

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Thursday, September 18, 2025 at 6:30pm in a regular meeting at the Office of the Authority, 1305 Seventh St, Bay City, Texas. The following Commissioners, staff, and guests were present:

George Harrison	Chairman
Joey Sliva	Vice- Chairman
Matt Ashcraft	Secretary
Lee Weathers	Commissioner
Trey Treybig	Commissioner
Craig Hlavinka	Harbor Master
Sharron Perez	Office Manager
Leslie Bacon	Norton Rose Fulbright
Dimitri Millas	Norton Rose Fulbright
Absent:	
Buddy Treybig	Commissioner
Visitors:	
Mike Ferdinand	Executive Director MCEDC
Mike Reddell	The Bay City Sentinel
Virtual:	
Hayden Smith	Anchor QEA
Ian Fisher	Anchor QEA
Luke Cressman	HDR Engineering
Brandon Queen	Air Liquide
Kasy Baldauf	Air Liquide

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

Item 1 - Commissioner Joey Sliva led those in attendance in prayer.

Item 2 – Chairman George Harrison led those in attendance in the pledge of allegiance to the flags.

Item 3 – Leslie Bacon advised that the minutes of the regular meeting of August 14, 2025 were not available. This item was tabled until the next regular meeting.

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

ANCHOR QEA	22,427.10
--WEST MOORING PARK	
ANCHOR QEA	8,655.50
--IMPROVEMENTS – MATAGORDA HARBOR	
ANCHOR QEA	17,985.85
--IMPROVEMENTS – MATAGORDA HARBOR	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
A-TEAM LANDSCAPING & LAWN	1,200.00
--REPAIRS & MAINTENANCE – OFFICE	
AT&T	85.31
--TELEPHONE	
AT&T	210.64
--TELEPHONE	
AT&T	765.23
--TELEPHONE	
AT&T	765.23
--TELEPHONE	
B&C MOWING AND LANDSCAPING	250.00
--REPAIRS & MAINTENANCE - HARBOR	
BEST CARPET CARE – BAY CITY JANITORIAL	390.86
--OPERATING SUPPLIES	
DANIEL INDUSTRIES	205.00

--REPAIRS & MAINTENANCE - PORT	
DANIEL INDUSTRIES	205.00
--REPAIRS & MAINTENANCE – PORT	
DANIEL INDUSTRIES	205.00
--REPAIRS & MAINTENANCE – PORT	
DANIEL INDUSTRIES	205.00
--REPAIRS & MAINTENANCE - PORT	
DIRECT ENERGY	28.78
--PUBLIC UTILITIES	
DIRECT ENERGY	127.76
--PUBLIC UTILITIES	
DIRECT ENERGY	5,082.94
--PUBLIC UTILITIES	
DIRECT ENERGY	58.47
--PUBLIC UTILITIES	
DIRECT ENERGY	337.30
--PUBLIC UTILITIES	
ELLEN DODD	1,600.00
--SPECIAL DISTRICT ACCOUNTING FEES	
EL CAMPO SPRAYING INC	9,184.00
--REPAIRS & MAINTENANCE – HARBOR	
--REPAIRS & MAINTENANCE – PORT	
EVERGREEN SOLUTIONS LLC	1,625.00
--PROFESSIONAL SERVICES	
GFL ENVIRONMENTAL	1,260.93
--PUBLIC UTILITIES	
GRAINGER	1,117.84
--OPERATING SUPPLIES	
GRAINGER	217.29
--OPERATING SUPPLIES	
HDR ENGINEERING INC	1,364.63
--CANNEY CREEK DREDGING	
CRAIG HLAVINKA	4,902.03
--UTILITIES	
--OPERATING SUPPLIES	
--MISCELLANEOUS EXPENSE	
--VEHICLE EXPENSE	
--TRAVEL	
LOWES	1,246.83
--OPERATING SUPPLIES	
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	219.90
--PUBLIC UTILITIES – TRAILER PARK	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	127.20
--PUBLIC UTILITIES – HOUSE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	194.25
--PUBLIC UTILITIES – BOAT SHED	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	410.40
--PUBLIC UTILITIES – TENT AND FISH CLEANING TABLE	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	480.55
--PUBLIC UTILITIES – SPRINKLER	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	115.50
--PUBLIC UTILITIES – RESTROOM	
MATAGORDA WASTE DISPOSAL & WATER SUPPLY CORPORATION	146.20
--PUBLIC UTILITIES – MEETING HOUSE	
MCCOY'S BUILDING SUPPLY	445.99
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
NORTON ROSE FULBRIGHT	11,079.52
--ATTORNEY FEES	
PITNEY BOWES GLOBAL	194.31
--MISCELLANEOUS EXPENSE	
PITNEY BOWES	1,400.00
--OPERATING SUPPLIES	
QUILL LLC	379.09
--OPERATING SUPPLIES	
ANDREA SAVAGE	750.00
--REPAIRS & MAINTENANCE - HARBOR	

JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
SHARRON’S BOOKKEEPING AND TAX SERVICE	8,033.13
--OPERATING SUPPLIES	
--PROFESSIONAL SERVICES	
--TRAVEL	
--OFFICE MANAGER	
SHORELINE CONSTRUCTION	21,165.50
--REPAIRS & MAINTENANCE – MATAGORDA HARBOR	
STEWART DOOR	569.00
--REPAIRS & MAINTENANCE - HARBOR	
THE BAY CITY SENTINEL	490.00
--ADVERTISING	
THRYV	30.95
--PROMOTION & DEVELOPMENT	
VERIZON WIRELESS	181.87
--TELEPHONE	
GEORGE PUGH JR	450.00
--SECURITY DEPOSIT	
TERRY RAINOSEK	450.00
--SECURITY DEPOSIT	
MANUEL BOLADO	768.00
--SECURITY DEPOSIT	

Item 5 – The financial reports and monthly billing and collection reports for June, July, and August 2025 were provided to the Commissioners. Sharron Perez reviewed the financials and asked if the Commissioners had any questions. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the financials for June, July, and August 2025.

Item 6 – Sharron Perez advised that there are twenty delinquent accounts that ten-day letters will be sent to. There are no accounts that she is concerned about at this time.

Item 7 – Craig Hlavinka gave a report on the activity at the Port of Bay City. The sacrificial piling was replaced and a giant log that sank by the dock was removed.

Craig Hlavinka gave a report on the activity at Matagorda Harbor. Apollo Environmental will be working out of the harbor for the next couple of months. The Texas Navy celebration will be held this weekend. George Harrison advised that he would not be available to meet with Dockwa on August 22 and asked if a meeting could be scheduled for August 25, 2025 in the late morning. Craig Hlavinka will contact Dockwa and schedule a meeting.

Item 8 – One bid was received for the demolition of the building located at 1317 Seventh Street, Bay City, Texas. The bid was provided by Matagorda Construction and Materials. The demolition of the building only was bid at \$63,000. The bid contained the option to demolish the 8” Flexbase TY A at a cost of \$31,500. The Commissioners discussed the bid and the two components of it. Trey Treybig asked if the concrete slab could be used for the new building that will be constructed on this property. Craig Hlavinka advised that there were no pits in the building, only lifts. George Harrison asked the Commissioners to accept the two options or did the Commissioners want to rebid the demolition project. On motion of Commissioner Joey Sliva, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the bid submitted by Matagorda Construction and Materials for both the building and the slab totaling \$91,500 pending legal review.

Item 9 – Leslie Bacon advised the Commissioners that the two current Commissioners Joey Sliva and Lee Weathers had filed for a place on the ballot for the November 4, 2025 election. Both candidates are unopposed. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously declared the candidates to be unopposed and cancelled the election. Lesli Bacon will file the appropriate paperwork to cancel the election.

Item 10 – The Texas Navy is applying for a grant to assist in cost of a display to be housed in the proposed new conference room at Matagorda Harbor and has requested that the Port Authority provide a letter of intent to be included with the grant application. George Harrison advised that he had reached out to Lori Beth Robicheaux regarding the design plans for the new administration building. Leslie Bacon has prepared a revised letter of intent. On motion of Commissioner Joey Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved the Letter of Intent concerning the proposed

Texas Navy Museum Exhibit in the Port of Bay City Authority's Administration Building at Matagorda Harbor pending legal review.

Item 11 – Sharron Perez reviewed the proposed budget for the year beginning January 1, 2026 and ending December 31, 2026. Sharron Perez had discussed various items with George Harrison and Craig Hlavinka prior to the meeting. On motion of Commissioner Joey Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved the following budget totals:

Total Budgeted Revenues	\$12,699,919.00
Total Budgeted Personnel Expenses	\$ 298,011.58
Total Budgeted Operations	\$ 1,427,516.72
Total Budgeted Promotion & Development	\$ 86,822.00
Total Budgeted Other	\$ 1,150,000.00
Total Budgeted Capital	\$ 7,855,000.00

The individual accounts in the budget are provided for informational purposes only. A detailed budget is attached as part of these minutes, and a properly signed copy will be provided to Ellen Dodd.

Item 12 – The Commissioners discussed the 2025 proposed voter approval rate of \$0.04650. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved "Resolution Adopting Tax Rate for Port of Bay City Authority of Matagorda County, Texas for the tax year 2025, which resolution adopts and establishes for the Port of Bay City Authority of Matagorda County, Texas the 2025 tax rate of \$0.04650 per \$100 valuation.

Item 13 – Luke Cressman, with HDR Engineering, updated the Commissioners on the Port of Bay City Turning Basin – West Basin Bulkhead Improvements. There was a meeting with MARAD, and MARAD has very few comments. There were no substantial changes. Luke Cressman asked Leslie Bacon if the agreement can be approved pending legal review. Leslie Bacon agreed. Once final revisions are received from MARAD and legal reviews, the agreement will be submitted prior to NEPA approval.

Item 14 – On motion of Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the MARAD FY 2023 PIDP grant agreement between the United States Department of Transportation Maritime Administration and the Port of Bay City Authority for the West Basin Bulkhead Improvements. George Harrison advised the Commissioners that good progress was being made. The project is becoming a reality. George Harrison expressed his appreciation for all the work HDR Engineering has done.

Item 15 – Hayden Smith, with Anchor QEA, discussed the dredging contract with Viking Dredging, LLC. The notice to proceed will be given on October 20, 2025 with the dredging to be completed by December 4, 2025. George Harrison had sent the contract to Leslie Bacon for review. Leslie Bacon advised that Viking needed to complete the insurance requirements. On motion of Commissioner Trey Treybig, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously approved the execution of the Contract Documents for the Matagorda Harbor Maintenance Dredging project by Anchor QEA pending legal review and final verification.

Item 16 – Hayden Smith advised that Anchor QEA will meet with Viking Dredging, LLC for a preconstruction meeting tomorrow.

Item 17 – Ian Fisher, with Anchor QEA, updated the Commissioners on the Matagorda Harbor Improvements Project. The geo-tech samples have been collected, antiquities have started, and design components will be ready next week. Ian Fisher will follow up with Texas Parks and Wildlife Department once all documents have been uploaded by Sharron Perez.

Item 18 – Hayden Smith updated the Commissioners on the Matagorda Bay Mitigation Trust proposal. Matagorda Bay Mitigation Trust has another round of funding. The Port Authority could ask for \$750,000 for construction with no local match. On motion of Commissioner Lee Weathers, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously approved Anchor QEA to proceed with the preparation of the construction grant application.

Item 19 – Ian Fisher updated the Commissioners on the West Mooring Park Restoration project. All environmental surveys have been completed. The topo surveys are taking place currently. The geo tech surveys are scheduled for next week. Ian Fisher advised that he is keeping the County updated. The design and permitting phases have begun. George Harrison discussed the fish cleaning table and water service.

Item 20 – Brandon Queen and Kasy Baldauf with Air Liquide discussed the easement request. Air Liquide need to perform a valve replacement on Port property. Craig Hlavinka advised that the easement would be a 75' by 15' surface easement directly above the valves. The easement request is not on property currently leased by PCC Chemicals. Brandon Queen advised that the pipeline does not currently have valves on it. The valve would help with the flow and optimization of the pipeline. Craig Hlavinka advised that the Equistar easement is the southern boundary for the PCC Chemical property lease. The easement would be on the westside of the entry road. Matt Ashcraft asked if there are any other pipelines in that area. Brandon Queen advised that there was one other pipeline in the area. Craig Hlavinka does not believe that there are any other pipelines there. Air Liquide has a subsurface easement since the late 1970s early 1980s. The Port Authority will not have access to the easement. Kasy Baldauf advised that the easement area would be fenced. George Harrison advised that the Commissioners would discuss the matter further in executive session, and Norton Rose Fulbright will reach out via email with the terms of the easement.

Item 21 – Leslie Bacon updated the Commissioners regarding the various lease agreements that are in effect. George Harrison advised the Commissioners that Norton Rose Fulbright is looking at restructuring the leases including the leases for boat slips and Sunoco.

Item 22 – Mike Ferdinand, Executive Director of Matagorda County Economic Development Corporation, advised the Commissioners of the various prospects interested in Matagorda County. There are two data centers that are in early stages. The small scale one is looking at Bay City, and the other is looking at Clemville. Geothermal facilities are continuing to be active. Prospects are starting to pick up again. Region 10 did have an open house that was well attended to discuss future projects. Mayor Nelson is now on the Region 10 board. Mike Ferdinand is currently trying to get a third person on the Region 10 board.

Item 23 – There were no public or Commissioner comments at this time.

Item 24 – At approximately 7:18pm, the Commissioners adjourned to Executive Session. All members of the general public exited the meeting.

Item 25 – At approximately 7:40pm, the Commissioners entered Regular Session with no action being taken in Executive Session.

Item 26 – The Commissioners discussed pay raises for employees. On motion of Commissioner Trey Treybig, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously approved a three percent raise across the board retroactive to June 1, 2025.

The Commissioners discussed posting a position for a Port Business Director. On motion of Commissioner Joey Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved posting a job description for a Port Director. Norton Rose Fulbright will develop a job description. There will be a hiring committee comprised of George Harrison, Matt Ashcraft, and Joey Sliva.

On motion of Commissioner Joey Sliva, seconded by Commissioner Trey Treybig, the Commissioners unanimously adjourned the meeting at 7:42pm.

Attest:

Approve:

/s/ George Harrison

/s/ Matthew Ashcraft