

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, June 10, 2021 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
Lee Weathers	Commissioner
Tommy Countz	Commissioner
Buddy Treybig	Commissioner
Allen Cumbie	Port Attorney
Craig Hlavinka	Harbor Master
Sharron Perez	Office Manager
Visitors:	
Steve Van Mannen	HWU

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

Item 1 – The minutes of the regular meetings of May 13, 2021 were not available. This item will be placed on the next agenda.

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

ACE HARDWARE	637.43
--OPERATING SUPPLIES	
ACE HARDWARE	503.54
--OPERATING SUPPLIES	
ACE HARDWARE	506.90
--OPERATING SUPPLIES	
AQUA-ZYME SERVICES INC	480.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
---PUBLIC UTILITIES	
A TEAM LANDSCAPING	240.00
--REPAIRS & MAINTENANCE - OFFICE	
AT&T	69.18
--TELEPHONE	
AT&T	470.84
--TELEPHONE	
BAY CITY JANITORIAL	531.79
--OPERATING SUPPLIES	
CPL BUSINESS	43.59
--PUBLIC UTILITIES	
B ALLEN CUMBIE	8,981.28
--ATTORNEY'S FEES	
DIRECT ENERGY	214.08
--PUBLIC UTILITIES	
DIRECT ENERGY	82.64
--PUBLIC UTILITIES	
DIRECT ENERGY	2,837.15
--PUBLIC UTILITIES	
ELLEN DODD	1,360.00
--SPECIAL DISTRICT ACCOUNTING FEES	
GERNAND BUILDERS' SUPPLY	118.81
--OPERATING SUPPLIES	
HDR ENGINEERING INC	3,083.25
--PROFESSIONAL FEES	
LOWES	397.43
--OPERATING SUPPLIES	
MATAGORDA COUNTY APPRAISAL DISTRICT	6,927.62
--APPRAISAL DISTRICT FEES	
MATAGORDA LAWN SERVICE	110.00
--REPAIRS & MAINTENANCE - HARBOR	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	218.60
--PUBLIC UTILITIES - BOAT SHED	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	429.70
--PUBLIC UTILITIES - TENT & FISH CLEANING TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	76.65
-- PUBLIC UTILITIES - PUMP	

MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	241.60
--PUBLIC UTILITIES - TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	106.70
-- PUBLIC UTILITIES - RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	120.60
-- PUBLIC UTILITIES - HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	109.10
--PUBLIC UTILITIES - MEETING HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	595.85
--PUBLIC UTILITIES – SPRINKLER	
PITNEY BOWES	183.57
--MISCELLANEOUS EXPENSE	
POSTMASTER	118.00
--MISCELLANEOUS EXPENSE	
JAY SCHOLTEN	1,300.00
--REPAIRS & MAINTENANCE – HARBOR	
SHARRON'S BOOKKEEPING AND TAX SVC	5,809.49
--OFFICE MANAGER - CONTRACT SERVICES	
--PROFESSIONAL SERVICES	
--TELEPHONE	
--OPERATING SUPPLIES	
--TRAVEL	
SHORELINE CONSTRUCTION	26,588.33
--REPAIRS & MAINTENANCE – HARBOR	
SOUTH TEXAS CORRUGATED PIPE	385.00
--REPAIRS & MAINTENANCE – HARBOR	
STERLING SOLUTIONS	150.00
--PROMOTION & DEVELOPMENT	
SUTHERLANDS	103.76
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	95.74
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	228.61
--REPAIRS & MAINTENANCE - HARBOR	
THE HOME DEPOT	526.19
--OPERATING SUPPLIES	
VERIZON WIRELESS	137.41
--TELEPHONE	
WCA	483.39
--PUBLIC UTILITIES	
WEST MARINE PRO	315.10
--REPAIRS & MAINTENANCE - HARBOR	
WILSCOT	220.25
--MISCELLANEOUS EXPENSE	
CRAIG HLAVINKA	4,077.09
--TRAVEL	
--VEHICLE EXPENSE	
--OPERATING SUPPLIES	
RICHARD PLACETTE	1,000.00
--DEPOSIT REFUND	
--PREPAID RENT	
JAMES TAYLOR	400.00
--DEPOSIT REFUND	

Item 3 – The Billing, Collection, Accounts Receivable Reports, and Financial Reports for May were not available. This item will be placed on the next agenda.

Item 4 – There was no report on past due accounts and actions taken on these accounts.

Item 5 - Craig Hlavinka reported on activity at the Port of Bay City. GulfMark is shipping every ten to eleven days. The river rise almost got over the dock which slowed GulfMark's shipments. GulfMark is trying to get caught back up. Sunoco is getting ready to start shipments. Craig also met with the engineers from the Roehm project. They are wanting to utilize the Port facility to bring equipment and materials in. They are hiring Mammoet to unload the barges.

Craig Hlavinka reported on the activity at Matagorda Harbor. Occupancy is at 89% for all docks excluding G-dock which is at 60%. Shoreline Construction has started replacing straps on the lifts. Seth Jones with the Corps of Engineers is looking at the next course of action regarding the shoaling of the river. If the project is approved and funded, the Port Authority could be looking at a match of sixteen percent. The lighting at the tournament pavilion has been replaced with LED lighting. The flushing system on the toilets have been updated to auto-flush. This seems to be working great.

Item 6 – Steve Van Mannen with HWU attended the meeting to present the Independent Auditor’s Annual Report for the year ended December 31, 2020. The Port Authority was given a clean opinion. The Port Authority is well funded. There were three journal entries that needed to be made. On motion of Commissioner Tommy Countz, seconded by Commissioner George Harrison, the Commissioners unanimously approved the Independent Auditor’s Annual Report for the year ended December 31, 2020 as prepared by HWU. Allen Cumbie advised that he had discussed the state filing requirements with HWU and will contact the Texas State Comptroller’s office.

Item 7 – The lease with Sharky’s Food Truck No 1 has not been agreed upon. The original operators are no longer associated with the food truck. The owner is not happy with the location. The noise from the generator does not allow for a good location. The bait shop is now serving breakfast tacos. There was no further discussion at this time.

Item 8 – The lease between Shaun Glenn Kulcak and the Port of Bay City Authority of Matagorda County, Texas for the bait shop at Matagorda Harbor has been signed.

Item 9 – Allen Cumbie has sent the proposed Easement Agreement for the Substation in favor of AEP to AEP but has not received the agreement or payment at this time.

Item 10 - Allen Cumbie has sent the proposed Easement Agreement for the Transmission Lines in favor of AEP to AEP but has not received the agreement or payment at this time.

Item 11 – The Amendment Number Two to the Lease Agreement between the Port Authority and Air Liquide has been finalized. There was no further discussion in regards to this matter.

Item 12 – Allen Cumbie advised that Centerpoint Energy has sent some changes to the agreement that he needs to review.

Item 13 – DL&PS, the drilling contractor for Centerpoint Energy is needing to utilize the hay field north of FM 3057 for a temporary work space in order to drill under FM 3057. Allen Cumbie has prepared the agreement but does not have a contact for DL&PS. The charge for the work space will be \$5000 for six months and will be with Centerpoint and their contractor.

Item 14 – The letter agreement for the transmission line to cross the property leased by Air Liquide was approved at a prior meeting.

Item 15 – There was no update on the website.

Item 16 – There have been no further discussions regarding the possible rail at the proposed Barge Terminal in connection with the rail initiative to the former Old Gulf property.

Item 17 – Allen Cumbie is continuing to work with the gentleman the boat the Dorrel sail boat to get it removed from the harbor.

Item 18 – There was no report from Matagorda County Economic Development.

Item 19 – The Commissioners discussed signage for Bragg’s Cut. The Coast Guard has advised that the cut is not marked on NOAA.

The Port of Bay City Authority could be responsible for a \$8 million match for the extension of the Jetties.

Item 20 - At approximately 6:58pm, the regular meeting was closed and the Commissioners adjourned to executive session to discuss employee salaries and benefits.

Item 21 - The meeting was called back into regular session at approximately 7:04pm with no action being taken in Executive Session. On motion of Commissioner George Harrison, seconded by Commissioner Tommy Countz, the Commissioners approved an approximate three percent pay increase for both employees.

There being no further business to come before the meeting, the Commissioners adjourned the meeting at 7:05pm.

Attest:

Approve:

/s/ Mike Griffith

/s/ Joey Sliva