

**Town of Bayside  
Regular Council Meeting Minutes  
April 8, 2025**

**1. Call to Order**

Mayor Sharon 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, Mayor Pro Tem David Vega, and Councilmembers Place II Charmaine Briseno, Place IV Daniel Molina, and Place V Van Williams were present. Councilmember Place III Donna Easton was absent.

**3. Mayor's Comments**

**A. Road Project Update**

Mayor Scott informed everyone, if there are any questions or complaints, there are complaint forms in the office. The contractor does not want the workers interrupted.

**4. Items by Citizens**

Mayor Scott informed Leroy Favela he had signed up to speak but had not put a subject. Mr. Favela responded. He didn't put a subject because he didn't have enough time to say what he wanted to say. Ken Dahl gave the Council his observations on what needed to be addressed since we are getting all the roads done. Julie Delaney gave an update on the mural on the restroom wall. Kim is leaving tomorrow. The only thing left is to varnish it. Volunteers will do that. The varnish should protect it for 15 years. It should protect against vandalism. They asked for donations to purchase the varnish and are going to give the small amount left after purchasing the varnish to Kim.

**5. Discuss/Consider/Act on approving minutes from the Public Hearing and Regular Meeting on March 11, 2025**

Mayor Scott read the agenda item. Councilmember Williams stated he saw no issues with the minutes and made a motion to approve the minutes. Mayor Pro Tem Vega seconded the motion. Councilmember Briseno abstained. The motion carried.

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

Mayor Scott read the agenda item. Councilmember Williams informed Council this is the one required by TCEQ. He made a motion to approve the bill. Councilmember Briseno 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. Kevin Urban's permit extension was on the agenda from the last meeting. The Council asked for a timeframe. Mr. Urban is asking for a six-month extension. He had a sheetrock and insulation inspection since the last meeting. Councilmember Williams made a motion to extend his permit by six months. Mayor Pro Tem Vega seconded the motion. The motion carried unanimously.

**8. Discuss, consider and execute an Intergovernmental Agreement between the City of Bayside and Refugio County related to the General Land Office Community Development Block Grant - Regional Mitigation Program (CDBG-MIT MOD) grant application**

Mayor Scott read the agenda item. There was a discussion on the history of the agreement and what it is for. Councilmember Williams made a motion to approve the Intergovernmental Agreement between the Town of Bayside and Refugio County. Councilmember Molina seconded the motion. The motion carried unanimously.

**9. Discuss/Consider/Act on setting and approving the proposed transient water and sewer rates**

Mayor Scott read the agenda item. Councilmember Williams made a motion to approve the new rates and give them a 30-day notice. There was a short discussion on needing time to get it changed in the computer. Councilmember Williams added to his motion that the new rates will go in effect on June 1<sup>st</sup>. Councilmember Briseno seconded the motion. The motion carried unanimously.

**10. Discuss/Consider/Act on declaring the 2004 Ford F150 surplus property and deciding how to dispose of it**

Mayor Scott read the agenda item. Councilmember Williams made a motion to declare it surplus property and donate it to a charity. There was a short discussion on the charity being Vehicles for Veterans or a charity for children, and they would have to pick it up. Councilmember Briseno seconded the motion. The motion carried unanimously.

**11. Items from the Planning, Zoning, & Substandard Commission**

**A. Discuss/Consider/Act on adopting Bayside council and planning committee pledge**

Mayor Scott read the agenda item. Ken Dahl explained the reasoning for the agreement and that they are here to support the Council. Councilmember Williams asked if the Planning Commission had adopted it. Ken Dahl responded yes. Mayor Scott pointed out it says "and Council." Ken Dahl responded, because we work with you. It was also noted by the Council that it should say Planning Commission not Committee and that the Council doesn't have to adopt it. Councilmember Williams made a motion to take no action. Councilmember Briseno seconded the motion. The motion carried unanimously.

**B. Discuss/Consider/Act on permit process and supporting forms, checklists, applications and guidelines**

Mayor Scott read the agenda item. Ken Dahl informed Council he had added the side yard. Mayor Scott pointed out he still had Halo Flight and it needs to come off. Councilmember Briseno added you have to go online through Halo Flight to sign up now, not through the office. Councilmember Williams commented. I think y'all did a lot of work. It looks good to me. Councilmember Briseno asked Mr. Dahl to add form to this because when some people read this, they think it is saying the office will fill it out. Councilmember Williams made a motion to approve, so we can get it going. Councilmember Molina seconded the motion. Councilmember Briseno commented. I just know this is going to be a lot on the office if we're not in there. There was a discussion on this having been done by council members for many years. Councilmember Briseno questioned the reinspection fee for #9. Can we even charge for a reinspection fee? Mr. Dahl responded. We charge if they fail an electrical inspection. Councilmember Briseno

questioned. This is just a form. So, if they have something wrong on it, we are going to charge them \$25.00? Then you are going to start charging people over and over if they have to bring their permit in three or four times. There was a discussion on it not being right to charge because someone filled a form out incorrectly and not charging a reinspection fee for this. Mayor Scott stated. I had a motion and a second.

Councilmember Williams stated. I can amend my motion to "with corrections". Mr. Dahl clarified. So, just take out number 9 and take out the \$25.00 reinspection.

Councilmember Briseno commented on #10 it says the Building Inspector will review plans. There was a discussion on not having anything in writing to say he will do it and talking to him about it. Councilmember Briseno added. Then you have on here the Town will post the permits on site. We have never posted the permits on site. They are supposed to pick it up and post it themselves. Mr. Dahl commented. We had a workshop and went through all this. Now were going to go back now, and the purpose of the workshop was to go through it and make all the changes. There was a comment that we have got to get the corrections. Councilmember Williams suggested. Let's make the change that it has to be posted on site. There was more discussion on the posting of the permit and following the ordinance and talking to the inspector about reviewing the plans. Councilmember Williams suggested. Let's go on the assumption that he is going to, and if not, we can go in and change it. Mayor Scott asked. Will that hold up people getting their permits if the inspector does approve them? Councilmember Briseno suggested giving the inspector one so he can see what's involved. He doesn't have all our ordinances. On number #14 there was a discussion on not wanting to put a time line on the inspector and rewording it to be he will attempt to inspect within 48 hours. Councilmember Briseno commented on #15. I don't think you have to have that on there. That is between the inspector and the person. Councilmember Briseno commented on #16. Calling someone or emailing them for three days in a row until customer has been contacted unless project has been started. In our ordinance it just says the stop work orders are put in place. They are notifying. If they are working, they should know it's there. Mr. Dahl clarified. A lot of time a stop work order was just put out. I'm just saying get a hold of them and talk to them. Just a courtesy that is why we added that. Talk to the person. It might be something simple they overlooked. Councilmember Briseno responded. If you are talking about a courtesy call that can be done. But I'm saying calling or emailing for three days. Mr. Dahl responded. No, no, no just up to three days. If you get in contact with them on the first day, you are done. You contacted them. Hopefully you worked it out. You don't have to call them every day but you have got to make an attempt to get ahold of them. Jeff Berson added. If someone gets a stop work order, they can't do anything until the council meets again. If it's something fairly simple to resolve, let's try to go that route before we put a stop work order and you can't do any work until it comes to Council. That is the purpose of that. After a short discussion on this, Mayor Scott asked Councilmember Williams if he was going to change his motion. His response was the motion stands with changes. Mayor Scott asked who had seconded it. Councilmember Molina responded. I did. The motion carried unanimously.

**C. Discuss/Consider/Act on amendment to Ordinance 38E A and A.1 (square footage)**

Mayor Scott read the agenda item. Ken Dahl informed Council they did not get that done so take no action. Councilmember Williams made a motion to take no action on item 11C. Councilmember Briseno seconded the motion. The motion carried unanimously.

**D. Discuss/Consider/Act on shipping container permit checklist**

Mayor Scott read the agenda item. Ken Dahl informed Council to take no action because it's the wrong one. Councilmember Williams made a motion to take no action on item 11D. Councilmember Briseno seconded the motion. The motion carried unanimously.

**E. Discuss/Consider/Act on RV ordinance and supporting permits, licenses, guidelines and checklists**

Mayor Scott read the agenda item. There was a discussion on the proposed ordinance and changing a hyphenated word that should not be hyphenated. Mr. Dahl informed Council they had held a public hearing, and no one showed up. Councilmember Williams informed Council we have to decide if we have to have a public hearing. Councilmember Briseno answered him. Yes, we do. Councilmember Williams made a motion to accept the ordinance and have a public hearing. Councilmember Briseno seconded the motion. The motion carried unanimously. It was decided to have a public hearing on May 13<sup>th</sup> at 6:15 p.m.

**F. Discuss/Consider/Act on specific drainage recommendations for Third & Seagull**

Mayor Scott read the agenda item. Sandra Haley informed Council she was not sure why this was on here. We just want to make sure the County does it right. After a short discussion, Councilmember Williams made a motion to take no action. Councilmember Briseno seconded the motion. The motion carried unanimously.

**G. Discuss/Consider/Act on zoning map proposed with modifications**

Mayor Scott read the agenda item. After a short discussion, Councilmember Williams made a motion to take no action on item 11G. Councilmember Briseno seconded the motion. The motion carried unanimously.

**H. Discuss/Consider/Act on substandard structures in Bayside**

Mayor Scott read the agenda item. After a short discussion, Councilmember Williams made a motion to take no action. Councilmember Briseno seconded the motion. The motion carried unanimously.

**12. Discuss/Consider/Act on city easements that require brush cleanup and hiring a contractor to get it done**

Mayor Scott read the agenda item and informed Council the person who put this on the agenda is not here. Councilmember Williams made a motion to take no action on item 12. Councilmember Briseno seconded the motion. The motion carried unanimously.

**13. Discuss/Consider/Act on the city brush pile and its capacity**

Mayor Scott read the agenda item and informed Council the person who put this on the agenda is not here. Councilmember Williams made a motion to take no action on item 13. Councilmember Briseno seconded the motion. The motion carried unanimously.

**14. Discuss/Consider/Act on purchasing four Outdoor Park Grills with the monetary help of the Bayside Foundation**

Mayor Scott read the agenda item. Councilmember Williams informed the Council the Foundation is shutting down and has \$750.00 to put towards park grills. We are looking at

buying four of them. He had provided the Council with three options and recommended the \$300.00 one. It has 6-gauge metal, more cooking space, and free shipping to store. We have an account with Northern Tool that I set up a few weeks ago. Councilmember Williams made a motion to purchase four of the Northern Tool Pilot Rock CBP-247. Councilmember Molina seconded the motion. The motion carried unanimously.

**15. Discuss/Consider/Act on readvertising for a maintenance employee**

Mayor Scott read the agenda item. Councilmember Williams informed the Council we need to readvertise and make it fulltime. We did not get any applications when we advertised as part time. Councilmember Williams made a motion to readvertise the maintenance position for full time for two weeks. Councilmember Briseno seconded the motion. The motion carried unanimously.

**16. Discuss/Consider/Act on moving the respective generators to the Community Center and Well Four and providing for their electrical hookup, tie down and shelter**

Mayor Scott read the agenda item. Councilmember Williams commented the work has already started. The generators are here and at the well. We need to contact the electrical guys and get it going. He made a motion to hire an electrician to complete the electrical to the generators and build a lean-to to cover them and provide maintenance if needed. Councilmember Molina seconded the motion. The motion carried unanimously.

**17. Discuss/Consider/Act on request to waive Community Center fee for community benefited candidate forum - designed after League of Women's Voters style for April 10 at 6:00 p.m.**

Mayor Scott read the agenda item. Councilmember Briseno made a motion to waive the Community Center fee for community benefited candidate forum and complete the rental agreement. Councilmember Molina seconded the motion. The motion carried unanimously.

**18. Adjournment**

Councilmember Briseno made a motion to adjourn. Mayor Pro Tem Vega seconded the motion. The motion carried unanimously.

The meeting adjourned at 7:24 p.m.

Respectfully submitted,

  
Connie Cramer, City Secretary