



SPECIAL PORT COMMISSION MEETING

Tuesday, October 19, 2021 at 10:00 AM
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 Port Commission upon the request of the chairman, any member(s) of Port Commission and/or the City Attorney:

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

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

AGENDA

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

COVID-19 MEETING PROCEDURE

Public notice is hereby given that the Port Commission of the City of Port Lavaca, Texas, will hold a meeting TUESDAY, OCTOBER 19, 2021 beginning at 10:00 a.m., at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas to consider the following items of business:

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

Join Zoom Meeting:

<https://us02web.zoom.us/j/88091169091?pwd=bWxoL3UwTS9wVU9UTjBxOEV0aXB1QT09>

Meeting ID: 880 9116 9091

Passcode: 427648

One Tap Mobile

+13462487799,,88091169091#,,,,*427648# US (Houston)

Dial by your location

+1 346 248 7799 US (Houston)

CALL TO ORDER

COMMENTS FROM THE PUBLIC - *Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting on Zoom by logging on with your computer and/or smart phone as described in the zoom invitation below or on Facebook Live through the comment section, which will be monitored and answered. As appropriate.*

AGENDA

1. CONSIDER RENTAL RATES AND TERMS FOR THE FOLLOWING NEW LEASES:
 1. Suite 2 – Spiretek
 2. Suite 5 – Bay, Ltd
 3. Suite 1D – Port Lavaca Plumbing

ADJOURNMENT**CERTIFICATION OF POSTING NOTICE**

This is to certify that the above notice of a regular meeting of The Port Commission of The City of Port Lavaca, scheduled for **Tuesday, October 19, 2021**, beginning at 10:00 a.m., was posted at city hall, easily accessible to the public, as of **10:00 a.m. Friday, October 15, 2021**.

Rachel Garza, *Administrative Assistant*

ADA NOTICE

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

COMMUNICATION

SUBJECT: CONSIDER RENTAL RATES AND TERMS FOR THE FOLLOWING NEW LEASES:

INFORMATION:

1. Suite 2 – Spiretek2. Suite 5 – Bay, Ltd3. Suite 1D – Port Lavaca Plumbing


CITY OF PORT LAVACA

PORT COMMISSION SPECIAL MEETING: October 19, 2021

DATE: 10.13.2021

TO: PORT COMMISSION

CC: JIM RUDELLAT, HARBOR MASTER

FROM: JODY WEAVER, INTERIM CITY MANAGER 

SUBJECT: **CONSIDER RENTAL RATES AND TERMS FOR NEW LEASES: Suites 2, 5, 1D**

As requested by the Commissioners at the last meeting, I have researched what we are paying for utilities and see how that is comparing to the revenue being generated in the rental rates currently being charged.

In a review of the Gexa Electric bills I have noted the following:

- the average electric bill for the North end of the building (including Suite 2) is \$664/month.
- the average electric bill for the South end (including the conference room) is \$269/month.

A review of the City water bills finds: (apart from obvious leaks)

- the average water bill for the North end is \$80/month
- the average water bill for the South end is \$45/month

The attached spreadsheet provides a break down of the current lease rental rates for these three leases as well as G4S, Edward Jones, and Something More Media.

With an allocation of \$106 for the Day Room electrical which should be paid with Marina rental rates, we are currently \$44 shy of breaking even on electrical costs.

With an allocation of \$20/month for the Day Room water which should be paid with Marina rental rates, we are breaking even with the water.

Staff proposal:

- 1) PL Plumbing: 1 year + 1 year option; starting rent unchanged at \$450/month with increase for year 2 if accepted equal to MCI with 2% minimum and 5% maximum.
- 2) Spiretek: 2 year + 1 each 1 year option: starting rent +\$25/mo or 1.6% increase for a total \$1.30/sf; annual increases equal to MCI with 2% minimum and 5% maximum
- 3) Bay Ltd: 1 year + 1 year option; starting rent +\$40/mo or 3.3% increase for a total \$1.25/sf; increase for year 2 if accepted equal to MCI with 2% minimum and 5% maximum.

This provides \$65/month in additional revenue which will pay for the \$44/mo needed to break even with electrical and contribute \$19/mo more toward the Day Room and Harbor Master's office electrical.

When Edward Jones comes due next year, we will increase their utility payments to be more in line with Spiretek and Bay.

NAUTICAL LANDINGS OFFICE BUILDING LEASES: Oct 2021

Suite 1D PL Plumbing 205 sf

Rent:	\$	1.585 /sf	\$	325.00	
Elect:	\$	0.488 /sf	\$	100.00	
Breakroom/restroom:			\$	25.00	
			\$	450.00	\$ 2.20 /sf

Suite 1E/F G4S 320 sf

Rent:	\$	1.13 /sf	\$	360.80	
Elect:	\$	0.39 /sf	\$	125.00	
Breakroom/restroom:			\$	25.00	
			\$	510.80	\$ 1.60 /sf

Suite 2 Spiretek 1440 sf

Rent:	\$	1.115 /sf	\$	1,605.00			
Elect:	\$	0.139 /sf	\$	200.00			
Water:			\$	20.00			
Breakroom/restroom:			\$	25.00			
			\$	1,850.00	\$ 1.28 /sf	<i>Proposed New Lease:</i>	
						\$ 1,630.00 (+ \$25)	
						\$ 200.00	
						\$ 20.00	
						\$ 25.00	
						\$ 1,875.00	\$ 1.30 /sf

Suite 3 Edward Jones 1055 sf

Rent:	\$	0.981 /sf	\$	1,035.00	
Elect:	\$	0.095 /sf	\$	100.00	
Water:			\$	15.00	
			\$	1,150.00	\$ 1.09 /sf

Suite 4 SMM 622 sf

Rent:	\$	0.920 /sf	\$	572.00	
Elect:	\$	0.109 /sf	\$	68.00	
Water:					
			\$	640.00	\$ 1.03 /sf

Suite 5 Bay Ltd 1160 sf

Rent:	\$	1.034 /sf	\$	1,200.00			
Elect:	\$	0.164 /sf	\$	190.00			
Water:			\$	20.00			
			\$	1,410.00	\$ 1.22 /sf	<i>Proposed New Lease:</i>	
						\$ 1,240.00 (+\$40)	
						\$ 190.00	
						\$ 20.00	
						\$ 1,450.00	1.25 /sf

Avg Elect. North end:	\$664	\$	558.00	\$ (106.00)	** This can be estimate for Day Rm and part of HM to be paid by Marina Rates)
Avg Elect. South end:	\$269	\$	225.00	\$ (44.00)	** This would account for the conference room
	\$933	\$	783.00		with extra \$65 revenue = OK!
Avg water North end:	\$80	\$	55.00		
Avg water South end:	\$45	\$	50.00		
	\$125	\$	105.00	\$ (20.00)	** For Day Room and to be paid with Marina Rates