

MINUTES OF MEETING

BE IT REMEMBERED that the Commissioners of the Port of Bay City Authority met Wednesday, September 23, 2026 at 6:15pm 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
Buddy Treybig	Commissioner
Lee Weathers	Commissioner
Trey Treybig	Commissioner
Jessica Russell	Director of Business Development
Sharron Perez	Office Manager
Visitors:	
Jorge Diaz	McLennan & Associates
Anthony Allen	HDR Engineers Inc
Ian Fisher	Anchor QEA
Scott Mason	G&W Engineers
Jessica Sheppard	The Bay City Sentinel
Virtual:	
Craig Hlavinka	Harbor Master
Jennifer Cruanas	McLennan & Associates
Leslie Bacon	Norton Rose Fulbright
Dimitri Millas	Norton Rose Fulbright

The meeting was called to order at 6:15pm 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 August 13, 2026 and the special called meeting of August 27, 2026 were provided to the Commissioners prior to the meeting. On motion of Commissioner Trey Treybig, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously approved the minutes of the regular meeting of August 13, 2026 and the special called meeting of August 27, 2026.

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

ACE HARDWARE	935.62
--OPERATING SUPPLIES	
ANDREA SAVAGE	500.00
--REPAIRS & MAINTENANCE - OFFICE	
AQUA-ZYME SERVICES INC	305.00
--PUBLIC UTILITIES	
A-TEAM LANDSCAPING	500.00
--REPAIRS & MAINTENANCE – OFFICE	
AT&T	761.95
--TELEPHONE	
AT&T	212.08
--TELEPHONE	
B&C MOWING & LANDSCAPING LLC	500.00
--REPAIRS & MAINTENANCE – HARBOR	
BAY CITY CHAMBER OF COMMERCE	40.00
--PROMOTION & DEVELOPMENT	
BAY CITY LIONS CLUB	80.00
--PROMOTION & DEVELOPMENT	
CRAIG HLAVINKA	6,874.98
--TRAVEL	
--VEHICLE EXPENSE	
--OPERATING SUPPLIES	
--REPAIRS & MAINTENANCE – HARBOR	
--SAFETY AND SECURITY	

--MISCELLANEOUS EXPENSE	
DANIEL INDUSTRIES	205.00
--REPAIRS & MAINTENANCE-PORT	
DIRECT ENERGY	401.66
--PUBLIC UTILITIES	
DIRECT ENERGY	27.33
--PUBLIC UTILITIES	
G&W ENGINEERS INC	10,500.00
--IMPROVEMENTS – MATAGORDA HARBOR	
G&W ENGINEERS INC	3,970.00
--IMPROVEMENTS – MATAGORDA HARBOR	
HOME DEPOT CREDIT SERVICES	339.93
--OPERATING SUPPLIES	
JAY SCHOLTEN	1,600.00
--REPAIRS & MAINTENANCE – HARBOR	
LYLE PRINTING	241.12
--OPERATING SUPPLIES	
MATAGORDA COUNTY APPRAISAL DISTRICT	8,393.68
--APPRAISAL DISTRICT FEES	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	138.70
--PUBLIC UTILITIES (HOUSE)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	560.35
--PUBLIC UTILITIES (SPRINKLER)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	222.80
--PUBLIC UTILITIES (TRAILER PARK)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	213.00
--PUBLIC UTILITIES (BOAT SHED)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	101.90
--PUBLIC UTILITIES (MEETING HOUSE)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	470.65
--PUBLIC UTILITIES (TENT & FISH CLEANING TABLE)	
MATAGORDA WASTE DISPOSAL AND WATER SUPPLY CORPORATION	116.50
--PUBLIC UTILITIES (RESTROOM)	
MCLENNAN & ASSOCIATES	3,130.32
--SPECIAL DISTRICT BOOKKEEPING	
NORTON ROSE FULBRIGHT	3,471.25
--ATTORNEY FEES	
PITNEY BOWES	194.31
--MISCELLANEOUS EXPENSE	
PITNEY BOWES	1,729.37
--OPERATING SUPPLIES	
SHARRON'S BOOKKEEPING AND TAX SERVICE	7,910.08
--OFFICE MANAGER	
--TRAVEL	
--OPERATING SUPPLIES	
VERIZON WIRELESS	291.27
--TELEPHONE	

On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved the following:

ABZ LANDSCAPING	600.00
--REPAIRS & MAINTENANCE – HARBOR	
ANCHOR QEA LLC	3,934.92
--IMPROVEMENTS – MATAGORDA HARBOR	
ANCHOR QEA LLC	1,402.50
--PROFESSIONAL SERVICES	
ANCHOR QEA LLC	15,125.50
--IMPROVEMENTS – MATAGORDA HARBOR	
ANCHOR QEA LLC	1,834.25
--SARGENT PROJECT	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	320.00
--PUBLIC UTILITIES	
AQUA-ZYME SERVICES INC	225.00
--PUBLIC UTILITIES	
AT&T	212.93
--TELEPHONE	
B&C MOWING & LANDSCAPING LLC	500.00

--REPAIRS & MAINTENANCE – HARBOR	
BAY CITY JANITORIAL	482.86
--OPERATING SUPPLIES	
DIRECT ENERGY BUSINESS	5,310.88
--PUBLIC UTILITIES	
DIRECT ENERGY BUSINESS	27.16
--PUBLIC UTILITIES	
ELLEN DODD	1,600.00
--SPECIAL DISTRICT BOOKKEEPING	
GFL ENVIRONMENTAL	1,183.92
--PUBLIC UTILITIES	
GRAINGER	896.55
--OPERATING SUPPLIES	
MCLENNAN & ASSOCIATES	3,747.60
--SPECIAL DISTRICT BOOKKEEPING	
NAPA AUTO & TRUCK PARTS	255.09
--VEHICLE EXPENSE	
NORTON ROSE FULBRIGHT	6,515.00
--ATTORNEY FEES	
PROSPERITY BANK	2,990.24
--OPERATING SUPPLIES	
--TRAVEL	
--TELEPHONE	
--YOUTH LEADERSHIP	
SUTHERLAND LUMBER SOUTHWEST	1,158.71
--REPAIRS & MAINTENANCE – HARBOR	
THRYV	30.95
--PROMOTION & DEVELOPMENT	
WEST MARINE PRO	210.33
--REPAIRS & MAINTENANCE - HARBOR	

Item 5 – Jorge Diaz, with McLennan & Associates, reviewed the financial reports for August 2026. On motion of Commissioner Trey Treybig, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the financial reports for August 2026.

Item 6 – Sharron Jones reviewed the monthly billing and collection reports for August 2026 and asked the Commissioners if there were any questions. There being none, on motion of Commissioner Matt Ashcraft, seconded by Commissioner Buddy Treybig, the Commissioners unanimously approved the monthly billing and collection reports for August 2026.

Item 7 – Sharron Jones advised the Commissioners that there are twenty-three delinquent accounts that ten-day letters will be sent to. There are no accounts that she is concerned about at this time.

Item 8 – Craig Hlavinka gave a report on the activity at the Port of Bay City. Everything is running smoothly.

Item 9 – Jessica Russell updated the Commissioners on various ongoing projects. Jessica Russell advised the Commissioners of the various community and economic development projects that she is participating in such as Matagorda County Day in Austin, Youth Leadership Matagorda County, Emergency Preparedness, continuing to present updates to Matagorda Chamber of Commerce, and representing the Port as an active partner in economic development, infrastructure investment, public access, and regional collaboration. Jessica Russell advised on the budget and capital planning committee. The Port Authority is pursuing a grant for the Matagorda Harbor Nature Boardwalk and Fishing Pier. Grant reimbursements are being submitted. Jessica Russell continued to work on long-term capital improvement planning and participated in the USACE flood-risk reduction. Jessica Russell confirmed that Tenaris's tax abatement is over. Work continues on the building acquisition related tasks and renovation planning for the new office building.

Item 10 – Jessica Russell informed the Commissioners on the need for authorization to proceed with expenditures for required renovations on 1521 6th Street without waiting a month until the next meeting. George Harrison advised Jessica Russell to keep legal and the executive board informed of any expenditures. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously authorized Jessica Russell to make expenditures for required renovations on 1521 6th St, each expenditure not to exceed \$15,000 each.

Item 11 – George Harrison advised the Commissioners that Ellen Dodd needed to be removed as a signer on the Prosperity bank accounts. On motion of Commissioner Joey Sliva, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously approved removing Ellen Dodd as a signer on the Prosperity bank accounts.

Item 12 – George Harrison advised the Commissioners that all Commissioners need to be added as signers on the Prosperity bank accounts. Sharron Jones advised that George Harrison, Matt Ashcraft, and Jessica Russell had been approved to be added in December 2025. On motion Commissioner Matt Ashcraft, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved adding Joseph Sliva, Robert Weathers, Ernest Treybig Jr, and Ernest Treybig III as signers on the Prosperity bank accounts.

Item 13 – George Harrison advised that the Jennifer Cruanas, Demitra Berry, Pamela Redden, and Moni Akintunji from McLennan and Associates be added as users to the Prosperity Bank online banking in order to access bank statements, upload positive pay, transfer funds, etc. On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved adding Jennifer Cruanas, Demitra Berry, Pamela Redden, and Moni Akintunji from McLennan and Associates as users to the Prosperity Bank online banking.

Item 14 – The Commissioners discussed the resolution to adopt the for 2026. On motion of Commissioner Joey Sliva, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously approved the adoption of the “Resolution Adopting Tax Rate for Port of Bay City Authority of Matagorda County, Texas for the tax year 2026”, which resolution adopts and establishes for the Port of Bay City Authority of Matagorda County, Texas the 2026 tax rate of \$0.04700 per \$100 valuation.

Item 15 – Jessica Russell developed a job description for an administrative assistant at the Port office. George Harrison and Leslie Bacon have both reviewed the job description. George Harrison advised that Jessica Russell and at least one Commissioner would be present for the interviews. Matt Ashcraft volunteered. Jessica Russell will post the job description and set all interviews for the same day. On motion of Commissioner Matt Ashcraft, seconded Commissioner Trey Treybig, the Commissioners unanimously approved posting the job description for an administrative assistant at the Port office.

Item 16 – Anthony Allen, with HDR Engineers Inc, updated the Commissioners on the West Basin Bulkhead Improvements project. HDR is near the end of the structural design. The loop road has been mapped out. The storm sewer system has been designed. The cut-off wall is being eliminated to save \$1 million. A clay cap will replace the wall. The utilities are being mapped out. Dredging plans for moving the dredge materials are being discussed.

Item 17 – Anthony Allen, with HDR Engineers Inc, discussed the possible road route at the Port of Bay City Turning Basin. The proposed route may need to be adjusted for the turning radius and design around the drainage basin. On motion of Commissioner Trey Treybig, seconded by Commissioner Lee Weathers, the Commissioners unanimously approved the proposed road route at the Port of Bay City Turning Basin.

Item 18 – Ian Fisher, with Anchor QEA, updated the Commissioners on the Matagorda Harbor Improvements project. Information was submitted to the US Army Corps of Engineers on Monday. The project is holding on the permitting to be approved. After permitting is granted, then the project will move to the public comments phase.

Item 19 – Ian Fisher, with Anchor QEA, updated the Commissioners on the West Mooring Dock Park Restoration. The initial permit has been granted. Anchor QEA is reviewing and will submit any corrections. Once the permit is correct, then George Harrison will sign the permit. At that time, there will be a six-week period for the final design. Anchor QEA has discussed this timeframe with the dredging company as to not interfere with the ongoing project.

Item 20 – Scott Mason, with G&W Engineers, updated the Commissioners on the deck demolition/replacement and ramp construction at the bait shop in Matagorda Harbor. G&W Engineers provided sample bid documents to Craig Hlavinka which he forwarded to the attorneys for review. Leslie Bacon advised that the state requirements had been sent to Craig Hlavinka. Craig Hlavinka advised that the design will be around the tie-backs. The design does address the ADA compliance issues to satisfy the MARAD grant.

Item 21 – Scott Mason, with G&W Engineers, discussed the “A” and “B” dock roof replacements. G&W Engineers have preliminary plans and will work to finalize them for the October 8, 2026 meeting. Scott Mason advised that G&W Engineers understand the timeline.

Item 22 – On motion of Commissioner Matt Ashcraft, seconded by Commissioner Trey Treybig, the Commissioners unanimously approved to put out for bids the deck demolition/replacement and ramp construction at the harbor bait shop.

Item 23 – Leslie Bacon, with Norton Rose Fulbright, advised that she had no items to discuss outside of executive session.

Item 24 – Mike Ferdinand, MCEDC Executive Director, was not in attendance; therefore, no report was provided.

Item 25 – Ian Fisher, with Anchor QEA, discussed the possible grant opportunity for the nature walk adjacent to Matagorda Harbor through Matagorda Bay Mitigation Trust. Jessica Russell sent out a request for letters of support with an October 7, 2026 deadline for responses. Ian Fisher showed the Commissioners a similar project at Packery Channel Nature Park that Anchor QEA is currently working on.

There were no additional public or Commissioner comments at this time.

Item 26 – There was no new or unfinished business to discuss at this time. At approximately 6:58pm, on motion of Commissioner Trey Treybig, seconded by Commissioner Matt Ashcraft, the Commissioners unanimously adjourned the meeting.

Attest:

Approve:

/S/George Harrison

/S/Matthew Ashcraft