

# CITY OF BAY CITY

## MINUTES • JANUARY 06, 2022

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**COUNCIL  
CHAMBERS | 1901  
5th Street**

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**City Council Special Called Meeting**

**5:00 PM**

**1901 5TH STREET  
BAY CITY TX, 77414**



### **Mayor**

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Robert K. Nelson

### **Councilman**

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Jim Folse

### **Mayor Pro Tem**

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Jason W. Childers

### **Councilman**

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Bradley Westmoreland

### **Councilwoman**

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Becca Sitz

### **Councilwoman**

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Floyce Brown

***Bay City is committed to developing and enhancing the long-term prosperity,  
sustainability, and health of the community.***

**CALL TO ORDER**

The Regular Council meeting was called to order by Mayor Robert K. Nelson at 5:01 pm.

**CERTIFICATION OF QUORUM**

Quorum certified.

**PRESENT**

Mayor Robert K. Nelson  
Mayor Pro Tem Jason W. Childers  
Councilwoman Floyce Brown  
Councilman Jim Folse  
Councilwoman Becca Sitz

**ABSENT**

Councilman Brad Westmoreland

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

There were no public comments.

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

1. Adopt Resolution Authorizing Submission of the 2022 Texas Department of Housing Community Affairs CDBG-CV Community Resiliency Program (CRP) for Bay City.

Alyssa Dibbern, Engineering Tech, presented the resolution to Councils and discussed the design. Steve Lucchesi, Ziegler Cooper Architects, reviewed the proposed building structure that includes new staff parking, service entrance, and broad pavilion (porch) to the building. It is designed so that it can be expanded on in future. The proposed building is larger than what is currently there. Mr. Lucchesi also reviewed the floor plan that had EAC input. Include an area designed for emergency shelter. The grant covers 100% including design services. Shawna Burkhart, City Manager, asked about the foundation and Mr. Lucchesi stated that it is built in to costs. Councilman Folse asked if the building will have a flat roof and Mr. Lucchesi replied no. Mr. Lucchesi stated that the building will be built above flood waters and consideration of wind zoning - this building could be used after a storm for shelter and will have a backup generator. Councilwoman Sitz concerned about that 10% contingency and if it will be enough considering current economy. Mr. Lucchesi explained that it will be built by phases so if adjustments can be made if needed. Mayor Pro Tem Childers

remarked that council needs to be aware of additional costs will be needed to cover furnishings, utilities, etc.

Motion made by Councilwoman Brown to approve the Resolution, Seconded by Councilwoman Sitz.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilwoman Brown, Councilman Folse, Councilwoman Sitz. Motion carried.

2. Adopt a Citizen Participation Plan for Bay City.

Lauren Cargil, GrantWorks, presented the plan, which is standard procedure that allows citizens to be brought in on the process, adding that the application deadline is the 19th.

Motion made by Councilwoman Sitz to approve the Citizen Participation Plan, Seconded by Mayor Pro Tem Childers. Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilwoman Brown, Councilman Folse, Councilwoman Sitz. Motion carried.

3. Adopt Duplication of Benefits Policy for Bay City.

Motion made by Councilwoman Brown to adopt the duplication of Benefits Policy, Seconded by Councilwoman Sitz. Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilwoman Brown, Councilman Folse, Councilwoman Sitz. Motion carried.

4. Approve Bay City and Economic Action Committee of the Gulf Coast Memorandum of Agreement.

Lauren Cagil stated that the Memorandum of Agreement is not grant required, but helps on clarity on who is responsible with what. The city will be the go between EAC and TDHC(?). Mayor Nelson asked if we can give the building to EAC and when and Ms. Cagil replied yes, after 5 years. EAC will be responsible for operation and maintenance of the building.

Motion made by Mayor Pro Tem Childers to approve the Memorandum of Agreement, Seconded by Councilwoman Brown. Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilwoman Brown, Councilman Folse, Councilwoman Sitz. Motion carried.

## ADJOURNMENT

Motion made by Councilwoman Brown to adjourn the meeting, Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilwoman Brown,

Councilman Folse, Councilwoman Sitz. Motion carried and the meeting was adjourned at 5:35 pm.

**PASSED AND APPROVED**, this 11th day of January 2022.

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

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JEANNA THOMPSON  
CITY SECRETARY