

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, August 11, 2022, at the Office of the Authority, 1305 Seventh Street, Bay City, Texas. The following Commissioners and staff were present:

George Harrison	Chairman
Joey Sliva	Vice-Chairman
Lee Weathers	Commissioner
Buddy Treybig	Commissioner
Trey Treybig	Commissioner
Craig Hlavinka	Harbor Master
Sharron Perez	Office Manager
Allen Cumbie	Port Attorney
Visitors:	
Hayden Smith	Anchor QEA
Absent:	
Matt Ashcraft	Secretary

The meeting was called to order at 6:30pm by Commissioner George Harrison.

Item 1 – The Commissioners discussed the minutes from the regular meetings of June 9, 2022 and July 14, 2022. On motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the minutes of June 9, 2022 and July 14, 2022 as read.

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

ACE HARDWARE	11.45
--OPERATING SUPPLIES	
ACE HARDWARE	726.07
--OPERATING SUPPLIES	
ACE HARDWARE	755.42
--OPERATING SUPPLIES	
AQUA MARINE SUPPLY	1,307.78
--REPAIRS & MAINTENANCE - HARBOR	
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	809.15
--TELEPHONE EXPENSE	
AT&T	69.18
--TELEPHONE EXPENSE	
BAY CITY LIONS CLUB	80.00
--PROMOTION & DEVELOPMENT	
B ALLEN CUMBIE	7,944.48
--ATTORNEY'S FEES	
DIRECT ENERGY	386.24
--PUBLIC UTILITIES	
DIRECT ENERGY	4,316.07
--PUBLIC UTILITIES	
DIRECT ENERGY	41.80
--PUBLIC UTILITIES	
DIRECT ENERGY	91.86
--PUBLIC UTILITIES	
ELLEN DODD	1,360.00
--SPECIAL DISTRICT ACCOUNTING FEE	
EL CAMPO SPRAYING INC	5,712.00
--REPAIRS & MAINTENANCE - HARBOR	
GFL	1,001.40
--PUBLIC UTILITIES	
GRAINGER	850.83
--OPERATING SUPPLIES	
GRAINGER	49.74
--OPERATING SUPPLIES	
HDR	14,035.25
--PROFESSIONAL FEES	
KLEPAC PEST & TERMITE CONTROL	64.00
--REPAIRS & MAINTENANCE – OFFICE	
MATAGORDA BOAT & RV STORAGE	1,620.00

--MISCELLANEOUS EXPENSE	
MATAGORDA WD&WSC	125.20
--PUBLIC UTILITIES (HOUSE)	
MATAGORDS WD&WSC	723.25
--PUBLIC UTILITIES (SPRINKLER)	
MATAGORDA WD&WSC	297.90
--PUBLIC UTILITIES (TRAILER PARK)	
MATAGORDA WD&WSC	282.70
--PUBLIC UTILITIES (BOAT SHED)	
MATAGORDA WD&WSC	354.45
--PUBLIC UTILITITES (TENT AND FISH CLEANING)	
MATAGORDA WD&WSC	47.50
--PUBLIC UTILITIES (PUMP)	
MATAGORDA WD&WSC	114.60
--PUBLIC UTILITIES (MEETING HOUSE)	
MATAGORDA WD&WSC	110.20
--PUBLIC UTILITIES (RESTROOM)	
MCMASTER-CARR	496.24
--OPERATING SUPPLIES	
NAPA AUTO & TRUCK PARTS	158.46
--VEHICLE EXPENSE	
NORTON ROSE FULBRIGHT US LLP	22,972.50
--ATTORNEY FEES	
PITNEY BOWES INC	286.96
--OPERATING SUPPLIES	
PITNEY BOWES BANK INC PURCHASE POWER	500.00
--OPERATING SUPPLIES	
QUILL CORPORATION	217.23
--OPERATING SUPPLIES	
SAFETY-KLEEN	563.30
--REPAIRS & MAINTENANCE - HARBOR	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – HARBOR	
SHARRON’S BOOKKEEPING AND TAX SERVICE	7,092.23
--OFFICE MANAGER – CONTRACT SERVICES	
--PROFESSIONAL SERVICES	
--OPERATING SUPPLIES	
--TELEPHONE EXPENSE	
--TRAVEL	
SHORELINE CONSTRUCTION	17,672.02
--REPAIRS & MAINTENANCE – HARBOR	
--REPAIRS & MAINTENANCE – PORT	
--MATAGORDA HARBOR IMPROVEMENTS	
SLIVA SERVICES	3,725.00
--REPAIRS & MAINTENANCE – HARBOR	
STERLING SOLUTIONS INC	150.00
--PROMOTION & DEVELOPMENT	
SUTHERLANDS	532.88
--REPAIRS & MAINTENANCE – HARBOR	
THE HOME DEPOT	1,777.16
--REPAIRS & MAINTENANCE – HARBOR	
VERIZON	99.84
--TELEPHONE EXPENSE	
WEST MARINE PRO	1,113.55
--REPAIRS & MAINTENANCE – HARBOR	
WILLSCOT	264.25
--MISCELLANEOUS EXPENSE	
CRAIG HLAVINKA	3,995.93
--TRAVEL	
--VEHICLE EXPENSE	
--OPERATING SUPPLIES	
--REPAIRS & MAINTENANCE - EQUIPMENT	
--REPAIRS & MAINTENANCE – HARBOR	
KENDALL KERSH	1,362.50
--DEPOSIT REFUND	
LLOYD LEE	500.00
--DEPOSIT REFUND	
JOSH CLARKE	375.00
--DEPOSIT REFUND	

Item 3 – Sharron Perez reviewed the Billing, Collection, Accounts Receivable, and Financial Reports for July 2022. 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 Joey

Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved the financial reports for July 2022. 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 eleven 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 Energy continues to ship three shipments per month. Roehm is moving forward with site work. AEP will run a line under the road, and Roehm will make improvements to the sand pit road and install a large gate. The hay guy got the property cut. Craig Hlavinka will get a tent to put up for PCC's site visit.

Craig Hlavinka reported on the activity at Matagorda Harbor. Everything has been running smoothly. Occupancy is at 91% for everything excluding G-dock which is at 77%.

Item 6 – There has been no additional contact from Wave Wireless for the possible lease of land to place a cellphone tower.

Item 7 – The Commissioners discussed the Caney Creek project. The survey has been completed regarding the amount of dredge material that will need to be removed. HDR is looking at the “Y” area for spoil disposal. George Harrison has updated Drainage District #1 on the progress being made.

Items 8, & 10 – George Harrison updated the Commissioners regarding the meeting with representatives from AEP, Norton Rose Fulbright, and the Port Authority. Allen Cumbie presented a list of items that still needed to be resolved. Everyone is working together to resolve the issues and get the easement agreements completed. Allen Cumbie is reviewing the plat that was provided; however, it was too small. Paul Saenz, with AEP, indicated that he had to enlarge it. George Harrison advised Allen Cumbie to provide the plat to Craig Hlavinka so he can have G&W Engineers print it out. There are still some issues regarding the proposed rail and the placement of the AEP easements.

Item 9 – George Harrison updated the Commissioners on the proposed rail at the Port facility. The meeting with RTD went well. George Harrison needs approval to enter into a contract for the design. All entities need to approve the proposed design so that it benefits the Port Authority, Air Liquide, and PCC. Once all entities approve the design, then it will be sent to BNSF. Once the design is approved, Allen Cumbie will work with Norton Rose Fulbright to get the easement completed.

Item 11 – A term sheet has sent to Big Hill; however, no feedback has been provided at this time.

Item 12 – A copy of the Air Liquide lease has been provided to PCC. PCC would like to lease the 100 acres and a large portion of the spoil disposal area. PCC sent back a fifty-four-page revised lease agreement. There is a meeting scheduled for Tuesday morning with legal to review the document and work to resolve any issues. The Port's subcommittee will meet with Norton Rose Fulbright on Friday to get everything aligned before the meeting on Tuesday with PCC. PCC has a good attitude and is willing to work to resolve the issues. The Commissioners are concerned with protecting the Port Authority's interests.

Item 13 – Sharron Perez updated the Commissioners on the website. She will be taking the training this month.

Item 14 – George Harrison gave the Matagorda County Economic Development Corporation update. All of the current projects are involving the Port Authority except for HIF. HIF could use the Port facility to move in smaller items but not the main modules. HIF is getting involved in the community and reserved a table at the Rotary Cub event.

There being no further business to come before the meeting, the Commissioners adjourned the meeting at 6:53pm.

Attest:

Approve:

/S/ George Harrison

/S/ Matthew Ashvcraft