

**MATAGORDA COUNTY NAVIGATION DISTRICT NO. ONE  
MINUTES OF THE BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
MARCH 26, 2025**

I. Chairman Schulman called the meeting of March 26, 2025, to order at 1:01 p.m. Chairman Schulman announced the Notice of Meeting had been duly posted and there was a quorum present. The Pledge of Allegiance was recited. Chairman Schulman welcomed those in attendance and thanked them for coming.

**ATTENDEES:**

David Aparicio, Commissioner	Isidro Castanon, Port Attorney
Carlos Duran, Commissioner	Jose Ortiz, Maintenance Contractor
Victor Eggemeyer, Commissioner	Ryan West, Palacios Beacon
Jimmy E. Neeley, Commissioner	Matt Glaze, Urban Engineering
Alan Schulman, Chairman	Rick Cink, Mayor of Palacios
Victor Martinez, Jr., Port Director	Donald Brickman, CSRS
Verna H. Williams, Port Office Mgr.	Jessica Huyen Tran ( <i>arrived 1:06</i> )
	D. C. Dunham ( <i>arrived 1:11</i> )

**II. 1. Consideration and approval of minutes of previous meetings (2/12/25).** Minutes from the Regular Board Meeting of February 12, 2025, were reviewed. Commissioner Eggemeyer moved to accept the minutes. Commissioner Neeley 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 1 renewed recreational lease (Padget), 3 new leases (2 Radford/P Thompson). There was no Commercial Lease activity. Occupancy for TB#3 B Dock 67%, C Dock 50%, D & E Docks 100%, and G Dock 86%. A motion was made by Commissioner Aparicio to approve Port Lease Activity, as presented. Commissioner Eggemeyer seconded the motion. All voted affirmatively and the motion passed.

**II. 3. Consideration and possible approval of Task Order No. 10 Development Options for RV Park as to the Master Agreement between Matagorda County Navigation District No. 1 and CSRS, LLC.** Mr. Martinez stated, as a reminder we have a Master Service Agreement between MCND#1 and CSRS Inc. This Task Order is needed to engage CSRS to provide two conceptual plans for the Site and a desktop market assessment as part of a process initiated by the Board to determine the highest and best use for the recently purchased 17-acre RV Park adjacent to existing port facilities. The cost of this Task Order would not exceed \$47,000. I recommend the approval of this task order so it can help the Board determine the best use for the property and future development. After some discussion Commissioner Eggemeyer made a motion to move this Agenda Item to Executive Session. Commissioner Aparicio seconded the motion. All voted affirmatively and the motion passed.

**II. 4. Consideration and approval of designating Tuyen Gonzalez as the Financial Officer for the Texas Mobility Fund Grant for a Public Transportation Project Rider 38 and Rider 48 with the Texas Department of Transportation for the project that consist of road and drainage improvements at the intersection of Texas State Highway 35 and City of Palacios 12<sup>th</sup> Street in Palacios, Texas beginning in Fiscal Year 2025 and is authorized to receive TEXAS MOBILITY FUND funds.** Mr. Martinez stated, TXDOT requires the signature authority on the funding documents to be a Full Time Employee and certified with Local Government Project Procedures. So, I had Tuyen take the LGPP course back at the beginning of March so she could be certified. As long as I'm here I'll help with oversight and assist Tuyen with this project. But the Board does need to designate her for this project at this time so we can remain in compliance as we move to begin it. We started advertising

for this drainage project this week. We'll be deciding on Contractor by the April Board meeting. I recommend the approval of this item so we can update our information with TXDOT and remain in compliance with the Advance Funding Agreement for this project. Commissioner Duran made a motion to approve designating Tuyen Gonzalez as the Financial Officer for the Texas Mobility Fund Grant for a Public Transportation Project Rider 38 and Rider 48 with the Texas Department of Transportation for the project that consists of road and drainage improvements. Commissioner Aparicio 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 Neeley made a motion to accept the Current Voucher Control Report. Commissioner Eggemeyer seconded the motion. All voted affirmatively and the motion passed.

**Consideration and approval of Current Register Reports.** After review, Commissioner Neeley made a motion to approve the current Register Reports. Commissioner Eggemeyer seconded the motion. Motion passed by majority vote. Commissioner Aparicio stepped out during motion.

**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 Neeley seconded the motion. All voted affirmatively and the motion passed.

**Consideration and approval of C2 Investment Portfolio FY2024 Annual Report & First Financial Trust FY2024 Annual Report.** Mr. Martinez stated this report will not be available until the next Regular Board Meeting. No motion required at this time.

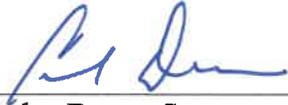
**IV. EXECUTIVE SESSION** – At 2:02 p.m., the Board went into an Executive Session, as authorized by the Texas Government Code Sections 551.071, 551.072, 551.074 and 551.087 of the Open Meetings Act, permitting discussion and deliberation in an Executive Meeting for the following purposes:

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 personnel matters as pertained under Section 551.074.
  - a. Personnel – Port Director Open Position
3. 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 to the purchase, exchange, lease or value of real property
  - c. Discussion on economic development
  - d. Discussion on concerning default leases
  - e. Discussion on repair of Port property
  - f. Discussion of Funds Request

**V. RETURN TO OPEN SESSION** – The Commissioners returned to Open Session at 3:21 p.m. Commissioner Eggemeyer made a motion to approve CSRS’s Task Order No. 10-Development Options for RV Park. Commissioner Neeley seconded the motion. Motion pass by majority vote. Commissioner Aparicio left during the Executive Session, was not present for this motion. No other motions were offered for action from the Executive Session.

**VI. SCHEDULE THE NEXT MEETING DATE, TIME, AND PLACE.** The next Regular Board Meeting was scheduled for Wednesday, April 16, 2025, at 1:00 p.m. at the Port Administration Building.

**VII. ADJOURNMENT.** Commissioner Eggemeyer moved to adjourn and was seconded by Commissioner Neeley the motion carried, and the meeting adjourned at 3:23 p.m.

  
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Carlos Duran, Secretary