



## REGULAR PORT COMMISSION

Tuesday, March 15, 2022, 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   §

#### MINUTES OF 03/15/2022 REGULAR PORT COMMISSION MEETING

The agenda having been properly posted, Chairman Alex Davila called the meeting to order at 10:03 a.m. on Tuesday, March 15, 2022. Members attending were Commissioner David Roberts, Commissioner Mike McGuire, Commissioner Sue Traylor, and Commissioner Michael Kovarek. City Staff attending were, Interim City Manager Jody Weaver, Finance Director Susan Lang, Harbor Master Jim Rudellat and Rachel Garza. Visitors in attendance Matt Glaze, Urban Engineering.

**Absent Members:** Commissioner Larry Nichols and Commissioner Jamie O'Neil

#### CONSENT AGENDA

1. APPROVAL OF MINUTES

a) MINUTES OF FEBRUARY 15, 2022 - REGULAR MEETING.

*A motion was made to approve the minutes by Commissioner Mike McGuire, Seconded by Commissioner Sue Traylor.*

*Motion Carries.*

2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT

*Checklist submitted by Jim Rudellat, Harbor Master.*

#### 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
- f) Profit and Loss Cash Flow Report

*Agenda item discussed.*

*No action necessary and none taken.*

**4. RECEIVE STATUS REPORTS OF ON-GOING PROJECTS****City Harbor****a) Upper Dock Repairs - Presenter Matt Glaze**

*The handrails were delivered Friday (3-11-22) and scheduled to be installed.*

**b) Repairs to Tracts 9 and 10 - Presenter Jim Rudellat**

*March 4, 2022, Gonzales Contracting completed repairs at track 9.*

**c) Repairs of hill at Scully's - Presenter Jim Rudellat**

*February 16, 2022 Gonzales Contracting completed repairs behind Scully's.*

**Nautical Landings****d) TPWL grant for renovations to Breakwater - Presenter Matt Glaze**

*Urban has a scheduled conference call with TPWD at 10:00 am, 3/14/2022.*

**e) Improvements to the Nautical Landings Marina Building - Presenter Jim Rudellat**

*March 2, 2022, Barefoot Constructing completed door replacement and repaired the ceiling in the hallway at the south end of building.*

*March 4, 2022, Barefoot Construction completed deck board replacement and updated the sign at the front of building.*

*March 3, 2022, Marvelous Gardens trimmed palm trees and did some landscaping at the north end of the building.*

**Smith Harbor****f) Disposal of Dredge Materials at Smith Harbor - Presenter Jim Rudellat**

*No new updates.*

**g) CDBG-MIT Coastal Resilience Project / Restore Grant - Presenter Jody Weaver**

*Kick-off meeting with John Besterio, GLO grant manager. On March 28, 2022, we should be ready for the approval of the engineering agreement with Mott McDonald at a Special Council meeting. Once contract is executed, Mott McDonald will begin work to apply for the Army Corps of Engineers permit.*

*Scope includes construction of breakwater/living shorelines and enhancing the shorelines by creating marsh habitats and oyster reefs-fish habitats.*

*Restore: No new updates.*

**5. RECEIVE STATUS REPORTS ON SPECIAL PROJECTS****Harbor of Refuge****h) Voluntary Restoration of Harbor of Refuge Tract 16 - Presenter Jody Weaver**

*We received approval of our voluntary restoration plan last May. RLB agreed to complete the restoration work at no cost to the city, but that work was never completed. The work must be done without delay to avoid issues*

with TCEQ and/or the US Army Corps of Engineers. The work involves providing 18" of clay soil and 6" of topsoil over an area about 150'x95' and graded to drain.

Bids were solicited from 3 local contractors: Gonzales Contracting, Lester Contracting, and Sylva Construction. Contract was awarded to Lester Contracting for this restoration.

i) CRG Environmental updates - Presenter Jody Weaver

**Wetlands Determination in the old landfill area of the Harbor of Refuge:** I have contracted with CRG for a lump sum fee of \$5,600 to identify aquatic features within the property and provide a written report documenting those findings. We should have that report by the latter part of April.

**Surface Soil Sampling in Tracts 11/12:** As you recall an area of distressed vegetation was found on Tract 11/12 when a site inspection was done at the end of December 2021. I contracted with CRG for a lump sum fee of \$3,800 to take surface soil samples and perform a chemical analysis. Last Friday CRG notified me that they did get a "hit" on petroleum hydrocarbons in one sample. It was some older asphalt-like material. No PAH's (polycyclic aromatic hydrocarbon) were detected so nothing to be concerned about. They will write up a letter report for the file, but no additional action is required.

**Limited Phase II Environmental Site Assessment**

CRG was out collecting groundwater samples and met with the wetlands guy on Thursday March 10, 2022.

j) Downtown Waterfront Master Plan update report - Presenter Jody Weaver

On February 7<sup>th</sup> the Selection Committee met with representatives from LJA to review the proposed scope of the study and allow LJA to get a first-hand view of our waterfront assets. They recently submitted a professional services agreement and a work authorization proposal for \$50,000 as follows:

Initial consultation: \$5,000 estimate

Analysis and Needs Assessment: \$10,000 flat fee

Concept Plan: \$8,000 flat fee

Master Plan: \$25,000 flat fee

Reimbursable expenses: \$2,000 estimate

Council is expected to approve this Monday night and an initial site visit is tentatively set for March 31<sup>st</sup>; at which time they are independently assisting the Visioning Committee with discussions regarding the gateway's signs on Highway 35.

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

a) City Harbor

- 1) February 16, 2022, Gonzales Contracting completed repairs behind Scully's.
- 2) March 4, 2022, Gonzales Contracting completed repairs at track 9.
- 3) Waiting on handrail for the ADA ramp.

b) Nautical Landings Building

- 1) March 2, 2022, Barefoot Constructing completed door replacement and repaired Ceiling in the hallway at the south end of building.
- 2) March 4, 2022, Barefoot Construction completed deck board replacement and updated the sign at the front of building.
- 3) March 3, 2022, Marvelous Gardens trimmed palm trees and did some landscaping at the north end of the building.

## c) Nautical Landings Marina

- 1) *Awaiting sign and surrender title for Dominic Diodato.*
- 2) *Matt Estes City Attorney we have a probate court date on February 23, 2022. However, court date was canceled.*
- 3) *Abandon boat – No updates*
- 4) *Horizon Environmental has been onsite 0 times since last PC meeting.*

## d) Smith Harbor

- 1) *February 1, 2022, met with Gonzales Contracting look at the dredge spoils.*

## e) Harbor of Refuge

- 1) *Keith Schmidt with Alcoa; we had a meeting about the mulch.*
- 2) *Working on getting RLB trash piles removed.*
- 3) *March 10, 2022, CRG was on sight checking monitoring wells collecting groundwater*

**ACTION ITEMS: NEW BUSINESS**

7. ANNOUNCEMENT BY THE CHAIRMAN THAT THE PORT COMMISSION WILL RETIRE TO CLOSED SESSION

*Chairman Alex Davila, announced that Port Commission would “Pass” on closed session*

8. RETURN TO OPEN SESSION AND TAKE ANY ACTION NECESSARY ON ITEM DICUSSED IN CLOSED SESSION

*Chairman Alex Davila announced that there would be no action taken.*

**ADJOURNMENT**

*A motion was made by Commissioner Michael McGuire to adjourn the meeting. It was seconded by Commissioner David Roberts. The meeting was adjourned at 11:08 a.m.*