

MINUTES

BCCDC REGULAR BOARD MEETING

4000 Ave F

Bay City Texas 77414

August 25th, 2025

12:00 PM Noon

Attendees	Present	Absent	Late	Arrived
President Jim Folse	X			
Vice President Erandi Allison	X			
Secretary Clint Hewitt	VIA Zoom			
Board Member Alisha Cornett	X			
Board Member Ben Flores			X	
Board Member Bradley Westmoreland	X			
Board Member Bruce Krauskopf	X			
Executive Director Jessica Russell	X			
BCCDC Attorney Jill Cornelius	X			
BCCDC Treasurer Jim Frankson	X			
BCCDC Executive Assistant Ashley Talasek	X			

Additional in attendance: Becca Sitz, Fred, Mike Ferdinand, Mitch Thames, Dustin Clements, Kim Willitt.

1. Call to order- at 12:00 pm
2. Certification of Quorum - Yes
3. Pledge of allegiance - Led by President Folse
4. Approval of agenda - **Motion by Board Member Cornett, seconded by Board Member Krauskopf to approve the agenda. Motion carried**
5. Public comments
Becca Sitz introduced herself and is proud to be here.
6. Approval of minutes from Regular Board meeting July 28th, 2025
Motion by Board Member Cornett, Seconded by Councilman Westmoreland, to approve the minutes from July 28th, 2025. Motion Carried
7. Discuss, consider and/or approve BCCDC Financials – Jim Frankson, BCCDC Treasurer
Treasurer Frankson reviewed the financials with the board. He explained that it does not reflect the TIRZ amount to be collected. Also noting that compared to last year we are down significantly due to the 1 million to the city for the Public Safety Building. Motion to approve the financials was made by board member Cornett, Seconded by Vice president Allison. Motion carried.
8. Discuss, consider and/or approve Quarterly Investment Report – Jim Frankson, BCCDC Treasurer
Treasurer Frankson reviewed the Quarterly Investment Report with the board. He explained that the auditor also reviews yearly. The board adopts the Investment Policy every October and 2 representatives must have completed the Investment officer training.
9. Discuss, consider and/or approve Itemized Bid for replacement of Flashing on the sides of the exterior of the CED and possible Paint repair in selective areas – Jessica Russell, BCCDC Executive Director
Director Russell updated the board on the status of having the City’s Public Works dept. Review the Bid and suggested work needed. Krystal Mason and Wesley Davis with Public works advised that the Bid is

justifiable and the repairs will extend the life of the building. Councilman Westmoreland suggested painting the side of the building a neutral color and possibly match closely with the renovated Public Safety building. Motion to approve the bid was made by board member Cornett, Seconded by Councilman Westmoreland. Motion carried.

10. Discuss, consider and/or approve Budget Amendments to 2024-2025 Budget.
Director Russell went over the budget and informed the board that it will also be on the agenda to be approved at the next City council meeting. Motion to approve the Budget Amendments to the 2024-2025 Budget was made by Councilman Flores, Seconded by Vice President Allison.
11. Discuss, consider and/or approve 2nd BCCDC 2025-2026 Budget Review- Jessica Russell, BCCDC Executive Director
Director Russell reviewed the 2025-2026 Budget. Motion to approve the 2025-2026 Budget with edits was made by Councilman Westmoreland, seconded by Councilman Flores. Motion Carried.
12. Discuss, consider and/or approve Hiring a Law firm for the Aquatic Center contract negotiations - BCCDC Attorney, Jill Cornelius & Jessica Russell, BCCDC Executive Director.
Attorney Jill Cornelius stated that they compared both options. The board discussed putting a Cap on the time frame and to get an Estimate of a total fee. Motion to approve entering into a contract with Attorney Tim Walsh per Attorney Jill Cornelius's recommendation was made by Board Member Krauskopf. Seconded by Councilman Flores. Motion Carried.
13. Executive Director report & update on Leakage Report, Grants and resiliency programs, and City reports - Jessica Russell, BCCDC Executive Director
Executive Director Russell gave the board a handout on the Leakage report from Retail Strategies to review.
She updated the board on a timeline for the apartments "Reserve at Riverbend" to begin pre-leasing mid-December. Business Owner of Next Level Barber Institute, Kim Willitt gave a progress update and thanked the BCCDC board. Business Owner of Fit for Life, Dustin Clements gave a progress update since receiving the BR&E Loan to Grant. He also gave an update on his future plans as he continues to grow. He also thanked the CDC Board.
14. Discuss, consider and/or approve Amendments to the Bylaws of Bay City Community Development Corporation, Attorney, Jill Cornelius & Jessica Russell, BCCDC Executive Director.
Motion to choose choice #1 and approve the amendments for the changes of the by laws was made by Board Member Cornett, Seconded by Board Member Krauskopf. Motion carried.
15. Discuss, consider and/or approve A Resolution of the Bay City Community Development Corporation Approving and Adopting the Provisions of Texas Local Government Code Section 552.275 Regarding Public Information Requests - BCCDC Attorney, Jill Cornelius & Jessica Russell, BCCDC Executive Director.
Motion to approve A Resolution of the Bay City Community Development Corporation Approving and Adopting the Provisions of Texas Local Government Code Section 552.275 Regarding Public Information Requests was made by President Folse, Seconded by Treasurer Allison. Motion Carried
16. Discuss & Consider Aquatic Center Financial RFP -- Jessica Russell, BCCDC Executive Director
Executive Director Jessica Russell presented the RFP documents for the Aquatic Center to review and look over. No action taken.
17. Discuss, Consider and/or approve the advisory Committee for the Aquatic Center - Jessica Russell, BCCDC Executive Director
Executive Director Russell explained that each entity will have a representative for the advisory board. The City of City, Matagorda County and the BCCDC will have 2. YMCA and Wellness Matagorda will

have 1. Motion to appoint Jessica Russell and Bruce Krauskopf to the advisory Committee for the Aquatic Center was made by Vice President Allison, Seconded by Board Member Cornett. Motion carried.

18. Update from MCEDC Board Member Representative – Executive Director Mike Ferdinand or Board Member. EDC Board Member Jim Folse updated the board on a few projects that the EDC is working on including battery storage, ST-LNG, HIF Update in September will need to RSVP and PCC is continuing but having some tariff issues.
19. Setting of next meeting date – September 22nd, 2025, at 12:00 pm
Location 4000 Ave F Bay City, TX 77414
20. Adjournment.
Motion to adjourn at 1:16 was made by President Folse. Motion carried.

AGENDA NOTICES:

Action by BCCDC Authorized:

The BCCDC Board may vote and/or act upon any item within this Agenda. The BCCDC Board reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the BCCDC Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the BCCDC Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person or appear in an executive session by conference call in accordance with applicable state law.

Participation Via Videoconference

Members of the Board may attend via videoconference pursuant to the provisions of Tex. Gov't Code 551.127. In the event a member or members of the Board attend via videoconference, a quorum of the Board will be physically present at the location identified above.

Join Zoom Meeting

<https://us02web.zoom.us/j/85857543390?pwd=CuYf7d83s6STiITNrDkzrpogaaFDLe.1>

Meeting ID: 858 5754 3390

Passcode: 898728

Reminder: A quorum of the Board must be physically present at the meeting location. Board members planning to attend via Zoom should inform Ashley Talasek in advance to ensure a quorum is achieved. To vote, make motions, and fully participate, board members attending via Zoom must have their video and audio feeds enabled.

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.

Executive Sessions Authorized:

This agenda has been reviewed and approved by the BCCDC's legal counsel and the presence of Any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed. portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

This is to certify that the above notice of a Regular Board Meeting was posted electronically at cityofbaycity.org website August 22, 2025, before 12:00 p.m. For any questions concerning the above item(s), please contact Jim Folse, President, Bay City Community Development Corporation at (979) 245-8081.


Jim Folse
BCCDC President


Ashley Talasek
BCCDC Executive Assistant