

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, January 9, 2020 at the office of the Authority, 1305 Seventh St, Bay City, Texas. The following Commissioners and staff were present:

Mike Griffith	Chairman
George Harrison	Vice-Chairman
Joey Sliva	Secretary
Tommy Countz	Commissioner
Lee Weathers	Commissioner
Buddy Treybig	Commissioner
Allen Cumbie	Port Attorney
Craig Hlavinka	Harbor Master
David Svec	Dock Master
Sharron Perez	Office Manager
Visitors:	
Michael Ferdinand	MCEDC Executive Director
Daniel Dinger	AAA Asphalt & Paving

The meeting was called to order at 6:30pm by Commissioner Mike Griffith.

Item 1 - On motion of Commissioner Joey Sliva, seconded by Commissioner George Harrison, the minutes of the regular meeting of December 12, 2019 were unanimously approved as read.

Item 2 - On motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers, the following disbursements were unanimously ratified and approved:

A TEAM LANDSCAPING	60.00
--REPAIRS & MAINTENANCE - OFFICE	
AT&T	69.02
--TELEPHONE	
AT&T	242.28
--TELEPHONE	
CPL BUSINESS	46.77
--PUBLIC UTILITIES	
B ALLEN CUMBIE	1,241.95
--ATTORNEY'S FEES	
DIRECT ENERGY	95.45
--PUBLIC UTILITIES	
DIRECT ENERGY	53.55
--PUBLIC UTILITIES	
DIRECT ENERGY	168.58
--PUBLIC UTILITIES	
DIRECT ENERGY	275.12
--PUBLIC UTILITIES	
DIRECT ENERGY	207.51
--PUBLIC UTILITIES	
DIRECT ENERGY	120.63
--PUBLIC UTILITIES	
DIRECT ENERGY	294.50
--PUBLIC UTILITIES	
DIRECT ENERGY	79.45
--PUBLIC UTILITIES	
DIRECT ENERGY	91.44
--PUBLIC UTILITIES	
DIRECT ENERGY	142.13
--PUBLIC UTILITIES	
DIRECT ENERGY	331.66
--PUBLIC UTILITIES	
DIRECT ENERGY	47.84
--PUBLIC UTILITIES	
DIRECT ENERGY	87.88
--PUBLIC UTILITIES	
DIRECT ENERGY	45.58
--PUBLIC UTILITIES	
DIRECT ENERGY	107.56
--PUBLIC UTILITIES	
DIRECT ENERGY	18.94
--PUBLIC UTILITIES	
DIRECT ENERGY	572.44
--PUBLIC UTILITIES	
DIRECT ENERGY	13.91

--PUBLIC UTILITIES	
DIRECT ENERGY	150.56
--PUBLIC UTILITIES	
DIRECT ENERGY	18.16
--PUBLIC UTILITIES	
DIRECT ENERGY	97.35
--PUBLIC UTILITIES	
DIRECT ENERGY	84.29
--PUBLIC UTILITIES	
DIRECT ENERGY	77.12
--PUBLIC UTILITIES	
DIRECT ENERGY	86.40
--PUBLIC UTILITIES	
DIRECT ENERGY	144.25
--PUBLIC UTILITIES	
DIRECT ENERGY	32.62
--PUBLIC UTILITIES	
DIRECT ENERGY	350.28
--PUBLIC UTILITIES	
DIRECT ENERGY	40.00
--PUBLIC UTILITIES	
DIRECT ENERGY	11.81
--PUBLIC UTILITIES	
DIRECT ENERGY	130.52
--PUBLIC UTILITIES	
DIRECT ENERGY	121.30
--PUBLIC UTILITIES	
DIRECT ENERGY	104.48
--PUBLIC UTILITIES	
ELLEN DODD	1,360.00
--SPECIAL DISTRICT ACCOUNTING FEES	
ERICKSON ADVERTISING AGENCY	299.00
--PROMOTION & DEVELOPMENT	
MATAGORDA COUNTY SELF-INSURANCE POOL	15,907.00
--INSURANCE & BONDS	
MATAGORDA LAWN	110.00
--REPAIRS & MAINTENANCE - HARBOR	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	57.85
--PUBLIC UTILITIES - SPRINKLER	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	539.45
--PUBLIC UTILITIES - BOAT SHED	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	367.55
--PUBLIC UTILITIES - TENT & FISH CLEANING TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	47.50
-- PUBLIC UTILITIES - PUMP	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	224.40
--PUBLIC UTILITIES - TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	103.10
-- PUBLIC UTILITIES - RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	110.00
-- PUBLIC UTILITIES - HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	91.30
--PUBLIC UTILITIES - MEETING HOUSE	
NAPA AUTO PARTS	228.76
--VEHICLE EXPENSE	
JAY SCHOLTEN	1,200.00
--REPAIRS & MAINTENANCE - HARBOR	
SHARRON'S BOOKKEEPING AND TAX SVC	5,707.43
--OFFICE MANAGER - CONTRACT SERVICES	
--PROFESSIONAL SERVICES	
--TELEPHONE	
--OPERATING SUPPLIES	
--TRAVEL	
SHORELINE CONSTRUCTION	3,305.90
--REPAIRS & MAINTENANCE - HARBOR	
SUTHERLANDS	43.96
--REPAIRS & MAINTENANCE - HARBOR	
THE BAY CITY TRIBUNE	465.00
--ADVERTISING	
VERIZON WIRELESS	141.83
--TELEPHONE	
WCA WASTE CORPORATION	405.00
--PUBLIC UTILITIES	
WILLIAMS SCOTSMAN	220.25

--MISCELLANEOUS EXPENSE	
CRAIG HLAVINKA	1,843.28
--TRAVEL	
--OPERATING SUPPLIES	
--VEHICLE EXPENSE	
--PROMOTION & DEVELOPMENT	

Item 3 - Sharron Perez reviewed the Billing, Collection, Accounts Receivable Reports, and Financial Reports for December 2019. There were no significant items to report on at this time, and Sharron Perez asked if there were any other questions regarding the financial information. On motion of Commissioner George Harrison, seconded by Tommy Countz, the Commissioners unanimously approved the financial reports for December 2019. Detailed copies of these reports are kept as part of the current records of the Port of Bay City Authority.

Item 4 - Sharron Perez also presented a report on past due accounts and actions taken on these accounts. There were nine tenants to which a ten day letter will need to be sent this month. A detailed copy of the report is kept as a part of the current records of the Port of Bay City Authority.

Item 5 - Craig Hlavinka reported on activity at the Port of Bay City. Everything is moving smoothly. GulfMark is having to ship to Mississippi. Air Liquide has moved some of the dirt back to their site. J&S will be replacing some of the fender pilings at the turning basin.

Craig Hlavinka reported on the activity at Matagorda Harbor. Everything is running smoothly. The rentals excluding "G" dock are at 84%, while "G" dock is at 68%. The dredge company is wanting to stage at the Harbor on the seventeen acre spoil area. Craig Hlavinka received a request from a property owner to store a trailer at Matagorda Harbor. After a brief discussion, the Commissioners unanimously elected not to do trailer storage rentals.

Item 6 - The Commissioners discussed the easement for electrical service to the Air Liquide project site at the Port of Bay City. River Rice has not granted an easement to AEP. Mike Griffith and Michael Ferdinand met with a company interested in the River Rice property. The Commissioners discussed the proposed line route and how it would bisect the property. AEP is not following the rail line due to the pipeline easements. Allen Cumbie mentioned the designated drill site. After some discussion on the matter, the Commissioners advised Craig to contact AEP in regard to the proposed route not being acceptable and have them submit a new proposal.

Item 7 - Two bids were received for the asphalt and concrete pavement at Matagorda Harbor. The two bids were as follows:

AAA Asphalt and Paving	\$362,909.50
Matagorda Construction and Materials	\$642,500.00

There were two comments when the bid packets were published. The first comment was in regards to the bond term for the concrete, and the second comment was in regards to a corrosion inhibitor being added to the concrete. Both bids adhere to the comments. On motion of Tommy Countz, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the bid by AAA Asphalt and Paving pending Allen Cumbie's review.

Item 8 - Shoreline has submitted the form 1295 and has met all insurance requirements in regards to the bid for maintenance work at Matagorda Harbor. On motion of Commissioner George Harrison, seconded by Commissioner Tommy Countz, the Commissioners unanimously approved the bid for maintenance work on Port properties as previously submitted by Shoreline Construction.

Item 9 - A proposal has not been obtained for the audit for the year ended December 31, 2019. The auditors will not be able to meet the May 15, 2020 deadline due to the time frame. The Commissioners discussed this matter and advised Sharron Perez to obtain proposals with the understanding that the audit would be completed after the deadline. This matter will be discuss at the next meeting.

Item 10 - The Commissioners discussed the board appointees for the MCEDC board. On motion of Commissioner Tommy Countz, seconded by Commissioner Lee Weathers, the Commissioner unanimously appointed George Harrison with Joey Sliva as alternate to the MCEDC board for 2020.

Item 11 - The Commissioners discussed the website proposals presented to MCEDC. MCEDC is looking at Insyteful to design their websie. Allen Cumbie advised that he had discussed websites with Matagorda County Tax Assessor-Collector Cristyn Hallmark, and it appears that each entity will have to have its own separate website. On motion of Commissioner George Harrison, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved partnering with MCEDC to hire Insyteful to design a website and allow Heather Menzies to be an administrator of the Port of Bay City website.

Item 12 - Allen Cumbie advised the Commissioners that he did complete the eminent domain paperwork which is now good thru the end of 2020. Allen Cumbie also discussed the requirements to keep the suit with Brian Dorrell in small claims court. The clerk at the Justice of the Peace office has not filed a citation by publication so it is being worked on. The Port Authority could go to the district clerk to pursue a higher judgment; however, Allen Cumbie's opinion is to keep the suit in small claims court to help fast track it and get rid of the boat.

Item 13 - Michael Ferdinand, MCEDC Executive Director, updated the Commissioners on prospects looking at Matagorda County. There were three prospects that came in. A petrochemical company had its second visit. Both the marine project and Project Grand Slam are still active.

Item 14 - Mike Griffith discussed the investments with LPL Financial including recent investments made and interest rates.

Mike Griffith reported on a meeting he had with Lindsey Thompson regarding the old Texas Gulf Sulphur property. The owner is asking \$20,000,000 for the property. There is an old barge canal on the property. The Commissioners discussed making an offer of \$5,000,000 with the balance being a charitable contribution. Mike Griffith will discuss further with Lindsey Thompson.

There being no further business to come before the meeting, the Commissioners adjourned the meeting at 8:14pm.

Attest:

Approve:

/s/ Mike Griffith

/s/ Joey Sliva