

**CITY OF BAY CITY**  
MINUTES • APRIL 17, 2020

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**COUNCIL  
CHAMBERS | 1901  
5th Street**

**City Council Workshop**

**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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William Cornman

**Councilman**

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Brent P. Marceaux

**Councilwoman**

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Becca Sitz

**Mayor Pro Tem**

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Jason W. Childers

**Councilwoman**

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Julie Estlinbaum

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

**CALL TO ORDER**

Mayor Nelson called the meeting to order at 6:01 p.m.

**CERTIFICATION OF QUORUM**

Motion made by Councilwoman Estlinbaum, Seconded by Mayor Pro Tem Childers.  
Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Estlinbaum, Councilwoman Sitz

**PUBLIC COMMENTS**

There were no public comments.

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

- 1. CONSIDER AND TAKE ACTION DEEMED NECESSARY TO RATIFY CITY MANAGER'S DECISION TO SUSPEND SECTION 6.11 OF THE CITY OF BAY CITY EMPLOYEE GUIDELINES DUE TO ABILITY TO MITIGATE RISKS TO EMPLOYEES AND PUBLIC WITH PROPER DISTANCING, HYGIENE, PERSONAL PROTECTIVE EQUIPMENT (PPE), AND TELEWORKING AS NECESSARY.**

City Manager Shawna Burkhart went through the City's Emergency Policy. She explained that the Mayor declared a disaster and the City went into the Emergency Policy. As of right now we are currently in the exigency period as well as the emergency period. Mrs. Burkhart stated that the City has been paying the overtime rate for the skeleton crew and it is driving up our numbers. Mrs. Burkhart provided Mayor and Council with a handout that outlined updated payroll numbers. She went on to explain that the City has the appropriate PPE and has also distributed to Department Directors protocols to follow so that we can move forward. Mrs. Burkhart added that she did not believe that the City can sustain paying at the overtime rate.

Mayor Pro Tem Childers asked about the exigency period. Mrs. Burkhart explained that it was the middle period. Mayor Nelson added that we did not have that period within our current policy, and it would increase the number of periods we currently have from 3 to 4. Mrs. Burkhart continued by stating that the policy needed to be suspended so that we could create something that would work in all scenarios. She pointed out that they were not sure how much would be reimbursed by FEMA.

Finance Director Scotty Jones informed Mayor and Council that she had been talking with TDEM and FEMA since all of this has been underway, and currently they are only reimbursing for Category B, which Public Safety falls in. Category B is a small period, but we are also in the exigency period. She pointed out that the impact to payroll would be about \$70,000 a pay period.

Mayor Pro Tem Childers asked if the overtime salaries were mostly from PD, and Mrs. Jones stated yes. Councilman Cornman wanted to clarify that the typical overtime for the month is \$16,000 and the amount for emergency is \$70,000.

Mrs. Burkhart stated that she had spoken with Anne Marie, and she suggested that we re-write it. Councilman Cornman asked what the County was doing and if they had a policy. Mayor Nelson stated he spoke with Palacios and they use the County's policy, and they do not have this.

Mrs. Odefey informed everyone of comments posted on Facebook and asked about employees wearing face masks. Mayor Nelson stated that currently the CDC is not making it mandatory for the use face masks. Another Facebook user asked if employees would be required to come back to work on Monday. That was the recommendation.

Mayor Pro Tem Childers asked if the Library would be included, and the Mayor stated it would be all facilities. Councilman Cornman commented that he believed that it should be Shawna's determination of which departments were to return.

Facebook user, Simon DeSoto, asked if the employees would have their temperature taken, prior to starting work. Mrs. Burkhart stated yes. We have 5 thermometers and employee temperatures would be taken prior to the start of their day.

## **ADJOURNMENT**

Motion made by Councilwoman Estlinbaum, Seconded by Councilwoman Sitz.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Estlinbaum, Councilwoman Sitz