

**CITY OF BAY CITY**  
**MINUTES • OCTOBER 25, 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 6:00 pm. A quorum certified.

**PRESENT**

Mayor Robert K. Nelson  
Councilwoman Floyce Brown  
Mayor Pro Tem Jim Folse  
Councilwoman Becca Sitz  
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 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**

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

**PUBLIC COMMENTS**

Katy Plunkett, Avenue K, addressed the 2023 City Holiday schedule, stating that she has worked in the private sector and went to work for the City for less pay because it offered more time with family. Ms. Plunkett added that the City can not compete with the private sector salaries and tenure employees will not feel the effect of less holiday but it will effect those with less tenure.

Ginger Evans, 3 year employee, stated that going to work for the city attraction was the holidays.

Mitch Thames, Chamber of Commerce, thanked council for their attendance to the groundbreaking and invited them to attend the November 10th event honoring Nate McDonald.

### **ACKNOWLEDGEMENT FROM CITY MANAGER**

City Manager, Shawna Burkhart, had no acknowledgements at this time.

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

Motion made by Councilman Westmoreland to approve the consent items with correction to Minutes of September 27, 2022, Seconded by Councilwoman Sitz. Voting Yea: Mayor Nelson. Motion carried.

1. **City Council Regular Meeting minutes of September 27, 2022**
2. **City Council Regular Meeting minutes of October 11, 2022**

### **DEPARTMENT REPORTS**

3. **Report: Library Quarterly report and updates**

Samantha Denbow, Library Director, presented the quarterly report of the Library activities and stats.

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

4. **Planning ~ Briefing of Conceptual Master Plan in TIRZ #2 from TBG Partners.**

Alex Kamkar, Bold Fox, stated that they were making progress with plats. Mr. Kamkar introduced Matt Klein with TBG Partners. Mr. Klein presented council with a conceptual plan of the development and branding ideas. Mr. Kamkar stated that they would like the city and staff to give direction and will need the city to identify civic areas that will be on the CIP or TIRZ. Mr. Kamkar added that they will need a decision on the branding soon. Councilman Westmoreland asked about use of local vendors and Mr. Kamkar stated that project are bid especially the infrastructure.

5. **Agreement ~ Discuss, consider, and/or approve a Professional Service Agreement between David Pettit Development, LLC and the City of Bay City providing services relating to the creation of a Tax Increment Reinvestment Zone Number Five (TIRZ #5) .**

Shawna Burkhart, City Manager, reviewed the plans for the proposed TIRZ #5 and the areas of the city that it will include. Ms. Burkhart stated that the expense of the contract was not budgeted and that Council does not need to take action at this time. The contract cost will be allocated between the City, BCCDC, and the developer. Item will be brought back with a budget amendment and percentage of allocation required.

**6. Policy ~ Discuss, consider and/or approve amending the 2023 City Holiday Schedule.**

Councilman Westmoreland, stated that he does not want to take away holiday but allocate differently, proposing floating holidays instead of closing city services. City staff members addressed council with their concerns regarding the holidays. Council directed Rhonda Clegg, Human Resource Director, to get a survey from employees on their opinions of the floaters in lieu of holiday. Item to be brought back to Council on the 15th.

**CLOSED / EXECUTIVE SESSION**

Council did not go into executive session and item not discussed.

**7. 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: Chief of Police**

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

Councilwoman Sitz stated that the Lion's Club parade was well done. Councilman Finlay stated that he enjoyed the groundbreaking. Councilwoman Brown stated that she has not toured all city departments and hopes to get to know them. Councilwoman Brown added that she enjoyed the ground breaking and parade. Councilwoman Sitz reminded Council of the Dia De Los Muertos event on November 5th.

**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, Councilman Finlay. Motion carried and the meeting adjourned at 7:07 pm.

**PASSED AND APPROVED**, this 1st day of November 2022.



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



JEANNA THOMPSON  
CITY SECRETARY

