



WEST SIDE CALHOUN COUNTY NAVIGATION DISTRICT

PO BOX 189

SEADRIFT, TX 77983

361-485-0330

**MINUTES OF THE BOARD OF NAVIGATION AND CANAL COMMISSIONERS OF THE WEST
SIDE CALHOUN COUNTY NAVIGATION DISTRICT**

The Board of Navigation and Canal Commissioners of the West Side Calhoun County Navigation District (the "District") convened on 18 March 2020 at 7:00 pm at the offices of the District, 402 S Main Street, Seadrift, TX with the following Commission members present: Jack Campbell, Jr., Teddy Hawes, and William Schustereit. Also present at the meeting were: Jennifer Stastny, Port Director; Glenn Davenport, Harbor Master; and Caitlynn Davenport, District Secretary. District Legal Counsel, Duane Crocker, participated via teleconference.

Jack Campbell, Jr., Chairman, presided over the meeting. Noting that a quorum was present, the Chairman called the meeting to order and upon motions duly made, seconded and adopted, the following proceedings were had:

The Commissioners unanimously approved the minutes of the 18 February 2020 meeting.

There was no public comment received

The Commissioners received, reviewed, and unanimously approved the District's financial reports and records for the month of February 2020, which included the Accounts Payable and bank reconciliations.

The Commissioners received, reviewed, and approved a 2020 Operating and Maintenance budget based upon the 2019 budget and as provided by Vicki Whitaker, outside bookkeeper.

The Commissioners received a report from the District's Port Director which included information regarding the Rider 38 grant approval, information concerning BUILD and PIDP grants projects and deadlines, information from Urban Engineering, and status on billings and invoices.

The Commissioners received a report from the District's Legal Counsel, which included information regarding a meeting on April 2 with Dow legal representatives.

The Commissioners received a report of the District's Harbor Master, which included information regarding oyster season and tenants at Seadrift Harbor, boats moving out of the harbor, concerns about

continuing oyster season, and a quote for \$2100.00 to remove stumps and clean up old tires and other debris.

The Commissioners discussed the status on the stairways on the building leased by Prestige Oysters. They have incurred damage from forklifts backing into the stairs. Per the lease, they are responsible for maintenance and damages. The Harbor Master will discuss this matter with them, insist upon the required repairs per the lease, and follow up with a letter to company HQ if not complete within 90 days.

The Commissioners discussed the filing of public notices and authorization of signature for District representatives. A motion was made and seconded to authorize the District's Port Director to sign public notices in the absence of the Chairman. The Commissioners voted unanimously on this authorization.

The Commissioners discussed property of interest in Port O'Connor. The Commission authorized Duane Crocker, Legal Counsel for the District, to proceed with negotiations regarding said property and clarify issues regarding usage and restrictions.

There being no further business brought before the Commissioners, the Chairman announced the meeting was adjourned at 8:25 pm..

Jack Campbell, Jr., Chairman

Teddy Hawes, Commissioner

William Schustereit, Commissioner

Jennifer Stastny, Port Director