



CITY COUNCIL SPECIAL AND WORKSHOP MEETING

Monday, May 24, 2021 at 5:30 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 24th day of May, 2021, the City Council of the City of Port Lavaca, Texas, convened in a special and workshop session at 5:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

Jack Whitlow
Jerry Smith*
Tim Dent
Allen Tippit
Rosie G. Padron
Jim Ward

Mayor
Councilman, District 1
Councilman, District 2
Councilman, District 3
Councilwoman, District 4, Mayor Pro Tem
Councilman, District 5

*Smith arrived 6:15 p.m. during workshop item #1.

And with the following absent:

Ken Barr

Councilman, District 6

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

I. CALL TO ORDER

- Mayor Whitlow called the meeting to order at 5:38 P.M. and presided.

II. COMMENTS FROM THE PUBLIC

- Mayor Whitlow asked for comments from the public and the following citizen spoke:
 - Luis De La Garza of 101 Blackstone Place commented on drainage after heavy rains.

III. ACTION ITEMS – *(Council will consider/discuss the following items and take any action deemed necessary)*

1. **Consider appointment and/or re-appointment of member(s) to the Port Commission Board to fill a vacancy and serve a term of two (2) years. Presenter is Jody Weaver**

Interim City Manager Weaver advised Council that there was a vacancy on the Port Commission Board due to Raymond Butler resigning. She said she had received a letter of interest from Larry Nichols to serve on the Board. She also said that this could also be a time to consider re-appointments of Alex Davila whose term is up this month and Mike McGuire, whose term would be up in July.

Motion made by Councilman District 5 Ward

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

THAT, Council hereby appoints Larry Nichols to the Port Commission Board to fill a vacancy and serve a term of two (2) years.

Seconded by Councilman District 3 Tippit.

Voting Yea:

Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 Padron,
Councilman District 5 Ward

Note: Councilman Smith arrived during Workshop Item #1

A second Motion made by Councilman District 2 Dent

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

THAT, Council hereby re-appoints Alex Davila and Mike McGuire to the Port Commission Board to serve a new term of two (2) years, beginning at the end of their current term, respectfully, end of June 2021 for Davila and end of July 2021 for McGuire.

Seconded by Councilwoman District 4 Padron.

Voting Yea:

Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 Padron

Voting Nay:

Councilman District 5 Ward

Note: Councilman Smith arrived during Workshop Item #1

2. Consider authorizing staff to request assistance with a new Water and Sewer Rate Study through the Public Utilities Commission Financial and Managerial Assistance Program. Presenter is Susan Lang

Finance Director Lang advised Council that the last Water and Sewer Rate Study performed for the City is dated September 2013 and based upon certain givens and assumptions for capital improvements, it provided a recommended schedule of water and sewer rates through Fiscal Year End (FYE) 2023. We are nearing the end of the extents of this study and there have been many changes since 2013, so as has been mentioned to Council before, we were considering sending out Request for Proposals (RFP's) for a new Rate Study. However, with the lost data and other issues we have and continue to deal with because of the Malware Attack last year, we realized that we will not have the complete data that is typically necessary for an extensive and long-term rate study.

The Public Utility Commission offers free Financial, Managerial and Technical (FMT) services, such as utility rate studies, to small municipalities upon request. Jody has taken advantage of these services while working with other water districts like Port O'Connor and Bloomington. This study is not as comprehensive as one that we would contract for \$25,000-\$30,000 but would be a useful tool to make sure our rates are adequate to cover our costs today and planned capital improvements.

For the city to take advantage of the State's generosity, the staff at the Public Utility Commission (PUC) have asked for some type of reassurance that the City Council will utilize the recommendations provided through the State-funded rate study. We have talked with Superior Management, the State's professional consulting firm who will be conducting the rate study, and they have assured us that they would be able to extrapolate the necessary data based upon our old data (from several years ago) and calculate what they refer to as a "base-line" for rates from which we can build upon. Once we compile more data, we can then utilize the base-line rate study to facilitate a more comprehensive study that will be needed in the near future once anticipated changes in the cost of our treated water supply are better know.

One major caveat is that the City will also need to invest in new water meters more suitable for the type of water and conditions along the coastal areas. It has been determined that our water possesses more sediment and sand which cause the current water meters to stop registering and require the meters to be replaced more frequently than normal. Once we begin replacing our water meters with a more durable and accurate devices, we should be able to recover more consumption history that is currently being lost, which is on top of the lost data.

Again, staff would like to recommend the City Council to reflect their support of, and commitment to utilize the recommendations of the Utility Rate Study offered by the PUC under the FMT Program.

Motion made by Councilman District 2 Dent

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

THAT, Council hereby authorizes the Interim City Manager to send a letter to the staff at the Public Utility Commission (PUC) assuring them that the City will utilize the recommendations provided through the State-funded rate study.

Seconded by Councilman District 3 Tippit

Voting Yea:

Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 Padron,
Councilman District 5 Ward

Note: Councilman Smith arrived during Workshop Item #1

IV. ADJOURN SPECIAL MEETING

Mayor asked for motion to adjourn.

Motion made by Councilman District 3 Tippit, Seconded by Councilwoman District 4 Padron

Voting Yea: Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 Padron, Councilman District 5 Ward

Note: Councilman Smith arrived during Workshop Item #1

Special Meeting adjourned at 5:59 p.m.

WORKSHOP AGENDA:

V. CALL TO ORDER

- Mayor Whitlow called the meeting to order at 5:59 P.M. and presided.

VI. COMMENTS FROM THE PUBLIC - *Comments will be limited to three (3) Minutes per individual unless permission to speak longer is received in advance*

- Mayor Whitlow asked for comments from the public and there were none.

VII. ITEMS FOR DISCUSSION - *Council will discuss the following items*

1. Receive Power-point presentation of annual Police Department Activity Report for 2019-2020. Presenter is Colin Rangnow

Council discussed this workshop item.

No action was taken.

2. Receive presentation of iWorks Public Works software program. Presenter is Wayne Shaffer

Council discussed this workshop item.

No action was taken.

3. **Discuss operations of the Lighthouse Beach RV Park and beach park. Presenter is Wayne Shaffer**

Council discussed this workshop item.

No action was taken.

4. **Conduct Council Cyber Security Training. Presenter is Jody Weaver**

Council discussed this workshop item.

No action was taken.

VIII. ADJOURN WORKSHOP

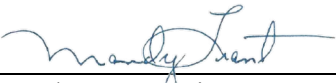
Mayor asked for motion to adjourn.

Motion made by Councilman District 5 Ward, Seconded by Councilman District 2 Dent.

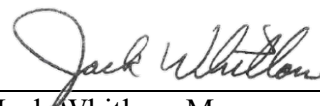
Voting Yea: Councilman District 1 Smith, Councilman District 2 Dent, Councilman District 3 Tippit, Councilwoman District 4 Padron, Councilman District 5 Ward

Workshop adjourned at 8:28 p.m.

These minutes were approved on June 14, 2021.



Mandy Grant, City Secretary



Jack Whitlow, Mayor