

**CITY OF BAY CITY**  
MINUTES • JULY 23, 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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Becca Sitz

**Councilman**

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Jim Folse

**Councilman**

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Bradley Westmoreland

**Councilman**

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Blayne Finlay

**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 6:01 p.m.

**PRESENT**

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

**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 Blayne Finlay*

**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.

There were no public comments.

**ACKNOWLEDGEMENT FROM CITY MANAGER**

City Manager recognized Debbie Lopez with Municipal Court for going above and beyond by receiving her Level 1 certification. City Manager also encourages citizens to visit Riverside Park and joining in the Go Wild Program events.

**ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS**

Councilman Benjamin Flores reminded citizens that people are working on debris, but it is going to take a while. Mayor Robert K. Nelson thanked the staff for putting together the successful employee night.

## DEPARTMENT REPORTS

1. **Municipal Court 3rd Quarter Report.** Katy Plunkett, Municipal Court Administrator/Magistrate

Katy Plunkett, Municipal Court Administrator/ Magistrate, presented the Municipal Court 3rd quarter report. She discussed cash collections, clerk stats, non-cash collections, filed cases, issued warrants, and stated that there are some discrepancies in warrant numbers and that it is being worked on.

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

2. **Property ~ Discuss, consider and/or approve a drainage easement agreement between the City of Bay City and SAL Holdings, LLC, being a 20-foot wide drainage easement out of that called City of Bay City, Texas 2.06-acre tract described in Volume 399, page 401 of the Matagorda County Deed Records and part of the I&G N RR Co Survey 4, block 4, Abstract 268.** Krystal Mason, Assistant Director of Public Works

Krystal Mason, Assistant Director for Public Works, discussed a drainage easement agreement that will require to go under Avenue M and across city property to Cottonwood Creek.

Motion made by Councilman Flores to approve a drainage easement agreement between the City of Bay City and SAL Holdings, LLC, being a 20-foot wide drainage easement out of that called City of Bay City, Texas 2.06-acre tract described in Volume 399, page 401 of the Matagorda County Deed Records and part of the I&G N RR Co Survey 4, block 4, Abstract 268., Seconded by Mayor Pro Tem Sitz. Voting Yea: Mayor Nelson, Councilman Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland, Mayor Pro Tem Sitz. Motion carried.

3. **Ordinance ~ Discuss, consider, and/or approve an Ordinance of the City of Bay City, Texas, amending Chapter 42 "Fire Prevention and Protection", Article III "Fire Prevention Code", providing for repeal; providing for ratification; providing penalty; providing for severability; and providing an effective date.** Dan Shook, Fire Marshal

Fire Marshall, Dan Shook, discussed an Ordinance of the City of Bay City, Texas, amending Chapter 42 "Fire Prevention and Protection", Article III "Fire Prevention Code", providing for repeal; providing for ratification; providing penalty; providing for severability; and providing an effective date. Dan stated that the current fire code is 2015 and the ordinance change will update the code to 2018. The city is currently in

the 2015 fire code. The ordinance change would update the code to 2018. The city is looking to reevaluate an upgrade to the fire department, the fire code is required to be in at least 2 versions from the most recent before they will consider.

Councilman Jim Folsie acknowledged the Public Works Department for installing 5 fire hydrants in the city.

Motion made by Councilman Folsie to approve an Ordinance of the City of Bay City, Texas, amending Chapter 42 "Fire Prevention and Protection", Article III "Fire Prevention Code", providing for repeal; providing for ratification; providing penalty; providing for severability; and providing an effective date, Seconded by Councilman Flores. Voting Yea: Mayor Nelson, Councilman Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland, Mayor Pro Tem Sitz. Motion carried.

**4. Police Department Strategic Plan Update.** Christella Rodriguez, Chief of Police

Chief of Police, Christella Rodriguez presented the Police Department Strategic Plan Update.

Councilman Blayne Finlay asked if we are maintaining staff, to which the Chief informed him that we are not, the Police Department is down 7 employees, even with constant recruiting. A discussion of personnel retention and recruiting followed.

**5. Report ~ Discuss, consider, and/or approve the City's Quarterly Financial and Investment Report for quarter ending June 30, 2024.** Jennifer Leverett, Finance Manager

Finance Manager, Jennifer Leverett discussed the City's Quarterly Financial and Investment Report for quarter ending June 30, 2024.

Motion made by Councilman Flores to approve the City's Quarterly Financial Investment Report for quarter ending June 30, 2024. Seconded by Mayor Pro Tem Sitz. Voting Yea: Mayor Nelson, Councilman Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland, Mayor Pro Tem Sitz. Motion carried.

## **CLOSED / EXECUTIVE SESSION**

Council adjourned and went into an Executive Session at 7:17 p.m.

**6. Executive Session pursuant to Section 551.071(2) of the Texas Government Code (Consultation with Counsel on Legal Matters)**

**7. Executive Session pursuant to Section 551.072 of the Texas Government Code (Deliberation regarding Real Property)**

**RECONVENE AND ACTION**

Council reconvened back into Regular Session at 8:32 p.m.

Councilman Bradley Westmorland made the motion to terminate the Main Street Program Service Agreement with the CDC, effective October 1, 2024. Councilman Becca Sitz seconded the motion. Voting Yea: Mayor Nelson, Councilman Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland, Mayor Pro Tem Sitz. Motion carried.

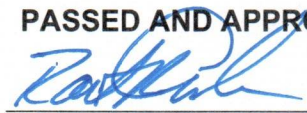
**ITEMS / COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER**

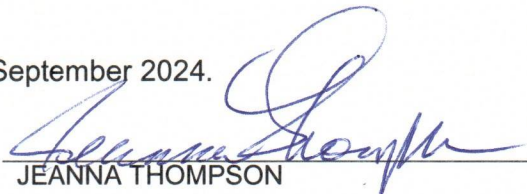
There were no comments.

**ADJOURNMENT**

Motion made by Councilman Flores to adjourn. Seconded by Councilman Finlay. Voting Yea: Mayor Nelson, Councilman Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland, Mayor Pro Tem Sitz. Motion carried and council adjourned at 8:33 p.m.

**PASSED AND APPROVED**, this 10th day of September 2024.

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

  
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JEANNA THOMPSON  
CITY SECRETARY

