



WEST SIDE CALHOUN COUNTY NAVIGATION DISTRICT

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**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 August 2020 at 7:00 pm at District offices, 402 S. Main, Seadrift TX. Jack Campbell, Jr., Chairman called the meeting to order. Present were the following Commission members Jack Campbell, Jr.; Teddy Hawes and William Schustereit. Also present at the meeting were: Jennifer Stastny, Port Director; Tom Schmidt, Urban Engineering, Consulting Engineer; and Glenn Davenport, Harbor Master. District Legal Counsel, Duane Crocker, participated via conference call.

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 21 July 2020 regular meeting.

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

The District's Annual Financial Audit, conducted by Goldman, Hunt, and Notz, LLC was presented by Donald Goldman and unanimously approved.

The Commissioners received a report from the District's Port Director which included information regarding the Rider 38 grant, which is still in process with the AFA between the District and TxDOT; a report on Hurricane Hannah and recommendations for a lockable bulletin board at Seadrift Harbor and District Office for disseminating important information when necessary; a report on a meeting with the Port of Victoria regarding USACE O&M funding for the Channel to Victoria; a virtual meeting with the USACE on "Emerging Ports"; the permit issued to Ponchartrain Partners for placement of an office trailer at Seadrift Harbor; a call from a concerned member of the public regarding Epic Pipeline damage and the levee road; and plans for hurricane preparation for District waterside facilities and office as well as a general maintenance plan and need for supplies to maintain the District office.

The Commissioners received a report from the District's Legal Counsel, which included information pertaining to Dow Lease meetings and negotiations; a letter to be sent to Kirby Inland Marine regarding their use of Long Mott Harbor and public posting of fleeting rates; and information regarding the Epic and Phillips 66 pipeline projects.

The Commissioners received a report of the District's Harbor Master, which included information regarding activities at Seadrift Harbor including maintenance issues at the harbor and the arrival of an unidentified connex box. All boat stalls at the harbor are under lease .

The Commissioners received a report from the District's Consulting Engineer, Tom Schmidt of Urban Engineering, which included needed repairs to infrastructure at Seadrift Harbor and plan to address; and Task Order #2 for the Rider 38 Project.

The Commissioners received an update on temporary repairs to Seadrift Harbor, cost estimates for permanent repairs to Seadrift Harbor, and approved a Task Order for Wetlands delineation by Bio West Environmental at Long Mott Harbor in the amount of \$20,300.00 as part of the master planning process for the property. Urban Engineering is to come back to the Commission with new proposals for repairs to Seadrift Harbor.

The discussion regarding commercial sales of seafood products across District property and facilities was tabled.

The discussion regarding location of leased space and potential efficiencies at Seadrift Harbor was tabled.

The Commission approved and authorized public bids to be advertised for a 3 year agricultural lease of property owned by the District. Bids will be advertised in the Victoria Advocate and Port Lavaca Wave, with bids opened at the September 15, 2020 meeting.

The Commission went into Executive Session at 8:35 pm for the purposes of discussing Real Estate matters and properties of interest of the District. The Commissioners came out of Executive Session at 8:55 pm, with no official action taken.

There being no further business brought before the Commissioners, the Chairman announced the meeting was adjourned at 8:57 pm..

Jack Campbell, Jr., Chairman

Teddy Hawes, Commissioner

William Schustereit, Commissioner

Jennifer Stastny, Port Director