

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, July 8, 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:	
Alyssa Dibbern	City of Bay City Engineering Tech
Scott Hardwick	MCEDC Executive Director

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

Item 1 – The minutes of the meeting held May 13, 2021 and June 10, 2021 were provided to the Commissioners prior to the meeting for review. On motion of Commissioner Joey Sliva, seconded by Commissioner Tommy Countz, the Commissioners unanimously approved the minutes of May 13, 2021 and June 10, 2021 as read.

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

ACE HARDWARE	514.20
--REPAIRS & MAINTENANCE - HARBOR	
AQUA MARINE SUPPLY	1,857.53
--REPAIRS & MAINTENANCE – HARBOR	
AT&T	534.71
--TELEPHONE	
AT&T	470.83
--TELEPHONE	
AT&T	69.18
--TELEPHONE	
B ALLEN CUMBIE	5,158.70
--ATTORNEY'S FEES	
DEXYP	26.50
--PROMOTION & DEVELOPMENT	
DIRECT ENERGY	19.30
--PUBLIC UTILITIES	
DIRECT ENERGY	88.71
--PUBLIC UTILITIES	
DIRECT ENERGY	3,836.16
--PUBLIC UTILITIES	
ELLEN DODD	1,360.00
--SPECIAL DISTRICT ACCOUNTING FEES	
GICA	1,000.00
--PROMOTION & DEVELOPMENT	
HARRISON WALDROP & UHEREK LLP	11,250.00
--AUDIT FEES – INDEPENDENT AUDITOR	
HDR ENGINEERING INC	3,037.30
--PROFESSIONAL FEES	
LOWES	763.09
--OPERATING SUPPLIES	
LYLE PRINTING	226.48
--OPERATING SUPPLIES	
MATAGORDA BOAT & RV STORAGE	1,620.00
--MISCELLANEOUS EXPENSE	
MATAGORDA COUNTY ECONOMIC DEVELOPMENT CORPORATION	5,188.00
--PROMOTION & DEVELOPMENT	
MATAGORDA LAWN SERVICE	220.00
--REPAIRS & MAINTENANCE - HARBOR	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	192.05
--PUBLIC UTILITIES - BOAT SHED	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	284.25
--PUBLIC UTILITIES - TENT & FISH CLEANING TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	47.50
-- PUBLIC UTILITIES - PUMP	

MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	228.10
--PUBLIC UTILITIES - TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	163.50
-- PUBLIC UTILITIES - RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	93.70
-- PUBLIC UTILITIES - HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	88.50
--PUBLIC UTILITIES - MEETING HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	367.50
--PUBLIC UTILITIES – SPRINKLER	
QUILL CORPORATION	172.25
--OPERATING SUPPLIES	
QUILL CORPORATION	43.99
--OPERATING SUPPLIES	
JAY SCHOLTEN	1,300.00
--REPAIRS & MAINTENANCE – HARBOR	
SHARRON'S BOOKKEEPING AND TAX SVC	5,862.85
--OFFICE MANAGER - CONTRACT SERVICES	
--PROFESSIONAL SERVICES	
--TELEPHONE	
--OPERATING SUPPLIES	
--TRAVEL	
SHORELINE CONSTRUCTION	10,031.20
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	89.36
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	548.92
--REPAIRS & MAINTENANCE – HARBOR	
THE HOME DEPOT	1,369.58
--OPERATING SUPPLIES	
VERIZON WIRELESS	137.41
--TELEPHONE	
CRAIG HLAVINKA	2,782.13
--TRAVEL	
--VEHICLE EXPENSE	
--OPERATING SUPPLIES	
--REPAIRS & MAINTENANCE - HARBOR	
WILLIAM BARKER	300.00
--DEPOSIT REFUND	
STEPHEN MITCHELL	496.00
--DEPOSIT REFUND	

Item 3 – Sharron Perez reviewed the Billing, Collection, Accounts Receivable Reports, and Financial Reports for May and June 2021. There were no significant items to report on at this time, and Sharron Perez asked if there were any questions regarding the financial information. On motion of Commissioner George Harrison, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the financial reports for May and June 2021. 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 six tenants to which a ten-day letter will need to be sent this month. A detailed copy of the report is kept as 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. Sunoco is not shipping yet. Gulfmark Energy has increased their shipments due to the river rise and fall . The water did not get over the docks. There have been two meetings with individuals looking at the Port facility.

Craig Hlavinka reported on the activity at Matagorda Harbor. Occupancy is a little higher than last month. Three boat lifts have failed at the harbor. The Blue Water Challenge was cancelled. Craig Hlavinka will contact AAA Asphalt and Paving regarding the project at Sargent.

Item 6 – Chelsea Jones with the Texas State Comptroller’s office was unable to attend the meeting and will reschedule.

Item 7 – Allen Cumbie discussed the order calling for a joint election with Matagorda County. On motion of Commissioner Joey Sliva, seconded by Commissioner Tommy Countz, the Commissioners unanimously approve the Order (English and Spanish) Calling for a Joint Election with Matagorda County on November 2, 2021 for the purpose of electing two Port of Bay City Authority Port Commissioners for terms of six years each with the positions up for election being Position One (1) and Position (5).

Items 8 and 9 – There was been no response from AEP regarding the easement agreements for the substation or the transmission lines. These items will be placed on the next agenda. Mike Griffith advised Allen Cumbie to send a clean version to AEP. If a response is not received by the end of the month, then Allen Cumbie will contact Air Liquide. Craig Hlavinka updated the Commissioners on the bore line. The pipe has been welded and is ready to install; however, the machine is not on site.

Item 10 – Allen Cumbie discussed the various items that have not been added to the website. Sharron Perez advised that there is still some confusion on how to post to the site and will contact Heather Case with MCDEC for assistance.

Item 11 - Scott Hardwick, MCEDC Executive Director, reported on several prospects interested in various locations in Matagorda County. Scott Hardwick also updated the Commissioners in regards to several ongoing projects/prospects.

Item 13 – Mike Griffith discussed the silting at the Mouth of Caney Creek. Mike Griffith has been in contact with Barrett Franz, Chairman of Matagorda County Drainage District No. 1. Barrett Franz has questioned why the project is a drainage project and not navigation. The area needs to be dredged. Mike Griffith has been informed that the material is hard not soft. Charles Kalkomey is working on a permit with the Corps of Engineers. Mike Griffith questioned when the Corps of Engineers can perform maintenance dredging of the area. The Commissioners discussed options to get the dredging of the Mouth of Caney Creek done.

The Commissioners also briefly discussed the silting issues at the Jetties.

There being no further business to come before the meeting, the Commissioners adjourned the meeting at 7:30pm.

Attest:

Approve:

/s/ Mike Griffith

/s/ Joey Sliva