



CITY COUNCIL SPECIAL CALLED MEETING CITY OF BAY CITY

Tuesday, October 14, 2025 at 5:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K. Nelson

Mayor Pro Tem: Jim Folse

Council Members: Benjamin Flores, Jim Folse, Bradley Westmoreland, Susan Reardon, 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 Ben 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 Ben Flores

APPROVAL OF AGENDA

CEREMONIAL

1. **Posthumous service recognition of Randy Frontz, Chief of Bay City Volunteer Fire Department.**

AWARDS & PROCLAMATIONS

2. **Proclamation ~ "Fire Prevention Week and Fire Prevention Month"**
3. **Proclamation ~ "Hispanic Heritage Month"**

4. **Employee promotions for the 4th Quarter of FY25. Rhonda Clegg, Human Resources Director**

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 place the item on an agenda for a subsequent meeting.

ACKNOWLEDGEMENT FROM CITY MANAGER

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

5. **Council Special Called meeting minutes of September 16, 2025.**
6. **Accounts Payables, Direct Payables, and Utility Refunds for July, August, and September 2025.**
7. **Declare unusable equipment, supplies, and materials as surplus and authorize staff to dispose of said property through the use of an e-waste salvage provider or other means.**
8. **Letter of support for Bay City ISD's request to remove the historic designation on the former Linnie Roberts Elementary School campus.**
9. **380 Economic Development Agreement as amended with the substitution of the LLC.**
10. **Main Street Advisory Board Recommendation to Increase Facade Grant limit from \$5,000 to \$10,000.**
11. **TIRZ #1 Board recommendation to authorize use of TIRZ 1 funds in the amount of \$21,500 for professional surveying services by CivilCorp, LLC in the Cottonwood Park area.**

DEPARTMENT REPORTS

12. **Reports ~ Presentation ~ Main Street Annual Report. Tina Israel, Main Street Manager Tina Israel, Main Street Manager**

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

13. **Appointment ~ Discuss, consider, and/or approve the appointment of a city representative and an alternate to Houston-Galveston Area Council's 2026 General Assembly. Robert K. Nelson, Mayor**
14. **Appointment ~ Discuss and elect one candidate for Region 14 Director for a one year term on the Texas Municipal League Board of Directors. Robert K. Nelson, Mayor**

15. **Ordinance ~ Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII establishing the Library Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.** Samantha Denbow, Communications & Cultural Arts Director
16. **Ordinance ~ Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII and Chapter 102, Article III reorganizing the Tourism Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.** Samantha Denbow, Communications & Cultural Arts Director
17. **Ordinance ~ Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII and Chapter 78, Article III reorganizing the Main Street and Historical Preservation Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.** Tina Israel, Main Street Manager
18. **Ordinance ~ Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII re-establishing Parks and Recreation Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.** Kelly Penewitt, Parks & Recreation Manager
19. **Resolution ~ Discuss, consider, and/or approve a Resolution of the City of Bay City approving and adopting the provisions of Texas Local Government Code Section 552.275 regarding Public Information Request.** Jeanna Thompson, City Secretary
20. **Resolution ~ A Resolution of the Bay City Community Development Corporation approving and adopting the amendments to the Bylaws of the Bay City Community Development Corporation.** Jessica Russell, Executive Director of BCCDC
21. **Resolution ~ Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas, declaring certain real property owned by the City of Bay City, Texas, to be surplus and authorizing the Mayor to institute proceedings in accordance with Texas Local Government Code section.** Gabriel Lopez, Engineering Tech
22. **Resolution ~ A Resolution by the City Council of the City of Bay City, Texas, authorizing publication of Notice of Intent to issue its Tax and Surplus Revenue Certificates of Obligation, Series 2026 (DWSRF) in connection with the receipt of financial assistance from the Texas Water Development Board through the Drinking Water State Revolving Fund; and approving other matters incidental thereto.** Scotty Jones, City Manager

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 **October 8, 2025 5:00 p.m.** Any questions concerning the above items, please contact the Mayor and City Manager's office at (979) 245-2137.



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/06/2025
Prepared By:	Rhonda Clegg	Presented By <i>(if different)</i>	
Department:	Human Resources	Type of Agenda Item:	Award/Proclamation

ITEM TITLE: 4th Quarter Promotions

AGENDA LANGUAGE:

Employee promotions for the 4th Quarter of FY25.

EXECUTIVE SUMMARY/BACKGROUND

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- N/A

RECOMMENDATION:

ATTACHMENTS: See attached.



Human Resources Department PROMOTION(S) for 4th Quarter

Below is the breakdown of recent promotion(s) for the fourth quarter of FY25.

Quarter 4 - FY25

- **Police**
 - Jerome Estrada
 - Detective to Sergeant
 - Seth Alvarez
 - Police Officer to Corporal



CITY COUNCIL SPECIAL CALLED MEETING CITY OF BAY CITY

Tuesday, September 16, 2025 at 5:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K. Nelson

Mayor Pro Tem: Jim Folse

Council Members: Benjamin Flores, Jim Folse, Bradley Westmoreland, Susan Reardon, 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.

MINUTES

CALL TO ORDER AND CERTIFICATION OF QUORUM

The meeting was called to order by Mayor Robert K. Nelson at 5:01 PM.

PRESENT:

Mayor Robert K. Nelson

Council Member Benjamin Flores

Mayor Pro Tem Jim Folse

Council Member Bradley Westmoreland

Council Member Susan Reardon

Council Member 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."

Councilwoman Susan Reardon

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 Bradley Westmoreland

APPROVAL OF AGENDA

Motion made by Council Member Flores to approve the agenda. Seconded by Mayor Pro Tem Folse.

Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

PUBLIC COMMENTS

There were no public comments.

PUBLIC HEARINGS

- 1. Budget ~ Receive public comment on the Bay City Community Development Corporation proposed Operating Budget for Fiscal Year 2026. Scotty Jones, City Manager**

City Manager, Scotty Jones, stated the CDC budget is on the City website. There were no public comments.

- 2. Budget ~ Receive public comment on the City of Bay City's Proposed Capital Improvement Program for Fiscal Year 2026. Scotty Jones, City Manager**

City Manager, Scotty Jones, stated the City has reviewed the 2026-2030 Capital Improvement Program and the information is on the City website. There were no public comments.

- 3. Budget ~ Receive public comment on the City of Bay City's Proposed Budget for Fiscal Year 2026. Scotty Jones, City Manager**

City Manager, Scotty Jones, gave a brief summary of the proposed budget amounts. There were no public comments.

- 4. Budget ~ Receive public comment on the City of Bay City's proposed Property (Ad Valorem) Tax Rate for Fiscal Year 2026. Scotty Jones, City Manager**

City Manager, Scotty Jones, summarized the proposed (Ad Valorem) Tax Rate for Fiscal Year 2026. There were no public comments.

ACKNOWLEDGEMENT FROM CITY MANAGER

City Manager, Scotty Jones, stated the City is now in the Texans yearbook for Tourism and showed the ad preview as well as the birding guide. She then gave a shout-out to Angela Hadash for taking the staff photos. She then showed pictures of Senior Fish and announced the National Night-Out date. She stated Touch-A-Truck was a successful event, and announced other upcoming city events. Ms. Jones recognized officers for their response and recovery at a recent call.

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

Mayor Pro Tem Folse thanked Scotty and the Directors for putting together the budget and making it a smooth process. Mayor Nelson, stated Touch-a Truck was an awesome event and announced that Toastmasters are coming to Bay City on September 20th at 10am at 4000 Ave F in the CDC Conference Room.

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

- 5. Council Workshop meeting minutes of August 26, 2025.**
- 6. Regular Council Meeting minutes of August 26, 2025.**

Motion made by Council Member Westmoreland to approve all consent agenda items. Seconded by Council Member Reardon. Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

7. **Budget ~ Discuss, consider, and/or approve postponing the final Budget vote for Fiscal Year 2026 until September 23, 2025.** Scotty Jones, City Manager

Motion made by Council Member Finlay to approve postponing the final Budget vote for Fiscal Year 2026 until September 23, 2025. Seconded by Mayor Pro Tem Folse. Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

CLOSED / EXECUTIVE SESSION

Council adjourned and went into Executive Session at 5:15 P.M.

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

RECONVENE AND ACTION

Council reconvened at 5:47 P.M. No action was taken.

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

There were no comments.

ADJOURNMENT

Council adjourned at 5:48 P.M.

PASSED AND APPROVED, this 14th day of October 2025.

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

JEANNA THOMPSON
CITY SECRETARY



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/9/25
Prepared By:	J Thompson	Presented By <i>(if different)</i>	
Department:	Finance	Type of Agenda Item:	Consent

ITEM TITLE: Accounts Payables

AGENDA LANGUAGE:

Accounts Payables, Direct Payables, and Utility Refunds for July, August and September 2025

EXECUTIVE SUMMARY/BACKGROUND

BACKGROUND: Per City Charter Section 4.10 (C)- At least once a quarter, Council shall vote to approve the City expenditures made since the last quarter. These expenditures include Accounts Payable and Utility Billing Refunds. Expenditure details can be found on the City's website.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- n/a

RECOMMENDATION: Staff recommends City Council approve the Quarterly Financial & Investment Report.

ATTACHMENTS: July through September 2025 Listing of Accounts Payable and Utility Refunds.

AGENDA ITEM REQUEST FOR CITY COUNCIL APPROVAL

PER CHARTER SECTION 4.10 (C) - AT LEAST ONCE A QUARTER, COUNCIL SHALL VOTE TO APPROVE THE CITY EXPENDITURES MADE SINCE THE LAST QUARTER. EXPENDITURE DETAIL CAN BE FOUND ON THE CITY'S WEB. <https://cityofbaycity.mygovcenter.com>

ACCOUNTS PAYABLE	07/18/25
ACCOUNTS PAYABLE	07/21/25
ACCOUNTS PAYABLE	07/25/25
ACCOUNTS PAYABLE	08/15/25
ACCOUNTS PAYABLE	08/22/25
ACCOUNTS PAYABLE	08/25/25
ACCOUNTS PAYABLE	09/05/25
ACCOUNTS PAYABLE	09/12/25

ACCOUNTS PAYABLE	09/19/25
ACCOUNTS PAYABLE	09/26/25

DIRECT PAYABLES	07/01/25
DIRECT PAYABLES	07/15/25
DIRECT PAYABLES	07/18/25
DIRECT PAYABLES	08/05/25
DIRECT PAYABLES	08/18/25
DIRECT PAYABLES	08/26/25
DIRECT PAYABLES	09/08/25
DIRECT PAYABLES	09/15/25
DIRECT PAYABLES	09/30/25

UTILITY REFUNDS	07/11/25
UTILITY REFUNDS	08/17/25
UTILITY REFUNDS	08/29/25
UTILITY REFUNDS	09/08/25

RESPECTFULLY SUBMITTED

CITY MANAGER

10-8-25


SCOTTY JONES



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/7/25
Prepared By:	J thompson	Presented By <i>(if different)</i>	J Thompson
Department:	IT	Type of Agenda Item:	Consent

ITEM TITLE: Surplus property

AGENDA LANGUAGE:

Declare unusable equipment, supplies, and materials as surplus and authorize staff to dispose of said property through the use of an e-waste salvage provider or other means.

EXECUTIVE SUMMARY/BACKGROUND

The IT Department has “Salvage Property” that is deemed unusable and has no value. The IT Departments will coordinated with an E-Waste Provider to remove or explore other means.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- n/a

RECOMMENDATION: Staff recommends City Council approve the list of data processing materials and equipment as salvage property allowing the IT Department to dispose of the items.

ATTACHMENTS:

MAKE	MODEL	SERIAL #	DESCRIPTION
Lenovo	Thinkpad X1 Carbon	R9-OJU429	Laptop
Acer	Travelmate P246 Series	NXV9VAA0104490195E7600	Laptop
Asus	K55A	15G29N006350	Laptop
Dell	Latitude E5530	HPQR3X1	Laptop
HP	Deskjet 3755	CN98D6D346	Printer
brother	ADS-2200	U64871G7X111319	Scanner
HP	ProBook 450 15.6 inch G9 Notebook	5CD3087LMM	PD-DET-LAP-1
MICROSOFT	SURFACE	42682610353 (979) 476-4843	PD-TABLET-1
APC	BE600M1	4B2208P33348	Battery Backup
APC	BE550G	4B0931P20776	Battery Backup
LENOVO	ThinkPad T550	R90G8L8R	DispatchTempLap
Acer	TravelMate 5720	LXTKE0600173706800200C	Laptop
Lenovo	YOGA 910	PF0MTCGF	LAPTOP
Microsoft	RT Surface Model 1516	74359724352	Tablet
Microsoft	Surface 3 US2	374956032	Tablet
Microsoft	Surface 3 US2	5308560352	Tablet
Microsoft	Surface 3 US2	5521160352	Tablet
Daktech	Discovery 81	150409030	Computer
Daktech	Discovery 81	131216042	Computer
Daktech	Discovery 61	130211036	Computer
Daktech	Discovery 81	150409035	Computer
Netgear	FS108	3W61665F00152	Switch
Netgear	Ds106	DS06D04044704	Switch
Netgear	Ds106	DS06D04044702	Switch
BOX	Cables	NA	CAT??
Netgear	MR1100	5DM186NY03E4D	HotSpot
Netgear	MR1100	5DM189NY01C9A	HotSpot
Netgear	MR1100	5DM389NW01A9E	HotSpot
Netgear	MR1100	5DM185NN06308	HotSpot
Netgear	MR1100	5DM186N30327F	HotSpot
Netgear	MR1100	5DM183NX08629	HotSpot
Netgear	MR1100	5DM183N7057B9	HotSpot
Novatel	NRM-MC551	99000046-055928-1	USB HotSpot
Novatel	NRM-MC551	99000046-081072-6	USB HotSpot
Battery	48VDC Battery Module	8H1421F12611	UPS Battery
Scotch	TL906	1407004566	Laminator
APC	3000 Battery	SZFP2308125036	Battery
HengeDocks	HD01VB15MBP		Docking Station
HengeDocks	HD01VB15MBP		Docking Station
Lenovo	Thinkpad Ultra Dock	M200TNT1	Docking Station
Lenovo	Thinkpad Ultra Dock	M2006TB9	Docking Station
Apple	Wireless Keyboard		Keyboard
Apple	Wireless Keyboard		Keyboard
DakTech	Discovery 61	130305091	Computer
Samsung	T27B350ND	Z4S2HCPD700494V	Monitor
ACER	TravelMate 5720	LXTKE0600280423D56200C	Laptop
DAKTECH	Discovery 61	130305077	Computer
ViewSonic	VA2759-SMH	UL7192101039	Monitor
HP	15-da0071ms	CND837W48	Laptop
Dell	Latitude E6520	JW75R1	Laptop
Acer	TravelmateP246	NXV9VAA01044901A837600	Laptop
Lenovo	Thinkpad	R9-07HK6D	Laptop
UniFi	AP AC Pro	1746k-788A20D61D1B-aiqCPB	AP
		97679444	Computer Tower
		97679440	Computer Tower
		97679443	Computer Tower

Acer	AL1716	ETL460C0056070077FPY11	Monitor
Acer	V236HL	MMLYWAA0034497AAD44200	Monitor
Polycorn	RealPresence Trio 8800	64167FDD6EEB	Conference Phone
HP	LV2311	6CM3051SMW	Monitor
Fujitsu	fi-6130	366526	Scanner
Daktech	Discovery 81	150409029	Computer
Avaya	DPSN-20HB A	08 DT 09 042892	Power Supply
ACER	N15Q1	NXVC7AA0055500F54A7600	IT-SPARELAP-3
Yealink	SIP-T46S	3.14602E+15	IP Phone
DAKTECH	DISCOVERY 61	130305100	Computer
Xerox	WorkCentre 6605	XL3575579	Copier
Daktech	Discovery 81	150409037	Computer
ACER	G24hl	42806046185	Monitor
DAKTECH	Discovery 61	130305086	AI-IMP-3
DAKTECH	Discovery 61	130305087	IT-SPARE-2-22
Hvisoin	MV141	68MSBK41BH120534	Monitor
ACER	AL1706 A	54703184140	Monitor
DAKTECH	Discovery 61	130305096	Desktop
DAKTECH	Discovery 81	131216017	Desktop
DAKTECH	Discovery 81	150409036	Desktop
Epson	M253b	X5FZ009155	Printer
Epson	M253a	P5TF100364	Printer
Thinlerain	HB7008	GB17625	Monitor
DAKTECH	Discovery 81	150409033	Desktop
Lenovo	YOGA 900	PF0LM6DP	Laptop
Lenovo	Thinkpad-P51	PF18QFAW	Laptop
DAKTECH	Discovery H310	191031029	Desktop
DAKTECH	Discovery B1	141110193	Desktop
planar	PXN2770mw	pl949nys00087	monitor
HP	ELETEBOOK 850 G6	5CG0195S22	laptop
HP	ELETEBOOK 8570w	5cB3031861	Laptop
Lenovo	Thinkpad-SL10	PF-165WF2	Laptop
Lenovo	Yoga	PF0L3TCI	Laptop
Lenovo	Yoga	PFOLF0Q9	Laptop
HP	Probook 450 G7	8wb97ut#aba	laptop
Lenovo	Thinkpad 20bg-ct01ww	R9-0220hp 14/05	Laptop
Netgear	AirCard 797S	5PR312NA50067	Hotspot
Netgear	AirCard 797S	5PR30CN452FD0	Hotspot
samsung	s10e	R38N105583Z	Cellphone
Iphone	Product (red)		Cellphone
Samsung	S9	R38M100RGpz	Cellphone
Iphone	A1549	IMEI352017074689108	Cellphone
Lenovo	Thinkpad	R9-OMTMXV	Laptops
DAKTECH	Discovery 61	130305092	Desktop
DAKTECH	Discovery 81	141110191	Desktop
DELL	Power Edge R720	HX4SCX1	Server
Daktech	Discover 81	131216038	Desktop
Daktech	Discover 81	131216026	Desktop
Daktech	Discover 81	141110184	Desktop
Daktech	Discover 81	131215034	Desktop
Daktech	Discover 81	130305093	Desktop
Daktech	Discover 81	150409031	Desktop
Daktech	Discover 81	131216019	Desktop
Dell		43168087801	Desktop
Daktech	Discover 81	130211037	Desktop
Daktech	Discover 81	130305075	Desktop
Daktech	Discover 81	150409039	Desktop
Daktech	Discover 81	130305073	Desktop
Daktech	Discover 81	130305100	Desktop
Daktech	Discover 81	150409032	Desktop

Daktech	Discover 81	141110192	Desktop
Dell		38597253266	Desktop
Daktech	Discover 81	131216041	Desktop
Daktech	Discover 81	131216015	Desktop
Daktech	Discover 81	130305078	Desktop
Daktech	Discover 81	131216025	Desktop
Dell	Veriton X275	PSVAM03034113063A32703	Desktop
ATT	BGW210	1.84795E+14	ATT DLS MODEM
Dell		33203483894	Desktop
Daktech	Discovery 81	150409034	Desktop
ACER	B227Q	MMTCYAA0022360452D852J	Monitor
ACER	B227Q	MMTCYAA00223604548852J	Monitor
Visio	E470i-A0	LaqKOCBP2907158	TV
Ricoh	Aficio	IS330DC	Scanner
HP	Compaq dc7800p	CAC81903QJ	Desktop
HP	RP5800	2UA4201BSX	Desktop
postron	912806	CN829FY00F J4900-60601	Swich
Dell	g5	USE909N3GL	Server
Dell	g5	USE909N3G8	Server
postron	912806	CN829FY08b J4900-60601	Swich
Cisco	ISR4331	FLM240511UH	Swich
Cisco	2851-HSEC	FTX1321AJMV	Swich
HP	CB495A	CNBSB12137	Printer
HP	CB495A	CNGS308797	Printer
HP	CB495A	CNGS308224	Printer
HP	RP5800	2UA4201BSG	Desktop
HP	Compaq dc7800p	CAC81903Q4	Desktop
D-Link	DGS-2208	F36J487011555	Swich
EVO	TTP4D-J	JT1700037	AiO
DAKTECH	Discovery 81	150409027	Desktop
DAKTECH	Discovery 81	131219027	Desktop
DAKTECH	Discovery H310	191031020	Desktop
DAKTECH	AiO	G24XXXXCBU11	AiO
DELL	Inspiron	36503183990	DESKTOP
DELL	Optiplex	C36CK4J	DESKTOP
DELL		6F76SZ1	LAPTOP
DELL		4J76SZ1	LAPTOP



AGENDA REQUEST BUSINESS OF THE CITY COUNCIL CITY OF BAY CITY, TEXAS

Meeting Date:	10/14/2025	Date Submitted:	10/08/2025
Prepared By:	T. Israel	Presented By <i>(if different)</i>	T. Israel/S. Jones
Department:	Main Street	Type of Agenda Item:	Consent

ITEM TITLE: Letter of support for Bay City ISD's request to remove the historic designation on the former Linnie Roberts Elementary School campus

AGENDA LANGUAGE:

Approve issuing a letter of support from the City of Bay City to the Bay City Independent School District (BCISD) regarding its request to remove the Registered Texas Historic Landmark designation from the former Linnie Roberts Elementary School campus located at 1212 Whitson Street, Bay City, Texas.

EXECUTIVE SUMMARY/BACKGROUND

The Bay City Independent School District has requested the removal of the Registered Texas Historic Landmark designation from the former Linnie Roberts Elementary School campus. In recent years, the district has made several attempts to market or repurpose the property through formal Requests for Proposals (RFPs) but has received little to no interest from potential developers. The financial and regulatory restrictions associated with the historic designation have further limited redevelopment opportunities and imposed significant maintenance costs on the district.

Due to ongoing financial challenges and the cost implications associated with maintaining a designated historic property, the BCISD Board has determined that removing the designation is in the district's best financial interest and will allow the district greater flexibility in addressing facility and budget needs.

The Bay City Main Street and Historic Commission Advisory Board reviewed the district's request during its regularly scheduled meeting on 10/01/2025 and voted to support the request, recommending that the City Council likewise provide a formal letter of support to accompany BCISD's submission to the Texas Historical Commission.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☒		☐		☒		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES
• Other Financial Notes: Administrative correspondence only; no fiscal impact.

RECOMMENDATION: Staff and the Bay City Main Street and Historic Commission Advisory Board recommend that City Council approve the issuance of a Letter of Support for Bay City ISD's request to remove the Texas Historic Landmark designation on the former Linnie Roberts Elementary School campus.

ATTACHMENTS:

CITY OF BAY CITY



SCOTTY JONES
CITY MANAGER

ANNE MARIE ODEFY
CITY ATTORNEY

JEANNA THOMPSON
CITY SECRETARY

ROBERT K. NELSON
MAYOR

SUSAN REARDON
BRAD WESTMORELAND

CITY COUNCIL

JIM FOLSE
MAYOR PRO TEM

BENJAMIN FLORES
BLAYNE FINLAY

October 14, 2025

Texas Historical Commission
P.O. Box 12276
Austin, Texas 78711-2276
Email: thc@thc.texas.gov

**Subject: Support for Bay City ISD Request to Remove Recorded Texas Historic Landmark #22841
(Linnie Roberts Elementary School)**

Dear Commissioners,

The City of Bay City respectfully submits this letter in strong support of Bay City Independent School District's request for the removal of Recorded Texas Historic Landmark #22841, Linnie Roberts Elementary School, located at 1212 Whitson Street in Bay City, Texas.

As a city deeply rooted in tradition yet firmly focused on the future, we understand the importance of preserving our historical narrative while also making practical decisions that support the evolving needs of our community. The Linnie Roberts campus has long been a meaningful part of Bay City's educational and cultural landscape. However, with the building no longer serving an active role, its preservation as a historical structure has become increasingly difficult to justify amid urgent fiscal realities.

We commend Superintendent Townsend and the Bay City ISD Board of Trustees for the thoughtful manner in which they have approached this issue—seeking a respectful and balanced solution that honors the legacy of Ms. Linnie (McHenry) Roberts while taking essential steps to protect the financial and operational integrity of the district.

The district's plan to replace the historical landmark designation with a "Subject" marker strikes the right balance. It allows the memory and contributions of Ms. Roberts to continue being recognized, while also providing the district with the flexibility to repurpose or divest from a property that no longer aligns with its strategic needs. This decision supports broader goals of neighborhood safety, economic revitalization, and long-term sustainability.

Our schools are not just educational institutions—they are cornerstones of our city's future. When they thrive, so does the entire Bay City community. Allowing Bay City ISD to move forward with this request represents a prudent and forward-looking step that respects our past while paving the way for progress.

We respectfully ask your approval of this request and thank you for your continued stewardship of Texas' historical assets.

Sincerely,

Robert K. Nelson, Mayor



Letter of Support

*Re: Bay City ISD Request to Replace Texas Historical Landmark Marker
with Subject Marker on Former Linnie Roberts Elementary School*

October 1, 2025

Texas Historical Commission
History Programs Division
P.O. Box 12276
Austin, TX 78711

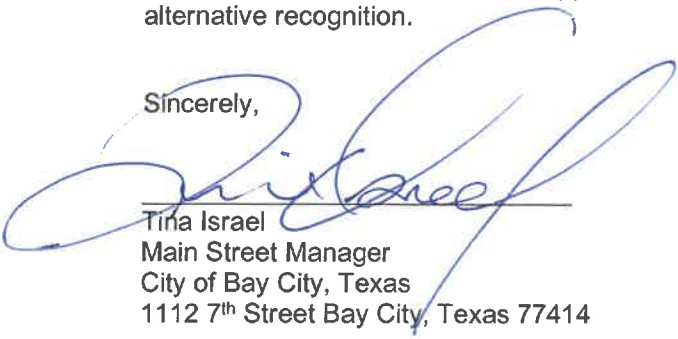
To Whom It May Concern,

As the Main Street Manager for the City of Bay City, I am writing to express the Bay City Main Street Program's support for the Bay City Independent School District's request to remove the Registered Texas Historical Landmark (RTHL) designation currently located at the former Linnie Roberts Elementary School and to replace it with a Texas Subject Marker recognizing its historical significance.

The Main Street Program's mission is centered on preservation-based economic development balancing the protection of our historic assets with the practical needs of community growth and revitalization. In reviewing this request, we recognize that while the Linnie Roberts campus holds cultural and educational importance to Bay City's history, the ongoing financial and redevelopment challenges faced by the school district make maintaining the RTHL status unsustainable. Transitioning to a subject marker will still preserve the historical narrative of this landmark site while allowing the district the flexibility needed to repurpose the property responsibly and ensure its continued contribution to the community.

Our program values partnerships that respect both historic integrity and community progress, and the proposed subject marker will continue to educate residents and visitors about the role of Linnie Roberts Elementary in Bay City's educational history while reflecting a practical path forward that benefits the district and city alike. The Bay City Main Street Program respectfully supports this request and commends Bay City ISD for their transparent approach and commitment to maintaining historical context through alternative recognition.

Sincerely,


Tina Israel
Main Street Manager
City of Bay City, Texas
1112 7th Street Bay City, Texas 77414



AGENDA REQUEST BUSINESS OF THE CITY COUNCIL CITY OF BAY CITY, TEXAS

Meeting Date:	10/14/2025	Date Submitted:	10/07/2025
Prepared By:	T. Israel	Presented By <i>(if different)</i>	T. Israel
Department:	Main Street	Type of Agenda Item:	Consent

ITEM TITLE: Amendment to 380 Agreement Update Developer Name to LLC

AGENDA LANGUAGE:

Consider, and/or approve an amendment to the previously approved 380 Economic Development Agreement to reflect the developer’s legal business name as the corresponding Limited Liability Company (LLC), with no changes to the agreement’s scope, terms, or financial commitments.

EXECUTIVE SUMMARY/BACKGROUND

City Council previously approved a 380 Agreement between the City of Bay City and Ryan Leissner and Julio Gonzalez for the redevelopment of The Texas Theater at 2031 Avenue F and 2237 Avenue F.

Following approval, the development entity finalized its business registration under LG2 Rental, LLC. To maintain accurate records and ensure legal compliance, staff recommends the updated agreement to replace the individual developer names with the registered LLC.

This update is administrative in nature and does not alter the agreement’s obligations, financial terms, or performance requirements.

STRATEGIC PLAN GOALS ADDRESSED:

	☒		☐		☐		☒		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- Other Financial Notes: Administrative amendment only; no financial impact.

RECOMMENDATION: Staff recommends approval of the amendment to the existing 380 Agreement to reflect the developer's legal name as LG2 Rental, LLC for record accuracy and compliance.

ATTACHMENTS: Supporting Documentation from Developer such as signed Memorandum and signed updated 380 agreement.

CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT

BETWEEN

THE CITY OF BAY CITY, TEXAS
a home-rule municipality

AND

LG2 RENTAL, LLC

STATE OF TEXAS §
 §
COUNTY OF MATAGORDA §

This Chapter 380 Economic Development Agreement (the “Agreement”) is made and entered into by and between the City of Bay City, Texas, a home-rule municipality (the “City”), and LG2 Rental, LLC, a Texas limited liability company (the “Developer”), hereinafter collectively referred to as the “Parties” and sometimes individually referred to as a “Party.”

RECITALS

WHEREAS, the purpose of this Agreement is to encourage resident growth and major economic development in the City through the planning, development and construction of new commercial and residential housing which will attract new residents to the City thereby stimulating new commercial development to the City which attracts new and retains primary employment within the City;

WHEREAS, the City of Bay City owns the real property described as two adjoining lots (1) Lots 3 and 4, Block 90 and (2) Lot 5, Block 90, Bay City Original Townsite, that offer a combined 0.2089 acre on the southern site of the historic downtown square (the “Property”) located on 2237 Ave F and 2231 Ave F in the City of Bay City, Texas across the street from Fit for Life Gym;

WHEREAS, the City acquired title to and possession of the Property on or about April 23, 2016 by Gift Deed, a copy of which is attached hereto as Exhibit “A” and incorporated herewith;

WHEREAS, the value of the Property has been determined to be \$160,000 according to a certified appraisal conducted by IRR-Houston dated January 11, 2024, said appraisal being attached hereto as Exhibit “C”;

WHEREAS, the City issued a Request for Proposals (“RFP”), a copy of which is attached hereto as Exhibit “B” and incorporated herewith, which was published in the Bay City Tribune on or about December 10, 2023 and December 20, 2023 soliciting proposals from developers interested in revitalizing existing buildings on the Property for mixed-use development, including the land to be conveyed (the “Project”);

WHEREAS, the Developer submitted the only timely bid in response to the City's RFP and the City Council of Bay City authorized the City Manager to negotiate an agreement regarding the Project;

WHEREAS, the City intends to convey the Property to Developer for fair market value pursuant to Tex. Loc. Gov't Code Sec. 272.001(b)(4), upon the deposit of the sum of \$160,000.00 in escrow with the City as further described below;

WHEREAS, the City Council finds that the Developer's proposed Project will constitute a major economic investment in the redevelopment of the Property located within the City;

WHEREAS, the City also recognizes the positive economic impact the Project will have on the City through the creation of new mixed-use development, the attraction of new residents to the City, and the reduction of unemployment through the creation of new jobs that may be associated with the Project, and the retention and growth of the ad valorem tax revenue generated by the Project;

WHEREAS, consistent with Chapter 380 of the Texas Local Government Code, and Article III, Section 52-a of the Texas Constitution, the City may establish and provide for the administration of a program for the making of loans or grants of public money and providing personnel and services to promote state or local economic development and to stimulate business and commercial activity in the municipality;

WHEREAS, consistent with Chapter 380 of the Texas Local Government Code, and Article III, Section 52-a of the Texas Constitution and other applicable law, the City hereby establishes an economic development program whereby the City agrees to make a grant of public land for the construction of the Project, in the form of a conveyance of the land to the Developer under the terms of this Agreement, which value has been determined to be \$160,000.00 as determined by the Appraisal, to advance the public purposes of developing and diversifying the economy of the City, reducing unemployment or underemployment in the City and the State of Texas, stimulating economic development and commercial business activity in the City, and developing or expanding transportation and commerce to and through the City;

WHEREAS, the City hereby concludes that this Agreement promotes economic development in the City and, as such, meets the requirements under the law for an economic development program for which a grant of public money is allowed, and, further, is in the best interest of the City and the surrounding community;

WHEREAS, Developer has agreed to satisfy and comply with the terms and conditions of this Agreement in exchange for and as consideration for economic development incentives from the City in the form of the Property;

WHEREAS, the City and the Developer each agree that the provisions of this Agreement substantially advance a legitimate interest of the City by expanding the tax base of the City,

creating new housing units with accompanying installed infrastructure, increasing employment, and stimulating local economic development;

WHEREAS, the City has determined that it is duly authorized by its City Charter and the Constitution and laws of the State of Texas to enter into this Agreement, and Developer has determined that it is duly authorized to enter into this Agreement, and each have further determined that the terms, provisions, and conditions hereof are mutually fair and advantageous to each;

WHEREAS, on the Effective Date, the commitments contained in this Agreement shall become legally binding obligations enforceable against the Parties; and

WHEREAS, the recitals as set forth above are declared true and correct and are hereby incorporated as part of this Agreement.

NOW THEREFORE, for and in consideration of the mutual benefits and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the City and the Developer agree as follows:

ARTICLE I.

Authority

The City's execution of this Agreement is authorized by Chapter 380 and Section 272.001(b)(4) of the Texas Local Government Code and constitutes a valid and binding obligation of the City. The Developer's execution and performance of this Agreement constitutes a valid and binding obligation of Developer. The City's performance of its obligations under this Agreement in making its decision to commit substantial resources and money to develop the Property, and Developer acknowledges that City is acting in reliance upon Developer's full and complete performance of its obligations under this Agreement in making its decision to commit substantial resources.

ARTICLE II.

Definitions

As used in this Agreement, the following words or phrases shall have the following meanings:

2.1 **"Act of Default or Default"** means failure to timely, fully, and completely comply with one or more requirements obligations, duties, terms, conditions or warranties, as stated in this Agreement. City may accept substantial compliance in lieu of full compliance by waiving such act of Default.

2.2 **"Appraisal"** means the Appraisal of Real Property prepared by Intergra Realty Resources on or about January 11, 2024 valuing the Property at \$160,000.00, attached hereto as Exhibit "C".

2.3 **“City of Bay City or City”** means the governing municipal corporation and the area that is within the city limits of the City of Bay City, Matagorda County, Texas.

2.4 **“Code”** means the Bay City Code of Ordinances in effect as of the Effective Date of this Agreement.

2.5 **“Effective Date”** means thirty (30) days following receipt of the Structural Engineering Analysis by Developer to be performed at the City’s expense..

2.6 **“Force Majeure”** means severe weather such as tornadoes or flooding, wars, riots and the unavailability of necessary and essential equipment and supplies from all sources.

2.7 **“Insolvent”** means failure to timely pay debts in the ordinary course of business or failure to pay all debts as they become due or insolvent within the meaning of the federal bankruptcy law.

2.8 **“Developer”** means LG2 Rental, LLC, a Texas limited liability company.

2.9 **“Mixed-Use Development”** means a project that includes residential and commercial development.

2.10 **“Program”** means the economic development program established by the City, as authorized by Chapter 380 of the Texas Local Government Code to promote local economic development and stimulate business and commercial activity within the City.

2.11 **“Project”** means Developer’s planned development of a mixed-use development, including second-level apartment units, offering modern living spaces, and first floor commercial rentals.

2.12 **“Proposal”** means Developer’s proposal in response to City’s RFP described above and attached hereto as Exhibit “D”.

2.13 **“Property”** means (1) Lots 3 and 4, Block 90 and (2) Lot 5, Block 90, both located in the Bay City Original Townsite, that offer a combined 0.2089 acre on the southern site of the historic downtown square, more particularly described on Exhibit “A” attached hereto, including all improvements located thereon, which the City intends to convey to the Developer.

2.14 **“Substantial Compliance”** means within +/- ten percent (10%) of a given value;

2.15 **“Value of capital improvements”** means the value of improvements to the real property determined by verified receipts of construction provided by Developer to City as provided herein.

ARTICLE III. Term

This Agreement will become enforceable upon the Effective Date and will terminate on the first to occur of: (a) on the expiration of twenty-four (24) months following the effective date of this Agreement; or (b) upon termination as otherwise provided for herein.

ARTICLE IV. Preliminary Determinations

4.1 Upon approval by Council, the City shall cause a structural engineering analysis to be conducted on the improvements located on the Property at the City's expense. Upon receipt of the report, the City shall promptly provide a copy of the same to Developer. Developer may also conduct walk-throughs and conduct Developer's own analysis upon coordination with the City and the signing of a release of liability.

4.2 Developer shall have thirty (30) days to review the report and provide notice of termination of this Agreement to City in the event Developer does not want to move forward based on the report. If no notice of termination is given, then the Developer's obligations shall continue as set forth in this Agreement.

ARTICLE V. Developer's Performance Criteria/Development Standards

5.1 In consideration of the City's agreements hereunder, the Developer agrees that the performance requirements set forth in this Article shall be met for its compliance.

5.2 Deposit of Escrow Funds. Within sixty (60) days following the Effective Date, Developer shall deposit the sum of \$160,000.00 plus amounts determined in 5.2(b) below, in an escrow account to be held by City and those funds shall be held as further described below. This amount shall serve as security for Developer's compliance under this Agreement. Said funds represent the (a) appraised value of the property to be conveyed and (b) an amount City considers to be costs associated with the recoupment of the costs associated with entering into this Agreement and recovering such costs in the event of Developer's default. These costs shall not exceed \$10,000.

5.3 Closing. Developer shall sign all documents at closing of the property giving City a first lien deed of trust on the Property for the amount deposited in 5.2 above. Partial releases of the first (or subordinated) lien deed of trust shall be granted as phases are complete as depicted in Exhibit "E". **The Phase 4 payment shall not be paid until such time as the amounts stated in 5.2b and 5.13 have been reimbursed by Developer or city reserves right to exclude from final payment.**

5.4 Capital Improvement Investment. Developer covenants, warrants, and agrees that they shall construct a mixed-use development on the Property. The Developer anticipates investing at least \$1,700,000 in capital improvements on the Property before the second anniversary of the

effective Date of this Agreement. In the event Developer seeks third-party financing while City retains a first lien deed of trust, City shall subordinate its lien to the third

5.5 Construction of Mixed-Use Development. Developer covenants, warrants, and agrees that they shall construct Mixed-Use Development on the Property as further described in Exhibit “E.”

5.6 Historic Preservation. Developer covenants, warrants, and acknowledges the cultural and historical significance of the existing murals located at 2237 Avenue F previously known as the Texas Theatre. Developer agrees to take all reasonable measures to preserve, protect, and maintain the integrity of these murals during and after construction. The developer shall not remove, alter, paint over, or otherwise damage the murals without prior written approval from both the City of Bay City and the Main Street Manager. Oversight of any work involving the murals, including preservation, protection, restoration, or potential relocation, shall be conducted in coordination with and under the supervision of the City of Bay City and the Main Street Manager. The City and/or developer shall engage a qualified preservation professional for any such work, subject to review and approval by both parties.

5.7 Reports. Developer shall deliver to City the reports contained in Section 9.1 by April 15, 2026 (for first quarter January through March) and quarterly thereafter for the later of the duration of the reimbursement period or two years.

5.8 Additional Information. Upon written request by City, Developer shall promptly provide additional information necessary to determine whether Developer is compliant with the terms of this Agreement. All information required by this Agreement shall be submitted to the City Manager at the address specified for giving notice in this Agreement.

5.9 Privacy. All information provided by Developer to City under the required reporting section shall be deemed confidential and shall not be provided to any person outside City government and shall not be subject to public inspection in accordance with the Texas Public Information Act pursuant to section 552.110 of the Texas Government Code. In the event a request is made for such information, City shall give notice to Developer who may at its own cost and expense. If Developer fails to object to the disclosure, the City may disclose the information unless required to withhold the same by the Attorney General of Texas.

5.10 Failure to Comply. Failure by Developer to timely and fully comply and to continuously comply with any performance requirement and time of performance throughout the Term of this Agreement shall be an Act of Default.

5.11 The payment of all indebtedness and obligations incurred by Developer in connection with the development and construction of the Project shall be solely the obligations of Developer. City shall not be obligated to pay any indebtedness or obligations of Developer.

5.12 Developer is obligated to make timely payment of Developer-owned real property, personal property, and sales taxes during the Term of this Agreement.

5.13 Pursuant to the RFP, Developer shall reimburse the City for all costs associated with this project including legal fees and appraisal cost.

ARTICLE VI.
City's Performance Criteria

6.1 In consideration of the Developer's agreements hereunder, the City agrees that the performance requirements contained in this Article shall be met for its compliance.

6.2 Chapter 380 Grant. The City covenants, warrants, and agrees to convey to the Developer the Property, subject to easements to the city for utilities, other than drainage facilities, under the following terms:

(a) Developer shall deposit the sum identified in paragraph 5.2 above. City shall open an interest bearing account to hold such funds on deposit.

(b) The City shall convey said property to Developer for the purpose of development. Developer may use the Property as security for a first lien deed of trust for the Project with a third party.

(c) Thereafter, Developer shall proceed to construct as detailed in Exhibit "E," subject to the future conditions contained herein.

(d) As the Developer expends funds as described in Exhibit "E", Developer may submit applications to draw down the amounts held in escrow with the City for the development costs associated with the development of the Project as identified therein. At no time shall funds be released unless the amount of the request has been expended by Developer to be shown by proof of paid invoices by Developer to be submitted with the application for payment. The City shall inspect any improvements and review said applications and if approved (which approval shall not be unreasonably withheld), City shall release the funds contained in the application as specified. The review and release of funds shall be completed within thirty (30) days of the submitted application. If for any reason the City objects to the application, said objection shall be provided to Developer in writing within the review period. The City and Developer shall meet as soon as feasible to resolve the objection.

6.3 Closing. Developer shall be responsible for all closing costs, including title insurance, if requested, associated with the conveyance of the Property to the Developer.

6.4 Sidewalk grants. City agrees to apply for sidewalk grants to replace the sidewalk in and around the Property.

6.5 Historic Preservation. City agrees to reimburse any costs associated with mural preservation or artwork if of historic significance and required by City to preserve.

6.6 Failure to Comply. Failure by City to timely and fully comply with any performance requirement shall be an Act of Default.

ARTICLE VII

Developer's Performance Criteria

7.1 Developer makes the following covenants and warranties to the City and agrees to timely and fully perform the following obligations and duties. Any false or substantially misleading statement contained herein or failure to timely and fully perform as required in this Agreement shall be an Act of Default by Developer. Failure to comply with any one covenant or warranty shall constitute an Act of Default by Developer.

7.1.1 Developer is authorized to do business and is in good standing in the State of Texas and shall remain in good standing in the State of Texas during the Term of this Agreement.

7.1.2 The execution of this Agreement has been duly authorized by Developer's authorized representative or officer and the individual signing this Agreement is actually empowered to execute such Agreement and bind the limited partnership, said authorization, signing and binding effect is not in contravention of any law, rule or regulation or of the provisions of Developer's governing documents, by-laws, or of any other agreement or instrument to which Developer is a party or by which it may be bound by such authority to be evidenced by resolution of the limited partnership attached hereto at the time of execution.

7.1.3 No litigation or governmental proceeding is pending or to the knowledge of Developer or Developer's officers threatened against or affecting Developer that may result in any material adverse change in Developer's business, properties or operation. No consent approval or authorization of or registration or declaration within any governmental authority is required in connection with the execution of this Agreement or the transactions contemplated hereby.

7.1.4 There are no bankruptcy proceedings or other proceedings currently pending or contemplated, and Developer has not been informed of any potential involuntary bankruptcy proceedings.

7.1.5 To its current actual knowledge, Developer has acquired and maintained all necessary rights, licenses, permits, and authority to carry on its business in Bay City, Texas and will continue to use its best efforts to maintain all necessary rights, licenses, permits, and authority.

7.1.6 The incentive herein granted shall be utilized solely for the purpose of offsetting the cost of Project as described herein.

7.1.7 Developer shall timely and fully comply with all the terms and conditions of this Agreement.

7.1.9 Developer certifies that its business or any branch, division, or department of the business, does not and will not knowingly during the term of this Agreement employ any undocumented workers as defined by the Tex. Gov't. Code Sec. 2264.001(4)(A-B).

ARTICLE VIII.

Suspensions/Termination

8.1 The City, under the following circumstances, and at its sole discretion, may suspend its obligations under this Agreement or terminate this Agreement and all future obligations shall automatically cease upon any one of the following events which are an Act of Default:

8.1.1 The appointment of a receiver of Developer, or of all or any substantial part of its property, and the failure of such receiver to be discharged within sixty (60) thereafter.

8.1.2 The adjudication of Developer as bankrupt.

8.1.3 The filing by Developer of a petition or an answer seeking bankruptcy receivership, reorganization, or admitting the material allegations of a petition filed against it in any bankruptcy or reorganization proceeding.

8.2 If Developer defaults or fails to complete its obligations within twenty-four (24) months following the execution of this Agreement, or any City adopted extension hereto, Developer shall forfeit its right to the amounts held in escrow by the City and this Agreement shall terminate. In the event the City retains the funds in escrow, it shall release its first (or subordinated) lien deed of trust on the Property.

ARTICLE XI.

Reporting and Monitoring

9.1 Developer agrees to the following reporting and monitoring provisions and failure to fully and timely comply with any one requirement shall constitute an Act of Default. Developer shall provide a high-level account of the capital improvements on a quarterly basis, including matters that have been completed in the prior quarter and what is expected in the future quarter beginning April 15, 2026 and every quarter thereafter until the completion of the scope of work described in Exhibit B. An Annual certification of full compliance with all requirements of this Agreement, including certification that all reports required by this Agreement have been submitted for the year certified.

9.2 The City shall, upon reasonable prior written notice to Developer and during normal business hours, but in any event not more than two (2) times per calendar year, have the right to audit and inspect Developer's records and books and all other relevant records related to each of the capital improvements required by this Agreement, but the confidentiality of such records and information shall be maintained by City, unless disclosure of such records and information shall be required by a court order a lawfully issued subpoena, or at the direction of the Office of the Texas Attorney General.

ARTICLE X.
Developer's Liability

10.1 Should Developer fail to timely, fully and completely comply with any one or more of the requirements, obligations, duties, term, conditions or warranties of this Agreement such failure shall be an Act of Default by Developer and if not cured and corrected within thirty (30) days after written notice from the City to do so the City may exercise its rights under Paragraph 8.2 above.

10.2 In the event of unforeseeable third-party delay or Force Majeure and upon a reasonable showing by Developer that it has immediately and in good faith commenced and is diligently and continuously pursuing the correction, removal or abatement of such delays by using its diligent, good faith efforts, the City may consent to and excuse any such delays which consent and excuse shall not be unreasonably withheld. Further, Developer for good cause shown may present a request for an extension of any deadline herein to City.

10.3 Any delay for any amount of time by the City in providing notice of Default to Developer shall in no event be deemed or constitute a waiver of such Default by City of any of its rights and remedies available in law or in equity.

10.4 Any waiver granted by City to Developer of an Act of Default shall not be deemed or constitute a waiver of any other existing or future Act of Default by Developer or of a subsequent Act of Default of the same act or event by Developer.

ARTICLE XI.
City's Liability Limitations

11.1 Should the City fail to timely fully and completely comply with any one or more of the requirements obligations, duties, terms, conditions or warranties of this Agreement, such failures shall be an Act of Default by the defaulting party and the defaulting party shall have thirty (30) days to cure and remove the Default upon receipt of written notice to do so from Developer. Developer specifically agrees that the City shall only be liable to Developer for conveyance of the Property (if Developer meets all applicable conditions) and shall not be liable to Developer for any other actual or consequential damages, direct or indirect, or interest for any Act of Default by the City under the term of this Agreement.

ARTICLE XII.
Miscellaneous Provisions

12.1 Complete Agreement/Amendment. This Agreement represents a complete agreement of the Parties and supersedes all prior written and oral matter related to this Agreement. This Agreement may be canceled, changed, modified or amended in whole or in part only by written agreement by and between the Parties.

12.2 Assignment. This Agreement is not assignable. However, the Parties agree that Developer can assign this Agreement to an entity managed or controlled by the Developer. If such

an assignment is made, Developer agrees to prepare and execute the necessary paperwork to affect such an assignment.

12.3 Good Faith and Fair Dealing. The Parties agree to perform their respective duties in the Agreement in good faith. In addition, the Parties agree to work with each other fairly in allocating the costs associated with the extension and modification of the City' utilities. The Parties further agree that the standards applicable to other similar developments within the City shall apply.

12.4 Mutual Assistance. The City and the Developer each agree to do all things reasonably necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist the other in carrying out such terms and provisions in order to put the other in the same economic condition contemplated by this Agreement, regardless of any changes in public policy, the law or taxes or assessments attributable to the Property.

12.5 Permitting. The City agrees to cooperate with the Developer to expeditiously process permits, including processing zoning applications, subdivision applications, development applications (public and commercial), and building permit applications required for the Project to the greatest extent allowed by law.

12.6 Representations and Warranties. The City represents and warrants to the Developer that this Agreement is within its authority, and that each is duly authorized and empowered to enter into this Agreement unless otherwise ordered by a court of competent jurisdiction. The Developer represents and warrants to the City that it has the requisite authority to enter into this agreement.

12.7 Attorney's Fees. If any legal action or proceeding is commenced between the City and the Developer to enforce the provisions of this Agreement or to recover damages for its breach the prevailing party in the legal action will be entitled to recover its reasonable attorney's fees and expense incurred by reason of such action to the extent allowed by law.

12.8 Binding Effect. This Agreement will be binding on and inure to the benefit of the Parties and their respective successors and assigns.

12.9 Notice. Any notice ("Notice") given under this Agreement must be in writing, and may be given: (i) by depositing the Notice in the United States Mail postage paid certified and addressed to the party to be notified with return receipt requested; (ii) by personal delivery of the Notice to the party or an agent of the party or (iii) by confirmed facsimile, provided that a copy of the Notice is also given in one of the manners specified in (i) or (ii). Notice deposited in the mail in the manner specified will be effective two (2) days after deposit. Notice given in any other manner will be effective only when received by the party to be notified. For the purposes of Notice, the addresses of the parties will, until changed as provided below be as follows:

Developer:

LG2 Rental, LLC
P.O. Box 61
Bay City, Texas 77404

City: City of Bay City
City Manager's Office
1901 Fifth Street
Bay City, Texas 77414

With copy to:

Anne Marie Odefey, City Attorney
Roberts, Odefey, Witte & Wall, LLP
P.O. Box 9
2206 Hwy 35 N
Port Lavaca, Texas 77979

Either Party may designate a different address at any time by giving Notice to the other Party.

12.10 Interpretation. In the event of any dispute regarding the interpretation of this Agreement, this Agreement will be interpreted fairly and reasonably and neither more strongly for or against any party based on draftsmanship.

12.11 Relationship of the Parties. This Agreement will not be construed as establishing a partnership or joint venture, joint enterprise, express or implied agency, or employer-employee relationship between the Parties. Neither the City or the City's past, present, or future officers, elected officials, employees or agents, assume any responsibility or liability to any third party in connection with the development and construction of the Project or the design, construction, or operation of any portion of the Project.

12.12 Applicable Law. This Agreement is made and will be construed and interpreted, under the laws of the State of Texas and venue will lie in a state district court in Matagorda County, Texas.

12.13 Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, it is the intention of the parties that the remainder of this Agreement not be affected and it is also the intention of the parties that, in lieu of each provision that is found to be illegal, invalid or unenforceable a provision be added to this Agreement which is legal valid or enforceable and is as similar in terms as possible to the provision found to be illegal invalid or unenforceable.

12.14 Paragraph Headings. The paragraph headings contained in this Agreement are for convenience only and will in no way enlarge or limit the scope or meaning of the paragraphs.

12.15 No Third-Party Beneficiaries. This Agreement is not intended to confer any rights privileges or causes of action upon any third party.

12.16 Counterparts. This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original but all of which will constitute one and the same instrument. A facsimile or electronic signature will be deemed to be an original signature for all purposes.

12.17 Force majeure. In the event either Party is rendered unable, wholly or in part, by force majeure to carry out any of its obligations under this Agreement, except the obligation to pay amounts owed or required to be paid pursuant to the terms of this Agreement, then the obligations of such Party, to the extent affected by such force majeure and to the extent that due diligence is being used to resume performance at the earliest practicable time, shall be suspended during the continuance of any inability so caused to the extent provided but for no longer period. As soon as reasonably possible after the occurrence of the force majeure relied upon, the Party whose contractual obligations are affected thereby shall give notice and full particulars of such force majeure to the other Party. Such cause, as far as possible, shall be remedied with all reasonable diligence. The term "force majeure," as used herein, shall include without limitation of the generality thereof, acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, drought, arrests, restraint of government, civil disturbances, explosions, breakage or accidents to machinery, pipelines or canals, partial or entire failure of water supply resulting in an inability to provide water necessary for operation of the water and wastewater systems hereunder, if any, and any other inability of any Party, whether similar to those enumerated or otherwise, which are not within the control of the Party claiming such inability, which such Party could not have avoided by the exercise of due diligence and care.

12.18 Indemnity. Developer shall indemnify, defend and hold harmless the City from and against any and all liabilities (including, without limitation the City's strict liability), claims, demands, costs (including, without limitation, reasonable attorneys' fees), expenses, damages, losses and causes of action of whatever nature that arise out of the City's execution or enforcement of this Agreement.

12.19 Immunity. Nothing in this Agreement shall constitute a waiver by the City of its governmental or sovereign immunity. Nothing in this Agreement shall be construed as express or implied consent by the City to being sued.

12.20 Modification; Exhibits. This Agreement shall be subject to change or modification only with the mutual written consent of the City and Developer. All Exhibit(s) attached to this Agreement are hereby incorporated by reference for all purposes as if fully set forth in their entirety herein.

12.21 Boycott. Developer certifies that it shall not boycott Israel.

12.22 Exhibits. The following exhibits are attached to and incorporated into this Agreement for all purposes.

Exhibit “A”: Property Description and Gift Deed

Exhibit “B”: City of Bay City Land Proposal Request

Exhibit “C”: Appraisal of Land

Exhibit “D”: LG2 Rental, LLC (Ryan Leissner and Julio Gonzalez)’s Proposal

Exhibit “E”: Phasing and Reimbursement Schedules/Milestones

[signature page follows]

SIGNATURE PAGE

LG2 RENTALS, LLC, a Texas limited liability company

By: Carlos J. Gonzalez

Name: Carlos J. Gonzalez,
Member and Manager

By: Ryan Leissner

Name: Ryan Leissner, Member

By: [Signature]

Name: Julio Gonzalez, Member

THE CITY OF BAY CITY, TEXAS

By: _____

Name: Robert K. Nelson

Title: Mayor

Date: _____

ATTEST:

Jeanna Thompson, City Secretary

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Memorandum of Contract

Date: _____, 2025

Contract:

Date: _____, 2025

City: City of Bay City, Texas, a Texas Home Rule Municipality

Developer: LG2 Rental, LLC, a Texas limited liability company

Description of Contract: Chapter 380 Agreement for the development of the property located at 2237 Ave F and 2231 Ave F, City of Bay City, Matagorda County, Texas, legally described as:

(1) Lots 3 and 4, Block 90 and (2) Lot 5, Block 90, Bay City Original Townsite.

A copy of the complete Agreement may be obtained at the office of the City Secretary of the City of Bay City, Texas, 1901 Fifth Street, Bay City, Texas 77414.

This Memorandum of Contract is given to evidence of the agreement between the parties related to the real property described above. City and Developer will execute a notice of termination of the Contract if the Contract is terminated before completion of the project contemplated therein.

City of Bay City, Texas, a Texas Home Rule Municipality

Robert K. Nelson, Mayor

STATE OF TEXAS)
COUNTY OF MATAGORDA)

Before me, the undersigned notary public, on this day personally appeared Robert K. Nelson, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that Robert K. Nelson executed the same as the act of City of Bay City, Texas, a Texas Home Rule Municipality as its Mayor, for the purposes and consideration therein expressed. Given under my hand and seal of office this _____ day of _____, 2025.

Notary Public, State of Texas
My commission expires: _____

LG2 Rental, LLC, a Texas limited liability company

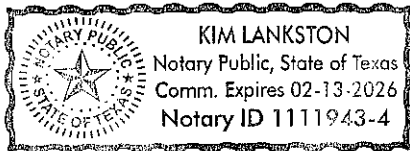
Ryan Leissner
Ryan Leissner, Member

Julio Gonzalez
Julio Gonzalez, Member

STATE OF TEXAS)

COUNTY OF MATAGORDA)

This instrument was acknowledged before me on September 26, 2025, by Ryan Leissner and Julio Gonzalez, each a Member of LG2 Rental, LLC, on behalf of LG2 Rental, LLC, a limited liability company.



Kim Lankston
Notary Public, State of Texas
My commission expires: 2-13-26

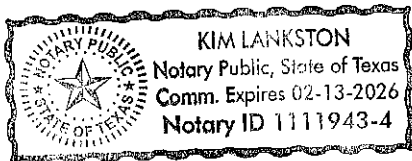
LG2 Rental, LLC, a Texas limited liability company

Carlos J. Gonzalez
Carlos J. Gonzalez, Member/Manager

STATE OF TEXAS)

COUNTY OF MATAGORDA)

This instrument was acknowledged before me on September 26, 2025, by Carlos J Gonzalez, a Member/Manager of LG2 Rental, LLC, on behalf of LG2 Rental, LLC, a limited liability company.



Kim Lankston
Notary Public, State of Texas
My commission expires: 2-13-26

AFTER RECORDING RETURN TO:

Odefey, Witte, Wall & Villafranca, LLP
2206 Hwy 35 N
P. O. Box 9
Port Lavaca, Texas 77979
Tel: (361) 552-2971
Fax: (361) 552-5368



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/6/2025
Prepared By:	T. Israel	Presented By <i>(if different)</i>	T. Israel
Department:	Main Street	Type of Agenda Item:	Regular

ITEM TITLE: Request for City Council Approval to Increase Façade Grant Funding Cap

AGENDA LANGUAGE:

Discuss, Consider, and/or Approve increasing the Bay City Main Street Program Façade Grant funding cap from \$5,000 to \$10,000 per applicant to support ongoing Preservation-Based Economic Development efforts withing the Downtown Historic District

EXECUTIVE SUMMARY/BACKGROUND

The Bay City Main Street Program currently offers a 50/50 matching Façade Grant with a maximum reimbursement of \$5,000. This program has successfully assisted multiple downtown property owners in rehabilitating historic buildings and improving the overall appearance of the Downtown Historic District. However, due to rising material and labor costs, the current funding limit is insufficient to support the scale of preservation and redevelopment projects needed to maintain program impact.

Increasing the grant cap to \$10,000 will allow property owners to complete higher-quality and more comprehensive façade improvements. This change aligns with Main Street America standards and supports the City's goals of economic revitalization, historic preservation, and community appearance improvement.

STRATEGIC PLAN GOALS ADDRESSED:

	☒		☒		☐		☒		☐		☐
Safety & Community Appearance	☒	Community & Civic Engagement	☒	Infrastructure	☐	Planning & Development	☒	Culture & recreation	☐	Operational Excellence	☐

FINANCIAL NOTES

- **Expenditure Required: Yes – Increased allocation from existing Main Street Program budget**
- **Fund / Account: Tourism & Main Street Budget**
- **Other Financial Notes: No additional funding source required; adjustment within current fiscal year allocation.**

RECOMMENDATION: Staff recommends approval to increase the Bay City Main Street Program Façade Grant funding cap from \$5,000 to \$10,000 per applicant.



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/07/2025
Prepared By:	Tina Israel Gabriel Lopez	Presented By <i>(if different)</i>	
Department:	Main Street / Public Works	Type of Agenda Item:	Consent

ITEM TITLE: TIRZ 1 Reimbursement of Professional Surveying Costs

AGENDA LANGUAGE:

Consider and/or approve the TIRZ 1 Board's recommendation to authorize use of TIRZ 1 funds in the amount of \$21,500 for professional surveying services by CivilCorp, LLC in the Cottonwood Park area.

EXECUTIVE SUMMARY/BACKGROUND

City staff requested a proposal from CivilCorp, LLC for professional surveying services for Cottonwood Park, which was presented to the TIRZ 1 Board at the meeting of August 21, 2025. The TIRZ 1 Board reviewed and approved use of TIRZ funds for the proposed surveying work.

The survey will cover the Cottonwood Creek Diversion Channel area between 8th and 10th Street in North Downtown. It will provide elevation data, existing utility locations, and invert measurements of storm and sanitary structures needed for preliminary engineering design. The data collected will form the basis for schematic design and cost estimates that will guide future park and drainage improvements.

The scope of work also includes surveying along Avenue G to support potential street, sidewalk, and landscaping improvements. The full survey limits are shown in Exhibit A.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☒		☒		☒		☐
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES
Proposal Summary: • Total Fee: \$21,500.00 • Estimated Timeline: 5 to 6 weeks from Notice to Proceed • Deliverables: AutoCAD survey file with topography and utility data

RECOMMENDATION: Staff recommends that City Council approve the use of TIRZ 1 funds for professional surveying services in the amount of \$21,500.00. This action follows the TIRZ 1 Board’s recommendation of approval at its August 21, 2025 meeting.

ATTACHMENTS:

- Proposal for Professional Surveying Services
- Exhibit A – Survey Limits



August 18, 2025

Gabriel Lopez
Engineering Tech
City of Bay City
(979) 479-5685
Bay City, Tx. 77079

via email: glopez@cityofbaycity.org

Re: Proposal for Professional Surveying Services

Dear Mr. Lopez

CivilCorp appreciates your request for a cost proposal for professional surveying services for Cottonwood Park area located between Block 93, 94, 103 and 104 and include the area identified as parcel no. 25268 and 121755, Bay City, Tx.

Project Scope:

- One-call tickets for locates on all utilities within the project area.
- Establish project control and benchmarks to assist with elevation control within project area.
- Topographic surveying and tying in all of the existing improvements within the survey limits as shown on the PDF provide to us from Gabriel Lopez and attached with this proposal for reference.
- Topographic survey includes all invert measurements of existing sewer manholes, storm manholes and box culverts inside project area
- Prepare AutoCad file to be delivered to the client.

Project fee:

The fee for this project is \$21,500.00.

Project Schedule:

This survey project would be completed in approximately 5 to 6 weeks (30 to 35 business days) following notice to proceed.



Terms and Conditions:

Notwithstanding anything contained in this agreement to the contrary, CivilCorp's aggregate liability for any and all claims arising out of this agreement, or out of any goods or services furnished hereunder shall be limited to the value of the services performed. If you are in agreement with the services and related fees contained in this proposal and wish to proceed, please sign on the space provided and return an executed copy to my attention that will serve as the Notice to Proceed. If you have any questions or require additional information, please don't hesitate to call me. We are looking forward to working with you on this project.

Should the Client and CivilCorp agree that additional services are required, CivilCorp will prepare a separate proposal for such services and obtain authorization from the Client prior to performing the services.

If you have any questions or require additional information, please don't hesitate to call. We are looking forward to working with you on this project.

Very truly yours,

CivilCorp, LLC

Wm. Patrick Hohlt

Wm. Patrick Hohlt
Registered Professional Land Surveyor
Project Manager

Client:

By: _____

Title: _____

Date: _____

Exhibit A

Legend

Survey Limits





AGENDA REQUEST BUSINESS OF THE CITY COUNCIL CITY OF BAY CITY, TEXAS

Meeting Date:	10/14/2025	Date Submitted:	10/06/2025
Prepared By:	T. Israel	Presented By <i>(if different)</i>	T. Israel
Department:	Main Street	Type of Agenda Item:	Department Report

ITEM TITLE: Presentation of the Bay City Main Street Program Annual Report

AGENDA LANGUAGE:

Presentation of the Bay City Main Street Program Annual Report, providing a year-in-review summary of activities, reinvestment statistics, and program accomplishments for Fiscal Year 2024–2025.

EXECUTIVE SUMMARY/BACKGROUND

The Bay City Main Street Program Annual Report highlights the significant progress made during Fiscal Year 2024–2025 toward the City’s preservation-based economic development and downtown revitalization goals.

Key accomplishments include:

- Continued implementation and education of the Downtown Historic District Design Guidelines and Certificate of Appropriateness process.
- Multiple façade improvement projects supported through the Main Street Façade Grant program.
- Expansion of promotional events such as Camofest, Christmas Around the Square, and Merchant Meet & Greet.
- Enhanced data tracking and reinvestment reporting, aligning with Texas Main Street Program and Main Street America accreditation standards.
- Increased collaboration with downtown property owners, business owners, and local partners to strengthen Bay City’s historic core and visitor appeal.

This report serves as both a public transparency tool and a requirement for maintaining state and national Main Street accreditation.

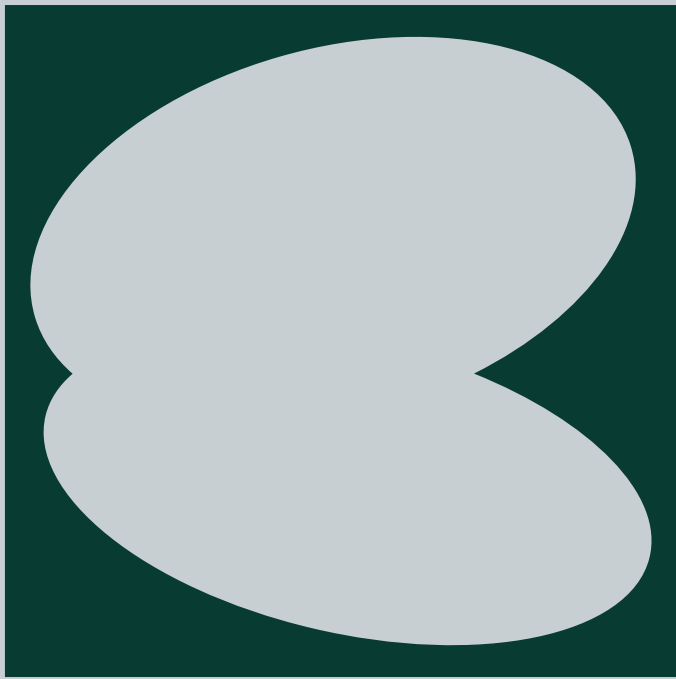
STRATEGIC PLAN GOALS ADDRESSED:

	☐		☒		☐		☒		☒		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES
• Other Financial Notes: Informational report only; no financial action requested.

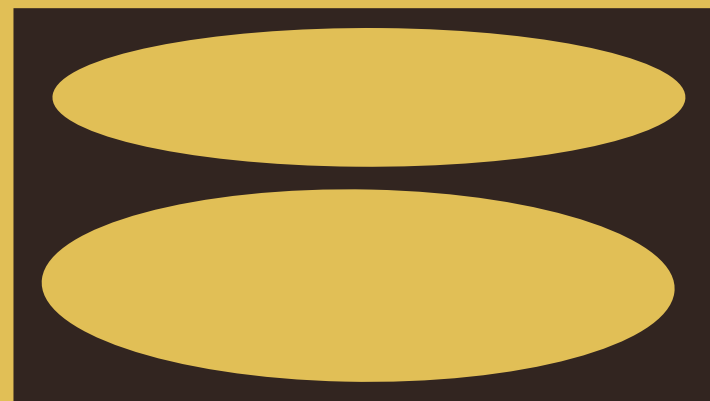
RECOMMENDATION: Informational only. No council action is required.

ATTACHMENTS:



Bay City Main Street Program

Annual Report 2024 - 2025: Achievements and
Highlights



Year in Review

Highlights of Bay City's achievements and community progress

Q1 Highlight

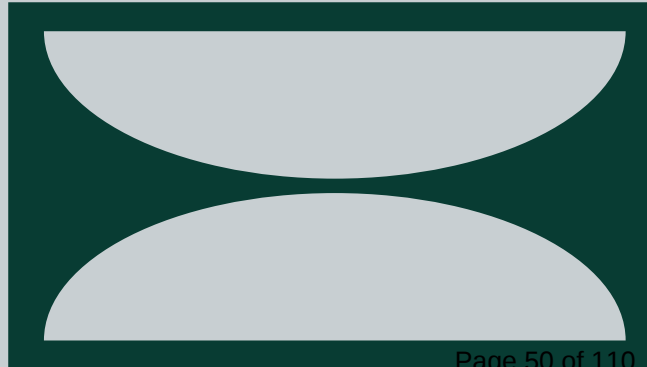
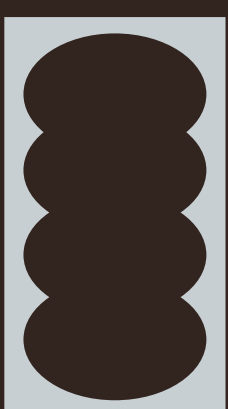
Texas Historical Commission
Regional Design Workshop
Hosted by Bay City Main
Street Program

Q2 Highlight

Updated Downtown
Re-development process
with forms, design
guidelines, and checklists.

Q3 Highlight

Strengthened partnerships,
reinforced preservation -
based economic
development, and positioned
Bay City for National Main
Street Accreditation.



October-December

Foundation & Realignment for Bay City Main Street Program

- Main Street Program was added back as a City Department in October 2024.
- Heavy emphasis on board member recruitment and recruiting all new Camofest Committee.
- Held annual Witches Who Wine, Trick or Treat Around the Square, and Christmas Around the Square downtown.

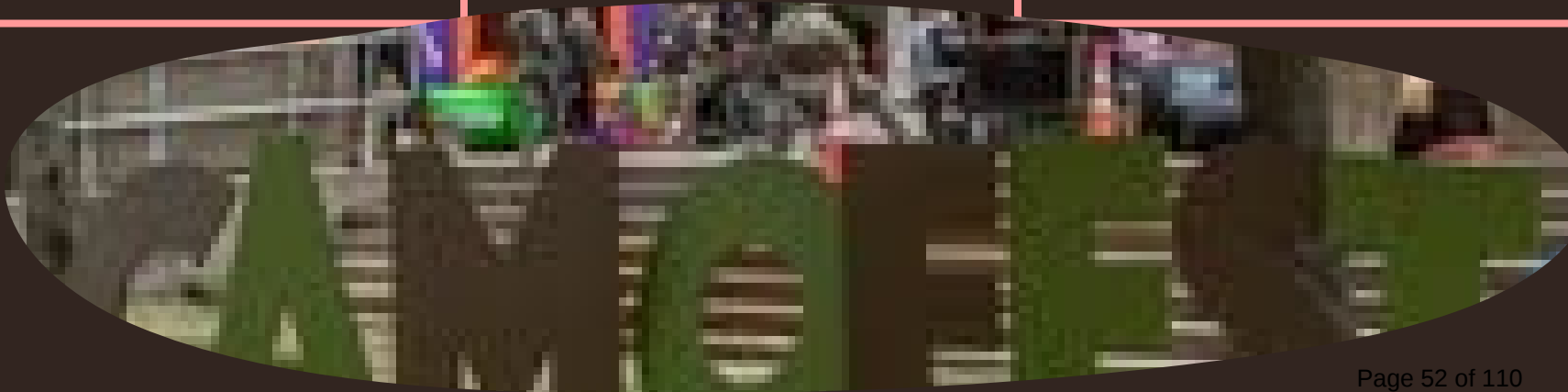


January-March

Structure & Strategy for Bay City Main Street Program

- In the City of Bay City Strategic Plan, we are focusing on Blighted Areas, Substandard Structures, and Curb Appeal.
- In this quarter we had 2 new board members approved to our board.
- Raised \$65,000 in sponsorships for Camofest 2025 with a brand new committee.
- We hosted the TMSP Design Team for a regional design workshop at our historic USO Building in February with 5 cities joining us and numerous City of Bay City staff.
- MSA Transformation Strategies focus is Community Serving and Beautification Initiatives and Design.

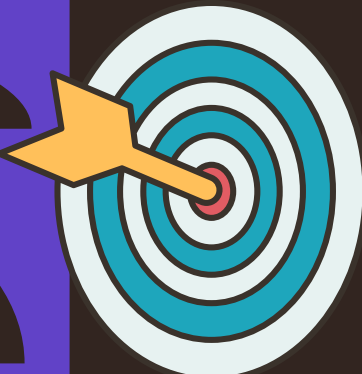
Facade Grants	Volunteer Hours	Public/Private Reinvestment
\$5,027.13	550	\$899.225



April-June

Collaboration & Preservation -Based Progress for Bay City Main Street Program

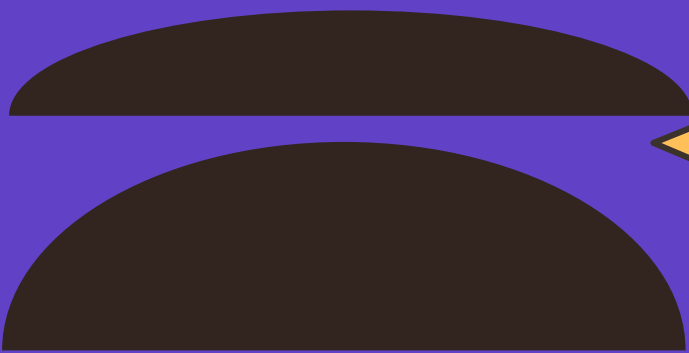
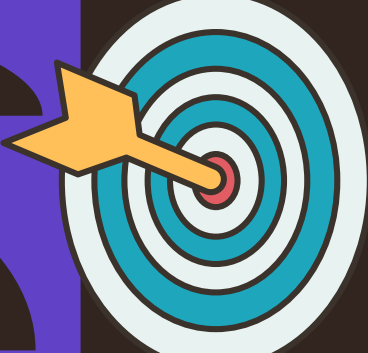
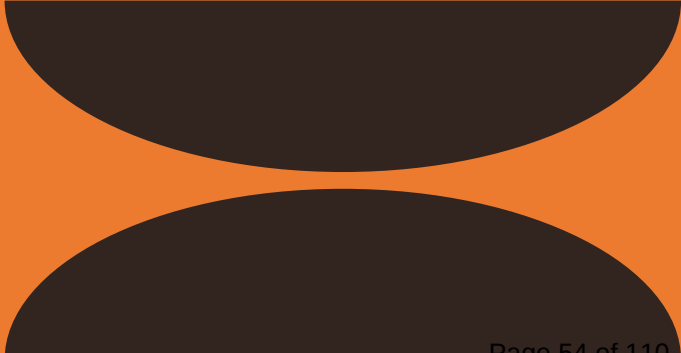
- Streamlined Redevelopment Process: Introduced new Certificate of Appropriateness (COA) and Pre-Development Checklist to align with preservation standards and speed approvals.
- Organizational Growth: Recruited three new board members now at full capacity and aligned work plan with the City’s Strategic Plan and Transformation Strategies.
- Economic Revitalization: Awarded \$10,540.63 in façade grants and advanced upper-story and mixed-use redevelopment discussions.
- Promotion & Visibility: Launched new Pocket Guide with Visit Bay City and featured in Expedition Texas Video with Mayor.
- Impact & Progress: Recorded \$415K+ in reinvestment, 175 volunteer hours, and advancing toward Main Street Accreditation restoration.

Facade Grants	Volunteer Hours	Public/Private Reinvestment
\$10,540.63	175	\$415,475.00
		

July-September

Implementation & Momentum for Bay City Main Street Program

- **Strengthened Program Structure:** Completed full board onboarding, elections, and committee assignments; updating guidelines and aligned goals with the City’s Strategic Plan.
- **Advanced Preservation Efforts:** Modernized the Historic Preservation Ordinance (first update since 2007) and joint meeting with Planning and Permitting. (To be presented in November)
- **Expanded Economic Vitality:** Finalized the Texas Theater 380 Agreement, submitted four projects for design assistance, and awarded \$864.84 in façade funding.
- **Enhanced Downtown Investment:** Reinvested \$20,000 in new Christmas décor funded by Camofest and continued coordination with Public Works and TXDOT on ADA-compliant downtown improvements.
- **Improved Communication & Visibility:** Held the first Merchant Meet & Greet and strengthened transparency with Datafy analytics and social media storytelling.

Facade Grants	Volunteer Hours	Public/Private Reinvestment
\$864.84	250	\$599,650
		



Beautification Projects

STREETSCAPE IMPROVEMENT

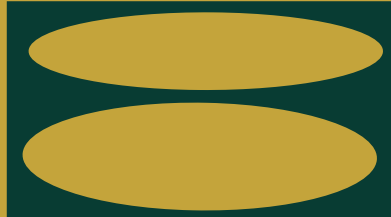
Enhanced visual experience through **FREE banner program** with CGI.

CHRISTMAS DECORATIONS

\$20,000 re -investment from Camofest funds into brand new decorations and lighting for Christmas 2026.

FAÇADE IMPROVEMENT GRANTS

Provided **grants for façade improvements** to local businesses, boosting curb appeal.



Dedicated
volunteers
transforming
our community
through their hard
work and passion





Business Development

DESIGN

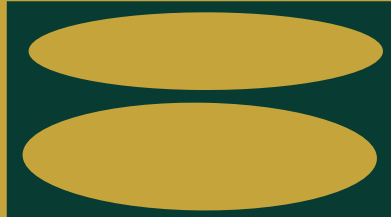
Submitted four new projects to the Main Street Design Team for design assistance.

PROMOTION

Announced “Main Street Reborn,” an eight-business spotlight series on local investment and success stories. Advanced work toward Tourism Friendly Certification with Travel Texas.

ENGAGEMENT

The **Merchant Meet & Greet** has successfully began with great feedback and will be held quarterly to increase transparency and engage business owners together.





Strategic Focus

STREET MAINTENANCE & CURB APPEAL

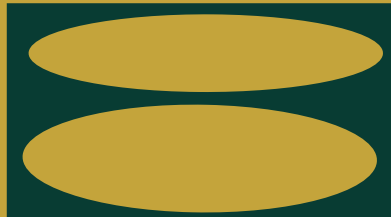
Focused on improving walkability and visual appeal downtown through coordinated street repairs, crosswalk repainting, landscaping, and beautification upgrades. These efforts enhance safety, accessibility, and community pride while supporting local business activity.

CHRISTMAS EXPANSION

Expanding the Downtown Christmas Lighting Project to include more blocks, new themed displays, and interactive features. This initiative boosts tourism, strengthens partnerships, and brings festive energy that supports downtown merchants.

EVENTS DOWNTOWN

Growing and refining events to drive foot traffic, promote local businesses, and highlight Bay City's historic charm. Collaboration with artists, schools, and nonprofits keeps downtown vibrant year-round.



Financial Overview

Investing in Our Future Together Through Community Support

Total Facade Grant
Funding Awarded

\$16,432.60



Total In Public/Private
Reinvestment

\$1,914,350.00



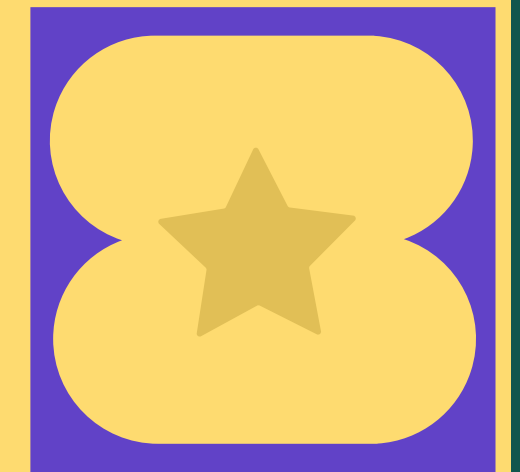
Preserving our
past.
Building our
future.
Revitalizing
downtown Bay
City.

THANK
YOU

Economic Impact &
Reinvestment



A Year of Rebuilding
and Realignment



Community &
Collaboration







AGENDA REQUEST BUSINESS OF THE CITY COUNCIL CITY OF BAY CITY, TEXAS

Meeting Date:	10/14/2025	Date Submitted:	10/6/25
Prepared By:	J Thompson	Presented By <i>(if different)</i>	Mayor
Department:	Admin	Type of Agenda Item:	Regular

ITEM TITLE: H-GAC Appointment

AGENDA LANGUAGE:

Discuss, consider, and/or approve the appointment of a city representative and an alternate to Houston-Galveston Area Council's 2026 General Assembly.

EXECUTIVE SUMMARY/BACKGROUND

Annual Houston-Galveston Area Council General Assembly designation of one City Council member and one alternate.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- N/A

RECOMMENDATION:

ATTACHMENTS: Letter and designation form from H-GAC

From: [Misetich, Kelley](#)
To: [Misetich, Kelley](#)
Cc: [Perez, Isaac](#)
Subject: H-GAC Representative Designation
Date: Tuesday, October 7, 2025 3:00:22 PM
Attachments: [City Designation Form 2026.docx](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Mayor,

It is that time of year again to make your Houston-Galveston Area Council General Assembly designations.

As we look forward to 2026, we ask that you continue contributing to our regional discussion by appointing elected representatives from your city to represent you and be a part of our decision-making process. Under H-GAC's bylaws, each member city may appoint **one elected official** as a representative and **one elected official** as an alternate to the General Assembly.

Individuals named to the General Assembly will also receive details about our upcoming caucuses on November 18th. For an overview of our services and recent accomplishments, please see H-GAC's attached [Annual Report](#). Please submit the completed form to kelly.misetich@h-gac.com.

If you have any questions or need assistance, feel free to contact us at any time. We remain committed to supporting and strengthening our member governments.

Thank you,

Kelley Misetich
Board Coordinator
Houston-Galveston Area Council

3555 Timmons Lane, Suite 120

Houston, TX. 77027

Mailing Address: P.O. Box 22777

Houston, TX. 77227

h-gac.com

DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL
2026 GENERAL ASSEMBLY

BE IT RESOLVED, by the Mayor and City Council of Bay City, Texas that _____ be, and is hereby designated as its Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2026.

FURTHER, that the Official Alternate authorized to serve as the voting representative should the hereinabove named representative become ineligible, or should he/she resign, is _____.

THAT the Executive Director of the Houston-Galveston Area Council be notified of the designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this ____ day of _____, 2025.

APPROVED:

Robert K. Nelson, Mayor

ATTEST:

Jeanna Thompson, City Secretary



AGENDA REQUEST BUSINESS OF THE CITY COUNCIL CITY OF BAY CITY, TEXAS

Meeting Date:	10/14/2025	Date Submitted:	9/14/25
Prepared By:	J Thompson	Presented By <i>(if different)</i>	Mayor
Department:	Admin	Type of Agenda Item:	Regular

ITEM TITLE: TML Region 14 Director Ballot

AGENDA LANGUAGE:

Discuss and elect one candidate for Region 14 Director for a one year term on the Texas Municipal League Board of Directors.

EXECUTIVE SUMMARY/BACKGROUND

Texas Municipal League (TML) Region 14 Director Elections vote to be cast by the majority of City Council.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- N/A

RECOMMENDATION:

ATTACHMENTS: Letter and ballot from TML



TEXAS MUNICIPAL LEAGUE

Empowering Texas cities to serve their citizens

President **Allison Heyward**, Councilmember, Schertz
Executive Director **Bennett Sandlin**

September 8, 2025

To: Primary Contacts in TML Region 14

From: Bennett Sandlin, Executive Director, Texas Municipal League

Subject: Region 14 Director Ballot

Attached are the official ballot and candidate biographies for the TML Region 14 Director of the TML Board of Directors. Previously, elections for region directors were held at region meetings. After changes to the TML Constitution were approved in 2023, these elections are now administered by TML centrally.

The officials listed on this ballot have been nominated to serve a one-year term on the TML Board of Directors that will begin on October 31, 2025, upon adjournment of the TML Annual Conference and Exhibition.

The attached ballot includes instructions for filling it out. If you have any questions, please contact Rachael Pitts at rpitts@tml.org or 512-231-7472.

Thank you in advance for your city's participation in the election.



OFFICIAL BALLOT

Texas Municipal League (TML) Region 14 Director Election

This is the official ballot for the election of the Region 14 director of the TML Board of Directors. You received this ballot because you are the city's primary contact person with TML. Each TML member city is entitled to one vote, which vote must be cast by a majority vote of the city's governing body. Please record your city's choice by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate.

The officials listed on this ballot have been nominated to serve a one-year term on the TML Board of Directors. A brief biography for each candidate is included after the ballot.

Ballots must reach the TML office by 5:00 p.m. Central Time on October 23, 2025. Ballots received after this date cannot be counted. **The ballot must be properly signed and mailed to: Rachael Pitts, Texas Municipal League, 1821 Rutherford Lane, Suite 400, Austin, TX 78754, or scanned and emailed to rpitts@tml.org. If the ballot is not signed, it will not be counted.**

Region 14 Director (select one)

☐ Sally Branson, Councilmember, Friendswood (Incumbent)

☐ Robin Collins, Mayor, Kemah

☐ Tom Crews, Councilmember, League City

☐ Emmanuel Guerrero, Councilmember, Pasadena

☐ Josh Pratt, Councilmember, Bunker Hill Village

☐ Frank W. Robinson, Councilmember, Shenandoah

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the city named below.

Witness my hand, this _____ day of _____, 2025.

Signature of Authorized Official

Title

Printed Name of Authorized Official

Printed Name of City

Region 14 Director Candidate Biographies



Sally Branson, Councilmember, Friendswood (Incumbent)

Sally Branson is a lifelong Friendswoodian. After graduating from Friendswood High School in 1976, she briefly moved away to attend The University of Texas at Austin receiving her BBA. She returned to Friendswood where she met and married her husband of 35 years, Jon. They raised three children, all of whom graduated from Friendswood High School. She is now the proud grandmother of three grandchildren currently making their way through the Friendswood school system as Sally and her children did. She began her career at NASA Johnson Space Center in the Chief Financial Officers Directorate in 1989, prior to joining the financial services industry in 2000. Unsurprisingly, she chose downtown Friendswood as the location for her business that she manages with her oldest son. Councilmember Branson believes in giving back to her community and is currently serving as chair of the

Galveston County Historical Commission and is on the board of the Friendswood Historical Society. She is also an active member of the Friendswood Rotary Club. She also served on the board for the Friendswood Education Foundation for over 18 years and participated in the establishment of the Friends of Downtown Friendswood Association. Branson currently serves as liaison to the Houston-Galveston Area Council and the Community Economic Development Committee. She is also serving as the current president of Texas Municipal League Region 14. Prior to being elected to Friendswood City Council in 2017, she served on the Planning and Zoning Commission for three years.



Robin Collins, Mayor, Kemah

Robin Collins proudly serves the City of Kemah with a deep commitment to preserving the charm, character, and coastal heritage that define her hometown. Elected as mayor in 2023 and now serving her second term, she brings experienced, steady leadership rooted in tradition, accountability, and a strong belief in the power of local government to improve everyday life. Collins has prioritized community engagement, economic development, and public safety. Under her leadership, Kemah continues to thrive as both a welcoming community for residents and a sought-after destination for visitors. Her focus on infrastructure, transparency, and regional partnerships has helped Kemah grow responsibly while preserving its unique identity.

Her service in public office began in 2009 when she was elected to the Kemah City Council. She served through 2023, including time as mayor pro tem and Kemah's representative to the Houston-Galveston Area Council (HGAC). She currently serves as president of the Galveston County Mayor and Councilmember Association, where she continues to build consensus and foster collaboration across city lines. With years of experience in municipal government and regional leadership, Collins understands the challenges of cities in Region 14, particularly smaller and coastal communities. She is committed to making sure those voices are heard at the state level. She is a firm believer in servant leadership and strives to lead with humility, consistency, and a commitment to listening. Collins is passionate about fostering collaboration among municipal leaders and ensuring that every community—regardless of size—has a seat at the table.



Tom Crews, Councilmember, League City

Tom Crews is a Certified Public Accountant and the owner of a family-run CPA firm based in League City. He and his wife, Chrissy, founded the practice in 2015, and it has since become a trusted business in the community. Their children are also involved in the firm, making it a true family operation. Crews currently serves on the League City Council in Position 3. First elected in 2022 and re-elected in 2024, he brings over a decade of financial experience to his role in local government. Before joining the council, he served as chair of both the League City Finance Committee and the Charter Review Committee, gaining a strong foundation in municipal budgeting and policy. To further strengthen his public service skills, Crews is currently enrolled in the Texas Municipal League's Certified Municipal Official (CMO)

program. His dual roles as a business owner and public servant allow him to effectively represent both residents and local entrepreneurs. He is committed to fiscal responsibility, efficient city services, and sustainable growth for League City. In addition to his professional and civic work, Crews and his family are active volunteers in the community. They support several local nonprofits and regularly participate in service projects, reflecting their strong belief in giving back to the city they call home.



Emmanuel Guerrero, Councilmember, Pasadena

Emmanuel Guerrero grew up in a blue-collar family, raised by a single mother. He is the eldest brother of five siblings. He is a first-generation college graduate from the University of Houston's Bauer Business School obtaining a double Bachelor of Business Administration (BBA) in finance and marketing in three years. He worked many sales jobs and services jobs while obtaining his bachelor's degree at the University of Houston from 2015-2018, maintaining two jobs and attending school full time. His professional career and experience have been in two Fortune 100 food companies, a Fortune 100 oil and gas company, and a Fortune 100 food company. Currently, he works for a consulting firm specializing in disaster relief, emergency response, economic development, grant management, and compliance and review. At 24,

he was promoted to be the youngest manager in the firm's history, helping to oversee \$400 million through CARES, ARPA, and ERA federal funds. Guerrero was elected as Pasadena City councilman of District C at age 26, making history as the youngest councilman in the City's history. Since being in office, he has led initiatives resulting in \$5.9 million in waterline improvements, \$9.9 million in sewer rehabilitations, \$7.3 million in reconstruction projects, \$150,000 in water well improvements, and has created various scholarships opportunities for the lowest income school in Pasadena. His commitment to his community is unparalleled.



Josh Pratt, Councilmember, Bunker Hill Village

Councilmember Josh Pratt grew up in Houston and relocated his family to the Memorial Villages in 2014. With a focus on secure families, financials, and small-town community feel, he was elected to the Bunker Hill Village City Council in 2025. Pratt served on the City's Zoning Board of Adjustment as well as various boards and committees in local government, business, and church. He is a certified public accountant working in the private sector. He and his wife have one child.



Frank W. Robinson, Councilmember, Shenandoah

Frank W. Robinson, BA, MPA, ICMA-CM (Retired) is an elected member of the City of Shenandoah City Council and an accomplished public administrator. He holds a bachelor's degree from the University of North Texas and a Master of Public Administration from Sam Houston State University. After 38 years of public service, 29 of those years as a chief administrative officer and city manager in Texas and California, Robinson retired in 2017. He began his public service career as a police officer in Denton, eventually receiving an appointment as chief of police in the City of West University Place before transitioning to city management. He is best known for his role in the development of the downtown of The Woodlands. Robinson served 14 years as president and township manager for The

Woodlands Township (formerly known as the Town Center Improvement District of Montgomery County). He led the organization through visioning and goal setting to define the Township's vision and mission as a local government focused on creating public benefit. In 2020, he came out of retirement to assist the City of Conroe in the position of downtown manager and implemented the newly adopted Downtown Conroe Development Plan and promote the historical preservation and economic development of downtown Conroe. Robinson successfully attracted new entertainment and dining venues to the downtown's Central Business District, brought in an estimated \$54 million in new development investment, and facilitated the recertification of Conroe as a Texas Main Street Community and receiving the coveted Cultural District designation by the Texas Commission on the Arts. In January 2023, Robinson retired once again and was elected to the City of Shenandoah's City Council in May 2024. He remains an active member of the Texas City Management Association.



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/8/2025
Prepared By:	Samantha Denbow	Presented By <i>(if different)</i>	
Department:	Communications & Cultural Arts	Type of Agenda Item:	Regular

ITEM TITLE: Ordinance Creating the Library Advisory Board

AGENDA LANGUAGE:

Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII establishing Library Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.

EXECUTIVE SUMMARY/BACKGROUND

The proposed Ordinance creates the Library Advisory Board to provide citizen input and advisory support on library services, planning, and facilities. The Board will consist of five (5) – seven (7) appointed members serving staggered terms and will advise library services, policies, planning, and community engagement to advance equitable access and excellence in public library service. Establishing the Board strengthens public involvement, transparency, and support for Bay City’s library services

Strategic Goal 6.7 Operational Excellence

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

RECOMMENDATION: Staff recommends creating the Library Advisory Board

ATTACHMENTS: Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, AMENDING THE CITY CODE OF ORDINANCES, CHAPTER 2 (ENTITLED “ADMINISTRATION”), ARTICLE VII (ENTITLED “COMMITTEES AND COMMISSIONS”) ESTABLISHING THE LIBRARY ADVISORY BOARD; PROVIDING FOR A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 2.02 of the City Charter authorizes the City to pass any ordinance not inconsistent with the City Charter and State law, upon any subject expedient for the life; general welfare; health; morals; comfort; safety; amusement; quiet; prosperity; and convenience of the City; and

WHEREAS, the City Council desires to establish a Library Advisory Board and set forth its organization and procedures for its operations; and

WHEREAS, City Council finds that the establishment of a Library Advisory Board is in the best interest of the City.

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

Section one. Established, composition: The Code of Ordinances, Chapter 2 (entitled “Administration”), Article VII (entitled “Committees and Commissions”) is hereby amended as follows:

Add:

DIVISION 7 – Library Advisory Board.

2-360.—Creation.

The Library Advisory Board is hereby created.

2-361.—Supervision.

The Library Advisory Board shall be under the supervision of the Mayor and City Council.

2-362.—Composition and qualifications.

- (a) The Library Advisory Board shall consist of five (5) to seven (7) members appointed by City Council which will serve in numbered places and who demonstrate a clear commitment to the role of public libraries as inclusive, intellectual, and cultural spaces.
- (b) Members must be residents of Matagorda County, with preference given to residents of Bay

City. Qualifications for each position will be defined in the Board Guidelines.

2-363.—Authority.

The Library Advisory Board is an advisory body only. It does not have authority to expend funds, incur an obligation on behalf of the City, to make rules, or to adjudicate any matter.

2-264.--Duties and responsibilities.

- (a) Members shall comply with the City Charter, City Ordinance, City Policy, Texas Tax Code, and all other applicable state laws.
- (b) Library Advisory Board members shall comply with Chapter 171 of the Texas Local Government Code regarding conflicts of interest.
- (c) The board's purpose is to advise the City Council and staff on library services, policies, planning, and community engagement to advance equitable access and excellence in public library service.
- (d) Perform such additional duties as may be prescribed by Board Guidelines.

2-265.--Guidelines.

The Library Advisory Board shall create guidelines that comply with City Ordinances and Resolutions.

2-266. – 2.289. Reserved.

Section two. Cumulative and Conflicts. This Ordinance shall be cumulative of all provisions of ordinances of the City of Bay City, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

Section three. Severability. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section four. Effective Date. This Ordinance shall become effective immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED on this 14th day of October, 2025.

Robert K. Nelson, Mayor
City of Bay City

ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary
City of Bay City

Anne Marie Odefey, City Attorney

Council Member:	Voted Aye	Voted No	Absent
Jim Folse Mayor Pro Tem	_____	_____	_____
Ben Flores	_____	_____	_____
Blayne Finlay	_____	_____	_____
Bradley Westmoreland	_____	_____	_____
Susan Reardon	_____	_____	_____
Robert K. Nelson Mayor	_____	_____	_____



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/8/2025
Prepared By:	Samantha Denbow	Presented By <i>(if different)</i>	
Department:	Communications & Cultural Arts	Type of Agenda Item:	Regular

ITEM TITLE: Ordinance Reorganizing the Tourism Advisory Board

AGENDA LANGUAGE:

Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII and Chapter 102, Article III reorganizing the Tourism Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.

EXECUTIVE SUMMARY/BACKGROUND

The proposed Ordinance reorganizes the Tourism Advisory Council in Chapter 102 into the Tourism Advisory Board under Chapter 2. The board provides informed recommendations, subject matter expertise, and community input to assist the City of Bay City in promoting tourism, cultural activities, and economic growth, including but not limited to HOT Tax Sponsorship Grants. The Board will consist of five (5) – seven (7) appointed members serving staggered terms and will advise on tourism related matters.

Strategic Goal 6.7 Operational Excellence

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

Minimal – primarily staff support for meetings and materials.

RECOMMENDATION: Staff recommends reorganizing the Tourism Advisory Board

ATTACHMENTS: Ordinance

Revised February 13, 2025

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, AMENDING THE CITY CODE OF ORDINANCES, CHAPTER 2 (“ADMINISTRATION”), ARTICLE VII (“COMMITTEES AND COMMISSIONS”) AND CHAPTER 102 (“TAXATION”), ARTICLE III “HOTEL-MOTEL OCCUPANCY TAX REORGANIZING THE TOURISM ADVISORY BOARD; PROVIDING FOR A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 2.02 of the City Charter authorizes the City to pass any ordinance not inconsistent with the City Charter and State law, upon any subject expedient for the life; general welfare; health; morals; comfort; safety; amusement; quiet; prosperity; and convenience of the City; and

WHEREAS, the City Council has adopted Ordinance 1760 and Resolution R-2025-028 which provide the general framework for all City boards and commissions; and

WHEREAS, the City Council desires to reorganize the Tourism Advisory Council into the Tourism Advisory Board and set forth its organization and procedures for its operations; and

WHEREAS, City Council finds that the reorganization to the Tourism Advisory Board is in the best interest of the City.

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

Section One. Established, composition. The Code of Ordinances, Chapter 2 (entitled “Administration”), Article VII (entitled “Committees and Commissions”) is hereby amended as follows:

Add:

DIVISION 4 – Tourism Advisory Board.

2-280.— Creation.

The Tourism Advisory Board is hereby created.

2-281–Supervision

The Tourism Advisory Board shall be under the supervision of the Mayor and City Council.

2-282 – Composition and qualifications.

- (a) The Tourism Advisory Board shall consist of five (5) to seven (7) members appointed by

City Council which will serve in numbered places representing a diverse range of tourism-related sectors.

- (b) Members must be residents of Matagorda County, with preference given to residents of Bay City. Qualifications for each position will be defined in the Board Guidelines.

- (c) Members may be removed by a majority vote of council at any time for any reason.

2-283. – Authority.

The Tourism Advisory Board is an advisory body only. It does not have authority to expend funds, incur an obligation on behalf of the City, to make rules, or to adjudicate any matter.

2-284.--Duties and responsibilities.

- (a) Members shall comply with the City Charter, City Ordinance, City Policy, Texas Tax Code and all other applicable state laws.
- (b) Tourism Advisory Board members shall comply with Chapter 171 of the Texas Local Government Code regarding conflicts of interest.
- (c) The Tourism Advisory Board shall focus on providing informed recommendations, subject matter expertise, and community input to assist the City of Bay City in promoting tourism, cultural activities, and economic growth, including but not limited to HOT Tax Sponsorship Grants.
- (d) Perform such additional duties as may be prescribed by Board Guidelines.

2-285.-- Guidelines. The City Council shall approve guidelines for board operations and procedures that comply with City Ordinances and Resolutions.

2-286. – 2.299. Reserved.

Section Two. Deletion of provisions in conflict.

Delete Code of Ordinance Sections **102-78 to 102-82.**

Section three. Cumulative and Conflicts. This Ordinance shall be cumulative of all provisions of ordinances of the City of Bay City, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

Section four. Severability. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation

in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section six. Effective Date. This Ordinance shall become effective immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED on this 14th day of October 2025.

Robert K. Nelson, Mayor
City of Bay City

ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary
City of Bay City

Anne Marie Odefey, City Attorney

Council Member:	Voted Aye	Voted No	Absent
Jim Folse Mayor Pro Tem	_____	_____	_____
Ben Flores	_____	_____	_____
Blayne Finlay	_____	_____	_____
Bradley Westmoreland	_____	_____	_____
Susan Reardon	_____	_____	_____
Robert K. Nelson Mayor	_____	_____	_____



AGENDA REQUEST BUSINESS OF THE CITY COUNCIL CITY OF BAY CITY, TEXAS

Meeting Date:	10/14/2025	Date Submitted:	10/8/2025
Prepared By:	T. Israel	Presented By <i>(if different)</i>	T. Israel
Department:	Main Street	Type of Agenda Item:	Regular

ITEM TITLE: Adoption of Ordinance Reorganizing the Main Street and Historic Preservation Advisory Board

AGENDA LANGUAGE:

Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII and Chapter 78, Article III reorganizing the Main Street and Historical Preservation Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.

EXECUTIVE SUMMARY/BACKGROUND

The proposed ordinance updates and consolidates the structure and responsibilities of the City’s Historic Commission by reorganizing it as the Main Street and Historic Preservation Advisory Board. This change aligns with the City’s ongoing preservation-based economic development initiatives and strengthens coordination between the Main Street Program and Historic Preservation functions under a unified advisory body.

The ordinance establishes board composition, qualifications, authority, and responsibilities consistent with current City governance standards under Ordinance 1760 and Resolution R-2025-028, which define the framework for all City boards and commissions.

The reorganization will improve operational efficiency, compliance with Main Street America standards, and strengthen the City’s ability to guide downtown revitalization, preservation, and community engagement through a single advisory structure.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☒		☐		☒		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

This section should include information such as:

- *Expenditure Required: No*
- *Amount Budgeted: N/A*
- *Fund / Account: N/A*
- *Other Financial Notes: Administrative and structural alignment only; no fiscal impact.*

RECOMMENDATION: Staff recommends approval of the ordinance reorganizing the City's Historic Commission into the Main Street and Historic Preservation Advisory Board as presented.

ATTACHMENTS: Ordinance: Main Street and Historic Preservation Advisory Board Reorganization (Final Draft)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, AMENDING THE CITY CODE OF ORDINANCES, CHAPTER 2 (“ADMINISTRATION”), ARTICLE VII (“COMMITTEES AND COMMISSIONS”) AND CHAPTER 78 (“PLANNING AND DEVELOPMENT”), ARTICLE III “HISTORIC PRESERVATION” REORGANIZING THE MAIN STREET AND HISTORIC PRESERVATION ADVISORY BOARD; PROVIDING FOR A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 2.02 of the City Charter authorizes the City to pass any ordinance not inconsistent with the City Charter and State law, upon any subject expedient for the life; general welfare; health; morals; comfort; safety; amusement; quiet; prosperity; and convenience of the City; and

WHEREAS, the City Council has adopted Ordinance 1760 and Resolution R-2025-028 which lay the general framework for all City boards and commissions; and

WHEREAS, the City Council desires to reorganize the Historic Commission into the Main Street and Historic Preservation Advisory Board and set forth its organization and procedures for its operations; and

WHEREAS, City Council finds that the establishment of a Main Street and Historic Preservation Advisory Board is in the best interest of the City.

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

Section one. Established, composition. The Code of Ordinances, Chapter 2 (entitled “Administration”), Article VII (entitled “Committees and Commissions”) is hereby amended as follows:

Add:

DIVISION 5 – Main Street and Historic Preservation Advisory Board.

2-300.--Creation.

The Main Street and Historic Preservation Advisory Board is hereby created.

2-301.--Supervision.

The Main Street and Historic Preservation Advisory Board shall be under the supervision of the Mayor and City Council.

2-302.--Composition and qualifications.

- (a) The Main Street and Historic Preservation Advisory Board shall consist of seven (7) to nine (9) members appointed by City Council which will serve in numbered places representing a diverse range of Main Street and Historic Preservation-related sectors.
- (b) Members must be residents of Matagorda County, with preference given to residents of Bay City. Qualifications for membership will be defined in the Board Guidelines.

2.-303.—Authority.

The Main Street and Historic Preservation Advisory Board is an advisory body only. It does not have authority to expend funds, incur an obligation on behalf of the City, to make rules, or to adjudicate any matter.

2-304.--Duties and responsibilities.

- (a) Members shall comply with the City Charter, City Ordinance, City Policy, Texas Tax Code, and all other applicable state laws.
- (b) The Main Street and Historic Preservation Advisory Board members shall comply with Chapter 171 of the Texas Local Government Code regarding conflicts of interest.
- (c) The Main Street and Historic Preservation Advisory Board purpose is to positively influence and impact the economic health and the preservation of important resources in the City. The Board shall provide technical expertise, education, resources, and support to protect and preserve the City's historic resources. Furthermore, the Board shall guide designated programs to effectively preserve and revitalize the City's historic downtown and commercial neighborhood districts in accordance with organization, design, economic vitality, and promotion.
- (d) Perform such additional duties as may be prescribed by Board Guidelines.

2.305.-- Guidelines.

The City Council shall approve guidelines for board operations and procedures that comply with City Ordinances and Resolutions.

2.306. – 2.329. Reserved.

Section two. Deletion of provisions in conflict.

Delete Code of Ordinances Sections 78-96. and 78-97.

Section three. Revision to Code provisions to replace with new committee name.

In Code of Ordinances Sections 78-98. through 78-103., whenever the word(s) “historic commission” or “commission” are used, they shall be replaced with the Main Street and Historic Preservation Advisory Board.

Section four. Cumulative and Conflicts. This Ordinance shall be cumulative of all provisions of ordinances of the City of Bay City, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

Section five. Severability. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section six. Effective Date. This Ordinance shall become effective immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED on this 14th day of October, 2025.

Robert K. Nelson, Mayor
City of Bay City

ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary
City of Bay City

Anne Marie Odefey, City Attorney

Council Member:	Voted Aye	Voted No	Absent
Jim Folse Mayor Pro Tem	_____	_____	_____
Ben Flores	_____	_____	_____
Blayne Finlay	_____	_____	_____
Bradley Westmoreland	_____	_____	_____
Susan Reardon	_____	_____	_____
Robert K. Nelson Mayor	_____	_____	_____



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/6/2025
Prepared By:	Kelly Penewitt	Presented By <i>(if different)</i>	
Department:	Parks and Recreation	Type of Agenda Item:	Regular

ITEM TITLE: Ordinance Re-Creating the Parks and Recreation Advisory Board

AGENDA LANGUAGE:

Discuss, consider, and or approve an Ordinance of the City of Bay City, Texas, Amending the City Code of Ordinances, Chapter 2, Article VII re-establishing Parks and Recreation Advisory Board; Providing for a cumulative & conflicts clause, providing for a severability clause; and providing for an effective date.

EXECUTIVE SUMMARY/BACKGROUND

The proposed Resolution re-creates the Parks and Recreation Advisory Board to provide citizen input and advisory support on parks, recreation programs, and facilities. The Board will consist of seven (7) – nine (9) appointed members serving staggered terms and will advise on planning, development, maintenance, and community engagement initiatives. Re-establishing the Board strengthens public involvement, transparency, and support for Bay City’s parks and recreation efforts.

Strategic Goal 6.7 Operational Excellence

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

Minimal – primarily staff support for meetings and materials.

RECOMMENDATION: Staff recommends re-creating the Parks and Recreation Advisory Board

ATTACHMENTS: Ordinance

Revised February 13, 2025

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, AMENDING THE CITY CODE OF ORDINANCES, CHAPTER 2 (ENTITLED “ADMINISTRATION”), ARTICLE VII (ENTITLED “COMMITTEES AND COMMISSIONS”) ESTABLISHING THE PARKS AND RECREATION ADVISORY BOARD; PROVIDING FOR A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 2.02 of the City Charter authorizes the City to pass any ordinance not inconsistent with the City Charter and State law, upon any subject expedient for the life; general welfare; health; morals; comfort; safety; amusement; quiet; prosperity; and convenience of the City; and

WHEREAS, the City Council desires to establish a Parks and Recreation Advisory Board and set forth its organization and procedures for its operations; and

WHEREAS, City Council finds that the establishment of a Parks and Recreation Advisory Board is in the best interest of the City.

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

Section one. Established, composition: The Code of Ordinances, Chapter 2 (entitled “Administration”), Article VII (entitled “Committees and Commissions”) is hereby amended as follows:

Add:

DIVISION 6 – Parks and Recreation Advisory Board.

2-330.—Creation.

The Parks and Recreation Advisory Board is hereby created.

2-331.—Supervision.

The Parks and Recreation Advisory Board shall be under the supervision of the Mayor and City Council.

2-332.—Composition and qualifications.

- (a) The Parks and Recreation Advisory Board shall consist of seven (7) to nine (9) members appointed by City Council which will serve in numbered places representing a diverse range of parks and recreation-related sectors.

- (b) Members must be residents of Matagorda County, with preference given to residents of Bay City. Qualifications for each position will be defined in the Board Guidelines.

2-333.—Authority.

The Parks and Recreation Advisory Board is an advisory body only. It does not have authority to expend funds, incur an obligation on behalf of the City, to make rules, or to adjudicate any matter.

2-234.--Duties and responsibilities.

- (a) Members shall comply with the City Charter, City Ordinance, City Policy, Texas Tax Code, and all other applicable state laws.
- (b) Parks and Recreation Advisory Board members shall comply with Chapter 171 of the Texas Local Government Code regarding conflicts of interest.
- (c) The board's purpose is to advise staff on the budget and operations of the City of Bay City Parks and Recreation Department; assist in establishing related policies and planning for short- and long-term parks and recreation needs and make recommendations for City Council to consider investments in facilities or expanded operations.
- (d) Perform such additional duties as may be prescribed by Board Guidelines.

2-235.--Guidelines.

The Parks and Recreation Advisory Board shall create guidelines that comply with City Ordinances and Resolutions.

2-236. – 2.259. Reserved.

Section two. Cumulative and Conflicts. This Ordinance shall be cumulative of all provisions of ordinances of the City of Bay City, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

Section three. Severability. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section four. Effective Date. This Ordinance shall become effective immediately upon its passage, approval, and publication as provided by law.

PASSED AND APPROVED on this 14th day of October, 2025.

Robert K. Nelson, Mayor
City of Bay City

ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary
City of Bay City

Anne Marie Odefey, City Attorney

Council Member:	Voted Aye	Voted No	Absent
Jim Folse Mayor Pro Tem	_____	_____	_____
Ben Flores	_____	_____	_____
Blayne Finlay	_____	_____	_____
Bradley Westmoreland	_____	_____	_____
Susan Reardon	_____	_____	_____
Robert K. Nelson Mayor	_____	_____	_____



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/6/2025
Prepared By:	J Thompson	Presented By <i>(if different)</i>	Scotty Jones
Department:	Admin	Type of Agenda Item:	Regular

ITEM TITLE: BCCDC Resolution

AGENDA LANGUAGE:

A Resolution of the City of Bay City approving and adopting the provisions of Texas Local Government Code Section 552.275 regarding Public Information Request.

EXECUTIVE SUMMARY/BACKGROUND

Due to the increase of Public Information Requests and type information requested, staff resources are being strained.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

- None

RECOMMENDATION:

ATTACHMENTS: Resolution

RESOLUTION NO. R-2025- _____

**A RESOLUTION OF THE CITY OF BAY CITY APPROVING AND
ADOPTING THE PROVISIONS OF TEXAS LOCAL GOVERNMENT
CODE SECTION 552.275 REGARDING PUBLIC INFORMATION
REQUESTS**

WHEREAS, the Public Information Act allows the City of Bay City (“CITY”) the protections outlined in Sec. 552.275 of the Texas Government Code, which allows CITY to establish reasonable monthly and yearly limits on the amount of time that personnel of CITY are required to spend producing public information for inspection or duplication by a requestor, or providing copies of public information to a requestor, without recovering its costs attributable to the personnel time; and

WHEREAS, the Public Information Act provides that the officials who are designated as the officer for public information may calculate the amount of time that personnel are required to spend collectively for purposes of a monthly or yearly limit; and

WHEREAS, CITY may establish a limit, pursuant to Section 552.275 that (a) may not be less than thirty-six (36) hours for a requestor during a twelve (12) month period that corresponds to the fiscal year of the government body or (b) may not be less than fifteen (15) hours for a requestor for a one (1) month period; and

WHEREAS, it is in the best interest of the CITY to approve and adopt the provisions of Section 552.275 of the Texas Government Code regarding public information requests.

NOW, THEREFORE, BE IT RESOLVED that the City of Bay City, Texas, does hereby resolve that, for all public information requests presented to any official of CITY that:

- (a) All requests for public information submitted by any individual, firm, or entity during any twelve (12) month period during the fiscal year shall be limited as to the time required to respond, to fifteen (15) hours per month and thirty-six (36) hours total for any given fiscal year.
- (b) All provisions of Sec. 552.275 of the Texas Government Code are adopted and incorporated herein.

It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

This Resolution shall be effective and in full force and effect from and after the date of passage.

PASSED, APPROVED AND EFFECTIVE this _____ day of _____, 2025.

Robert K. Nelson, Mayor

ATTEST:

Approved By:

Jeanna Thompson, City Secretary

Anne Marie Odefey, City Attorney



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	9/23/2025	Date Submitted:	9/8/2025
Prepared By:	Ashley Talasek	Presented By <i>(if different)</i>	Jessica Russell
Department:	BCCDC	Type of Agenda Item:	Regular

ITEM TITLE: BCCDC Resolution

AGENDA LANGUAGE:

A Resolution of the Bay City Community Development Corporation approving and adopting the amendments to the bylaws of the Bay City Community Development Corporation.

EXECUTIVE SUMMARY/BACKGROUND

BCCDC Board Approved on 8/25/25 Regular Meeting

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☐		☐		☒
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES

RECOMMENDATION:

ATTACHMENTS: Resolution and Proposed Amended ByLaws approved by BCCDC Board

THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS
RESOLUTION _____

WHEREAS the Bay City Community Development Corporation is Type B Development Corporation established pursuant to the Texas Local Government Code Chapter 505 Subchapter B and the City Council of the City of Bay City Texas is the authorizing unit; and

WHEREAS Section 501.064 Of Subchapter B Of Chapter 501 commonly referred to as the Development Corporation Act of Subtitle C1, of Title 12, of the Texas Local Government Code provides for the adoption and amendment of bylaws for the administration and regulation of the corporation's affairs, and that any amendment to the bylaws must be consistent with state law, the certificate of formation of the corporation, and be approved by resolution of the governing body of the corporations' authorizing unit; and

WHEREAS ARTICLE 8 AMENDMENTS TO BYLAWS of the Bylaws of BCCDC also requires the consent of the corporation's authorizing unit, the City Council of the City of Bay City for any alteration, amendment, or repeal of the BCCDC's Bylaws; and

WHEREAS at its Regular Board Meeting held August 25, 2025, the Bay City Community Development Corporation discussed, considered and voted to amend its Bylaws for the administration and regulation of its affairs consistent with state law and the BCCDC's certificate of formation pursuant to Section 501.064 and ARTICLE VIII of its Bylaws; and

WHEREAS a copy of said Amendments to the Bylaws of the Bay City Community Development Corporation approved by the BCCDC is attached hereto as **Exhibit "A"**.

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

In accordance with Texas Local Government Code Section 501.064, the BCCDC's authorizing unit the City Council of Bay City, Texas, hereby approves and consents to the attached Amendments to the Bylaws of the Bay City community Development Corporation.

APPROVED AND ADOPTED on _____, 2025.

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

ATTEST:

APPROVED AS TO FORM:

JEANNA THOMPSON,
City Secretary

ANNIE MARIE ODEFEY,
City Attorney

AMENDMENTS TO THE BYLAWS
OF THE
BAY CITY COMMUNITY DEVELOPMENT CORPORATION

Pursuant to Texas Government Code Section 501.064 entered the powers unto them by ARTICLE VIII of the BYLAWS of the Bay City Community Development Corporation, the Board Of Directors hereby resolve as follows:

The opening paragraph of the Bylaws of the Corporation is hereby amended to read:

These Bylaws govern the affairs of BAY CITY COMMUNITY DEVELOPMENT CORPORATION ("Corporation"), a nonprofit corporation organized under the Texas Development Corporation Act of 1979 (the "Act"), now codified under Chapters 501-505, of the Texas Local Government Code, as amended.

Section 1.01 of the Bylaws of the Corporation is amended to read:

1.01 The Corporation acts on behalf of the City of Bay City, Texas in furtherance of the public purposes of the Act and may engage in any project authorized for Type B Corporations under the Act.

Section 1.02 of the Bylaws of the Corporation is amended to read:

1.02 The Corporation has all the powers, both express and implied, granted to Type B Corporations under the Act.

Section 2.02 of the Bylaws of the Corporation is amended to read:

2.01 The principal office of the Corporation in the State of Texas is located at 4000 Avenue F in Bay City, Texas. The Board of Directors may provide for additional offices or change the location of any office.

Section 3.021(a) of the Bylaws of the Corporation is amended to read:

3.021(a) Terms Limits for City Council directors shall be established by a rotation of eligible City Council positions as follows:

Year	Eligible Positions
2025	1, 2, 3
2027	2, 3, 4
2029	3, 4, 5
2031	4, 5, 1
2033	5, 1, 2
2035	1, 2, 3

and continuing thereafter in the same rotation fashion.

Section 3.031 of the Bylaws of the Corporation is hereby deleted.

Section 3.05 of the Bylaws of the Corporation is amended to read:

3.05 Regular meetings of the board shall be held within the City of Bay City, Texas, at the principal offices of the corporation or at such other location as the Board of Directors may designate. All meetings shall be called and held in accordance with the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 3.06 of the Bylaws of the Corporation is amended to read:

3.06 Special meetings of the Board of Directors may be called at the request of the president or any two directors. A person or persons calling the meeting shall fix the time and location of the meeting, which meeting shall be conducted within the City of Bay City, Texas. The person or persons calling a special meeting shall notify the Secretary of the Corporation of the information required to be included in the notice of the meeting. Notice of a special meeting may be waived in writing by a director at any time either before or after the time of the meeting and shall be deemed waived by attendance.

Section 3.07 of the Bylaws of the Corporation is amended to read:

3.07 The Board of Directors shall be considered a “governmental body” within the meaning of Texas Government Code, Sec. 551.001 and notice of each meeting shall be given in accordance with the provisions of Texas Government Code, Chapter 551 (The Texas Open Meeting Act). Each Director shall be given written notice of regular and special meetings. Delivery of such notice may be in person, by email, or by facsimile transfer.

Section 3.08 of the Bylaws of the Corporation is amended to read:

3.08 A majority of directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. The presence of a director may not be established by proxy. No business shall be conducted, nor shall any action be taken by the Board of Directors in the absence of a quorum.

Section 3.09(a) of the Bylaws of the Corporation is hereby deleted.

Section 3.10 of the Bylaws of the Corporation is amended to read:

3.10 The act of a majority of the Directors present at a meeting at which a quorum is in attendance shall constitute the act of the Board and of the Corporation unless the act of a greater number is required by law.

Section 3.12(a) of the Bylaws of the Corporation is hereby deleted.

Section 3.13 of the Bylaws of the Corporation is hereby deleted.

Section 4.07 of the Bylaws of the Corporation is amended to read:

4.07 The secretary shall:

- (a) Give all notices as provided in the bylaws as required by law.
- (b) Take minutes of the meetings of the Board of Directors and keep the minutes as part of the corporate records.
- (c) Maintain custody of the corporation records, authenticate corporate documents and affix the seal of the Corporation as required.
- (d) Keep a register of the mailing address of each director and officer of the Corporation.
- (e) Perform duties as assigned by the president or Board of Directors.
- (f) Perform all duties incident to the office of secretary.

The secretary may, with approval of the Board of Directors, delegate the duties of secretary to the assistant secretary.

These amendments shall become effective upon approval by resolution of the City Council of the City of Bay City, Texas.

ADOPTED this 25th day of August, 2025, by a majority vote of the Board of Directors, in witness whereof hereunto set my hand.



JIM FOLSE, PRESIDENT
BCCDC

CERTIFICATE OF SECRETARY

CLINT HEWITT, the duly elected secretary of the Bay City Community Development Corporation does hereby certify that the foregoing amendments to the Bylaws were duly adopted at a meeting of the Board of Directors held on the 25th day of August, 2025 and was subsequently approved and ratified at a City Council of the City of Bay City, Texas, at a meeting held on _____, 2025.

CLINT HEWITT, SECRETARY
BCCDC



**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/10/2025
Prepared By:	Gabriel Lopez	Presented By <i>(if different)</i>	Gabriel Lopez
Department:	Public Works	Type of Agenda Item:	Regular

ITEM TITLE: Surplus Property – Real Estate

AGENDA LANGUAGE:

Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas, declaring certain real property owned by the City of Bay City, Texas, to be surplus and authorizing the Mayor to institute proceedings in accordance with Texas Local Government Code section.

EXECUTIVE SUMMARY/BACKGROUND

The City of Bay City owns a tract of land identified by the Matagorda County Appraisal District as PID 12507. The tract lies within the larger City-owned property PID 12505 adjacent to the Wastewater Treatment Plant and is not in active use or identified for future City operations.

It is bounded on the south by the Meadowood Subdivision, on the west by Lot 14, Block 8 of Palm Village Addition, on the east by the Meadowood Phase 1 replat, and on the north by a Tennessee Gas Pipeline easement. The tract area proposed for surplus is outlined in **Exhibit A**.

STRATEGIC PLAN GOALS ADDRESSED:

	☐		☐		☐		☒		☐		☐
Safety & Community Appearance		Community & Civic Engagement		Infrastructure		Planning & Development		Culture & recreation		Operational Excellence	

FINANCIAL NOTES
There are no direct costs associated with declaring the property as surplus. Any subsequent conveyance will follow statutory procedures and may generate proceeds or reduce City maintenance responsibilities depending on the method of disposition.

RECOMMENDATION: Staff recommends approval of the resolution declaring the tract identified as PID 12507 as surplus property as shown in **Exhibit A**.

ATTACHMENTS:

- Resolution
- Exhibit A – Surplus Property Boundary

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF BAY CITY, TEXAS, DECLARING
CERTAIN REAL PROPERTY OWNED BY THE BAY CITY TO BE
SURPLUS AND AUTHORIZING THE MAYOR TO INSTITUTE
PROCEEDINGS IN ACCORDANCE WITH TEXAS LOCAL
GOVERNMENT CODE SECTION**

WHEREAS, the City has ownership of certain lots parcels or tracts of land that is serving no purpose currently or for the foreseeable future; and

WHEREAS, Council desires that those lots parcels or tracts of land be put to a productive purpose; and

WHEREAS, Sections 253.001, 253.008, 253.014, and 272.001 of the Texas Local Government Code prescribe the methods by which a municipality may sell or exchange land owned by the City; and

WHEREAS, Council adopts this Resolution to declare the land identified herein as surplus and avail itself to authority prescribed in the previously mentioned sections for the conveyance of such surplus land so that it can be put to a productive use.

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

Section one.

Land declared surplus: City Council hereby declares as surplus the lots, parcels, and tracts of land that follow:

- 1) The City Council hereby declares as surplus the tract of land identified by the Matagorda County Appraisal District as PID 12507. The tract is generally bounded on the south by the Meadowood Subdivision, on the west by Lot 14, Block 8 of Palm Village Addition, on the east by the Meadowood Phase 1 Replat, and on the north by the Tennessee Gas Pipeline easement. The tract is depicted in **Exhibit A**, attached hereto and incorporated by reference.

Section Two.

Commencement of sale or exchange procedures authorized. The Mayor is hereby authorized to initiate procedures to facilitate the sale or exchange of the property declared surplus herein. Any such sale or exchange shall comply with the requirements of Sections 253.001, 253.008, 253.014, and 272.001 of the Texas Local Government Code, as well as applicable provisions of federal and state law and the City Charter and ordinances.

Section three.

Closing on Sale. The Mayor is authorized to execute all instruments of conveyance and

ancillary documents necessary to complete the sale or exchange of the property declared surplus by this resolution, provided that any such sale or exchange receives final Council approval and complies with all bidding requirements of state law.

PASSED AND APPROVED AT BAY CITY TEXAS THIS ____ DAY OF _____, 2025

Robert K. Nelson, Mayor
City of Bay City

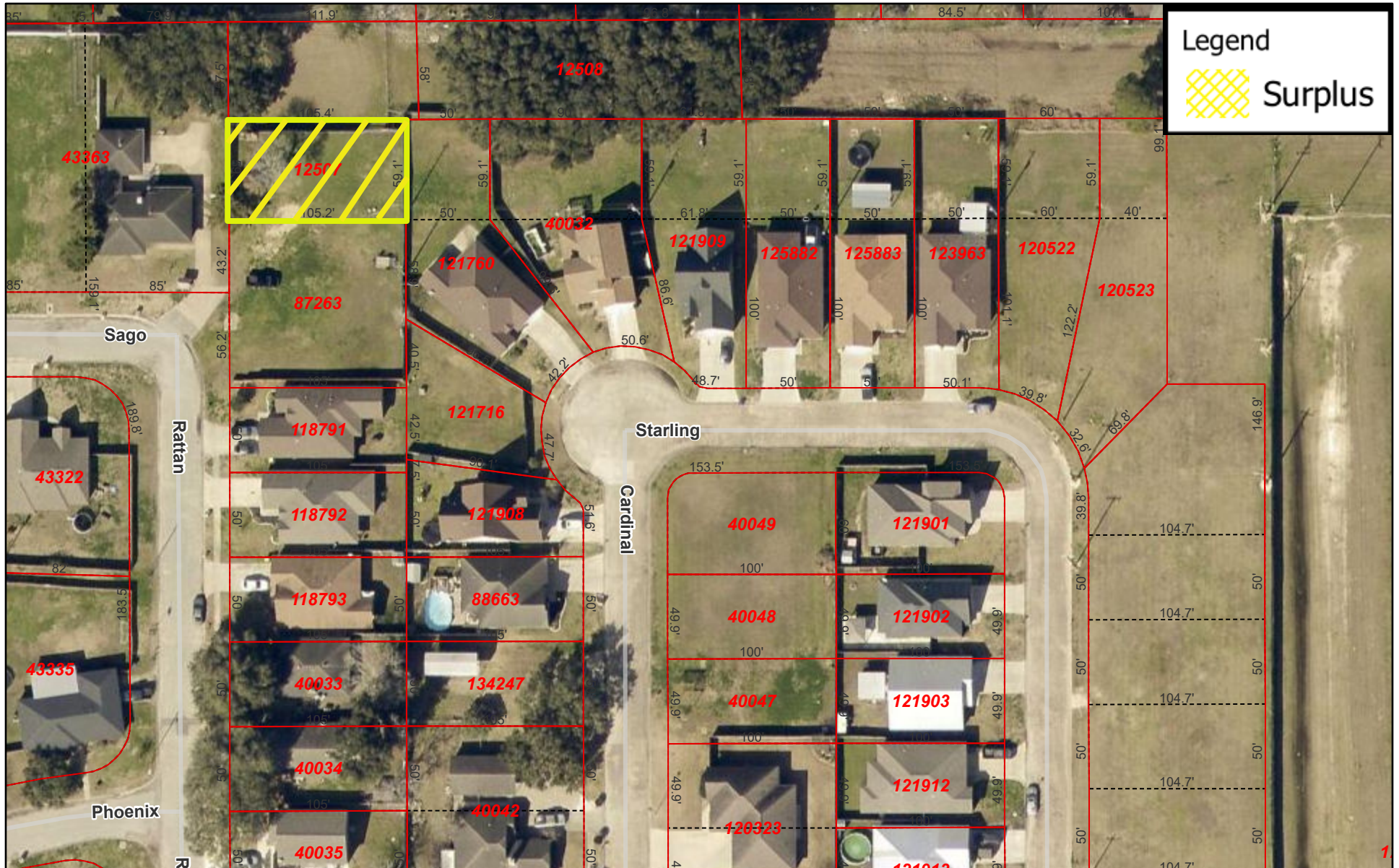
ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary

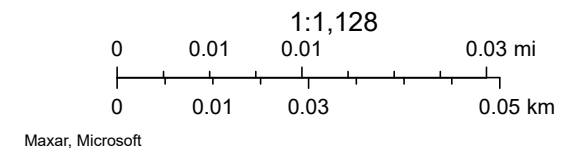
Anne Marie Odefey, City Attorney

Matagorda CAD Web Map



10/10/2025, 10:48:51 AM

Parcels Lot Lines
 Abstracts Streets





**AGENDA REQUEST
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	10/14/2025	Date Submitted:	10/6/2025
Prepared By:	Scotty Jones	Presented By <i>(if different)</i>	Scotty Jones
Department:	Administration	Type of Agenda Item:	Regular

ITEM TITLE: RESOLUTION- NOTICE OF INTENT TO ISSUE

AGENDA LANGUAGE:

Resolution of the City Council of the City of Bay City, Texas authorizing publication of notice of intention to issue its Tax and Surplus Revenue Certificates of Obligation, Series 2026 (DWSRF) in connection with the receipt of financial assistance from the Texas Water Development Board through the Drinking Water State Revolving Fund; and approving other matters incidental thereto

EXECUTIVE SUMMARY/BACKGROUND

BACKGROUND: The Drinking Water State Revolving Fund, authorized by the Safe Drinking Water Act, provides low-cost financial assistance for planning, acquisition, design, and construction of water infrastructure. The City of Bay City was approved by the Texas Water Development Board (TWDB) for financial assistance to make critical improvements to the City's water systems. These improvements will include upgrades to our existing water plants, water distribution system and new water plants.

The resolution attached serves as a notice of intent to issue debt. The maximum principal amount will not exceed \$3,735,000. This is the final TWDB issue that will occur during the project period. This bond will fund the following:

- Infrastructure improvements including the planning, acquisition, design, and construction of two water plants, including water wells, ground storage tanks, hydropneumatics tanks, booster pump stations, disinfection equipment, and related infrastructure and equipment, water transmission lines, and water meter replacements
- Professional services related to the projects listed above

STRATEGIC PLAN GOALS ADDRESSED:											
											
Safety & Community Appearance	☒	Community & Civic Engagement	☐	Infrastructure	☒	Planning & Development	☒	Culture & recreation	☐	Operational Excellence	☐

FINANCIAL NOTES

RECOMMENDATION: Staff recommends approval of the resolution

ATTACHMENTS: Resolution Authorizing the Publication of the NOI

RESOLUTION NO. R-2025- 030

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS, AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE ITS TAX AND SURPLUS REVENUE CERTIFICATES OF OBLIGATION, SERIES 2026 (DWSRF) IN CONNECTION WITH THE RECEIPT OF FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD THROUGH THE DRINKING WATER STATE REVOLVING FUND; AND APPROVING OTHER MATTERS INCIDENTAL THERETO

THE STATE OF TEXAS §
COUNTY OF MATAGORDA §
CITY OF BAY CITY §

WHEREAS, the City of Bay City, Texas (the “City”) is pursuing financial assistance from the Texas Water Development Board (the “TWDB”) under the Drinking Water State Revolving Fund; and

WHEREAS, the City Council of the City (the “City Council”) deems it advisable to issue certificates of obligation (the “Certificates”) of the City in accordance with the notice hereinafter set forth in order to evidence a loan from the TWDB; and

WHEREAS, it is hereby found and determined that the meeting at which this resolution is considered is open to the public as required by law, and public notice of the time, place and purpose of said meeting was given as required by Chapter 551, Texas Government Code, as amended; NOW, THEREFORE

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

Section 1. The findings, determinations, definitions and recitations set out in the preamble to this resolution are found to be true and correct and are hereby adopted by City Council and made a part hereof for all purposes.

Section 2. The City Secretary is hereby authorized and directed to cause to be published in the manner required by law and in substantially the form attached hereto as Exhibit A, a notice of the City’s intention to issue the Certificates (the “Notice”).

Section 3. The Notice shall be published once a week for two (2) consecutive weeks in a newspaper that is of general circulation in the City, the date of the first publication to be at least forty-six (46) days before the date tentatively set in the Notice for the passage of the ordinance authorizing the issuance of the Certificates. In addition, the Notice shall be posted continuously on the City’s website for at least forty-five (45) days before the date tentatively set in the Notice for the passage of the ordinance authorizing the issuance of the Certificates.

Section 4. For the purposes of the Notice, the City hereby designates as self-supporting those public securities listed in the attached Exhibit B, the debt service on which the City currently pays from sources other than ad valorem tax collections. The City plans to continue to pay these public securities based on this practice; however, there is no guarantee this practice will continue in future years.

Section 5. For purposes of section 1.150-2(d) of the Treasury Regulations, to the extent that an official intent to reimburse has not previously been adopted by the City, this Notice serves as the City's official declaration of intent to reimburse itself from proceeds of the Certificates in the maximum principal amount and for expenditures paid in connection with the projects, each as set forth in Exhibit A hereof. Any such reimbursement will only be made (i) for an original expenditure paid no earlier than 60 days prior to the date hereof and (ii) not later than 18 months after the later of (A) the date the original expenditure is paid or (B) the date the project to which such expenditure relates is placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

Section 6. The City hereby authorizes the City's financial advisor, USCA Municipal Advisors, LLC, bond counsel, Bracewell LLP, and engineer, Garver LLC, to proceed with the necessary arrangements for the sale of the Certificates and the receipt of financial assistance from the TWDB.

Section 7. The Mayor, City Manager, Finance Director, Director of Public Works, City Secretary, and other officers and agents of the City are hereby authorized and directed to do any and all things necessary or desirable to carry out the provisions of this resolution.

Section 8. This resolution shall take effect immediately upon its passage.

Section 9. The notice and agenda relating to this meeting and heretofore posted by the City Secretary, and the posting thereof, are hereby authorized, approved, and ratified.

[Execution Page to Follow]

Series 2026 (DWSRF)

PASSED AND APPROVED on this the 14th day of October, 2025 by the City Council of the City of Bay City, Texas.

The Honorable Robert K. Nelson, Mayor,
City of Bay City, Texas

ATTEST:

Jeanna Thompson, City Secretary
City of Bay City, Texas

[SEAL]

APPROVED AS TO FORM:

City Attorney
City of Bay City, Texas

EXHIBIT A

NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

(City of Bay City, Texas Resolution No. R- 2025-030/Series 2026 DWSRF)

NOTICE IS HEREBY GIVEN that the City Council of the City of Bay City, Texas (the “City”), will meet at City Hall, 1901 5th Street, Bay City, Texas 77414 at 6:00 p.m. on the 9th day of December, 2025, which is the time and place tentatively set for the passage of an ordinance and such other action as may be deemed necessary to authorize the issuance of the City’s Tax and Surplus Revenue Certificates of Obligation, Series 2026 (DWSRF), in the maximum aggregate principal amount not to exceed \$3,735,000, payable from ad valorem taxes and from a pledge of a lien on the surplus revenues of the City’s water and sewer system, bearing interest at any rate or rates not to exceed the maximum interest rate now or hereafter authorized by law, as shall be determined within the discretion of the City Council of the City at the time of issuance of the certificates of obligation, and maturing over a period not to exceed forty (40) years from the date of issuance, for the purposes of evidencing the indebtedness of the City for all or any part of the costs associated with improvements to the City’s water system, including the planning, acquisition, design and construction of (i) two water plants, including water wells, ground storage tanks, hydropneumatic tanks, booster pump stations, disinfection equipment, and related infrastructure and equipment, (ii) water transmission lines, (iii) water meter replacements, and (iv) the costs of professional services related thereto. The Certificates are being issued to evidence the receipt of financial assistance from the Texas Water Development Board under the Drinking Water State Revolving Fund. The estimated combined principal and interest required to pay the Certificates on time and in full is \$5,417,443. Such estimate is provided for illustrative purposes only and is based on an assumed interest rate of approximately 3.15%. Market conditions affecting interest rates vary based on a number of factors beyond the control of the City, and the City cannot and does not guarantee a particular interest rate associated with the Certificates. As of the date of this notice, the aggregate principal amount outstanding of tax-supported debt obligations of the City (excluding public securities secured by an ad valorem tax but designated by the City as self-supporting in Resolution No. R-2025-030, dated October 14, 2025, which resolution is available from the City upon request) is \$19,557,832. Based on the City’s expectations, as of the date of this notice, the combined principal and interest required to pay all of the outstanding tax-supported debt obligations of the City (excluding public securities secured by an ad valorem tax but designated by the City as self-supporting) on time and in full is \$30,608,698.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY, this 14th day of October, 2025.

Jeanna Thompson
City Secretary
City of Bay City, Texas

EXHIBIT B

SELF-SUPPORTING DEBT

\$78,869,168

Total Principal Amount Designated as Self-Supporting

The total principal amount of self-supporting debt is comprised of some or all of the debt from the following series of obligations:

Series Designation

Tax and Revenue Certificates of Obligation, Series 2014

Tax and Revenue Certificates of Obligation, Series 2016

Tax and Revenue Certificates of Obligation, Series 2020

General Obligation Refunding Bonds, Series 2021

Tax and Surplus Revenue Certificates of Obligation, Series 2021A (CWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2021B (DWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2022A (CWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2022B (DWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2023A (CWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2023B (DWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2024A (CWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2024B (DWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2024C (DWSRF)

Tax and Surplus Revenue Certificates of Obligation, Series 2024D (DWSRF)

Tax and Revenue Certificates of Obligation, Series 2024E

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
COUNTY OF MATAGORDA §

I, the undersigned officer of the City Council of the City of Bay City, Texas, hereby certify as follows:

1. The City Council of the City of Bay City, Texas, convened in a regular meeting on the 14th day of October, 2025, at the regular meeting place thereof, within said City, and the roll was called of the duly constituted officers and members of said City Council, to wit:

Robert K. Nelson	Mayor
Benjamin Flores	Council Member, Position No. 1
James Folse	Mayor Pro Tem and Council Member, Position No. 2
Brad Westmoreland	Council Member, Position No. 3
Susan Reardon	Council Member, Position No. 4
Blayne Finlay	Council Member, Position No. 5

and all of said persons were present, except the following absentee(s): None, thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting: a written

RESOLUTION NO. R-2025-030

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS, AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE ITS TAX AND SURPLUS REVENUE CERTIFICATES OF OBLIGATION, SERIES 2026 (DWSRF) IN CONNECTION WITH THE RECEIPT OF FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD THROUGH THE DRINKING WATER STATE REVOLVING FUND; AND APPROVING OTHER MATTERS INCIDENTAL THERETO

was duly introduced for the consideration of said City Council. It was then duly moved and seconded that said resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of said resolution, prevailed and carried by the following vote:

_____ Member(s) of City Council shown present voted “Aye.”

_____ Member(s) of City Council shown present voted “No.”

_____ Member(s) of City Council shown present abstained from voting.

2. A true, full and correct copy of the aforesaid resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that said resolution has been duly recorded in said City Council's minutes of said meeting; that the above and foregoing paragraph is a true, full and correct excerpt from said City Council's minutes of said meeting pertaining to the adoption of said resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of said City Council as indicated therein; that each of the officers and members of said City Council was duly and sufficiently notified officially and personally, in advance, of the date, hour, place and purpose of the aforesaid meeting, and that said resolution would be introduced and considered for adoption at said meeting, and each of said officers and members consented, in advance, to the holding of said meeting for such purpose; that said meeting was open to the public as required by law; and that public notice of the date, hour, place and subject of said meeting was given as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED this October 14, 2025.

[SEAL]

City Secretary
City of Bay City, Texas