEMBERS CC: JIM RUDELLAT, HARBOR MASTER	
FROM:	JODY WEAVER, INTERIM CITY MANAGER	
SUBJECT:	**PORT COMMISSION SELECT COMMITTEE ON POLICIES, PROCEDURES, RATES, AND FEES (TARIFF CIRCULAR DEVELOPMENT)**	

- <u>Port Commission Select Committee on Policies, Procedures, Rates, and Fees</u>
  Utilizing the Tariff Circular adopted by the Port of Victoria and West Side Navigation District (which use the same format) as a template, I am working on a draft Tariff Circular for the City of Port Lavaca Ports & Harbors. I hope to have something ready to distribute to the committee in the next week or two for an initial review.

  Attached is a draft Table of Contents and the section entitled "Description & Jurisdiction of Port Commission."

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SECTION 1 – GENERAL INFORMATION, RULES & REGULATIONS

DESCRIPTION & JURISDICTION OF PORT COMMISSION

Mariners are to consult appropriate authorities and information sources when determining constraints upon navigation in and around the Harbor of Refuge, Smith Harbor, Nautical Landings Marina, and City Harbor and not rely upon information contained herein for the purpose of safe navigation.

All properties now or subsequently owned by the City which are designated port, wharf and dock property or waters shall hereafter be placed under the supervision and control of the City Council. In order to provide a forum for public regarding such properties, a Port Commission has been created by ordinance by Council, to consist of not less than five (5) nor more than seven (7) members. Said Commissioners shall be qualified voters of the City, shall be over twenty-five (25) years of age, shall not be members of the Council, and shall be appointed to serve without compensation for a period of two (2) years, by a majority vote of the Council. Commissioners may be removed by a majority vote of the Council with or without cause.

The Port Commission shall provide recommendations to the City Manager regarding said port, wharf and dock properties and waters, and is expressly empowered to:

(a) Appoint its own Chair and Secretary and adopt its own rules and order of business. It shall keep minutes of its meetings and the minutes shall be open to public inspection. Its meetings shall be conducted in accordance with the Texas Open Meetings laws.

(b) Provide recommendations regarding the extension and improvement of the physical properties to facilitate the most efficient operation of the port and for the best interest of the inhabitants of the City.

(c) Make recommendations to the Council for ordinances to provide for the issuance of licenses and/or permits and to adopt such rules and regulations it deems necessary for the operation of the port, as well as for the use of port property, so long as the same are not inconsistent with the general laws and administrative rules relative thereto.

(d) Review and provide recommendations to the Council on the budget for port operations each year at the regular budget time for the City.