

**Town of Bayside
Regular Council Meeting Minutes
October 14, 2025**

1. Call to Order

Mayor Scott called the meeting to order at 6:30 p.m. followed by a Silent Invocation and the Pledge of Allegiance.

2. Roll Call

Mayor Sharon Scott and Councilmembers Place II Charmaine Briseno, Place III Sandra Haley, Place IV Daniel Molina, and Place V Steven Nix were present. Mayor Pro Tem David Vega was absent.

3. Items by Citizens

No citizens signed up to speak.

4. Mayor's comments

A. Street Update

Mayor Scott announced they still have some work to do. The culverts have to be cleaned out and the road by Spada still has to be done. Commissioner Tuttle has sent a list of issues that have to be fixed before he signs off on them. Mr. Ken Dahl asked about the road by the store. Mayor Scott informed him she had asked David to get a cost and hasn't heard back from him on it.

B. CDBG Update

The pre-bid meeting will be on October 21st, and the bid opening will be on October 30th.

5. Discuss/Consider/Act on approving minutes from the Special Meeting on September 5, 2025, the Public Hearing and Special Meeting on September 8, 2025, the Public Hearing and Regular Meeting on September 9, 2025, the Public Hearing and Special Meeting on September 16, 2025, and the Workshop on September 23, 2025

Mayor Scott read the agenda item and asked for questions or corrections. Councilmember Haley made a motion to approve all the minutes as specified on the agenda. Councilmember Briseno seconded the motion. The motion carried unanimously.

6. Discuss/Consider/Act on approving paying new expenses/bills

Mayor Scott read the agenda item. Councilmember Molina made a motion to approve the new expenses. Councilmember Nix seconded the motion. The motion carried unanimously.

7. Discuss/Consider/Act on approving building permits, culvert permits, and permit extensions

Mayor Scott read the agenda item. The first permit was for a fence at 404 First Street. The setbacks have not been done. Councilmember Nix moved we grant the permit for 404 First Street when the setbacks are checked. Councilmember Briseno seconded the motion. The motion carried unanimously. The second permit was for a culvert at 714 Copano Bay Drive. Councilmember Nix made a motion to approve 714 Copano Bay's culvert. Councilmember Molina seconded the motion. The motion carried unanimously.

8. Discuss/Consider/Act on approving the Certification of Tax Levy for the Year 2025 City of Bayside

Mayor Scott read the agenda item and announced we received it today. Councilmember Molina made a motion to approve the Certification of Tax Levy for the Year 2025 City of Bayside. Councilmember Haley seconded the motion. The motion carried unanimously.

9. Discuss/Consider/Act on appointing members to the Planning Commission and the Park, Pier, and Recreation Committee

Mayor Scott read the agenda item and announced there are two people (Juantia Jaramillo and Sharron Nix) who asked to be on the Park, Pier, and Recreation Committee. Councilmember Briseno made a motion to accept the two that are asking to be on the Park, Pier, and Recreation Committee. Councilmember Haley seconded the motion. Councilmember Nix abstained. The motion carried.

No one signed up for the Planning Commission as of today. It is still open.

10. Discuss/Consider/Act on request from Christy Johnson to waive community center rental fee

Mayor Scott read the agenda item. Councilmember Molina announced he will pay the fee. Councilmember Nix moved to take no action. Councilmember Molina seconded the motion. The motion carried unanimously.

11. Discuss/Consider/Act on request from Christy Johnson to use the items in the Park Committee's cabinet for any of her future use in community events

Mayor Scott read the agenda item. Council questioned Christy Johnson on what was in the cabinet. She responded napkins, plates, silverware. Councilmember Briseno input. It was donated to the Park Committee. Christy Johnson claimed there is no longer a Park Committee. Councilmember Briseno responded. Y'all do have a Park Committee. Council pointed out they just appointed two people to it. There are now five members. Councilmember Nix moved we take no action on item #11. Councilmember Molina seconded the motion. The motion carried unanimously.

12. Discuss/Consider/Act on purchasing a new computer for utility billing

Mayor Scott read the agenda item and informed Council she went to Best Buy with the specs from CUSI. It is a Dell computer for \$1,299.99. She has the skew if you want to research it. A citizen present asked why we were replacing it. They were informed. It is nine years old and very slow. Several councilmembers wanted assurance from CUSI that it meets the requirements. Mayor Scott informed them she took the info from CUSI for what we need to Best Buy. She will have Jeanne email CUSI. Councilmember Haley made a motion to go ahead and purchase a utility computer after we are assured by CUSI that it meets the specs. Councilmember Briseno seconded the motion. The motion carried unanimously.

13. Discuss/Consider/Act on designating an email address and mailing address for public request for information

Mayor Scott read the agenda item. After a short discussion, Councilmember Haley made a motion to designate the email address baysidecityoffice@att.net and a mailing address P.O. Box 194. Councilmember Nix seconded the motion. The motion carried unanimously.

14. Discuss/Consider/Act to establish consistent time frame for Town employee's annual evaluation and possible raises, to include raise for 2026 budget year

Mayor Scott read the agenda item. Councilmember Haley informed Council this came up as we were finishing the budget. She presented the dates of the last three raises not including 90 day reviews, needing continuity, giving a raise if the budget allows it, and doing evals corresponding with the budget which is why we did them this year at budget time.

Councilmember Haley made a motion going forward, if our budget allows for a raise - This is not a 90-day review. This is more a cost of living kind of raise. - we give them, at the beginning of the budget year, if it's in our budget, it would wait to become effective October 1 effective with this year. The motion died for lack of a second. There was no further discussion.

15. Discuss/Consider/Act to identify companies who have contracts with the Town of Bayside and operate vehicles or equipment within our City limits. Issue them a letter from the City requesting they instruct their drivers to minimize damage to streets.

Mayor Scott read the agenda item. Councilmember Haley informed Council this was a concern at the last meeting. She suggested we send letters to the company for garbage pickup and fuel delivery. Councilmember Briseno suggested giving it to them when they sign off on permits. Mayor Scott added. She had talked to Republic Services, and he was going to talk to his drivers and ask them to back up on dead ends. After a short discussion, Councilmember Haley made a motion to put it on the workshop. Councilmember Molina seconded the motion. The motion carried unanimously.

16. Discuss/Consider/Act on proceeding with allowing, disallowing and/or regulating shipping containers

Mayor Scott read the agenda item. Councilmember Nix moved to send to workshop. Councilmember Haley seconded the motion. The motion carried unanimously.

17. Discuss/Consider/Act on repair of water leaks

Mayor Scott read the agenda item and informed Council there are three water leaks that have been leaking for several months and have not been taken care of. Councilmember Molina asked. Why is it taking so long? Mayor Scott responded. I'm not in charge of maintenance. It has been reported to David. He knows. They are just not getting done. There was a discussion on water leaks needing to be fixed as soon as they are found and having money in the budget to fix them. Councilmember Molina made a motion that we get these three fixed as soon as possible. Councilmember Nix seconded the motion. The motion carried unanimously.

18. Discuss/Consider/Act on approving a resolution to open a bank account for the Municipal Court Building Security and Technology Fund created by House Bill 1950

Mayor Scott read the agenda item. After a short discussion, Councilmember Nix moved to open such account. Councilmember Haley seconded the motion. The motion carried unanimously.

19. Discuss/Consider/Act on adding a Municipal Court Building Security and Technology Fund to the Town's 2025-2026 Budget

Mayor Scott read the agenda item. Councilmember Briseno made a motion to add a Municipal Court Building Security and Technology Fund to the Town's 2025-2026 Budget. Councilmember Molina seconded the motion. The motion carried unanimously.

20. Discuss/Consider/Act on amending the 2025-2026 Municipal Court Security Fund, Municipal Court Technology Fund, and Municipal Court Local Consolidated Fees Budgets and transferring all security and technology fees collected since May 29, 2025 to the Municipal Court Building Security and Technology Fund as mandated by House Bill 1950

Mayor Scott read the agenda item. Councilmember Briseno stated. I make that motion. Councilmember Haley seconded the motion. The motion carried unanimously.

21. Discuss/Consider/Act on setting workshop for all new HB/SBs that went into effect September 1, 2025

Mayor Scott read the agenda item. After a discussion on when to have the workshop, Councilmember Nix made a motion to have the workshop on October 28th at 1:00 p.m. Councilmember Haley seconded the motion. The motion carried unanimously.

22. Discuss/Consider/Act on the Christmas and New Year holidays

Mayor Scott read the agenda item. After a discussion on the Courthouse being closed all three days and the Council's wishes, Councilmember Briseno made a motion to work December 24 from 8 to 12 and be off on December 25 and off on December 26, come back on Monday, work on December 31 8 to 12 and be off on January 1 and off on January 2. Councilmember Nix seconded the motion. The motion carried unanimously.

23. CLOSED SESSION: Discuss Personnel Matters as per Government Code 551.074 to discuss the employment, evaluation, reassignment, duties, and discipline of Town of Bayside part-time maintenance employee (90-day review)

Mayor Scott announced closed session to discuss personnel matters as per Government Code 551.074 to discuss the employment, evaluation, reassignment, duties, and discipline of Town of Bayside part-time maintenance employee 90-day review. The time was 7:09 p.m.

24. Return to Open Session: Discuss/deliberate/act on matters discussed in Closed Session

Mayor Scott announced we are back in open session to discuss/deliberate/act on matters discussed in closed session. The time is 8:04 p.m. Councilmember Briseno made a motion to send Brandon to take the water/sewer class for October 21st and give him a \$1.00 raise. Councilmember Nix seconded the motion. The motion carried unanimously.

25. Adjournment

Councilmember Briseno made a motion to adjourn. Councilmember Haley seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Connie Cramer".

Connie Cramer
City Secretary