



## CITY COUNCIL SPECIAL MEETING

Monday, October 07, 2024 at 5:30 PM  
City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

### PUBLIC NOTICE OF MEETING

The following item will be addressed at this or any other meeting of the city council upon the request of the mayor, any member(s) of council and/or the city attorney:

*Announcement by the mayor that council will retire into closed session for consultation with city attorney on matters in which the duty of the attorney to the city council 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 city council 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

*Council will consider/discuss the following items and take any action deemed necessary.*

#### MEETING PROCEDURE

*Public notice is hereby given that the City Council of the City of Port Lavaca, Texas, will conduct a Special Meeting on Monday, October 07, 2024 beginning at 5:30 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas to consider the items listed.*

*[After publication, any information in a council packet is subject to change during the meeting]*

*The meeting will also be available via the video conferencing application "ZOOM".*

*Join Zoom Meeting*

*<https://us02web.zoom.us/j/81965416529?pwd=jLxdq45vRrX1Dmupl5EgPMgTOKFNbv.1>*

*Meeting ID: 819 6541 6529*

*Passcode: 789773*

*One tap mobile*

*+13462487799,,81965416529#,,,,\*789773# US (Houston)*

*Dial by your location*

*• +1 346 248 7799 US (Houston)*

I. **ROLL CALL**

II. **CALL TO ORDER**

III. **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 by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).*

IV. **ACTION ITEMS** - Council will consider/discuss the following items and take any action deemed necessary

- 1. Consider proposed submittal of proposal to Matagorda Bay Mitigation Trust in response to Request for Proposals #2024-2025-1, due by 5:00 p.m. on October 14, 2024. Presenter is Jody Weaver
- 2. Announcement by Mayor that City Council will retire into closed session:
  - For consultation with City Attorney on matters in which the duty of the Attorney to the City Council 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). Presenter is Mayor Whitlow
  - 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 Title 5, Chapter 551, Section 551.072 of the Texas Government Code). Presenter is Mayor Whitlow
- 3. Return to Open Session and take any action deemed necessary with regard to matters in closed session. Presenter is Mayor Whitlow

V. **ADJOURN SPECIAL MEETING**

VI. **CERTIFICATION OF POSTING NOTICE**

This is to certify that the above notice of a Special Meeting of the City Council of the City of Port Lavaca, scheduled for **Monday, October 07, 2024**, beginning at 5:30 p.m., was posted at City Hall, easily accessible to the public, as of 5:00 p.m. **Wednesday, October 07, 2024**.

\_\_\_\_\_  
**Mandy Grant, City Secretary**

**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:** Consider proposed submittal of proposal to Matagorda Bay Mitigation Trust in response to Request for Proposals #2024-2025-1, due by 5:00 p.m. on October 14, 2024.  
Presenter is Jody Weaver

---

## INFORMATION:

**DRAFT**

Item 1.

COVER SHEET

MATAGORDA BAY MITIGATION TRUST  
REQUEST FOR PROPOSALS (RFP)  
For  
2024-25 Funding Cycle Projects

**RFP # 2024-2025-1**

Due October 14, 2024 5:00 P.M. C.S.T.

Respondent

**City of Port Lavaca**



202 N. Virginia Street  
Port Lavaca, Texas 77979

Program/Project:  
**Educational outreach Boat Tours about  
waterways and birds in Calhoun County,  
as part of the 1<sup>st</sup> Annual City of Port Lavaca  
Mid-Coast Texas Birding Festival**

Prepared by

JoAnna P. Weaver, P.E.  
Interim City Manager  
City of Port Lavaca  
Contact phone: 361-827-3601  
Contact fax: 361-552-6062  
Contact email: [jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

**PART IV**



**MATAGORDA BAY MITIGATION TRUST**

**Deadline:**  
**October 14, 2024**  
**At 5:00 PM**  
Please contact Steven J. Raabe,  
with any questions.  
Trustee@mbmTrust.com

***APPLICATION FORM - 2024-2025 Funding Cycle***  
*(Please address all questions. Include additional pages if necessary)*

1. Program/project contact information:

Name of Lead Investigator/Program Manager:

**JoAnna P. Weaver, P.E.**

Name of organization:

**City of Port Lavaca**

Physical address:

**202 N. Virginia St. Port Lavaca, TX 77979**

Mailing address (include mail code if applicable):

**same**

Email address: [jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

Telephone number: **361-552-9793**

Fax number: **361-552-6062**

Name of Project Manager or Authorized

Representative, if appropriate:

**Dr. Tim McFarland**

Email address for Project Manager or

Authorized Representative:

[trmcmedc@gmail.com](mailto:trmcmedc@gmail.com)

\*Note: Notifications will be sent electronically

Check the funding priority that applies to your proposed project:

**General Call:**

Public Education

Youth Camps

Land for Pollution Prevention

Public Access Improvement

Environmental Research

Environmental Advocacy

Habitat Restoration

**Specific Call No. 1:**

GLO CRP, GOMESA Projects

**Specific Call No. 2:**

Dedicated Mitigation Projects

2. Applicants must be classified as a government or non-profit organization. Provide Federal Tax ID number or IRS Letter of Determination: **Federal Tax ID# 74-6001927**
  
3. Program/project name: **Education outreach boat tours about the waterways and birds in Calhoun County, as part of the 1<sup>st</sup> Annual City of Port Lavaca Mid-Coast Texas Bird Festival.**
  
4. Implementation and conclusion dates of program/project:
  - Friday, May 2 – Six (6) educational tours will be scattered across the waterways of Calhoun County. There are three different tours. Each will run Friday morning and again Friday evening.

One tour will depart from Charlie’s Dock and travel southwest down the Intercoastal Waterway (ICW) towards San Antonio Bay, then north towards Seadrift and then south towards South Pass, then Steamboat Pass and return to the dock.

A second tour will depart from the Lighthouse Beach Dock. It will head south and view birds as it goes past the bird sanctuary at Lighthouse Beach. It will continue south towards Chocolate Bay. It will go west to Snake Island (the island south of the port). It will go north and cross under the causeway. The tour will look for birds at the new restoration marsh just north of the causeway. The tour will have a restroom break at the dock in Point Comfort. The tours will go towards the mouth of the Lavaca River, the Banal, then Placedo Creek. The tour will then return to the Lighthouse Beach dock by following the west shoreline of Lavaca Bay.

The third tour will emphasize photography of birds and wildlife on Big Chocolate Bayou. It will use the newly revised boat ramp at the South end of Austin Street. Cissy Beasley is a photograph instructor and has organized several wildlife photography seminars. She will be guiding this tour that will go up Chocolate Bayou.
  - Saturday, May 3 – The same three tours will be repeated on Saturday morning. The photography tour will use Hog Bayou or the Guadalupe River via Highway 35.
  - Sunday, May 4 – Will be a repeat of the three tours of Friday morning.
  
5. Amount requested: **\$6,850.00**

6. Proposed project summary (100 words or less)

**Several hundred bird enthusiasts are expected to travel to Port Lavaca to attend the 1<sup>st</sup> Annual City of Port Lavaca Mid-coast Bird Festival May 2 – 5, 2025. 16 participants can sign up for each set of tours. So that is 16 on Friday morning, 16 on Friday evening, 16 on Saturday morning and 16 on Sunday morning. This is a total of 64 participants. They will gain first-hand knowledge of our waterways and how important our estuaries are, what estuaries provide and how to keep them healthy.**

7. Brief history and mission statement of the proposing organization (150 words or less):

**The City of Port Lavaca is the county seat of Calhoun County and part of the Victoria, Texas Metropolitan Statistical Area. It is located along the mid-Texas Gulf Coast and was incorporated in 1919 with a Home-Rule charter and a “council-manager” form of government. With a 2020 census population of 11,557, Port Lavaca is a rural, waterfront community rich in history and natural resources. The North America Migratory Count has accounted for more than 400 species of birds in Calhoun County, Texas, which is more than any other county in the nation. The mission of the City of Port Lavaca is to make Port Lavaca a desirable place to live through quality services, responsible use of public resources, and a progressive attitude toward community development. With enthusiasm, integrity and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.**

8. Describe the need for or value of the project and how it addresses the selected funding priority.

**The tours via boats for the Birding Festival will educate participants about the significance of our estuaries and the abundant wildlife our bays support. Education will be a hands-on experience that advocates for maintaining healthy estuaries.**

9. List the goals and objectives of the proposed project:

- Provide education about the significance of our healthy bay system, including identifying up to 100 species of birds to our 64 participants from the Texas Mid-Coast Birding Festival.**
- Transport 64 participants via boat to multiple bay and river systems across Calhoun County.**
- With the hands-on experience, help participants to become advocates for the environment and maintaining healthy bays and estuaries.**

10. Describe the methods to be used in the proposed project. Please provide a list of tasks, deliverables and milestones. Please indicate what permits or authorizations are needed to implement project, if any, and if those have been secured:

- **Establish strategic partners and apply for funding by October 14, 2024.**
- **Confirm funding by January 20, 2025**
- **Confirm availability of boat captains – DONE ✓**
- **Confirm availability birding and photography guides – DONE ✓**
- **Advertise tour session to birding festival participants by November 1, 2024.**
- **Will begin registering birding festival participants on November 1, 2024.**

11. Describe the impact the project will have on the areas it benefits and the longevity of those benefits.

- **These 64 participants will gain a life-long appreciation of the birds and the wildlife in general that our healthy bay system can support. They will also have a life-long education about how to protect waterways and its importance.**

12. Attach vitae or resume of Lead Investigator/ Program Manager of the proposed project. *See attached resume of JoAnna P. Weaver, P.E. Interim City Manager*

13. Financial information:

a) Total budget for this project: \$10,050.00

b) Matching funds (in-kind services or cash)

*(Not required but desirable for proposals in response to the general call for proposals. Insert the 60% match from GLO or other funding for proposals in response to the Specific Call for Proposals No. 1):*

\$ 3,200.00\*

*\*We are proposing to sell tickets to these boat tours for \$50/person. With a maximum of 64 available slots, this comes to \$3,200.00 in ticket sales revenue.*

c) Amount being requested from the Trust **\$6,850.00**

\*\* NOTE: The 1<sup>st</sup> Annual Mid-Coast Birding Festival is an event of the City of Port Lavaca, that has budgeted \$20,000 of Hotel Motel Tax Funds specifically for this event. These educational boat tours are just one part of a much larger planned event. With grant dollars from the MBMT, these educational boat tours can be provided at the reasonable fee of \$50, otherwise the number of boats involved may need to decrease or fees increased.



14. Please provide a task and expense budget. Note: Indirect/overhead costs are limited to 15% of salaries charged to the project.

- Boat rental fees are \$700 per morning. Three boats each morning for three mornings is  $9 \times \$700 = \$6,300$
- Boat rental fees are \$350 per evening. Three boats for one evening is  $3 \times \$350 = \$1,050$
- Guides are \$125 per morning. Three guides for three mornings is  $9 \times \$125 = \$1,125$
- Guides are \$75 per evening. Three guides for three evenings is  $3 \times \$75 = \$225$
- Hotels are \$100 per evening. Three guides for three evenings is  $9 \times \$100 = \$900$
- Meal allowance is \$50 per day. Three guides for three evenings is  $9 \times \$50 = \$450$

**Total expenses are \$10,050**

Should the Matagorda Bay Mitigation Trust fund this project, the undersigned agrees:

- To enter into a contract specifying the terms and conditions of the engagement.
- To designate where any dissertation or thesis can be accessed by the Matagorda Bay Mitigation Trust if applicable (e.g., website, publication source, etc.);
- To provide digital images of project activities; and
- To provide evidence of full and proper credit to the Matagorda Bay Mitigation Trust for support of this research/project in all publications and other appropriate forums.

\_\_\_\_\_  
Signature of Lead Investigator/  
Program Manager

\_\_\_\_\_  
Signature of Authorized  
Organization Officer or Board  
Officer

Submittal Date: \_\_\_\_\_

Submit completed applications to (PDF file size limit: 15MB):

<https://www.mbmtrust.com/rfps/>

## **PART V - ATTACHMENTS**

All Attachments are to be returned with Submittal



Matagorda Bay Mitigation Trust  
RFP for 2024-2025 Funding Cycle Projects

Item 1.

**ATTACHMENT B -ACKNOWLEDGMENT**

The undersigned agrees this submission becomes the property of the Matagorda Bay Mitigation Trust (Trust) after the published submission deadline.

The undersigned affirms they have familiarized themselves with the specification, drawings, exhibits and other documents; the local conditions under which the work is to be performed; satisfied themselves of the conditions of delivery, handling and storage of materials and equipment; and all other matters that will be required for the work before submitting a response.

The undersigned agrees, if this submission is accepted, to furnish any and all items/services upon which prices are offered, at the price(s) and upon the terms and conditions contained in the specification. The period for acceptance of this submission will be 120 calendar days from the filing deadline noted herein unless a different period is noted.

The undersigned affirms that they are duly authorized to execute this contract, that this submission has not been prepared in collusion with any other Respondent, nor any employee or representative of the Trust, and that the contents of this submission have not been communicated to any other Respondent or to any employee or representative of the Trust prior to this submission.

Respondent hereby assigns to the Trust any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and understand the specifications, all exhibits, and attachments contained in this RFP package.

The undersigned agrees that the RFP package posted on the website are the official specifications and shall not alter the electronic copy of the RFP package, without clearly identifying changes.

The undersigned understands they will be responsible for monitoring the Trust Website at: <https://www.mbmtrust.com/rfps/> to ensure they have downloaded and signed all addendum(s) required for submission with their response.

In submitting a response to the Trust, the Responder offers and agrees that if the response is accepted, the Responder will convey, sell, assign or transfer to the Trust all rights, titles and interest in and to all causes to action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Texas for price fixing relating to the particular commodities or services purchased or acquired by the Trust. At the Trust's discretion, such assignment shall be made and become effective at the time the Trust tenders final payment to the Responder.

Acknowledge receipt of following addenda to the RFP:

Addendum No 1 Dated _____	Received _____
Addendum No 2 Dated _____	Received _____
Addendum No 3 Dated _____	Received _____

I certify that I have made no willful misrepresentations in this submission, nor have I withheld information in my statements and answers to questions. I am aware that the information given by me in this submission will be investigated, with my full permission, and that any misrepresentations or omissions may cause my submission to be rejected.

**NAME AND ADDRESS OF RESPONDENT:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel. No. \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE:**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Email. \_\_\_\_\_

## JoAnna P. "Jody" Weaver, P.E.

Interim City Manager of the City of Port Lavaca, Texas

202 N. Virginia Street

Port Lavaca, Texas 77979

361-827-3601 cell

[jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

### Education

Bachelor of Science in Civil Engineering with Management, 1980  
Ohio Northern University, Ada Ohio

### Registration

Registered Professional Engineer, 1987  
State of Texas No. 61535

### Professional Awards and Honors

- Paul Harris Fellow Award, 2001, Port Lavaca Rotary Club
- Young Engineer of the Year Award, 1984, TSPE Victoria, TX
- Member Texas Municipal City Management Association

### Professional Training

- various TCEQ and TWDB training seminars over the past 40 years
- Continuing Education at TCEQ Annual Water Conference
- Continuing Education at Texas Municipal League Annual conferences

### Community Involvement

- Port Lavaca Rotary Club since 1997
- Co-Chairman/ Children's Director Port Lavaca Main Street since 1998
- Member of GLO Technical Advisory Council
- Past Member YMCA Board of Directors
- Past Calhoun County Library Board member
- Chairman of the Building Committee for the Calhoun County Library

### Community Awards and Honors

- Port Lavaca Chamber of Commerce Woman of the Year, 2009 + 2019
- Victoria Advocate "Advocate of the Month," February 2009
- United Methodist Church Victoria District Spirit of Discipleship Award, 2008
- Port Lavaca Chamber of Commerce Community Service Award, 2007
- United Methodist Church Victoria District Christian Witness and Service Award, 2007

### Employment History

April 2020 to present

#### **Interim City Manager**

I was appointed Interim City Manager after the previous City Manager retired at the onset of COVID. I was selected based upon my 42 years of experience in and around the City and my love and long-term involvement in the community. Although I have lived and worked in and with the City for over 40 years, I must use the "Interim" title until I physically reside within the City limits per the City Charter. As City Manager, I still am involved in managing the large Capital Improvement and Federally/State funded projects including a \$13.5M Living Shoreline project being funded by a CDBG-Mitigation grant; projects using \$2.9M of ARPA funding and a recently completed \$5.2M CDBG-Disaster Recovery grant project.

August 2017 – March 2020

#### **City Engineer/Economic and Community Development Coordinator** 202 N. Virginia Street, Port Lavaca, Texas 77979

Exactly 10 days after my start date with the City of Port Lavaca, Hurricane Harvey came ashore and cause millions of dollars of damage to the City's infrastructure and amenities. As City Engineer, I worked extensively with FEMA, insurance, engineers, contractors and City Council and staff to recover and rebuild. Projects I managed include the repair/reconstruction of two fishing piers, a boat ramp dock and Nautical Landings Marina docks, the restoration of the Formosa Wetlands Walkway, the City Harbor concrete docks, the Bauer Community Center and many other smaller projects throughout the City. I was also the Project Manager for several Capital Improvement projects including projects funded with State and Federal grant dollars such as the Texas Parks and Wildlife, Texas Department of Agriculture and the U.S. Department of Commerce.

May 2007 – July 2017

**Sr. Project Engineer**  
**G&W Engineers, Inc.**  
 205 W. Live Oak, Port Lavaca, Texas 77979

As a Sr. Project Civil Engineer, I have designed and managed the construction phase of various water, wastewater and development projects, as well as consulted with several regional cities and utility districts as District Engineer, including Port O'Connor Improvement District, Victoria County WCID No. 1 (Bloomington), City of Ganado and the City of La Ward. Development projects I have designed or oversaw the design of include a 20 acre fourplex development in Bay City, a commercial strip center and a Dollar General in Bay City, and the Texas Lakeside RV Resort in Port Lavaca. I have extensive experience working with grant writers to prepare applications for and design and administer the construction phase of various state and federally funded water, sewer and drainage improvement projects.

2002 to May 2007

**City Engineer**  
**City of Port Lavaca, Texas**  
 202 N. Virginia, Port Lavaca, Texas 77979

As the City Engineer, I was responsible for the project management of all municipal capital improvements projects. I designed and prepared the construction plans and specifications for most projects of \$100,000 or less. For projects greater than \$100,000 I would oversee the design performed by consultant engineering firms. I consulted with the City Building Official and Planning Board with regard to planning and development issues of the City. I consulted with the Utility Director with regard to water and wastewater issues and compliance with TCEQ. I answered directly to the City Manager and consulted with him on various topics concerning the City. Typical projects I designed during my tenure as City Engineer include: the Animal Shelter on Stringham Road, Camper's Recreation Room and outdoor showers at Lighthouse Beach, Brookhollow Estates Butterfly Park (TPWL grant), New Restrooms at Tilley, George Adams, and Lighthouse Beach Parks; Lana Park street rehabilitation, Waterline replacement on El Camino Real; Village Road Lift Station Rehabilitation; New Tilley Street sidewalk; Pavilion and Master site plan at George Adams and Tilly Parks; Right Turn Lane on Tilley St.; Re-roof of City Hall; and the Courtesy Dock at Lighthouse Beach (TPWL grant). I gained extensive experience applying for and working with various grant-funded projects including TxCDBG, TCF, GLO-CMP, TPWL, and CLAP.

1993 to 2001

**Project Engineer/Public Works Division Manager**  
**Testengeer, Inc.**  
 3777 Hwy 35 South, Port Lavaca, Texas

During my eight years with Testengeer, I was responsible for the commercial and public works projects brought into this predominantly industrial engineering firm. Between 1994 and 1998, I was the Manager of the Public Works Division, until the department was dissolved. I continued to work on such projects, but also in conjunction with civil projects in the area industrial plants. Projects I designed included the Calhoun County Little Chocolate Bayou Park (TPWL grant), Alamo Beach and Crestview Subdivision wastewater systems (TCDP grants), the renovation of the Memorial Medical Plaza, the Matagorda County Bird Sanctuary, and the restoration of the Matagorda Island Lighthouse.

1989 to 1992

**Technical Director**  
**Port Enterprises, Inc.**  
 Port Lavaca, Texas

In addition to providing technical expertise on various construction projects for this large commercial roofing company, I was the Company Safety Director. I established and implemented a comprehensive safety policy, including employee training and random job-site safety inspections. I also prepared cost estimates for bid and shop drawings and product data for submittal. I was acting office manager during 1991.

1986 to 1989

**Public Works Director**  
**City of Port Lavaca**  
Port Lavaca, Texas 77979

As Public Works Director I was responsible for utilities, streets, building inspections, and planning. Under my immediate direction were the Utility Director, the Building Inspector, the Department Secretary, and the Street Superintendent. I performed administrative duties, reviewed construction plans, and advised the Planning Board and City Council. I completely revised the permit application and filing processes and rewrote the Subdivision Ordinance, much of which is still in use today. During my tenure, the Fire Station and Bauer Community Center were constructed, as well as the preliminary stages of the master drainage plan. I prepared drawings and assisted the City Manager in the preparation of the COE permit application for Lighthouse Beach. During my three years as Public Works Director, I prepared a periodic newsletter for the public works employees entitled "The Public Worker."

1985 to 1986

**Estimator**  
**Port Enterprises, Inc.**  
Port Lavaca, Texas 77979

As an estimator for this large commercial roofing company, I attended pre-bid conferences, took field measurements, calculated quantities, estimated labor, and prepared and submitted competitive bids.

1980 to 1985

**Civil Engineer**  
**ITG Construction and Engineering, Inc.**  
Port Lavaca, Texas 77979

I was involved in the design and/or construction of various residential and light commercial construction projects. I designed an 80-acre subdivision, including street lay-out and water, wastewater, lift station and storm sewer design in Port Lavaca. The development, however, was never constructed.

Personal

Married to Larry Weaver, a retired employee of Calhoun County Precinct 4; mother of 3 young women ages 38, 35, and 32; grandmother of 5; born in Columbus, Ohio and has called Port Lavaca/Calhoun County home since 1980.

References

---

Russell Cain	Russell Cain Real Estate	361-552-6313
Richard Meyer	County Judge	Richard.meyer@calhouncotx.org
Tania French	Something More Media	361-552-9788
Anne Marie Odefey	ROWW, Attorneys	361-552-2971
Ken Lester	Lester Contracting, Inc.	361-552-3024

Other references available upon request.



COVER SHEET

MATAGORDA BAY MITIGATION TRUST  
REQUEST FOR PROPOSALS (RFP)  
For  
2024-25 Funding Cycle Projects

**RFP # 2024-2025-1**

Due October 14, 2024 5:00 P.M. C.S.T.

Respondent

**City of Port Lavaca**



202 N. Virginia Street  
Port Lavaca, Texas 77979

Program/Project:  
**PURCHASE OF "KITCHEN PROPERTY"  
FOR CONSERVATION AND NEW PUBLIC ACCESS  
TO LAVACA BAY**

Prepared by

JoAnna P. Weaver, P.E.  
Interim City Manager  
City of Port Lavaca  
Contact phone: 361-827-3601  
Contact fax: 361-552-6062  
Contact email: [jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

**PART IV**



**MATAGORDA BAY MITIGATION TRUST**

**Deadline:**  
**October 14, 2024**  
**At 5:00 PM**  
Please contact Steven J. Raabe,  
with any questions.  
Trustee@mbmTrust.com

***APPLICATION FORM - 2024-2025 Funding Cycle***  
*(Please address all questions. Include additional pages if necessary)*

1. Program/project contact information:

Name of Lead Investigator/Program Manager:

**JoAnna P. Weaver, P.E.**

Name of organization:

**City of Port Lavaca**

Physical address:

**202 N. Virginia St. Port Lavaca, TX 77979**

Mailing address *(include mail code if applicable)*:

**same**

Email address:

[jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

Telephone number: **361-552-9793**

Fax number: **361-552-6062**

Name of Project Manager or Authorized

Representative, if appropriate:

**JoAnna P. Weaver, P.E.**

Email address for Project Manager or

Authorized Representative:

[jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

\*Note: Notifications will be sent electronically

Check the funding priority that applies to your proposed project:

**General Call:**

Public Education

Youth Camps

Land for Pollution Prevention

Public Access Improvement

Environmental Research

Environmental Advocacy

Habitat Restoration

**Specific Call No. 1:**

GLO CRP, GOMESA Projects

**Specific Call No. 2:**

Dedicated Mitigation Projects

2. Applicants must be classified as a government or non-profit organization. Provide Federal Tax ID number or IRS Letter of Determination: **Federal Tax ID# 74-6001927**
  
3. Program/project name: **Purchase of Kitchen Tract on Lavaca Bay for conservation and improve public access to the waterfront**
  
4. Implementation and conclusion dates of program/project:
  - Oct 7, 2024 - Letter of Intent to purchase Kitchen property signed, contingent upon award of MBMT grant
  - Feb 3, 2025 – sign sales contract with Kitchen heirs, with a 90-day max. due diligence period and pay \$5,000 Earnest money
  - April 2025 – close on purchase of property
  - May 12, 2025 – award Task Order to Coast & Harbor Engineering to perform data collection and preliminary design necessary for USACE permit application for shoreline protection (bathy, habitat, cultural resources).
  - January 2026 – submit USACE permit application
  - 2026 – seek grant opportunities to construct shoreline protection project such as CEPRA.

5. Amount requested: **\$480,000.00**

6. Proposed project summary (100 words or less):

**The City of Port Lavaca wishes to use grant dollars from the MBMT to purchase this waterfront property on the bluff of Lavaca Bay for conservation purposes and to be able to provide a new public access point to Lavaca Bay. The City will contract with a coastal engineer to perform data collection and make application to the USACE for a permit to construct a shoreline protection project. With approval of a USACE permit, the City will at that point seek grant funding to construct the permitted shoreline improvements and establish the tract as a designated public park.**

7. Brief history and mission statement of the proposing organization (150 words or less):

**The City of Port Lavaca is the county seat of Calhoun County and part of the Victoria, Texas Metropolitan Statistical Area. It is located along the mid-Texas Gulf Coast and was incorporated in 1919 with a Home-Rule charter and a “council-manager” form of government. With a 2020 census population of 11,557, Port Lavaca is a rural,**

**waterfront community rich in history and natural resources. The mission of the City of Port Lavaca is to make Port Lavaca a desirable place to live through quality services, responsible use of public resources, and a progressive attitude toward community development. With enthusiasm, integrity and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.**

8. Describe the need for or value of the project and how it addresses the selected funding priority.

**Funding of this project will allow one of the last undeveloped tracts of land along Lavaca Bay in the City of Port Lavaca to be publicly owned and to remain generally in it's native state, conserving the natural beauty of the site and provide a new public access point to the shores of Lavaca Bay. With public ownership and the data collection and USACE permitting completed, the City will in the future apply for various State and Federal grant dollars for design engineering and construction dollars to provide a project to protect the shoreline from further erosion. This project is conceptually thought to include a breakwater and marsh development (living shoreline), with the breakwater designed such that the public can access it and fish from it. A small amount of development will be made to the property to provide a safe public park. This includes a small parking lot (estimated 10 spots) and a walking trail using green infrastructure techniques so as to not increase stormwater runoff. Minimal clearing of brush, replaced with natural grasses and a trail will be done to provide safe access to the shoreline so that debris which washes up on the shoreline can be collected and disposed of on a regular basis.**

9. List the goals and objectives of the proposed project:

- To conserve the natural beauty of one of the last remaining undeveloped tracts of land along the Lavaca Bay in Port Lavaca;
- To maintain stormwater runoff from this site to undeveloped land levels;
- To provide a new free, safe and accessible public access to Lavaca Bay;
- To educate the public with educational signage about Lavaca Bay, marine pollution, and green infrastructure and shoreline protection techniques to protect our shorelines from pollution and erosion.

10. Describe the methods to be used in the proposed project. Please provide a list of tasks, deliverables and milestones. Please indicate what permits or authorizations are needed to implement project, if any, and if those have been secured:

- October 7, 2024 - Sign a Letter of Intent to purchase contingent upon grant award
- Feb 3, 2025 – sign sales contract with Kitchen heirs, with a 90-day max. due diligence period and pay \$5,000 Earnest money
- April 2025 – close on purchase of property

- May 12, 2025 – award Task Order to Coast & Harbor Engineering to perform data collection and preliminary design necessary for USACE permit application for shoreline protection (bathy, habitat, cultural resources).
- January 2026 – submit USACE permit application

11. Describe the impact the project will have on the areas it benefits and the longevity of those benefits.

**This project will have a great benefit to the south area of the City of Port Lavaca, by providing the funds to purchase the land and perform the data collection and USACE permitting needed to protect the shoreline and ultimately provide a free, safe and accessible public access to Lavaca Bay within walking distance to many low-to-moderate income residents. With public ownership, city staff will be able to keep the area clean of marine debris that washes up on the shore. Once subsequent grant dollars are secured from other sources and the shoreline and other improvements are made, the tract will be dedicated as a public park. Once so designated, it's use as a public park cannot be changed without the vote of the citizens of Port Lavaca. It is expected that the improvements that will be made as a result of the permitted project will last 30-50 years or more. It's worth noting that the concrete seawall that remains and protects the upper portion of this tract was erected in 1922 and still functions today.**

12. Attach vitae or resume of Lead Investigator/ Program Manager of the proposed project. *See attached resume of JoAnna P. Weaver, P.E., Interim City Manager*

13. Financial information:

- a) Total budget for this project: \$ 530,000
- b) Matching funds (in-kind services or cash)  
*(Not required but desirable for proposals in response to the general call for proposals. Insert the 60% match from GLO or other funding for proposals in response to the Specific Call for Proposals No. 1):*  
\$ 50,000
- c) Amount being requested from the Trust \$ 480,000

14. Please provide a task and expense budget. Note: Indirect/overhead costs are limited to 15% of salaries charged to the project.

- Purchase of property including estimated closing costs \$255,000
- Data collection and engineering for USACE permitting of a shoreline protection project \$225,000

Matagorda Bay Mitigation Trust  
RFP for 2024-2025 Funding Cycle Projects

- Minimal brush clearing for pervious surface parking and trails and signage \$ 50,000
- FUTURE: Following USACE permitting, grant funds will be sought after to construct a shoreline protection project, which typically require some local dollar matching funds, but that amount is unknown at this time.

Should the Matagorda Bay Mitigation Trust fund this project, the undersigned agrees:

- To enter into a contract specifying the terms and conditions of the engagement.
- To designate where any dissertation or thesis can be accessed by the Matagorda Bay Mitigation Trust if applicable (e.g., website, publication source, etc.);
- To provide digital images of project activities; and
- To provide evidence of full and proper credit to the Matagorda Bay Mitigation Trust for support of this research/project in all publications and other appropriate forums.

\_\_\_\_\_  
Signature of Lead Investigator/  
Program Manager

\_\_\_\_\_  
Signature of Authorized  
Organization Officer or Board  
Officer

Submittal Date: \_\_\_\_\_

Submit completed applications to (PDF file size limit: 15MB):

<https://www.mbmtrust.com/rfps/>

## **PART V - ATTACHMENTS**

All Attachments are to be returned with Submittal

**ATTACHMENT A - SUBMISSION EXCEPTIONS/CLARIFICATIONS**

Any exceptions taken or clarifications made to this RFP must be itemized on the lines below. Additional pages may be added as needed. If there are no exceptions or clarifications, please indicate "NONE" and sign where indicated at the bottom of the page.

Item #      Description

1 General Terms and Conditions Section III.B: Add to start of para. "To the extent allowed by Texas law"

2 General Terms and Conditions Section X.A: Add "TEXAS" before "LAW" in first sentence.

3. General Terms and Conditions Section X.B.: Add "TEXAS" before "LAW" in the first sentence.

4 General Terms and Conditions Section XIX: Add to the start of the para.: "To the extent allowed by Texas law,"

---

---

---

---

---

---

---

---

---

---

The above exceptions and clarifications (and any additional pages identified) are the ONLY exceptions/clarifications to the specifications. I understand that the Trust may not accept additional exceptions produced after final submission of this response.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Respondent

\_\_\_\_\_  
Date

**No Exceptions are taken to this RFP.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Respondent

\_\_\_\_\_  
Date



**ATTACHMENT B -ACKNOWLEDGMENT**

The undersigned agrees this submission becomes the property of the Matagorda Bay Mitigation Trust (Trust) after the published submission deadline.

The undersigned affirms they have familiarized themselves with the specification, drawings, exhibits and other documents; the local conditions under which the work is to be performed; satisfied themselves of the conditions of delivery, handling and storage of materials and equipment; and all other matters that will be required for the work before submitting a response.

The undersigned agrees, if this submission is accepted, to furnish any and all items/services upon which prices are offered, at the price(s) and upon the terms and conditions contained in the specification. The period for acceptance of this submission will be 120 calendar days from the filing deadline noted herein unless a different period is noted.

The undersigned affirms that they are duly authorized to execute this contract, that this submission has not been prepared in collusion with any other Respondent, nor any employee or representative of the Trust, and that the contents of this submission have not been communicated to any other Respondent or to any employee or representative of the Trust prior to this submission.

Respondent hereby assigns to the Trust any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and understand the specifications, all exhibits, and attachments contained in this RFP package.

The undersigned agrees that the RFP package posted on the website are the official specifications and shall not alter the electronic copy of the RFP package, without clearly identifying changes.

The undersigned understands they will be responsible for monitoring the Trust Website at: <https://www.mbmtrust.com/rfps/> to ensure they have downloaded and signed all addendum(s) required for submission with their response.

In submitting a response to the Trust, the Responder offers and agrees that if the response is accepted, the Responder will convey, sell, assign or transfer to the Trust all rights, titles and interest in and to all causes to action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Texas for price fixing relating to the particular commodities or services purchased or acquired by the Trust. At the Trust's discretion, such assignment shall be made and become effective at the time the Trust tenders final payment to the Responder.

Acknowledge receipt of following addenda to the RFP:

Addendum No 1 Dated _____	Received _____
Addendum No 2 Dated _____	Received _____
Addendum No 3 Dated _____	Received _____

I certify that I have made no willful misrepresentations in this submission, nor have I withheld information in my statements and answers to questions. I am aware that the information given by me in this submission will be investigated, with my full permission, and that any misrepresentations or omissions may cause my submission to be rejected.

**NAME AND ADDRESS OF RESPONDENT:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel. No. \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE:**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Email. \_\_\_\_\_

# ATTACHMENT C

Item 1.



## JoAnna P. "Jody" Weaver, P.E.

Interim City Manager of the City of Port Lavaca, Texas  
 202 N. Virginia Street  
 Port Lavaca, Texas 77979  
 361-827-3601 cell  
[jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

### Education

Bachelor of Science in Civil Engineering with Management, 1980  
 Ohio Northern University, Ada Ohio

### Registration

Registered Professional Engineer, 1987  
 State of Texas No. 61535

### Professional Awards and Honors

- Paul Harris Fellow Award, 2001, Port Lavaca Rotary Club
- Young Engineer of the Year Award, 1984, TSPE Victoria, TX
- Member Texas Municipal City Management Association

### Professional Training

- various TCEQ and TWDB training seminars over the past 40 years
- Continuing Education at TCEQ Annual Water Conference
- Continuing Education at Texas Municipal League Annual conferences

### Community Involvement

- Port Lavaca Rotary Club since 1997
- Co-Chairman/ Children's Director Port Lavaca Main Street since 1998
- Member of GLO Technical Advisory Council
- Past Member YMCA Board of Directors
- Past Calhoun County Library Board member
- Chairman of the Building Committee for the Calhoun County Library

### Community Awards and Honors

- Port Lavaca Chamber of Commerce Woman of the Year, 2009 + 2019
- Victoria Advocate "Advocate of the Month," February 2009
- United Methodist Church Victoria District Spirit of Discipleship Award, 2008
- Port Lavaca Chamber of Commerce Community Service Award, 2007
- United Methodist Church Victoria District Christian Witness and Service Award, 2007

### Employment History

April 2020 to present

#### **Interim City Manager**

I was appointed Interim City Manager after the previous City Manager retired at the onset of COVID. I was selected based upon my 42 years of experience in and around the City and my love and long-term involvement in the community. Although I have lived and worked in and with the City for over 40 years, I must use the "Interim" title until I physically reside within the City limits per the City Charter. As City Manager, I still am involved in managing the large Capital Improvement and Federally/State funded projects including a \$13.5M Living Shoreline project being funded by a CDBG-Mitigation grant; projects using \$2.9M of ARPA funding and a recently completed \$5.2M CDBG-Disaster Recovery grant project.

August 2017 – March 2020

#### **City Engineer/Economic and Community Development Coordinator** 202 N. Virginia Street, Port Lavaca, Texas 77979

Exactly 10 days after my start date with the City of Port Lavaca, Hurricane Harvey came ashore and cause millions of dollars of damage to the City's infrastructure and amenities. As City Engineer, I worked extensively with FEMA, insurance, engineers, contractors and City Council and staff to recover and rebuild. Projects I managed include the repair/reconstruction of two fishing piers, a boat ramp dock and Nautical Landings Marina docks, the restoration of the Formosa Wetlands Walkway, the City Harbor concrete docks, the Bauer Community Center and many other smaller projects throughout the City. I was also the Project Manager for several Capital Improvement projects including projects funded with State and Federal grant dollars such as the Texas Parks and Wildlife, Texas Department of Agriculture and the U.S. Department of Commerce.

May 2007 – July 2017

**Sr. Project Engineer**  
**G&W Engineers, Inc.**  
 205 W. Live Oak, Port Lavaca, Texas 77979

As a Sr. Project Civil Engineer, I have designed and managed the construction phase of various water, wastewater and development projects, as well as consulted with several regional cities and utility districts as District Engineer, including Port O'Connor Improvement District, Victoria County WCID No. 1 (Bloomington), City of Ganado and the City of La Ward. Development projects I have designed or oversaw the design of include a 20 acre fourplex development in Bay City, a commercial strip center and a Dollar General in Bay City, and the Texas Lakeside RV Resort in Port Lavaca. I have extensive experience working with grant writers to prepare applications for and design and administer the construction phase of various state and federally funded water, sewer and drainage improvement projects.

2002 to May 2007

**City Engineer**  
**City of Port Lavaca, Texas**  
 202 N. Virginia, Port Lavaca, Texas 77979

As the City Engineer, I was responsible for the project management of all municipal capital improvements projects. I designed and prepared the construction plans and specifications for most projects of \$100,000 or less. For projects greater than \$100,000 I would oversee the design performed by consultant engineering firms. I consulted with the City Building Official and Planning Board with regard to planning and development issues of the City. I consulted with the Utility Director with regard to water and wastewater issues and compliance with TCEQ. I answered directly to the City Manager and consulted with him on various topics concerning the City. Typical projects I designed during my tenure as City Engineer include: the Animal Shelter on Stringham Road, Camper's Recreation Room and outdoor showers at Lighthouse Beach, Brookhollow Estates Butterfly Park (TPWL grant), New Restrooms at Tilley, George Adams, and Lighthouse Beach Parks; Lana Park street rehabilitation, Waterline replacement on El Camino Real; Village Road Lift Station Rehabilitation; New Tilley Street sidewalk; Pavilion and Master site plan at George Adams and Tilly Parks; Right Turn Lane on Tilley St.; Re-roof of City Hall; and the Courtesy Dock at Lighthouse Beach (TPWL grant). I gained extensive experience applying for and working with various grant-funded projects including TxCDBG, TCF, GLO-CMP, TPWL, and CLAP.

1993 to 2001

**Project Engineer/Public Works Division Manager**  
**Testengeer, Inc.**  
 3777 Hwy 35 South, Port Lavaca, Texas

During my eight years with Testengeer, I was responsible for the commercial and public works projects brought into this predominantly industrial engineering firm. Between 1994 and 1998, I was the Manager of the Public Works Division, until the department was dissolved. I continued to work on such projects, but also in conjunction with civil projects in the area industrial plants. Projects I designed included the Calhoun County Little Chocolate Bayou Park (TPWL grant), Alamo Beach and Crestview Subdivision wastewater systems (TCDP grants), the renovation of the Memorial Medical Plaza, the Matagorda County Bird Sanctuary, and the restoration of the Matagorda Island Lighthouse.

1989 to 1992

**Technical Director**  
**Port Enterprises, Inc.**  
 Port Lavaca, Texas

In addition to providing technical expertise on various construction projects for this large commercial roofing company, I was the Company Safety Director. I established and implemented a comprehensive safety policy, including employee training and random job-site safety inspections. I also prepared cost estimates for bid and shop drawings and product data for submittal. I was acting office manager during 1991.

1986 to 1989

**Public Works Director**  
**City of Port Lavaca**  
Port Lavaca, Texas 77979

As Public Works Director I was responsible for utilities, streets, building inspections, and planning. Under my immediate direction were the Utility Director, the Building Inspector, the Department Secretary, and the Street Superintendent. I performed administrative duties, reviewed construction plans, and advised the Planning Board and City Council. I completely revised the permit application and filing processes and rewrote the Subdivision Ordinance, much of which is still in use today. During my tenure, the Fire Station and Bauer Community Center were constructed, as well as the preliminary stages of the master drainage plan. I prepared drawings and assisted the City Manager in the preparation of the COE permit application for Lighthouse Beach. During my three years as Public Works Director, I prepared a periodic newsletter for the public works employees entitled "The Public Worker."

1985 to 1986

**Estimator**  
**Port Enterprises, Inc.**  
Port Lavaca, Texas 77979

As an estimator for this large commercial roofing company, I attended pre-bid conferences, took field measurements, calculated quantities, estimated labor, and prepared and submitted competitive bids.

1980 to 1985

**Civil Engineer**  
**ITG Construction and Engineering, Inc.**  
Port Lavaca, Texas 77979

I was involved in the design and/or construction of various residential and light commercial construction projects. I designed an 80-acre subdivision, including street lay-out and water, wastewater, lift station and storm sewer design in Port Lavaca. The development, however, was never constructed.

Personal

Married to Larry Weaver, a retired employee of Calhoun County Precinct 4; mother of 3 young women ages 38, 35, and 32; grandmother of 5; born in Columbus, Ohio and has called Port Lavaca/Calhoun County home since 1980.

References

---

Russell Cain	Russell Cain Real Estate	361-552-6313
Richard Meyer	County Judge	Richard.meyer@calhouncotx.org
Tania French	Something More Media	361-552-9788
Anne Marie Odefey	ROWW, Attorneys	361-552-2971
Ken Lester	Lester Contracting, Inc.	361-552-3024

Other references available upon request.

DRAFT

Item 1.

COVER SHEET

MATAGORDA BAY MITIGATION TRUST  
REQUEST FOR PROPOSALS (RFP)  
For  
2024-25 Funding Cycle Projects

**RFP # 2024-2025-1**

Due October 14, 2024 5:00 P.M. C.S.T.

Respondent

**City of Port Lavaca**



202 N. Virginia Street  
Port Lavaca, Texas 77979

Program/Project:

**The R/V Archimedes Research Vessel floating classroom  
Tours of Chester Island during the  
1<sup>st</sup> Annual City of Port Lavaca Mid-Coast Birding Festival**

Prepared by

JoAnna P. Weaver, P.E.  
Interim City Manager  
City of Port Lavaca  
Contact phone: 361-827-3601  
Contact fax: 361-552-6062  
Contact email: [jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

PART IV



MATAGORDA BAY MITIGATION TRUST

**Deadline:**  
**October 14, 2024**  
**At 5:00 PM**  
Please contact Steven J. Raabe,  
with any questions.  
Trustee@mbmTrust.com

**APPLICATION FORM - 2024-2025 Funding Cycle**  
(Please address all questions. Include additional pages if necessary)

1. Program/project contact information:

Name of Lead Investigator/Program Manager:  
**JoAnna P. Weaver, P.E.**  
Name of organization:  
**City of Port Lavaca**  
Physical address:  
**202 N. Virginia Street, Port Lavaca, TX 77979**  
Mailing address (include mail code if applicable):  
**same**  
Email address: [jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)  
Telephone number: **361-552-9793**  
Fax number: **361-552-6062**  
Name of Project Manager or Authorized  
Representative, if appropriate:  
**Dr. Tim McFarland**  
Email address for Project Manager or  
Authorized Representative:  
[trmmedc@gmail.com](mailto:trmmedc@gmail.com)

Check the funding priority that applies to your proposed project:

**General Call:**  
 Public Education  
 Youth Camps  
 Land for Pollution Prevention  
 Public Access Improvement  
 Environmental Research  
 Environmental Advocacy  
 Habitat Restoration

**Specific Call No. 1:**  
 GLO CRP, GOMESA Projects

**Specific Call No. 2:**  
 Dedicated Mitigation Projects

\*Note: Notifications will be sent electronically

2. Applicants must be classified as a government or non-profit organization. Provide Federal Tax ID number or IRS Letter of Determination: **Federal Tax ID# 74-6001927**
3. Program/project name: **The R/V Archimedes Research Vessel floating classroom Tours of Chester Island during the 1<sup>st</sup> Annual City of Port Lavaca Mid-Coast Birding Festival**
4. Implementation and conclusion dates of program/project:
  - Friday, April 25, 2025 – Visit Calhoun High School Aquatic Science classes to provide history and overview of the brown pelicans at Chester Island. Also hands-on demonstration with binoculars.
  - Friday, May 2, 2025 – Two educational tours for birding festival participants to/from Chester Island from the TPWD dock in Port O'Connor.
  - Saturday, May 3, 2025 – One educational tour for birding festival participants to/from Chester Island from the TPWD dock in Port O'Connor.
  - Sunday, May 4, 2025 – One educational tour for birding festival participants to/from Chester Island from the TPWD dock in Port O'Connor.
  - Monday, May 5, 2025 – Two education tours to/from Chester Island from the TPWD dock in Port O'Connor for 47 Calhoun High School Aquatic Science students.
5. Amount requested: **\$9,400.00**
6. Proposed project summary (100 words or less)

**Several hundred bird enthusiasts are expected to travel to Port Lavaca to attend the 1<sup>st</sup> annual Mid-Coast Birding Festival on May 1 – 5, 2025. Chester Island is a bird rookery off the coast of Port O'Connor that played a significant role in the restoration of the Brown Pelican species, who neared extinction in the 1960s. This proposal aims to bring in a large boat (designed for educational tours) to transport birders and local students to/from the island so they can experience its historical significance, the 22 species of birds and over 22,000 birds who inhabit the island.**

7. Brief history and mission statement of the proposing organization (150 words or less):

**The City of Port Lavaca is the county seat of Calhoun County and part of the Victoria, Texas Metropolitan Statistical Area. It is located along the mid-Texas Gulf Coast and was incorporated in 1919 with a Home-Rule charter and a “council-manager” form of government. With a 2020 census population of 11,557, Port Lavaca is a rural, waterfront community rich in history and natural resources. The North America Migratory Count has accounted for more than 400 species of birds in Calhoun County, Texas, which is more than any other county in the nation. The mission of the City of Port Lavaca is to make Port**



**Lavaca a desirable place to live through quality services, responsible use of public resources, and a progressive attitude toward community development. With enthusiasm, integrity and vision, we will maintain a safe environment and continually improve the quality of life for all citizens.**

8. Describe the need for or value of the project and how it addresses the selected funding priority.

**The Chester Island program and tour will educate participants about the significance of the island and the brown pelican species. This includes 47 Calhoun High School students taking an Aquatic Science class.**

9. List the goals and objectives of the proposed project:

- **This activity will provide education about the historical significance of Chester Island and the brown pelican species. 120 participants from the birding festival, local students, and community leaders will get to participate in this unique experience.**
- **The education time will be a two-part discussion.**

**The first part will cover the basics of birding. This will include tips on bird identification and practical hand-on experience of using binoculars.**

**The second part will cover the importance of rookery islands and their fragility, but also how a small group of people, particularly one man named Chester Smith, brought back brown pelicans to Calhoun County. The island is less than a mile inside the big jetties and was made from dredging spoil when the ship channel was formed in 1962. Originally named Sundown Island, it is only a few acres, but now it is the home and breeding ground to over 2,000 brown pelicans. 22 other species also share the island. The total count of birds is over 22,000! Sundown Island was renamed Chester Island in honor of Chester Smith. His daughter, Peggy Wilkerson will be participating in this activity.**

- **After the educational time, then the 120 participants (only 20 per tour at one time) will board the “RV Archimedes” (aka *The Floating Classroom*). It is a two-deck teaching vessel. The “Archimedes” will transport groups of twenty to Chester Island to experience the brown pelicans and the other bird species who inhabit it. Two professional birding guides will help participants identify the various birds.**
- **We feel this is an excellent opportunity to educate the young and old alike about the importance of the interdependence of man, wildlife and water, including the estuaries of Calhoun County and waterways around the world. Besides exposure to the awe and wonder of nature, we want to give a positive**

**example of the interactions people can have on our local bay systems and nature in general.**

10. Describe the methods to be used in the proposed project. Please provide a list of tasks, deliverables and milestones. Please indicate what permits or authorizations are needed to implement project, if any, and if those have been secured:

- **Establish strategic partners and apply for funding by October 14, 2024.**
- **Confirm funding by January 20, 2025**
- **Confirm availability of The Archimedes, the Floating Classroom, for May 2 – 5, 2025 – DONE ✓**
- **Confirm availability of CCISD student participation and bus transportation – DONE ✓**
- **Confirm availability of TPWD docking location in Port O’Connor – DONE ✓**
- **Advertise tour session to birding festival participants by November 1, 2024.**
- **Will begin registering birding festival participants on November 1, 2024.**

11. Describe the impact the project will have on the areas it benefits and the longevity of those benefits.

- **As you read Goal and Objectives of item #9, you will see that this activity should have a lifetime of expanding benefits by interactive education of 120 participants.**

12. Attach vitae or resume of Lead Investigator/ Program Manager of the proposed project. *See attached resume of JoAnna P. Weaver, P.E. Interim City Manager*

13. Financial information:

- a) Total budget for this project: \$10,000.00
- b) Matching funds (in-kind services or cash)  
*(Not required but desirable for proposals in response to the general call for proposals. Insert the 60% match from GLO or other funding for proposals in response to the Specific Call for Proposals No. 1):*  
\$ 600.00\*

*\* With a receipt of a MBMT grant, there will be no registration fee for the 47 CHS students nor the first tour on Friday, May 2 which will be by invitation only for local and state representatives and special guests that we want to invite to see the wonder of bird island firsthand. We are estimating \$600 of revenue from registration fees from three (3) of the tours being \$15/person or \$40/family.*

- c) Amount being requested from the Trust **\$9,400.00**

\*\* NOTE: The 1<sup>st</sup> Annual Mid-Coast Birding Festival is an event of the City of Port Lavaca, that has budgeted \$20,000 of Hotel Motel Tax Funds specifically for this event. This particular Floating Classroom tour event is only one part of a much larger planned event. Besides registration fees, the City of Port Lavaca will cover costs with various sponsorship levels.

14. Please provide a task and expense budget. Note: Indirect/overhead costs are limited to 15% of salaries charged to the project.

- Floating Classroom “The Archimedes” transport from Corpus to Port O’Connor: \$2,000
- Six Chester Island tours (from TPWD dock to island): \$3,600
- Meal and hotel accommodations for boat captains (5 days): \$1,000
- Professional bird guides (2 per tour for 6 tours): \$1,500
- Meal and hotel accommodations for guides (2 guides x 4 days): \$1,200
- CCISD bus transportation for 47 Aquatic Science students (2 tours): \$400
- Educational flyers and advertising: \$300

Should the Matagorda Bay Mitigation Trust fund this project, the undersigned agrees:

- a. To enter into a contract specifying the terms and conditions of the engagement.
- b. To designate where any dissertation or thesis can be accessed by the Matagorda Bay Mitigation Trust if applicable (e.g., website, publication source, etc.);
- c. To provide digital images of project activities; and
- d. To provide evidence of full and proper credit to the Matagorda Bay Mitigation Trust for support of this research/project in all publications and other appropriate forums.

\_\_\_\_\_  
Signature of Lead Investigator/  
Program Manager

\_\_\_\_\_  
Signature of Authorized  
Organization Officer or Board  
Officer

Submittal Date: \_\_\_\_\_

Submit completed applications to (PDF file size limit: 15MB):

<https://www.mbmtrust.com/rfps/>

## **PART V - ATTACHMENTS**

All Attachments are to be returned with Submittal

**ATTACHMENT A - SUBMISSION EXCEPTIONS/CLARIFICATIONS**

Any exceptions taken or clarifications made to this RFP must be itemized on the lines below. Additional pages may be added as needed. If there are no exceptions or clarifications, please indicate “NONE” and sign where indicated at the bottom of the page.

Item #    Description

- 1 General Terms and Conditions Section III.B: Add to start of para. “To the extent allowed by Texas law”
- 2 General Terms and Conditions Section X.A: Add “TEXAS” before “LAW” in first sentence.
- 3. General Terms and Conditions Section X.B.: Add “TEXAS” before “LAW” in the first sentence.
- 4 General Terms and Conditions Section XIX: Add to the start of the para.: “To the extent allowed by Texas law,”

---

---

---

---

---

---

---

---

The above exceptions and clarifications (and any additional pages identified) are the ONLY exceptions/clarifications to the specifications. I understand that the Trust may not accept additional exceptions produced after final submission of this response.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Respondent

\_\_\_\_\_  
Date

**No Exceptions are taken to this RFP.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Respondent

\_\_\_\_\_  
Date

**ATTACHMENT B -ACKNOWLEDGMENT**

The undersigned agrees this submission becomes the property of the Matagorda Bay Mitigation Trust (Trust) after the published submission deadline.

The undersigned affirms they have familiarized themselves with the specification, drawings, exhibits and other documents; the local conditions under which the work is to be performed; satisfied themselves of the conditions of delivery, handling and storage of materials and equipment; and all other matters that will be required for the work before submitting a response.

The undersigned agrees, if this submission is accepted, to furnish any and all items/services upon which prices are offered, at the price(s) and upon the terms and conditions contained in the specification. The period for acceptance of this submission will be 120 calendar days from the filing deadline noted herein unless a different period is noted.

The undersigned affirms that they are duly authorized to execute this contract, that this submission has not been prepared in collusion with any other Respondent, nor any employee or representative of the Trust, and that the contents of this submission have not been communicated to any other Respondent or to any employee or representative of the Trust prior to this submission.

Respondent hereby assigns to the Trust any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and understand the specifications, all exhibits, and attachments contained in this RFP package.

The undersigned agrees that the RFP package posted on the website are the official specifications and shall not alter the electronic copy of the RFP package, without clearly identifying changes.

The undersigned understands they will be responsible for monitoring the Trust Website at: <https://www.mbmtrust.com/rfps/> to ensure they have downloaded and signed all addendum(s) required for submission with their response.

In submitting a response to the Trust, the Responder offers and agrees that if the response is accepted, the Responder will convey, sell, assign or transfer to the Trust all rights, titles and interest in and to all causes to action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Texas for price fixing relating to the particular commodities or services purchased or acquired by the Trust. At the Trust's discretion, such assignment shall be made and become effective at the time the Trust tenders final payment to the Responder.

Acknowledge receipt of following addenda to the RFP:

Addendum No 1 Dated _____	Received _____
Addendum No 2 Dated _____	Received _____
Addendum No 3 Dated _____	Received _____

I certify that I have made no willful misrepresentations in this submission, nor have I withheld information in my statements and answers to questions. I am aware that the information given by me in this submission will be investigated, with my full permission, and that any misrepresentations or omissions may cause my submission to be rejected.

**NAME AND ADDRESS OF RESPONDENT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE:**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Email. \_\_\_\_\_

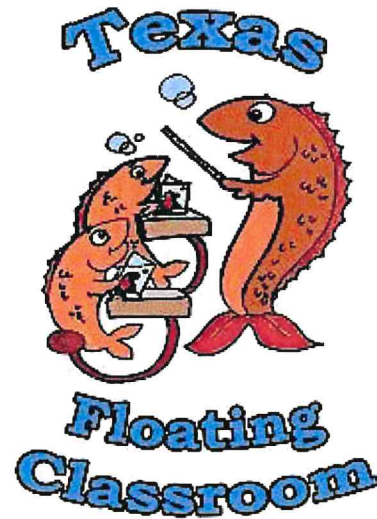
# ABOUT

*Texas Floating Classroom, Inc.*

*P.O. Box 2286 Aransas Pass, TX 78335-2286 (361) 717-4176*

## **Texas Floating Classroom**

Texas Floating Classroom, Inc., a 501(c)(3) non-profit corporation, was formed in January 2014 by captains Bryan and Whitney Curry to expand the marine science educational opportunities available to students of the Texas coastal bend. Our mission is to provide hands-on marine science education and a platform for research to students of the Texas Gulf coast and beyond.



## **R/V Archimedes**

In April 2014, Texas Floating Classroom acquired a 34-passenger USCG certified vessel to accomplish this mission. The *R/V Archimedes* is a true research vessel, providing students of all ages the opportunity to safely explore and quantify the marine environment while collecting and examining its many fascinating inhabitants. Fish, crabs, shrimp, and other animals are collected with a small trawl net and temporarily held in a touch tank onboard for students to examine closely before releasing. Phytoplankton and zooplankton are collected and placed under high-powered microscopes connected to a large monitor visible throughout the cabin. On longer cruises, a ponar dredge collects sediment from beneath the water and students sieve to find polychaetes, clams, and brittle stars. Lessons can be coordinated to align with specific TEKS upon request, and materials are available to teachers to reinforce concepts covered during educational cruises.

## **2023 Texas Environmental Excellence Award Winner**



*From left, TCEQ Commissioner Emily Lindley, Lucy Niermann, Chairman Jon Niermann, Captain Whitney Curry, 2023 Environmental Educator of the Year and Commissioner Bobby Janeka.*

The Texas Environmental Excellence Awards is an annual awards program that honors achievements in environmental preservation and protection. The **Environmental Educator of the Year** is awarded by a Blue Ribbon Committee of community leaders to a stand-out educator who highlights environmental education. Their recommendations are then considered by the TCEQ commissioners and the Governor.

Captain Whitney received this recognition at the awards banquet at the Austin Convention Center on May 17, 2023 and honored with a \$2500 donation to the Texas Floating Classroom.



## JoAnna P. "Jody" Weaver, P.E.

Interim City Manager of the City of Port Lavaca, Texas

202 N. Virginia Street

Port Lavaca, Texas 77979

361-827-3601 cell

[jweaver@portlavaca.org](mailto:jweaver@portlavaca.org)

### Education

Bachelor of Science in Civil Engineering with Management, 1980  
Ohio Northern University, Ada Ohio

### Registration

Registered Professional Engineer, 1987  
State of Texas No. 61535

### Professional Awards and Honors

- Paul Harris Fellow Award, 2001, Port Lavaca Rotary Club
- Young Engineer of the Year Award, 1984, TSPE Victoria, TX
- Member Texas Municipal City Management Association

### Professional Training

- various TCEQ and TWDB training seminars over the past 40 years
- Continuing Education at TCEQ Annual Water Conference
- Continuing Education at Texas Municipal League Annual conferences

### Community Involvement

- Port Lavaca Rotary Club since 1997
- Co-Chairman/ Children's Director Port Lavaca Main Street since 1998
- Member of GLO Technical Advisory Council
- Past Member YMCA Board of Directors
- Past Calhoun County Library Board member
- Chairman of the Building Committee for the Calhoun County Library

### Community Awards and Honors

- Port Lavaca Chamber of Commerce Woman of the Year, 2009 + 2019
- Victoria Advocate "Advocate of the Month," February 2009
- United Methodist Church Victoria District Spirit of Discipleship Award, 2008
- Port Lavaca Chamber of Commerce Community Service Award, 2007
- United Methodist Church Victoria District Christian Witness and Service Award, 2007

### Employment History

April 2020 to present

#### **Interim City Manager**

I was appointed Interim City Manager after the previous City Manager retired at the onset of COVID. I was selected based upon my 42 years of experience in and around the City and my love and long-term involvement in the community. Although I have lived and worked in and with the City for over 40 years, I must use the "Interim" title until I physically reside within the City limits per the City Charter. As City Manager, I still am involved in managing the large Capital Improvement and Federally/State funded projects including a \$13.5M Living Shoreline project being funded by a CDBG-Mitigation grant; projects using \$2.9M of ARPA funding and a recently completed \$5.2M CDBG-Disaster Recovery grant project.

August 2017 – March 2020

#### **City Engineer/Economic and Community Development Coordinator** 202 N. Virginia Street, Port Lavaca, Texas 77979

Exactly 10 days after my start date with the City of Port Lavaca, Hurricane Harvey came ashore and cause millions of dollars of damage to the City's infrastructure and amenities. As City Engineer, I worked extensively with FEMA, insurance, engineers, contractors and City Council and staff to recover and rebuild. Projects I managed include the repair/reconstruction of two fishing piers, a boat ramp dock and Nautical Landings Marina docks, the restoration of the Formosa Wetlands Walkway, the City Harbor concrete docks, the Bauer Community Center and many other smaller projects throughout the City. I was also the Project Manager for several Capital Improvement projects including <sup>1</sup> projects funded with State and Federal grant dollars such as the Texas Parks and Wildlife, Texas Department of Agriculture and the U.S. Department of Commerce.

May 2007 – July 2017

**Sr. Project Engineer**  
**G&W Engineers, Inc.**  
 205 W. Live Oak, Port Lavaca, Texas 77979

As a Sr. Project Civil Engineer, I have designed and managed the construction phase of various water, wastewater and development projects, as well as consulted with several regional cities and utility districts as District Engineer, including Port O'Connor Improvement District, Victoria County WCID No. 1 (Bloomington), City of Ganado and the City of La Ward. Development projects I have designed or oversaw the design of include a 20 acre fourplex development in Bay City, a commercial strip center and a Dollar General in Bay City, and the Texas Lakeside RV Resort in Port Lavaca. I have extensive experience working with grant writers to prepare applications for and design and administer the construction phase of various state and federally funded water, sewer and drainage improvement projects.

2002 to May 2007

**City Engineer**  
**City of Port Lavaca, Texas**  
 202 N. Virginia, Port Lavaca, Texas 77979

As the City Engineer, I was responsible for the project management of all municipal capital improvements projects. I designed and prepared the construction plans and specifications for most projects of \$100,000 or less. For projects greater than \$100,000 I would oversee the design performed by consultant engineering firms. I consulted with the City Building Official and Planning Board with regard to planning and development issues of the City. I consulted with the Utility Director with regard to water and wastewater issues and compliance with TCEQ. I answered directly to the City Manager and consulted with him on various topics concerning the City. Typical projects I designed during my tenure as City Engineer include: the Animal Shelter on Stringham Road, Camper's Recreation Room and outdoor showers at Lighthouse Beach, Brookhollow Estates Butterfly Park (TPWL grant), New Restrooms at Tilley, George Adams, and Lighthouse Beach Parks; Lana Park street rehabilitation, Waterline replacement on El Camino Real; Village Road Lift Station Rehabilitation; New Tilley Street sidewalk; Pavilion and Master site plan at George Adams and Tilly Parks; Right Turn Lane on Tilley St.; Re-roof of City Hall; and the Courtesy Dock at Lighthouse Beach (TPWL grant). I gained extensive experience applying for and working with various grant-funded projects including TxCDBG, TCF, GLO-CMP, TPWL, and CLAP.

1993 to 2001

**Project Engineer/Public Works Division Manager**  
**Testengeer, Inc.**  
 3777 Hwy 35 South, Port Lavaca, Texas

During my eight years with Testengeer, I was responsible for the commercial and public works projects brought into this predominantly industrial engineering firm. Between 1994 and 1998, I was the Manager of the Public Works Division, until the department was dissolved. I continued to work on such projects, but also in conjunction with civil projects in the area industrial plants. Projects I designed included the Calhoun County Little Chocolate Bayou Park (TPWL grant), Alamo Beach and Crestview Subdivision wastewater systems (TCDP grants), the renovation of the Memorial Medical Plaza, the Matagorda County Bird Sanctuary, and the restoration of the Matagorda Island Lighthouse.

1989 to 1992

**Technical Director**  
**Port Enterprises, Inc.**  
 Port Lavaca, Texas

In addition to providing technical expertise on various construction projects for this large commercial roofing company, I was the Company Safety Director. I established and implemented a comprehensive safety policy, including employee training and random job-site safety inspections. I also prepared cost estimates for bid and shop drawings and product data for submittal. I was acting office manager during 1991.

1986 to 1989

**Public Works Director**  
**City of Port Lavaca**  
Port Lavaca, Texas 77979

As Public Works Director I was responsible for utilities, streets, building inspections, and planning. Under my immediate direction were the Utility Director, the Building Inspector, the Department Secretary, and the Street Superintendent. I performed administrative duties, reviewed construction plans, and advised the Planning Board and City Council. I completely revised the permit application and filing processes and rewrote the Subdivision Ordinance, much of which is still in use today. During my tenure, the Fire Station and Bauer Community Center were constructed, as well as the preliminary stages of the master drainage plan. I prepared drawings and assisted the City Manager in the preparation of the COE permit application for Lighthouse Beach. During my three years as Public Works Director, I prepared a periodic newsletter for the public works employees entitled "The Public Worker."

1985 to 1986

**Estimator**  
**Port Enterprises, Inc.**  
Port Lavaca, Texas 77979

As an estimator for this large commercial roofing company, I attended pre-bid conferences, took field measurements, calculated quantities, estimated labor, and prepared and submitted competitive bids.

1980 to 1985

**Civil Engineer**  
**ITG Construction and Engineering, Inc.**  
Port Lavaca, Texas 77979

I was involved in the design and/or construction of various residential and light commercial construction projects. I designed an 80-acre subdivision, including street lay-out and water, wastewater, lift station and storm sewer design in Port Lavaca. The development, however, was never constructed.

Personal

Married to Larry Weaver, a retired employee of Calhoun County Precinct 4; mother of 3 young women ages 38, 35, and 32; grandmother of 5; born in Columbus, Ohio and has called Port Lavaca/Calhoun County home since 1980.

References

---

Russell Cain	Russell Cain Real Estate	361-552-6313
Richard Meyer	County Judge	Richard.meyer@calhouncotx.org
Tania French	Something More Media	361-552-9788
Anne Marie Odefey	ROWW, Attorneys	361-552-2971
Ken Lester	Lester Contracting, Inc.	361-552-3024

Other references available upon request.

Brown

Item 1.

Pelicans  
Return to  
Calhoun

Country  
Tim McFarland

birds,  
including  
brown  
pelicans,  
lay their  
eggs on the  
beach or in  
small  
shrubby  
only one or  
two feet  
above

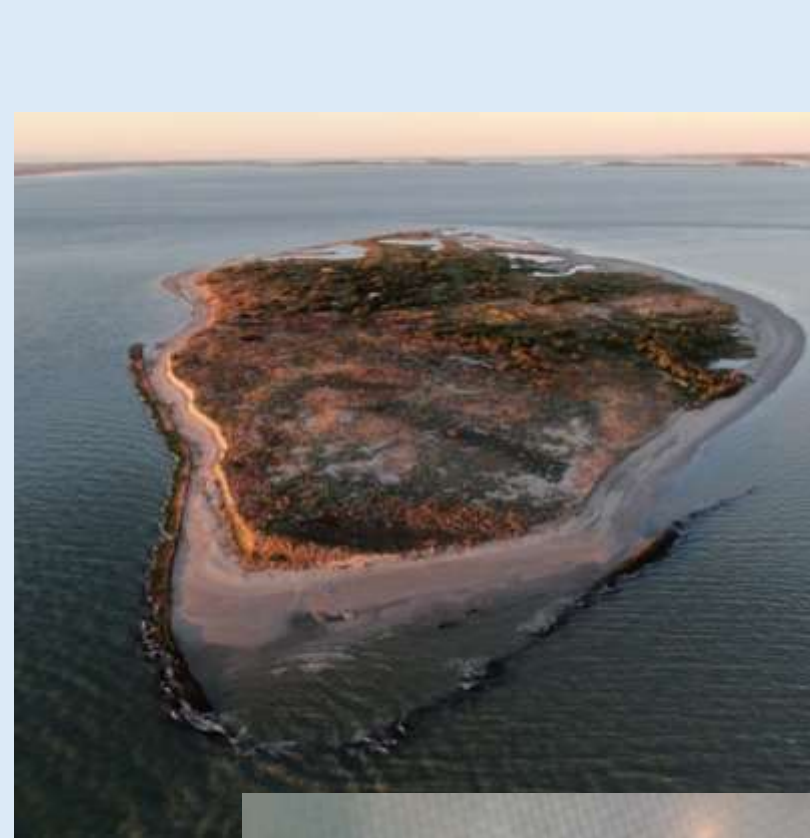


The eggs  
are at  
high risk  
of damage  
or  
destruction  
from  
heat,  
other  
birds

In 1962, the Port Lavaca Ship Channel was dredged. Some of the spoil was used to build an island in Matagorda Bay.

There were no predators, so soon thousands of shore birds safely raised their young.

Fishermen in the area, called it Bird Island



# Brown Pelican

Item 1.

By 1969 brown pelicans were almost extinct, down to 10 nesting pairs.

There were no brown pelicans in Calhoun



By the late 1960's  
it was found that a  
chemical that was  
being widely used to  
kill insects,  
including mosquitos,  
was causing the  
severe decline in  
some bird  
populations,  
including



Item 1.

The shells of the  
eggs were so thin  
that the eggs  
cracked before the  
chick was full



# Chester Smith



Audubon Texas Item 1.  
manages the  
rookery islands  
in the state of  
Texas. In 1970,  
they asked a Port  
O' Connor  
resident, Chester  
Smith to be the  
first manager, or 49

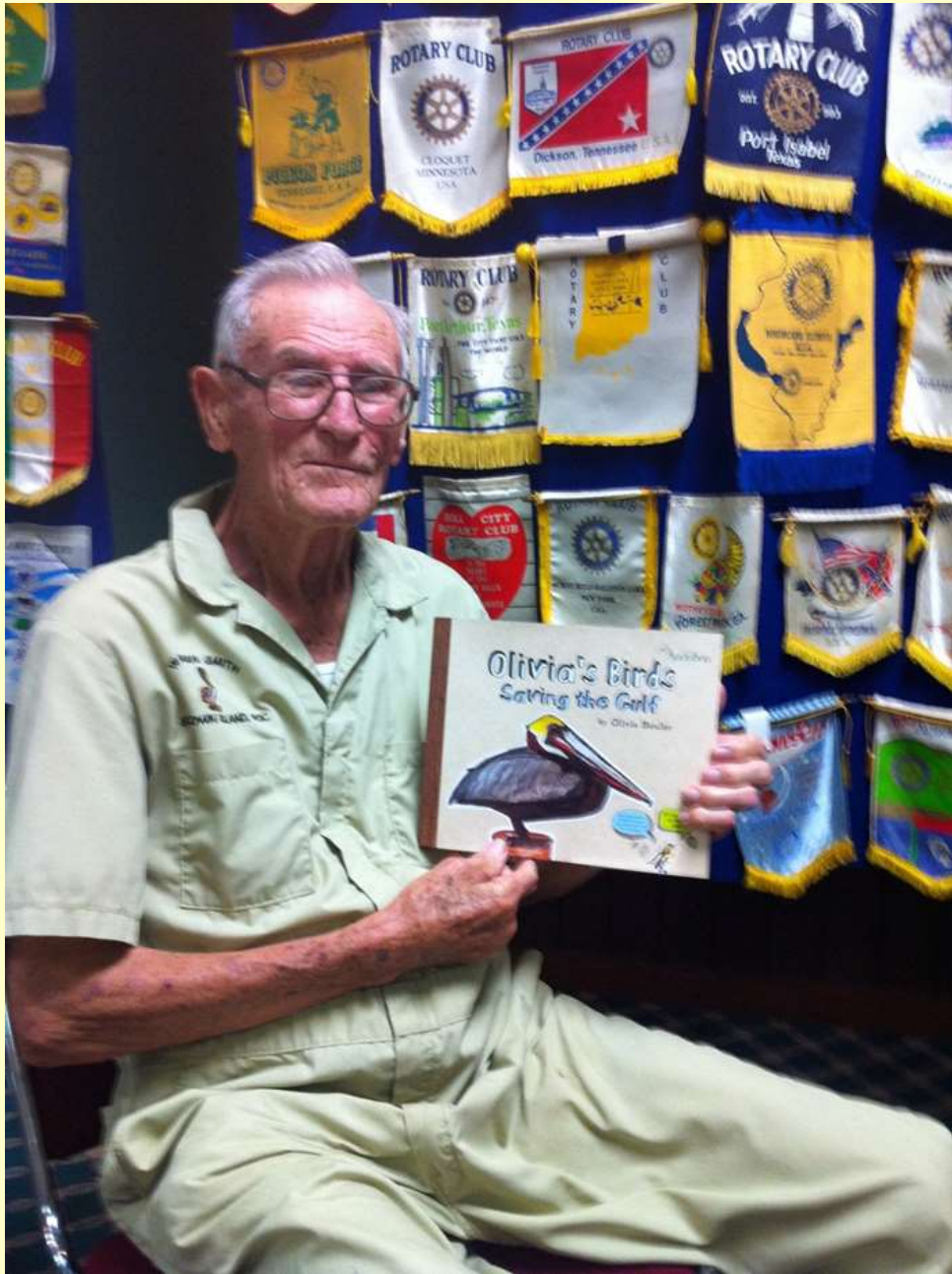
Mr. Smith worked to make the island home for more birds. He built low structures for more birds to roost.

Then he built a fenced chicken coop.



Chester went to the Corpus area where there were still a few brown pelicans. He brought back a pair of chicks. He put them in the coop he had built on Sundown Island. Every morning, he went to the island and cast netted for bait and fed





Chester Smith loved educating people about the importance of rookery islands. He told the story of the return of brown pelicans to school children

Now Calhoun county is home to over 2,000 brown pelicans.

Almost every brown pelican in Calhoun County is because of the concern and work of one man, Chester Smith.



Item 1.





**The island now is home to 19 species of birds and over 22,000 birds.**

**The island has been renamed and**

# Chester Island 2024



Pelican Nest  
with eggs.



Audubon Texas still manages Chester Island. The Warden of Chester Island is Tim Wilkerson. His wife, Peggy, is also involved with protecting the island and the birds of Chester Island.

Chester Smith was her dad.

We all must work





Please take a  
copy of Audubon  
Texas'  
recommendations  
for protecting  
rookery beaches  
and islands.



# COMMUNICATION

**SUBJECT:** Announcement by Mayor that City Council will retire into closed session:

---

## **INFORMATION:**

- For consultation with City Attorney on matters in which the duty of the Attorney to the City Council 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). Presenter is Mayor Whitlow
- 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 Title 5, Chapter 551, Section 551.072 of the Texas Government Code). Presenter is Mayor Whitlow



# COMMUNICATION

**SUBJECT:** Return to Open Session and take any action deemed necessary with regard to matters in closed session. Presenter is Mayor Whitlow

---

## INFORMATION:

