



CITY COUNCIL SPECIAL CALLED MEETING CITY OF BAY CITY

Tuesday, August 11, 2026 at 6:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K. Nelson

Mayor Pro Tem: Blayne Finlay

Council Members: Cory McCray, Jim Folse, Bradley Westmoreland, Susan Reardon

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 Cory McCray

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 Cory McCray

APPROVAL OF AGENDA

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

1. **Council Workshop meeting minutes of July 28, 2026.**
2. **Regular Council Meeting minutes of July 28, 2026.**
3. **City of Bay City Tourism Strategic Plan for 2026–2027, as recommended by the Tourism Advisory Board.**
4. **City of Bay City Main Street Transformation Strategy Work Plan, as recommended by the Main Street Historic Preservation Advisory Board.**
5. **Authorizing City staff to issue a Request for Proposals (RFP) for professional planning services to develop and support adoption of the City’s Comprehensive Plan under the Texas General Land Office Resilient Communities Program.**
6. **Authorizing City staff to issue a Request for Proposals (RFP) for administrative services and a Request for Qualifications (RFQ) for engineering services related to application preparation and grant implementation for Program Years 2027 and/or 2028 under the Community Development Fund of the Texas Community Development Block Grant Program, as administered by the Texas Department of Agriculture.**

DEPARTMENT REPORTS

7. **Reports ~ Reports ~ Public Works Report**

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

8. **Resolution ~ Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas to amend fees for Riverside Park RV and Camp Sites and provide an effective date. Kelly Penewitt, Parks & Recreation Manager**
9. **Bid ~ Discuss, consider, and/ or approve the award of RFP No. COBC-CCA-2026-001 for Municipal Brand Identification and Development and authorize the City Manager to execute the agreement for these services. Ray Beltran, Communications Manager**
10. **Bid ~ Discuss, consider, and/or approve the award of one or more contracts under RFP No. COBC-PW-GS-2026 for Generator Maintenance, Testing, and Emergency Repair Services and authorize the Mayor to execute the agreement(s). Gabriel Lopez, Engineering Tech**
11. **Agreement ~ Discuss, consider, and/or approve Add Services No. 2 to the Professional Services Agreement with Quiddity Engineering, LLC in the amount of \$7,000.00 for additional professional engineering services associated with the rebid of the FEMA Hazard Mitigation Grant Program Cottonwood Creek Diversion Project, and authorize the Mayor to execute the amendment. Gabriel Lopez, Engineering Tech**

CLOSED / EXECUTIVE SESSION

12. **Executive Session ~ Executive Session ~ Executive Session pursuant to Texas Government Code Section 551.072 (Deliberation regarding Real Property).**

RECONVENE AND ACTION

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 **August 4, 2026 before 6:00 p.m.** Any questions concerning the above items, please contact the Mayor and City Manager's office at (979) 245-2137.



CITY COUNCIL WORKSHOP CITY OF BAY CITY

Tuesday, July 28, 2026 at 4:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K. Nelson

Mayor Pro Tem: Blayne Finlay

Council Members: Cory McCray, Jim Folse, Bradley Westmoreland, Susan Reardon

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 4:02 PM.

PRESENT:

Mayor Robert K. Nelson

Council Member Jim Folse

Council Member Bradley Westmoreland

Council Member Susan Reardon

Council Member Cory McCray

ABSENT:

Mayor Pro Tem Blayne Finlay

PUBLIC COMMENTS

There were no public comments.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

1. **Receive and discuss the Bay City Hotel/Motel Budget Proposal for the 2027 Fiscal Year.**

City Manager, Scotty Jones, presented and discussed the Bay City Hotel/ Motel Budget Proposal for the 2027 Fiscal Year. Communications & Cultural Arts Director, Samantha Denbow, discussed the Tourism budget, plans and updates; and Chamber President, Mitch Thames, discussed the Civic Center Budget, plans and updates. Ms. Denbow commented that they received quotes for a larger marquis sign in front of the Civic Center. If replaced, the current sign can be utilized in another City location. Mrs. Jones stated there is money earmarked for this project. Council Member Jim Folse thanked Mr. Thames for his assistance at the Aquatic Center groundbreaking.

2. **Receive and discuss the Budget Proposal from Other Organizations for the 2027 Fiscal Year.**

Finance Manager, Jennifer Davis presented the budgets for other organizations. Council Member Bradley Westmoreland asked for an update on the County's contribution to the Bay City Volunteer Fire Department. Economic Action Committee Executive Director, Kristie Pustejovsky, announced the upcoming grand opening on Friday, September 11, 2026, at 9:00 A.M.

3. Receive and discuss the Bay City Community Development Budget Proposal for 2027 Fiscal Year.

Executive Director, Melanie Townsend, presented and discussed the Bay City Community Development Corporation's Fiscal Year 2026 accomplishments and Fiscal Year 2027 goals and objectives. She gave a presentation of the groundbreaking of the Matagorda County Aquatic Center, then a brief overview of the Bay City CDC budget.

4. Discuss, consider, and/ or approve the Health Insurance plan options for the 2027 Fiscal Year.

Human Resources Director, Rhonda Clegg, presented and discussed the Health Insurance plan for the 2027 Fiscal Year. She also introduced Derrick and Liliana from Texas Health, who presented further information on the benefits available to employees. After all options were discussed and compared, Mrs. Clegg recommended option 2 of the choices presented.

Motion made by Council Member McCray to approve option 2 for employee health insurance coverage for the 2027 Fiscal Year. Seconded by Council Member Reardon. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

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

City Manager, Scotty Jones commented that on August 11, 2026, the Five-Year Capital Plan will be finalized. Public Works Director, Herb Blomquist, announced the City had purchased a new dump truck and invited everyone outside to take a look.

ADJOURNMENT

The meeting adjourned at 5:58 P.M.

PASSED AND APPROVED, this ____ day of _____.

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

JEANNA THOMPSON
CITY SECRETARY



CITY COUNCIL REGULAR MEETING CITY OF BAY CITY

Tuesday, July 28, 2026 at 6:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K. Nelson

Mayor Pro Tem: Blayne Finlay

Council Members: Cory McCray, Jim Folse, Bradley Westmoreland, Susan Reardon

Vision Statement

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MINUTES

CALL TO ORDER AND CERTIFICATION OF QUORUM

The meeting was called to order by Mayor Robert K. Nelson at 6:16 PM.

PRESENT:

Mayor Robert K. Nelson

Council Member Jim Folse

Council Member Bradley Westmoreland

Council Member Susan Reardon

Council Member Cory McCray

ABSENT:

Mayor Pro Tem 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."

Mayor Robert K. Nelson

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.

Mayor Robert K. Nelson

APPROVAL OF AGENDA

Motion made by Council Member Folse to approve the Agenda. Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

PUBLIC COMMENTS

A public comment was made by Harry Brooks, asking Council to think about Juneteenth and a way to include everyone in a city wide celebration, or if they don't put the celebration together, then to point him in the right direction. He made a suggestion to turn City Field into a community garden to provide free produce to the community as a way to give back.

AWARDS AND PROCLAMATIONS

1. Presentation ~ Employee promotions for the 3rd Quarter of FY26.

Human Resources Director, Rhonda Clegg, presented 3rd Quarter promotions for Fiscal Year 2026. Ashley Rubio was promoted from Police Officer to Corporal, Dillan Wakefield was promoted from Corporal to Sergeant, Braeden Fojtik was promoted from Police Officer to Corporal, and Chloe Taitano was promoted from Police Officer to Corporal.

ACKNOWLEDGEMENT FROM CITY MANAGER

City Manager, Scotty Jones, gave a shout-out to the Facilities Maintenance crew, Marlin and Wes, for helping IT in their strategic plan efforts and IT for their work in making things look nice and for their quick work. She then gave a shout-out to the Street & Bridge crew for their preventive maintenance in the hot weather on Nichols Road where issues were getting worse. Mrs. Jones gave another shout-out from Public Works to City Council for authorizing the purchase of a new 14 cubic yard dump truck and showed a photo of the very first load. She then presented photos and thanked and congratulated the Police Department for hosting the third annual Junior Police Academy with 23 cadets in attendance. Mrs. Jones acknowledged and thanked the officers for their involvement in the program. Mayor Nelson spoke about how one cadet shared his experience and enjoyment of the program. She congratulated Tina Israel, Main Street Manager, for completing year two of Travel and Tourism College at College Station, Texas. She is currently working toward earning her Certified Tourism Executive (CTE) Certification. Parks & Recreation hosted their first TPWD Hunter Education course at the USO. Mrs. Jones spoke of upcoming events throughout the City, then asked Mrs. Clegg to help her with a special recognition. Mrs. Clegg recognized Susie Corpus, Amanda Yracheta, Sharmane Brown, Ashley Girlighouse, Joan Perez, Detective Cagle, and Kaci Womack. Last month, Finance Manager, Jennifer Davis faced a medical emergency. Due to the quick response of these employees, Jennifer is okay. Rhonda acknowledged that the City is extremely grateful and appreciative for their quick response and efforts in helping Jennifer in her time of need.

ITEMS / COMMENTS FROM THE MAYOR & COUNCIL MEMBERS

Council Member Jim Folse, spoke briefly about the groundbreaking on the Aquatic Center and how the CDC, the City, several City employees, and the County worked hard to make it happen. Hopefully, next June it will open. Mayor Nelson commented on Mr. Brook's public comment, how it was a perfect example of how things should be done. Mr. Brooks had a concern and a solution, not a complaint. He thanked Mr. Brooks for his comment. Council Member Westmoreland acknowledged and thanked Code Enforcement and the Planning Commission for addressing so many issues around the City, getting cleaned up and taken care of. It's another example of the great work being done to beautify our City.

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

2. Special Called Meeting minutes of June 9, 2026.

3. Council Workshop meeting minutes of June 23, 2026.
4. Regular Council Meeting minutes of June 23, 2026.
5. Accounts Payables, Direct Payables, and Utility Refunds for April, May and June 2026.
6. Engagement letter with Harrison, Waldrop, and Uherik, L.L.P.
7. Memorandum of Understanding between Matagorda County Drainage District #1 and the City of Bay City for regulation of stormwater drainage plans for new and existing property development within the city limits of Bay City and its extra-territorial jurisdiction.
8. Ratification of the First Amendment to the Temporary Construction Easement Agreement with International Bank of Commerce for the Avenue I and 6th Street Off-System Bridge Replacement Project.
9. Amendment No. 1 to Task Authorization No. 1 with Freese and Nichols, Inc. for the DR-4485-0221 Stormwater Management Plan project to extend the anticipated completion date from June 30, 2026 to November 30, 2026, and authorize the Mayor to execute the amendment.

Council Member Jim Folse commended Public Works on their hard work on item number 7.

Motion made by Council Member Folse to approve all Consent Agenda items. Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

10. **Appointment ~ Consider, and/or approve the appointment of Associate Municipal Court Judge Jeanna Thompson.**

City Manager, Scotty Jones commented that there were several members on the review committee for this position and they had some good candidates. Jeanna Thompson was a very qualified candidate, and they were more than happy to choose her for the position of Municipal Court Associate Judge. Mrs. Jones, as City Manager, made the recommendation for Council to approve Ms. Thompson for the position. After approval, Judge Susan Thompson swore in Jeanna Thompson as Associate Judge.

Motion made by Council Member Reardon to approve Jeanna Thompson to assume the position as the Associate Judge. Seconded by Council Member Folse. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

11. **Resolution ~ Discuss, consider, and/or approve a resolution authorizing the Bay City Regional Airport to request financial assistance from TxDOT Aviation and to act as agent for the design and construction of the Jet-A Fuel Farm expansion project.**

James Mason, Airport Manager, explained the Airport's need for financial assistance from TxDOT. Mr. Mason talked about the current fuel farm that was designed in 2006 with a TxDOT grant. It was only

designed to be a 20-year tank. With the expansion of the airport and with the new helicopter company and several private jets that utilize the airport, they need to stage more fuel, so it's the ideal time to upgrade the tank. This will be funded through IJA project. The entire project will cost \$303,000 with a total 5% match of \$15,000. All documentation will be done in house and will be submitted for reimbursement. The upgrade will bring the tank from 12,000 gallons to 20,000 gallons.

Motion made by Council Member Westmoreland to approve a Resolution authorizing the Bay City Regional Airport to request financial assistance from TxDOT Aviation and to act as agent for the design and construction of the Jet-A Fuel Farm expansion project. Seconded by Council Member McCray. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

12. Resolution ~ Discuss, consider, and/or approve a resolution awarding of engineering/architectural/surveying services to complete the Jet-A Fuel Farm Expansion Project.

James Mason, Airport Manager, commented that he received statements of qualifications from 4 different companies. It is Mr. Mason and the review board's recommendation that the most qualified bidder, Civil PE's be awarded the engineering/ architectural/ surveying services contract.

Motion made by Council Member Westmoreland to approve a Resolution awarding Civil PE's the engineering/ architectural/ surveying services contract to complete the Jet-A Fuel Farm Expansion Project. Seconded by Council Member Reardon. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

13. Resolution ~ Discuss, consider, and/or adopt a resolution authorizing the submission of an application and approval of signatory designees to the Texas Water Development Board for the Water Supply and Infrastructure Grant Program in an amount not to exceed \$21,000,000 for eligible water distribution system improvements.

Engineering Tech, Gabriel Lopez, stated the Texas Water Development Board (TWDB) application submission is due July 30th. It is for Moore Addition water system improvements and is 100% federally funded with no match, totaling around \$2,225,000.00 funding request.

Motion made by Council Member Folse to approve a resolution authorizing the submission of an application of signatory designees to the Texas Water Development Board for the Water Supply and Infrastructure Grant Program in an amount not to exceed \$21,000,000 for eligible water distribution system improvements. Seconded by Council Member Reardon. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

14. Report – Receive a report from GFL Environmental on the sanitation operations in the City of Bay City and discuss, consider, and/or approve the GFL Environmental CPI rate increase request pursuant to the Solid Waste Contract with GFL Environmental.

Assistant Public Works Director, Krystal Mason introduced the GFL Team. Xavier of GFL introduced the new Operations Manager for Bay City, then presented the annual report. The report numbers

reflected July 1, 2025, through July 1, 2026. Council Member Westmoreland thanked Xavier and the GFL team for their efforts. He noticed calls and complaints had gone down, and the feedback has been positive. Mrs. Mason stated GFL is asking for a CPI increase of 3.81%. For the City, that is a budget impact increase of \$111,000.00 for Fiscal year 2027.

Motion made by Council Member McCray to approve the GFL Environmental CPI rate increase pursuant to the Solid Waste Contract with GFL Environmental. Seconded by Council Member Reardon. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

- 15. Ordinance ~ Discuss, consider and/or approve an ordinance of the City of Bay City amending Chapter 26, Article II ("Mobile Food Courts and Mobile Food Establishments") of the Code of Ordinances, to make necessary deletions, revisions, and additions to comply with House Bill 2844 (89th Texas Legislature); providing for a cumulative & conflicts clause; providing a severability clause; providing a savings clause; and providing an effective date.**

Assistant Public Works Director, Krystal Mason, reviewed the amendments to the Mobile Food Courts and Mobile Food Establishments chapter of the City of Bay City Code of Ordinances. Due to the Texas Legislative update, set into effect July 1, 2026, the City can no longer permit them, but they can regulate where they are located and how they operate. A correction in Secs. 26-40 "Mobile Food Court Site Requirements" was suggested by Council Member Westmoreland. In section 26-40, sub-section (o), after "within 48 hours after all operations", it appears a word may be missing.

Motion made by Council Member Reardon to approve an Ordinance of the City of Bay City amending Chapter 26, Article II ("Mobile Food Court and Mobile Food Establishments") of the Code of Ordinances, to make necessary deletions, revisions, and additions to comply with House Bill 2844 (89th Texas Legislature); providing for a cumulative & conflicts clause; providing a severability clause; providing a savings clause; and providing an effective date, with the correction made to Secs. 26-40, sub-section (o). Seconded by Council Member McCray. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. A poll was taken. Motion carried.

- 16. Easement ~ Discuss, consider and/or approve a drainage easement agreement between the City of Bay City and SOLAREIT2-A-LLC, for a 20-foot wide drainage easement out of that certain lot, piece or parcel of land located at Bay City Industrial Park – AB 9, Block 3, Lot 3-9 (New Survey), Acres 7.893.**

Assistant Director, Krystal Mason, discussed the drainage easement agreement between the City of Bay City and SOLAREIT2-A-LLC, for a 20-foot wide drainage easement at the drainage corridor along South Industrial Park Drive, providing the City with a legal right to access the property as needed for City use.

Motion made by Council Member Folse to approve a drainage easement agreement between the City of Bay City and SOLAREIT2-A-LLC, for a 20-foot wide drainage easement out of that certain lot, piece or parcel of land located at Bay City Industrial Park - AB 9, Block 3, Lot 3-9 (New Survey), Acres 7.893. Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

17. Finance ~ Discuss, Consider, and/or Approve the City's Quarterly Financial and Investment Report for the Quarter Ending June 30, 2026.

Finance Manager, Jennifer Davis, reviewed the City's Quarterly Financial and Investment Report for the Quarter Ending June 30, 2026.

Motion made by Council Member Westmoreland to approve the City's Quarterly Financial and Investment Report for the Quarter Ending June 30, 2026. Seconded by Council Member McCray. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

18. Agreement ~ Consider and take action to approve AIA Document A13-2019 Exhibit A, Guaranteed Maximum Price (GMP) Amendment, with Weaver & Jacobs Constructors, Inc.; establishing the Guaranteed Maximum Price for construction of the City of Bay City Public Safety Center and authorizing the Mayor to execute the Amendment.

City Manager, Scotty Jones, reviewed the cost savings. The Public Safety task force came together to find ways to cut costs without sacrificing quality. They were able to find \$864,000 in savings, bringing the Guaranteed Maximum Price (GMP) down to \$16,910,709.00. Mayor Nelson thanked Weaver & Jacobs for helping so much in bringing the cost down and being so patient through the process. Council Member Westmoreland thanked the Task Force and Weaver & Jacobs as well.

Motion made by Council Member Reardon to approve AIA Document A13-2019 Exhibit A, Guaranteed Maximum Price (GMP) Amendment, with Weaver & Jacobs Constructors, Inc.; establishing the Guaranteed Maximum Price (GMP) for construction of the Bay City Public Safety Center and authorizing the Mayor to execute the Amendment. Seconded by Council Member Westmoreland. Voting Yea: Mayor Nelson, Council Member Folse, Council Member Westmoreland, Council Member Reardon, Council Member McCray. Motion carried.

CLOSED / EXECUTIVE SESSION

Council went into Executive Session at 7:48 P.M.

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

20. Executive Session ~ Executive Session ~ Executive Session pursuant to Texas Government Code Section 551.072 (Deliberation regarding Real Property).

RECONVENE AND ACTION

Council reconvened at 8:28 P.M. No action was taken.

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

Council Member McCray announced a back-to-school event happening on Wednesday, July 29th at 8 A.M. at Bay City High School, and encouraged the community to come out.

ADJOURNMENT

The meeting adjourned at 8:29 P.M.

PASSED AND APPROVED, this ____ day of _____.

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:	8/11/2026	Date Submitted:	7/30/2026
Prepared By:	Samantha Denbow	Presented By <i>(if different)</i>	
Department:	Tourism	Type of Agenda Item:	Consent

ITEM TITLE: Tourism Strategic Plan Update

AGENDA LANGUAGE:

City of Bay City Tourism Strategic Plan for 2026–2027, as recommended by the Tourism Advisory Board.

EXECUTIVE SUMMARY/BACKGROUND

The City’s tourism strategic planning efforts began with the FY 2025–2027 Joint Strategic Plan, developed by the Bay City Tourism Advisory Council and Matagorda County Eco-Tourism Partnership with facilitation by Opportunity Strategies, LLC. That process included stakeholder feedback, a SWOT analysis, and strategic planning exercises that established six primary areas of focus: organizational structure, visitor services, marketing and data, relationships, events, and arts and culture.

In February 2026, the Bay City Tourism Advisory Board participated in a facilitated strategic planning workshop to review progress under the original plan and identify priorities for the remainder of 2026 and 2027. The Board evaluated current efforts through a Start-Stop-Accelerate exercise and developed updated goals, strategies, responsibilities, timelines, and performance measures.

The resulting 2026–2027 Tourism Strategic Plan builds upon the original plan while providing a more focused roadmap for the City’s current tourism program. The updated plan maintains six strategic priorities: Organizational Structure, Visitor Center Kiosk, Marketing and Data, Foster Relationships, Events, and Cultural Arts, with specific strategies and measures to guide implementation and track progress.

The updated plan was reviewed by the Tourism Advisory Board on July 13, 2026, and the Board recommended approval by City Council.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
No direct financial impact associated with approval of the strategic plan. Implementation of individual strategies may require funding through existing or future approved budgets.

RECOMMENDATION: Staff recommends City Council approve the updated Tourism Strategic Plan that has been recommended by the Tourism Advisory Board.

ATTACHMENTS:

- Tourism Strategic Plan 2026-2027



TOURISM STRATEGIC PLAN 2026–2027

Bay City Tourism Advisory Board • Where Country Meets The Coast!

The Strategic Planning Process

In February 2026, the City of Bay City's Tourism Advisory Board began a strategic planning process to establish priorities and direction for the organization's future. The following outlines the process used to develop the 2026-2027 Strategic Plan.

On February 24, 2026, the Bay City Tourism Advisory Board met at The Train Depot in Bay City, Texas for a Strategic Plan Workshop. Alysia A. Cook, PCED, IOM of Opportunity Strategies LLC served as the facilitator throughout the process.

The workshop began with a welcome and overview of the purpose of the planning session, along with a review of recent accomplishments from the last plan and a discussion of priorities and opportunities for 2026-2027. Participants then introduced themselves and shared their expectations for the day.

The facilitator reminded the group of the organization's Mission, Vision, and overall charge to ensure alignment and focus throughout the planning process.

Following this, participants engaged in a "Start-Stop-Accelerate" discussion to evaluate current efforts, identify what should continue, what should change, and where additional focus and momentum were needed.

Using these discussions as a foundation, the facilitator led participants through the development of strategic goals for 2026 and 2027. The group then worked together to create specific strategies to support each goal and define the actions necessary for successful implementation.

Following strategy development, participants established metrics and key performance indicators (KPIs) to measure progress and evaluate success.

Finally, the group identified accountability areas and developed a timetable for execution to ensure clear responsibility and forward movement on the Strategic Plan.

The following is the Bay City Tourism Advisory Board 2026-2027 Strategic Plan.

Start – Stop – Accelerate

The facilitator engaged the participants in a group exercise called Start – Stop – Accelerate which divides participants into small groups and has them offer feedback on what the organization needs to start doing, stop doing, and accelerate efforts to do. These are individual recommendations and not necessarily agreed to by all participants. The responses are as follows:

START

- Roundtables – initiate contact with owner
- Coordinate with large plants to help them schedule events (outages) to help ebbs/flows with hotels (feast and famine) to guarantee staff
- Hoteliers comfortable sharing their visitor data/avatars with other present
- Create an awards/recognition program “Hospitality Awards”
- Provide Customer Service Excellence/Hospitality Training
- Start treating social media, print, website as one strategy
- Monthly boosting – social media
- Align marketing budget and scope with expanded marketing
- Make sure we’re selling the experience

STOP

- Generational gap – Anti-growth sentiment by describing economic impact
- Event only and organic only promotion
- Marketing contract without clear roles, expectations, and metrics
- Siloed entities, organizations, hotels, restaurants, etc.
 - Engage more restaurants

ACCELERATE

- Day of the Dead – need more adult volunteers
- Revamp Volunteer Process
 - Research which local companies offer/mandate volunteer hours or VTO (Volunteer Time Off) and leverage that via new process
 - More/different volunteer recognition (pass to City as a whole)
- Hotelier Roundtables

2026–2027 Strategic Goals

The Bay City Tourism Advisory Board reached consensus on six strategic priorities designed to strengthen tourism operations, enhance the visitor experience, expand marketing efforts, foster community collaboration, support events, and elevate cultural arts throughout Bay City and Matagorda County. These goals provide a focused roadmap for advancing tourism initiatives during 2026-2027 while building stronger organizational systems, partnerships, and destination appeal.

Goal 1 – Organizational Structure

To develop and maintain tourism organizational excellence.

This goal focuses on building a strong organizational foundation for Bay City's tourism efforts by improving governance, onboarding, training, staffing, and operational systems. Strategies emphasize strengthening the newly organized Tourism Advisory Board through clearer committee structures, board member resources, and training opportunities while also evaluating long-term staffing needs to support tourism growth. In addition, the goal includes efforts to educate short-term rental operators and hospitality stakeholders about Hotel Occupancy Tax requirements and compliance processes. Overall, this goal is intended to ensure the tourism program operates efficiently, professionally, and sustainably as tourism initiatives continue to expand.

Goal 2 – Visitor Center Kiosk

To maintain and promote the Visitor Center Kiosk.

This goal centers on revitalizing and maximizing the Visitor Center Kiosk as an accessible tourism resource for visitors and residents alike. Key initiatives include improving facility operations, establishing consistent hours, expanding access during weekends and events, and maintaining updated tourism materials. The plan also calls for stronger partnerships with local restaurants and attractions through the collection and distribution of menus, brochures, and visitor information. By enhancing visibility and usability of the kiosk, Bay City aims to create a more welcoming and informative first impression for travelers exploring the community and surrounding region.

Goal 3 – Marketing and Data

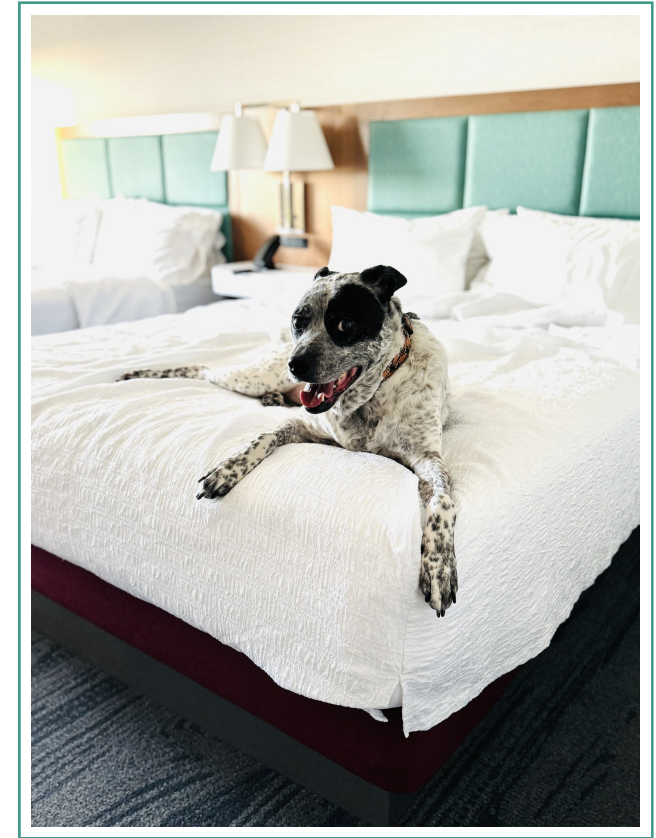
To effectively market Bay City & Matagorda Co. to visitors.

This goal focuses on strengthening tourism marketing efforts through better data collection, targeted advertising, and strategic visitor engagement. The Tourism Advisory Board and staff plan to gather tourism analytics, study regional tourism trends, and develop visitor “avatars” to better understand target audiences and tailor marketing campaigns accordingly. Additional strategies include formalizing a comprehensive marketing plan, expanding digital advertising efforts, updating promotional materials, and creating themed visitor itineraries designed to encourage longer stays and repeat visitation. Collectively, these initiatives are intended to increase tourism visibility, improve marketing effectiveness, and position Bay City and Matagorda County as attractive destinations for a variety of travelers.

Goal 4 – Foster Relationships

To enhance mutually beneficial tourism collaboration.

This goal emphasizes building stronger relationships among tourism stakeholders, hospitality partners, event organizers, and community leaders throughout the region. Strategies include increasing engagement with local hotels and tourism-related businesses, hosting regular tourism roundtables, and maintaining ongoing collaboration and information sharing with partners. By strengthening communication and coordination among stakeholders, Bay City aims to create a more unified tourism network that supports visitor experiences, encourages collaboration, and enhances overall tourism development efforts across the community and Matagorda County.



Pet-friendly hospitality welcomes every traveler to Matagorda County.

Goal 5 – Events

To support and promote tourism events throughout Matagorda County.

This goal focuses on strengthening the planning, promotion, coordination, and evaluation of tourism-related events across the county. The strategies include formalizing event marketing procedures, promoting community events through multiple platforms, establishing guidelines for tourism-related funding and signage, and improving communication with hospitality partners. The plan also emphasizes event evaluation and continuous improvement through participant feedback and post-event debriefs. Additionally, the goal supports training opportunities for event organizers and the creation of centralized event information resources to improve coordination and maximize tourism impact. Through these efforts, Bay City seeks to elevate the quality and visibility of events while increasing their economic and tourism value to the community.

Goal 6 – Cultural Arts

To position Bay City as a vibrant cultural destination.

This goal is designed to enhance Bay City's identity as a destination for arts, culture, and creative experiences. Key strategies include forming a Cultural Arts Committee, investing in additional public art displays, and developing attractive wayfinding signage that aligns with the City's branding efforts. The plan encourages greater exposure for local artists and expanded arts-related programming while also improving navigation and visual appeal throughout the community. These initiatives are intended to create a stronger sense of place, enrich the visitor experience, and support Bay City's long-term tourism and community development objectives through arts and culture.



Bay City's Day of the Dead celebration showcases the community's vibrant cultural traditions.



Goal 1: Organizational Structure

To develop and maintain tourism organizational excellence.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
1.1 Solidify names of Advisory Board Members & Subcommittees	Tourism Manager	2026	☒
1.2 Customize board member commitment forms	Tourism Manager	2026	☒
1.3 Create Board Member Resource Binder and onboarding materials	Tourism Manager	2026	☒
1.4 Schedule and conduct Advisory Board training	Tourism Manager	2026	☒
1.5 Determine Tourism staffing needs • Event Coordinator/Social Media (see 5.1) • Marketing and Research • Destination Services (See 3.4) • Sales/Leads	Communications and Cultural Arts Director	2026	☐



Goal 2: Visitor Center Kiosk

To maintain and promote the Visitor Center Kiosk.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
2.1 Turn on power/new door lock/clean	Tourism Manager	2026	☒ Cleaned and opened 1/2026
2.2 Establish regular hours and expanded special event hours with use of auto-lock	Tourism Manager	2026	☒
2.3 Gather and update at least 10 visitor materials per year to place in the visitor kiosk	Board/Staff	2026 2027	2026: _____ 2027: _____
2.5 Monitor materials in kiosk for replenishment	Staff	Ongoing	Restock numbers monthly
2.6 Expand hours to include weekends + increased access	City/Staff	2027	☐



Goal 3: Marketing and Data

To effectively market Bay City & Matagorda Co. to visitors.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
3.1 Gathering of data • Gather prices on purchasing cell phone data ✓ • Gather Hotelier data (see Goal 4) ✓ • Select a vendor to provide data • Research neighboring events + their vendors (Matagorda/Brazoria/Wharton) Analyze data from Datafy annually	Staff/Manager	2026	☐
3.2 Create tourist/visitor avatars • Identify target audience for tourism ads Share avatars with Board + discuss regularly	Tourism Manager	2026 2027	☒ 2026 ☐ 2027
3.3 Formalize the Marketing Plan • Website update ✓ • Visitor Guide Creation ✓ • City-owned Tourist Destination Support • Explore and purchase additional billboard(s) • Social media Boosted Ads – ensure pre-event media to market the events • How many pocket guides are distributed elsewhere (Victoria, County, etc.)?	Tourism Advisory Board & Tourism Manager	2026	☐
3.4 Build itineraries for Tourists • Identify what to include in itineraries • Create 1-day, 2-day, & 3-day itineraries by categories for various avatars	Staff	2026 2027	# of itineraries: 2026: _____ 2027: _____
3.5 Diversify advertising – web based	Tourism Manager	2026 2027	☒ 2026 ☐ 2027



Goal 4: Foster Relationships

To enhance mutually beneficial tourism collaboration.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
4.1 Foster and grow local tourism/hospitality relationships	Staff/Board		☐
Continue to identify and contact hotel management and other hotel hospitality contacts	Staff	2026 2027	☐ 2026 ☐ 2027
4.2 Host Tourism Roundtables at least semi-annually (next one is September 2026)	Staff	2026 2027	# in 2026: _____ # in 2027: _____
4.3 Continue to regularly collaborate and exchange ideas/data with stakeholders and maintain partnership log.	Manager/Hoteliers	2026 2027	☐ 2026 ☐ 2027
4.4 Support and engage the short-term rental community.			
Provide education and outreach to short-term rental operators regarding Hotel Occupancy Tax requirements and compliance.	Staff	2026	☐
Establish a Short-Term Rental Review Committee to evaluate short-term rental regulations, registration procedures, and implementation recommendations.	Staff/Board	2027	☐



Goal 5: Events

To support and promote tourism events throughout Matagorda County.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
5.1 Solidify Marketing Contract and create an event checklist for marketing for each event	City & Tourism Manager	2027	☐ 2026 ☐ 2027
5.2 Promote City and external events and put on BayCityTX4U app	Tourism Advisory Board & Tourism Manager	2027	# of promoted events: 2027: _____
5.3a Establish guidelines for tourism marquee	Tourism Manager	2026	☐
5.3b Secure the HOT Training from THLA for board and any invited guests (city leaders, partners, etc.)	Tourism Manager	2027	☐
5.4 Write criteria rubric to administer HOT funds (see McKinney) and establish deadlines and best practices	Staff	2026	☐



Goal 5: Events (continued)

To support and promote tourism events throughout Matagorda County.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
5.5 Solicit feedback notes from event participants and do 7-10 day debrief after each event	Tourism Advisory Board & Tourism Manager	2027	% of events debriefed: 2027: _____
5.6 Share events info with hoteliers and make QR codes for them	Staff	2026 2027	% of events shared: 2026: _____ 2027: _____
5.7 Support sponsorship event planners with training opportunities to help maximize their efforts	Tourism Manager	2027	☐ 2026 ☐ 2027
5.8 Establish a centralized repository for information regarding all community events and revise expectations on each event as needed	Tourism Advisory Board & Tourism Manager	2026 2027	☐ 2026 ☐ 2027



Goal 6: Cultural Arts

To position Bay City as a vibrant cultural destination.

Strategies	Who's Responsible?	Complete Year	Metric/KPI
6.1 Develop a Cultural Arts Committee to increase art events and artist exposure	Board/Manager	2026	☐
6.2 Invest in more public art displays.	Staff	2026	\$ invested: 2026: \$ _____ 2027: \$ _____
6.3 Create visually appealing wayfinding signs using this process following the City's Branding in 2026: • Research award-winning wayfinding signs • Identify the location of signs • Contact sign companies for bid • Select company and manage installation	Staff/Board	2026 2027	☐ ☐ ☐ ☐



Where Country Meets The Coast!

The Bay City Tourism Advisory Board's 2026-2027 Strategic Plan focuses on six priorities that strengthen tourism operations, enhance the visitor experience, expand marketing efforts, foster community collaboration, support events, and elevate cultural arts throughout Bay City and Matagorda County.

GOALS

1

Organizational Structure

To develop and maintain tourism organizational excellence.

2

Visitor Center Kiosk

To maintain and promote the Visitor Center Kiosk.

3

Marketing and Data

To effectively market Bay City & Matagorda Co. to visitors.

4

Foster Relationships

To enhance mutually beneficial tourism collaboration.

5

Events

To support and promote tourism events throughout Matagorda County.

6

Cultural Arts

To position Bay City as a vibrant cultural destination.



**EXECUTIVE SUMMARY
BUSINESS OF THE CITY COUNCIL
CITY OF BAY CITY, TEXAS**

Meeting Date:	8/11/2026	Date Submitted:	7/30/2026
Prepared By:	T. Israel	Presented By <i>(if different)</i>	T. Israel
Department:	Main Street	Type of Agenda Item:	Consent

ITEM TITLE: Bay City Main Street Historic Preservation Advisory Board Transformation Strategy Work Plan

AGENDA LANGUAGE:

City of Bay City Main Street Transformation Strategy Work Plan, as recommended by the Main Street Historic Preservation Advisory Board.

EXECUTIVE SUMMARY/BACKGROUND

The Bay City Main Street Historic Preservation Advisory Board, in collaboration with Opportunity Strategies, developed the Transformation Strategy Work Plan to establish a long-term vision and strategic direction for the continued revitalization, preservation, and economic vitality of Bay City's historic downtown district. Through a series of strategic planning workshops, the Board identified key priorities and measurable goals that will guide its work over the next three to five years.

The Transformation Strategy Work Plan is based on the Main Street America Transformation Strategy framework and establishes four strategic priorities: Cultivate a Vibrant Economy, Advance Stewardship, Build Community Connections, and Welcome All. These strategies provide a roadmap for future annual work plans, committee initiatives, project prioritization, partnerships, and organizational decision-making while supporting downtown revitalization, historic preservation, economic development, and community engagement.

Approval of the Transformation Strategy Work Plan formally adopts the Board's long-range strategic direction and aligns the Bay City Main Street Program with the strategic planning framework encouraged by Main Street America and the Texas Main Street Program. Adoption of the plan supports continued compliance with Main Street accreditation standards and demonstrates the City's ongoing commitment to preservation-based economic development and the sustainable revitalization of Bay City's historic downtown.

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

FINANCIAL NOTES
Approval of the Transformation Strategy Work Plan does not authorize additional expenditure. Individual projects and initiatives will be funded through existing budgeted appropriations, grants, partnerships, or future City Council approvals as applicable.

RECOMMENDATION: Staff recommends approval of the Bay City Main Street Historic Preservation Advisory Board Transformation Strategy Work Plan to establish the Board's long-term strategic direction, guide future planning and implementation efforts, and align the Bay City Main Street Program with the strategic planning framework and accreditation standards of the Texas Main Street Program and Main Street America.

ATTACHMENTS: Bay City Main Street Historic Preservation Advisory Board Transformation Strategy Work Plan.

TRANSFORMATION STRATEGY WORK PLAN FY 2026-2027		Date: 10/01/2026 Completed by: Main Street Manager
Organization Name: Bay City Main Street Historic Preservation Advisory Board Town, State: Bay City, Texas		
Purpose Statement: <i>To protect, promote, and enhance the historic character and economic vitality of Bay City's historic commercial district. The Board supports the Main Street Four Point Approach — Design, Economic Vitality, Promotion, and Organization — and provides guidance, review, and recommendations regarding preservation-related activities, public improvements, and reinvestment initiatives.</i>		

Transformation Strategy #1: Cultivate a Vibrant Economy	Transformation Strategy #2: Advance Stewardship	Transformation Strategy #3: Build Community Connections	Transformation Strategy #4: Welcome All
Goal 1: Reduce vacant buildings & recruit new businesses through preservation-based economic development. Goal 2: Strengthen organizational capacity through staffing, grants, and the Historic Preservation ordinance.	Goal 1: Beautify and preserve downtown through design improvements, alleyway upgrades, and historic character.	Goal 1: Increase downtown activity through events and community engagement. Goal 2: Facilitate workshops, seminars, and networking for downtown businesses and stakeholders.	Goal 1: Enhance marketing strategies and visibility to promote downtown businesses.
Lead (Goal 1): Economic Vitality Committee (Cory McCray, Matt Morales) Lead (Goal 2): Organization Committee (Kristi Lee, Fran Baker, Karen Stephens)	Lead: Design Committee (Carol Ann Huitt, Alice Lowery)	Lead (Goal 1): Promotion Committee (Henry Perez, Kaci Waller) Lead (Goal 2): Promotion Committee (Henry Perez, Kaci Waller)	Lead: Promotion Committee (Henry Perez, Kaci Waller)
Annual Responsibilities: Recruit and support new and existing downtown businesses. Advance historic preservation and façade improvement programs. Host community events, workshops, and networking opportunities. Promote downtown businesses through social media and marketing campaigns. Maintain beautification standards and support design improvements throughout the district.			

Transformation Strategy #1: Cultivate a Vibrant Economy

Goal 1: Reduce vacant building inventory and recruit new businesses through preservation-based economic development.

Define Success: Decrease vacancy rate downtown; add at least 2 new businesses in historic buildings.

Partners: City of Bay City, TIRZ #1, Texas Historic Commission, Texas Department of Agriculture, Bay City CDC, EDC, SBDC, local developers

Lead: Economic Vitality Committee (Cory McCray, Matt Morales)

Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
1. Identify and document all vacant buildings in the downtown district with photos.	Cory McCray	Tina Israel			\$0
2. Facilitate access to and use of grants for vacant building rehabilitation (plumbing, sprinklers, HVAC, façade, etc.).	Cory McCray	Tina Israel			
3. Expand the façade grant program and promote availability to property owners.	Matt Morales	Tina Israel			
4. Connect prospective investors and business owners with available vacant spaces.	Cory McCray	Tina Israel			\$0
5. Coordinate with EDC, CDC, and City quarterly to align on business recruitment efforts.	Cory McCray	Tina Israel			\$0
6. Continue restoration of historic sites and assist with permitting and preconstruction requirements.	Matt Morales	Tina Israel			
Total					

Transformation Strategy #1: Cultivate a Vibrant Economy

Goal 2: Strengthen organizational capacity to support and sustain Main Street program development.

Define Success: Expanded staffing, updated ordinance, and increased grant funding in place to drive program growth.

Partners: City of Bay City, Texas Historical Commission, Texas Department of Agriculture, Bay City EDC, Bay City CDC

Lead: Organization Committee (Kristi Lee, Fran Baker, Karen Stephens)

Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
1. Explore options to increase Main Street staff capacity.	Kristi Lee	Tina Israel			
2. Update the Historic Preservation ordinance with input from legal and city staff.	Fran Baker	Tina Israel			\$0
3. Research and apply for additional grant funding opportunities (plumbing, sprinklers, HVAC, façade, etc.).	Karen Stephens	Tina Israel			
4. Make better use of all available grants by creating a grant tracking calendar.	Kristi Lee	Tina Israel			\$0
5. Meet with EDC, CDC, and City quarterly to ensure alignment on organizational priorities.	Fran Baker	Tina Israel			\$0
6. Partner with local outreach groups to create opportunities to invest time and money in downtown.	Karen Stephens	Tina Israel			
Total					

Transformation Strategy #2: Advance Stewardship					
Goal 1: Exemplify downtown aesthetics and historic character through beautification and preservation-based design improvements.			Define Success: Visually improved downtown district that reflects Bay City's historic identity and attracts residents, visitors, and investors.		
Partners: City of Bay City, Public Works, Visit Bay City, Texas Historic Commission Design Team, TIRZ #1, local artists					
Lead: Design Committee (Carol Ann Huitt, Alice Lowery)					
Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
1. Install art downtown, specifically sculptures, as part of an expanded art walk initiative.	Carol Ann Huitt	Tina Israel			
2. Document and display before/after photos of renovation projects in additional public locations.	Alice Lowery	Tina Israel			\$0
3. Clean up and beautify the Square; centralize themes and branding (Birding, Planters, Statues).	Carol Ann Huitt	Tina Israel			
4. Clean up alleyways to improve curb appeal and overall downtown aesthetics.	Alice Lowery	Tina Israel			
5. Explore parking opportunities in partnership with the City and EDC.	Carol Ann Huitt	Tina Israel			
6. Pursue Cottonwood Creek beautification on 7th Street at IBC.	Alice Lowery	Tina Israel			
7. Continue working with THC Design Team on District Design Assistance and incorporate into TIRZ #1.	Carol Ann Huitt	Tina Israel			\$0
Total					

Transformation Strategy #3: Build Community Connections

Goal 1: Increase downtown activity by hosting small, targeted events that encourage residents and tourists to explore downtown experiences.

Define Success: Increased foot traffic and community engagement downtown through a consistent calendar of events.

Partners: City of Bay City, Visit Bay City, local businesses, Bay City CDC, community organizations

Lead: Promotion Committee (Henry Perez, Kaci Waller)

Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
1. Organize pop-up events throughout the year to activate downtown spaces.	Henry Perez	Tina Israel			
2. Plan and execute 'Rock the Block' or similar large community engagement events.	Kaci Waller	Tina Israel			
3. Launch 'Movies on the Square' as a recurring community event.	Henry Perez	Tina Israel			
4. Organize 'Craft Coffee Flights' or similar themed downtown experience events.	Kaci Waller	Tina Israel			
5. Coordinate with Visit Bay City and downtown businesses to promote event calendar.	Henry Perez	Tina Israel			\$0
Total					

Transformation Strategy #3: Build Community Connections

Goal 2: Facilitate educational resources and networking opportunities for downtown businesses and stakeholders.

Define Success: Downtown businesses are better informed, better connected, and better equipped to grow and succeed.

Partners: Chamber of Commerce, Bay City EDC, Bay City CDC, SBDC, Visit Bay City, Bay City Public Library, local business owners

Lead: Promotion Committee (Henry Perez, Kaci Waller)

Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
1. Host quarterly Merchant Roundtables with networking, speakers, and training topics.	Henry Perez	Tina Israel			
2. Ensure all downtown businesses have correct and optimized social media presence.	Kaci Waller	Tina Israel			\$0
3. Develop and distribute a 'Be a Good Neighbor' guide covering trash, water, permits, and more.	Henry Perez	Tina Israel			
4. Revitalize business online presence by offering SEO training and digital marketing support.	Kaci Waller	Tina Israel			
5. Secure quarterly speakers on topics including cybersecurity, workforce solutions, SBDC resources, and customer service.	Henry Perez	Tina Israel			
6. Provide Development Services education to downtown businesses (permitting, code compliance, building inspections, assistance).	Kaci Waller	Tina Israel			\$0
7. Support workforce development through SBDC partnerships and training referrals.	Henry Perez	Tina Israel			\$0
Total					

Transformation Strategy #4: Welcome All

Goal 1: Enhance marketing strategies to promote downtown businesses and attract a broad audience of residents, visitors, and investors.

Define Success: Increased awareness of and engagement with downtown businesses through consistent promotional campaigns.

Partners: Bay City Tribune, Bay City Sentinel, Visit Bay City, social media platforms, local businesses, Bay City CDC

Lead: Promotion Committee (Henry Perez, Kaci Waller)

Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
1. Launch 'Feature A Business' promotional series across social media and local press.	Kaci Waller	Tina Israel			
2. Develop 'Did You Know?' promotional content highlighting downtown history and businesses.	Henry Perez	Tina Israel			\$0
3. Produce 'Main Street Reborn' video series showcasing renovation and revitalization progress.	Kaci Waller	Tina Israel			
4. Coordinate with Visit Bay City and CDC to amplify promotional content across platforms.	Henry Perez	Tina Israel			\$0
5. Solicit merchant testimonials and feedback for publication and future planning.	Kaci Waller	Tina Israel			\$0
Total					



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

Meeting Date:	8/11/2026	Date Submitted:	08/04/2026
Prepared By:	Gabriel Lopez	Presented By <i>(if different)</i>	
Department:	Public Works	Type of Agenda Item:	Consent

ITEM TITLE: Authorization to Issue RFP for Comprehensive Plan Services

AGENDA LANGUAGE:

Authorizing City staff to issue a Request for Proposals for professional planning services to develop and support adoption of the City's Comprehensive Plan under the Texas General Land Office Resilient Communities Program.

EXECUTIVE SUMMARY/BACKGROUND

The City applied for and was awarded \$250,000 under GLO Contract No. 23-160-201-F773 through the Texas General Land Office Resilient Communities Program to develop and adopt a Comprehensive Plan.

The project will include land use planning, a future land use map, infrastructure and hazard-risk assessments, public engagement, and supporting zoning or other implementation measures.

As the City prepares to begin the project, staff is requesting authorization to issue a Request for Proposals to select a qualified planning consultant to complete the grant-funded work.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
The City was awarded \$250,000 with no local match required through the Texas General Land Office Resilient Communities Program. This item authorizes issuance of the Request for Proposals only. The proposed consultant contract and associated cost will be presented to City Council for separate consideration following completion of the procurement process.

RECOMMENDATION: City Staff recommends approval authorizing City staff to issue a Request for Proposals for professional planning services to develop and support adoption of the City’s Comprehensive Plan under the Texas General Land Office Resilient Communities Program.

ATTACHMENTS: Attachment A – GLO Contract No. 23-160-201-F773, Performance Statement, Budget, and Benchmarks

**CITY OF BAY CITY
23-160-201-F773****PERFORMANCE STATEMENT**

The Further Additional Supplemental Appropriations for Disaster Relief Requirements Act, 2018 (Division B, Subdivision 1 of the Bipartisan Budget Act of 2018, Pub. L. 115-123, approved February 9, 2018), made available \$12 billion in Community Development Block Grant – Mitigation (“CDBG-MIT”) for mitigation Activities for areas impacted by disasters occurring in 2015, 2016, and 2017. CDBG-MIT funds provide an opportunity for communities to carry out strategic and high-impact Activities to mitigate disaster risks and reduce the potential for future losses in areas impacted by recent disasters.

The Resilient Communities Program (“RCP”) funds CDBG-MIT Activities that work to increase a community’s resilience to disasters and reduce or eliminate the impact of future disasters. RCP provides aid to the most impacted and distressed (MID) areas covered in the State of Texas CDBG Mitigation (CDBG-MIT) Action Plan as designated by the U.S Department of Housing and Urban Development (HUD).

Subrecipient shall perform, or cause to be performed, the Activities identified herein for the target area specified in its approved RCP Grant Application: Develop and Adopt Comprehensive Plan.

Subrecipient shall carry out the following Planning Activities in strict accordance with the terms of Subrecipient’s GLO-approved Project guidelines, the terms of this Contract and all Attachments, and the requirements of the GLO Implementation Manual and the RCP Application Guide, as each may be amended over time. Each of these documents is incorporated by reference into this Contract.

The grant total is \$250,000.00. Subrecipient will be required to maintain a detailed Budget breakdown in the official system of record of the GLO’s Community Development and Revitalization division (GLO-CDR).

PROJECT DESCRIPTION

Subrecipient shall conduct the following Planning Activities according to the requirements set forth below and in the RCP Application Guide. Subrecipient’s Planning Activities performed under this Contract will result in the development and formal adoption by Subrecipient of plans, codes, and/or ordinances.

Comprehensive Plan

Subrecipient shall develop and adopt a Comprehensive Plan that must include, at a minimum, the following elements for all base studies.

- Identification of local hazard risk(s), aligning with Subrecipient’s local hazard mitigation plan, if one exists.
- Population study providing an estimate of the current population and projection for population increase over the next 20 years.
- Housing study describing the composition of the existing housing stock (including total number of units, number of single family and multifamily units, and vacancy rates) and a projection for the number of future housing units needed ten (10) years from the date of the plan, including the composition of said units (e.g., single family, multifamily).

- Land Use Plan or study that formalizes long-term community goals into governing policies describing the land use of every parcel within the jurisdiction and including a future land use map that accounts for future population changes. The Land Use Plan shall describe the location and types of structures that may be built within a given jurisdictional area and may serve as guidance document for the development of local codes and zoning ordinances or equivalent enforcement mechanisms. The Land Use Plan shall contain, at a minimum, the following:
 - 1) An integration of relevant portions of an applicable local hazard mitigation plan, if one exists;
 - 2) Identification of local hazard risks;
 - 3) Explanation of how the plan mitigates the identified local hazard risks; and
 - 4) Zoning ordinances or equivalent enforcing regulations or code provisions that codify the plan upon adoption by the applicable governmental entity.
- Infrastructure study that describes the water, wastewater, drainage, and streets systems, including length, width, materials, and condition or age (if available), as well as a capital improvement plan with proposed prioritized improvements to those systems.
- Additional studies (e.g., environmental, economic, etc.) may also be included.
- Zoning Ordinance(s), or similar governing regulation(s) or code provision(s), to support the adoption of the Comprehensive Plan. Each Zoning Ordinance or equivalent enforcing regulation or code provision, as applicable, will establish the set of regulations that define how the real property identified therein may be used and the type(s) of construction that may occur on said real property.

Adoption of the Comprehensive Plan and associated Zoning Ordinance(s) or equivalent enforcing regulation(s) or code provision(s) must be completed within 30 months of Contract execution. If Subrecipient fails to formally adopt the Comprehensive Plan and associated Zoning Ordinance(s) or equivalent enforcing regulation(s) or code provision(s), as applicable, within the prescribed period, all funds drawn by Subrecipient relating to efforts supporting the development and adoption of the Comprehensive Plan will be subject to recapture by the GLO. At a minimum, supporting Comprehensive Plan documentation submitted to the GLO must include resolutions from the applicable governing body documenting the adoption of the Comprehensive Plan and associated Zoning Ordinance(s) or equivalent enforcing regulation(s) or code provision(s).

MILESTONES

Subrecipient may draw funds in accordance with the table(s) below subject to completion of the described milestones, as determined by the GLO. Subrecipient may draw up to, but not exceed, the identified percentage of the associated Activity line-item amount in the Project Budget until stated Deliverable(s) and reimbursement requests are submitted to and approved by the GLO.

Comprehensive Plan

Milestones	Not-to-Exceed Percentage of Activity Line-Item Amount in Budget
GLO approval of: - Start Up Documentation - Procurement documentation / In-House Work Plan	0-5%
GLO approval of: - Assessment of current Comprehensive Plans - Base studies - Docs - 1st round of public meetings - Draft Goals/Objectives/Policies	5.01-35%
GLO approval of: - Docs - 2nd round of public meetings - Preliminary Draft Comprehensive Plan	35.01-65%
GLO approval of: - Docs - 3rd round of public meetings - Adopted Comprehensive Plan, includes adoption of Land Use Plan - Adopted Zoning Ordinance(s) or equivalent enforcing regulation(s) or code provision(s) - Evidence of adoption by jurisdiction	65.01 – 95%
GLO approval of: Grant closeout documents (including Grant Completion Report)	95.01-100%

BUDGET

HUD ACTIVITY TYPE	GRANT AMOUNT	OTHER FUNDS	TOTAL
Comprehensive Plan	\$250,000.00	\$0.00	\$250,000.00
TOTAL	\$250,000.00	\$0.00	\$250,000.00



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

Meeting Date:	8/11/2026	Date Submitted:	08/04/2026
Prepared By:	Gabriel Lopez	Presented By <i>(if different)</i>	
Department:	Public Works	Type of Agenda Item:	Consent

ITEM TITLE: Authorization to Issue RFPs & RFQs for TxCDBG

AGENDA LANGUAGE:

Authorizing City staff to issue a Request for Proposals (RFP) for administrative services and a Request for Qualifications (RFQ) for engineering services related to application preparation and grant implementation for Program Years 2027 and/or 2028 under the Community Development Fund of the Texas Community Development Block Grant Program, as administered by the Texas Department of Agriculture.

EXECUTIVE SUMMARY/BACKGROUND

The City is seeking authorization to issue a Request for Proposals for administrative services and a Request for Qualifications for engineering services associated with potential applications under the Texas Community Development Block Grant Program Community Development Fund for Program Years 2027 and/or 2028.

Under the current funding cycle, the Community Development Fund provides grants of up to \$750,000 for eligible projects including water and wastewater infrastructure, street and drainage improvements, housing activities, and other community development improvements.

The selected firms may assist with grant application development and, if the City receives an award, provide administrative and engineering services during project implementation. Any resulting contracts will be presented to City Council for separate consideration and approval.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
This action does not authorize a contract or expenditure. Any resulting contracts and associated costs will be presented separately to City Council for consideration and approval.

RECOMMENDATION: City Staff recommends approval authorizing issuance of the RFP for administrative services and RFQ for engineering services for Program Years 2027 and/or 2028 under the TxCDBG Community Development Fund.

ATTACHMENTS: None

PUBLIC WORKS

Department Updates

August 11, 2026

Krystal Mason

Assistant Director of Public Works





CITY OF BAY CITY

Planning & Development Services Division

1217 Avenue J, Bay City, Texas, 77414
(979) 323-1173



BUILDING DEPARTMENT

	January	February	March	April	May	June	July	August	September	October	November	December
New Residential Construction	13	7	8	8	1	1	0					
Residential Repairs	15	22	20	20	14	29	28					
New Commercial Construction	0	1	0	0	0	0	0					
Commercial Repairs	4	2	4	3	4	6	6					
Business Occupancy	4	7	6	9	4	5	7					
Mobile Home Occupancy	4	2	7	5	3	1	3					
Mechanical	3	6	6	9	6	16	11					
Electrical	19	14	14	15	7	14	12					
Plumbing	20	19	21	12	12	10	7					
Inspections Completed	465	452	326	289	348	185	186					
PROJECT VALUATION	\$2,283,131	\$2,336,194	\$3,207,503	\$1,928,187	\$2,994,626	\$2,036,527	\$735,760					



DEVELOPMENT UPDATE

RESIDENTIAL SUBDIVISIONS

VALOR PARK

Section 1

- 30 Lots
- Public Improvements Complete
- 29 Building Permits Issued

Section 2

- 184 Lots
- Public Improvements Not Complete
- 151 Building Permits Issued

RUSSELL RANCH

Phase 1

- 192 Lots
- Public Improvements Complete
- 39 Building Permits Issued

MEADOW OAKS

Phase 1

- 22 Lots
- Public Improvements Complete
- 22 Building Permits Issued

Phase 2

- 35 Lots
- No Public Improvements to Date
- No Building Permits Issued

MEADOW LAKE

- Located at 12th & Moore
- Proposed 196 Lots
- This is a Phased Development
 - Section 1 is 98 lots
- Drainage Review Complete for Section 1
- Development Agreement in progress

SANDHILL (BOLD FOX)

Section 1

- 103 Lots
- No Public Improvements to Date
- No Building Permits Issued



DEVELOPMENT UPDATE

COMMERCIAL

TACO BELL

- 3800 7th St (Next to Bay Wash)
- Certificate of Occupancy Issued!
- Expected to open week of 8/10/2026



VORTEX C-STORE

- SH60 (NW corner of SH60 & FM 3156)
- Construction in Progress



CITY BREEZE

- Located on South Industrial Blvd
- Battery storage development
- Construction in Progress



POPEYE'S

- 4475 7th St
- All plans approved
- Building permit ready to be issued when General Contractor is selected

BAY CITY STORAGE

- Matagorda Plaza (ACE Shopping Center)
- 3 Climate Controlled Storage Facilities
- Construction in Progress



AQUATIC CENTER

- 230 12th St
- Plans submitted, currently in review



THE RESERVE AT RIVER BEND

- Nile Valley & MLK
- Construction in Progress
- Phase 2 development expected





CITY OF BAY CITY

Planning & Development Services Division

1217 Avenue J, Bay City, Texas, 77414
(979) 323-1173



CODE COMPLIANCE DIVISION

SUBSTANDARD STRUCTURES

August 2025 Meeting

708 Duncan	Demolition Complete 1/26/26	By City
1005 Austin	Demolition Complete 1/26/26	By City
1117 Ave J	Demolition Complete 8/24/25	By Owner
1409 Ave C	Demolition Complete 11/10/25	By City
3020 1 st St	Demolition Complete 1/26/26	By City

September 2025 Meeting

1117 Ave D	Demolition Complete 1/26/26	By City
1308 6 th St	Demolition Complete 1/26/26	By City
2416 Ave G (repair)	Repair Order – Complete 2/19/26	By Owner
2617 Ave H	Demolition Complete 12/20/25	By City
2919 Nancy	Demolition Complete 11/6/25	By Owner
3310 Moore	Demolition Complete 1/6/26	By City

October 2025 Meeting

2219 Katy	Demolition Complete 11/10/25	By Owner
2412 Norvell	Demolition Complete 1/26/26	By City
1400 Ave M	Repair Order – Repairs in Progress	By Owner

UPDATE: The owner did not adhere to the repair order issued by the Planning Commission. Order to demolish was issued on 3/27/2026.

2908 9 th St	Repair Order – Repairs in Progress	By Owner
1306 Ave A	Demolition Complete 1/26/26	By City

January 2026 Meeting

1213 Ave C	Demolition Order Issued (By 3/1/26)
1816 Bayou Dr	Demolition Order Issued (By 4/29/26)
3100 3 rd St	UPDATE: See March 2026 Meeting

March 2026 Meeting

3308 Nolan	Demolition Order Issued 3/27/2026
2203 Nichols	Repair Order Issued 3/27/2026
3100 3 rd St	Repair Order Issued 3/27/2026
1709 Mustang	Repair Order Issued 3/27/2026
2803 Ave F	Demolition Order Issued 3/27/2026
2921 Letulle	Demolition Order Issued 3/27/2026
1216-B Austin	Demolition Order Issued 3/27/2026
2926 JP Davis	Repair Order Issued 3/27/2026

May 2026 Meeting

3003 Letulle	Demolition Order Issued 5/28/26
2501 Ave K (Rear)	Demolition Order Issued 5/28/26
3003 10 th St	Tabled
1727 7 th St	Repair Order Issued 5/28/26
	Commercial Building Inspection by 7/27/26
	Asbestos Survey by 9/29/26
2400 Ave F	Repair Order Issued 5/28/26
	Commercial Building Inspection & Asbestos Survey by 7/27/26
2116 Matthews	Repair Order Issued 5/28/26
	Residential Building Inspection by 7/27/26
1204 Ave A	Repair Order Issued 5/28/26
	Residential Building Inspection by 7/27/26
2504 Ave F	Repair Order Issued 5/28/26
	Residential Building Inspection by 7/27/26

22 Structures ordered demolished

- 4 completed by property owner
- 18 completed by the City (lien)

10 Structures ordered to be repaired

- 2 completed by property owner
- 8 in progress



City of Bay City 2025-2027 Strategic Plan
Goal 1.4 – SAFETY & COMMUNITY APPEARANCE – Improve Curb Appeal



CITY OF BAY CITY
Planning & Development Services Division

1217 Avenue J, Bay City, Texas, 77414
(979) 323-1173



CODE COMPLIANCE DIVISION

REPORT ON THE BAY CITY TX 4U APP

Tall Weeds / Grass (Offensive Conditions)

- *Over 12" is in violation*

Mowing of Easements and Rights-of-Way

- *Property owners responsible for mowing easements/ROW*
- *Owners with safety concerns should reach out to Code*

Brush / Heavy Trash Pickup – Out of Compliance Piles

- *Piles that exceed 2 cu yds*
- *If no active Utility account*

Signs

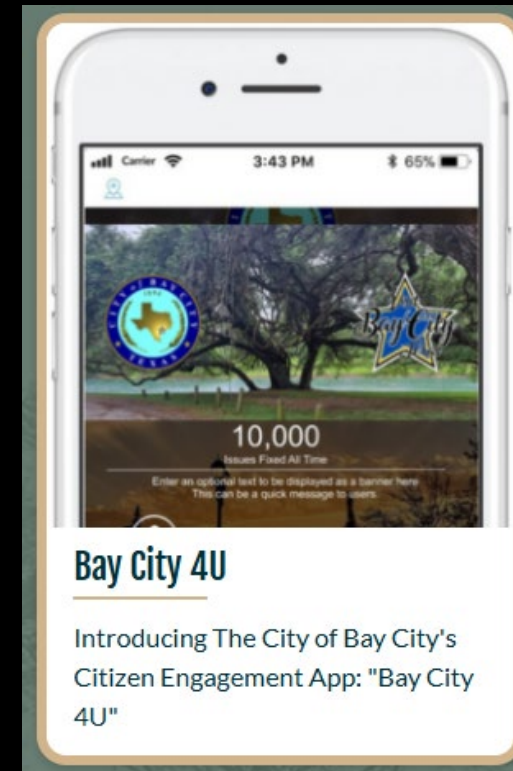
- *Signs are not to be placed in the ROW or on power poles*

Junk Vehicles

- *Expired registration and wrecked/inoperable*

Stop Work Orders

- *Issued for building, plumbing, electrical or mechanic work w/no permit*



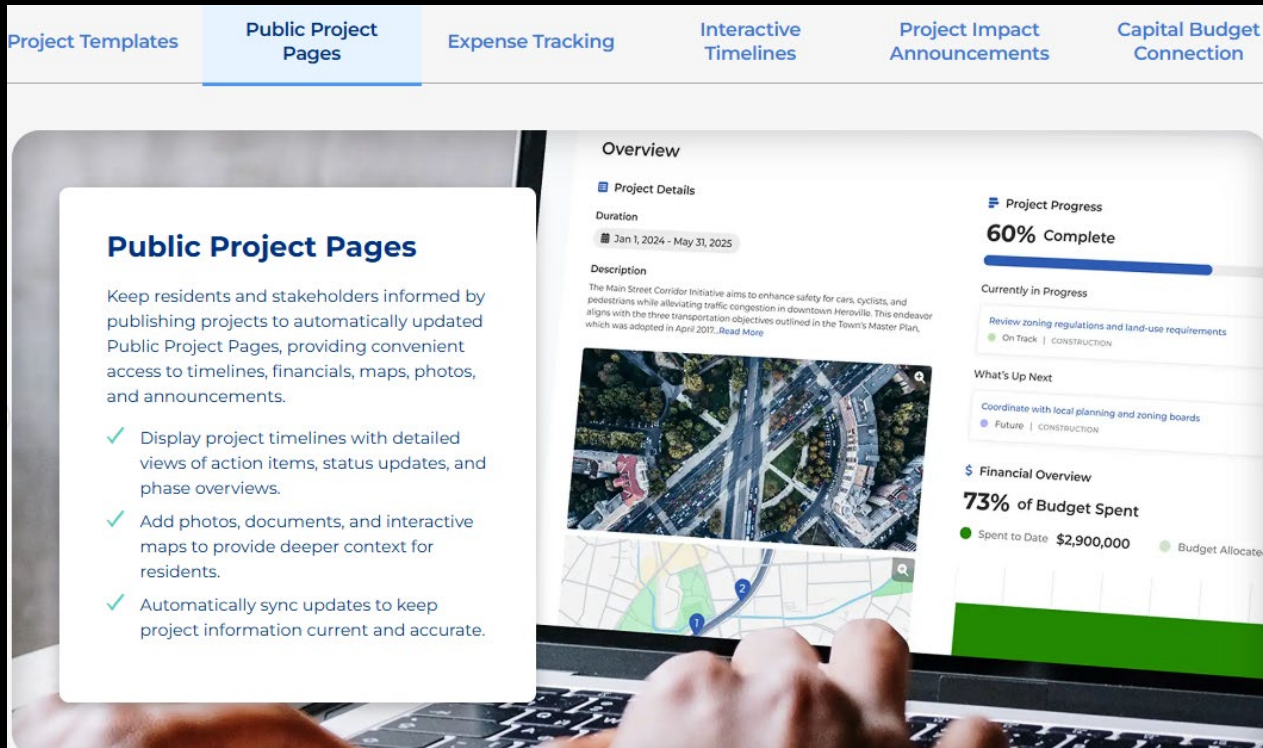
City of Bay City 2025-2027 Strategic Plan
Goal 1.4 – SAFETY & COMMUNITY APPEARANCE – Improve Curb Appeal

PROJECTS UPDATE

Capital Project Tracking

example:

City of Port Lavaca Capital Projects

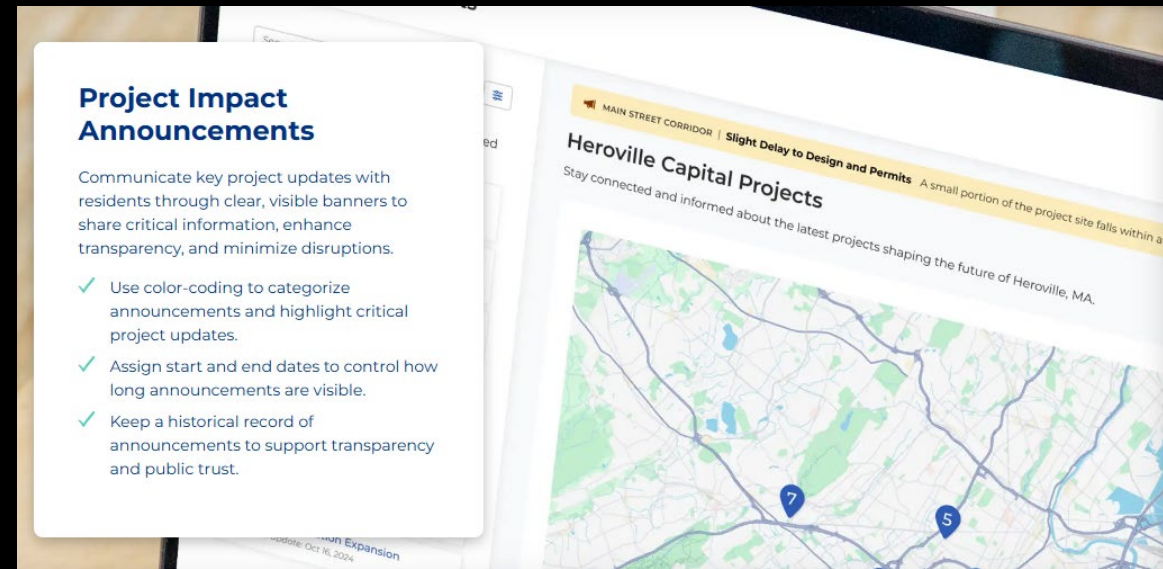


The screenshot shows a dashboard with a navigation bar at the top containing: Project Templates, Public Project Pages (highlighted), Expense Tracking, Interactive Timelines, Project Impact Announcements, and Capital Budget Connection. The main content area is titled 'Overview' and includes sections for Project Details (Duration: Jan 1, 2024 - May 31, 2025), Project Progress (60% Complete), Currently in Progress (Review zoning regulations and land-use requirements), What's Up Next (Coordinate with local planning and zoning boards), and Financial Overview (73% of Budget Spent, \$2,900,000 Spent to Date). A map of the project area is also visible.

Public Project Pages

Keep residents and stakeholders informed by publishing projects to automatically updated Public Project Pages, providing convenient access to timelines, financials, maps, photos, and announcements.

- ✓ Display project timelines with detailed views of action items, status updates, and phase overviews.
- ✓ Add photos, documents, and interactive maps to provide deeper context for residents.
- ✓ Automatically sync updates to keep project information current and accurate.



The screenshot shows a dashboard with a navigation bar at the top containing: Project Templates, Public Project Pages, Expense Tracking, Interactive Timelines, Project Impact Announcements (highlighted), and Capital Budget Connection. The main content area is titled 'Overview' and includes sections for Project Details (Duration: Jan 1, 2024 - May 31, 2025), Project Progress (60% Complete), Currently in Progress (Review zoning regulations and land-use requirements), What's Up Next (Coordinate with local planning and zoning boards), and Financial Overview (73% of Budget Spent, \$2,900,000 Spent to Date). A map of the project area is also visible.

Project Impact Announcements

Communicate key project updates with residents through clear, visible banners to share critical information, enhance transparency, and minimize disruptions.

- ✓ Use color-coding to categorize announcements and highlight critical project updates.
- ✓ Assign start and end dates to control how long announcements are visible.
- ✓ Keep a historical record of announcements to support transparency and public trust.



City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure

PROJECTS UPDATE

Wastewater System Improvements

WWTP Improvements – CWSRF (TWDB) & Bonds - \$28,775,000

- Project kicked off January 8, 2024
- Currently on day 945 of 1147
- Sludge management, lift station, MCC buildings complete
- Clarifier and aeration basin mechanical improvements near complete
- Rotary Press placed in operation on 8/4/2026!
- Train 1 (clarifier & aeration basin) & new lift station expected start up in August 2026
- Programming (SCADA) install in progress

Wastewater Collection System Improvements – Cottonwood Lift Station

- Included in the CWSRF (TWDB) Funding
- Bypass system is in place
- Interior repair of wet well complete/deck poured/pumps installed
- Pumps installed – plan is to take the bypass system down on 8/10/26 and re-establish flow through the lift station

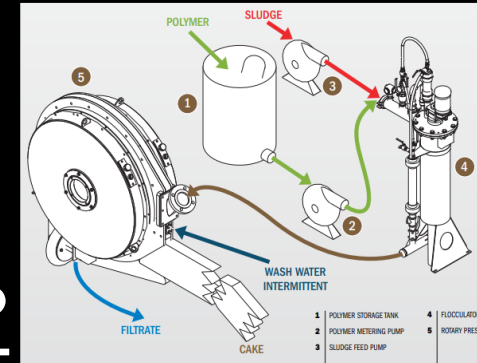


City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure

PROJECTS UPDATE

Wastewater System Improvements

What is a Rotary Press & why is it beneficial to Bay City?



A Rotary Press dewateres sludge by squeezing flocculated sludge between rotating filter screens. The water drains through the screens and the remaining solids discharge as a relatively dry "cake."

Bay City's dewatering process has been using dewatering boxes and drying beds. However, the solids discharged are still very wet. This increases the weight of the solids and subsequently limits how much can be hauled at one time by our sludge hauler due to DOT weight restrictions. This results in less sludge hauled, more trips, and added sludge hauling costs.



**THE NEW ROTARY PRESS
WILL DRAMATICALLY
REDUCE SLUDGE HAULING
COSTS AND IMPROVE
OPERATOR EFFICIENCY!**

City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure



PROJECTS UPDATE

Wastewater System Improvements

Del Norte Lift Station Rehabilitation and Force Main Improvements

- Kick-off meeting 8/13/2026
- Project cost: \$474,699 (\$225,301 under budget!) / Funding source: Operating
- Engineer: Urban Engineering
- Contractor: Matula & Matula
- Currently on day 0 of 280
- Replacing control panel, adding manual transfer switch & generator quick connect, lining wet well, replacing pumps, replacing deck, install driveway, new fence

Del Norte Sewer Line Improvements

- Replace and upsize 2,200 LF of sewer line (Nichols to Live Oak)
- Project Cost: \$259,192 (\$240,808 under budget!) / Funding Source: Operating
- Project Status: Complete

Manhole Maintenance/Replacement

- In-house crews continue to survey
- 3 on Marguerite set to be repaired in the next few weeks
- Scheduling full assessment w/consultant

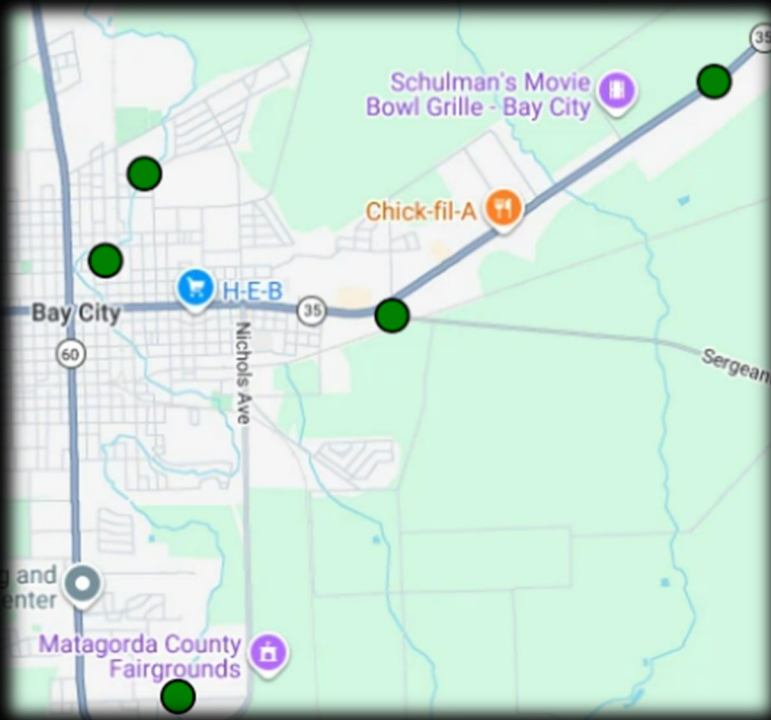
City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure



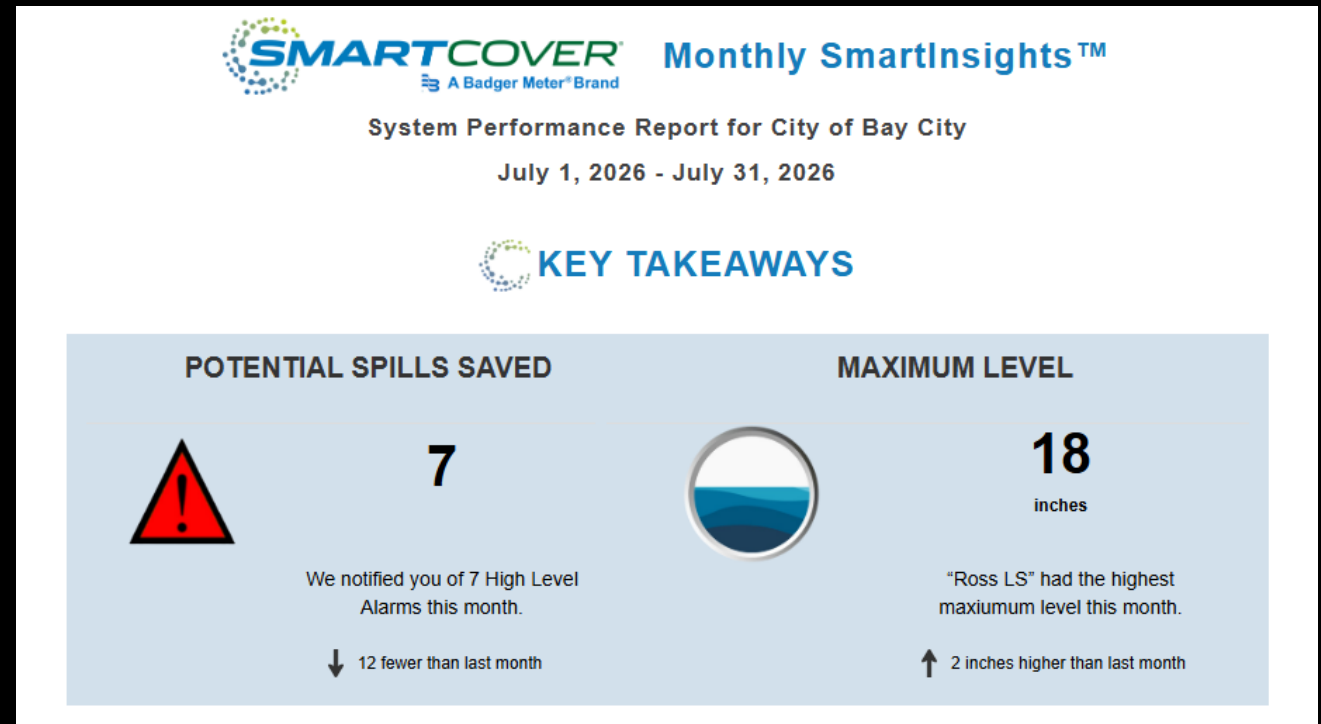
PROJECTS UPDATE

Wastewater System Improvements

Lift Station Monitoring



Hamman
Tenaris
FM 457
Ross
11th & Ave I



City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure

PROJECTS UPDATE

Water System Improvements

East Water Treatment Plant – DWSRF (TWDB) – \$11,022,500

- Project kicked off: July 22, 2024
- Currently on day 750 of 636
- Substantial Completion expected in the coming weeks
- Well drilled; GSTs, booster pump station, chemical feed, generator in place
- Corrosion control treatment installed
- Flushing the GSTs for disinfection and testing the week of 8/10/2026
- Watch for announcement of ribbon-cutting ceremony



6th & Ave I Water Treatment Plant – Arsenic Remediation – DWSRF (TWDB) and Mockingbird Water Treatment Plant – Electrical Improvements – DWSRF (TWDB) - \$5,248,800

- Project kicked off: June 22, 2026
- Currently on day 50 of 636
- Contractor: LEM Construction
- 6th & Ave I: Construction of arsenic adsorption system, replacement of electrical gear, replacement of instrumentation and controls, conversion of existing disinfection system from chlorine gas to liquid sodium hypochlorite
- Mockingbird: Construction of a new electrical building including the electrical gear, civil, electrical, instrumentation, and control enhancements, installation of natural gas generator



City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure

PROJECTS UPDATE

Water System Improvements

5th St Water Main Improvements – DWSRF (TWDB) - \$2,283,750

- Construction estimated to begin mid to late 2026
- Replacement of 7,500 LF due to poor condition, pipe wall thickness
- Assessment complete; geotechnical and survey work near complete
- Expect final design soon
- Seeking a grant opportunity to possibly fund this project rather than use DWSRF funding

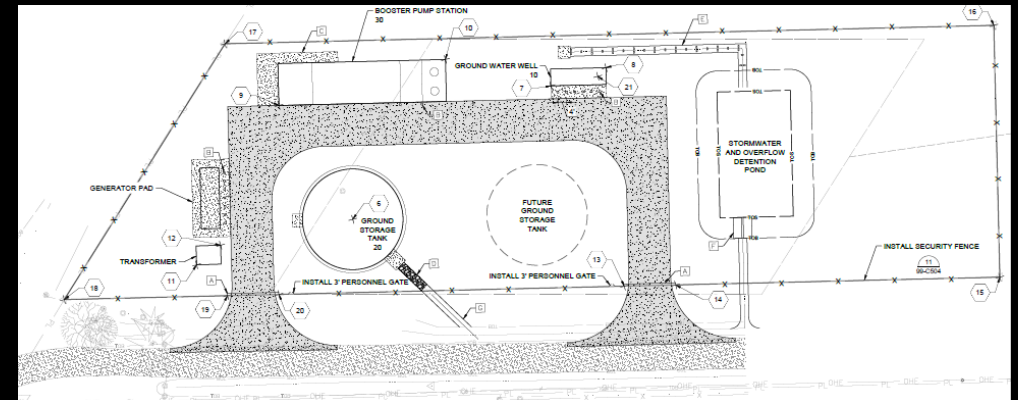
North Water Treatment Plant & Transmission Line – (TWDB) - \$15,000,000

- Direct Appropriation from the State; administered by TWDB
- Project approved by TWDB on 2/19/2026
- Awaiting further direction from TWDB

7. Consider authorizing the Executive Administrator to execute an agreement with the City of Bay City for a \$15,000,000 grant pursuant to Senate Bill No. 1, 89th Legislative Regular Session, Article IX, Section 17.18 (15). David Figgins, Water Supply & Infrastructure, presented this item.

Director Morgan moved to authorize the Executive Administrator to execute an agreement with the City of Bay City for a grant pursuant to Senate Bill No. 1, 89th Legislative Regular Session, Article IX, Section 17.18, as recommended by the Executive Administrator.

The motion was seconded by Director Franks, and it passed unanimously.



City of Bay City 2025-2027 Strategic Plan
Goal 3.3 INFRASTRUCTURE – Repair/Replace Aging Infrastructure



PROJECTS UPDATE

Water System Improvements

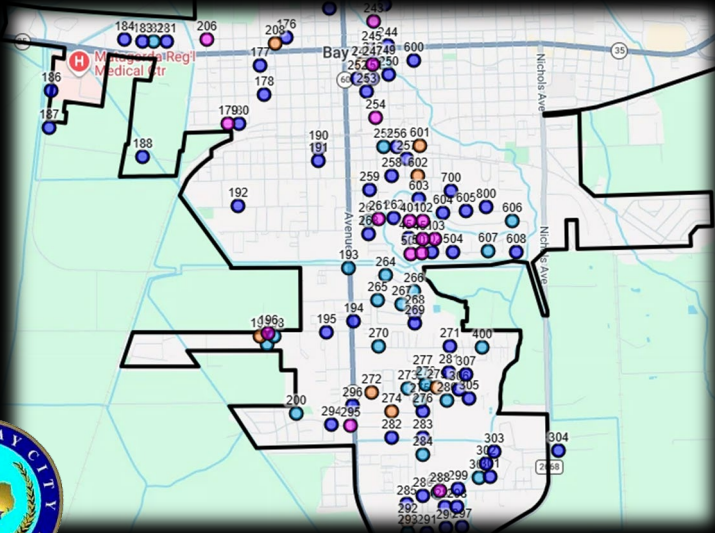
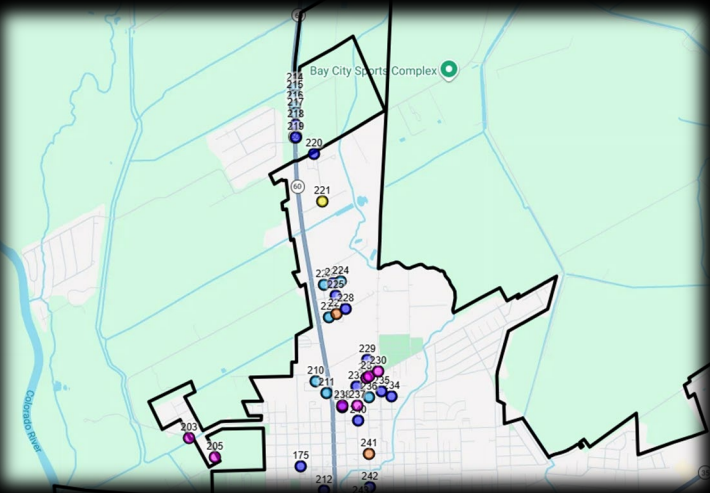


Fire Hydrant Preventative Maintenance Program – Phase II

- NW and NE Quadrants, and hydrants that were missed or repaired during Phase I
- Scope of Work: 130 Fire Hydrants - Data Collection, Photograph & Upload Into GIS; Functionality; Sand Blast, Prime & Paint; Perform Flow Test

Fire Hydrant Repair/Replacement

- FY 2026:
 - 20 hydrants repaired/replaced to date
 - Any additional hydrants identified during Phase II will be scheduled for repair



*City of Bay City 2025-2027 Strategic Plan
Goal 1.2 – SAFETY & COMMUNITY APPEARANCE – Fire Hydrant Rehab*

PROJECTS UPDATE

Street & Bridge Improvements

Moore Addition Street Reconstruction

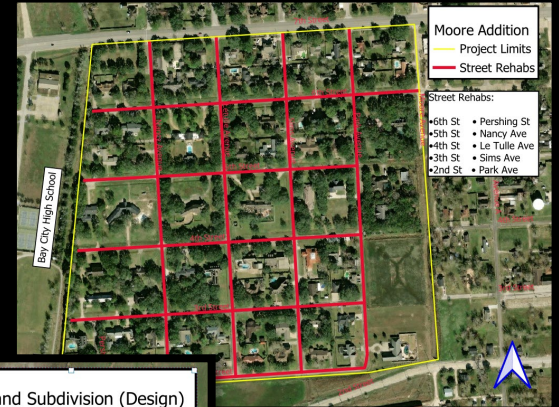
- Funding Source: Bonds
- Project Status: Under Design
- Project Design Cost: \$467,500
- Total Project Cost (includes water & sewer): \$7,805,000
- Projected Construction: FY 2027

Highland Addition Street Reconstruction

- Funding Source: Bonds
- Project Status: Under Design
- Project Design Cost (estimate): \$410,000
- Total Project Cost (includes water & sewer): \$6,450,000
- Projected Construction: Water - FY 2027 / Roads – FY 2029

In-House Street Rehab Projects

- Gilbert (360 LF) - COMPLETE
- 1900 block Cypress (360 LF) – COMPLETE
- Boring St (340 LF) - COMPLETE
- Live Oak (320 LF) - COMPLETE
- 12th St/Moore to Ave C (1,100 LF) – IN PROGRESS



City of Bay City 2025-2027 Strategic Plan
Goal 3.1 INFRASTRUCTURE – Street Maintenance Plan



PROJECTS UPDATE

Street & Bridge Improvements

TXDOT Bridge Rehabilitation Project - GRANT (IIJA) - \$4,687,000

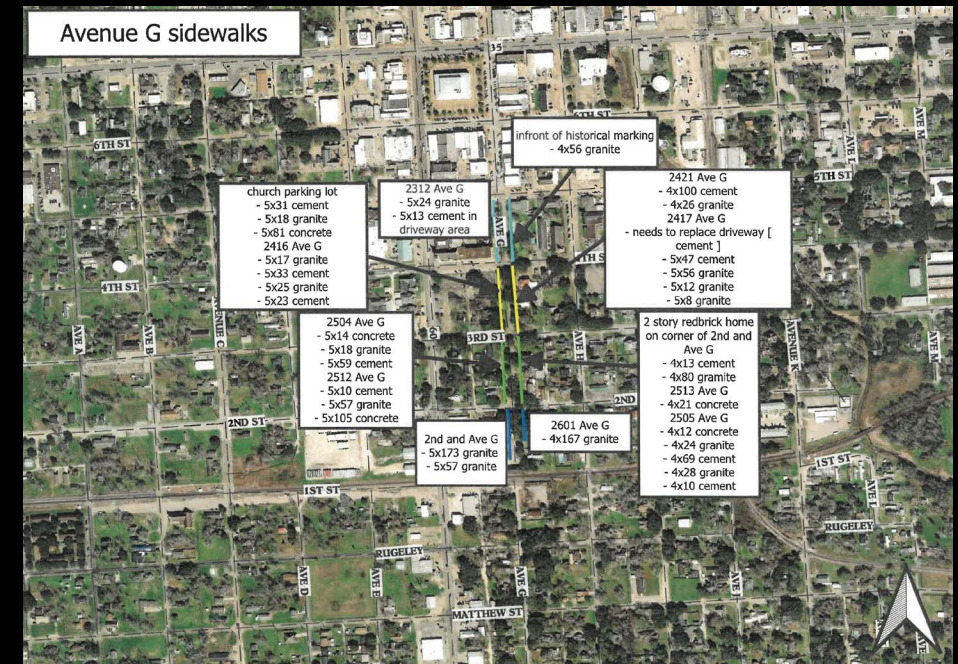
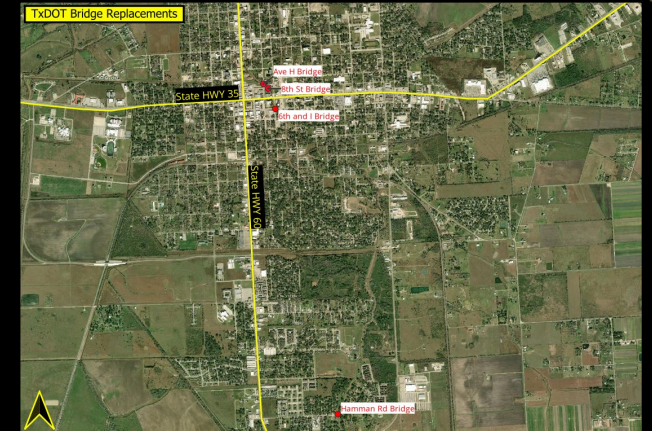
- Locations: Ave H between 10th St & 8th St, 8th St between Ave H & Ave I, Hamman Rd, 6th & Ave I
- Hamman Rd, 6th & Ave I, 8th St – IN PROGRESS
- Ave H will begin once 8th St is completed

Railroad Quiet Zone

- As approved by Council
- UPRR line included in Quiet Zone

Sidewalks / Shared-Use Paths

- CDBG Downtown Project in the works
- Continue to identify locations
 - 5th & Ave G
 - Cherry Elementary



City of Bay City 2025-2027 Strategic Plan
Goal 3.1 INFRASTRUCTURE – Street Maintenance Plan
Goal 3.4 INFRASTRUCTURE - Sidewalk Connectivity Plan



PROJECTS UPDATE

Nile Valley Road

Nile Valley Road Phase II – 30% Design

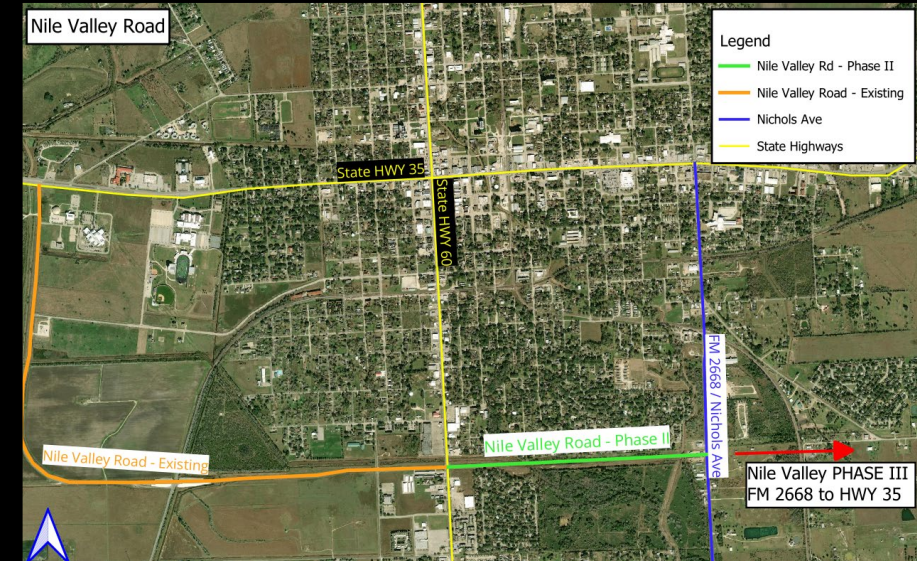
- SH60 to Nichols Rd
- Project Cost: \$467,500.00
- Engineer: CivilCorp
- Project Status: Design is complete, under staff review

Nile Valley Road Phase II - Construction

- SH60 to Nichols Rd
- Project Cost Estimate: \$10,050,000
- Projected Construction: TBD
- Actively Seeking Grants to Fund
 - Potential developers
 - Not in TIRZ 5

Nile Valley Road Bridge – Guardrails & Lighting

- Guardrails/lighting repair - COMPLETE



PROJECTS UPDATE

Drainage Improvements

Stormwater Management Plan – GRANT (FEMA HMGP) - \$650,000

- Engineer: Freese & Nichols
- Deliverables: Inventory & Digitize Stormwater Infrastructure, Develop Models for Flood Risk Analysis, Identify Flood Mitigation Projects Including Cost Estimates & Phasing Plans
- Project kicked off: January 30, 2025
- Project Status: Flood modeling complete; consultant working on proposed project list

Cottonwood Creek Restore Project – GRANT (RESTORE Act) - \$200,000

- Labor & Equipment provided by Matagorda County Drainage District #1
- Project Location: 1st/Ave L, Live Oak @ Cottonwood Creek, Rugeley/Cypress
- Scope of Work: Grading & Bank Stabilization, New Drop Structures & Storm Sewer Pipe
- Projected Status: Application review complete; TCEQ finalizing grant agreement

Diversion Channel Improvements – GRANT (FEMA HMGP) - \$885,000

- Engineer: Quiddity
- Project Location: Diversion Channel North of Downtown, Colorado River
- Scope of Work: Automate Bar Screen and SCADA
- Project Status: Engineering & Design Complete; Awarded; Pre



PROJECTS UPDATE

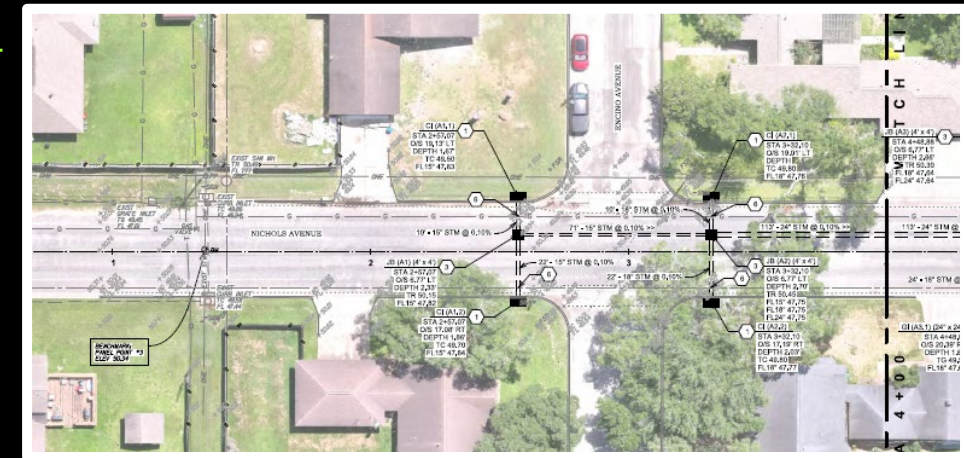
Drainage Improvements

MIT-MOD Drainage Improvements – GRANT (GLO CDBG MIT-MOD)
- \$3,189,500

- Project Location: 1) Ave H & 12th St, 2) SW Quadrant – Duncan & Moore
- Scope of Work: Bank Stabilization, Remove/Replace Culverts/Inlets, Grade Ditches, Install Storm Sewer
- Project Status: Area 14 (Whitson) out for bid; Area 19 (Cottonwood Creek / Ave H) under design

Del Norte Drainage Improvements – Operating & Possibly Grant - \$636,400

- Project Location: Nichols from Drainage Ditch South of LaVista to Encino
- Scope of Work: Regrading, Install Storm Sewer, Inlets, Junction Boxes, Curb/Gutter
- Project Status: Seeking Grant Funds & Partners to Cover Project Costs



City of Bay City 2025-2027 Strategic Plan
Goal 3.2 INFRASTRUCTURE – Implement Master Drainage Plan

PROJECTS UPDATE

Drainage Improvements

Other Drainage Grants in the Works

- FEMA HMGP DR-4798 & DR-4781 - \$745,490
 - Eligible Activities: Flood Risk Reduction Projects; Applications submitted -March 2025
 - DR-4781 selected as an alternate (not selected for award, eligible for consideration if additional funding becomes available)
 - DR-4798 is still under review; also selected as an alternate project
- State Flood Plan / Flood Infrastructure Fund Projects (TWDB)
 - Partnership with Matagorda County EDC
 - Cottonwood Creek Study – TWDB selected this study through the Flood Infrastructure Fund (FIF) program and will develop scope, manage application process, and carry out the study on behalf of Matagorda County
 - Additional drainage projects were submitted for the upcoming State Flood Plan update. If adopted into the plan, they could become eligible for funding in 2028.



WORK ORDERS

WATER

Work Order Type	January		February		March		April		May		June		July		August		September		October		November		December		OPEN
	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	As of 7/31
Customer Water Leaks	18	18	15	15	19	19	19	19	15	15	18	18	16	16											0
Service Line Leaks	9	8	8	8	11	12	10	12	5	7	5	4	7	7											2
Water Main Breaks	13	14	10	7	17	23	3	4	4	6	1	3	9	3											2
Fire Hydrant Repair	0	0	1	1	11	4	2	2	2	2	10	10	3	0											19
Water & Sewer Taps	10	12	10	10	10	10	10	10	4	2	5	5	15	2											15
Locates	168	168	172	172	148	148	124	127	88	88	91	91	99	99											0
TOTALS	218	220	216	213	216	216	168	174	118	120	130	131	149	127											38

WASTEWATER

Work Order Type	January		February		March		April		May		June		July		August		September		October		November		December		OPEN
	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	New	Closed	As of 7/31
Sewer Stops	35	35	28	28	15	15	18	18	24	24	32	32	39	39											0
Rehab Manhole	0	0	2	5	0	0	1	3	0	1	2	4	3	1											9
Rehab Sewer Line	3	4	5	2	2	0	0	0	2	0	3	7	0	6											7
Replace Sewer Line	0	1	2	0	1	2	0	0	2	1	1	3	1	6											4
Camera Sewer Line	1	1	4	3	0	1	0	0	3	3	5	4	3	1											6
TOTALS	39	41	41	38	18	18	19	21	31	29	43	50	46	53											26



RECYCLING CENTER

For Commodities Sent to Mill 1 Haul = 40,000 lbs

	January	February	March	April	May	June	July	August	September	October	November	December
Automotive oil (gal)	300	450	400	300	350	400	400					
Cardboard (lbs)	39,400			36,000	40,000		41,000					
Mixed Paper (lbs)			39,000									
Plastic (lbs)			76,000									
Aluminum / tin (lbs)			1,137									

SOLID WASTE



	January	February	March	April	May	June	July	August	September	October	November	December
Residential Waste	861 tons	845 tons	891 tons	851 tons	861 tons	936 tons	978 tons					
Heavy Trash/Bulk (furniture, mattress, etc.)	110 tons	119 tons	133 tons	128 tons	110 tons	137 tons	159 tons					
Heavy Trash/Bulk (brush)	840 cu yd	840 cu yd	840 cu yd	840 cu yd	840 cu yd	840 cu yd	840 cu yd					
Commercial Waste	944 tons	800 tons	963 tons	962 tons	944 tons	922 tons	990 tons					
Toter replacements or repairs	54	27	32	46	31	61	31					
Commercial dumpster exchanges	8	3	5	7	0	4	4					
Customer issues reported	63	62	74	78	76	66	77					
Blocked/unacceptable material in dumpsters	17	15	10	17	28	17	15					
Missed pickups – reported by customers	2	1	2	2	5	6	4					
Piles out of compliance	20	26	40	33	43	43	58					

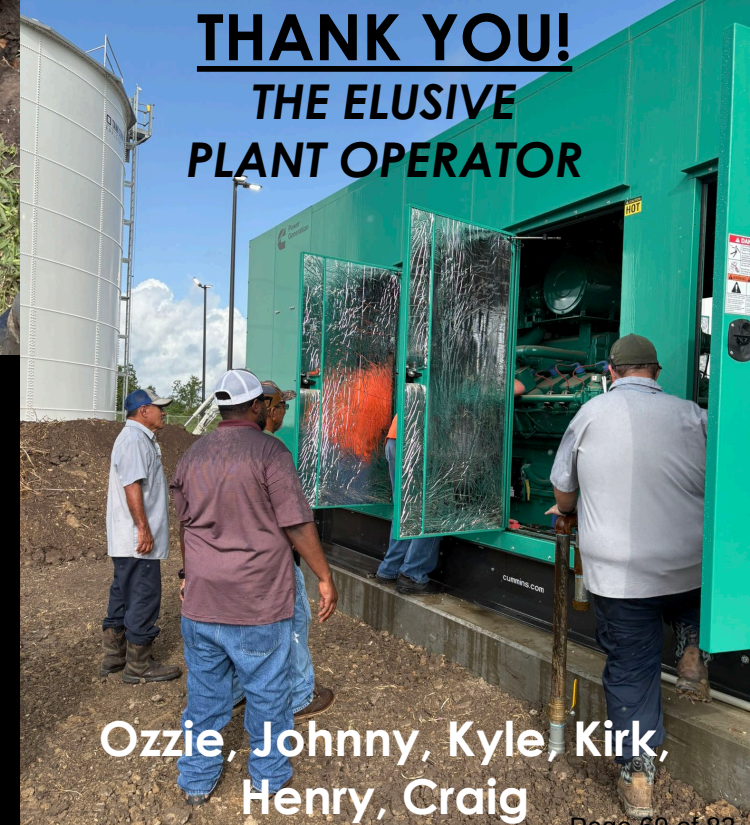
STREET & BRIDGE



UTILITIES MAINTENANCE



THANK YOU!
THE ELUSIVE
PLANT OPERATOR



Ozzie, Johnny, Kyle, Kirk,
Henry, Craig





Questions?





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

Meeting Date:	8/11/2026	Date Submitted:	8/4/2026
Prepared By:	Jeanna Thompson	Presented By <i>(if different)</i>	Kelly Penewitt
Department:	Parks & Rec	Type of Agenda Item:	Regular

ITEM TITLE: Riverside Fees

AGENDA LANGUAGE:

Discuss, consider, and/or approve a Resolution of the City of Bay City, Texas to amend fees for Riverside Park RV and Camp Sites and provide an effective date.

EXECUTIVE SUMMARY/BACKGROUND

HAA (Hospitality Across America) completed a competitive rate analysis of seven comparable public and private campgrounds across the region. The study found that Riverside Park is currently underpriced, with full-hookup RV sites averaging **\$45 per night** compared to the market average of **\$57.27**.

The proposed fee adjustments increase rates while keeping Riverside Park below market, preserving its position as an affordable destination. Weekly and monthly rates were also updated to align with industry practices while maintaining competitive pricing.

The rate ranges as opposed to fixed rates provide flexibility to adjust fees within the approved limits as market conditions and seasonal demand change, eliminating the need for future Council approval for minor rate adjustments.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
The proposed rate increases are expected to generate additional annual revenue for Riverside Park, improving cost recovery and supporting the park's long-term goal of becoming financially self-sufficient.

RECOMMENDATION: Staff recommends approval of the proposed resolutions

ATTACHMENTS: Resolution, Exhibit A

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF BAY CITY, TEXAS, TO AMEND FEES
FOR RIVERSIDE PARK RV AND CAMP SITES AND PROVIDE AN
EFFECTIVE DATE**

WHEREAS, the City has adopted fees for the operation of Riverside Park; and

WHEREAS, City Council desires to amend the park RV and campsite fees.

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

SECTION ONE.

Fees Schedule adopted. The City hereby amends the Riverside Parke Fee Schedule attached hereto as Exhibit "A" . These fees and charges shall be collected by the City in accordance with the various City ordinances that more particularly describe each such fee or charge.

SECTION TWO

Effective Date. This Resolution shall be effective on September 1st, 2026 and shall be published as required by law.

PASSED AND APPROVED AT BAY CITY TEXAS THIS 11TH DAY OF AUGUST, 2026

Robert K. Nelson, Mayor
City of Bay City

ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary

Anne Marie Odefey, City Attorney

EXHIBIT "A"

RIVERSIDE PARK RATE RECOMMENDATION

Rates go into effect September 1, 2026

RV SITES

RECOMMENDED NIGHTLY RATES

Site Type	Current	Recommended Range
Colorado Cove (E/W/S full hookup)	\$45	\$35-\$75
Wilderness (E/W)	\$30	\$25-\$60
Primitive Tents	\$15	\$5-\$20

One simple structure: weekday, weekend, and a holiday/event tier. Slow-period discounting, if ever needed, is handled through limited-time promo codes in Rec1 rather than a published lower rate.

RECOMMENDED WEEKLY RATES

Site Type	Current	Recommended Range
Colorado Cove Weekly	\$280	\$280-\$325
Wilderness Weekly	\$180	\$180- \$220

RECOMMENDED MONTHLY RATES

Site Type	Current (all-in)	Recommended Range	Recommended Electric Range	Recommended Deposit
Colorado Cove Monthly	\$600 + \$45 deposit	\$550-\$650	\$50 to \$100	\$50.00
Wilderness Monthly	400 + \$45 deposit	\$375-\$475	\$50 to \$100	\$40.00

Grandfather current monthly guests at their existing rate for 60 days after the September 1 start. Flat \$50 electric keeps billing simple; if usage runs heavy on 50-amp sites, revisit metering at renewal.

Other	Current	Recommend		
Admission	\$10.00 per car / \$100 Yearly	Stay at current		
Pavillion	\$100 day/\$50 Deposit (up to 20 cars included, Then \$10.00 Per Car	Stay at current		



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

Meeting Date:	8/11/2026	Date Submitted:	7/30/2026
Prepared By:	Samantha Denbow	Presented By <i>(if different)</i>	Ray Beltran, Communications Manager
Department:	Communications	Type of Agenda Item:	Regular

ITEM TITLE: Municipal Brand Identification and Development

AGENDA LANGUAGE:

Bid ~ Discuss, consider, and/or award the bid for Municipal Brand Identification and Development.

EXECUTIVE SUMMARY/BACKGROUND

The City of Bay City issued a Request for Proposals (RFP) for Municipal Brand Identification and Development as the first phase of a broader effort to establish a cohesive citywide brand. The project will use research and community engagement to identify Bay City's unique strengths, characteristics, and future vision and establish a strategic foundation for future branding and visual identity work.

The scope includes an assessment of the City's existing identity and communications, community and stakeholder engagement, development of a citywide brand strategy and messaging recommendations, and a final action roadmap. The project does **not** include development of a new logo or visual identity; those efforts may be considered as a future phase based on the findings and recommendations of this work.

Proposals were due August 5, 2026, and were evaluated based on firm experience and past performance, key personnel, project understanding and approach, schedule and capacity, and price. Because the proposal deadline occurred after publication of the Council agenda, the recommended consultant and contract amount will be provided to Council following completion of the evaluation process.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
City Council approved \$25,000 in the FY 2026 budget for this project. Final cost will be determined through the RFP evaluation and award process.

RECOMMENDATION: Staff recommends City Council approve the award of RFP No. COBC-CCA-2026-001 for Municipal Brand Identification and Development to the proposer determined to provide the best value to the City through the established evaluation process and authorize the City Manager to execute the resulting agreement.

ATTACHMENTS:



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

Meeting Date:	8/11/2026	Date Submitted:	08/04/2026
Prepared By:	Gabriel Lopez	Presented By <i>(if different)</i>	
Department:	Public Works	Type of Agenda Item:	Regular

ITEM TITLE: Award of Generator Services RFP No. COBC-PW-GS-2026

AGENDA LANGUAGE:

Discuss, consider, and/or approve the award of one or more contracts under RFP No. COBC-PW-GS-2026 for Generator Maintenance, Testing, and Emergency Repair Services and authorize the Mayor to execute the agreement(s).

EXECUTIVE SUMMARY/BACKGROUND

The City issued a request for proposals to establish ongoing service for its generator inventory at City Hall, the Civic Center, Police and Fire facilities, the airport, water wells, lift stations, the Wastewater Treatment Plant, the Municipal Service Building, and for its portable generator units.

The contract includes two preventive maintenance visits and one annual load bank test for each generator, automatic transfer switch inspection and testing, required service documentation, and authorized emergency and as-needed repairs. The initial contract term is one year, with up to three additional one-year renewal options.

Proposals were evaluated based on qualifications and relevant experience, service capacity and emergency response, preventive maintenance approach and documentation, and cost. Council approval will authorize the recommended award and execution of the applicable agreements.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
The contract will establish annual pricing for two preventive maintenance visits and one load bank test for each generator, together with hourly service rates for emergency and as-needed repairs. Scheduled maintenance and testing will be paid at the awarded annual prices, while repair services will be paid separately based on the awarded rates and work performed.

RECOMMENDATION: City staff recommends award to the highest-ranked proposer as the primary contractor and the second-highest-ranked qualified proposer as the secondary contractor, based on the evaluation criteria established in the RFP.

ATTACHMENTS: To be handed out at meeting due to timing of RFP evaluation for scoring.



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

Meeting Date:	8/11/2026	Date Submitted:	07/31/2026
Prepared By:	Gabriel Lopez	Presented By <i>(if different)</i>	
Department:	Public Works	Type of Agenda Item:	Regular

ITEM TITLE: Quiddity Engineering Add Services No. 2 – Cottonwood Creek Project Rebid Services

AGENDA LANGUAGE:

Discuss, consider, and/or approve Add Services No. 2 to the Professional Services Agreement with Quiddity Engineering, LLC in the amount of \$7,000.00 for additional professional engineering services associated with the rebid of the FEMA Hazard Mitigation Grant Program Cottonwood Creek Diversion Project, and authorize the Mayor to execute the amendment.

EXECUTIVE SUMMARY/BACKGROUND

FEMA approved Phase II construction funding for the Cottonwood Creek Diversion Project in March 2026. The project was then advertised for bids, and a pre-bid conference was held on May 5, 2026. Quiddity conducted contractor outreach and assisted with identifying qualified prospective bidders to encourage competition; however, no bids were received at the May 14, 2026 bid opening.

Since the bid opening, City staff, Quiddity, and the City’s grant administrator have coordinated additional outreach efforts to support a successful rebid. Add Services No. 2 provides for the additional engineering services needed to conduct the second solicitation, including expanded contractor outreach and administration of the rebid process.

STRATEGIC PLAN GOALS ADDRESSED:

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

FINANCIAL NOTES
The original Professional Services Agreement was executed in the amount of \$135,000.00. Add Services No. 1 increased the contract by \$5,000.00 for additional hydrologic and hydraulic modeling required during the design phase to include the 10-year, 25-year, and 50-year storm events in the project's Benefit-Cost Analysis, increasing the contract amount to \$140,000.00. Add Services No. 2 will increase the contract by \$7,000.00 for the additional rebid services, resulting in an updated contract amount of \$147,000.00. Reimbursement is subject to available grant funding and TDEM/FEMA eligibility and approval

RECOMMENDATION: City staff recommends approval of Add Services No. 2 and authorization for the Mayor to execute the amendment.

ATTACHMENTS: Quiddity Additional Scope Authorization Request - No.2

July 29, 2026

Honorable Robert K. Nelson
Mayor
City of Bay City

**Add Services to the Contract for Professional Services
Between the City of Bay City and Quiddity Engineering, LLC
(formerly Jones & Carter, Inc.)
For the FEMA Hazard Mitigation Grant Program
Cottonwood Creek Diversion Project
Add Services No. 2**

Following completion of the initial competitive solicitation for the Cottonwood Creek Flood and Drainage Improvements Project, the City received no bids. To successfully complete the procurement of this FEMA Hazard Mitigation Grant Program project, the City has requested additional professional engineering services to support a second competitive solicitation.

The proposed additional services are necessary to facilitate the rebid effort and obtain competitive construction bids so the project may proceed to construction. The additional scope of services and associated fee are summarized below.

Proposed Additional Scope & Fees

Quiddity will provide professional engineering services necessary to support a second competitive solicitation for the Cottonwood Creek Flood and Drainage Improvements Project, including:

- Coordination meetings and communications with City staff regarding the rebid effort;
- Contractor outreach and assistance in identifying qualified prospective bidders to encourage competition;
- Preparation, coordination, and facilitation of a pre-bid conference;
- Updates and revisions to the front-end bidding documents, as necessary;
- Preparation of addenda and responses to bidder questions during the advertisement period;
- Conducting the bid opening and preparing the bid tabulation;
- Assisting the City with review of bids received and preparation of the engineer's recommendation for award, as appropriate.

Previous Fee (Original Contract plus Previous Add Services): \$140,000.00

Additional Services No. 2: \$7,000.00

Updated Total Contract Fee: \$147,000.00



Honorable Robert K. Nelson

Page 2

July 29, 2026

These Add Services fall under the General Conditions of the original Professional Services Agreement between the City of Bay City and Quiddity Engineering, LLC.

These services are limited to supporting the rebid of the project following an initial solicitation that resulted in no bids and do not modify the approved project design or construction scope. The City understands that reimbursement of these additional services is contingent upon available grant funding and eligibility under the FEMA Hazard Mitigation Grant Program, as determined by TDEM/FEMA.

Should you have any questions or require additional information, please contact us.

Sincerely,

Matthew B. Breazeale, PE
Vice President

APPROVED BY:

Signature

Date

Printed Name

Title