



REGULAR PORT COMMISSION MEETING

Tuesday, April 16, 2024, at 10:00 AM

City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

MINUTES

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

On this the 16TH day of April 2024, the Port Commission of the City of Port Lavaca, Texas, convened in a regular session at 10:03 a.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:

Alex Davila	Commissioner / Chairman
Mike McGuire	Commissioner
Sue Traylor	Commissioner
Robert Knox	Commissioner
Jamie O'Neil	Commissioner

And with the following Commissioners absent:

Raymond Butler	Commissioner / Secretary
Larry Nichols	Commissioner

CONSENT AGENDA

1. APPROVAL OF MINUTES

A) MINUTES OF MARCH 19, 2024 - REGULAR MEETING

Motion made by Commissioner McGuire

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

THAT, the March 19, 2024, minutes of the Regular Port Commission meeting held on April 16th, 2024, are hereby approved.

Seconded by Commissioner O'Neil

Motion passed by the following vote:

Voting Aye: Alex Davila, Mike McGuire, Sue Traylor, Robert Knox, and Jamie O'Neil.

Voting Nay: None

B) MINUTES OF APRIL 2, 2024 – SPECIAL MEETING

Motion made by Commissioner McGuire

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

THAT, the March 2024 Inspection Report of the Regular Port Commission meeting held on April 16th, 2024, are hereby approved.

Seconded by Commissioner O'Neil

Motion passed by the following vote:

Voting Aye: Alex Davila, Mike McGuire, Sue Traylor, Robert Knox, and Jamie O'Neil.

Voting Nay: None

2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT FOR MARCH 2024.

Motion made by Commissioner McGuire

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

Motion made by Commissioner McGuire

THAT, the Harbor Master's March 2024 Inspection Report of the Port Commission regular meeting held on April 16th, 2024, are hereby approved.

Seconded by Commissioner O'Neil

Motion passed by the following vote:

Voting Aye: Alex Davila, Mike McGuire, Sue Traylor, Robert Knox, and Jamie O'Neil.

Voting Nay: None

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 April 16th, 2024.

Agenda item discussed.

No action was taken.

4. CITY MANAGER'S REPORT

➤ The following is a memo, in its entirety, from Interim City Manager Weaver:

- Port Commission Select Committee on Policies, Procedures, Rates, and Fees
The Committee members Raymond Bulter, Larry Nichols, Jamie O'Neal, Jim Rudellat and Jody Weaver met on Tuesday, April 9th. Harbor Master Jim Rudellat is gathering policy and procedure information from other ports, particularly Calhoun County and Victoria and the committee will meet again prior to the next Port Commission Regular meeting in May.
- Port Commission recommendation to Council regarding Budgetary and Financial management policies.
The City Council adopted a new Budgetary & Financial policy for the FYE 2025 Fiscal year which includes the following language:

Ports and Harbors Fund
It will be the general policy of the City that the fees collected will be spent on maintenance and capital improvements of the Ports and Harbors Fund facilities, grounds, and other structures. Annually, an amount equal to the sum of all property taxes collected from Port Commission leased properties shall be transferred from the General Fund to the Ports and Harbors Fund for which sum will be spent on maintenance and capital improvements of the Port facilities, grounds, and other structures. No other general fund tax dollars will be used for this purpose, except as a loan from the General Fund to the Ports and Harbors Fund, approved by Council.
- TPWL Grant — Renovations to the Nautical Landings Marina Breakwater
TPWL did hear back from USFWS with conditional approval of the bid documents. It is now with the TPWD Wildlife Habitat Assessment (WHAB) which takes approximately 45 days to complete and then is sent back to USFWS for final approval. Kateryna Thomas, our Capital Improvement Projects and Grants Coordinator is working on applying for an extension.
- CDBG-MIT Coastal Resilience Living Shoreline Project
The Joint Evaluation meeting with the various State and Federal agencies was held on April 10 and Mott McDonald is still on track with submitting the application next week. Mott McDonald

is working to address the comments made which included NMFS requested fish gaps in the breakwater, TPWL is asking for a 2:1 mitigation for the oysters; GLO wants a coastal boundary survey; and USFWS asked if we were planning any mitigation efforts to account for any mercury in the sediment.

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

A) City Harbor

- 1) 12 April 2024 Prestige Oysters spoke on the phone will sign lease April 15th.
- 2) 27 March 2024 Track 11 building spoke to the Federation.
The city needs a Letter of Intent - 5-year lease, the city will resurface the floor.

B) Nautical Landings Building

**No new information.

C) Nautical Landings Marina

1. Horizon Environmental has been onsite 15 times since the last PC meeting.
2. Breakwater update (Jody Weaver)

D) Smith Harbor

**No new information.

E) Harbor of Refuge

- 1) 11 April 2024 spoke to Zach Chester with Manson Dredging (dredge pipe) has been sold to the Orion Group.
- 2) Aerial spraying Precision Flying will spray as soon as we get a favorable wind.

ACTION ITEMS: NEW BUSINESS

6. CONSIDER CHANGING THE TIME FOR THE REGULAR PORT COMMISSION MEETING.

Motion made by Commissioner O'Neil

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

THAT, Chairman Davila, makes recommendation to move the regular scheduled Port Commission Meetings on the third Tuesday of each month to 3:00 pm.

Seconded by Commissioner Knox.

Motion passed by the following vote:

Voting Aye: Sue Traylor, Robert Knox, and Jamie O’Neil.

Voting Nay: Alex Davila, Mike McGuire

Motion carries.

COMMENTS

7. COMMENTS FROM THE COMMISSIONERS.

Agenda item discussed.

No action necessary.

ADJOURNMENT

Commissioner O’Neil made a motion to adjourn the meeting.

Commissioner Traylor seconded this motion.

Motion passed by the following vote:

Voting Aye: Alex Davila, Mike McGuire, Sue Traylor, Robert Knox, and Jamie O’Neil.

Voting Nay: None

The meeting was adjourned at 10:30 a.m.

These minutes were approved on May 21, 2024.

ATTEST:

Alex Davila, Chairman

Rachel Garza, Admin Assist.