

**MATAGORDA COUNTY NAVIGATION DISTRICT NO. ONE  
MINUTES OF THE BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
February 14, 2022**

I. Chairman Neeley called the meeting of February 14, 2022, to order at 1:03 p.m. Chairman Neeley announced the Notice of Meeting had been duly posted and there was a quorum present. The Pledge of Allegiance was recited. Chairman Neeley welcomed those in attendance and thanked them for coming. Announced Commissioner Eggemeyer and Commissioner Aparicio will be absent.

**ATTENDEES:**

Jimmy Neeley, Chairman	Jose Ortiz, Maintenance Contractor
Greg Seaman Commissioner	Matt Glaze, Urban Engineering
Donny Tran Commissioner	Alan Schulman, Palacios Beacon
Victor Martinez, Port Director	Bill Chapman, PISD <i>(1:23 p.m. left)</i>
Verna H. Williams, Port Office Mgr.	Harold Bowers <i>(1:23 p.m. left)</i>
Isidro Castanon, Port Attorney <i>(1:25 p.m. left)</i>	Cheryl Bowers <i>(1:23 p.m. left)</i>

Harold and Cheryl Bowers handed out an aerial of the MCND#1 property being requested by PISD for the new K-5 school along with a presentation. Bill Chipman with PISD confirmed the request for 15-18 acres they had requested March 2021. In hopes the MCND#1 Board would reconsider selling the property to PISD.

**II. 1. Consideration and approval of Minutes of Previous Meetings (1/20/2022).** Minutes from the Regular Board Meeting of January 20, 2022 were reviewed. Commissioner Tran moved to accept the minutes as presented. Commissioner Seaman seconded the motion. All voted affirmatively and the motion passed. All voted affirmatively and the motion passed.

**II. 2. Consideration and approval of Lease Activity since last Regular Board Meeting.** Mr. Martinez stated there is no lease activity during this period.

**II. 3. Consideration and approval of a 2-year Renewal of the Master Agreement between MCND#1 and Victoria Engineering, Inc. d/b/a Urban Engineering for Professional Services.** Commissioner Seaman stated this was an issue Commissioner Eggemeyer wanted to address. Therefore, Commissioner Seaman made a motion to table this Agenda Item until next months Board Meeting. Commissioner Tran seconded the motion. All voted affirmatively and the motion passed.

**II. 4. Consideration and approval of the Master Service Agreement between MCND#1 and Collins Engineers Inc., for the above and underwater inspection to support a conditions assessment of the existing waterfront structures projects.** Mr. Martinez stated, Collins has come back with an Agreement and a scope of work not to exceed \$100,000 for this project. Mr. Castanon has reviewed this Agreement and has no concerns with it. If approved they are ready to begin this project on February 21, 2022. A motion was made by Commissioner Tran to approve the Master Service Agreement between MCND#1 and Collins Engineers Inc., for the above and underwater inspection to support a conditions assessment of the existing waterfront structures project with the understanding Collins Engineers Inc. make the changes the Port Attorney recommended. Commissioner Seaman seconded the motion. All voted affirmatively and the motion passed.

**II. 5. Consideration and approval of the Master Service Agreement between MCND#1 and CSRS Inc., disaster recovery and other state and federal funding grants and program management and ports and economic development advisory services.** Mr. Martinez stated, Consideration and approval of the Master Service Agreement between MCND#1 and CSRS Inc., for disaster recovery and other state and federal funding grants and program management and ports and economic development advisory services. CSRS has come back with their Agreement. Mr. Castanon has reviewed this Agreement and we went back with some changes that CSRS has agreed to. This agreement doesn't authorize any funds. Instead, it allows us to ask for Task Orders as we identify a project for CSRS to perform. The Task Order will have the Scope of Work as requested along with the costs at that time. Additionally, CSRS will be available during this coming Hurricane Season to assist the District as needed. A motion was made by Commissioner Seaman to approve the Master Service Agreement between MCND#1 and CSRS Inc., for disaster recovery and other state and federal funding grants and program management and ports and economic development advisory services. Commissioner Tran seconded the motion. All voted affirmatively and the motion passed.

**III. INTERNAL & FINANCIAL REPORTS** for Board discussion and appropriate action  
Internal Reports.

- a. Contractor's Port Maintenance Report
- b. Port Director's Operations, Promotion & Development Activity

**Consideration and approval of Current Voucher Control Report.** Commissioner Tran made a motion to accept the Current Voucher Control Report. Commissioner Seaman seconded the motion. All voted affirmatively and the motion passed.

**Consideration and approval of Current 2021 Financial Reports.** Commissioner Tran made a motion to accept the Current 2021 Financial Reports. Commissioner Seaman seconded the motion. All voted affirmatively and the motion passed.

**Consideration and approval of Current Register Reports.** After review, Commissioner Seaman made a motion to approve the current Register Reports. Commissioner Tran seconded the motion. All voted affirmatively and the motion passed.

**Consideration and approval of Current Investment Activity Report.** Mr. Martinez reported on the Current Investment Activity Report. Commissioner Seaman made a motion to approve the Current Investment Activity Report. Commissioner Tran seconded the motion. All voted affirmatively and the motion passed.

**IV. EXECUTIVE SESSION** – At 2:12 p.m., the Board went into an Executive Session, as authorized by the Texas Government Code Sections 551.071, 551.072, 551.074 and 551.087 of the Open Meetings Act, permitting discussion and deliberation in an Executive Meeting for the following purpose:

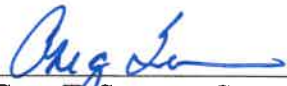
1. Consultation with Attorney on legal matters as permitted under Sections 551.071 including, but not limited to some of the other matters listed below to be discussed in Executive Session.

2. To conduct deliberations regarding real property and to conduct deliberations regarding economic development as permitted under Sections 551.072 and 551.087 including, but not limited to the following matters:
  - a. Discussion concerning future development of properties and leases
  - b. Discussion on economic development
  - c. Discussion on concerning default leases
  - d. Discussion on repair of Port property

**V. RETURN TO OPEN SESSION** – The Commissioners returned to Open Session at 4:14 p.m. No other motions were offered for action from Executive Session.

**VI. SCHEDULE THE NEXT MEETING DATE, TIME, AND PLACE.** The next Regular Board Meeting was scheduled for Wednesday, March 30, 2022, at 1:00 p.m. at the Port Administration Building.

**VII. ADJOURNMENT.** Commissioner Seaman moved to adjourn and was seconded by Commissioner Tran the motion carried, and the meeting adjourned at 4:19 p.m.

  
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Greg V. Seaman, Secretary