

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Tuesday, March 4, 2025, at the office of the Authority, 1305 7th 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
Virtual:	
Luke Cressman	HDR Engineers Inc
Leslie Bacon	Norton Rose Fulbright
Dimitri Millas	Norton Rose Fulbright
Ian Fisher	Anchor QEA LLC
Visitors:	
Mike Ferdinand	Matagorda County Economic Development Corporation
Mike Reddell	The Bay City Sentinel
Bill Balboa	Matagorda Bay Foundation
Hayden Smith	Anchor QEA LLC

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 special called meeting of November 25, 2024 were provided to the Commissioners prior to the meeting. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the minutes of the special called meeting of November 25, 2024. The minutes of the regular meeting of February 13, 2025 were not available for review. The minutes will be reviewed at the next meeting.

Item 4 – On motion of Commissioner Trey Treybig, seconded by Commissioner Matthew Ashcraft, the following disbursements were unanimously ratified and approved:

A-TEAM LANDSCAPING	200.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
BEST CARPET CARE	89.99
--OPERATING SUPPLIES	
DANIEL INDUSTRIES	205.00
--REPAIRS & MAINTENANCE - PORT	
DIRECT ENERGY	29.41
--PUBLIC UTILITIES	
ELLEN DODD	1,600.00
--SPECIAL DISTRICT ACCOUNTING FEES	
HDR ENGINEERING INC	614.00
--WEST BASIN BULKHEAD PROJECT	
HDR ENGINEERING INC	18,987.48
--WEST BASIN BULKHEAD PROJECT	
KRONBERG FLAGS AND FLAGPOLES	418.00
--OPERATING SUPPLIES	
MATAGORDA BOAT & RV STORAGE	1,620.00
--MISCELLANEOUS EXPENSE	
MATAGORDA COUNTY APPRAISAL DISTRICT	8,597.93
--APPRAISAL DISTRICT FEES	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	47.50
--PUBLIC UTILITIES – PUMP	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	246.50
--PUBLIC UTILITIES – TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	75.00
--PUBLIC UTILITIES – HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	610.55
--PUBLIC UTILITIES – BOAT SHED	

MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	543.03
--PUBLIC UTILITIES – TENT AND FISH CLEANING TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	1,660.35
--PUBLIC UTILITIES – SPRINKLER	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	105.30
--PUBLIC UTILITIES – RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	92.30
--PUBLIC UTILITIES – MEETING HOUSE	
NAPA AUTO AND TRUCK PARTS	362.25
--OPERATING SUPPLIES	
NORTON ROSE FULBRIGHT	6,179.40
--ATTORNEY FEES	
PITNEY BOWES GLOBAL FINANCIAL SERVICES	194.31
--MISCELLANEOUS EXPENSE	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
SHARRON'S BOOKKEEPING AND TAX SERVICE	7,818.42
--OPERATING SUPPLIES	
--PROFESSIONAL SERVICES	
--TRAVEL	
--OFFICE MANAGER	
SHORELINE CONSTRUCTION	1,363.12
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
SUTHERLAND LUMBER CO	1,039.97
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
VERIZON WIRELESS	174.81
--TELEPHONE	
CRAIG HLAVINKA	3,421.64
--TRAVEL	
--OPERATING SUPPLIES	
--VEHICLE EXPENSE – GAS & OIL	
--MISCELLANEOUS EXPENSE	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICE INC	320.00
--PUBLIC UTILITIES	
AT&T	756.30
--TELEPHONE	
BAY CITY CHAMBER OF COMMERCE	1,500.00
--PROMOTION & DEVELOPMENT	
B ALLEN CUMBIE	225.00
--ATTORNEY FEES	
DIRECT ENERGY BUSINESS	4,359.11
--UTILITIES	
HOME DEPOT CREDIT SERVICES	857.37
--REPAIRS & MAINTENANCE - HARBOR	
THRYV	29.00
--PROMOTION & DEVELOPMENT	

Item 5 – The financial reports and monthly billing and collection reports for December 2024, January 2025, and February 2025 were provided to the Commissioners. Sharron Perez reviewed the financials and asked if the Commissioners had any questions. There were no questions at this time. George Harrison advised the Commissioners that the year-end journal entries had not been posted at this time. On motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the financials for December 2024, January 2025, and February 2025.

Item 6 – Sharron Perez advised that there are nineteen delinquent accounts that ten-day letters will be sent to. There are no accounts that she is concerned about at this time. On motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the delinquent account report.

Item 7 – Craig Hlavinka gave a report on the activity at the Port of Bay City Turning Basin. Everything is running smoothly. Roehm Americas left the property in good condition. The turning basin near the dock needs to be dredged. George Harrison reached out to Seth Jones with the US Army Corps of Engineers to see when the dredge will be in the area. The dredge will not dredge within twenty feet of the dock. The small operator booth has been removed, and the hand rails are being worked on.

Craig Hlavinka gave a report on the activity at Matagorda Harbor. Everything is running smoothly. George Harrison advised that the architect rate has been approved. Leslie Bacon sent the contract to Lori Beth Robicheaux for her review. Once this is signed, the Port Authority will have an architect that can work on smaller design projects.

Item 8 – Leslie Bacon advised that the Investment Policy was approved last March. The Port Authority is required to review the investment policy each year. Norton Rose Fulbright had no changes to recommend. On motion of Commissioner Matthew Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the Resolution Reviewing Investment Policy.

Item 9 – Luke Cressman, with HDR Engineering Inc, updated the Commissioners on the Port of Bay City Turning Basin West Basin Bulkhead Improvements. The NEPA draft should be sent to the Port Authority for review soon. HDR Engineering Inc is holding on closing the 106. Tribes have received a second notice giving them until March 10, 2025 to respond. If no comments are received, then consent is given to the Port Authority to move forward. George Harrison has received mark-ups from Norton Rose Fulbright. Luke Cressman will coordinate and submit the NEPA paperwork once the Port Authority approves the paperwork. Luke Cressman believes he can submit the paperwork.

Item 10 - Luke Cressman, with HDR Engineering Inc, updated the Commissioners on the dredging of Caney Creek. Luke Cressman will coordinate scheduling with the US Army Corps of Engineers. The permit is in hand, and the date to send the project out for bid is being finalized.

Item 11 – Hayden Smith, with Anchor QEA, updated the Commissioners on the Port Property Approved Jurisdictional Determination Project. The paperwork has been submitted to the US Army Corps of Engineers for their review. The review has an approximate three-month timeline. Once the US Army Corps of Engineers approves the paperwork, it will be submitted to the Environmental Protection Agency.

Item 12 – Hayden Smith, with Anchor QEA, updated the Commissioners on the Matagorda Harbor Maintenance Dredging project. Anchor QEA is making progress on the specifications. The Port Authority will need to review the specifications, then Anchor QEA can proceed with preparing the bid package. Craig Hlavinka advised that the dredging needs to be pushed to the fall due to the various tournaments and increased fishing during the summer months. George Harrison discussed putting the project out for bid now in order to lock in the dredging for fall.

Item 13 – Hayden Smith, with Anchor QEA, updated the Commissioners on the Colorado River Diversion Channel and Parker's Cut Phase 1. A coordination meeting was held two weeks ago. Anchor QEA is working on developing a work plan to submit to the Port Authority for approval in April. A scope of work will be presented in May. Hayden Smith plans to give a presentation in April regarding various grants that could be applied for to help cover the project costs. The project could fall under the beneficial use category.

Item 14 – Hayden Smith, with Anchor QEA, discussed the engineering and design services for the Matagorda Harbor Improvement Project. A copy of the executed agreement with the Matagorda Bay Mitigation Trust is needed. Leslie Bacon has this and will forward a copy to Hayden Smith. Hayden Smith reviewed the tasks on the contract. George Harrison advised that the budget is tailored to the grant funds being awarded. If the grant is awarded from Texas Parks and Wildlife, the scope will need to be expanded. The project will require a desktop study, permitting, and reporting to the trust. Anchor QEA has assumed that there will not be a need for a field survey or and habitat issues. A lot of the upfront work will be completed before the Texas Parks and Wildlife grant is awarded. Ian Fisher, with Anchor QEA, advised that the grants will require two separate contracts. The work under each contract will be billed separately to make funding easier. On motion of Commissioner Matthew Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the Engineering and Design Services for the Matagorda Harbor Improvement Project as proposed by Anchor QEA.

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, updated the Commissioners on various projects in Matagorda County. HIF is still active. Some RFPs have been received. There are a lot of companies looking for large buildings. Green facilities are moving forward. There are rail projects being considered. Union Pacific is looking to extend rail lines which should take a significant amount of switching out of town. Union Pacific will hold public discussions. George Harrison advised that he has been communicating with PCC Chemicals, and they are still working on their project.

Item 17 – Bill Balboa, with Matagorda Bay Foundation, advised that they are working with Anchor QEA on grant preparation for a Building and Infrastructure Grant. The project would work with the MCEDC flood planning and utilize rice canals to divert water along with Caney Creek, Peyton Creek, and Liveoak Creek. Planning is being done to protect wetlands, improve fishing, and freshwater into the bays. Bill Balboa discussed the project with the US Army Corps of Engineers and other agencies regarding the

funding potential with the new administration. The consensus is that coastal project funding will move forward. Bill Balboa would like to obtain a letter of support from the Port Authority

There were no other public or Commissioner Comments at this time.

Item 18 – There being no other business to come before the board, on motion of Commissioner Joey Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously adjourned the meeting at 6:11pm.

Attest:

Approve:

/S/ George Harrison

/S/ Matthew Ashcraft