



# REGULAR PORT COMMISSION MEETING

Tuesday, May 19, 2026, at 3:30 PM

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 19<sup>th</sup> day of May 2026, the Port Commission of the City of Port Lavaca, Texas, convened in a regular session at 3:30 p.m. in the regular meeting place, City Council Chambers, at City Hall, 202 N. Virginia Street, Port Lavaca, Texas, with the following Commissioners in attendance:

### ROLL CALL:

Raymond Butler	Commissioner/Chairman
Jerry Smith	Commissioner/Secretary
Larry Nichols	Commissioner
Jamie O'Neil	Commissioner
Louis Rubio	Commissioner

And the following Commissioners absent:

Jim Ward	Commissioner
Laurie Harvey	Commissioner

Constituting a quorum for the transaction of business, at which time the following business was transacted.

### CALL TO ORDER

Chairman Raymond Butler called the meeting to order at 3:30 p.m. and presided.

**INVOCATION**

Commissioner Larry Nichols gave the invocation.

**PLEDGE OF ALLEGIANCE**

Chairman Raymond Butler led the Pledge of Allegiance.

**COMMENTS FROM THE PUBLIC** - *(Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).*

**CONSENT AGENDA**

*The Port Commission will consider the following items and take any action deemed necessary.*

**1. APPROVAL OF MINUTES**

**MINUTES OF THE APRIL 21, 2026 – REGULAR PORT COMMISSION MEETING**

Motion was made by Commissioner Louis Rubio.

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

THAT, the April 21<sup>st</sup>, 2026, minutes of the Regular Port Commission meeting held on May 19<sup>th</sup>, 2026, are hereby approved.

Seconded by Commissioner Jerry Smith.

Motion passed by the following votes:

Voting Aye: Raymond Butler, Jerry Smith, Larry Nichols, Louis Rubio and Jamie O’Neil.

Voting Nay: None

Motion carried.

**2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT  
RECEIVE HARBOR MASTER'S INSPECTION/MAINTENANCE REPORT FOR  
APRIL 2026.**

Motion was made by Commissioner Larry Nichols.

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

THAT, the Harbor Master's April 2026 Inspection Reports of the  
Port Commission Regular meeting held on May 19, 2026, are hereby  
approved.

Seconded by Commissioner Louis Rubio.

Voting Aye: Raymond Butler, Jerry Smith, Larry Nichols, Jamie O'Neil, and Louis Rubio.

Voting Nay: None.

Motion carried.

## **REPORTS**

**3. RECEIVE FINANCIAL REPORTS OF PORT REVENUE FUND**

- a) Tariff Report
- b) Account Aging Report
- c) Payment Report
- d) Profit and Loss Cash Flow Report
- e) Revenue and Expenditures
- f) Balance Report, Property Tax Distribution
- g) Purchase Order Report

- A copy of these reports, in their entirety, can be found in the Port Commission Meeting packet dated May 19, 2026.

Agenda item discussed.

No action taken.

#### 4. CITY MANAGER'S REPORT

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

##### 1. **Community Development Block Grant -Mitigation Coastal Resilience Living Shoreline Project :**

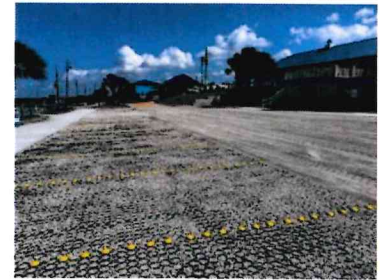
Maverick has submitted pay requests 1 (\$145,540.30) and 2 (\$252,780.52) for this project, which covers the purchase of the NATRX Reef Blocks. Both invoices have been submitted to the General Land Office for processing and reimbursement. The NATRX units are stored on site at the manufacturer's facility. There is a Temporary Storage and Access Agreement in place, which grants the City, Engineer, and Contractor the right of entry to the property to inspect the products as needed at their facility in Morgan City, LA. The products are being covered by the contractor's property insurance, as acknowledged in writing by the contractor's surety.

The latest report shows that the final shipment of NATRX units should be in the 3<sup>rd</sup> week of June. Maverick is currently working on the Preconstruction Survey and is preparing to mobilize at the end of May/early June to begin installation of the NATRX units and then follow with hauling the stockpiled dredged material from Smith Harbor to the new marsh site near the Veterans Memorial, probably beginning in July.

Work on the Rock Breakwater should start sometime in July.

2. **ReStore (cleanup of old barge(s) in Smith Harbor):** Taylor Marine is scheduled to mobilize on May 21 and have the cleanup complete and ready to demobilize on June 15-18, 2026.
3. **Community Development Block Grant – Mitigation Round 2 – Replacement of culverts under rail at Corporation Ditch and Voluntary Restoration of Harbor of Refuge Shoreline:**  
KSBR is expecting environmental clearance for the Harbor of Refuge Shoreline by mid-June and the Corporation Ditch (culverts) by mid-July.
4. **General Land Office Coastal Erosion Planning Response Act Grant (Harbor of Refuge Shoreline Protection):**  
We are working with Mott McDonald and the GLO to acquire a GLO lease of State Lands as needed for this project.

5. **Matagorda Bay Mitigation Trust Grant Downtown Waterfront Public Access Improvement:**



This project is nearing completion. There was a \$6,000 change order to add some stone as a retaining wall near the southeast corner of the building, where the slope was steeper than anticipated in the engineering design. Marvelous Gardens is working on a proposal to provide plants for the rain gardens and a separate price for our consideration of irrigation.

6. **Texas Department of Transportation Truck Route signs:**

The last report we have regarding the status of the post bases that we are waiting on is that the factory was waiting on them to be hot-dipped galvanized, and then they will ship out.

7. **Parking area on SBA Steel property at the Harbor of Refuge Boat Ramp:**

Sorry, there is no update on this item.

8. **Texas Department of Transportation Maritime Division:**

The grant application is due on July 15. Jim, Raymond, and I met with Matt Glaze a couple of weeks ago to look at the public dock and discuss a proposed project to apply for. We discussed a project to provide asphalt surfacing to the public dock and road improvements to the two access roads to/from the public dock. Matt is going to work on budget pricing for the application.

9. **2026-2027 Budget:**

**The Financial Policy for the 2025-26 year reads as follows:**

*Annually, an amount equal to the sum of all property taxes collected from the Port Commission-leased properties shall be transferred from the General Fund to the Ports and Harbors Fund, for which the 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.*

This policy was adopted by the Council for the 2024-25 and 2025-26 fiscal years after the Port Commission made the following recommendation to Council in a 5 to 1 vote on April 2, 2024: to transfer all Property Taxes that are collected from the Port Commission's leased properties to the Ports and Harbors Fund to be allocated to the Port Commission for expenditure. This amounts to

approximately \$100,000 in property tax dollars being transferred to the Ports & Harbors from the General Fund each year.

Council evaluates and adopts new Financial Management Policies for each new fiscal year. Council will consider the policies for the 2026-27 Budget at the June 8, 2026, Council meeting.

There have been some changes to both the Port Commission and City Council since this policy was adopted in April of 2024. Staff is asking the Port Commission to review this current policy and then provide a recommendation to Council for the 2026-27 fiscal year regarding this policy to transfer the property tax revenues generated from leased properties at the City's port facilities from the General Fund to the Ports & Harbors Fund (approx. \$100,000).

For your consideration, the Finance Director reports that the Ports & Harbors Fund has a fund balance equal to 1,238 days of operation, with a goal of 120 days. By contrast, the General Fund is around 230 days, with the same 120-day goal. (approx. \$30,000 of operating expenses a day in the general fund.

In reviewing this policy, I believe the Port Commission might consider first working toward the development of a comprehensive written Master Plan for all Ports & Harbors operations. This plan could be funded through possible grant opportunities or through existing Ports & Harbors funds, and would provide a strategic framework for identifying priorities, capital improvements, maintenance needs, and long-term operational goals. Until such a Master Plan is completed and adopted, it may be prudent to defer implementation of this transfer policy. Once the Master Plan is in place and a clearer strategy has been established for how these revenues would be utilized, the Port Commission and Council would be in a better position to evaluate the merits of dedicating these funds to the Ports & Harbors Fund.

This approach would encourage the Port Commission to focus on the development of a Comprehensive Master Plan and ensure that any dedicated funding is aligned with clearly defined long-term objectives for the City's port facilities.

### **Capital Improvement Plan (CIP):**

The CIP adopted last year actually showed no CIP expenditures planned for FY 2027-28. Planned projects for 2027-2028 were shown to be \$300,000 to dredge the Marina, \$250,000 to sandblast and coat the steel bulkhead of the low dock at City Harbor, and \$660,000 for repairs to Evelyn's dock.

As we've discussed, we are planning to apply to the MBMT for grant funds to reconstruct the bulkhead at the Harbor of Refuge.

Looking at the website of the Matagorda Bay Mitigation Trust, I see \$338,500 awarded for a boat ramp at the Port of Bay City, and \$457,000 awarded to Point Comfort for improvements to their boat ramp, and \$750,000 for construction of a new boat ramp to supplement Texas Parks and Wildlife Department funding in Matagorda County. Depending upon how much scope you want to accomplish at one time (boat ramp, parking/picnic, fishing access improvements), we probably need to plan a match of at least \$300,000 with an ask of \$500,000-\$600,000, although the actual expenditure would probably not occur until FY 2027-28.

Are there other projects you would like us to get costs for to consider for future CIP?

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

1. I spoke with Prestige Oysters & Matagorda Bay Fishing Cooperative, they have both identified areas in Lavaca Bay and San Antonio Bay to lease and build reefs on (New Lease Program with the State of Texas).

**B) Nautical Landings Building**

1. 22 May 2026 will have a bid opening for the Nautical Landings Building Dayroom Bathroom Facilities. We have 3 interested contractors.
2. Lester Contracting Inc. should complete the parking lot project by the end of the week of May 22.

**C) Nautical Landings Marina**

1. Horizon Environmental has not been on-site since the last Port Commission Meeting.
2. Maverick Constructors (Living Shoreline Project) should be mobilized by the end of May or early June.

**D) Smith Harbor**

1. 30 May 2026, Taylor Marine is scheduled to be on-site to commence cleaning up the derelict barges.

**E) Harbor of Refuge**

1. Matt Glaze with Urban Engineering is working on plans for the Harbor of Refuge boat ramp.
2. 11 May 2026, Tolunay-Wong Engineers, Inc. completed their Geotech field exploration for the inner shoreline project & Tract 11 erosion project CEPRA (Coastal Erosion Planning & Response Act Grant).
3. 5 May 2026, I spoke with Matt Salinas about cameras to put on AEP light poles. Received approval from AEP on May 13, 2026.

Chairman Butler asked for a motion to authorize construction and authorize staff to give approval for the construction of a concrete pad.

Motion made by Commissioner Larry Nichols

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

THAT, the Port Commission recommends moving forward with getting plans in place for the material handler pad for Harbor of Refuge, Tract 3, for Doug Stevens' Equalizer.

Seconded by Commissioner Jamie O'Neil.

Voting Aye: Raymond Butler, Jerry Smith, Larry Nichols, Jamie O'Neil, and Louis Rubio.

Voting Nay: None.

Motion carried.

**F) To Do List – Raymond Butler**

**ACTION ITEMS: NEW BUSINESS** – The Port Commission will consider the following items and take any action deemed necessary.

**6. HEAR PRESENTATION FROM KEVIN AND SASHA NEVAREZ REGARDING THEIR PROPOSED BUSINESS OPERATIONS AT 212 S. COMMERCE, ADJACENT TO SMITH HARBOR**

Agenda item discussed.

No action taken.

**7. DISCUSS THE PLANS FOR THE PROJECT ON THE NORTH SIDE OF SMITH HARBOR**

Agenda item discussed.

No action taken.

**8. DISCUSS PORT COMMISSION GOALS FOR THE BUDGET YEAR 2027.**

Agenda item discussed.

No action taken.

**9. DISCUSS 2026-2027 CAPITAL IMPROVEMENT PLAN**

Agenda item discussed.

No action taken.

**ACTION ITEMS: LEASES**

**COMMENTS**

10. COMMENTS FROM COMMISSIONERS

Agenda item discussed.

No action taken.

**ADJOURNMENT**

Chairman Raymond Butler asked for a motion to adjourn.

Motion made by Commissioner Larry Nichols to adjourn the meeting.

Seconded by Commissioner Jerry Smith.

Motion passed by the following votes:

Voting Aye: Raymond Butler, Jerry Smith, Larry Nichols, Jamie O'Neil, and Louis Rubio.

Voting Nay: None.

Motion carried.

The meeting adjourned at 5:37 p.m.

These minutes were approved on June 16<sup>th</sup>, 2026.

ATTEST:

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Raymond Butler, Chairman

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Oralia G. Muñoz