



PORT COMMISSION SPECIAL MEETING

Wednesday, July 21, 2021 at 5:00 PM
Electronically through Zoom

PUBLIC NOTICE OF MEETING

The following item will be addressed at this or any other meeting of the Port Commission upon the request of the chairman, any member(s) of Port Commission and/or the City Attorney:

Announcement by the Chairman that Port Commission will retire into closed session for consultation with City Attorney on matters in which the duty of the attorney to the Port Commission under the Texas disciplinary rules of professional conduct of the state bar of Texas clearly conflicts with the open meetings act (title 5, chapter 551, section 551.071(2) of the Texas government code).

(All matters listed under the Consent Agenda item are routine by the Port Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.)

AGENDA

Port Commission will consider/discuss the following items and take any action deemed necessary.

COVID-19 MEETING PROCEDURE

Public notice is hereby given that the Port Commission of the City of Port Lavaca, Texas, will hold a meeting WEEKDAY, MONTH DAY, 2021 beginning at 10:00 a.m., at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas to consider the following items of business:

Due to COVID-19 concerns, social distancing guidelines will be encouraged for in-person attendance. The meeting will also be available via the video conferencing application "ZOOM".

Join Zoom Meeting:

<https://us02web.zoom.us/j/84218358835?pwd=cU80VjdyZmRvWnNJZm0yMmJXTTBzd09>

Meeting ID: 842 1835 8835

Passcode: 417493

One Tap Mobile

*+13462487799,,84218358835#,,, *417493# US (Houston)*

Dial by your location

+1 346 248 7799 US (Houston)

CALL TO ORDER

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 on Zoom by logging on with your computer and/or smart phone as described in the zoom invitation below or on Facebook Live through the comment section, which will be monitored and answered. As appropriate.*

CONSENT AGENDA

1. DISCUSS THE 5 YEAR CAPITAL IMPROVEMENT PLAN FOR THE PORT REVENUE FUND. Presenter Jody Weaver
2. DISCUSS RATE & FEE SCHEDULE FOR 2021-2022. Presenter Jody Weaver

ADJOURNMENT**CERTIFICATION OF POSTING NOTICE**

This is to certify that the above notice of a regular meeting of The Port Commission of The City of Port Lavaca, scheduled for **Wednesday, July 21, 2021**, beginning at 5:00 p.m., was posted at city hall, easily accessible to the public, as of **5:30 p.m. Friday, July 16, 2021**.

Rachel Garza, *Administrative Assistant*

ADA NOTICE

The Port Lavaca City Hall and Council Chambers are wheelchair accessible. Access to the building is available at the primary north entrance facing Mahan Street. Special parking spaces are located in the Mahan Street parking area. In compliance with the Americans with Disabilities Act, the City of Port Lavaca will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact City Secretary Mandy Grant at (361) 552-9793 Ext. 230 for assistance.

COMMUNICATION

SUBJECT: DISCUSS THE 5 YEAR CAPITAL IMPROVEMENT PLAN FOR THE PORT REVENUE FUND. Presenter Jody Weaver

INFORMATION:

City of Port Lavaca
Annual Budget
FY 2021-2022

Port Revenue Fund

Fund: 504

Revenue and Expenditure Summary

Description	Actual 2019-2020	Budget FY 2021	Estimate FY 2021	Budget 2021-2022	Percent +/-
436.01 City Harbor-Dock Lease	\$124,335	\$95,000	\$107,660	\$100,000	5.26%
436.10 Har Refuge-Dock Rental	\$33,540	\$0	\$41,485	\$41,000	
436.11 Har Refuge-Dock Leases	\$233,682	\$247,000	\$275,580	\$215,000	-12.96%
436.12 Tariffs	\$104,277	\$130,000	\$114,061	\$100,000	-23.08%
436.20 N L Dock Rent-Transient	\$575	\$1,000	\$546	\$500	-50.00%
436.21 N L - Dock Lease	\$94,370	\$85,000	\$83,389	\$80,000	-5.88%
436.22 N L - Bldg Lease	\$44,063	\$50,000	\$70,515	\$70,000	40.00%
436.23 N L - Bldg Rental	\$4,650	\$5,000	\$1,150	\$1,000	0.00%
436.24 Smith Harbor Rent	\$3,500	\$8,500	\$0	\$0	0.00%
422.01 Late Payment Penalties	\$0	\$0	\$0	\$0	
451.01 Interest Income	\$19,258	\$5,000	\$764	\$500	-90.00%
455.01 Other Financing Source	\$0	\$0	\$0	\$0	0.00%
459.10 2018 C.O. Proceeds	\$0	\$0	\$0	\$0	
459.11 Auction Proceeds	\$0	\$0	\$0	\$0	0.00%
459.12 TML Reimbursements	\$0	\$0	\$0	\$0	0.00%
459.71 Washer-Dryer Income	\$467	\$150	\$262	\$150	0.00%
459.90 Miscellaneous	\$1,633	\$0	\$0	\$0	
459.92 Equity Balance Forward	\$0	\$1,331,125	\$0	\$0	-100.00%
481.01 General Land Office Revenue		\$0	\$0	\$0	0.00%
482.01 Capital Contributions		\$0	\$0	\$0	0.00%
493.00.1 Xfer In - Fund 001		\$0	\$0	\$0	0.00%
Total Revenues	\$664,350	\$1,957,775	\$695,412	\$608,150	-68.94%
Port Expenditures	\$873,779	\$1,927,576	\$1,801,203	\$593,735	-69.20%
Total Expenditures	\$873,779	\$1,927,576	\$1,801,203	\$593,735	-69.20%
Revenue Over (Under) Expenditures	(\$209,429)	\$30,199	(\$1,105,791)	\$14,415	
Prior Year Balance **	<u>\$2,175,977</u>	<u>\$1,966,548</u>	<u>\$1,966,548</u>	<u>\$860,757</u>	
Anticipated Balance	<u>\$1,966,548</u>	<u>\$1,996,747</u>	<u>\$860,757</u>	<u>\$875,172</u>	
Less Fund Balance Reserve	(244,518)	(394,192)	(350,123)	(197,912)	
Remaining for Capital Projects	1,722,030	1,602,555	510,634	677,260	
Fund Bal as % of Exp	225.06%	103.59%	47.79%	147.40%	
Fund Bal in Days	821	378	174	538	

** - Working Capital Basis

City of Port Lavaca
Annual Budget
FY 2021-2022

Port Revenue Fund
Expenditure Detail

Fund: 504

	Description	Actual 2019-2020	Budget FY 2021	Estimate FY 2021	Budget 2021-2022	Percent + / (-)
507-0536.504	Cable & Internet	\$1,429	\$1,500	\$1,500	\$1,500	0.00%
	0070 Technology Services	\$1,429	\$1,500	\$1,500	\$1,500	
50800533.20	Contracted Serv-City	\$38,575	\$0	\$36,500	\$25,000	100.00%
50800542.21	R & M- Infrs-City Harbor	\$398	\$0	\$0	\$1,000	100.00%
50800543.22	R & M-Bldg. - City Harbor	\$1,353	\$0	\$0	\$1,000	100.00%
50800543.24	R & M-Improv OTB-City Harbor	\$0	\$0	\$0	\$0	100.00%
	0800 City Harbor	\$40,326	\$0	\$36,500	\$27,000	
50820533.20	Contracted Serv-HOR	\$20,000	\$0	\$32,300	\$25,000	100.00%
50820542.21	R & M- Infrastructure	\$136	\$0	\$0	\$1,000	100.00%
	0820 Harbor of Refuge	\$20,136	\$0	\$32,300	\$26,000	
50840533.20	Contracted Serv-Smith	\$8,172	\$50,000	\$1,500	\$50,000	0.00%
50840542.21	R & M-Infrs-Smith	\$0	\$0	\$0	\$1,000	100.00%
	0840 Smith Harbor	\$8,172	\$50,000	\$1,500	\$51,000	
50860533.20	Contracted Serv- NL Marina	\$0	\$0	\$0	\$10,000	100.00%
50860542.03	R & M- Building- NL Ma	\$2,637	\$0	\$120	\$1,000	100.00%
50860542.21	R & M- Infrs- NL Mar	\$6,080	\$0	\$5,250	\$1,000	100.00%
50860542.25	R & M- Build (Nautical	\$3,002	\$0	\$0	\$1,000	100.00%
50860543.26	R & M- Infrs- NL Mar	\$0	\$0	\$0	\$1,000	100.00%
50860543.27	R & M- Improv OTB- NL	\$1,618	\$0	\$0	\$1,000	100.00%
	0860 Nautical Landing Marina	\$13,337	\$0	\$5,370	\$15,000	
51000511.01	Salaries & Wages	\$64,872	\$66,139	\$69,940	\$72,812	10.09%
51000511.06	Salaries & Wages-Temp	\$0	\$0	\$0	\$0	
51000511.07	Salaries & Wages-Overtime	\$0	\$0	\$0	\$0	
51000512.05	Employer-Social Security	\$4,939	\$5,161	\$5,078	\$4,514	-12.54%
51000512.10	Employer-T.M.R.S.	\$3,907	\$4,134	\$4,153	\$4,460	7.89%
51000512.20	Group H/D Ins Premiums	\$8,977	\$16,637	\$9,293	\$10,946	-34.21%
51000512.30	Worker's Compensation	\$1,510	\$1,849	\$1,238	\$1,800	-2.65%
51000512.31	Unemployment Insurance	\$0	\$0	\$0	\$0	
51000512.40	Safety Pay	\$0	\$500	\$503	\$500	0.00%
51000521.01	Office	\$603	\$800	\$1,174	\$1,200	50.00%
51000523.03	Cleaning & Janitorial	\$4,339	\$3,500	\$3,538	\$3,500	0.00%
51000524.19	COVID-19 Expenditures	\$0	\$0	\$0	\$0	
51000525.01	Fuel	\$107	\$600	\$50	\$1,000	66.67%
51000526.01	General Safety & Tools	\$160	\$300	\$150	\$300	0.00%
51000528.03	Non-Capitalized Assets	\$0	\$0	\$0	\$0	
51000529.11	Lighting & Decoration	\$0	\$2,000	\$1,200	\$2,000	0.00%
51000531.01	Travel & Training	\$0	\$500	\$505	\$500	0.00%
51000531.04	Dues, Subscr., & Publication	\$222	\$200	\$200	\$700	250.00%
51000532.01	Audit Fees	\$3,428	\$2,985	\$3,000	\$3,000	0.50%
51000532.06	Health & Fitness	\$10	\$0	\$120	\$0	
51000532.07	Legal- Regular	\$7,329	\$5,000	\$5,000	\$5,000	0.00%
51000533.14	Contracted Services	\$13,379	\$16,500	\$16,500	\$24,000	45.45%
51000535.01	General Liability Insurance	\$2,013	\$1,900	\$2,248	\$4,292	125.89%
51000535.10	Windstorm Insurance	\$2,304	\$8,500	\$2,901	\$3,000	-64.71%
51000535.11	Flood Insurance	\$1,354	\$1,375	\$1,374	\$1,500	9.09%
51000536.01	Electricity	\$22,986	\$30,000	\$24,000	\$25,000	-16.67%
51000536.02	Telephone	\$1,632	\$2,600	\$1,814	\$2,000	-23.08%
51000536.03	Water	\$6,672	\$2,800	\$3,238	\$3,300	17.86%
51000536.07	Cable & Internet	\$0	\$0	\$0	\$0	

City of Port Lavaca
Annual Budget
FY 2021-2022

	Description	Actual 2019-2020	Budget FY 2021	Estimate FY 2021	Budget 2021-2022	Percent + / (-)
51000541.02	Landscaping	\$0	\$15,000	\$0	\$15,000	0.00%
51000542.03	R & M- Building	\$8,988	\$0	\$1,271	\$0	
51000542.21	R & M- Infrastructure (Harbo	\$0	\$0	\$120	\$0	
51000542.25	R & M- Build (Nautical	\$752	\$5,000	\$3,000	\$5,000	0.00%
51000543.04	R & M Improvement OTB	\$11,851	\$2,500	\$0	\$2,500	0.00%
51000543.06	R & M- Improvements	\$8,237	\$0	\$0	\$0	
51000543.22	R & M- Build (City Harbor	\$0	\$1,000	\$1,000	\$1,000	0.00%
51000544.50	R & M- Furniture & Equip	\$375	\$1,000	\$375	\$0	-100.00%
51000544.55	R & M- Vehicles & Trailers	\$560	\$500	\$520	\$500	0.00%
51000544.65	R & M- Machinery & Equip	\$0	\$200	\$0	\$200	0.00%
51000544.75	Dredging	\$0	\$450,000	\$350,000	\$0	-100.00%
51000552.02	Principle & Interest Expense	\$0	\$0	\$0	\$0	
51000552.03	Bond Issuance Cost- AM	\$0	\$0	\$0	\$0	
51000552.15	Debt Service- Principle	\$0	\$0	\$0	\$0	
51000552.25	Debt Service- Interest	\$0	\$0	\$0	\$0	
51000553.01	Xfer Out- FD 001 - Admin	\$28,932	\$35,583	\$35,583	\$35,583	0.00%
51000553.02	Xfer Out- FD 310-'08	\$125,763	\$127,128	\$127,128	\$127,128	0.00%
51000553.05	Xfer Out- FD 322 - 201	\$131,426	\$133,201	\$111,000	\$111,000	-16.67%
51000553.60	Xfer Out- FD 615 Hazar	\$0	\$0	\$0	\$0	
51000553.65	Xfer Out- FD 210 EDA Grant	\$0	\$0	\$0	\$0	
51000553.80	Xfer Out- FD 220	\$0	\$0	\$0	\$0	
51000554.81	Depreciation Expense	\$181,997	\$185,984	\$185,984	\$0	-100.00%
51000561.02	CE - Land & Improvement	\$0	\$0	\$0	\$0	
51000562.03	CE- Building & Improvement	\$68,458	\$80,000	\$80,000	\$0	-100.00%
51000563.05	CE- Infrastructure	\$71,766	\$665,000	\$670,835	\$0	100.00%
	1000 Operations	\$789,848	\$1,876,076	\$1,724,033	\$473,235	
59800512.03	Group H/D Ins Claims	\$0	0	0	\$0	
59800512.05	Employer- Social Security	\$36	0	0	\$0	
59800512.10	Employer- T.M.R.S.	\$28	0	0	\$0	
59800512.40	Safety Pay	\$467	0	0	\$0	
59800551.203	Group H/D Insurance Claims	\$0	0	0	\$0	
	9800 Non-Departmental	\$531	\$0	\$0	\$0	
	Total Expenditures	\$873,779	\$1,927,576	\$1,801,203	\$593,735	-69.20%
	<u>Expenditures By Category</u>					
	Salaries & Benefits	\$84,736	\$94,420	\$90,205	\$95,032	
	Materials & Supplies	\$5,209	\$7,200	\$6,112	\$8,000	
	Services	\$129,505	\$123,860	\$132,700	\$183,792	
	Maintenance	\$45,987	\$475,200	\$361,656	\$33,200	
	Sundry	\$468,118	\$481,896	\$459,695	\$273,711	
	Capital Expenditures	\$140,224	\$745,000	\$750,835	\$0	

COMMUNICATION

SUBJECT: DISCUSS RATE & FEE SCHEDULE FOR 2021-2022. Presenter Jody Weaver

INFORMATION:

CURRENT RATES 2020-2021

Item #2.

CHAPTER 54—WATERWAYS	
Tariffs:	
Oysters per sack	\$0.30
Oysters per barrel	\$0.90
Shrimp per ton	\$8.00
Crude/condensate per barrel	\$0.10
Crude/condensate per ton of bulk	\$0.65
Railcars	
Railcar/per day	\$75.00
Public Dock Space	
Per day for 200-250' barges	\$200.00
Harbor of Refuge	
Dockage Space - LF/month	\$3.30
Marina Rates	
Dockage Space - LF/month	\$6.30
110 v. 30-amp Connection - per month	\$52.50
220 v. 50-amp Connection - per month	\$105.00
Water and Trash	
Included in all rentals	
If paid annually, will discount one month's rental	
Transient rate < 35 ft.	\$15.75
Transient rate > 35 ft.	\$21.00
(Ord. No. G-1-19 , art. II, 1-14-2019; Ord. No. G-4-20 , art. II, 9-14-2020; Ord. No. G-3-21 , art. II, 5-10-2021)	