



CITY COUNCIL REGULAR MEETING CITY OF BAY CITY

Tuesday, October 22, 2024 at 6:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K Nelson

Mayor Pro Tem: Becca Sitz

Council Members: Benjamin Flores, Jim Folse, Bradley Westmoreland, Blayne Finlay

Vision Statement

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.

AGENDA

THE FOLLOWING ITEM WILL BE ADDRESSED AT THIS OR ANY OTHER MEETING OF THE CITY COUNCIL UPON THE REQUEST OF THE MAYOR, ANY MEMBER(S) OF COUNCIL AND/OR THE CITY ATTORNEY:

ANNOUNCEMENT BY THE MAYOR THAT COUNCIL WILL RETIRE INTO CLOSED SESSION FOR CONSULTATION WITH CITY ATTORNEY ON MATTERS IN WHICH THE DUTY OF THE ATTORNEY TO THE CITY COUNCIL UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT (TITLE 5, CHAPTER 551, SECTION 551.071(2) OF THE TEXAS GOVERNMENT CODE).

CALL TO ORDER AND CERTIFICATION OF QUORUM

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 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.

Councilman Benjamin Flores

APPROVAL OF AGENDA

PUBLIC COMMENTS

State Law prohibits any deliberation of or decisions regarding items presented in public comments. City Council may only make a statement of specific factual information given in

response to the inquiry; recite an existing policy; or request staff places the item on an agenda for a subsequent meeting.

PUBLIC COMMENTS

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1. **Proclamation ~ "National Aviation History Month".**

ACKNOWLEDGEMENT FROM CITY MANAGER

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

2. **City Council Regular Meeting minutes of October 8, 2024. (Pg. 4)**

DEPARTMENT REPORTS

3. **Report: Library 4th Quarter Report.** Amanda Garcia, Library & Cultural Arts Manager **(Pg. 10)**

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

4. **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 Kimberly Willett DBA Next Level Barber Institute, for a term not to exceed two years and providing incentives not to exceed a total amount of \$70,000 over the term of the agreement. (Second Reading) - Jessica Russell, Executive Director, BCCDC (Pg. 29)**
5. **Grant ~ Discuss, consider, and/or approve authorization to issue Request for Qualifications (RFQ) and Requests for Professional Services (RFP) for engineering and grant administration services related to the City's Project Application and Implementation of the 2025 TxDOT Transportation Alternatives (TA) Program.** Gabriel Lopez, Engineering Tech **(Pg. 32)**
6. **Committee ~ Discuss, consider, and/ or approve the creation of a task force committee to address Animal Impound and capacity needs.** Robert K. Nelson, Mayor
7. **Contract ~ Discuss, consider, and/or approve a contract between the City of Bay City, Texas and YMCA of the Golden Crescent, Victoria, Texas for the management of Valiant Pool.** Scotty Jones, Interim City Manager **(Pg. 34)**

CLOSED / EXECUTIVE SESSION

8. **Executive session pursuant to Texas Government Code §551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: City Manager.**
9. **Executive Session pursuant to Section 551.071(1) of the Texas Government Code (Consultation with Counsel on Legal Matters)**

RECONVENE AND ACTION

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

ADJOURNMENT

AGENDA NOTICES:

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

CERTIFICATION OF POSTING

This is to certify that the above notice of a Regular Called Council Meeting was posted on the front window of the City Hall of the City of Bay City, Texas on **Friday, October 18, 2024 before 6:00 p.m.** Any questions concerning the above items, please contact the Mayor and City Manager's office at (979) 245-2137.

CITY OF BAY CITY

MINUTES • OCTOBER 08, 2024

**COUNCIL
CHAMBERS | 1901
5th Street**

City Council Regular Meeting

5:00 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 5:00 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."*

Councilman Blayne Finlay

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.

Councilman Blayne Finlay

APPROVAL OF AGENDA

Motion made by Councilman Folse to approve the agenda with the change to postpone the item set for the Executive Session to the October 22, 2024 Regular meeting, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

PUBLIC COMMENTS

Mayor Robert K. Nelson recognized Jacob Rodriguez from the Boy Scouts for earning his merit badge and thanked him for attending the meeting.

AWARDS & PROCLAMATIONS

1. **Proclamation ~ "Fire Prevention Week and Fire Prevention Month".**
2. **Proclamation ~ A proclamation declaring October as "Domestic Violence Awareness Month".**
3. **Recognition ~ City of Bay City employee promotions**

Rhonda Clegg, Human Resource Director, recognized City employees, Samantha Denbow, Amanda Garcia, Stephen Lunsford, Robert Pierce, Jr., and Richard Morales, on their recent promotions.

ACKNOWLEDGEMENT FROM CITY MANAGER

Interim City Manager, Scotty Jones announced that this week is Customer Service Week, something the city has been doing since 2016. The theme is "Lift Yourself in Space". It's a week we celebrate and acknowledge that our customers are first. There will be Campfire Stories on October 12th at 6:30 p.m., there is no entry fee and includes s'mores. Movie in the Park will be on October 26th at 7:00 p.m., both events will be held at Riverside Park. She also congratulated Gabriel Lopez for 2 years with the City on October 3rd and thanked him for his hard work.

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

Councilman Blayne Finlay commented that the decorations for Customer Service Week looked awesome, and the staff did a great job. He also announced that the Rice Festival is next week and encouraged the public to support the Lion's Club by attending the parade and Rice Festival, it's always a good event. National Night Out was a success, thanks to Chief Christella Rodriguez, the Police Officers, and the Library for their work on making that happen. Another thanks to the participating neighborhoods for their contributions and participation. Councilman Jim Folse announced the Fire Department is holding their open house tonight and encouraged the public to take their kids to the event. Councilman Benjamin Flores reminded everyone that the Hazardous Waste collection event is this coming Saturday from 8 a.m. to 12:00 p.m. Mayor Nelson announced the Veteran's Day Parade is November 9th and asked if anyone knows a Veteran to please let them know about the parade.

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

- 4. City Council Budget Workshop minutes of August 20, 2024.**
- 5. City Council Special Called meeting minutes of September 17, 2024.**
- 6. City Council Regular Meeting minutes of September 24, 2024.**

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

DEPARTMENT REPORTS

- 7. Municipal Court 4th Quarter Report.**

Katy Plunkett, Municipal Court Administrator/Magistrate, discussed and presented the Municipal Court 4th Quarter Report.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

8. Presentation ~ Present, discuss, and provide direction on support of YMCA activities. Jim Folse, Council Member

Councilman Folse was invited to attend the YMCA presentation in Port Lavaca. Port Lavaca, Matagorda County, Bay City and Palacios were included in the presentation. It was well presented so he asked Michelle Morales, Regional Executive Director for the Golden Crescent YMCA, to come to Bay City and present the council and community with the same information. Ms. Morales presented a short video and discussion to show the residents of Bay City what good the YMCA does in the area to show what they can offer and gain support. The YMCA is currently in our community providing childcare with an after-school program and summer camp. They're also receiving funding for additional years of summer camp. The YMCA provides what better serves the community, as opposed to coming and doing what they think the community needs, then establishing programs from there. The two main areas YMCA steps up programming in small communities are childcare and aquatics. Ms. Morales mentioned there were 175 kids in summer camp attendance this year. Councilman Jim Folse stated this presentation, and discussion was more about setting some direction and gaining support. The YMCA is working with Parks and Recreation and with the Interim City Manager, Scotty Jones, and are looking at Hilliard and Valiant Pools for aquatics, plus other potential useful locations. He then thanked Ms. Morales for her time. Councilman Brad Westmoreland thanked Ms. Morales for bringing this idea and interest to our community. He thinks it should not only be what we want and think we need but also the feedback the YMCA could give us as to what they think we need, from an outside perspective. After Councilman Westmoreland asked where and how the YMCA gets their funding and how it would work in Bay City, Ms. Morales stated the YMCA is fee based. They give away over \$150,000 in scholarships a year, whether they can pay or not. She does a lot of grant writing and has many other funding sources. The YMCA does its own annual campaign, and they also work with the United Way to get some of their funding. All those costs go directly back to their programs to help the kids. Everything else is fee based, Golden Crescent is carrying Bay City, which is offset by membership costs. Every dollar raised in each city stays in that specific city. Federal and state funding comes only in childcare if the parents qualify, but no children in the area are on federal and state funding.

9. 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 Kimberly Willett DBA Next Level Barber Institute, for a term not to exceed two years and providing incentives not to exceed a total amount of \$70,000 over the term of the agreement. (First Reading) -

Jessica Russell, BCCDD Executive Director, stated that the community Development Board has decided to grant a resiliency loan to Kimberly Willett, the owner of Next Level Barber. The \$70,000 is to help with their move to a new facility next to Max's Donuts and for upgrading the Next Level Barber facility and equipment. This will also help by keeping the school on the south side of town. This is imperative to the CDC since they and the EDC are relocating their offices to the South Side of town. And since WCJC is expanding their courses, the South Side is becoming an education

corridor. With the relocation of Next Level Barber, the signage at Max's Donuts that was taken down during Hurricane Barrell has been replaced and the potholes in the drive behind the building were filled. Councilman Westmoreland stated he likes how it not only brings more jobs but also education.

Motion made by Councilman Flores made 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 Kimberly Willett DBA Next Level Barber Institute, for a term not to exceed two years and providing incentives not to exceed a total amount of \$70,000 over the term of the agreement. (First Reading), Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried.

- 10. Bids ~ Discuss, consider, and/ or award the construction bid to the lowest qualified and responsible bidder for the Nile Valley Road Rehabilitation Project and authorize the Mayor and/ or City Manager to execute a contract approved to form by the City Attorney between the City of Bay City and K-C Lease Service, Inc. DBA Matagorda Construction & Materials.**

Gabriel Lopez, Engineering Technician, stated that Civil Corp is the engineer on the Nile Valley Road Rehabilitation project extending from Roberts to Highway 60. Public Works posted the invitation on BidNet and advertised with the local newspaper on September 8th, with a due date of September 24th. After opening and thoroughly reviewing and recording all the initial bids with project engineers and city staff, it was concluded that the lowest bidder's bid submission was incomplete. The item prices were left off the submission therefore it was rejected. The next lowest bidder, KC Lease Services, Inc. DBA Matagorda Construction and Materials, their bid totaling \$549,549.49. With a lot of positive feedback and good references, plus the company has done jobs for the city in the past, the engineer recommended awarding KC Lease Services, Inc. DBA Matagorda Construction and Materials the contract for the Nile Valley Road Rehabilitation project. Mayor Nelson asked what the timeframe is for completion. Gabriel Lopez stated that it would be 150 contract days. Councilman Westmoreland asked if the road will be closed or if there will be a portion left open for traffic. Mr. Lopez mentioned the road will have to be completely closed. Councilman Westmoreland asked if the material used for the project will be the same material as the other sections we are not redoing, and what the quality and life expectancy of the material being used for the road will be. Mr. Lopez stated it will be a full reconstruction, and hot mix will be used, and that it will be of a much sturdier quality. Councilman Benjamin Flores asked how long a stretch of the road is being redone, to which Mr. Lopez answered that it will be a quarter mile, stop sign to stop sign.

Motion made by Councilman Westmoreland to approve awarding the construction bid to the lowest qualified and responsible bidder for the Nile Valley Road Rehabilitation Project and authorize the Mayor and/ or City Manager to execute a contract approved to form by the City Attorney between the City of Bay City and K-C Lease Service, Inc. DBA Matagorda Construction & Materials. Seconded by Councilman Flores. Voting

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

CLOSED / EXECUTIVE SESSION

- 11. Executive session pursuant to Texas Government Code §551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: City Manager.**

Per Councilman Benjamin Flores's request, the item on the agenda for the Executive Session was tabled until the October 22, 2024 Regular meeting.

RECONVENE AND ACTION

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

Councilman Benjamin Flores thanked City Secretary Jeanna Thompson and Interim City Manager, Scotty Jones for a good job on the technology on the dais and the fast turnaround. He also thanked them for the quick turnaround on making it happen and their work in doing so. Councilman Jim Folse thanked Michelle Morales from Port Lavaca YMCA for coming to the meeting and sharing the information, and everyone's patience for listening to the presentation. He was very impressed and surprised with the programs and their facility and would love to see us build into something like that in Bay City. Councilman Benjamin Flores thanked Councilman Folse for presenting the council and public with the opportunity to hear more about the YMCA. Mayor Nelson thanked the city staff for their hard work on Customer Service Week. He stated they take it seriously and are doing a good job but having fun.

ADJOURNMENT

Motion made by Mayor Pro Tem Sitz to adjourn, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Sitz, Councilman Flores, Councilman Folse, Councilman Westmoreland, Councilman Finlay. Motion carried. The meeting adjourned at 5:54 p.m.

PASSED AND APPROVED, this 22nd day of October 2024.

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

JEANNA THOMPSON
CITY SECRETARY



CITY OF BAY CITY
1901 FIFTH STREET
BAY CITY, TEXAS 77414
(979) 245-2137
FAX: (979) 323-1626

AGENDA ITEM SUBMISSION FORM

Any item(s) to be considered for action by the City Council, must be included on this form, and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

Requestor Name: Garcia, Amanda **Date Submitted:** 10/16/2024
Last, First *MM/DD/YYYY*

Requestor Type : City Staff **Meeting Date:** 10/22/2024
Citizen/City Staff/Council Member *MM/DD/YYYY*

Position Title Library and Cultural Arts Manager
For City Staff Only

Agenda Location: Presentation
(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)

Agenda Content:

Report: Library 4th Quarter Report

Executive Summary of Item:

Report of the July - September 2024 library activities, projects, and general updates.

Bay City Public Library FY24 Quarterly Report – Fourth Quarter

Main Branch Statistics	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Physical Circulation	6,147	6,695	8,578	7,685	29,105
Digital Circulation	1,682	1,712	1,902	1,691	6,987
Library of Things Circulation	0	32	42	40	114
Computer Use	785	890	918	1,086	3,679
Foot Traffic	6,576	7,478	9,149	8,390	31,593
New Cards	151	141	206	182	680
Number of Programs	53	64	56	76	249
Program Attendance	2,034	1,292	1,454	948	5,728
Reference Questions	898	1,237	983	1,142	4,260
Volunteer Hours	208.5	149.5	312.15	335.20	1,005.35
Room Reservations	33	29	18	11	91
Interlibrary Loans	19 Sent 4 Received	14 Sent 4 Received	32 Sent 0 Received	15 Sent 5 Received	145 Sent 13 Received

Sargent Branch Statistics	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Physical Circulation	460	426	432	461	1,779
Library of Things Circulation	0	34	18	9	61
Computer Use	30	43	30	53	156
Foot Traffic	596	844	658	566	2,664
New Cards	10	8	12	8	38
Number of Programs	30	40	28	31	129
Program Attendance	288	230	181	142	841
Reference Questions	85	91	92	91	359
Volunteer Hours	19	17.5	17	4	57.5
Room Reservations	7	10	10	9	36

Highlights from Quarter 4

Programs:

- The biggest events of the 4th quarter were the Summer Reading Program (897) with Discovery Dome bringing (222) of those attendees. This year was conducted a bit differently. Rather than events for different ages throughout various days of the week we combined Summer Program to one day for all ages allowing households of multiple ages to attend at the same time.
- Regular programming is consistent and has resulted in an increase in participation. Teen participation is steadily on the rise, and Toddler Time has grown so much that we have added an additional program to accommodate the growth.
- Career Online High School has taken off well with having had the first 2 graduates in the 4th Quarter. We currently have 10 students participating in the program, of which 3 are in their 30-day probationary period. Currently 7 students are more than 50% complete and slated to graduate in the spring of 2025. We have 4 sponsorships remaining currently.
- Summer Art Camp: The much-anticipated 2024 art camp was a huge success. This was a library provided free event that provided basic instruction in the fundamentals of art for all ages. Art Camp was a weeklong event ending in an art exhibit to showcasing their hard work.
- Top Reader Party: Every summer reading program readers are encouraged to log their reading minutes. Our usual goal for the summer reading program is a collective 50,000 minutes. This year Bay City Public Library reached a collective of 240,628 minutes read. Participants with the highest minutes read were rewarded with a movie, popcorn, a drink, and a game card at Schulman's Movie Bowl Grille.

Outreach: (Strategic Plan goal is to participate in a minimum of 3 community events per year)

- 2 Employees attended the Back to School Bash.
- 1 Employee attended the HEB Kids Day event.
- 1 Employee attended the Touch-a-Truck event.
- Dinner in the Dark: The library participated in dinner in the dark by sharing an interactive art experience with those who attended the event to help bring awareness to what people living with limited vision may experience every day. Attendees had the opportunity to paint blindfolded using a raised canvas, and sensory pallet. This allowed the library to showcase what staff experience during programming on a regular basis.

Professional Development: Pamela Burrell, our Children’s Specialist, recently attended the PLAN (Partners Library Action Network) Performers Showcase at Seguin Library. This event provided an incredible opportunity to explore the rich talent and artistry that Texas has to offer.

During the showcase, Pamela had the chance to experience a variety of performances, gaining inspiration and insight into potential artists we could invite to Bay City Public Library for our upcoming summer program and other future events.

Pamela described the experience as wonderful, highlighting the creativity and diversity of the performances. She is excited to bring some of this talent to our community, enhancing our library programs with engaging and high-quality entertainment and instructors.

In Progress Projects

Dia de los Muertos Festival:

The Library, operating within the Communications and Cultural Arts division, is proud to lead the 2024 Dia de los Muertos Festival. With the support of various departments and past committee members, we have developed what promises to be an engaging festival, featuring a record number of vendors. Additionally, we have expanded our audience reach by over 60,000 through targeted cinema advertising. We anticipate that this year will set a new standard for the Dia de los Muertos Festival.

Camofest:

The library has partnered with Mainstreet to support the 2025 Camofest. We will take the lead in organizing the Kids Zone, while the Cultural Arts division will contribute by hosting the second Matagorda County ArtWalks at the event. This initiative aims to reconnect the festival with its artistic heritage, honoring the legacy of the renowned artist Forest Bess.

New Winter Reading Challenge:

We are excited to bring a winter reading program to the library. Patrons will be able to record minutes and earn bragtags for reading milestones. This program will begin in December 2024 and will continue throughout January 2025. Top Readers will be celebrated at the Take Your Child to The Library Day event in February.

Sensory Inclusion with KultureCity:

This was a goal for last fiscal year that we applied for in September. This is a three-year certification that includes staff training, creation of a social story, sensory tools for use in the library, and library signage. This process prepares staff for supporting patrons with sensory needs and how to manage a sensory overload situation.

Space Plan:

An action item in the Library Strategic Plan is to hire an architect or designer to evaluate the space needs of the library and create a new layout that maximizes the use of the our space. This plan will also assess our physical collection and recommend updated shelving that is more accessible and moveable. This project is being partially funded by the Bay City Library Association.

Policy Updates:

Policies are being reviewed to clean up some that are no longer practiced, remove procedural wording, as well add policies that address issues experienced since the last review in 2018.

Library Advisory Board Research:

Research is currently being conducted to help plan and shape an efficient and functional library advisory board. This was mentioned during the strategic planning approval. Samantha is looking into the best setup for our city considering we already have two Friends of the Library organizations and the Bay City Library Association.

Photos

Back to School Bash



Career Online High School Graduation



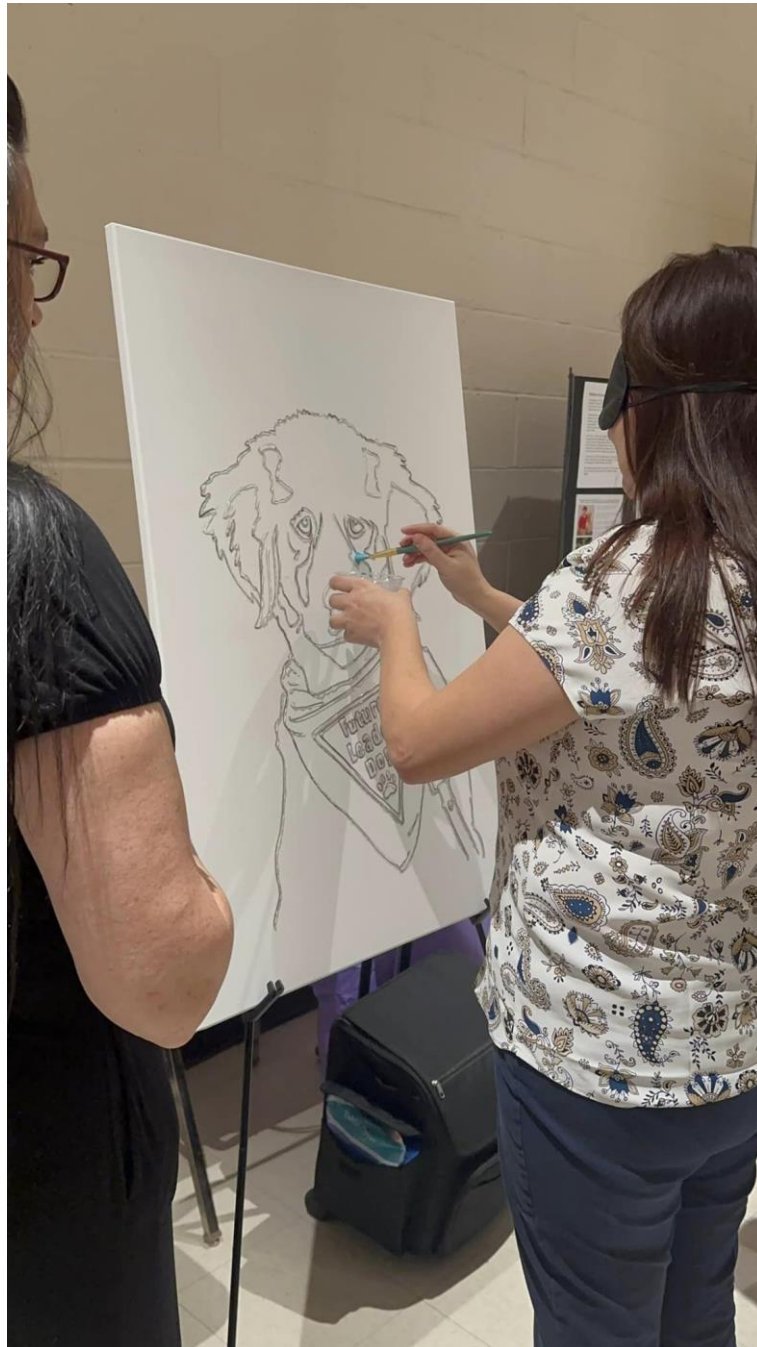
Toddler Time



Art Camp



Dinner in the Dark



Library Quarterly Report

July – September 2024



AMANDA GARCIA, CLSS
LIBRARY & CULTURAL ARTS MANAGER

Materials

Main Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
Print Materials	6,147	6,695	8,578	7,685	29,105
Other Physical Items	0	32	42	40	114
Digital Materials	1,682	1,712	1,902	1,691	6,987
Interlibrary Loans Sent	19	14	32	15	145
Interlibrary Loans Received	4	4	0	5	13

Sargent Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
Print Materials	460	426	432	461	1,779
Other Physical Items	0	34	18	9	61

Other Services

Main Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
New Cards	151	141	206	182	680
Computer Use	785	890	918	1,086	3,679
Foot Traffic	6,576	7,478	9,149	8,390	31,593
Reference Questions	898	1,237	983	1,142	4,260

Sargent Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
New Cards	10	8	12	8	38
Computer Use	30	43	30	53	156
Foot Traffic	596	844	658	566	2,664
Reference Questions	85	91	92	91	359

*Missing data from previous months

Other Services Contd.

Main Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
Room Reservations	33	29	18	11	91
Volunteers	208.5	149.5	312.5	335.5	1,006

Sargent Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
Room Reservations	7	10	10	9	36
Volunteers	19	17.5	17	4	57.5

Programs

Main Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
Number of Programs	53	64	56	76	249
Total Attendance	2034	1292	1454	948	5,728
Recorded Programs	0	0	9	9	19
Total Views	0	75	119	39	233
Sargent Branch	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD
Number of Programs	30	40	28	31	129
Total Attendance	288	230	181	142	841

*Missing data from previous months

Current Projects

- Festivals: Dia de los Muertos Festival and Camofest
- NEW Winter Reading Program!
- Sensory Inclusive Certification through KultureCity
- Prepping for Space Plan
- Policy Updates
- Library Advisory Board Research

Summer Reading Program



- Houston Museum of Natural Science Discovery Dome; an inflatable theater dome providing educational entertainment.
- 222 participants for the dome
- Final summer reading minutes logged as of July 27, 2024 was 240,628
- Sponsored by Bay City Library Association, Friends of the Bay City Library, Friends of the Sargent Library, and Celanese was our Book Sponsor

Summer Art Camp



- A week-long program that focused on the fundamentals of art. Shape, line, form, perspective, and texture were reviewed.
- Participants were able to attend an exhibit showcasing their hard work at the end of Summer Art Camp.
- There were 4 days of camp, 2 sessions per day with an average of 15 students per class.

Career Online High School



Career Online High School has taken off well with having had the first 2 graduates in the 4th Quarter. We currently have 10 students participating in the program, of which 3 are in their 30-day probationary period. Currently 7 students are more than 50% complete and slated to graduate in the spring of 2025. We have 4 sponsorships remaining currently.

Toddler Time

Every Monday Morning
9:30am & 10:30am

Toddler time brings in 40 - 50 participants to engage in bilingual song, story time, and a craft.



Bay City Public Library Toddler Time



Join us for Trunk or Treat!

This Saturday, 3:00pm – 5:00pm



CITY OF BAY CITY
1901 FIFTH STREET
BAY CITY, TEXAS 77414
(979) 245-2137
FAX: (979) 323-1626

AGENDA ITEM SUBMISSION FORM

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Requestor Name: Jessica Russell **Date Submitted:** 09/17/2024
Last, First *MM/DD/YYYY*

Requestor Type: BCCDC Staff **Meeting Date:** 10/22/2024
Citizen/City Staff/Council Member *MM/DD/YYYY*

Position Title Executive Director, BCCDC
For City Staff Only

Agenda Location: Discussion item
(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)

Agenda Content:

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 KIMBERLY WILLETT DBA NEXT LEVEL BARBER INSTITUTE, FOR A TERM NOT TO EXCEED TWO YEARS AND PROVIDING INCENTIVES NOT TO EXCEED A TOTAL AMOUNT OF \$70,000 OVER THE TERM OF THE AGREEMENT (SECOND READING)

Executive Summary of Item:

Background:

Public Hearing

9/23/24 Discuss, consider, and/or approve a Business Resiliency Program Next Level Barber not to exceed \$70,000, LLC- Jessica Russell, BCCDC Executive Director.

First Reading on 10/8/24 Regular Council Meeting

Financial Implications:

The BCCDC to approve a project in which BCCDC will participate in Business Resiliency Project for Next Level Barber not to exceed \$70,000

Recommendation: Approve first reading of resolution.

Attachments: Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF BAY CITY, TEXAS, TO AUTHORIZE THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION TO ENTER INTO A CONTRACT WITH KIMBERLY WILLETT DBA NEXT LEVEL BARBER INSTITUTE, FOR A TERM NOT TO EXCEED TWO YEARS AND PROVIDING INCENTIVES NOT TO EXCEED A TOTAL AMOUNT OF \$70,000 OVER THE TERM OF THE AGREEMENT (SECOND READING)

WHEREAS, the City of Bay City is a home rule city governed by its City Charter, and with a population of less than 20,000 inhabitants; and

WHEREAS, the Bay City Community Development Corporation, (BCCDC) is Type B development corporation established pursuant to the Texas Local Government Code Chapter 505, subchapter B; and

WHEREAS, in accordance with Texas Local Government Code Section 505.158 the BCCDC is authorized provide land, building, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the board of directors to promote new or expanded business development projects; and

WHEREAS, in accordance with Texas Local Government Code Section 505.158 in order for the BCCDC's action to become final for projects, which require an expenditure of more than \$50,000, the city council must adopt a resolution authorizing the project after giving the resolution at least two (2) separate readings; and

WHEREAS, the BCCDC has identified a proposed project by Kim Willett, dba Next Level Barber Institute, that will provide workforce training to barbers and whose graduates may also bring new business to Bay City, as a Project qualified to receive expenditures from the corporation;

WHEREAS, at its Regular Board Meeting held September 23, 2024, the BCCDC held a public hearing, and considered, and voted to approve an agreement that provides for the granting of incentives for the Project, over a term of two years that shall not exceed a total amount of \$70,000.00; and

WHEREAS, at the public hearing the BCCDC Executive Director described the project proposed by the grant applicant that it would invest over \$113,000.00 for a barber school at 3323 Ave F in Bay City, Texas, and maintain 3 jobs and create 1 new job during the term of the agreement; and

WHEREAS, the City Council finds that the proposed BCCDC grant will promote new or expanded business development:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Authorization. In accordance with Section 505.158 of the Texas Local Government Code, the City Council hereby authorizes the Project as described in the recitals above after all prerequisites have been satisfied.

PASSED AND APPROVED ON FIRST READING AT THE CITY OF BAY CITY, TEXAS ON OCTOBER 8, 2024, AND ON SECOND READING AT THE CITY OF BAY CITY, TEXAS ON OCTOBER 22, 2024.

APPROVED AND ADOPTED on the 22nd day of October 2024.

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

ATTEST

JEANNA THOMPSON, CITY SECRETARY
CITY OF BAY CITY, TEXAS

APPROVED AS TO FORM:

ANNE MARIE ODEFY,
CITY ATTORNEY



CITY OF BAY CITY
1901 FIFTH STREET
BAY CITY, TEXAS 77414
(979) 245-2137
FAX: (979) 323-1626

AGENDA ITEM SUBMISSION FORM

Any item(s) to be considered for action by the City Council must be included on this form and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

Requestor Name: Lopez, Gabriel **Date Submitted:** 10/16/2024
Last, First *MM/DD/YYYY*

Requestor Type: City Staff **Meeting Date:** 10/22/2024
Citizen/City Staff/Council Member *MM/DD/YYYY*

Position Title Engineering Technician
For City Staff Only

Agenda Location: Discussion Item
(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)

Agenda Content:

Discuss, consider, and/or approve authorization to issue Request for Qualifications (RFQ) and Requests for Professional Services (RFP) for engineering and grant administration services related to the City's Project Application and Implementation of the 2025 TxDOT Transportation Alternatives (TA) Program.

Executive Summary of Item:

Background:

The City of Bay City is planning to apply for the TxDOT Transportation Alternatives (TA) Program to construct a shared-use path that will improve connectivity throughout the city. The SUP will connect key points of interest, including schools, parks, and after-school activity destinations. The path will utilize existing sidewalks where it is feasible to enhance overall connectivity.

A key part of the project will involve constructing an at-grade railroad sidewalk crossing and using TxDOT's upcoming bridge replacement projects to carry the new shared-use path over Cottonwood Creek, minimizing the need for additional construction at the creek crossing.

To move forward, the City must secure engineering and grant administration services through Requests for Qualifications (RFQs) and Proposals (RFPs) to develop preliminary designs and support the application process. A preliminary application is due in February 2025, and the complete application is due in June 2025.

Financial Implications:

Issuing RFPs and RFQs at this stage does not come with direct financial implications, as the purpose is solely to solicit proposals and qualifications from firms.

The City of Bay City qualifies for 0% local match under the TxDOT TA Program. All eligible costs associated with the project, including preliminary engineering and grant administration, will be covered by the grant, ensuring no financial burden on the city.

Community Sustainability:

This project will promote long-term sustainability by enhancing pedestrian and cyclist safety, encouraging active transportation, and improving access to schools, parks, and downtown areas. The path will also connect underserved areas to multiple amenities, promoting equitable access.

Shared-use paths reduce the reliance on vehicle transportation, contributing to environmental and community health.

Recommendation:

Staff recommends that City Council authorize the issuance of RFQs and RFPs for engineering and grant administration services related to the TxDOT TA program, allowing the city to meet the preliminary application deadline and move forward with the full application due in June 2025.

Attachments:

- None

Discuss, consider, and/or approve a contract between the City of Bay City, Texas and YMCA of the Golden Crescent, Victoria, Texas for the management of Valiant Pool.



EXECUTIVE SUMMARY

BACKGROUND:

The YMCA and Wellness Matagorda have a strong desire to keep Valiant pool in operation for the area swim teams. This pool can be heated for the cooler months and can be dedicated for the swim teams, leaving Hilliard open for public. The contract will be between the YMCA and the City. Either party can end the contract upon 60 days' notice.

At the September 24 meeting, Council approved this contract with the condition that the YMCA pay any demo cost over \$160,000 along with advising that the Bay City Gas Company may charge the YMCA for gas which was not a cost previously charged to the City.

The YMCA and Wellness have looked for other resources and are fundraising, however these two additional contract conditions may make this agreement cost prohibitive.

Wellness Matagorda and Lynn Development have recently partnered to share any shortfall the YMCA may have while managing the 16th street pool.

FINANCIAL IMPLICATIONS:

The City will be responsible for mowing a small area of grass within the fence. No other operational or capital expenses will be paid by the City. Both parties will maintain insurance.

RECOMMENDATION:

Staff recommends City Council approve the agreement and not add unknown escalation charges.

ATTACHMENTS: Contract

YMCA of the Golden Crescent
POOL MANAGEMENT CONTRACT
(16th Street Pool)
with
The City of Bay City

This Pool Management Contract (hereinafter referred to as the “Contract”) is entered into by and between the YMCA of the Golden Crescent, whose address is 1806 N. Nimitz, Victoria, Texas 77901 (hereinafter referred to as the “YMCA”) and who agrees to manage as an independent contractor, and not an agent or employee, the City of Bay City 16th Street Pool (hereinafter referred to as the “Pool”) owned by the City of Bay City whose address is 1901 Fifth Street, Bay City, Texas 77414 (hereinafter referred to as the “City”) the terms set forth in this Contract.

It is the intent of this Agreement that other than liability and property insurance, the City shall have no further obligation regarding the operation or maintenance of the Pool. The YMCA acknowledges this intent and understands that any funding for the Pool will be provided by third parties or the YMCA and not by City.

The YMCA agrees to perform the following services and to accept the following obligation during the term of the Contract:

1. The YMCA will furnish lifeguards to the facility as they determine are necessary for the legal and proper supervision of all use of the Pool.
2. The YMCA will perform all necessary maintenance and labor on all pool equipment above ground that could be considered ordinary scheduled daily maintenance with respect to the operation of the Pool, including responsibility for new or replacement parts.
3. The YMCA will in all ways maintain the Pool facility, deck and any maintenance of the fenced areas. The City will continue to mow and maintain areas outside of the fence and mow grassy areas inside the fence only.
4. The YMCA will be responsible to maintain the pool within state health standards.
5. The YMCA shall regulate the pool rules and operational hours.
6. Alcoholic beverages are not to be permitted on pool property.
7. The YMCA shall have exclusive use of the pool and shall regulate all individuals entering and leaving the pool area. Any fees collected from third parties shall be paid to YMCA.
8. To the extent it so desires, the YMCA may maintain a concession stand at its own cost and expense and may retain any fees collected.
9. The City shall have no obligations regarding the maintenance or use of the pool during the term of this Agreement.
10. The City and the YMCA agree to provide each other with a certificate of insurance showing coverage in the amounts required on Appendix A. The YMCA agrees to provide the City written

notice of any accident, personal injury and or property damage. The report shall be provided to the City manager immediately or no later than 3 days after the occurrence. YMCA personnel will be made available to the City for questions regarding the incident/accident.

11. The YMCA agrees to indemnify, defend, protect, and hold harmless the City its agency employees from all liability, responsibility, or losses arising out of any accident, injury or claim that may result from YMCA’s management of the Pool.

12. The City agrees to indemnify, defend, protect, and hold harmless the YMCA from liability, responsibility or loss arising out of any negligent act or omission or any willful wrongdoing on the part of the City or any agent or employee of the City.

13. Insurance Requirements are outlined in Exhibit “A”.

14. Termination on Notice: Either party hereto may terminate this Agreement at any time by giving sixty (60) days written notice to the other party.

15. Attorneys’ Fees and Costs: If any action at law or in equity, including an action for declaratory relief or arbitration, is brought to enforce or interpret the terms of this Agreement, the prevailing party will be entitled to reasonable attorneys’ fees and costs, which may be set by the court in the same action or a separate action brought for that purpose, in addition to any other relief to which that party may be entitled.

16. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue for any action at law or in equity shall be proper in the State Courts of Matagorda County.

17. This Contract shall be in force from November 1, 2024 to October 31, 2025.

Executed in duplicate counterparts by the duly authorized representatives of the respective parties, to be effective the 1st day of October, 2024.

Robert K. Nelson
Mayor, City Bay City

W. Oliver
Executive Director
YMCA of the Golden Crescent

EXHIBIT "A"

INSURANCE PROVISIONS

Below are listed the provisions required for all leases, agreements, and contracts between the YMCA and non-YMCA groups. Proof of insurance must be exchanged at least two weeks prior to the beginning of Aquatic Services.

MINIMUM REQUIREMENTS

1. Workers' Compensation Insurance, including Occupational Diseases in accordance with the laws of Texas and Employer's Liability Insurance with a limit of \$1,000,000.
2. General Liability Insurance, with limits
 - a. Each Occurrence: \$1,000,000
 - b. Operations Aggregate: \$1,000,000
 - c. General Aggregate: \$1,000,000
3. The City of Bay City shall have the YMCA named an additional insured on its General Liability Insurance policies for this Agreement. Also, the City of Bay City policy carriers are required to notify the YMCA within 30 days of any changes and/or if the insurance is cancelled by the City of Bay City.
4. The YMCA shall have the City of Bay City named as additional insured on its General Liability Insurance policies for this Agreement. Also, the YMCA policy carriers are required to notify the City of Bay City within 30 days of any changes and/or if the insurance is cancelled by the YMCA.
5. Professional Liability Insurance may be required depending on the services being provided to the YMCA. Minimum requirements would be \$1,000,000 per occurrence and \$1,000,000 aggregate.
6. It is hereby understood and agreed that any insurance provided by the YMCA in accordance with an agreement, contract, etc., shall be deemed primary insurance and is provided exclusively for activities related to pool.
7. To the extent permitted by law the City of Bay City will defend, hold harmless, and indemnify the YMCA against any claims and losses arising in any way out of their use of the premises, caused by the negligence of the City of Bay City.

_____ Certificate holder must be shown as:

YMCA of the Golden Crescent
Attn: CEO 1806 North Nimitz
Victoria, Texas 77901

City of Bay City
1901 Fifth Street
Bay City, Texas 77414

_____ Certificate holder must be named as an additional insured.

_____ Certificate must be current.