



CITY OF PORT LAVACA

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MINUTES OF 12/15/2020 REGULAR OF PORT COMMISSION MEETING

The Agenda having been properly posted, Chairman Alex Davila called the meeting to order at 10:04 A.M. on Tuesday, December 15, 2020. Members attending were Commissioner Mike McGuire, Commissioner David Roberts, and Commissioner Sue Traylor. City Staff that were attending were 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.

1. CONSENT AGENDA:

a. MINUTES OF REGULAR MEETING NOVEMBER 17, 2020

A motion was made to approve the minutes by Commissioner Sue Traylor, Seconded by Commissioner David Roberts.

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: Demand letters have been sent out for all past due Nautical Landings Marina Accounts.

Jim Rudellat, Harbor Master will follow up with Equalizer's docking fees and Helena Chemical for the railcar fees.

No action necessary and none taken.

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

- a. SCR has vacated Tract 9 & 10; account is paid in full.
- b. Nautical Landings Building – Operating at a 100%.
City Council approved for Port Commission to lease the Nautical Landings Building Conference Room as office space.
Nautical Landings Marina – Discussed sending demand and term letters to all past due lease accounts.
- c. Smith Harbor – Lease for Asensio Rubio-Reyna will be ratified in January 2021.
- d. Harbor of Refuge – Comments from Jody Weaver, City Engineer, RLB has paid \$35,000.00 on his account. RLB to report to Port Commission with a plan to clean up his property and discuss reducing his footprint. RLB is currently on a month to month until Port Commission agrees on a “Ground Lease” or “Eviction Notice”.
Harbor of Refuge – Comments from Richard Morton, Interim City Manager, reached out to Linda LaQuay requesting payment on her account. She has agreed to pay the amount in full including interest due in the amount of \$65,501.40. If no response, Richard Morton, Interim City Manager will send out a formal “Demand Letter”.

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 has begun replacing the whaler bolts and patching holes.
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 Jody Weaver, City Engineer, City Council did accept the base bid from Shirley & Son's for \$295,724.00. Plus, alternate #1 and alternate #3.
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, will discuss moving the water meter with Public Works.
Back door and frame still on back order.
No action necessary and none taken.
7. RECEIVE REPORTS FROM STAFF REGARDING STATUS OF NAUTICAL LANDINGS MARINA.
Comments from Jim Rudellat, Harbor Master.
 - Discussed an eviction due to renter was not abiding to the rules and regulations of the Marina.
 - Informed Commissioner's that he is seeking help from Anne Marie Odefey, City Attorney regarding a boat slip renter who is now deceased.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 URBAN ENGINEERING ON DREDGING OF SMITH HARBOR, ASSOCIATED PROPERTIES.
Comments from Matt Glaze, Urban Engineering, working with Eddie Fisher, Gulf Hydrographic & Coastal Consulting, final preliminary plans will be ready in January 2021.
No action necessary and none taken.
10. RECEIVE REPORTS FROM STAFF ON HARBOR OF REFUGE, BULKHEAD, REPAIRS AND LAND IMPROVEMENTS.
Comments from Jim Rudellat, Harbor Master, bumpers have been installed.
No action necessary and none taken.
11. DISCUSS UPDATES FROM STAFF ON COMMUNICATIONS WITH TCEQ AND ARMY CORP OF ENGINEERS REGARDING HARBOR OF REFUGE.
Comments from Jody Weaver, City Engineer, City of Port Lavaca has satisfied two (2) of the violation from TCEQ. Two (2) violations were failure to notify the lessee.
The third (3) violation needs to be addressed; landfill needs to be restored.
No action necessary and none taken.

12. DISCUSS UPDATES ON BRUSH OPERATOINS AND CLEANUP AT THE HARBOR OF REFUGE.

Comments from Chairman Alex Davila considered meeting with David Hall, County Commissioner to discuss an interlocal agreement for a possible brush burn area. Or consider buying or lease two or three acres to designate as a burn area.

No action necessary and none taken.

13. RECEIVE UPDATES FROM STAFF ON STANDARDIZE LEASES.

Comments from Chairman Alex Davila, Commissioner's continuing to modify the leases.

No action necessary and none taken.

14. DISCUSS MONTHLY CHECKLIST FROM HARBOR MASTER.

Checklist submitted by Jim Rudellat, Harbor Master.

Commissioners discussed this agenda item.

No action necessary and none taken.

15. GENERAL COMMENTS FROM COMMISSIONERS.

Comments from Chairman Alex Davila regarding Environmental Horizon: Port Commission would like to partner up with the Lavaca Bay Foundation. They are requesting that we reach out to Dr. Bunnell and Raymond Butler, to check into applying for funds for the Harbor of Refuge, Port Lavaca, Tx.

No action necessary and none taken.

ADJOURN

A motion was made by Commissioner Mike McGuire to adjourn the meeting. It was seconded by Commissioner David Roberts. The meeting was adjourned at 11:56 A.M.