



## REGULAR PORT COMMISSION MEETING

Tuesday, December 21, 2021, 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 12/21/2021 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, December 21, 2021. Members attending were Commissioner David Roberts, Commissioner Mike McGuire, Commissioner Sue Traylor, Commissioner Michael Kovarek, Commissioner Larry Nichols, and Commissioner Jamie O'Neil. City Staff attending were, Interim City Manager Jody Weaver, Finance Director Susan Lang, Harbor Master Jim Rudellat and City Secretary Mandy Grant. Visitors in attendance Matt Glaze, Urban Engineering.

#### CONSENT AGENDA

1. APPROVAL OF MINUTES

- a) MINUTES OF NOVEMBER 16, 2021 - REGULAR MEETING.
- b) MINUTES OF DECEMBER 1, 2021 - SPECIAL MEETING.
- c) MINUTES OF DECEMBER 7, 2021 - SPECIAL MEETING.

*A motion was made to approve all minutes by Commissioner Mike McGuire, Seconded by Commissioner David Roberts.  
Motion Carries.*

2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT

*Checklist submitted by Jim Rudellat, Harbor Master.  
A motion was made to approve the checklist by Commissioner Mike McGuire, Seconded by Commissioner Sue Traylor.  
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
- f) Requested Custom Reports

*Agenda item discussed.*

*No action necessary and none taken.*

**4. RECEIVE STATUS REPORTS OF CAPITAL IMPROVEMENT PROJECTS****a) Upper Docks at City Harbor - Presenter Matt Glaze**

*The contractor has completed the upper dock portion and is working on the ramp. The existing culvert was excavated and inspected. Staff repaired leaking joints in the concrete pipe and backfilled with cement stabilized sand.*

**b) Renovations to Nautical Landing Marina Breakwater, TPWL Grant  
- Presenter Matt Glaze**

*The plans are complete awaiting Texas Parks and Wildlife approval to bid the project. Urban Engineering submitted required documents on Texas Parks & Wildlife online system.*

**c) Disposal of dredge materials at Smith Harbor - Presenter Jim Rudellat**

*The project is complete. We are waiting on Derrick Construction to complete the closeout documents.*

**d) Repairs at Tracts 9 and 10 – Presenter Jim Rudellat**

*Motion was made to authorize the City to move forward with the repairs to Tract 9 and Tract 10. Motion was made by Commissioner David Roberts and Seconded by Commissioner Sue Traylor. Motion carries.*

**e) Repair of hill at Scully's – Presenter Jim Rudellat**

*Motion was made to authorize the City to move forward with the repairs to Scully's. Motion was made by Commissioner Mike McGuire and Seconded by Commissioner David Roberts. Motion carries.*

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

*December 21<sup>st</sup>, Barefoot Construction will start the door replacement.*

**g) Moorings for Poor Boy's Bait – Presenter Jim Rudellat**

*Motion was made to authorize the City to move forward on Poor Boy's Bait. Motion was made by Commissioner Sue Traylor and Seconded by Commissioner Michael Kovarek. Motion carries.*

h) CDBG-MIT Coastal Resilience Project / Restore Project – Presenter Jody Weaver

*We are still waiting on receipt of the grant contract documents from the GLO for this 13.6M CDBG-Mitigation Grant. There is no action to be taken until we receive this contract from the GLO. After that we can begin negotiations with the selected engineer, Mott McDonald, for professional engineering services for the project.*

*Restore: The revised application has been submitted and we are still waiting on its review by TCEQ.*

## 5. RECEIVE STATUS REPORTS ON SPECIAL PROJECTS

a) Voluntary Restoration of disturbed final cover at the Harbor of Refuge  
Tract 16 - Presenter Jody Weaver

*CRG Environmental is scheduled to be on site on December 30<sup>th</sup> to record the condition of the property that has been leased by RLB Contracting, including this area involved in the voluntary restoration, prior to the lease being taken over by Encore Dredging.*

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

*CRG has presented a proposal for the Phase II Soil and groundwater sampling and lab analysis required in order to have the information to respond to TCEQ's RFI. The total cost of this additional work is \$29,284.00. At the December City Council meeting, Council approved acceptance of the proposal and authorized General Fund dollars to be provided to the Port Revenue Fund for this expenditure, which this amount is to be reimbursed to the General Fund at a later date.*

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

## a) City Harbor

*Gonzales contracting gave me a price to make the repairs to the washed areas behind Scully's.*

*Gonzales Contracting gave a price to make repairs to the washed-out areas behind the bulkhead on Tract 9, waiting on a couple of more bids.*

*December 13<sup>th</sup> Staff Concrete poured the upper dock and is working on the ADA ramp on the south end of the upper dock.*

## b) Nautical Landings Building

*December 21<sup>st</sup>, Barefoot Construction will start the door replacement.*

## c) Nautical Landings Marina

*Dominic Diodato - Awaiting signature and surrender of title.*

*Matt Estes - City Attorney is getting signatures from family.*

*Horizon Environmental been onsite zero (0) times since the last PC meeting.*

## d) Smith Harbor

*Poor Boy's Bait needs five (5) pilings, obtaining bids.*

## e) Harbor of Refuge

*Acquiring cost for mulch loading & hauling to Victoria Landfill.*

*Chief Rangnow has found the cameras and is waiting on a presentation.*

7. RECEIVE PRESENTATION FROM GIS ENGINEERING - PRESENTER JIM RUDELLAT

*Motion was made to authorize the City to hire GIS Engineering, LLC to provide Engineering services.*

*Motion was made by Commissioner Larry Nichols and Seconded by Commissioner Jamie O'Neil.*

*Motion carries.*

**RECEIVE REPORTS AND DISCUSS STATUS OF LEASES**

## 8. REVIEW PROPOSALS FOR TRACT 3 AND TRACT 7 FOR THE HARBOR OF REFUGE.

*Motion was made to accept Encore's bid for Tract 3 and Tract 7, Harbor of Refuge.*

*Motion was made by Commissioner Sue Traylor and Seconded by Commissioner Jamie O'Neil.*

*Nay – Commissioner Mike McGuire*

*Absent – Commissioner Larry Nichols*

*Motion carries.*

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

*Chairman Alex Davila, announced that Port Commission would retire into closed session at 11:10 a.m.*

## 10. RETURN TO OPEN SESSION AND TAKE ANY ACTION NECESSARY ON ITEM DISCUSSED IN CLOSED SESSION

*Chairman Alex Davila announced that Port Commission was back in open session at 11:55 a.m. and there would be no action taken with regard to matters discussed in closed session.*

**COMMENTS**

## 11. COMMENTS FROM COMMISSIONERS

*No Comments*

**ADJOURNMENT**

*A motion was made by Commissioner David Roberts to adjourn the meeting. It was seconded by Commissioner Michael Kovarek. The meeting was adjourned at 11:59 A.M.*