



CITY OF BAY CITY

MINUTES • JULY 12, 2018

Council Chambers

Workshop – City Council

5:30 PM

**1901 5TH STREET
BAY CITY, TX 77414**

1. CALL TO ORDER

2. CERTIFICATION OF QUORUM

3. ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL:

1. Budget

~ RECEIVE AND DISCUSS THE BAY CITY COMMUNITY DEVELOPMENT BUDGET PROPOSAL FOR THE 2019 FISCAL YEAR.

CDC Director, DC Dunham

Budget proposal for the CDC was reviewed by the CDC Director, Jessica Russell. Expenses and expenditures were reviewed and questions from Council members were answered by Russell. She also indicated that the CDC was working on creating a Reserve Policy.

2. Presentation

~ RECEIVE, DISCUSS AND POSSIBLY TAKE ACTION ON THE BAY CITY RAILROAD TASK FORCE PROPOSAL.

Councilman, Bill Cornman

Railroad Proposal was shared by Councilman Bill Cornman. This issue will take some time. The switching is prevalent on both HWY60 and 35. Nile Valley Road re-opening will solve the HWY 60 issue. Councilman Jason Childers is not satisfied. He feels noise is still an issue. He feels noise is a simple fix. Childers provided a list of Quiet Zone Cities. This task force is only involved with switching (marshaling) and idling. Councilman Childers says he will tackle the noise issue. Councilman Cornman will let us know when the meeting will be held.

3. Presentation

~ DISCUSS, CONSIDER AND/OR TAKE ACTION ON CITY DRAINAGE PLANS AND PROCESSES WITH DRAINAGE DISTRICT ONE AND POSSIBLY CREATE A COMMITTEE TO DETERMINE OUR OWN METHOD OF ENGINEERING CALCULATIONS FOR DRAINAGE WITH REGARDS TO NEW CONSTRUCTION AND EXPANSIONS WITHIN THE CITY LIMITS.

Councilman, Jason Childers

Drainage Plans / Processes were discussed by Councilman, Jason Childers - Developers and business - hold up in processes we have - potential fix. Create our own engineering methods and calculations. Drainage District #1 representatives, Barrett Franz and Charles Kalkomey were present. Childers hears developers are not investing in Bay City due to delays and expense. Who in the City goes to Drainage District meetings? It was determined that Marla Jasek attends. Barry Calhoun, Public Works Director, joined the conversation. Charles Kalkomey stated the biggest problem is communication. Making sure developers and engineers know the process.

Every two weeks a joint meeting with drainage, fire marshal and county and code enforcement is held. Everyone sits and outlines process of what needs to be done for the specific project. Drainage District meets once a month. They would meet more if the need was there. They have met for special meeting to address projects. They meet the 4th Tuesday of every month at 8AM.

City encourages the developers to go to the Drainage District early to get things approved. Also involves planning commission at times. Communication Barry Calhoun says is key. Developers do not always get with the drainage district as they should at times.

It was noted by Councilman Cornman that retention ponds are too big. The engineer for the project develops the retention pond designs for the developer, not the Drainage District. Councilman Cornman questioned the methodology used for determining the retention pond sizes.

4. ADJOURNMENT

AGENDA NOTICES:

Action by Council Authorized:

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

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Executive Sessions Authorized:

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

This is to certify that the above notice of a Regular Called Council Meeting was posted on the front window of the City Hall of the City of Bay City, Texas on Thursday, July 5, 2018 before 5:30 p.m. Any questions concerning the above items, please contact Mayor Mark A. Bricker at (979) 245-2137.

The facility is wheelchair accessible and accessible parking spaces available. Request for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary's Office at 979-245-5311 or email, dholumbec@cityofbaycity.org for further information.

David Holubec
City Secretary



City Council
1901 5Th Street
Bay City, TX 77414

SCHEDULED

Meeting: 07/12/18 05:30 PM
Department: City Secretary
Category: Budget
Prepared By: David Holubec
Initiator: David Holubec
Sponsors:
DOC ID: 3202

DISCUSSION ITEM (ID # 3202)

**~ RECEIVE AND DISCUSS THE BAY CITY COMMUNITY
DEVELOPMENT BUDGET PROPOSAL FOR THE 2019 FISCAL
YEAR.**

COMMENTS - Current Meeting:

Budget proposal for the CDC was reviewed by the CDC Director, Jessica Russell. Expenses and expenditures were reviewed and questions from Council members were answered by Russell. She also indicated that the CDC was working on creating a Reserve Policy.

BCCDC Fiscal Year 2018-2019 Proposed Budget

Classification	Adopted 2016-17 Budget	Actual Sept 2017	Actual 2017- 18 Budget	YTD Actual May 2018	FY 2018 Estimate	Proposed 2018-19 Budget
STP Lease Income	75,600	75,600	75,600	75,600	75,600	75,600
SMBG Lease Income		79,555	600,000	319,963	569,963	600,000
3225 · Sales Tax Collections	1,372,500	1,431,866	1,375,000	835,271	1,431,893	1,425,000
3300 · BDC Income	4,000	3,969	4,000	2,140	3,210	4,000
3300 · Main Street Income	43,091	33,433	43,091	32,318	43,091	43,091
3615 · Interest Income	5,000	7,129	5,000	3,739	5,609	5,000
Reduction in grant obligation		15,655		376	376	
Loan Proceeds	7,500,000	6,520,693	0	979,307	979,307	0
CamoFest	20,000	12,584	30,000	11,879	12,686	0
TIRZ #1 income		0	18,000		31,249	0
TIRZ #2 income		0	10,000		6,620	30,000
3699 · Other Income	0		0	0	0	0
Total Income	\$ 9,020,191	8,180,483	\$ 2,160,691	2,260,594	3,159,604	\$ 2,182,691
<u>415-Administrative</u>						
4105 · Salaries and Wages	187,200	186,650	194,688	139,297	196,000	170,000
4106 · Other Compensation	2,350	2,052	2,350	1,197	1,946	2,350
4205 · Payroll Taxes	14,501	14,436	15,073	10,748	15,143	13,185
4206 · Unemployment Taxes	600	32	600	488	600	600
4210 · Retirement Expense	19,903	16,841	19,034	12,277	18,416	18,959
4215 · Workers Compensation Insurance	725	753	850	576	800	850
4225 · Employee Health Insurance	20,000	23,610	24,000	15,979	23,968	26,400
4230 · Travel & Training	2,500	1,493	2,500	1,107	2,000	2,500
4305 · Postage & Freight	300	183	300	126	189	300
4310 · General Supplies	2,400	2,671	2,400	1,391	2,400	2,400
4315 · Dues & Subscriptions	3,560	4,682	4,150	2,368	3,553	4,150
4330 · Vehicle Expense	4,000	4,296	4,000	1,738	2,607	4,000
4405 · General Insurance	9,000	9,456	12,000	10,109	15,164	12,000
4410 · Telephone	4,500	5,133	5,000	3,073	4,609	5,000
4415 · Utilities	4,500	4,285	4,500	2,889	4,500	4,500
4420 · Legal & Professional Fees	19,900	19,497	19,900	19,550	23,750	19,900
4425 · Cleaning & Maint	6,000	6,373	6,000	3,610	5,415	6,000
4425 · Contract services				4,578		
4427 · Equipment Rentals	0	2,299	2,000	1,609	2,414	2,000
4455 · Printed Materials	1,500	1,740	1,500	739	1,108	1,500
4460 · Advertising	2,800	66	2,800	0	0	2,800
Renovation Expense						50,000
4497 · Business Meals	1,900	1,784	1,900	1,548	1,900	1,900
4498 · Misc. Furniture & Equipment	1,000	0	1,000	11	1,000	1,000
4499 · Miscellaneous	1,500	75	1,500	0	1,000	1,500
4505 · Repairs & Maintenance Equipment	0	153	0	160	240	0
Refinancing costs	0	537	0	0	0	0
Principal Pmt	158,350	158,172	398,689	121,117	279,289	400,978
4810 · Interest Expense	242,422	235,859	377,923	295,915	370,728	449,513
Total Administrative	\$ 711,411	703,127	\$ 1,104,658	652,199	978,737	\$ 1,204,284
<u>420-Prospect Development</u>						
4230 · Travel & Training	6,180	4,794	6,180	6,093	6,500	6,180
4305 · Postage & Freight	400	216	400	0	200	400
4425 · Contracted Services	10,000	838	10,000	2,263	5,000	10,000
4450 · Promotional Items	1,000	930	1,000	1,025	1,200	1,000
4460 · Advertising	8,000	6,740	8,000	3,980	5,000	8,000
4497 · Business Meals	4,120	1,773	4,120	2,414	3,500	4,120
4499 · Miscellaneous	3,500	200	3,500	0	500	3,500

Attachment: BCCDC proposed budget 18-19 c (3202 : CDC Budget)

BCCDC Fiscal Year 2018-2019 Proposed Budget

Classification	Adopted 2016-17 Budget	Actual Sept 2017	Actual 2017- 18 Budget	YTD Actual May 2018	FY 2018 Estimate	Proposed 2018-19 Budget
Total Prospect Development	\$ 33,200	15,492	\$ 33,200	15,775	21,900	\$ 33,200
<u>485-Project Expenses</u>						
4001 · Mat Cty Economi Dev Corp	67,500	67,500	67,500	0	70,000	75,000
4011 · U of H - Coastal Plains	20,100	20,000	20,100	0	20,000	20,000
4012 · Main Street	25,000	25,184	25,000	12,162	25,000	25,000
4018 · Business Assistance Center	10,000	1,707	10,000	\$ (2,427)	10,000	10,000
4019 · Training Center Expenses	0	0	0	0	0	0
4445 · Builders Incentive Program	50,000	0	50,000	0	0	50,000
TCF Main Street - sidewalk	0	0	0	50,000	0	50,000
4446 · Job Incentives (Applebee's)	20,000	4,345	20,000	0	0	20,000
4447 · City Vision 2040 Plan	35,000	504	35,000	4,910	10,000	35,000
Parks & Recreation Project	70,000	0	70,000	69,624	70,000	75,000
CED Insurance and Maint.	100,000	73,118	100,000	63,006	100,000	100,000
Parking Lot	0	0	0	100,000	100,000	0
Holt Chiropractic	0	0	0	0	0	0
Family Entertainment Center	7,500,000	8,576,173	0	1,267,672	1,500,000	0
Total Project Expenses	\$ 7,897,600	\$ 8,768,532	\$ 397,600	\$ 1,564,947	\$ 1,905,000	\$ 460,000
Total Expenses	\$ 8,642,211	\$ 9,487,150	\$ 1,535,458	\$ 2,232,921	\$ 2,905,637	\$ 1,697,484

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City Council
1901 5Th Street
Bay City, TX 77414

SCHEDULED

AGENDA ITEM (ID # 3205)

Meeting: 07/12/18 05:30 PM
Department: City Secretary
Category: Presentation
Prepared By: David Holubec
Initiator: David Holubec
Sponsors:
DOC ID: 3205 A

**~ RECEIVE, DISCUSS AND POSSIBLY TAKE ACTION ON THE
BAY CITY RAILROAD TASK FORCE PROPOSAL.**

COMMENTS - Current Meeting:

Railroad Proposal was shared by Councilman Bill Cornman. This issue will take some time. The switching is prevalent on both HWY60 and 35. Nile Valley Road re-opening will solve the HWY 60 issue. Councilman Jason Childers is not satisfied. He feels noise is still an issue. He feels noise is a simple fix. Childers provided a list of Quiet Zone Cities. This task force is only involved with switching (marshaling) and idling. Councilman Childers says he will tackle the noise issue. Councilman Cornman will let us know when the meeting will be held.

BAY CITY RAILROAD TASK FORCE PROPOSAL

Membership (Initial Core Group)

- | | |
|-----------------|---|
| Bruce Krauskopf | - Local business owner |
| Mitch Thames | - COC Exec Director (Governmental Affairs) |
| Joe Hoinkis | - Lyondell Plant Manager, COC President
(Major local BNSF RR Customer) |
| Mark Bricker | - Mayor of Bay City |
| Bill Cornman ?? | - Council member (TF Facilitator) |

Task / Objective

Alleviate the extended blockage of vehicular traffic and nuisance noise by the BNSF Railroad at the Hwy 35 railroad crossing.

Description of the Problem

The BNSF local office is situated in the heart of the City of Bay City just adjacent to Hwy 35 and 2 blocks east of the downtown square. As a result, crew changes and RR car switching operations occur at that location which blocks the Hwy 35 crossing (as well as other crossings to the north & south) to commercial, residential, and emergency traffic for extended periods of time, creating congestion though out the City. This situation can be expected to worsen as commercial traffic increases in the years to come. In addition, the switching operation necessities multiple incidents of train horn activation in the middle of the City very close to local businesses and some residents. Further, it's not unusual for the BNSF to leave their diesel engine idling during the night in this location, which also creates nuisance noise pollution for residents.

Tentative First Meeting Agenda

1. Clarify and agree on the problem & objective
2. Design and map out the approach to achieve objective
3. Identify key resources and key contacts
4. Develop initial action steps with PPR's & timing
5. Check make up of Task Force - add to as deemed appropriate
6. Next meeting planning

WGC 7/2/2018



City Council
1901 5Th Street
Bay City, TX 77414

SCHEDULED

Meeting: 07/12/18 05:30 PM
Department: City Secretary
Category: Presentation
Prepared By: David Holubec
Initiator: David Holubec
Sponsors:
DOC ID: 3215

AGENDA ITEM (ID # 3215)

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