

# CITY OF BAY CITY

MINUTES • AUGUST 09, 2022

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COUNCIL  
CHAMBERS | 1901  
5th Street

City Council Regular Meeting

6:00 PM

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1901 5TH STREET  
BAY CITY TX, 77414



## Mayor

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Robert K. Nelson

## Councilman

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Blayne Finlay

## Mayor Pro Tem

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Jim Folse

## Councilman

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Bradley Westmoreland

## Councilwoman

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Becca Sitz

## Councilwoman

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Floyce Brown

Through a united and collaborative effort, we seek to grow the City of Bay City with a diverse culture that is proud to call Bay City home. We envision a thriving family-centered community where citizens are involved in the future development of our city. We desire our citizens to work, play, worship and shop in the community in which we live. Visitors are welcomed and encouraged to enjoy the friendly environment and amenities the citizens and business owners have created together.

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**CALL TO ORDER AND CERTIFICATION OF QUORUM**

The meeting was called to order by Mayor Robert K. Nelson at 6:04 pm. A quorum was certified.

**PRESENT**

Mayor Robert K. Nelson  
Councilwoman Floyce Brown  
Mayor Pro Tem Jim Folse  
Councilwoman Becca Sitz  
Councilman Brad Westmoreland

**ABSENT**

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."*

*Councilwoman Becca Sitz*

**MISSION STATEMENT**

*The City of Bay City is committed to fostering future economic growth by collaborating with our citizens, employers, current and future businesses, as well as the Community and Economic Development Centers. We strive to deliver superior municipal services and to invest in quality-of-life initiatives such as housing, businesses, jobs and activities for all citizens. We make a concerted effort to respond to resident's concerns in a timely and professional manner in order to achieve customer satisfaction.*

*Councilwoman Becca Sitz*

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

There were no public comments.

**ACKNOWLEDGEMENT FROM CITY MANAGER**

Shawna Burkhart, City Manager, announced the promotion of Krystal Mason to City Planning Manager.

**CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL**

1. **Meeting minutes of Council Workshop meeting on July 26, 2022**
2. **Meeting minutes of Regular Council Meeting of July 26, 2022**

Motion made by Councilwoman Brown to approve the consent items, Seconded by Councilwoman Sitz. Voting Yea: Mayor Nelson, Councilwoman Brown, Mayor Pro Tem Folse, Councilwoman Sitz, Councilman Westmoreland. Motion carried.

### **REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL**

3. **Ordinance ~ Discuss, consider, and/or approve an Ordinance of the city Council of the City of Bay City, Texas, amending Chapter 22 "Buildings and Building Regulations" of the Code of Ordinance by adopting a new Article XI "Vacant Buildings" to the City of Bay City's Code of Ordinances to provide for the regulation of vacant buildings and property; repealing all related ordinances or parts of ordinances in conflict therewith; providing for a severability clause; providing for publication and prescribing an effective date.**

Dan Shook, City Fire Marshal, introduced the Vacant Building Ordinance that he and Tina Israel with Main Street have worked on to address vacant properties that have become nuisances. Mayor Pro Tem Folse asked if identifying owners was a concern and Marshal Shook stated that it will take some deep diving. Anne Marie Odefey, City Attorney, stated that if vacant and taxes are owned then she recommended reaching out to Linebarger to pursue for back taxes. Item was tabled till August 23rd and Council was asked to mark up and return.

4. **Contract ~ Discuss, consider, and/or approve Work Order No. 9 to the Master Contract Agreement between the City of Bay City, Texas and Garver, LLC for professional engineering services for the Bay City Wastewater Treatment Plant Improvements Project under the Texas Water Development Board Funding Clean Water SRF Projects.**

Barry Calhoun, Public Works Director, presented the contract for construction management and field inspection of the wastewater treatment plant improvements.

Motion made by Councilman Westmoreland to approve Work Order No. 9 to the Master Contract Agreement with Garver LLC, Seconded by Councilwoman Brown. Voting Yea: Mayor Nelson, Councilwoman Brown, Mayor Pro Tem Folse, Councilwoman Sitz, Councilman Westmoreland. Motion carried.

5. **Grant Funding ~ Discuss, consider, and/or approve American Rescue Plan Grant funding for the Hamman Road Drainage Project.**

Shawna Burkhart, City Manager, requested Council to approve funding and move forward with the Hamman Road Drainage Project.

Motion made by Mayor Pro Tem Folse to approve ARP Grant Funding for the Hamman Road Drainage Project, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Councilwoman Brown, Mayor Pro Tem Folse, Councilwoman Sitz, Councilman Westmoreland. Motion carried.

- 6. **Finance ~ Discuss, consider, and/or approve submitting a loan application to the Texas Water Development Board to fund the Arsenic Project.** Shawna Burkhardt, City Manager

Motion made by Councilwoman Sitz to approve submitting a loan application to the Texas Water Development Board to fund the Arsenic Project, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Councilwoman Brown, Mayor Pro Tem Folse, Councilwoman Sitz, Councilman Westmoreland. Motion carried.

**CLOSED / EXECUTIVE SESSION**

**RECONVENE AND ACTION**

**ITEMS / COMMENTS & FROM MAYOR, COUNCIL MEMBERS AND CITY MANAGER**

Mayor Pro Tem Jim Folse wished Councilwoman Floyce Brown a happy birthday.

**ADJOURNMENT**

Motion made by Councilwoman Brown to adjourn, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Councilwoman Brown, Mayor Pro Tem Folse, Councilwoman Sitz, Councilman Westmoreland. Motion carried and the meeting adjourned at 6:33 pm.

**PASSED AND APPROVED**, this 23rd day of August 2022.

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

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JEANNA THOMPSON  
CITY SECRETARY