

**CITY OF BAY CITY**  
MINUTES • FEBRUARY 27, 2024

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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

**Mayor Pro Tem**

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Blayne Finlay

**Councilman**

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Jim Folse

**Councilman**

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Bradley Westmoreland

**Councilwoman**

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Becca Sitz

**Councilman**

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Benjamin Flores

*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 6:00 p.m.

**PRESENT**

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

**ABSENT**

Councilwoman Becca Sitz

**INVOCATION & PLEDGE**

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

*Councilman Benjamin Flores*

**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.*

*Councilman Benjamin Flores*

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

There were no public comments.

**ITEMS, COMMENTS AND/OR ACKNOWLEDGEMENTS FROM CITY MANAGER**

Scotty Jones, Interim City Manager, thanked the Public Works on the re-decking of Riverside Park bridge. Ms. Jones thanked the Tribune and Chambers on the 40 over 40 and recognizing staff Samantha Denbow, Library Director, Tina Israel, Main Street Manager, and Libbie Cruz, Fire Department and small business owner. Ms. Jones congratulated Matagorda Economic Development and Bay City Community Development on receiving the 2023 Economic

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Excellence Award by the Texas Economic Council. Ms. Jones listed upcoming events as well as encouraging the public to attend the Strategic Planning Town Hall Meeting.

## **ITEMS, COMMENTS AND/OR ACKNOWLEDGEMENTS FROM THE MAYOR AND COUNCIL MEMBERS**

Mayor Nelson commented on the work that Public Works Street and Bridge is doing. Councilman Folsie stated that in the EDC/CDC meeting that the dirt over Cottonwood Creek pipes was their no. 1 priority. Councilman Flores acknowledged Public Works Director for his on site visit in Norvel to look at drainage. Mayor Pro Tem stated that Public works is doing a fantastic job and reminded all about the Fair and Rodeo starting. Mayor Nelson thanked BNSF Railroad, for the first time in this area, the type tracks crossing over 7th Street. Mayor Nelson commented that the parade this weekend has been cancelled but the event at Duncan Park is still on. Herb Blomquist, Public Works Director, gave Krystal Mason credit for a lot of the work behind the scenes at Public Works.

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

### **1. City Council Workshop meeting minutes of January 9, 2024.**

Motion made by Councilman Flores to approve the consent items, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland. Motion carried.

## **DEPARTMENT REPORTS**

### **2. Public Works report and presentation.**

Krystal Mason, Assistant Public Works Director, presented the monthly Public Works report. Ms. Mason stated that the Water Development Board is looking at different ways to report water loss other than percentages.

### **3. 2023 TMLDA Achievement of Excellence in Libraries Award.**

Samantha Denbow, Library Director, presented the Excellence in Libraries award her department received.

### **4. Municipal Court 1st Quarter Report.**

Katy Plunkett, Court Administrator, presented the Municipal Court report. Ms. Plunkett stated that the new software has been implemented.

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

### **5. Interlocal Agreement ~ Discuss, consider, and/or approve the Interlocal Cooperation Contract between the Department of Public Safety of the State of Texas (DPS) and the Municipal Court of the City of Bay City, Texas.**

Katy Plunkett, Court Administrator, presented the contract with DPS, adding that the contract comes up every five years.

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

**6. Memorandum of Understanding ~ Discuss, consider, and/or approve a Memorandum of Understanding between the City of Bay City and Bay City Gas Company for the Construction and Maintenance of the BMX Bicycle Park.**

Scotty Jones, Interim City Manager, stated that the City is partnering with the Gas Company, Kevin Hecht with the Bay City Gas Company provided a presentation of the plans of the BMX Park. Councilman Flores was concerned about drainage and would like Public Works to review. Councilman Flores requested limit on signage expenses and only responsible for outside.

Motion made by Councilman Folse to approve the MOU with the changes requested by Councilman Flores and bring back an amendment to the contract, Seconded by Councilman Flores. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

**7. Resolution ~ Discuss, consider, and/or approve a Resolution authorizing the City of Bay City Community Development Corporation to enter into a performance agreement which provides economic incentives to 3D Efficiencies LLC, DBA Fit For Life for the expansion of Fit For Life in Bay City, Texas and providing incentives not to exceed a total amount of \$80,000.00 over the five year term of the agreement (Second Reading).** Jessica Russell, BCCDC Executive Director

Motion made by Councilman Flores to approve a Resolution authorizing the City of Bay City Community Development Corporation to enter into a performance agreement, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

**8. Contracts ~ Discuss, consider, and/or approve the selection of engineering, geotechnical, and architectural service providers to assist with project implementation for various City projects utilizing local, state and federal funding for the City of Bay City.** Gabriel Lopez, Engineering Tech

Motion made by Councilman Westmoreland to approve the selection of engineering, geotechnical, and architectural service providers, Seconded by Councilman Flores. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores,

Councilman Folse, Councilman Westmoreland. Motion carried.

9. **Contract ~ Discuss, consider, and/or approve the Contract Work Order No. 11 with Garver, LLC for assessment services and preliminary engineering phase services for the 5th Street waterline rehabilitation project.** Herb Blomquist, Public Works Director

Motion made by Councilman Flores to approve the Contract Work Order No. 11 with Garver, Seconded by Mayor Pro Tem Finlay. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

10. **Discuss, consider, and/or approve: a resolution between the City of Bay City and Texas Department of Transportation for 90/10 reimbursement grant funding to install an updated automated weather observing system at the Bay City Regional Airport and authorize the Mayor to execute a contract between the City of Bay City and Texas Department of Transportation.**

James Mason, Airport Manager, presented the resolution to fund the AWOS that is 20 years old. Mr. Mason stated that this is a budgeted item.

Motion made by Councilman Westmoreland to approve a resolution for grant funding to install automated weather observing system, Seconded by Councilman Flores. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

11. **Discuss, consider, and/or approve: a resolution between the City of Bay City and Texas Department of Transportation to act as agent for the runway 13/31 rehab project at the Bay City Regional Airport and authorize the Mayor to execute a contract between the City of Bay City and Texas Department of Transportation.**

James Mason, Airport Manager, presented the resolution for TxDOT to act as agent for runway that is 50 years old. Mr. Mason stated that this is a budgeted item.

Motion made by Councilman Flores to approve a resolution between the City of Bay City and Texas Department of Transportation to act as agent for the runway, Seconded by Mayor Nelson.

Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

## **CLOSED / EXECUTIVE SESSION**

Council adjourned and went in executive session at 7:28 p.m.

- 12. Executive Session pursuant to Texas Government Code Section 551.072 (Deliberation regarding Real Property).**
- 13. Executive Session pursuant to the Texas Government Code Section 551.087 to discuss economic development negotiations.**
- 14. Personnel ~ Closed meeting to discuss personnel matters in accordance with Title 5, Section 551.074 of the Texas Government Code (To discuss appointment, employment, evaluation, responsibilities and duties, reassignment, discipline or dismissal of an officer or employee, or to hear a complaint or charge against an officer or employee: Mayor and Council**

**RECONVENE AND ACTION**

Council reconvened back in regular session at 9:28 p.m. and took no action on items.

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

**ADJOURNMENT**

Motion made by Councilman Flores to adjourn, Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried and council adjourned at 9:29 p.m.

**PASSED AND APPROVED**, this 9th day of April 2024.

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

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JEANNA THOMPSON  
CITY SECRETARY