



REGULAR PORT COMMISSION MEETING

Tuesday, October 17, 2023, 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 October 2023, the Port Commission of the City of Port Lavaca, Texas, convened in regular session at 10:05 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
Raymond Butler	Commissioner / Secretary
Mike McGuire	Commissioner
Sue Traylor	Commissioner
Robert Knox	Commissioner
Larry Nichols	Commissioner

And with the following Commissioner absent:

Jaimie O'Neil	Commissioner
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CONSENT AGENDA

1. APPROVAL OF MINUTES

a) MINUTES OF SEPTEMBER 19, 2023 - 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 Regular Minutes of the Port Commission regular meeting held on October 17th, 2023, are hereby approved.

Seconded by Commissioner Butler.

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, Robert Knox, Sue Traylor, and Larry Nichols

Voting Nay: None

2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT

Motion made by Commissioner McGuire

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

THAT, the Harbor Master's Inspection Report of the Port Commission regular meeting held on October 17th, 2023, are hereby approved.

Seconded by Commissioner Butler.

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, Robert Knox, Sue Traylor, and Larry Nichols

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's meeting packet dated October 17, 2023.

Agenda item discussed.

No action was taken.

4. RECEIVE STATUS REPORTS

- a) Renovations to Nautical Landings Marina Breakwater - Presenter Jody Weaver

- Jody Weaver, Interim City Manager advised Commissioners, no updates at this time.
- b) CDBG-MIT Coastal Resilience Project - Presenter Jody Weaver
- A copy of the August and September 2023 Progress Report from Mott McDonald can be found in the Port Commission Packet dated October 17, 2023
 - <https://cleargov.com/texas/calhoun/city/port-lavaca/projects/7897/living-shoreline-breakwater--glo-cdbg-mit-coastal-resiliency-grant>
 - On the Projects Transparency page of the City's website, you will find a copy of the REVIEW set of the 30% Design drawings and Technical Memorandum under "Living Shoreline Breakwater" project.
- c) Restore Project - Presenter Jody Weaver
- Jody Weaver, Interim City Manager advised Commissioners, no updates at this time.
- d) Culvert Replacement Project #P-2024-019 - Presenter Jody Weaver

Port Commission Recommendation:

Council is interested in the Port Commission's recommendation as to whether they should dip into general fund reserves to pay the shortfall or reject these bids and plan on using CDBG-MIT funds or if need be, apply for EDA or other grant dollars in the near future. I think we would know whether the project has been approved by GLO by sometime in the first quarter of 2024.

A copy of this memo in its entirety can be found in the Port Commission's meeting packet dated October 17, 2023.

(1)

Motion made by Commissioner Nichols

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

THAT, Chairman Davila, makes recommendation to City Council that we move forward with the current bid for the Railroad Culvert Repairs.

Seconded by Commissioner Traylor.

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Sue Traylor, Robert Knox, and Larry Nichols.

Voting Nay: Mike McGuire

(2)

Motion made by Commissioner Butler

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

THAT, Chairman Davila, makes recommendation to City Council to appoint a Real-Estate Attorney to study Helena Chemical's lease with regard to the Rail Service.

Seconded by Commissioner Traylor.

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, Sue Traylor, Robert Knox, and Larry Nichols.

Voting Nay: None

5. RECEIVE STATUS REPORTS ON SPECIAL PROJECTS

a) Status report regarding Voluntary Restoration Project II at the Harbor of Refuge - Presenter Jody Weaver

- The CDBG-MIT grant application is due on October 20, 2023, and will include a request for funding of this Voluntary Shoreline Restoration (II) project at the Harbor of Refuge.

b) CRG Limited Phase II Environmental Site Assessment of the Harbor of Refuge Tracts 16, 17 and 17Ar - Presenter Jody Weaver

- Jody Weaver, Interim City Manager advised Commissioners field notes for the application Tracts of 16, 17 and 17A were not prepared. John Hogue was on vacation. However, once the deed restriction is filed, this will close this Phase II ESA.

c) Discuss proposed submittal of proposal to Matagorda Bay Mitigation Trust in response to Request for Proposals #2023-2024-01 - Presenter Jody Weaver

- Jody Weaver, Interim City Manager presented the Port Commission with a copy of the application that was submitted to the Matagorda Bay Mitigation Trust. The project identified is to make some enhancements to the Poor Boy's Bait area.
 - Bulkhead in front of Poor Boy's Bait area
 - deck for fishing and crabbing
 - provide transient public dock spaces – recreational only.
 - Concrete sidewalk.
 - Shared use path/Parking area lights
- Should hear back sometime in January 2024.

6. RECEIVE HARBOR MASTER'S OPERATIONS, PROMOTION/DEVELOPMENT ACTIVITY REPORT**a) City Harbor**

1. September 20, 2023, AIMS Companies completed CCTV storm drain inspection.

b) Nautical Landings Building

- 1) June 12, 2023, Barefoot Construction commenced work on the new electric service and siding replacement.
- 2) New lease for Spiretek International has been approved and finalized.

c) Nautical Landings Marina

- 1) October 13, 2023, Matt Estes boat was refloated and pulled out water.
- 2) Abandon boat – no new updates
- 3) Horizon Environmental has been onsite 17 times since the last PC meeting.

d) Smith Harbor

- 1) Jody Weaver will be submitting application to Matagorda Bay Mitigation Trust on October 16, 2023.

e) Harbor of Refuge

- 1) LCI has been hauling fill material & stockpiling.
- 2) Encore Dredging cleaning moving equipment to track 11.
- 3) RR drain culvert replacement – Refer to Agenda 4d.
- 4) Spoke to Hendry Schorr with Manson Dredging sent demand letter October 11, 2023 about dredge pipe.
- 5) Aerial spraying – no new updates

ACTION ITEMS: LEASES

7. DISCUSS NEW LEASE AGREEMENT FOR SPIRETEK INTERNATIONAL - PRESENTER JODY WEAVER

Motion made by Commissioner Nichols

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

PORT LAVACA, TEXAS:

THAT, Chairman Davila, makes recommendation to accept a new two (2) year lease as presented for Spiretek International with the following terms:

- Yearly MCI (actual) increase.
- Adjustment to the electricity fee.

Seconded by Commissioner Traylor.

Motion passed by the following vote:

Voting Aye: Alex Davila, David Roberts, Mike McGuire, Sue Traylor, Robert Knox and Larry Nichols.

Voting Nay: None

NEW BUSINESS

8. **DISCUSS PROPOSED REVISION TO NAUTICAL LANDINGS MARINA RULES -
PRESENTER JODY WEAVER**

Staff will continue to research and bring back information to the Port Commission.

Agenda item discussed.

No action necessary.

COMMENTS

9. **COMMENTS FROM THE COMMISSIONERS.**

Agenda item discussed.

No action necessary.

ADJOURNMENT

Commissioner Nichols made a motion to adjourn the meeting.

Commissioner Knox seconded this motion.

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, Sue Traylor, Robert Knox, and Larry Nichols.

Voting Nay: None

The meeting was adjourned at 11:51 a.m.

These minutes were approved on November 21, 2023.

ATTEST:

Alex Davila, Chairman

Rachel Garza, Admin Assist.