



REGULAR PORT COMMISSION MEETING

Tuesday, June 17, 2025, 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 17th day of June 2025, the Port Commission of the City of Port Lavaca, Texas, convened in a regular session at 10:00 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:

Raymond Butler	Commissioner / Chairman
Jerry Smith	Commissioner / Secretary
Sue Traylor	Commissioner
Jamie O'Neil	Commissioner

And with the following Commissioners absent:

Larry Nichols	Commissioner
Robert Knox	Commissioner
Mike McGuire	Commissioner

CONSENT AGENDA

1. APPROVAL OF MINUTES

A) MINUTES OF MAY 20, 2025 - REGULAR MEETING

Motion made by Commissioner Traylor

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

THAT, the May 20th, 2025, minutes of the Regular Port Commission meeting held on June 17th, 2025, are hereby approved.

Seconded by Commissioner Smith

Motion passed by the following vote:

Voting Aye: Raymond Butler, Sue Traylor, Jerry Smith and Jamie O'Neil

Voting Nay: None

Motion carries.

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

Motion made by Commissioner O'Neil

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

THAT, the Harbor Master's May 2025 Inspection Reports of the Port Commission Regular meeting held on June 17th, 2025, are hereby approved.

Seconded by Commissioner Traylor

Motion passed by the following vote:

Voting Aye: Raymond Butler, Sue Traylor, Jerry Smith and Jamie O'Neil

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 June 17th, 2025.

Agenda item discussed.

No action was taken.

4. CITY MANAGER'S REPORT

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

- 1.) TPWL Grant - Renovations to the Nautical Landings Marina Breakwater
The contractor had a medical emergency with a key employee which has affected their scheduling. They are now scheduled to start the project right after July 4.
- 2.) CDBG-MIT Coastal Resilience Living Shoreline Project
We have a new USACE Project Manager, Kory Barone who is working on the required National Marine Fisheries Service consultation which is very welcome news. Early this morning (Monday), our environmental permitting team responded to several questions that Kory sent last week. So, the review is again progressing. We still haven't received anything from GLO that we can share with our U.S. Representatives to ask them to help prod USACE / NMFS along, but we were told last Friday to expect that letter this week. The plan is to use this letter to request a letter of support from Congressman Cloud, and Senators Cornyn and Cruz.
- 3.) ReStore (cleanup of old barge(s) in Smith Harbor)
We met with representatives of TCEQ this afternoon (Monday). TCEQ is working to get clarification from USACE on exactly what yet needs to be done to satisfy the COE's requirements to issue a permit. A representative of TCEQ will meet with our consultant Kim Griffith this Wednesday to help prepare some cross section details that the COE is requesting.
- 4.) CDBG-MIT Round 2 Application for use of funds for Replacement of culverts under rail at Corporation Ditch and Voluntary Restoration of Refuge Shoreline.
The last we were told by GLO 2 weeks ago is that we should receive the GLO contract by the end of June.
- 5.) GLO CEPRA Grant (Harbor of Refuge Shoreline Protection)
Mott McDonald has submitted the 30% construction cost estimate of \$15.8M which is \$5.4M greater than the estimate in the preliminary engineering report. Much of the increase is due to 1) a revision of the estimated quantity of ACBM as a result of a close

review of the proposed restoration drawings provided by Urban Engineering 2) the Reef breakwater length was doubled, 3) the rock breakwater was lengthened, and 4) the cost per ton of rock was increased based upon contractor's estimates.

6.) Harbor of Refuge (Tract 11) Erosion

Regarding the Boards' thoughts about possibly funding a project to install rip-rap along the eastern shoreline of the peninsula at the Harbor of Refuge (Tract 11) – there has been no movement on this. I will touch back with Coast & Harbors Engineering to see if they have any new information to share. The last time we spoke I was looking to see if I could find tide elevations that the USCOE have accepted in recent years, above which the COE has previously agreed is not jurisdictional.

7.) MBMT Grant Downtown Waterfront Public Access Improvement

I don't have a current update from Matt – he's been on vacation. He told me before I left on vacation that he was preparing two separate bid packages 1) the bulkhead and dock/pier work of Smith Harbor and the parking lot, as he thinks it'll be easier to attract qualified bidders that way.

8.) TxDOT Truck Route signs

Wayne Shaffer reported to me that he is having trouble finding a vendor from which to purchase the sign poles specified by TxDOT and he has not been able to find any contractor that has time to do the work right now. I have reached out to TxDOT for their assistance in locating a vendor or see if perhaps we can purchase the poles from them.

9.) Parking area on SBA Steel property at the HOR Boat ramp

I did hear back from Mr. Keane in late May asking me to send a proposed lease agreement document. I have not had time to do that but will work with Anne Marie to draft a simple lease document that renews automatically unless either party terminates or requests a change within 90 days of the renewal date. Mr. Keane stated that "there is no guarantee that they will accept what is proposed, but they will present it to their executive group for discussion.

10.) TxDOT Maritime Division

As you recall I reported in March that TxDOT told me that they would reach out to us this summer as they begin working on their 90th legislative Session Port Mission Plan and work with us to develop a "Port Profile" for their website and better understand our needs. If I have not heard from anyone from TxDOT by July, I will reach out on July 7 for an update.

5. RECEIVE HARBOR MASTER'S OPERATIONS, PROMOTION/DEVELOPMENT ACTIVITY REPORT**a) City Harbor****b) Nautical Landings Building**

- 1) Working on a scope to replace six big windows south end front of building, identify availability windstorm regulations.

c) Nautical Landings Marina

- 1) Horizon Environmental has been onsite 14 times since the last PC meeting.
- 2) Water usage May 10 – June 10 693 gallons received minimum bill \$42.80.
- 3) 2 May 2025 preconstruction meeting with Derrick Construction (Breakwater).
They should be onsite by the end of May.
- 4) 12 June 2025 spoke with Dylan with Derrick Construction they will not be on-site until after the 4th of July.

d) Smith Harbor

- 1) Move six power poles off the bulkhead.
- 2) 28 March 2025 received USACE permit.

e) Harbor of Refuge

- 1) 7 August 2024 LCI delivering material from Alamo Heights road project.

f) To Do List – Raymond Butler**ACTION ITEMS: NEW BUSINESS****6. DISCUSS DRAFT TARIFF CIRCULAR NO. 1**

- A copy of the Tariff Circular was given to the Port Commission members, and the Circular can be found in the meeting packet dated June 17th, 2025.

Agenda item was discussed.

No action taken.

ACTION ITEMS: LEASES**7. DISCUSS/REVIEW NEW ONE YEAR BOAT SLIP LEASE FOR POOR BOY'S BAIT IN SMITH HARBOR.**

Motion made by Commissioner Traylor

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

THAT, the Port Commission hereby establish to add another lease spot for Poor Boy's Bait stand per the draft lease agreement presented here. Location to be determined by Harbor Master.

Seconded by Commissioner Smith.

Motion passed by the following vote:

Voting Aye: Raymond Butler, Sue Traylor, Jamie O'Neil and Jerry Smith

Voting Nay: None

8. 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

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

COMMENTS

10. 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 vote.

Voting Aye: Raymond Butler, Sue Traylor, Jamie O'Neil and Jerry Smith

Voting Nay: None

The meeting was adjourned at 11:15 a.m.

These minutes were approved on July 15, 2025.

ATTEST:

Raymond Butler, Chairman

Oralia G. Munoz, Admin. Assist.