



CITY OF
PORT LAVACA

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MINUTES OF 01/05/2021 REGULAR OF PORT COMMISSION MEETING

The Agenda having been properly posted, Chairman Alex Davila called the meeting to order at 10:00 A.M. on Tuesday, January 5, 2021. Members attending were Commissioner Mike McGuire, Commissioner David Roberts, and Commissioner Sue Traylor. City Staff that were attending were City Attorney Anne Marie Odefey, Interim City Manager Richard Morton, City Engineer Jody Weaver, Senior Accountant Blake Buller, Harbor Master Jim Rudellat and Rachel Garza. Visitors in attendance Matt Glaze, Urban Engineering, Trey Franz, Helena Chemical and Jeff Holly, Helena Chemical.

1. CONSENT AGENDA:

a. MINUTES OF REGULAR MEETING DECEMBER 15, 2020

A motion was made to approve the minutes by Commissioner Mike McGuire, Seconded by Commissioner David Roberts with a correction to Agenda Item 3, Sub-Section D, strike "If no response, Richard Morton, Interim City Manager will send out a formal "Demand Letter".
Motion Carries.

2. REPORTS

- a. TARIFF REPORT**
- b. ACCOUNT AGING REPORT**
- c. REVENUE AND EXPENSE REPORT**
- d. BALANCE SHEET**
- e. PAYMENT REPORT**
- f. PROFIT AND LOSS CASH FLOW REPORT**

Account Aging Report: Jim Rudellat, Harbor Master to follow up on all past due accounts.

No action necessary and none taken.

3. RECEIVE REPORTS FROM STAFF ON THE BILGE RECLAMATION SITE AND CITY HARBOR CLEAN UP.

Comments for Jim Rudellat spoke with Rusty Moon, GLO was told that the previous contractor could not meet the insurance requirements from the state, contract will go out for bids again.

Comments from Chairman Alex Davila, requesting Jim Rudellat to work with our City's Street Dept to clean up timbers that wash up around the bilge reclamation site.

4. RECEIVE REPORTS FROM URBAN ENGINEERING AND STAFF ON LOW DOCK REPAIRS AND STATUS.

Comments from Matt Glaze, Urban Engineering and Jody Weaver, City Engineer, J&S is making progress.
No action necessary and none taken.

5. RECEIVE UPDATES FROM STAFF AND URBAN ENGINEERING FOR SCULLY'S BULKHEAD AND FINGER PIER REPAIRS AND CONSIDER RECOMMENDATION FOR AWARD.

Comments from Matt Glaze, Urban Engineering will follow now that the contract has been executed.
No action necessary and none taken.

6. RECEIVE REPORTS FROM STAFF REGARDING STATUS OF NAUTICAL LANDINGS BUILDING AND PARKING LOT.
Comments from Jim Rudellat, Harbor Master, back door, frame, and windows will be available on January 14, 2021. Conference Room is still available for rent. Parking lot repairs on hold.
No action necessary and none taken.
7. RECEIVE REPORTS FROM STAFF REGARDING STATUS OF NAUTICAL LANDINGS MARINA.
Comments from Jim Rudellat, Harbor Master, completion of sanitary pump has been installed from dock to shore. J&S will level the dock at a later date.
No action necessary and none taken.
8. RECEIVE REPORTS FROM STAFF REGARDING STATUS ON SMITH HARBOR, ASSOCIATED PROPERTIES.
Comments from Jim Rudellat, Harbor Master, nothing to report.
No action necessary and none taken.
9. RECEIVE REPORTS FROM STAFF REGARDING CIVIL CORP EASEMENT SURVEY STAKING.
Comments from Jim Rudellat, Harbor Master, easement line has been marked and will locate the property corner at the brewery and Live Oak.
No action necessary and none taken.
10. RECEIVE REPORTS FROM URBAN ENGINEERING ON DREDGING OF SMITH HARBOR, ASSOCIATED PROPERTIES.
Comments from Matt Glaze, Urban Engineering, discussed the preliminary plans.
Comments from Alex Davila, Chairman, suggested Agenda Item be tabled for Commissioner's to study.
Matt Glaze will reach out to the Core of Engineers for the cost of placing vinyl plank sheet piling and extend it forward for containment.
No action necessary and none taken.
11. RECEIVE REPORTS FROM STAFF ON HARBOR OF REFUGE, BULKHEAD, REPAIRS AND LAND IMPROVEMENTS.
Comments from Jim Rudellat, Harbor Master, will follow up with GLO to address the removal of the vessel located in the harbor of Refuge; LaQuay to provide a roll-off container.
No action necessary and none taken.
12. RECEIVE UPDATE FROM STAFF ON COMMUNICATIONS WITH TCEQ AND ARMY CORP OF ENGINEERS REGARDING HARBOR OF REFUGE.
Comments from Jody Weaver, City Engineer, requested a 90-day extension with the TCEQ Municipal Solid Waste Division to get plans prepared and approved. Urban Engineering reached out to TSI to identify the footprint of the landfill. Estimated cost: \$8,000.00.
No action necessary and none taken.
13. DISCUSS UPDATES ON BRUSH OPERATIONS AND CLEANUP AT THE HARBOR OF REFUGE.
Comments from Richard Morton, Interim City Mgr. no change in status.
No action necessary and none taken.

14. RECEIVE REPORTS FROM STAFF AND DISCUSS EXPIRED AND CURRENTLY DUE LEASES.

Jim Rudellat, Harbor Master, presented pictures of the City Harbor: Tract 9: 0.73 ac / bulkhead: 440 Ft., Tract 9A: 0.14 ac / bulkhead: 154 Ft., and Tract 10: 0.53 ac / bulkhead: 154 Ft.

Mark Lundin, Prestige Oyster to clean up the property and fill up the washout behind the bulkhead with shell.

Motion was made to authorize Jim Rudellat, Harbor Master and Richard Morton, Interim City Manager to make the minor necessary repairs to the bulkhead at the former SCR City Harbor Tract.

Motion was made by Commissioner Mike McGuire and Seconded by Commissioner Sue Traylor.

Motion carries.

- a. City Harbor – Item discussed. No action and none taken.
- b. Nautical Landings Building – Operating at a 100%.
Nautical Landings Marina – Follow up and send term letter on past due boat slip accounts.
- c. Smith Harbor – Item discussed. No action and none taken.
- d. Harbor of Refuge – Discussed setting up an Escrow Account with Helena Chemical for Tariff.
Harbor of Refuge – T.W. LaQuay has made a payment towards their account.
Harbor of Refuge – RLB Term Lease.

Motion was made to terminate RLB Lease with the requirements tenant must clean up the property to be environmentally safe. City Secretary to execute the documents in cooperation with our Interim City Manager and City Attorney.

Motion was made by Commissioner Mike McGuire and Seconded by Commissioner Sue Traylor.

Motion carries.

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

FOR CONSULTATION WITH ATTORNEY ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNING BODY, UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS, CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT, IN ACCORDANCE WITH TITLE 5, CHAPTER 551, SECTION 551.071(B) OF THE TEXAS GOVERNMENT CODE.

RETURN TO OPEN SESSION AND TAKE ANY ACTION NECESSARY ON THING DISCUSSED IN CLOSED SESSION.

Port Commission entered into closed session at 11:00 am and returned from closed session at 12:00 pm.

16. DISCUSS MONTHLY CHECKLIST FROM HARBOR MASTER.

Checklist submitted by Jim Rudellat, Harbor Master.

Commissioners discussed this agenda item.

No action necessary and none taken.

17. GENERAL COMMENTS FROM COMMISSIONERS.

No comments.

No action necessary and none taken.

ADJOURN

A motion was made by Commissioner David Roberts to adjourn the meeting. It was seconded by Commissioner Mike McGuire. The meeting was adjourned at 12:23 P.M.