



CITY COUNCIL SPECIAL CALLED MEETING CITY OF BAY CITY

Tuesday, December 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 5:02 PM.

PRESENT:

Mayor Robert K. Nelson

Council Member Benjamin Flores via TEAMS

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."

Councilman Bradley Westmoreland

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 Mayor Pro Tem Folse to move item number eleven to the number one spot on the agenda. Seconded by Council Member Westmoreland. 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.

ACKNOWLEDGEMENT FROM CITY MANAGER

City Manager, Scotty Jones, gave a shout-out and congratulations to the airport staff. She then spoke about the parade and Jingle Jog. She stated she received many compliments on the holiday decorations around town, and then announced upcoming City events. Ms. Jones also commented that the Santa Fly-In event was phenomenal, and she was so impressed by the group effort between the City departments that came together to make it happen.

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

Council Member Westmoreland stated Scotty Jones did a great job on the updates to City Hall, and stated the events in town are great for the community. He then asked for an update on the Quiet Zone and Nile Valley Phase 2. Lastly, he commented he had multiple complaints about the holiday hours for the Recycling Center and asked a better solution can be discussed. Mayor Pro Tem Folse made a comment that Shop With a Cop is very heartwarming, and he is so proud to be a part of it every year. He also thanked Bay City Police Department for their work at that event. He then asked for an update on the North Water Well. Mayor Nelson recognized all City employees for their hard work in 2025.

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

1. **Council Workshop meeting minutes of November 18, 2025.**
2. **Special Called meeting minutes of October 14, 2025.**

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

DEPARTMENT REPORTS

3. **Public Works Department Report.**

Assistant Public Works Director, Krystal Mason, presented and discussed the Public Works Department Report and briefly addressed the Recycling Center hours concern brought up by Council Member Westmoreland.

4. **Chamber of Commerce update.**

Bay City Chamber of Commerce President, Mitch Thames, gave updates on the Chamber of Commerce.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

5. **Ordinance ~ Discuss, consider, and/or approve an Ordinance authorizing the issuance of the City of Bay City, Texas, Tax and Revenue Certificates of Obligation, Series 2026 (DWSRF); Authorizing execution and delivery of paying agent/registrar agreement and an escrow agreement relating to such certificates; Prescribing the form of said certificates; Levying a tax and pledging surplus**

revenues of the Water and Sewer System in payment thereof; and enacting other provisions relating thereto.

City Manager, Scotty Jones discussed the ordinance. She stated it was the last of the issuances with the Texas Water Development Board. It is an ordinance authorizing the issuance of a certificate of obligation.

Motion made by Council Member Westmoreland to approve an Ordinance authorizing the issuance of the City of Bay City Texas, Tax and Revenue Certificates of Obligation, Series 2026 (DWSRF). Seconded by Council Member Finlay. Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

6. Policy ~ Discuss, consider and/or approve the revised Communications Policy.

Communications and Cultural Arts Director, Samantha Denbow, gave brief background information. Communications Director, Ray Beltran, discussed the amendments to the Communications policy based on the feedback received. The Policy is for City of Bay City employees only. It does not include City Council members.

Motion made by Council Member Westmoreland to approve the revised Communications Policy. 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.

7. Resolution ~ Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas adopting guidelines for the Library Advisory Board. Samantha Denbow, Communications and Cultural Arts Director

The Library Advisory Board is a new board. There is an interest form online for the public to apply for their board of choice.

Motion made by Council Member Finlay to approve a Resolution of the City of Bay City, Texas adopting guidelines for the Library Advisory Board. 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.

8. Resolution ~ Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas adopting guidelines for the Tourism Advisory Board. Samantha Denbow, Communications and Cultural Arts Director

Motion made by Mayor Pro Tem Folse to Approve a Resolution of the City of Bay City, Texas adopting guidelines for the Tourism Advisory Board. 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.

9. Resolution ~ Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas adopting guidelines for the Parks and Recreation Advisory Board. Kelly Penewitt, Parks and Recreation Manager

Motion made by Council Member Reardon to approve a Resolution of the City of Bay City, Texas adopting guidelines for the Parks and Recreation Advisory Board. Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

10. **Resolution ~Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas adopting guidelines for the Main Street Historic Preservation Advisory Board.** Tina Israel, Main Street Manager

Motion made by Council Member Westmoreland to approve a Resolution of the City of Bay City, Texas adopting guidelines for the Main Street Historic Preservation Advisory Board. 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.

11. **Agreement ~ Discuss, consider, and/or approve a lease agreement with Allegiance Mobile Health for air ambulance crew quarters and helicopter storage.**

Airport Manager, James Mason, explained that the quarters would be a hurricane-rated four-bedroom, two-bathroom modular home on a hurricane-rated concrete slab located directly behind the terminal building, offset from the taxi lane. They will also have helicopter space in the main hangar for storage. This will not affect the airports' function or abilities. The City will not be out any money for this lease but will receive \$22,500 per year for the crew quarters and helicopter storage, not including the water and electricity fees.

Motion made by Mayor Pro Tem Folse to approve a lease agreement with Allegiance Mobile Health for air ambulance crew quarters and helicopter storage. Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

12. **Ordinance ~ Discuss, consider, and/or approve an Ordinance amending the City Code of Ordinances Chapter 42 "Fire Prevention and Protection"; Article II ("Fire Marshall); Providing for a severability clause; and providing for an effective date.**

City Manager, Scotty Jones, explained that the ordinance update provides flexibility. If the City wants to contract out or provide in-house Fire Marshall employment services, the City has the right to do so either way.

Motion made by Mayor Pro Tem Folse to approve an Ordinance amending the City Code of Ordinances Chapter 42 "Fire Prevention and Protection"; Article II ("Fire Marshall). Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Flores, Mayor Pro Tem Folse, Council Member Westmoreland, Council Member Reardon, Council Member Finlay. Motion carried.

13. **Resolution ~ Discuss, consider, and/or adopt a resolution by the City Council of the City of Bay City, TX requesting financial assistance from the Texas Water Development Board (TWDB) under eligible programs, including the Drinking Water State Revolving Fund.**

Public Works Director, Herb Blomquist, explained the resolution and the reason for the request for financial assistance. In Section 1, wording needs to be changed to reflect a single water plant versus two.

Mr. Blomquist requested the resolution be adopted with the proposed language change. City Manager, Scotty Jones, stated that the City is not bonding, so a financial advisor and bond council are not needed, but City Attorney stated she will update the document to read "if necessary".

Motion made by Council Member Westmoreland to adopt a resolution by the City Council of the City of Bay City, Texas with the language changes in section one to reflect a singular water well instead of two, and in section three to read "if necessary" in regard to bond council and financial advisor, requesting financial assistance from the Texas Water Development Board (TWDB) under eligible programs, including the Drinking Water State Revolving Fund. 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.

CLOSED / EXECUTIVE SESSION

There was no executive session.

RECONVENE AND ACTION

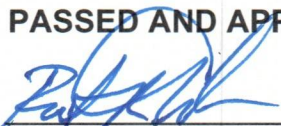
ITEMS / COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

Council wished everyone a Merry Christmas and Happy New Year.

ADJOURNMENT

Council adjourned at 6:46 PM

PASSED AND APPROVED, this 13th day of January 2026.



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



JEANNA THOMPSON
CITY SECRETARY

