



PORT COMMISSION MEETING

Thursday, January 23, 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 23rd day of January 2025, the Port Commission of the City of Port Lavaca, Texas, convened in a regular session at 10:04 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
Larry Nichols	Commissioner

And with the following Commissioners absent.

Robert Knox	Commissioner
Sue Traylor	Commissioner
Jamie O'Neil	Commissioner

CONSENT AGENDA

1. APPROVAL OF MINUTES

A) MINUTES OF DECEMBER 17, 2024 - 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 December 17th, 2024, minutes of the Regular Port Commission meeting held on January 23rd, 2025 are hereby approved.

Seconded by Commissioner Butler

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, and Larry Nichols.

Voting Nay: None

Motion carries

2. RECEIVE HARBOR MASTER'S INSPECTION / MAINTENANCE REPORT FOR DECEMBER 2024.

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 December 2024 Inspection Reports of the Port Commission Regular meeting held on January 23rd, 2025, are hereby approved.

Seconded by Commissioner Butler

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, and Larry Nichols.

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 January 23rd, 2025.

Agenda item discussed.

No action taken.

4. CITY MANAGER'S REPORT

- **CDBG-MIT Coastal Resilience Living Shoreline Project**

The engineers have completed the 70% design drawings and are working on the 95% design drawings and are beginning to put the final bid package together so once we receive COE approval we can bid. There has been no further communication from COE on this project, so as far as we know, it is proceeding through the steps at the COE. Raymond Butler has been included in the plan reviews. If others would like to look at the 70% plans, they can be downloaded at the following link. <https://cleargov.com/texas/calhoun/city/port-lavaca/projects/7897/living-shoreline-breakwater-glo-cdbg-mit-coastal-resiliency> The latest Monthly Progress Report is attached.

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

Our consultant Kim Griffith is working on the bid package – We are working to get her front-end contract documents for inclusion in the bid package. I believe we are expecting to have authorization to bid the project this spring.

- **CDBG-MIT Round 2 Application for use of funds**

All RFI's have been submitted and we are waiting on action for the GLO.

- **Replacement of culverts under rail at Corporation Ditch (Harbor of Refuge)**

As you recall, we have made application to utilize part of our allocation of CDBG-MIT Round 2 funds to construct this project. As soon as we fully execute the GLO funding contract (see note above), we will execute a contract with Mott McDonald for the engineering of this project to start ASAP.

- **GLO CEPRA GRANT (Harbor of Refuge Shoreline Protection):**

I had a meeting with Mott McDonald and the GLO on December 19 to review the draft copy of the Coastal Engineering and Alternative Analysis report. As soon as I get the final report, I will share with the Port Commission.

- **MBMT Grant Downtown Waterfront Public Access Improvement:**

We have had no further communication from the COE since the last set of RFI's. So the COE is working through their process to complete the internal review with the Navigation branch, operations branch, and historic properties coordinator. The MBMT has reimbursed our engineering expenses to date.

- **TxDOT Truck Route signs.**

I met with TxDOT on a different matter last week and asked for an update on their installation of their portion of the truck signs required to instate our Truck route ordinance. They have added this scope to a project to update the signals at various intersections on SH 35. This project was let in November, but a contract has not been executed yet. They are working to get me an update and notify us when a preconstruction conference is scheduled. We are responsible for the large signs and they the smaller ones. All should be installed within the same time frame so as not to cause confusion among the truck drivers.

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

a) **City Harbor**

- 1) CH slip 1 & 2 (big wash) behind the bulkhead - Gonzales Construction has been asked to backfill the area.

b) **Nautical Landings Building**

- 1) Barefoot Construction working on the storm covers.
- 2) 15 Jan 2025 bid opening for breakwater project, Derrick Construction low bidder \$445,162.00, Shirley & Sons Construction \$495,320.00 & J&S Contractors \$545,099.94.
- 3) Working on a scope to replace six big windows south end front of building, identify availability windstorm regulations.

c) **Nautical Landings Marina**

- 1) Horizon Environmental has been onsite 13 times since last PC meeting.
- 2) Received lease renewals from Marina tenants

d) **Smith Harbor**

- 1) Gonzales Construction is going to repair the road and mud holes.

e) **Harbor of Refuge**

- 1) 15 Jan 2025 spoke with Kevin Frankie with Rexco wanting to move mulch to Alcoa. Republic Services plans to have the brush mulched by mid-February.
- 2) 27 August 2024 LCI delivering material from Alamo Heights Road Project.
- 3) Weed control spraying – no updates.

ACTION ITEMS: LEASES

6. ANNOUNCEMENT BY CHAIRMAN THAT PORT COMMISSION WILL RETIRE INTO CLOSED SESSION:
 - Chairman Davila announced that Port Commission would retire into closed session at 11:20 am.

7. 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 11:23 am.

Agenda item discussed

No Action was taken.

ACTION ITEMS: NEW BUSINESS

8. **REVIEW BIDS FOR THE NAUTICAL LANDINGS BREAKWATER PROJECT AND MAKE RECOMMENDATION TO COUNCIL - PRESENTER JODY WEAVER**
 - The following is a memo, in its entirety, from Jody Weaver Interim City Manager:

Background:

We received bids for the above referenced project on January 15. 3 bids were received as indicated on the attached bid tabulation. The Low Bidder is Derrick Construction with a bid of \$445,162.00 and 90-day construction time to substantial completion.

Financial Implication:

There is budgeted a total of \$167,000 as match to a 500,000 TPWL grant, for a total of \$667,000, so there are available funds to award the project.

Understand that the TPWL project is a 75/25 reimbursable grant. So, if the final contract amount is \$445,162, then the grant dollars would be \$333,871.50 and our match will be \$111,290.50.

Recommendation:

Staff concurs with Urban Engineering in recommending to the Port Commission to recommend to City Council an award of a construction contract to Derrick Construction in the amount of \$445,162.00.

- A copy of the Bid Tabulation can be found in the Port Commission meeting packet dated January 23rd, 2025.

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 present to City Council to accept the bid proposal from Derrick Construction.

Seconded by Commissioner Nichols

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, and Larry Nichols.

Voting Nay: None

Motion carries

9. DISCUSS ESTABLISHING/PERMITTING MOORING SPACES ALONGSIDE THE BULKHEAD ALONG TRACT 1 OF CITY HARBOR ADJACENT TO THE ENTRANCE CHANNEL - PRESENTER JODY WEAVER

- On Raymond Butler's To Do List is to discuss possible mooring spaces along Tract 1 of City Harbor.
- There have been occasions in the past where boaters have wanted to tie up to this dock on a temporary basis while visiting Scully's and more recently, a smaller boat was parked there associated with a crew boat that was paying for monthly dockage.
- The question is whether the Port Commission wants to establish docking/mooring spaces alongside the Tract 1 dock for transient use.

The fees we currently have in place are:

- Daily Fleeting/Mooring: fleeted vessels, equipment or materials other than barges) \$250/day
- Daily Dockage for self-propelled and non-self-propelled vessels
<75 ft = \$75; 75ft to 100 ft = \$1250; 101 ft to 20 ft = \$200; >200 ft = \$250
- Do we need a separate Commercial Vessel Dockage Daily Rate? Or do we use the Daily rates shown above for fishing vessels too.

Agenda item discussed

No Action was taken.

10. **DISCUSS STATUS REPORT FROM THE TARIFF DEVELOPMENT COMMITTEE -
PRESENTER 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 January 23rd, 2025.

11. **HEAR REPORT FROM SELECT COMMITTEE ON POSSIBLE CHANGES TO
PORT COMMISSION**

Tabled to the next Regular Port Commission meeting on February 18th, 2025.

- The Port Commission requested that the City Council Workshop, that was originally scheduled for January 27th to be canceled and rescheduled at a later date.

COMMENTS

12. **COMMENTS FROM COMMISSIONERS**

Agenda item discussed.

No action taken.

ADJOURNMENT

Commissioner Nichols made a motion to adjourn the meeting.

Commissioner Butler seconded this motion.

Motion passed by the following vote:

Voting Aye: Alex Davila, Raymond Butler, Mike McGuire, and Larry Nichols.

Voting Nay: None

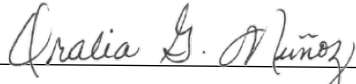
The meeting was adjourned at 11:25 a.m.

These minutes were approved on February 18th, 2025.

ATTEST:



Alex Davila, Chairman



Oralia G. Munoz, Admin Assist.