

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, September 9, 2021, at the Bay City Civic Center, 201 Seventh Street, Room 113, 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
Allen Cumbie	Port Attorney
Craig Hlavinka	Harbor Master
Sharron Perez	Office Manager
Visitors:	
Mike Estlinbaum	Visitor
Jim Gann	Visitor
Alyssa Dibbern	City of Bay City Engineering Tech
Scott Hardwick	MCEDC Executive Director
Mitch Thames	Bay City Chamber of Commerce President
Absent:	
Buddy Treybig	Commissioner

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

Item 1 – The minutes of the meeting held July 8, 2021, August 12, 2021 and the special called meeting of August 30, 2021 were unanimously approved with one change to the July 8, 2021 on motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers.

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

ACE HARDWARE	10.17
--REPAIRS & MAINTENANCE – HARBOR	
ACE HARDWARE	725.52
--REPAIRS & MAINTENANCE – HARBOR	
AQUA-ZYME SERVICES INC	480.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AT&T	680.64
--TELEPHONE	
AT&T	69.18
--TELEPHONE	
AT&T	533.14
--TELEPHONE	
AT&T	533.13
--TELEPHONE	
CPL BUSINESS	46.58
--PUBLIC UTILITIES	
B ALLEN CUMBIE	9,299.00
--ATTORNEY'S FEES	
DIRECT ENERGY	296.55
--PUBLIC UTILITIES	
DIRECT ENERGY	87.45
--PUBLIC UTILITIES	
DIRECT ENERGY	20.13
--PUBLIC UTILITIES	
ELLEN DODD	1,360.00
--SPECIAL DISTRICT ACCOUNTING FEES	
DORNAK TELEPHONE & SECURITY	4,404.00
--REPAIRS & MAINTENANCE – PORT	
EL CAMPO SPRAYING	7,650.50
--REPAIRS & MAINTENANCE – HARBOR	
--REPAIRS & MAINTENANCE – PORT	
--REPAIRS & MAINTENANCE – DUNBAR	
GFL	483.39
--PUBLIC UTILITIES	
HDR	9,244.50
--PROFESSIONAL FEES	

KRONBERG FLAGS & FLAGPOLES	286.00
--OPERATING SUPPLIES	
LOWES	402.92
--OPERATING SUPPLIES	
MATAGORDA LAWN SERVICE	220.00
--REPAIRS & MAINTENANCE - HARBOR	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	251.50
--PUBLIC UTILITIES - BOAT SHED	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	400.10
--PUBLIC UTILITIES - TENT & FISH CLEANING TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	47.50
-- PUBLIC UTILITIES - PUMP	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	241.30
--PUBLIC UTILITIES - TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	162.10
-- PUBLIC UTILITIES - RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	120.60
-- PUBLIC UTILITIES - HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	116.50
--PUBLIC UTILITIES - MEETING HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	661.10
--PUBLIC UTILITIES – SPRINKLER	
MCCOYS	910.84
--REPAIRS & MAINTENANCE – HARBOR	
MCMASTER -CARR	487.83
--REPARIS & MAINTENANCE – HARBOR	
PITNEY BOWES	337.33
--OPERATING SUPPLIES	
PITNEY BOWES GLOBAL FINANCIAL SVCS LLC	183.57
--MISCELLANEOUS EXPENSE	
QUILL CORPORATION	173.73
--OPERATING SUPPLIES	
QUILL CORPORATION	50.97
--OPERATING SUPPLIES	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – HARBOR	
SHARRON'S BOOKKEEPING AND TAX SVC	5,688.82
--OFFICE MANAGER - CONTRACT SERVICES	
--PROFESSIONAL SERVICES	
--TELEPHONE	
--OPERATING SUPPLIES	
--TRAVEL	
SHORELINE CONSTRUCTION	10,840.91
--REPAIRS & MAINTENANCE – HARBOR	
SOUTH TEXAS CORRUGATED PIPE	1,400.00
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	1,195.76
--REPAIRS & MAINTENANCE – HARBOR	
THE BAY CITY TRIBUNE	346.50
--ADVERTISING	
THE HOME DEPOT	2,187.06
--OPERATING SUPPLIES	
VERIZON WIRELESS	99.88
--TELEPHONE	
WEST MARINE PRO	16.98
--REPAIRS & MAINTENANCE – HARBOR	
WILLSCOT	264.25
--MISCELLANEOUS EXPENSE	
CRAIG HLAVINKA	2,477.95
--TRAVEL	
--VEHICLE EXPENSE	
--OPERATING SUPPLIES	
--REPAIRS & MAINTENANCE - HARBOR	
DUANE HALVERSON	450.00
--DEPOSIT REFUND	

Item 3 – Sharron Perez reviewed the Billing, Collection, Accounts Receivable Reports, and Financial Reports for July and August 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 Tommy Countz, the Commissioners unanimously approved the financial reports for July and August 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. GulfMark is shipping approximately every ten days. The mowing crew has finished mowing the area, and the haying is in the process of being done.

Craig Hlavinka reported on the activity at Matagorda Harbor. There are several age-related failures that are being repaired. Occupancy is at 88% for all docks excluding G-dock which is at 60%. There have been no recent complaints or mishaps at the Jetties as most boaters know the path to take.

Item 6 – Mitch Thames, Bay City Chamber of Commerce President, discussed the Bold Fox project on behalf of the Tax Increment Reinvestment Zone Two (TIRZ 2). He presented an introduction to the housing project that will be on the fifty-acre tract across from Tenaris. The project will contain 180-200 homes priced in the \$190,000 to \$240,000 range. There is a conceptual plan for a larger facility that would include retail and restaurant facilities and a park. TIRZ 2 is encumbered to the Bay City Community Development Corporation for the parking area. The introduction to the project is to keep the entities in TIRZ 2 in the loop on the project. When TIRZ 2 was formed, any change in the financial documents and addition of acreage require all entities approval. There was further discussion regarding the retention ponds, long-term maintenance, water and sewer supply, and the projected time line of the project.

Item 7 – There was a discussion in regards to the representative for TIRZ 1 and TIRZ 2. The term for these expired July 31<sup>st</sup>. Craig Hlavinka has held this position and advised that he would continue if the Port Commissioners appointed him. On motion of Commissioner Tommy Countz, seconded by Commissioner George Harrison, the Commissioners unanimously approved the appointment of Craig Hlavinka as representative to serve on the TIRZ 1 and TIRZ 2 boards.

Item 8 – There was a brief discussion in regards to the proposed 2021 tax rate of \$0.05299. On motion of Commissioner George Harrison, seconded by Commissioner Lee Weathers, unanimously approve Resolution No. PA-R-002-2021 entitled “Resolution Adopting a Tax Rate for the Port of Bay City Authority of Matagorda County, Texas for the Tax Year 2021”. Buddy Treybig was not in attendance.

Item 9 - The easements for AEP’s transmission line and substation easements are not finalized. Air Liquide is now involved. Air Liquide is operational. Allen Cumbie will continue to work towards getting the easement agreements.

Item 10 – There has been no progress on the discussions with Air Liquide to release additional leased property to the Port Authority for the substation easement with AEP.

Item 11 – There was a discussion regarding the upcoming election for Position One and Position 5 for the Port of Bay City Authority Port Commissioners. The necessary notices are scheduled for publication September 30<sup>th</sup> and October 7<sup>th</sup>, 14<sup>th</sup>, and 21<sup>st</sup>. There was no action required at this time.

Item 12 – At approximately 7:19pm, the regular meeting was closed and the Commissioners adjourned to executive session to discuss the purchase, exchange, lease, sale, or value of real property.

Item 13 – The meeting was called back into regular session at approximately 7:27pm with no action being taken in Executive Session.

Item 14 – Sharron Perez advised the Commissioners that Craig Hlavinka and she will be attending a training session for the website as soon as the website designer can get it scheduled.

Item 15 – Allen Cumbie had no further items to discuss at this time.

Item 16 – Scott Hardwick, Executive Director of Matagorda County Economic Development Corporation, updated the Commissioners on the various projects and prospects in Matagorda County.

Item 17 – Mike Griffith updated the Commissioners on discussions that he had with owners of the Old Gulf property regarding their plans for the site. They will restore the canal up to the basin and restore dolphins for barges to tie up to. They are also working towards getting rail to the facility.

Jim Gann discussed potential available funding for Matagorda Bay. He discussed the various issues in the bay, the history of the area including Parker’s Cut, Bragg’s Cut, flow of water, and the silting. Mike Griffith reviewed the history of the studies and the U. S. Corps of Engineers findings. George Harrison discussed the possibility of meeting with Texas Parks and Wildlife. Tommy Countz discussed the oilfield channel. There are many different areas that are affected by any changes that are made and several

agencies that are involved. Mike Griffith suggested contacting Bill Balboa. George Harrison advised that Bill Balboa is with the West Matagorda Bay Trust. Mike Griffith will look into this.

Mike Estlinbaum introduced himself to the Commissioners and advised that he is running for Matagorda County Precinct 2 Commissioner.

There being no further business to come before the meeting, the Commissioners adjourned the meeting at 7:57pm.

Attest:

Approve:

/s/ Mike Griffith

/s/ Joey Sliva