

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, April 11, 2024, at the Matagorda County Economic Development Corporation Board Room, 1112 7<sup>th</sup> Street, Bay City, Texas. The following Commissioners and staff were present:

George Harrison	Chairman
Joey Sliva	Vice-Chairman
Matt Ashcraft	Secretary
Lee Weathers	Commissioner
Buddy Treybig	Commissioner
Trey Treybig	Commissioner
Craig Hlavinka	Harbor Master
Sharron Perez	Office Manager
Leslie Bacon	Norton Rose Fulbright
Dimitiri Millas	Norton Rose Fulbright
Visitors:	
Hayden Smith	Anchor QEA LLC
Aaron Horine	Anchor QEA LLC
Luke Cressman	HDR Engineers Inc
Mike Ferdinand	MCEDC Executive Director
Jessica Sheppard	The Bay City Sentinel
Zachary Phillips	ZPI
Robert George	Colorado River Lock Master

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

Item 1 – Those in attendance recited the pledge of allegiance to the flags.

Item 2 – Joey Sliva led those in attendance in prayer.

Item 3 – On motion of Commissioner Matt Ashcraft, seconded by Commissioner Joey Sliva, the following disbursements were unanimously ratified and approved:

ANCHOR QEA LLC	21,852.25
--PROFESSIONAL FEES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	370.00
--PUBLIC UTILITIES	
A-TEAM LANDSCAPING AND LAWN	200.00
--REPAIRS & MAINTENANCE - OFFICE	
AT&T	197.01
--TELEPHONE	
AT&T	750.53
--TELEPHONE	
AT&T	69.18
--TELEPHONE	
AT&T	2,544.88
--TELEPHONE	
B5 CONSTRUCTION	14,085.20
--BAY CITY OFFICE IMPROVEMENTS	
B&C MOWING & LANDSCAPING LLC	500.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
BAY CITY FLORAL	245.00
--OPERATING SUPPLIES	
BAY CITY JANITORIAL/BEST CARPET CARE	784.80
--OPERATING SUPPLIES	
DIRECT ENERGY	3,701.38
--PUBLIC UTILITIES	
DIRECT ENERGY	275.22
--PUBLIC UTILITIES	
DIRECT ENERGY	128.90
--PUBLIC UTILITIES	
DIRECT ENERGY	53.07
--PUBLIC UTILITIES	
DIRECT ENERGY	29.56
--PUBLIC UTILITIES	
DRIFTWOOD C&C LLC	5,328.41

--BAY CITY OFFICE IMPROVEMENTS	
EATON CORPORATION	69.44
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
ELLEN DODD	1,600.00
--SPECIAL DISTRICT ACCOUNTING FEE	
GFL ENVIRONMENTAL	1,093.17
--PUBLIC UTILITIES	
HDR ENGINEERS INC	1,939.40
--PROFESSIONAL SERVICES	
IT DESIGN & SECURITY	3,236.12
--OPERATING SUPPLIES	
LOWES	2,479.36
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	97.00
--PUBLIC UTILITIES – HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	47.50
--PUBLIC UTILITIES - PUMP	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	1,508.90
--PUBLIC UTILITIES – SPRINKLER	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	538.80
--PUBLIC UTILITIES – BOAT SHED	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	361.60
--PUBLIC UTILITIES – TENT AND FISH TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	113.20
--PUBLIC UTILITIES – RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	218.90
--PUBLIC UTILITIES – TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	97.60
--PUBLIC UTILITIES –MEETING HOUSE	
MCCOYS BUILDING SUPPLY	710.44
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
NORTON ROSE FULBRIGHT	9,123.75
--ATTORNEY FEES	
PURCHASE POWER	908.69
--OPERATING SUPPLIES	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
SHARRON’S BOOKKEEPING AND TAX SERVICE	7,792.00
--OFFICE MANAGER – CONTRACT SERVICES	
--PROFESSIONAL SERVICES	
--TRAVEL	
--OPERATING SUPPLIES	
SHORELINE CONSTRUCTION	25,396.30
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
SUTHERLAND LUMBER-SOUTHWEST INC	1,814.12
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
THE BAY CITY SENTINEL	1,342.50
--ADVERTISING	
THE HOME DEPOT	2,344.56
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
THRYVE	29.00
--PROMOTION & DEVELOPMENT	
VERIZON WIRELESS	181.97
--TELEPHONE	
WILLIAMS SCOTSMAN INC	286.05
--MISCELLANEOUS EXPENSE	
CRAIG HLAVINKA	6,147.52
--OPERATING SUPPLIES	
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
--VEHICLE EXPENSE – GAS & OIL	
--TRAVEL	
DONALD MASSEY	400.00
--DEPOSIT REFUND	

Item 4 – Craig Hlavinka reported on activity at the Port of Bay City. Everything is running smoothly. Roehm Americas LLC had their last shipment in March but will need to extend the lease on the laydown yard for a few months.

Craig Hlavinka reported on activity at Matagorda Harbor. Occupancy is a little better. There have been a lot of inquiries for large boat dockage. George Harrison asked if there are any major repairs that need to be considered. Craig Hlavinka advised that the breaker box for “A” dock has been ordered but has not been delivered yet.

Item 5 – Leslie Bacon updated the Commissioners on conveyance of the 1.7 acres located under the bridge in Matagorda from Matagorda County to the Port of Bay City Authority. There has been no response from Matagorda County. George Harrison will reach out to Matagorda County personnel.

Item 6 – One bid was received from Zachary Phillips Inc for the purchase and installation of a portable office building to be located at the Port of Bay City. The advertisement for bid was published in the Bay City Sentinel. The bid, as submitted by ZPI, was for a total of \$115,660 which includes the portable office, foundation, and site work. Legal will review the insurance requirements. On motion of Commissioner Joey Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously accepted the bid received from API for the purchase and installation of a portable office building to be located at the Port of Bay City in the amount of \$115,660 pending verification of insurance requirements by Norton Rose Fulbright.

Item 7 – Luke Cressman, with HDR Engineers Inc, updated the Commissioners on the permitting for the Caney Creek project. In February, Luke Cressman began receiving comments from the US Army Corps of Engineers. All updates have been submitted. An application for the submerged land has been submitted to the Texas General Land Office. Texas Fish and Wildlife Department had some comments that the US Army Corps of Engineers has responded to. There is no action required by the Port Authority at this time. The hope is that forty-five days from April 22, 2024 notice of the permit will be received. If the permit is received in May, the project can be put out for bid in June. Pending dredge availability, it is possible dredging could occur this summer.

Luke Cressman, with HDR Engineers Inc, also updated the Commissioners on the West Bulkhead project at the Port Turning Basin. HDR Engineers Inc is coordinating with MARAD for the environmental study which is currently holding on the engineer to reschedule. The Port Authority need to develop a Request for Qualifications. Luke Cressman sent some samples including wording used on prior requests. George Harrison advised that he has reviewed the request and forwarded them to Norton Rose Fulbright for review. Leslie Bacon advised that they have added some items and that the Port Authority needed to determine the submission deadline. George Harrison will review and advise when the requests can be released. Sharron Perez will send the requests to various companies. Luke Cressman advised that the main driver is time. Most companies can put together a response quickly. Two to three weeks should be sufficient for companies to submit their qualifications. The qualifications will be reviewed at a meeting in May.

Item 8 – Hayden Smith, with Anchor QEA LLC, updated the Commissioners regarding the Texas Parks and Wildlife Department boating access grant. Anchor QEA LLC has been coordinating with Texas Parks and Wildlife Department regarding the changes to the project resulting from the Harbor expansion not moving forward. Anchor QEA LLC has responded to questions from Texas Parks and Wildlife Department which in the process of updating their information. Texas Parks and Wildlife Department does not have a need to meet with the Port Authority at this time.

Item 9 – Hayden Smith, with Anchor QEA LLC, updated the Commissioners regarding the Matagorda Harbor Maintenance Project. Sediment results have been received, and there are no contaminants. In two weeks, a sampling analysis should be received in two weeks. A draft plan will be prepared prior to the June meeting to approve thirty percent design phase and then move forward with ninety percent design phase. On motion of Commissioner Buddy Treybig, seconded by Commissioner Joey Sliva, the Commissioners approved the Nationwide 35 permit application.

Item 10 – Hayden Smith, with Anchor QEA LLC, updated the Commissioners on the Colorado River Diversion Channel Dredging Justification List. George Harrison and Bill Balboa met with representatives of the US Army Corps of Engineers to discuss dredging and the logs that are slowing the water flow. Flood stage requirements, navigation issues, salinity, and water quality were all discussed. Parker's Cut and the potential weir dams were also discussed. These effect migratory and escape routes. The last river rise lasted five days. This caused a three and a half to four feet differential above a small dam which used to be two to three feet. George Harrison will visit with Congressman Cloud in a couple of weeks. Hayden Smith has provided details on the project including erosion, adverse impacts to the community, and impacts to commerce. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved the Colorado River Diversion Channel Dredging Justification List.

Item 11 – Mike Ferdinand, Executive Director of Matagorda County Economic Development Corporation, updated the commissioners on various projects interested in Matagorda County. Mike Ferdinand has responded to two projects. There is one active project that will have a site visit later this month. Matagorda County Economic Development Corporation is continuing to support PCC Chemicals. Waldemar Preussner advised George Harrison that he will be in the states late April or early May. Peter Wenzel has been contacting George Harrison weekly.

Loadstar is back in the mix and is putting the property in El Maton in service. Loadstar has offered assistance in working with Union Pacific.

There is a support diesel project that is currently working on customer analysis. Peyton Creek 2 is going thru the permitting process. Solar farm inquiries have slowed du to recent weather damage. The Shoshana project is going to Matagorda County for tax abatement.

Items 12 & 13 – There being no items to discuss in Executive Session, none was entered into.

Item 14 – Leslie Bacon advised that the Roehm Americas LLC lease will need to be discussed at the next meeting. The proposal will be at the same terms as the current lease agreement.

Item 15 – There being no further business to come before the Board the meeting adjourned at 7:03pm.

Attest:

Approve:

/s/ George Harrison

/s/ Matthew Ashcraft