

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Monday, April 20, 2026 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
Matt Ashcraft	Secretary
Lee Weathers	Commissioner
Trey Treybig	Commissioner
Craig Hlavinka	Harbor Master
Jessica Russell	Director of Business Development
Sharron Jones	Office Manager
Absent:	
Buddy Treybig	Commissioner
Visitors:	
Mike Ferdinand	Executive Director MCEDC
Jessica Sheppard	The Bay City Sentinel
Anthony Allen	HDR Engineering
Virtual:	
Joey Sliva	Vice- Chairman
Leslie Bacon	Norton Rose Fulbright
Dimitri Millas	Norton Rose Fulbright
Ian Fisher	Anchor QEA
Hayden Smith	Anchor QEA

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 – The minutes of the regular meeting of March 12, 2026 were provided to the Commissioners prior to the meeting. On motion of Commissioner Trey Treybig, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the minutes of the regular meeting of March 12, 2026.

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

ABZ LANDSCAPING	1,500.00
--REPAIRS & MAINTENANCE - HARBOR	
ACE HARDWARE	596.69
--REPAIRS & MAINTENANCE – HARBOR	
ACE HARDWARE	88.34
--REPAIRS & MAINTENANCE – HARBOR	
ACE HARDWARE	252.28
--OPERATING SUPPLIES	
ACE HARDWARE	65.97
--VEHICLE EXPENSE	
ACE HARDWARE	88.58
--OPERATING SUPPLIES	
ANCHOR QEA	24,238.25
--MATAGORDA HARBOR IMPROVEMENTS	
ANCHOR QEA	16,750.25
--MATAGORDA HARBOR IMPROVEMENTS	
ANCHOR QEA	926.25
--PROFESSIONAL SERVICES	
ANCHOR QEA	29,181.75
--SARGENT PROJECT	
AQUA BEVERAGE COMPANY	43.50
--OPERATING SUPPLIES	
AQUA MARINE SUPPLY	2,207.54
--REPAIRS & MAINTENANCE – HARBOR	

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	320.00
--PUBLIC UTILITIES	
ARBUCKLE SURVEYING LLC	875.00
--PROFESSIONAL SERVICES	
A-TEAM LANDSCAPING	500.00
--REPAIRS & MAINTENANCE – OFFICE	
AT&T	85.31
--TELEPHONE	
AT&T	763.74
--TELEPHONE	
AT&T	208.85
--TELEPHONE	
B&C MOWING AND LANDSCAPING	500.00
--REPAIRS & MAINTENANCE – HARBOR	
B&C MOWING AND LANDSCAPING	250.00
--REPAIRS & MAINTENANCE – HARBOR	
BAY CITY ROTARY	100.00
--SEMINARS & DUES	
BAY CITY ROTARY	200.00
--SEMINARS & DUES	
BAY CITY ROTARY	200.00
--SEMINARS & DUES	
BAY ENVIRONMENTAL INC	2,342.00
--BAY CITY OFFICE IMPROVEMENTS	
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	
DAVIS BROS AUTO SUPPLY #1	135.49
--VEHICLE EXPENSE	
DIRECT ENERGY	19.96
--PUBLIC UTILITIES	
DIRECT ENERGY	331.37
--PUBLIC UTILITIES	
ELLEN DODD	1,600.00
--SPECIAL DISTRICT ACCOUNTING	
FRONTZ ELECTRICAL MECHANICAL SERVICES	70.00
--REPAIRS & MAINTENANCE – OFFICE	
G&W ENGINEERS INC	4,100.00
--REPAIRS & MAINTENANCE – HARBOR	
G&W ENGINEERS INC	1,260.00
--REPAIRS & MAINTENANCE - HARBOR	
GFL ENVIRONMENTAL	1,018.65
--PUBLIC UTILITIES	
GRAINGER	913.73
--OPERATING SUPPLIES	
GRAINGER	474.93
--OPERATING SUPPLIES	
GRAINGER	319.12
--OPERATING SUPPLIES	
GRAINGER	353.35
--OPERATING SUPPLIES	
GRAINGER	131.99
--REPAIRS & MAINTENANCE – HARBOR	
GRAINGER	149.84
--OPERATING SUPPLIES	
GRAINGER	411.66
--OPERATING SUPPLIES	
HARRISON WALDROP & UHEREK LLP	11,925.00

--AUDIT FEES - INDEPENDENT AUDITOR	
CRAIG HLAVINKA	10,107.82
--TRAVEL	
--VEHICLE EXPENSE	
--OPERATING SUPPLIES	
--REPAIRS & MAINTENANCE - HARBOR	
--SAFETY & SECURITY	
--MISCELLANEOUS EXPENSE	
--PUBLIC UTILITIES	
LOWE'S	589.64
--REPAIRS & MAINTENANCE – HARBOR	
MATAGORDA BOAT & RV STORAGE	1,600.00
--MISCELLANEOUS EXPENSE	
MATAGORDA COUNTY SELF INSURANCE POOL	24,458.00
--INSURANCE & BONDS	
MATAGORDA COUNTY SELF INSURANCE POOL	130,731.00
--INSURANCE & BONDS	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	363.20
--PUBLIC UTILITIES (SPRINKLER)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	168.70
--PUBLIC UTILITIES (BOAT SHED)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	124.70
--PUBLIC UTILITIES (HOUSE)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	89.90
--PUBLIC UTILITIES (MEETING HOUSE)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	233.50
--PUBLIC UTILITIES (TRAILER PARK)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	98.20
--PUBLIC UTILITIES (RESTROOM)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	47.50
--PUBLIC UTILITIES (PUMP)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	320.20
--PUBLIC UTILITIES (TENT & FISH CLEANING TABLE)	
MCCOY'S BUILDING SUPPLY	1,707.71
--OPERATING SUPPLIES	
PITNEY BOWES BANK INC PURCHAS POWER	1,403.93
--OPERATING SUPPLIES	
PROSPERITY BANK	2,152.26
--OPERATING SUPPLIES	
--SEMINARS, DUES	
--BAY CITY OFFICE IMPROVEMENTS	
--TRAVEL	
QUILL LLC	60.45
--OPERATING SUPPLIES	
QUILL LLC	56.99
--OPERATING SUPPLIES	
QUILL LLC	215.56
--OPERATING SUPPLIES	
ANDREA SAVAGE	500.00
--REPAIRS & MAINTENANCE – BAY CITY OFFICE	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – HARBOR	
SHARRON'S BOOKKEEPING AND TAX SERVICE	7,516.64
--OPERATING SUPPLIES	
--OFFICE MANAGER	
--PROFESSIONAL SERVICES	
--TRAVEL	
SHORELINE CONSTRUCTION	18,658.89
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	299.53
--REPAIRS & MAINTENANCE – HARBOR	
SUTHERLANDS	3,357.16
--REPAIRS & MAINTENANCE - HARBOR	
TEXAS DEPARTMENT OF STATE HEALTH SERVICES	309.00
--IMPROVEMENTS – BAY CITY OFFICE (2026)	
THE HOME DEPOT	1,115.62
--OPERATING SUPPLIES	
VERIZON WIRELESS	325.69
--TELEPHONE	
WEST MARINE PRO	1,356.00

--OPERATING SUPPLIES

Item 5 – The Commissioners were provided the financial reports and monthly billing and collection reports for March 2026. Sharron Jones reviewed the financial reports and asked the Commissioners if there were any questions. There being none, on motion of Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the financial reports and monthly billing and collection reports for March 2026.

Item 6 – Sharron Jones advised the Commissioners 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. Everything is running smoothly. Air Liquide has completed the valve riser.

Craig Hlavinka gave a report on the activity at Matagorda Harbor. Everything is running smoothly. Craig Hlavinka and David Svec are staying on top of maintenance. Craig Hlavinka met with G&W Engineers regarding A-dock. The original roof phase is good; however, the second part that was built in 1998 is failing. The trusses and sheet metal on the second phase will need to be replaced. G&W is also preparing an option to replace the sheet metal on B-dock also. G&W may have a proposal by the next meeting. George Harrison discussed installing a fire suppression system this year. Jessica Russell advised that there may be some federal funds that may be used for the fire suppression system. Matt Ashcraft asked where the nearest pump would be. Craig Hlavinka advised that there are three hydrants; however, one is out of order and needs to be repaired and relocated. The new leasee at the bait shop has made improvements to the building. Anthony Allen, with HDR Engineering, advised that he just completed a job at the Port of Corpus Christi that dealt with risers. Craig Hlavinka advised that there is one located at the Port Turning Basin but none are at Matagorda Harbor.

Item 8 – Anthony Allen, with HDR Engineering, updated the Commissioners on the Port of Bay City Turning Basin – West Basin Bulkhead Improvements. Anthony Allen will be the project manager on Phase 2. George Harrison advised that MARAD has had numerous compliments on the work performed by HDR Engineering. George Harrison advised that he received a proposal to continue for \$562,000 which is in line with the proposed budget for the project. Jessica Russell has reviewed the proposal. The proposal was forwarded to Norton Rose Fulbright but was too late to be included on the agenda. Norton Rose Fulbright has reviewed the proposal and advised the board to approve the proposal to avoid a delay in the project. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved _____

Item 9 – Hayden Smith, with Anchor QEA, had to leave the meeting due to an emergency. Ian Fisher, with Anchor QEA, updated the Commissioners on the Commercial Fishing Port Project. Hayden Smith has all of the required information outside of the hydrographic survey that needs to be completed. The findings from the hydrographic survey will be presented at the end of May. George Harrison advised the Commissioners to walk the area being discussed. A lease from TXDOT will be needed in order to make the project work.

Item 10 - Ian Fisher, with Anchor QEA, updated the Commissioners on the Matagorda Harbor Improvements project. Anchor QEA is close to submitting the permit application. Sharron Jones will send Ian Fisher the Authorization to Act as an Agent form required by the US Army Corps of Engineers. The 30% design package should be sent to the Commissioners by Wednesday. It will include the cost estimate and report.

Item 11 – Ian Fisher, with Anchor QEA, updated the Commissioners on the West Mooring Dock Park Restoration. The permit application was submitted on March 31, 2026. The design was also submitted on March 31, 2026. Ian Fisher reviewed the drawings. The Port Authority will be responsible for part of the parking lot, and Matagorda County will be responsible for the balance. The Port Authority and Matagorda County will utilize the same type of materials. The demo material will have to be disposed of. Ian Fisher reviewed the areas that will need to be dredged and removal of the material, the lay-out of the boat ramp, and extending the walkway along the boat ramp.

Item 12 – Leslie Bacon, with Norton Rose Fulbright, had no other items to discuss at this time.

Item 13 – Mike Ferdinand, MCEDC Executive Director, updated the Commissioners on prospects interested in Matagorda County. There are a couple of small manufacturers that are active and will be meeting with Commissioners' Court in the next couple of weeks. HIF is working through their project. The state requests are picking back up.

Item 14 – There were no public or Commissioner comments at this time.

Items 15 & 16 – There were no items to discuss in Executive Session; therefore, none was entered into.

Item 17 – There was no unfinished business and the motion was made by Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously adjourned the meeting at 6:56 pm.

Attest:

Approve:

/S/ George Harrison

/S/ Matthew Ashcraft