



REGULAR PORT COMMISSION MEETING

Tuesday, March 18, 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 18TH day of March 2025, the Port Commission of the City of Port Lavaca, Texas, convened in a regular session at 10:02 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
Robert Knox	Commissioner
Sue Traylor	Commissioner
Larry Nichols	Commissioner
Jamie O'Neil	Commissioner

And with the following Commissioner absent:

Raymond Butler	Commissioner / Secretary
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CONSENT AGENDA

1. APPROVAL OF MINUTES

A) MINUTES OF FEBRUARY 18, 2025 - 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 February 18th, 2025, minutes of the Regular Port Commission meeting held on March 18th, 2025 are hereby approved.

Seconded by Commissioner Traylor.

Motion passed by the following vote:

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

Voting Nay: None

Motion carries.

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

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 February 2025 Inspection Reports of the Port Commission Regular meeting held on March 18th, 2025, are hereby approved.

Seconded by Commissioner Traylor

Motion passed by the following vote:

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

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 March 18th, 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:

- TPWL Grant – Renovations to Nautical Landings Marina Breakwater

Derrick Construction had a delay in getting the contract documents back due to the hospitalization of a key employee. Matt Glaze has the contract documents executed by Derrick now and will get them to us for the Mayor's signature and schedule a pre-construction conference soon.

- CDBG-MIT Coastal Resiliency Living Shoreline Project

Attached is the latest Progress Report for the period Jan 1 – Feb 28, 2025 as well as a copy of the recently completed Coastal Boundary Survey required for this project.

- ReStore (cleanup of old barge(s) in Smith Harbor)

Our consultant Kim Griffith reports that the Nation-Wide Permit application was successfully submitted on February 19.

- CDBG-MIT Round 2 for use of funds for Replacement of culverts under rail at Corporation Ditch and Voluntary Restoration of Refuge Shoreline

I sent an email a couple weeks ago letting Council and the Port Commission know that the \$9.1M CDBGMIT Round 2 funding has finally been approved by GLO. The mayor should receive a contract via DocuSign soon. Next steps will be to award an engineering contract to Urban Engineering for the Harbor of Refuge Shoreline protection and to Mott McDonald for the Corporation ditch drainage culvert replacements.

- GLO CEPRA Grant (Harbor of Refuge Shoreline Protection)

We discussed this project with GLO on March 6. The application for the Army Corps permit for this project should be ready to submit this spring or early summer. It will take 12-18 months to receive a permit for construction. The plan is to apply for CEPRA funding for construction in May of 2027. If approved, the construction would probably be done in 2029. I received clarification today that contrary to what I was told when we applied for this funding 2 years ago, because this project is strictly shoreline protection, we DO NOT have to provide public access along the shoreline. This is good news for our future use and lease opportunities at the Harbor of Refuge.

- MBMT Grant Downtown Waterfront Public Access Improvement

Matt Glaze is trying to get an update from the COE on when we might expect a COE permit for the fishing dock and boardwalk along the seawall. If it should be coming soon, Council can consider making an application for construction funding of the boardwalk with GLO CMP due June 4.

- TxDOT Truck Route signs

I have reached out to TxDOT several times this month for an update on when a pre-construction conference will be scheduled. I heard back today and was told that the pre-construction conference has not yet been scheduled. This truck sign installation is included in this TxDOT project.

- Texas Ports Association

City of Port Lavaca Ports & Harbors is now finally shown on the front page of the TPA website as a Corporate Member of TPA www.texasports.org. Clicking on our logo takes you to the Ports & Harbors webpage on the City of Port Lavaca site. On there is a hyperlink to the Port Commission page where the Port Commissioners are listed as well as the agendas and minutes of the Port Commission meetings.

We are working on an exhibit each for The Harbor of Refuge Lease Tracts, the City Harbor Lease Tracts, and Nautical Landings Boat slips to link to from our Ports and Harbors page as well as other improvements to the page.

- TxDOT Maritime Division

<https://www.txdot.gov/about/divisions/maritime-division.html>

Then click the hyperlink Texas ports. We are listed under Shallow Draft as **City of Port Lavaca Ports & Harbors**, which takes the user to the City of Port Lavaca Ports & Harbors webpage. If you notice, other ports on the TxDOT page have a profile sheet. I recently had a conversation with Emily Schmidbauer with TxDOT and she tells me:

As I mentioned, the most recent version of the Texas Port Mission Plan (PMP) was approved last fall, but we are looking to begin developing the 90th Legislative Session Texas PMP this summer. During that process, our TxDOT project manager and project consultants will conduct interviews with y'all to develop a port profile, understand project needs, create any project profiles, etc. Should the state legislature provide funding to ports, we'll look to needs identified within the document for our Port Authority Advisory Committee to review and provide funding recommendations to the Texas Transportation Commission. The **Port Authority Advisory Committee** (PAAC) is a nine member body made up of seven port leaders, a Speaker of the House appointee, and a Lt. Governor appointee. They meet *at least* biannually. Project scoring is underway for the 89th Legislative Session PMP. All meetings are available to attend virtually and in person. I encourage y'all to attend as you're able - I've added you to our meeting distribution list and March meeting invitation. TxDOT Maritime also sends out a newsletter about once a quarter - I'd love to get you added to that as well.

At the next available opportunity, I'll work to schedule a time we can get out to see y'all, discuss your priorities and opportunities (very much appreciate your including the master/comprehensive plan), see the ports and harbors areas, and just generally learn more!

Talk soon,

EMILY SCHMIDBAUER

Program Coordinator

TEXAS DEPARTMENT OF TRANSPORTATION

Maritime Division

emily.schmidbauer@txdot.gov | 512-913-5923 | [TxDOT.gov](https://www.txdot.gov)

I did email this information to the Commission members earlier this month. The March PAAC meeting is on March 26 at 1:00 pm – 3:00 pm. Jim and I plan to attend virtually as is Robert Knox. I will forward the invite for anyone else that would like to attend, or you are free to join Jim and I at City Hall to attend virtually. When I receive the quarterly TxDOT Maritime newsletter, I will forward a copy to all commissioners.

<https://www.txdot.gov/content/dam/docs/maritime/port-profiles/maritime-pmp-book.pdf>

This is a link to the current PMP.

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

a) City Harbor

- 1) 13 March 2025 CH slip 1 & 2 big wash behind bulkhead have Barefoot Construction dug open the washed areas with excavator.

b) Nautical Landings Building

- 1) Barefoot Construction is working on the storm windows & door covers.
- 2) Working on a scope to replace six big windows south end front of building, identify availability windstorm regulations.
- 3) Water usage – continue to monitor

c) Nautical Landings Marina

- 1) Horizon Environmental has been onsite 16 times since last PC meeting.
- 2) Water usage – continue to monitor

d) Smith Harbor

- 1) Move six power poles off the bulkhead.

e) Harbor of Refuge

- 1) 13 March 2025 spoke with Gasper D Anna John Bludworth Shipyard about the dredge.
- 2) 7 March 2025 Gonzales Construction completed phase 2 spreading dirt.
- 3) 7 August 2024 LCI delivering material from Alamo Heights road project.
- 4) Weed control spraying – No updates.

ACTION ITEMS: NEW BUSINESS**6. DISCUSS DRAFT TARIFF CIRCULAR NO. 1- PRESENTED BY JODY WEAVER**

Agenda item discussed

No Action was taken

- A copy of the Tariff Circular can be found in the Port Commission meeting packet dated March 18th, 2025.

ACTION ITEMS: LEASES**7. 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

- Chairman Davila announced that Port Commission would retire into closed session at 11:01 am.

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

- Chairman Davila announced that Port Commission was back in open session at 12:03 pm.

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, in accordance with staff's recommendation to accept a 3-year lease and includes \$9,000.00 for both tracts and dockage for things over 14 days with a minimum of 2% MCI.

Seconded by Commissioner O'Neil.

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

Voting Nay: Commission McGuire.

Motion Carries.

COMMENTS

9. COMMENTS FROM COMMISSIONERS

Agenda Item discussed.

No action was taken.

ADJOURNMENT

Commissioner Nichols made a motion to adjourn the meeting.

Commissioner Traylor seconded the motion.

Motion passed by the following vote:

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

Voting Nay: None

The meeting was adjourned at 12:05 pm.

These minutes were approved on April 15, 2025.

ATTEST:

Alex Davila, Chairman

Oralia G. Munoz, Admin. Assist.