

CITY OF BAY CITY

MINUTES • JANUARY 14, 2025

COUNCIL
CHAMBERS | 1901
5th Street

City Council Regular Meeting

6:00 PM

1901 5TH STREET
BAY CITY TX, 77414



Mayor

Robert K. Nelson

Mayor Pro Tem

Becca Sitz

Councilman

Jim Folse

Councilman

Bradley Westmoreland

Councilman

Blayne Finlay

Councilman

Benjamin Flores

We envision Bay City as a thriving, family-centered community where our citizens can live, work, worship, and play, while welcoming visitors to experience our beautiful environment and diverse culture.

CALL TO ORDER AND CERTIFICATION OF QUORUM

The meeting was called to order at 6:02 p.m.

PRESENT

Mayor Robert K. Nelson
Mayor Pro Tem Becca Sitz
Councilman Benjamin Flores
Councilman Jim Folse
Councilman Brad Westmoreland
Councilman Blayne Finlay

INVOCATION & PLEDGE

Texas State Flag Pledge: *"Honor The Texas Flag; I Pledge Allegiance To Thee, Texas, One State Under God, One And Indivisible."*

Mayor Pro Tem Becca Sitz

MISSION STATEMENT

The City of Bay City promotes economic growth and invests in quality-of-life initiatives through collaboration. We respond promptly and professionally to residents' concerns and strive to deliver superior municipal services.

Mayor Pro Tem Becca Sitz

APPROVAL OF AGENDA

Motion made by Councilman Finlay to approve the agenda, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

PUBLIC COMMENTS

Chief Christella Rodriguez stated our hearts go out to Los Angeles and the first responders tending to the fires. She then spoke about how the Police Department is actively working with the DPS commercial motor vehicle division on a special operation to target a lot of the tractor truck traffic coming through town. She has scheduled monthly operations with DPS, once they start making the stops, tractor trucks will route around Bay City to avoid being stopped. In addition, Traffic Enforcement Officer, Keith Hatton and other officers have been prioritizing traffic enforcement efforts. The results will be covered in the yearly report. Only DOT certified officers have the authority to enforce motor carrier regulations, conduct safety inspections, and suspend movement of unsafe trucks. Bay City Police Department's close collaboration with DPS ensures Bay City maintains compliance and tries to keep the roadways safe as possible

for the residents. Chief Rodriguez thanked DPS for their partnership. Mayor Nelson asked since the tractor trucks are trying to avoid being stopped in town by going through the county instead, can DPS also work with the County Sheriff's Department to help serve those areas. Chief Rodriguez replied they could but the county and DPS would have to get together on that, if they aren't already.

Mike Ferdinand (119 Chadwick) with Matagorda County Economic Development Corporation thanked council for hearing on item #9. They are one of the newest employers in Matagorda County and are bringing jobs back to Bay City. He also thanked City Manager, Scotty Jones and Bay City CDC Executive Director, Jessica Russell for helping make this happen.

PUBLIC HEARINGS

- 1. A public hearing before the City Council to hear any and all persons desiring to be heard on or in connection with any matter or question involving the proposed annexation into the City of Bay City, Texas, tracts of land totaling approximately 1.748 acres of land, being a portion of all that certain GCA Ventures, LLC called 28.24 acre tract as recorded in Clerk's File No. 2007-075954 and corrected in Clerk's File No. 2007-079080 of the Matagorda County Official Records in the Reuben P.T. Stone 1/4 League Abstract 92, Matagorda County, Texas.**

City Attorney, Ann Marie Odefey updated council, stating at the last meeting council approved an annexation that included a 1.748-acre tract and a tract around five acres, and approved the ordinance that evening. After speaking with the Public Works Department, it was discovered there was a second 1.748-acre tract. The development is around 10 acres instead of 8. This is an amended ordinance to that annexation. There are three tracts, two are 1.748 acres and 5.827. This is referring to the new apartment complex. There were no public comments.

ACKNOWLEDGEMENT FROM CITY MANAGER

City Manager, Scotty Jones gave a shout out to the Street and Bridge, and Utilities departments. A sink hole issue was reported at 4th street and Helen and has been repaired. Utilities repaired the water leak in the cold rain in the ditch which contributed to the storm sewer collapse. Street and Bridge then dug up and replaced the storm sewer yesterday and today. The street should be back open to traffic on Thursday. They did a great job and she thanked all that were involved. LeTulle was voted the #1 park in Bay City by the Tribune's Reader's Choice Awards. She gave a shout-out to STP for their Give Back Day on December 12th, they cleared a lot of the Riverside Park trails with over 17 volunteers. She reminded the Council and citizens that Camo Fest is coming up. There are freezing conditions coming next week and information has been sent to the public. Ms. Jones thanked all city employees that will be serving the citizens in the cold temperatures. There is a ribbon cutting tomorrow at 10:30 for the Family Place Library Destination.

AWARDS AND PROMOTIONS**2. 1st Quarter staff promotions.** Rhonda Clegg, Human Resources Director

Ms. Clegg recognized and congratulated employees who have been recently promoted during the first quarter of 2025; Angela Hadash, who was promoted from Administrative Assistant III to Deputy City Secretary and Rene Stone, who was promoted from Customer Service Representative to Airport Operation Specialist.

3. Recognition of Officer Charles Coombs and Sergeant Marino Chavez for life-saving efforts. Christella Rodriguez, Chief of Police

Chief Christella Rodriguez recognized and congratulated Officer Charles Coombs, Corporal Jordan Siegel and Sergeant Marino Chavez for their life saving efforts.

On January 4th on Golden Avenue Officer Coombs and Corporal Siegel's quick response, professionalism and dedication to serve made a difference between life and death for a 96-year-old woman who was unresponsive when they arrived. The teamwork between Officer Coombs initiating CPR, and Corporal Siegel's coordination with EMS was seamless. Together they restored her pulse and got her breathing on her own again. Chief Rodriguez, City Council and Mayor thanked them for their service, courage and compassion. Sergeant Chavez responded to a major crash on Highway 60 North involving an overturned vehicle with an elderly woman trapped inside hanging on by her seatbelt. Sergeant Chavez acted swiftly and entered the vehicle to stabilize the victim for 20-30 minutes until the fire department was able to extricate her, then resumed his duties of working the crash scene. He is brave and committed to service. All these officers are. Mayor Nelson thanked the officers and all the staff and administration at the Bay City Police Department for their hard work and service to the community.

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

Councilman Blayne Finlay recognized the women staff in the utilities department. He had some issues with trash pickup at his business and they were outstanding and helpful throughout the entire process. He then asked for an update on the new turn lane that was put in on Highway 35. It looks good but he wants to see progress on the traffic lights. City Manager, Scotty Jones stated there is an electrical holdup, but a timeline was sent out. Public Works Director, Herb Blomquist commented they were going to be working continually but the electrical components weren't going to be available until March. He will update Council. Councilman Finlay wanted to point out that as traffic increases in Bay City, he's very concerned about the gentleman driving around town on the lawn mower. It's going to be an issue at some point, it's a safety hazard and he's afraid someone will get hurt. Something needs to be done; everyone needs to be protected on the roads. Councilman Jim Folse stated that is one of his concerns as well. Mr. Folse then wanted to recognize Public Works for the quick responses to his requests from citizens. He appreciates the hard work and notices it through town, seeing things be taken care of. He announced that Church's Chicken is open. Mayor Pro Tem, Sitz wanted to comment that many people voiced their concern that there were no Christmas decorations on Avenue G,

at the USO, or at LeTulle Park this Christmas. She did drive out to Riverside Park and it was beautiful but they would enjoy decorations in downtown Bay City also. She then stated if the lawn mower gentleman could adhere to the golf cart laws, it would be awesome. She finds it unbelievable that it continues and requests it be taken care of. Ms. Sitz spoke of another person that asked about Eagle's Road and its condition. Through much conversation and hope of improvement, Ms. Sitz proposed an efficiency committee that involves the citizens bringing their skills to help come up with cost-saving measures to pay down the debt. She is concerned about the debt of our city and would like to see ways the city can be more efficient. Councilman Brad Westmoreland spoke to City Manager, Scotty Jones, and Chief Christella Rodriguez on an ongoing discussion. Just before Christmas he witnessed a gentleman hustling customers for money at the carwash, and again last week around the courthouse another gentleman was going from car to car with a cup asking for money. He is aware of the homeless community in Bay City and our lack of resources for them, but he is concerned about the citizens being impacted by crime issues and panhandling. He then mentioned he had the privilege of spending time with two of our Police Officers on Saturday and he enjoyed hearing how great the Police Department is under the leadership of Chief Rodriguez and the positive things happening, the growth, and high standards. He is very proud of the Chief and the great team there. Councilman Benjamin Flores recognized Airport Director, James Mason. The Holy Cross staff and children had a great time at the Santa appearance at the school and he looks forward to participating next year. Mayor Robert K. Nelson announced there is a silent march on Monday going from Lennie Roberts School to the Hilliard Alumni building for Martin Luther King Day.

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

- 4. City Council Workshop Meeting minutes of November 12, 2024.**
- 5. City Council Regular Meeting minutes of November 12, 2024.**
- 6. City Council Workshop Meeting minutes of December 10, 2024.**
- 7. City Council Regular Meeting minutes of December 10, 2024.**

Motion made by Councilman Westmoreland to approve Consent Agenda items, Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

DEPARTMENT REPORTS

- 8. Municipal Court quarterly update.**

Katy Plunkett, Magistrate/Court Administrator, presented and discussed the Municipal Court quarterly report. She stated December warrants were down due to being busy with the backlog of cases.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL**9. Presentation ~ Introduction of fabrication company and general plans.**

Chad Bludau with Bay City Steel LLC introduced himself as the General Manager of Bludau Fabrication in Hallettsville and the newly formed Bay City Steel. Bludau Steel is a structural steel fabrication plant which has been in business now for 45 years. Bay City Steel (formerly known as Henderson Fabrication) was acquired in November. He will be bringing on 12 of the original employees and over the year plan to be at 20-25 employees and to get the company 100% back to where it was. Councilman Finlay welcomed Mr. Bludau to Bay City.

10. Appointment ~ Discuss, consider, and/or approve the appointment of Kaci Waller to the Main Street Board. Robert Nelson, Mayor

Kaci Waller was unable to make it to the meeting. Tina Israel gave a short background on Ms. Waller and Mayor agreed she would be a good fit.

Motion made by Mayor Pro Tem Sitz to approve the appointment of Kaci Waller to the Main Street Board, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

11. Ordinance ~ Discuss, consider, and/or approve an amended Ordinance of the City of Bay City, Texas providing for the annexation of a 5.827 acre tract, a 1.748 acre tract, and another 1.748 acre tract of land hereinafter more specifically described by metes and bounds to the City of Bay City, Texas for all municipal purposes; and located within the extraterritorial jurisdiction of the City of Bay City, Texas; providing for an Annexation Service Plan and the extension of the corporate limits of the City of Bay City, Texas to include the annexed tracts; granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all the acts, ordinances, resolutions, and regulations of the City of Bay City, Texas; and providing for an effective date. Krystal Mason, Assistant Public Director

Herb Blomquist, Director of Public Works presented and gave a short description of the discussed property, and its use.

Motion made by Councilman Folse to approve an amended Ordinance of the City of Bay City, Texas providing for the annexation of a 5.827 acre tract, a 1.748 acre tract, and another 1.748 acre tract of land hereinafter more specifically described by metes and bounds to the City of Bay City, Texas for all municipal purposes; and located within the extraterritorial jurisdiction of the City of Bay City, Texas; providing for an Annexation Service Plan and the extension of the corporate limits of the City of Bay City, Texas to include the annexed tracts; granting to all the inhabitants of said property all the rights and privileges of other citizens and binding said inhabitants by all

the acts, ordinances, resolutions, and regulations of the City of Bay City, Texas; and providing for an effective date, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. A poll was taken. Motion carried.

- 12. Agreement ~ Discuss, consider, and/ or approve the first amendment to the Chapter 380 Economic Development Agreement between the City of Bay City and BC Development Group, LLC (to include additional tract of land).** Scotty Jones, City Manager

Motion made by Councilman Finlay to approve the first amendment to the Chapter 380 Economic Development Agreement between the City of Bay City and BC Development Group, LLC (to include additional tract of land), Seconded by Mayor Pro Tem Sitz. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 13. Resolution ~ Discuss, Consider, and/ or Approve a Resolution of the City of Bay City, Texas, to authorize the Bay City Community Development Corporation to enter into a contract with Fit for Life (Second Reading)** - Jessica Russell, Executive Director, BCCDC

The incentive for Fit for Life is for an amount up to \$80,000 for exterior renovations, including windows, an awning and possibly parking lot improvements.

Motion made by Councilman Flores to approve a Resolution of the City of Bay City, Texas, to authorize the Bay City Community Development Corporation to enter a contract with Fit for Life (Second Reading), Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 14. Resolution ~ Discuss, Consider, and/ or Approve a Resolution of the City of Bay City, Texas, to authorize the Bay City Community Development Corporation to enter into a contract with El Zarape. (Second Reading)** - Jessica Russell, Executive Director, BCCDC

The incentive for El Zarape is for an amount up to \$20,000 for new signage on Highway 60 and at the restaurant location, as well as interior A/C duct work.

Motion made by Councilman Westmoreland to approve a Resolution of the City of Bay City, Texas, to authorize the Bay City Community Development Corporation to enter into a contract with El Zarape. (Second Reading), Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

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- 15. Policy – Discuss, consider, and/or approve the Library Policy Manual.** Samantha Denbow, Communications & Cultural Arts Director

Motion made by Councilman Finlay to approve the Library Policy Manual, Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 16. Resolution ~ Discuss, consider, and/or approve a resolution awarding a contract for engineering services for the Disaster Recovery Reallocation Program (DRRP) administered by the Texas General Land Office (GLO).**

Items 16 and 17 were combined.

Item 16: Gabriel Lopez, Engineering Tech, stated he received two engineering qualifications, both local firms the City has worked with in the past, Urban Engineering & Lynn Engineering. They were responsive to the RFQ and will meet the City's needs for the projects. The City has two drainage projects and one waterline project coming up. The two engineering firms would be well suited for these. The Del Norte subdivision project will focus on drainage at the intersection of Encino and Nichols Avenue which floods frequently. Ditches behind the houses on the West side of Nichols Avenue towards Cottonwood Creek will be improved. There will be outfalls and storm sewers put in along Nichols Avenue on the west side of the street. There will be drainage improvements to the area on the southeast side of Tennie Holmes Elementary School that floods frequently. There will also be drainage improvements, storm sewer and curb inlets on 3rd Street to convey the water towards Dry Creek. He also mentioned making improvements to drainage throughout the Norvell subdivision. There is \$1.8 million in funds to be requested for the Del Norte subdivision project. Tennie Holmes Elementary is at \$875,000, the northwest waterline in the northwest quadrant, west of Highway 60, north of 12th street, is at \$2.6 million. Mr. Lopez is hoping to complete all three projects with one grant. The match rate is 10%.

Item 17: There was one proposal received for grant administration services from GrantWorks, who will meet all the City's grant administration needs.

Motion made by Councilman Folse to approve a resolution awarding a contract for engineering services to Urban Engineering and Lynn Engineering for the Disaster Recovery Reallocation Program (DRRP) administered by the Texas General Land Office (GLO), Seconded by Mayor Pro Tem Sitz. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 17. Resolution ~ Discuss, consider, and/or approve a resolution awarding a contract for grant administrative and project delivery services for the Disaster Recovery**

Reallocation Program (DRRP) administered by the Texas General Land Office (GLO). Gabriel Lopez, Engineering Technician

Motion made by Councilman Folse to approve a resolution awarding a contract for grant administrative and project delivery services to GrandWorks for the Disaster Recovery Reallocation Program (DRRP) administered by the Texas General Land Office (GLO), Seconded by Mayor Pro Tem Sitz. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 18. Stormwater Management Plan ~ Discuss, consider, and/or approve Task Authorization No. 1 with Freese and Nichols, Inc. for professional engineering services related to the Stormwater Management Plan funded through the FEMA Hazard Mitigation Grant Program (HMGP) administered by the Texas Division of Emergency Management (TDEM), and authorize the Mayor to execute the Task Authorization.**

Gabriel Lopez, Engineering Technician, stated that this Stormwater Management Plan is a part of a master service agreement with Freese & Nichols for HMA programs which falls under HMGP funding. The City was awarded this grant at the beginning of the year. Freese & Nichols has collected data, has been planning and has put a lot of work into the task authorization. The plan is very thorough and has been fine tuned. They take everything into account including current and anticipated developments. There will be regular progress meetings, monthly progress meetings, data collection, and reviewing previous drainage studies. The project takes 18 months after notice to proceed. The cost share for this is 10%.

Motion made by Mayor Pro Tem Sitz to approve Task Authorization No. 1 with Freese and Nichols, Inc. for professional engineering services related to the Stormwater Management Plan funded through the FEMA Hazard Mitigation Grant Program (HMGP) administered by the Texas Division of Emergency Management (TDEM), and authorize the Mayor to execute the Task Authorization, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 19. Bid ~ Discuss, consider, and/or approve awards for unit price-based contracts for a six-month term to multiple vendors for Public Works road materials, including aggregates, based on competitive sealed bids received in accordance with Texas Local Government Code Chapter 252, and authorize the Mayor or City Manager to execute all necessary documents.**

Gabriel Lopez, Engineering Technician, stated he received seven bids from seven different companies and recommends awarding a six-month contract to the six qualifying bidders. They are Lone Star Sand & Gravel, Waller County Asphalt, Ergon Asphalt & Emulsions, Matagorda Construction & Materials, Colorado Materials, and Quality Hot Mix.

Motion made by Councilman Finlay to approve awards for unit price-based contracts for a six-month term to multiple vendors for Public Works road materials, including aggregates, based on competitive sealed bids received in accordance with Texas Local Government Code Chapter 252, and authorize the Mayor or City Manager to execute all necessary documents, Seconded by Mayor Pro Tem Sitz. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

CLOSED / EXECUTIVE SESSION

Council adjourned and went into Executive Session at 7:28 p.m.

- 20. **Executive Session pursuant to Texas Government Code Section 551.087 (Deliberation regarding Economic Development).**
- 21. **Executive Session pursuant to Texas Government Code Section 551.072 (Deliberation regarding Real Property).**
- 22. **Executive Session pursuant to Section 551.071(2) of the Texas Government Code (Consultation with Counsel on Legal Matters)**

RECONVENE AND ACTION

Council reconvened back into Regular Session at 8:55 p.m. No action was taken.


ITEMS / COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

ADJOURNMENT


The meeting was adjourned at 8:58 p.m.



PASSED AND APPROVED, this 28th day of January, 2025.



 ROBERT K. NELSON, MAYOR
 CITY OF BAY CITY, TEXAS



 JEANNA THOMPSON
 Deputy CITY SECRETARY