

MATAGORDA COUNTY NAVIGATION DISTRICT NO. ONE
MINUTES OF THE BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
June 21, 2023

I. Chairman Neeley called the meeting of June 21, 2023, to order at 1:00 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.

ATTENDEES:

David Aparicio, Commissioner
Victor Eggemeyer, Commissioner
Jimmy Neeley, Chairman
Greg Seaman, Commissioner
Alan Schulman, Commissioner
Victor Martinez Jr., Port Director

Isidro Castanon, Port Attorney
Jose Ortiz, Maintenance Contractor
Ryan West, Palacios Beacon
Ron Linton, Coldwell Banker Realty
Matt Glaze, Urban Engineering
Rick DeLeon
Loy Sneary, Sneary & Associates

Rick DeLeon, running for Matagorda County Sheriff. Gave a brief history of himself.
Loy Sneary recommended Rick DeLeon as Matagorda County Sheriff.

II. 1. Consideration and approval of minutes of previous meetings (5/18/2023). Minutes from the Regular Board Meeting of May 18, 2023 were reviewed. Commissioner Seaman moved to accept the minutes as presented. Commissioner Eggemeyer seconded the motion. All voted affirmatively and the motion passed.

II. 2. Consideration and approval of Lease Activity since last Regular Board Meeting. Mr. Martinez reported on lease activity since the last regular Board meeting. There was one Recreational Lease (Padgett). There was one Commercial Office Lease (Allen, Stein) activity for this month. Occupancy for TB#3 B Dock 30%, C Dock 0%, D & E Docks 100%, and G Dock 89%. A motion was made by Commissioner Eggemeyer to approve Port Lease Activity, as presented. Commissioner Aparicio seconded the motion. All voted affirmatively and the motion passed.

II. 3. Consideration and possible action to approve the Resolution to Authorize Signatures on MCND#1 Financial Accounts. Mr. Martinez stated, as a matter of routine practice, MCND #1 reviews and updates any documents that are required for standard business and to remain within auditing standards. We updated this resolution of our financial accounts by replacing Donny Tran with Alan Schulman. I recommend approval of a Resolution to Authorize Signatures on MCND #1 Financial Accounts. Commissioner Aparicio made a motion to approve the Resolution to Authorize Signatures on MCND#1 Financial Accounts. Commissioner Eggemeyer seconded the motion. All voted affirmatively and the motion passed.

II. 4. Consideration and possible action to approve CSRS's Task Order No. 6 – GIS Implementation Phase I. Mr. Martinez stated, As discussed at the last meeting, I'm asking for this Task Order to be approved so we can begin to digitize our documents and also to be able to work towards a better asset management process. There were some questions you all had last meeting. Mr. Brinkman was able to answer them, but he was not able to attend this meeting as he already had other business travel plans for today. One question was how far back they would go on uploading documents. Well, that's up to us. They would do the current lease documents and other current documents. We would then be trained to put any other documents we wanted or needed to put in as per the Records Retention Schedule for Local Governments. Second question was how much we would pay yearly. Mr.

Brinkman explained as long as we are working with CSRS and keep the GIS files with them, then there would be no yearly fee. If we decided to break away and move out on our own, then we would need to buy a license(s) for the software. A quick search of license costs brought up anywhere from \$100 to \$3,500 depending on the type and detail we need to get on the software. Again, this Asset Management system is to help us better manage our leases, properties and infrastructure for the District. That's where this starts. This would cost us \$36,000 and we have the funds in our budget to cover this cost. Commissioner Aparicio made a motion to approve Task Order No. 6 with CSRS, LLC for the GIS Implementation Phase 1. Commissioner Seaman seconded the motion. All voted affirmatively and the motion passed.

II. 5. Discussion and possible action on Commercial Lease Payments. Mr. Martinez stated he has had several commercial tenants ask the District to discuss and consider some relief on rental payments. Especially with the market on local shrimp not selling due to the imported shrimp, which makes it very hard to compete against their prices. Chairman Neeley thinks more diverse suffocation of businesses on the Port would help. After some discussion, a motion was made by Commissioner Schulman for a 3-month deferred rent payment (July-September) on all Commercial Leases. In October make double payments (October-December) for the deferred rental payments. Tenants may voluntarily continue payments as normal. Commissioner Eggemeyer seconded the motion. Motion passed by majority vote. Commissioner Seaman and Aparicio have commercial leases. They have abstained from the conversation and vote.

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 Seaman made a motion to accept the Current Voucher Control Report. Commissioner Schulman seconded the motion. Motion passed by majority vote.

Consideration and approval of Current Register Reports. After review, Commissioner Aparicio made a motion to approve the current Register Reports. Commissioner Seaman seconded the motion. Motion passed by majority vote.

Consideration and approval of Current Investment Activity Report. Mrs. Gonzalez reported on the Current Investment Activity Report. Commissioner Eggemeyer made a motion to approve the Current Investment Activity Report. Commissioner Aparicio seconded the motion. All voted affirmatively and the motion passed.

IV. EXECUTIVE SESSION – At 2:28 p.m., the Board went into an Executive Session, as authorized by the Texas Government Code Sections 551.071, 551.072, 551.074, 551.076 and 551.087 of the Open Meetings Act, permitting discussion and deliberation in an Executive Meeting for the following purposes:

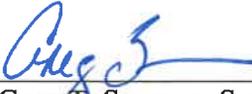
1. Consultation with Attorney on legal matters as permitted under Sections 551.071 including, but not limited to some of the other matters listed below to be discussed in Executive Session.

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
 - e. Discussion on real estate (Brookings Property)

V. RETURN TO OPEN SESSION – The Commissioners returned to Open Session at 4:45 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, July 26, 2023, at 1:00 p.m. at the Port Administration Building.

VII. ADJOURNMENT. Commissioner Eggemeyer moved to adjourn and was seconded by Commissioner Aparicio the motion carried, and the meeting adjourned at 4:53 p.m.



Greg T. Seaman, Secretary