

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, January 9, 2025, at the office of the Authority, 1305 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
Craig Hlavinka	Harbor Master
Sharron Perez	Office Manager
Virtual:	
Luke Cressman	HDR Engineers Inc
Leslie Bacon	Norton Rose Fulbright
Dimitri Millas	Norton Rose Fulbright
Hayden Smith	Anchor QEA LLC
Visitors:	
Jessica Sheppard	The Bay City Sentinel
Bill Balboa	Matagorda Bay Foundation
Alyssa Dibbern	Matagorda Bay Foundation
Absent:	
Trey Treybig	Commissioner

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 led by George Harrison.

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

Item 3 – The minutes for the regular meeting of December 19, 2024 were provided to the Commissioners prior to the meeting. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Joey Sliva, the Commissioners unanimously approved the minutes of the regular meeting of December 19, 2025 with two changes. Item 15 was changed to indicate the attorneys “will prepare a general contract”, and the motion stating the “general contract to be prepared”.

Item 4 – On motion of Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the following disbursements were unanimously ratified and approved:

AQUA MARINE SUPPLY	89.60
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR (2024 INVOICE)	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
A-TEAM LANDSCAPING	200.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
AT&T	761.25
--TELEPHONE (2024 INVOICE)	
DIRECT ENERGY	4,107.33
--PUBLIC UTILITIES (2024 INVOICE)	
DIRECT ENERGY	330.52
--PUBLIC UTILITIES (2024 INVOICE)	
DIRECT ENERGY	51.78
--PUBLIC UTILITIES (2024 INVOICE)	
FLOCK SAFETY	2,500.00
--SECURITY & SAFETY	
GULF INTRACOASTAL CANAL ASSOCIATION	600.00
--SEMINARS & DUES	
LOWES	1,088.09
--OPERATING SUPPLIES (2024 INVOICE)	
MATAGORDA COUNTY	55,000.00
--PROMOTION & DEVELOPMENT	
MATAGORDA COUNTY APPRAISAL DISTRICT	8,597.93
--APPRAISAL DISTRICT FEES	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	47.50
--PUBLIC UTILITIES – PUMP (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	208.00

--PUBLIC UTILITIES – TRAILER PARK (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	75.00
--PUBLIC UTILITIES – HOUSE (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	402.65
--PUBLIC UTILITIES – BOAT SHED (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	361.75
--PUBLIC UTILITIES – TENT AND FISH CLEANING TABLE (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	971.25
--PUBLIC UTILITIES – SPRINKLER (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	99.40
--PUBLIC UTILITIES – RESTROOM (2024 INVOICE)	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	93.00
--PUBLIC UTILITIES – MEETING HOUSE (2024 INVOICE)	
PITNEY BOWES BANK INC PURCHASE POWER	1,200.30
--OPERATING SUPPLIES (2024 INVOICE)	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR (2024 INVOICE)	
SHARRON'S BOOKKEEPING AND TAX SERVICE	7,734.01
--OPERATING SUPPLIES (2024 INVOICE)	
--PROFESSIONAL SERVICES (2024 INVOICE)	
--TRAVEL (2024 INVOICE)	
--OPERATING SUPPLIES	
--OFFICE MANAGER	
--TRAVEL	
SHORELINE CONSTRUCTION	6,468.46
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR (2024 INVOICE)	
THE CITY OF BAY CITY	550.00
--MISCELLANEOUS EXPENSE	
VERIZON WIRELESS	180.00
--TELEPHONE	
DAWSON HUGHES	1,650.00
--SECURITY DEPOSIT REFUND	
--PREPAID RENT REFUND	
JEFF BRADEN	400.00
--SECURITY DEPOSIT REFUND	
CRAIG HLAVINKA	1,336.71
--TRAVEL (2024 INVOICE)	
--OPERATING SUPPLIES	
--VEHICLE EXPENSE – GAS & OIL	
--TRAVEL	
--MISCELLANEOUS EXPENSE	

Item 5 – Craig Hlavinka gave a report on the activity at the Port of Bay City Turning Basin. Everything is running smoothly. Hickl Maintainer LLC has completed the road repair.

Craig Hlavinka gave a report on the activity at Matagorda Harbor. Everything is running smoothly.

Item 6 – Luke Cressman, with HDR Engineering Inc, updated the Commissioners on the Port of Bay City Turning Basin West Basin Bulkhead Improvements. HDR Engineering Inc is continuing to advance with the NEPA paperwork and the preliminary engineering. HDR Engineering Inc will be sending the basis of the design to the Port Authority for review. This matter will be discussed further on the Wednesday virtual meeting.

Item 7 – Luke Cressman, with HDR Engineering Inc, updated the Commissioners on the dredging of Caney Creek. The Real Estate License is being routed for signatures from the Operations Division at the US Army Corps of Engineers. Luke Cressman reached out to Barrett Franz for an update; however, there was not update. George Harrison will reach out to Seth Jones with the US Army Corps of Engineers tomorrow.

Item 8 – Hayden Smith, with Anchor QEA, updated the Commissioners on the Matagorda Harbor Maintenance Dredging project. The Real Estate License has been received. The 90% design phase was submitted today. Hayden Smith requested a meeting around January 20, 2025 in order to move forward. George Harrison requested January 23, 2025 due to other meetings that need to be held. Hayden Smith advised that he will check and get back with George Harrison.

Item 9 – Hayden Smith, with Anchor QEA, advised that Anchor QEA has reviewed the Real Estate License. Hayden Smith asked if Norton Rose Fulbright has had a chance to review the license. Leslie Bacon advised that the license had been reviewed. George Harrison will sign tonight and send to Norton Rose Fulbright for Dimitri Millas to sign, if the Port Authority approves it. Sharron Perez will have George Harrison sign three originals and send them to Leslie Bacon. Norton Rose Fulbright will send two originals to the US Army Corps of Engineers directly. The third original will be sent back to the Port Authority. On

motion of Matt Ashcraft, seconded by Joey Sliva, the Commissioners unanimously approved the Matagorda Harbor Maintenance Dredging Project Real Estate License.

Item 10 – Hayden Smith, with Anchor QEA, updated the Commissioners on the Colorado River Diversion Channel and Parker’s Cut Phase 1. Hayden Smith is working with various organizations to set up the joint workshop and planning the presentation. The room at the Bay City Civic Center has been reserved. Hayden Smith will be sending out invitations tomorrow.

Item 11 – Hayden Smith, with Anchor QEA, updated the Commissioners on the Texas Parks and Wildlife Boating Access Grant. The grant will need to be submitted on Monday, February 3, 2025. The Port Authority received the Matagorda Bay Mitigation Trust grant. This is a no cost award for planning.

Item 12 – Hayden Smith, with Anchor QEA, discussed the proposed boat ramp project at Matagorda Harbor and the related features, ie courtesy dock, floating dock, fish cleaning station, restroom, parking lot, and access road. The proposed project area is in the 100-year floodplain and there may be impacts to wetlands pending an approved jurisdictional determination; therefore, the public must be notified. No wetlands will be impacted; however, the US Army Corps of Engineers has to approve the Wetlands Delineation Report.

Item 13 – George Harrison asked if there were any public or Commissioner comments regarding the Texas Parks and Wildlife Boating Access Grant Application which is pursuing planning funds for the New Matagorda Harbor Boat Ramp project which will be in the 100-year floodplain and could impact wetlands. Bill Balboa, with the Matagorda Bay Foundation went on record stating “The Matagorda Bay Foundation supports the modification and expansion at the Port to increase public access for anglers and increase safety at the Port and Harbor”. There were no other public or Commissioner comments at this time.

Item 14 – Hayden Smith, with Anchor QEA, explained the CAP program. The Port Authority needs to submit a letter of intent to US Army Corps of Engineers for the Colorado River Diversion Channel and Parker’s Cut Project to be considered in the CAP program under Section 205 for flood control. The Corps would lead NEPA, etc. The Port Authority would have a 50/50 match as the sponsor for the initial phase. As the project moves forward, the Port Authority would have a 35% match for the design phase. George Harrison advised that the Port Authority would apply for grants to help with the costs. Norton Rose Fulbright has reviewed the letter of intent. George Harrison asked Hayden Smith to add a label to page two, increase the signature space, and indicate that there are enclosures to show Attachment A. Hayden Smith will revise and email the letter for Goerge Harrison to sign. On motion of Commissioner Matt Ashcraft, seconded buddy Treybig, the Commissioners unanimously approved the submission of a letter of intent to the US Army Corps of Engineers for the Colorado River Diversion Cannel and Parker’s Cut Project to be considered in the CAP program.

Item 15 – Leslie Bacon, with Norton Rose Fulbright, advised that there were no other items to report on at this time.

Item 16 – Michael Ferdinand, Matagorda County Economic Development Executive Director, was not in attendance; therefore, there was no update at this time.

Item 17 – Buddy Treybig inquired about the joint workshop regarding the Colorado River Diversion Channel and Parker’s Cut Project. George Harrison advised that the joint workshop will be held on Thursday, February 6, 2025 at the Bay City Civic Center. The workshop is scheduled to begin at 10:00am with lunch being provided by the Matagorda Bay Foundation around 11:30am. There were no other public or Commissioner comments at this time.

Items 18 & 19 – There were not items requiring Executive Session at this time; therefore, none was entered into.

Item 20 – There being no other items to discuss, on motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers, the Commissioners unanimously adjourned the meeting at 6:49pm.

Attest:

Approve:

/S/ George Harrison

/S/ Matthew Ashcraft