

**Town of Bayside
Special Council Meeting Minutes
November 13, 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, Mayor Pro Tem David Vega, and Councilmembers Place II Charmaine Briseno, Place III Sandra Haley, Place IV Daniel Molina, and Place V Steven Nix were present.

3. Texas Department of Agriculture, Grant No. CDV23-0048. Presentation of Section 3 Program Information & Compliance Requirements by Karen Blaney, GrantWorks

Mayor Scott read the agenda item. Karen Blaney with GrantWorks was present. She informed the Council this is a compliance requirement. She gave a presentation on Section 3 Bayside CDB23-0048 to the Council and public present and answered questions.

4. Consideration of bids and potential award of contract, TxCDBG Grant No. CDV23-0048, presented by Ardurra Engineering

Mayor Scott read the agenda item. Joseph Partida, Project Manager with Ardurra, read the recommendation letter to the Council for the Lift Station Improvements Project TXCDBG Contract No. CDV23-0048. Bids were received on October 30th, 2025 for the above referenced project. Three (3) bids were received, and the results are shown on the second page - bid tabulation sheet. The low/best bidder on the project is ABLE Petroleum Landman Services, LLC., 1013 Kinney Street, Corpus Christi, TX 78401, with a Total Base Bid Amount of \$73,500.00, Add. Alt. 1 amount of \$73,500.00, Add. Alt. 2 amount of \$73,500.00, and Add. Alt. 3 amount of \$73,500.00. We have reviewed the Contractor's qualifications and bid documents and recommend awarding this project to ABLE Petroleum Landman Services, LLC. in the total amount of \$294,000.00 for Base Bid + Add. Alt. 1, 2 and 3. He informed Council the grand total for construction is \$400,000.00. The bids were underbudget. We plan to do additional work at the lift stations. They feel comfortable with recommending this contractor. The award needs to be made conditional with environmental clearance from TDA. Councilmember Briseno made a motion to approve the award of contract, TXCDBG Grant No. CD23-0048 conditional with environmental clearance from TDA. Councilmember Haley seconded the motion. The motion carried unanimously.

5. Items by Citizens

Cody Kreft, at 2411 First Steet, informed Council he is purchasing the property and got a stop work order for his water well. He stated he was told by the County he did not need anything else. He claimed you can not just shut his job down. He stated he was made aware of a 200' setback requirement and claimed he is loosing 10 to 12 feet of property a year. He stated he wants special consideration due to erosion and that he will come to city hall tomorrow.

Joseph Partida with Ardurra and Luz Lumb with the Coastal Bend Council of Governments informed Council there is a program to provide a wastewater plant assessment. The goal is to achieve cleaner coastal water. It would be a full assessment of the wastewater plant and would derive a full financial assessment plan. There is no cost to the Town. There would be two or three visits from the engineer and meetings with technical assistance people. The Town would get a full binder on what needs to be improved - a full in-depth assessment of what's wrong and what needs to be fixed. Mayor Scott stated she would put in on the next agenda for approval.

6. Discuss/Consider/Act on approving minutes from the Regular Meeting on October 14, 2025 and the Workshop on October 28, 2025

Mayor Scott read the agenda item. Councilmember Nix moved to approve the minutes. Councilmember Haley seconded the motion. Mayor Pro Tem Vega abstained. The motion carried.

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

Mayor Scott read the agenda item. There were none.

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

Mayor Scott read the agenda item. The first permit was for an electrical permit at 209 West Street. Councilmember Nix moved to approve. Councilmember Molina seconded the motion. The motion carried unanimously.

The second permit was for a fence permit at 101 Plummer. After a short discussion, Councilmember Nix moved to approve the permit for 101 Plummer. Mayor Pro Tem Vega seconded the motion. The motion carried unanimously.

The third permit was for a fence at 720 Copano Bay Drive. Councilmember Briseno made a motion to approve. Councilmember Haley seconded the motion. Mayor Pro Tem Vega questioned the height on the permit - 3' rear, 5' side and 4' front. Mayor Pro Tem Vega opposed. The motion carried.

The fourth permit was for 1005 Second Street for a fence. Mayor Scott pointed out the type of material is not filled out. Councilmember Briseno responded. He will be in tomorrow to fill it out. There was a discussion on the linier feet being 348 not 353. Councilmember Nix moved to approve the permit. Councilmember Briseno seconded the motion. The motion carried unanimously.

The fifth permit considered was for a fence at 1516 Second Street. The permit says it will be a chain link with wood but the diagram doesn't say where the chain link will be and where the wood will be. It is on a corner lot. The setbacks have been checked. Councilmember Haley made a motion to take no action until it's clarified. Mayor Pro Tem Vega seconded the motion. The motion carried unanimously.

The final permit was for a fence at 714 Copano Bay Drive. There was a diagram on the back of the permit. Councilmember Briseno made a motion to approve. Councilmember Haley seconded the motion. The motion carried unanimously.

9. Discuss/Consider/Act on casting the Town of Bayside's votes for the Board of Directors of the Refugio County Appraisal District

Mayor Scott read the agenda item. The Town has 50 votes to cast. The nominees are Lori Bellows, Liz Kelley, and Ruben Lee. Councilmember Haley made a motion to put our 50 votes to Lori Bellows. Councilmember Nix seconded the motion. The motion carried unanimously.

10. Discuss/Consider/Act on appointing members to the Planning Commission

Mayor Scott read the agenda item. There was a discussion on no one putting their name in, the ordinance saying Council has to replace members within 30 days, and having a workshop on why everyone quit. Councilmember Haley made a motion that we schedule a workshop and any of the past members that want to attend and any new members or anybody that may be interested. There was a discussion on when to have it. Councilmember Haley added to her motion on December 2nd at 6:00 p.m. Councilmember Briseno seconded the motion. The motion carried unanimously.

11. Discuss/Consider/Act on purchasing two fire hydrants

Mayor Scott read the agenda item. Mayor Pro Tem Vega informed Council he had talked to Core & Main, and they are sending an email but we have not received it yet. The last time we bought two hydrants, in April 2024, they were \$5,574. He estimates the price will be \$500 more per hydrant. It was \$1,700 to install them. He estimated the install price will be about \$2,000 now. Mayor Scott asked for a motion to purchase two hydrants and install them for \$8,500 to \$9,000. Councilmember Briseno responded. So moved. Councilmember Haley seconded the motion. The motion carried unanimously.

12. Discuss/Consider/Act on appointing a Public Information Officer as required by HB 33

Mayor Scott read the agenda item and informed Council she had not talked to Matt. Councilmember Haley made a motion to table it until next month, till we have all the information. Councilmember Briseno seconded the motion. The motion carried unanimously.

13. Discuss/Consider/Act on going cashless for utility payments, water and sewer taps, rental fees, deposit fees, and building permit fees

Mayor Scott read the agenda item. Councilmember Briseno made a motion to not go cashless. Mayor Pro Tem Vega seconded the motion. The motion died. After a discussion Councilmember Nix made a motion to go cashless. There was no second. The motion died.

14. Discuss responses from TML concerning code enforcement

Mayor Scott read the agenda item. Councilmember Briseno informed Council she had contacted TML and read the following from their email:

Code enforcement means the inspection of public or private premises for the purpose of: identifying environmental hazards, including: fire or health hazards, nuisance violations, unsafe building conditions, and violations of any fire, health, or building regulation, statute, or ordinance; and improving and rehabilitating those premises with regard to those hazards. She informed Council these are the ones we can't enforce without a code enforcement officer. We can enforce our permits but to enforce environmental hazards we have to have a code enforcement officer. There was a discussion on having to have a code enforcement

officer to enforce ordinances, a code enforcement agent, still being able to enforce building permits, substandard would have to be a code enforcement officer, and a code enforcement officer not being able to issue a citation. Councilmember Briseno read from the TML email: Given this, I would say that whether a city employee may issue a stop-work order will depend on whether it is being issued for a building code violation (e.g., no permit or expired permit) or failing inspection, or whether it is being issued because of the overall dangerous condition of the property. If it's the former, then I think a city employee can likely issue the stop-work order. If it's the latter, it would likely have to be issued by a licensed code enforcement officer. Discussion continued on it being legal to issue a stop work order for permits, not being able to issue a citation, and stop work orders.

15. Adjournment

Mayor Scott asked for a motion to adjourn. Councilmember Nix made a motion to adjourn. Councilmember Haley seconded the motion. The motion carried unanimously.

The meeting adjourned at 7:26 p.m.

Respectfully submitted,



Connie Cramer
City Secretary