



# CITY COUNCIL WORKSHOP - BUDGET CITY OF BAY CITY

Tuesday, July 11, 2023 at 5:00 PM  
COUNCIL CHAMBERS | 1901 5th Street

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## COUNCIL MEMBERS

**Mayor:** Robert K Nelson

**Mayor Pro Tem:** Jim Folse

**Council Members:** Benjamin Flores, Bradley Westmoreland, Becca Sitz, Blayne Finlay

### Vision Statement

*Through a united and collaborative effort, we seek to grow the City of Bay City with a diverse culture that is proud to call Bay City home. We envision a thriving family-centered community where citizens are involved in the future development of our city. We desire our citizens to work, play, worship and shop in the community in which we live. Visitors are welcomed and encouraged to enjoy the friendly environment and amenities the citizens and business owners have created together.*

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## AGENDA

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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

### CERTIFICATION OF QUORUM

### PUBLIC COMMENTS

### REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND / OR APPROVAL

1. Receive and discuss the Bay City Hotel/Motel Budget Proposal for the 2024 Fiscal Year.
2. Receive and discuss the Budget Proposal from Other Organizations for the 2024 Fiscal Year.

### ADJOURNMENT

### CERTIFICATION OF POSTING

This is to certify that the above notice of a City Council Workshop Meeting was posted on the front window of the City Hall of the City of Bay City, Texas on **Friday, July 7th, 2023 before 4:30 PM**. Any questions concerning the above items, please contact the Mayor and City Manager's office at (979) 245-2137.

1997.07.42.5  
Texas Theater  
2227 Ave. F  
Bay City, TX  
Opened Nov. 23, 1939  
Closed 1981

Texas Theater  
1939- Left, Future- Right



BayTex Hotel  
Old-Left, Today-Right



# HOTEL/MOTEL FUND

The City adopted a local hotel occupancy tax (7%) within the City limits. The City uses these funds to directly enhance and promote tourism and the convention and hotel industry or other expenses approved by State Law.

## Hotel/Motel Tax Fund

The primary funding source for the Hotel/Motel Tax Fund is the Hotel Occupancy tax, a consumption type of tax authorized under Texas state statute. This tax allows the City of Bay City to collect up to its current tax rate of 7% on rental income of hotels and motels within the City limits.

In Chapter 351 of the Tax Code, funds derived from the Hotel/Motel Tax Fund can only be spent if the following two-part test is met:

- Every expenditure must directly enhance and promote tourism and the convention and hotel industry.
- Every expenditure must clearly fit into one of nine statutorily provided categories for expenditure of local hotel occupancy taxes:
  1. Funding the establishment, improvement or maintenance of a convention or visitor information center
  2. Paying for the administrative costs for facilitating convention registration
  3. Paying for tourism related advertising and promotion of the city or its vicinity
  4. Funding programs that enhance the arts
  5. Funding historical restoration or preservation projects
  6. Sporting events where most participants are tourists in cities located in a county with a population of 290,000 or less
  7. Enhancing and upgrading existing sport facilities or fields for certain municipalities
  8. Funding transportation systems for tourists
  9. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality

Within the city limits of Bay City there are currently 20 hotels and motels all in which report and pay hotel occupancy taxes to the City. The following hotels and motels can be found in Bay City, Texas:

### Hotels and Motels within Bay City

Best Western Plus	Knights Inn
Candlewood Suites	La Quinta Inn
Comfort Suites	Paradise Inn
Days Inn	Regency Inn
Economy Inn	Scottish Inn
Fairfield Inn	South Texas Inn
Hampton Inn	Starland Motel
Happy Bay	Studio 6
Holiday Inn	Super 8
Island Inn	Town House Motel

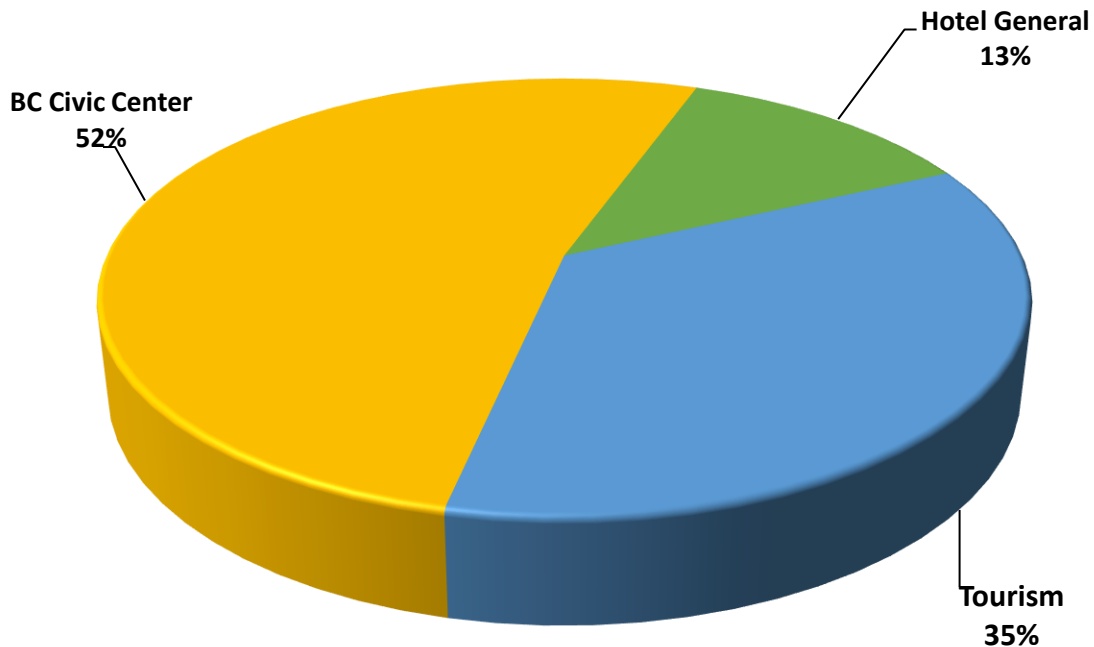
## Hotel / Motel Revenue

Revenue Summary	Actual FY 2021	Actual FY 2022	Amended Budget FY 2023	Projected FY 2023	Proposed FY 2024
Hotel Occupancy Tax	640,386	586,528	620,000	605,000	615,000
Miscellaneous	90,672	127,157	149,000	169,500	110,000
Prior Fund Balance	-	-	-	-	60,000
<b>Total Revenue</b>	<b>731,058</b>	<b>713,685</b>	<b>769,000</b>	<b>774,500</b>	<b>785,000</b>

## Hotel / Motel Expenditures

Hotel/Motel Expenditures	Actual FY 2021	Actual FY 2022	Amended Budget FY 2023	Projected FY 2023	Proposed FY 2024
Hotel General	126,847	123,129	104,500	104,500	98,000
Tourism	194,633	277,261	274,500	219,776	277,500
Civic Center	318,489	271,813	382,000	414,555	409,000
Bay City Theatre	9,788	23,334	8,000	500	-
<b>Total Hotel/Motel</b>	<b>649,757</b>	<b>695,538</b>	<b>769,000</b>	<b>739,331</b>	<b>785,000</b>

### Expenditures by Department



# HOTEL GENERAL

## Description of Our Services

Expenditures considered to be of a non-departmental nature include funding the Matagorda County Museum, funding a portion of Main Street Budget (in General Fund) that qualifies for the HOT funds and other special projects which are approved by City Council.

## Budget Summary

Hotel General	Actual FY 2021	Actual FY 2022	Amended Budget FY 2023	Projected FY 2023	Proposed FY 2024
Other Charges and Services	68,847	65,130	36,500	36,500	30,000
Repairs & Maintenance	-	-	-	-	-
Transfers	58,000	58,000	68,000	68,000	68,000
<b>Total Hotel General</b>	<b>126,847</b>	<b>123,130</b>	<b>104,500</b>	<b>104,500</b>	<b>98,000</b>



Matagorda County Museum @ 2100 Avenue F

# TOURISM

## Our Purpose

The Tourism Department’s activity, under the direction of the CVB Board of Directors, Mayor and Council is primarily responsible to position Bay City and Matagorda County as a nationally and regionally recognized tourist destination by developing quality marketing programs and events to attract visitors and stimulate economic development and growth.

## Mission Statement

Bay City Tourism Council promotes and develops tourism and awareness of our beaches, birds and thriving arts along with our downtown culture.

## Vision 2040 Plan Elements

### 2024 Strategic Focus\*

#### Community & Economic Development

Bay City is known for encouraging economic development opportunities, creating a business development program that is responsive to existing business needs, and actively promoting tourism.

- By using all forms of tourism, eco, birding, beach related, and history related visits we want to showcase Bay City, so it is known for its diverse opportunities while creating a business development program that is responsive to existing business needs.

#### Livability and Quality of Life

Bay City residents and visitors enjoy a safe community with great amenities and affordable living.



\*\*Bay City Black Cat Mural, at All Star Fitness. Owner cleaned, painted, installed asphalt and lighting in parking lot.\*\*

### FY 2024 Business Plans (Objectives)

- Develop new brand by updating logo and campaign
- Implement social media plan to increase social media presence and involvement
- Develop partner packages program by updating destination materials, establishing partner relationships, creating, and publicizing packages
- Develop a City app for mobile devices
- Expand Day of the Dead Festival to a 2-day event to encourage hotel stays
- Plan and commission art attractions (statues, murals, exhibits)

### FY 2023 Accomplishments of Prior Year Business Plans

- ✓ Installed digital sign at Bay City Civic Center
- ✓ Rebuilt Tourism Board
- ✓ Increased social media presence
- ✓ Supported productions from CAST through hotel occupancy tax sponsorship

### Budget Summary

Tourism	Actual FY 2021	Actual FY 2022	Amended Budget FY 2023	Projected FY 2023	Proposed FY 2024
Personnel Services	71,710	50,588	95,500	79,976	94,890
Supplies & Materials	5,712	6,557	8,500	3,000	7,500
Other Charges and Services	117,137	220,117	170,500	136,800	175,110
Repairs & Maintenance	74	-	-	-	-
<b>Total Tourism</b>	<b>194,633</b>	<b>277,261</b>	<b>274,500</b>	<b>219,776</b>	<b>277,500</b>

### Budgeted Personnel

Position	Actual FY 2021	Actual FY 2022	Actual FY 2023	Budgeted FY 2024
Tourism Director	1	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

## Performance Measures

<i>Our Workload</i>	Actual FY 2021	Actual FY 2022	Projected FY 2023	Estimated FY 2024
Exhibit Shows Attended	2	2	1	4
Advertising Placements: Billboards, Magazines	23	23	20	20
Facebook Followers	3,019	3,500	6,800	7,000
Number of Events Held	3	3	1	1
Total Attendance of Events	5,000	5,000	2,000	2,000
<b><i>Measuring Our Effectiveness</i></b>				
Annual Update of Business Plan	2	2	1	1
Number of Meetings Held	6	6	4	6
Council Updated Quarterly	4	4	4	4



## CIVIC CENTER



### **Our Mission**

The mission of the Bay City Civic Center is to provide a safe, beneficial, and enjoyable facility for special events for all citizens, tourists, and visitors to the City of Bay City, Texas.

### **Description of Our Services**

The Bay City Chamber of Commerce and Agriculture with the City of Bay City provides management and operations for the facilities of the Bay City Civic Center. Revenues are generated from facility rentals. The maintenance costs are provided by Fund 25 of the City of Bay City.

### **Vision 2040**

#### **2024 Strategic Focus\***

#### **Community and Economic Development\***

Bay City is known for encouraging economic development opportunities, creating a business development program that is responsive to existing business needs, and actively promoting tourism.

#### **Livability and Quality of Life**

Bay City residents enjoy a safe community with great amenities and affordable living.

### FY 2024 Business Plans (Objectives)

- Ensure the customers and community maximize the use of the Bay City Civic Center
- Provide staff to set-up, supervise, and maintain a presence at the center, and ensure every service is afforded to the customer
- Conduct routine repair and preventative maintenance to the facility and parking lot to ensure it is maintained at the same or higher level as was designed to provide quality customer experience
- Continue to research community services being offered by cities with comparable population and evaluate opportunities to include appropriate services which would benefit our community
- Encourage professionalism in customer service through continuing education and staff development opportunities
- Seek community input of services through pre- and post-event communications

### FY 2023 Accomplishments of Prior Year Business Plans

- ✓ Held several successful events throughout the year
- ✓ Continued to have business training opportunities
- ✓ Provided staff to set up, supervise and maintain a presence at the center and to ensure every service is afforded to all customers
- ✓ Maintained the Civic Center with fees paid by the consumer and utilization of the Hotel-Motel Tax with no reliance on the General Fund Budget
- ✓ Added LED lighting to parking lot to improve safety and visibility

### Budget Summary

Bay City Civic Center	Actual FY 2021	Actual FY 2022	Amended Budget FY 2023	Projected FY 2023	Proposed FY 2024
Supplies and Materials	5,720	5,465	8,500	6,000	7,500
Other Charges and Services	221,104	217,255	238,500	237,000	269,500
Repairs and Maintenance	52,847	47,342	100,000	77,770	42,000
Capital Expenditures	38,819	1,750	35,000	93,785	90,000
<b>Total Civic Center</b>	<b>318,489</b>	<b>271,813</b>	<b>330,000</b>	<b>414,555</b>	<b>409,000</b>

# BAY CITY THEATRE

## Description of Our Services

This department is accountable for all expenditures related to the Theatre rehabilitation project that is currently ongoing.

## Budget Summary

Bay City Theatre	Actual FY 2021	Actual FY 2022	Amended Budget FY 2023	Projected FY 2023	Proposed FY 2024
Other Charges and Services	3,271	6,834	8,000	500	-
Capital Expenditures	6,517	16,500	-	-	-
<b>Total Bay City Theatre</b>	<b>9,788</b>	<b>23,334</b>	<b>8,000</b>	<b>500</b>	<b>-</b>



**\*Bay City Theatre Before Rehabilitation Project (Left) and After (Right)\***



Bay City, TX

**PROPOSED BUDGET**  
**Account Summary**

ITEM #1.

For Fiscal: 2022-2023 Period Ending: 06/30/2023

		Defined Budgets								
		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	2022-2023	2023-2024	2023-2024
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	PROJECTIONS	PROPOSED	NOTES
<b>Fund: 25 - CIVIC &amp; CULTURAL ARTS</b>										
<b>Revenue</b>										
<b>RevType: 32 - OTHER TAXES</b>										
<a href="#">25-3220</a>	MOTEL RECEIPTS TAX	600,000.00	640,385.75	600,000.00	586,527.92	620,000.00	363,009.43	605,000.00	615,000.00	
<b>RevType: 32 - OTHER TAXES Total:</b>		<b>600,000.00</b>	<b>640,385.75</b>	<b>600,000.00</b>	<b>586,527.92</b>	<b>620,000.00</b>	<b>363,009.43</b>	<b>605,000.00</b>	<b>615,000.00</b>	<b>0.00</b>
<b>RevType: 36 - MISCELLANEOUS</b>										
<a href="#">25-3605</a>	INTEREST INCOME	1,000.00	250.43	500.00	207.77	500.00	6,786.26	9,000.00	10,000.00	
<a href="#">25-3610</a>	RENTAL FEES-BC CIVIC CENTER	80,000.00	81,989.50	80,000.00	89,548.38	81,000.00	60,978.00	80,000.00	85,000.00	
<a href="#">25-3693</a>	INSURANCE CLAIMS	0.00	0.00	0.00	1,100.00	52,000.00	52,446.55	52,500.00		
<a href="#">25-3696</a>	OTHER INCOME - SPECIAL EVE...	1,500.00	50.00	20,000.00	32,788.00	10,000.00	21,950.70	23,000.00	10,000.00	
<b>Budget Notes</b>	<b>Subject</b>	<b>Description</b>								
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	SPONSORSHIPS FOR EVENTS T-SHIRT SALES (TOURISM)								
<a href="#">25-3699</a>	OTHER INCOME	7,500.00	8,382.52	5,000.00	3,512.52	5,500.00	2,665.38	5,000.00	5,000.00	
<b>Budget Notes</b>	<b>Subject</b>	<b>Description</b>								
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	CHAMBER REIMB FOR UTILITIES- \$2,400 (PER CONTRACT) MISC. CIVIC CENTER RENTALS- \$2,600								
<b>RevType: 36 - MISCELLANEOUS Total:</b>		<b>90,000.00</b>	<b>90,672.45</b>	<b>105,500.00</b>	<b>127,156.67</b>	<b>149,000.00</b>	<b>144,826.89</b>	<b>169,500.00</b>	<b>110,000.00</b>	<b>0.00</b>
<b>RevType: 39 - PRIOR FUND BALANCE</b>										
<a href="#">25-3999</a>	PRIOR YEAR FUND BALANCE	142,000.00	0.00	61,500.00	0.00	0.00	0.00		60,000.00	
<b>RevType: 39 - PRIOR FUND BALANCE Total:</b>		<b>142,000.00</b>	<b>0.00</b>	<b>61,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0.00</b>
<b>Revenue Total:</b>		<b>832,000.00</b>	<b>731,058.20</b>	<b>767,000.00</b>	<b>713,684.59</b>	<b>769,000.00</b>	<b>507,836.32</b>	<b>774,500.00</b>	<b>785,000.00</b>	<b>0.00</b>

PROPOSED BUDGET

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>Expense</b>										
<b>Department: 250 - HOTEL GENERAL</b>										
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE</b>										
<a href="#">25-250-4425</a>	CONTRACTED SERVICES	5,500.00	5,650.00	3,500.00	3,450.00	3,500.00	0.00	3,500.00	3,500.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	HOTEL ADMIN- REPORTING AND PAYMENTS ONLINE								
<a href="#">25-250-4433</a>	CREDIT CARD FEES	3,000.00	3,196.73	3,000.00	1,679.93	3,000.00	440.30	3,000.00	1,500.00	
<a href="#">25-250-4440</a>	OPERATIONAL SUPPORT- MUS...	60,000.00	60,000.00	60,000.00	60,000.00	30,000.00	0.00	30,000.00	25,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes:	HOTEL FUNDS - \$25,000 (PRESERVATION, VISITORS KIOSK, ADVERTISING RELATED TO TOURISM)								
		OTHER SUPPORT DOLLARS IN GENERAL FUND- SEE ACCOUNT 11-110-4440 FOR APPROVED AMOUNT								
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE Total:</b>		<b>68,500.00</b>	<b>68,846.73</b>	<b>66,500.00</b>	<b>65,129.93</b>	<b>36,500.00</b>	<b>440.30</b>	<b>36,500.00</b>	<b>30,000.00</b>	<b>0.00</b>
<b>ExpCategory: 47 - TRANSFERS</b>										
<a href="#">25-250-4712</a>	TRANSFER OUT- GENERAL FUND	58,000.00	57,999.96	58,000.00	58,000.00	68,000.00	45,333.36	68,000.00	68,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	OFFSETS MAIN STREET BUDGET- \$68,000								
<b>ExpCategory: 47 - TRANSFERS Total:</b>		<b>58,000.00</b>	<b>57,999.96</b>	<b>58,000.00</b>	<b>58,000.00</b>	<b>68,000.00</b>	<b>45,333.36</b>	<b>68,000.00</b>	<b>68,000.00</b>	<b>0.00</b>
<b>Department: 250 - HOTEL GENERAL Total:</b>		<b>126,500.00</b>	<b>126,846.69</b>	<b>124,500.00</b>	<b>123,129.93</b>	<b>104,500.00</b>	<b>45,773.66</b>	<b>104,500.00</b>	<b>98,000.00</b>	<b>0.00</b>

PROPOSED BUDGET

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>Department: 251 - TOURISM</b>										
<b>ExpCategory: 41 - PAYROLL COSTS</b>										
<a href="#">25-251-4105</a>	SALARIES & WAGES	50,012.00	59,058.38	56,222.00	30,716.62	56,306.00	41,708.72	58,953.00	59,570.00	
<a href="#">25-251-4106</a>	EVENT OVERTIME	1,805.00	0.00	10,000.00	10,725.41	10,000.00	437.10	500.00	10,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes									
<b>ExpCategory: 41 - PAYROLL COSTS Total:</b>		<b>51,817.00</b>	<b>59,058.38</b>	<b>66,222.00</b>	<b>41,442.03</b>	<b>66,306.00</b>	<b>42,145.82</b>	<b>59,453.00</b>	<b>69,570.00</b>	<b>0.00</b>
<b>ExpCategory: 42 - PAYROLL RELATED COST</b>										
<a href="#">25-251-4205</a>	FICA TAX	3,909.00	4,428.88	4,934.00	3,300.99	5,078.00	3,301.37	4,548.00	5,328.00	
<a href="#">25-251-4206</a>	UNEMPLOYMENT TAX	162.00	252.00	162.00	69.36	282.00	14.01	20.00	9.00	
<a href="#">25-251-4210</a>	RETIREMENT	5,019.00	5,801.33	6,220.00	4,326.53	6,505.00	4,229.47	5,693.00	6,505.00	
<a href="#">25-251-4215</a>	WORKERS COMPENSATION	163.00	192.02	162.00	-340.76	200.00	143.91	185.00	180.00	
<a href="#">25-251-4225</a>	HEALTH	6,350.00	66.00	6,220.00	1,738.58	8,824.00	6,265.25	8,305.00	8,026.00	
<a href="#">25-251-4226</a>	DENTAL INSURANCE	0.00	0.00	0.00	50.93	305.00	206.37	272.00	272.00	
<a href="#">25-251-4230</a>	TRAVEL & TRAINING	8,000.00	1,911.44	0.00	0.00	8,000.00	700.78	1,500.00	5,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	TCVB ANNUAL CONFERENCE OTHER TRAINING FOR NEW POSITION								
<b>ExpCategory: 42 - PAYROLL RELATED COST Total:</b>		<b>23,603.00</b>	<b>12,651.67</b>	<b>17,698.00</b>	<b>9,145.63</b>	<b>29,194.00</b>	<b>14,861.16</b>	<b>20,523.00</b>	<b>25,320.00</b>	<b>0.00</b>
<b>ExpCategory: 43 - SUPPLIES AND MATERIALS</b>										
<a href="#">25-251-4305</a>	POSTAGE & FREIGHT	500.00	54.36	500.00	196.09	1,000.00	0.00		500.00	
<a href="#">25-251-4310</a>	GENERAL SUPPLIES	1,500.00	605.47	1,000.00	180.62	1,500.00	121.34	1,000.00	1,000.00	
<a href="#">25-251-4315</a>	DUES & SUBSCRIPTIONS	6,000.00	5,052.50	6,000.00	6,179.95	6,000.00	100.00	2,000.00	6,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	TEXAS TRAVEL INDUSTRY ASSOCIATION (TTIA) TEXAS CONVENTION AND VISITORS BUREAU (TCVB) TEXAS HOTEL LODGING ASSOCIATION (THLA) INDEPENDENCE TRAIL REGION (NEW)								
<b>ExpCategory: 43 - SUPPLIES AND MATERIALS Total:</b>		<b>8,000.00</b>	<b>5,712.33</b>	<b>7,500.00</b>	<b>6,556.66</b>	<b>8,500.00</b>	<b>221.34</b>	<b>3,000.00</b>	<b>7,500.00</b>	<b>0.00</b>

PROPOSED BUDGET

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE</b>										
<a href="#">25-251-4410</a>	PHONE SERVICES	600.00	576.98	600.00	1,382.04	1,500.00	955.77	1,000.00	500.00	
<a href="#">25-251-4421</a>	PROFESSIONAL FEES	7,500.00	7,056.25	7,500.00	6,185.00	7,500.00	800.00	3,000.00	7,500.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	GRAPHIC DESIGN FEES PROFESSIONAL PHOTOGRAPHY SOCIAL MEDIA MODERATOR								
<a href="#">25-251-4425</a>	CONTRACTED SERVICES	9,000.00	900.00	1,500.00	6,385.00	3,500.00	900.00	2,000.00	3,500.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	CLEANING OF KIOSK DELIVERY OF FLYERS, MAGAZINES, ETC								
<a href="#">25-251-4433</a>	CREDIT CARD FEES	0.00	0.00	0.00	345.55	0.00	110.76	300.00	110.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Note:	FESTIVAL CREDIT CARD FEES								
<a href="#">25-251-4450</a>	PROMOTIONAL ITEMS	5,000.00	0.00	2,500.00	260.00	7,500.00	4,884.72	7,500.00	7,500.00	
<a href="#">25-251-4455</a>	PRINTED MATERIALS	500.00	0.00	500.00	0.00	500.00	0.00			
<a href="#">25-251-4460</a>	ADVERTISING	45,000.00	43,662.23	40,000.00	30,263.79	35,000.00	18,291.47	30,000.00	35,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	ADVERTISING, PRINTED MATERIALS, BROCHURES, ETC. BILLBOARDS								
<a href="#">25-251-4461</a>	ADVERTISING & OTHER- DOD F...	40,000.00	19,684.70	120,000.00	140,099.69	40,000.00	31,310.67	40,000.00	40,000.00	
<a href="#">25-251-4462</a>	ADVERTISING - TEXAS MONTHLY	10,000.00	0.00	10,000.00	0.00	10,000.00	3,979.00	10,000.00	6,000.00	
<a href="#">25-251-4463</a>	ADVERTISING - TX HIGHWAYS	17,300.00	14,747.70	16,000.00	17,058.75	16,000.00	17,058.60	16,000.00	16,000.00	
<a href="#">25-251-4485</a>	APPLICATION OF THE ARTS	15,000.00	6,834.66	0.00	0.00	10,000.00	0.00	10,000.00	10,000.00	
<a href="#">25-251-4486</a>	SPONSORSHIP APPLICATIONS	26,700.00	5,734.61	15,000.00	9,000.00	15,000.00	9,294.36	15,000.00	20,000.00	
<a href="#">25-251-4487</a>	SPECIAL PROJECTS	20,000.00	11,028.00	6,000.00	5,140.00	20,000.00	0.00		25,000.00	

PROPOSED BUDGET

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	WAYFINDING SIGNAGE PROJECT (TOURISM DESTINATIONS/POINTS OF INTEREST)								
<a href="#">25-251-4498</a>	MISC FURNITURE & EQUIPMENT	2,000.00	5,713.52	0.00	2,535.18	1,000.00	119.94	1,000.00	1,000.00	
<a href="#">25-251-4499</a>	MISCELLANEOUS	5,000.00	1,198.43	5,000.00	1,462.17	3,000.00	234.38	1,000.00	3,000.00	
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE Total:</b>		<b>203,600.00</b>	<b>117,137.08</b>	<b>224,600.00</b>	<b>220,117.17</b>	<b>170,500.00</b>	<b>87,939.67</b>	<b>136,800.00</b>	<b>175,110.00</b>	<b>0.00</b>
<b>ExpCategory: 45 - REPAIRS AND MAINTENANCE</b>										
<a href="#">25-251-4505</a>	R & M - FURNITURE & EQUIPM...	0.00	73.87	0.00	0.00	0.00	0.00			
<b>ExpCategory: 45 - REPAIRS AND MAINTENANCE Total:</b>		<b>0.00</b>	<b>73.87</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Department: 251 - TOURISM Total:</b>		<b>287,020.00</b>	<b>194,633.33</b>	<b>316,020.00</b>	<b>277,261.49</b>	<b>274,500.00</b>	<b>145,167.99</b>	<b>219,776.00</b>	<b>277,500.00</b>	<b>0.00</b>



PROPOSED BUDGET

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>Department: 252 - BC CIVIC CENTER</b>										
<b>ExpCategory: 43 - SUPPLIES AND MATERIALS</b>										
<a href="#">25-252-4300</a>	BANK CHARGES	2,000.00	1,224.95	2,000.00	860.84	2,000.00	419.39	500.00	1,000.00	
<a href="#">25-252-4310</a>	GENERAL SUPPLIES	6,500.00	4,494.62	6,500.00	4,604.63	6,500.00	3,156.88	5,500.00	6,500.00	
<b>ExpCategory: 43 - SUPPLIES AND MATERIALS Total:</b>		<b>8,500.00</b>	<b>5,719.57</b>	<b>8,500.00</b>	<b>5,465.47</b>	<b>8,500.00</b>	<b>3,576.27</b>	<b>6,000.00</b>	<b>7,500.00</b>	<b>0.00</b>
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE</b>										
<a href="#">25-252-4405</a>	INSURANCE	30,000.00	34,183.36	37,000.00	36,571.51	40,000.00	53,815.99	54,000.00	70,000.00	
<a href="#">25-252-4411</a>	CABLE & INTERNET	1,000.00	0.00	0.00	0.00	1,000.00	0.00			
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes:	STP PAYS								
<a href="#">25-252-4415</a>	UTILITIES	27,000.00	22,821.26	27,000.00	32,931.79	27,000.00	14,618.45	25,000.00	28,000.00	
<a href="#">25-252-4419</a>	COMMUNITY EVENTS	2,000.00	0.00	0.00	0.00	2,000.00	0.00		2,000.00	
<a href="#">25-252-4425</a>	CONTRACTED SERVICES	101,000.00	96,077.49	90,000.00	85,675.86	100,000.00	61,101.72	91,000.00	100,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	LAWN MAINT PEST CONTROL SECURITY MONITORING SYSTEM JANITORIAL SERVICES								
<a href="#">25-252-4433</a>	CREDIT CARD FEES	2,000.00	2,501.49	2,000.00	2,766.90	2,000.00	1,915.95	2,000.00	3,000.00	
<a href="#">25-252-4440</a>	OVERHEAD SUPPORT	60,480.00	65,520.00	55,480.00	55,440.00	65,000.00	48,750.03	65,000.00	65,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	CHAMBER OF COMMERCE CONTRACT								
<a href="#">25-252-4498</a>	MISC. FURNITURE & EQUIPME...	1,000.00	0.00	4,000.00	3,868.93	1,000.00	0.00		1,000.00	
<a href="#">25-252-4499</a>	MISCELLANEOUS	500.00	0.00	500.00	0.00	500.00	0.00		500.00	
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE Total:</b>		<b>224,980.00</b>	<b>221,103.60</b>	<b>215,980.00</b>	<b>217,254.99</b>	<b>238,500.00</b>	<b>180,202.14</b>	<b>237,000.00</b>	<b>269,500.00</b>	<b>0.00</b>

**PROPOSED BUDGET**

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>ExpCategory: 45 - REPAIRS AND MAINTENANCE</b>										
<a href="#">25-252-4505</a>	R & M- FURNITURE & EQUIPM...	15,000.00	9,900.00	23,000.00	22,810.00	10,000.00	0.00	10,000.00	12,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	REPLACING TABLES/CHAIRS								
<a href="#">25-252-4515</a>	R & M BUILDING	30,000.00	42,946.93	32,000.00	24,532.36	90,000.00	25,281.59	60,000.00	20,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes	VARIOUS BUILDING REPAIRS								
<a href="#">25-252-4520</a>	R & M INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	7,765.93	7,770.00	10,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes:	2 NEW LIGHTS IN FRONT PARKING LOT								
<b>ExpCategory: 45 - REPAIRS AND MAINTENANCE Total:</b>		<b>45,000.00</b>	<b>52,846.93</b>	<b>55,000.00</b>	<b>47,342.36</b>	<b>100,000.00</b>	<b>33,047.52</b>	<b>77,770.00</b>	<b>42,000.00</b>	<b>0.00</b>
<b>ExpCategory: 46 - CAPITAL EXPENDITURES</b>										
<a href="#">25-252-4605</a>	CE - FURNITURE & EQUIPMENT	0.00	0.00	18,000.00	0.00	35,000.00	20,660.92	41,322.00		
<a href="#">25-252-4615</a>	CE - BUILDING & IOTB	105,000.00	38,818.95	0.00	1,750.00	0.00	52,462.75	52,463.00	90,000.00	
<b>Budget Notes</b>										
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>								
PROPOSED	Permanent Notes:	PARKING LOT REPAIR								
<b>ExpCategory: 46 - CAPITAL EXPENDITURES Total:</b>		<b>105,000.00</b>	<b>38,818.95</b>	<b>18,000.00</b>	<b>1,750.00</b>	<b>35,000.00</b>	<b>73,123.67</b>	<b>93,785.00</b>	<b>90,000.00</b>	<b>0.00</b>
<b>Department: 252 - BC CIVIC CENTER Total:</b>		<b>383,480.00</b>	<b>318,489.05</b>	<b>297,480.00</b>	<b>271,812.82</b>	<b>382,000.00</b>	<b>289,949.60</b>	<b>414,555.00</b>	<b>409,000.00</b>	<b>0.00</b>

PROPOSED BUDGET

For Fiscal: 2022-2023 Period Ending ITEM #1. 3  
 Defined Budgets

	2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	2022-2023 PROJECTIONS	2023-2024 PROPOSED	2023-2024 NOTES
<b>Department: 253 - BAY CITY THEATRE</b>									
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE</b>									
<a href="#">25-253-4405</a> GENERAL INSURANCE	10,000.00	3,271.25	12,000.00	6,780.20	8,000.00	233.27	500.00	500.00	
<a href="#">25-253-4499</a> MISCELLANEOUS	0.00	0.00	0.00	53.98	0.00	0.00			
<b>ExpCategory: 44 - OTHER CHARGES AND SERVICE Total:</b>	<b>10,000.00</b>	<b>3,271.25</b>	<b>12,000.00</b>	<b>6,834.18</b>	<b>8,000.00</b>	<b>233.27</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>
<b>ExpCategory: 46 - CAPITAL EXPENDITURES</b>									
<a href="#">25-253-4615</a> CE- BUILDING	25,000.00	6,517.00	17,000.00	16,500.00	0.00	0.00			
<b>Budget Notes</b>									
<b>Budget Code</b>	<b>Subject</b>	<b>Description</b>							
PROPOSED	Permanent Notes								
<b>ExpCategory: 46 - CAPITAL EXPENDITURES Total:</b>	<b>25,000.00</b>	<b>6,517.00</b>	<b>17,000.00</b>	<b>16,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Department: 253 - BAY CITY THEATRE Total:</b>	<b>35,000.00</b>	<b>9,788.25</b>	<b>29,000.00</b>	<b>23,334.18</b>	<b>8,000.00</b>	<b>233.27</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>
<b>Expense Total:</b>	<b>832,000.00</b>	<b>649,757.32</b>	<b>767,000.00</b>	<b>695,538.42</b>	<b>769,000.00</b>	<b>481,124.52</b>	<b>739,331.00</b>	<b>785,000.00</b>	<b>0.00</b>
<b>Fund: 25 - CIVIC &amp; CULTURAL ARTS Surplus (Deficit):</b>	<b>0.00</b>	<b>81,300.88</b>	<b>0.00</b>	<b>18,146.17</b>	<b>0.00</b>	<b>26,711.80</b>	<b>35,169.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>81,300.88</b>	<b>0.00</b>	<b>18,146.17</b>	<b>0.00</b>	<b>26,711.80</b>	<b>35,169.00</b>	<b>0.00</b>	<b>0.00</b>



Other Organizations Funded by City of Bay City

Entity:	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Actual FY 2022	Actual FY 2023	Budgeted FY 2024	Requested FY 2024	Account #
Economic Action Committee	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 85,000	11-110-4440
Women's Crisis Center	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	11-110-4440
Matagorda County Museum	\$ 49,000	\$ 55,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 50,000			25-250-4440
BC Volunteer Fire Dept.*	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	11-165-4440
Bay City Chamber of Commerce	48,000	48,000	48,000	48,000	56,000	\$ 56,000	\$ 60,480	60,480	65,000	\$ 65,000	\$ 65,000	25-252-4440

\*receives \$16,000 from Gas Co.



# 2024 Request for Funds

## City of Bay City





May 31, 2023

City of Bay City  
1901 Fifth Street  
Bay City, Texas 77414

Mayor Robert Nelson, City Manager, Shawna Burkhart and City of Bay City Council Members:

Economic Action Committee of the Gulf Coast (EACGC) is a non-profit 501(c)(3), based out of Bay City, Texas, which provides a variety of services to senior citizens and low income households. EACGC operates and administers a senior citizen nutrition program that consists of home delivered meals to homebound seniors and two congregate meal sites, as well as a senior transportation program. EACGC provides utility assistance to low income households and seniors with priority given to seniors, the disabled and households with children under the age of 6. EACGC also provides case management and supportive services to attend school or advance employment with the goal of transitioning out of poverty and becoming self-sufficient.

### SENIOR NUTRITION PROGRAM

EACGC operates a large senior citizen nutrition program based in Bay City, Texas. **EACGC provided a total of 26,059 meals to senior citizens in Matagorda County in 2022.** There is an eligibility process that all seniors must go through in order to qualify for home meals. Through this process, EACGC staff performs an assessment of the senior's need and ability to take care of themselves. In order to qualify, the senior must have a significant inability to prepare one's own meal and take care of themselves. Through this process, staff is able to discuss other needs the senior may have and refer them to other services that may benefit them and improve their quality of life. A large majority of our homebound clients depend greatly on the meal provided and use it as their primary source of nutrition. **EACGC also provides transportation for senior citizens and in 2022 has provided a total of 1,159 trips to City of Bay City senior citizens to go to appointments and trips within the immediate area.** This program allows for EACGC to pick up senior citizens and take them to doctor appointments, grocery shopping and other essential locations they would otherwise not be able to get to.

The COVID-19 pandemic began in March 2020. Due to EACGC serving the most at risk vulnerable population, the agency took immediate action to ensure the safety and well-being of our senior citizens. Through the pandemic, it changed how the agency senior nutrition and transportation program operated. In order to protect our senior citizens and limit their potential exposure, EACGC changed its congregate program to a drive through pick up 3 days per week. This allowed the staff to still have communication with the seniors to ensure their needs were being met and also allowed for the seniors to get out of the house and still interact in a safe manner. The home delivered meals continued and we increased the number of clients served due to the high volume of calls we received from those in need. The home delivered meal program changed to delivery 3 days per week of a hot meal and frozen meals. Meal drop off was changed to a contactless approach to ensure the safety of our seniors and staff. The transportation program was the most effected and was put on hold for some time to ensure the safety of the senior citizens and staff. EACGC continued and actually increased operations during the pandemic. During this time, renovations were done to the center to eliminate hazards and ensure compliance with operational guidelines. The

restrooms and flooring throughout the facility were updated and paid for by the City of Bay City. There were also updates done to the dining room, entry way and main office, kitchen, storage area and employee restroom, which were paid for by other funds.

EACGC has identified in previous Community Needs Assessments conducted by the agency that the community believes that their needs to be more activities for senior citizens. In order to attempt to provide additional services, EACGC hosts a variety of functions that are free to the senior citizens. The functions provided include the annual Thanksgiving and Christmas Senior Citizens Luncheons and. These events host typically 250 – 300 senior citizens. EACGC also hosts Ice Cream Socials, Bingo, craft classes, educational classes and our First Annual Senior Citizen Prom. EACGC is increasing these activities since the Senior Nutrition Building reopened in February 2022 and is partnering with various organizations to provide more activities and events to the public.

### UTILITY ASSISTANCE

EACGC administers a utility assistance program. This program is designed to provide electric, propane and natural gas assistance to low income individuals with priority given to seniors, the disabled and households with children under the age of 6. EACGC receives funding from various sources which allows the agency to administer these services. All services are based on available funding and income guidelines provided by funders, which is at this time 150% poverty level for most.

**In 2022 alone, EACGC provided utility assistance in the amount of \$1,317,237.79 to 1,187 households which impacted a total of 2,482 individuals. As of the end of March 2023, EACGC has provided utility assistance in the amount of \$660,715.46 to 456 households which impacted a total of 465 individuals.**

### WATER ASSISTANCE

EACGC has recently rolled out a water assistance program to provide assistance to eligible clients with their water bills. This program is new and vendor agreements are in process of being acquired so that we are able to work directly with water departments to assist clients to no more than once every 90 days: reestablish service that has been disconnected, prevent disconnection for individuals who are past due and to assist clients with payments. **Since beginning the program May 2022, EACGC assisted 134 households which impacted a total of 327 individuals and spent a total of \$18,534.42 in 2022 on water assistance. As of March 2023, EACGC has provided a total of \$96,768.90 in water assistance for 141 households, which impacted 302 individuals.**

### FUNDING

City of Bay City's funding is extremely important to EACGC and allows us to continue operations and to provide the much needed services to those in our community. Although the agency has obtained new funding to provide additional direct client services, it does not provide much, if any for some contracts, for operational or administrative costs to operate and provide these services. Utilizing City of Bay City funding, EACGC is able to supplement a small portion of our operational expenses and expenses generated by the senior nutrition programs in particular. In the previous years, EACGC has received a generous \$10,000.00 from the City of Bay City, which has been used to pay for the agency operational costs to include general expenditures such as pest control, equipment maintenance, and also pays for a portion of

the expenses in the senior programs which require a financial match and does not pay for itself. Economic Action Committee of the Gulf Coast is extremely grateful for all of the support that has been provided by the City and is **requesting funding in the amount of \$10,000.00 to be allocated towards EACGC's operational and program expenditures for the agency's many programs, as well as additional funding to complete the exterior renovation in the amount of approximately \$75,000** (estimate is outdated based on old pricing). It is humbly requested that the City of Bay City take into consideration the growth of the current programs, the future expansion of services offered and the extensive number of Bay City residents and businesses that are impacted by EACGC and services provided. EACGC would also like to take this opportunity to thank the City of Bay City for all of the support and assistance provided to the agency in the previous years. We at EACGC look forward to working diligently to expand services offered to better serve residents of Bay City and Matagorda County. EACGC's funding for its operations/programs comes from Federal, State and local funds to include Matagorda County, United Way and donations received from the community.

If you have any questions, please feel free to contact me. Once again, EACGC and I look forward to working with the City of Bay City in the future to better benefit our community members and neighbors.

Sincerely,



Kristie Pustejovsky, Executive Director  
eac-kpustejovsky@att.net



## Budget Allocation Estimates

### City of Bay City

#### OPERATIONAL BUDGET

Operational Expenses to support Senior Nutrition Program	\$5,500
Utilities (agency)	\$2,000
Pest Control	\$500
Office Equipment Rental and Supplies	\$2,000
<b>Total Operational</b>	<b>\$10,000</b>

#### RENOVATION BUDGET

Exterior (2021 estimates)	\$74,842.00
<b>Total Renovation</b>	<b>\$74,842.00</b>



"Excellence in Building the Future & Restoring the Past"

**Jason P. Rahaim**  
 979-479-2880  
 jason@ramstoneconstruction.com  
 2724 encino Ave. bay city, TX 77414

**CONSTRUCTION ESTIMATE FOR**

Economic Action Committee  
 Bay City, TX 77414

**PROJECT DESCRIPTION**

**Exterior Siding & Roof of Building**

SCOPE OF WORK	TOTALS
Remove and Dispose of All Existing Metal Roof Material	
Remove and Dispose of All Existing Metal Siding, Window Trim and Door Trim Material	
Remove and Dispose of Old Gutters	
Install New Metal Roof RPN 26 Gauge Mueller	
Install New Metal Siding RPN 26 Gauge Mueller	
Install New Window and Door Trim Mueller	
Install New Gutter System	\$ 74,842.00
Material costs are subject to change quickly in this economic environment.	
This Estimate is subject to the price of materials at the time acceptance and will be adjusted.	
<b>PROJECT COST</b>	<b>\$74,842.00</b>

**PROJECTED PAYMENT SCHEDULE**

Down Payment	25% of projected project cost collected at the time the contract agreement is signed
2nd Installment	35% after Demo and Replacement of the Roof Panels
3rd Installment	35% after Demo and Replacement of Wall Panels, Trim & Gutters
Final Payment	Final Installment to be made upon receipt of final invoice after the work has been approved and the punch-out list completed.

All materials are guaranteed to be as specified. All work to be completed in a workman-like manner according to standard prices. Any alterations & deviations from specifications above involving extra costs will be executed only upon written orders & will become an extra charge over & above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control.

***ACCEPTANCE OF ESTIMATE - The above prices, specifications & conditions are satisfactory & are hereby accepted.  
Payment will be made as outlined above.***

**Date of Acceptance:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Contractor Signature:** \_\_\_\_\_



P.O. Box 1820\*Wharton, TX 77404-1820  
Bus. Office: (979) 245-9109\*Fax: (979) 245-3426\*  
Outreach Office: (979) 531-1300 \* Fax: (979) 531-1545

May 23, 2023

Mayor Robert Nelson  
City of Bay City  
1901 Fifth Street  
Bay City, TX 77414

RE: Request for Public Funds FY24

Dear Mayor Nelson and City of Bay City Councilmembers,

We would like to thank you for the continued support that the Crisis Center receives financially from the City of Bay City public funds and for the tremendous support we receive from the members of the community, other city departments and our community/MDT partners. The Crisis Center is proud to continue serving the City of Bay City and working collaboratively with multiple different City of Bay City departments. Since June 1984 the Crisis Center has provided dedicated services to Bay City, along with other areas in the counties we serve, and continually works to increase support we can provide to the residents and to the City of Bay City.

The Crisis Center works diligently to provide a wide array of services to multiple areas in the counties we serve, but expanded services also increases our overall costs. You will see that the Center has worked to expand services to meet the needs of the community through newly created programs and expanded services over the past years and also works diligently to ensure the County of Matagorda adheres to new legislative mandates each time new requirements are implemented; such as Art. 56A.3515 of the Texas Code of Criminal Procedure which requires an advocate to be present during a sexual assault investigation and Section 351.256, of the Texas Local Government Code which established the mandate for a sexual assault response team.

Looking back at 2022, the Crisis Center provided 9744 nights of shelter, conducted 328 forensic interviews with children, and 111 clients received forensic medical examinations at our Center in Wharton. Through these programs we provided, at no cost to the client, 314 children were provided with trauma focused mental health therapy, over 15,000 individuals were provided with prevention programs, and we had 594 residential clients living in our shelter.

The Crisis Center is 1 of 5 umbrella agencies in Texas that offer a family violence/sexual assault residential and non-residential program and a Child Advocacy Center program. The Crisis Center has several offices located in Matagorda and Wharton Counties; administrative office in Bay City, Shelter (undisclosed location), CAC and DV/SA program in Bay City, Outreach office in Palacios, Outreach office



24-hour Crisis Hotline (979) 245-9299 or (800) 451-9235



in El Campo, CAC in Wharton, and an Outreach office in Wharton. The following services are offered by the Crisis Center;

- Shelter, 24- hour Crisis Hotline, Childcare, and Safety Planning
- Forensic Interviews; Children (all types of abuse/neglect) and Adult Sexual Assault
- Forensic Medical Examinations (Physical and Sexual) Including touch DNA Swabbing
- Legal Assistance; Divorces, Child Custody/SAPCR, Protective Orders, and other civil
- Counseling; TF-CBT, Play Therapy, CFTSI, EMDR and Assessments
- Advocacy, Crisis Intervention, Support Group, Transportation, Emergency Financial Assistance
- Accompaniment; to court, medical examinations, to meet with law enforcement and to other appointments
- Case Coordination, MDT Meetings, SART Administration, and Case Staffing
- Training for MDT/SART partners

This is a list of our most frequently utilized services, but we offer many more services which are tailored to the needs of our clients.

We truly thank you for your dedication to our mission of creating an environment where violence and abuse are not tolerated in the community. Any funding that you can provide us would be greatly appreciated and will be used to provide services to survivors of domestic violence, sexual assault and child abuse.

Thank you for allowing us to serve your community!

Sincerely,

*Kelli Wright-Nelson*

Kelli Wright-Nelson  
Executive Director  
The Crisis Center  
979-245-9109 x 101  
[kelli@crisiscnt.com](mailto:kelli@crisiscnt.com)



24-hour Crisis Hotline (979) 245-9299 or (800) 451-9235



Organization: Matagorda County Women’s Crisis Center, DBA “The Crisis Center”

Operational Date: March 12, 1984

501(c)(3): 74-2316319

DUNS #: 800512840 Renewal Date: 03/05/2024

**Funds requested: \$7,000**

How the funds would be utilized:

The Crisis Center would like to utilize the funds requested for unexpected operating expenses, repairs, maintenance, and outreach activities in Bay City, additional expense occurred that are associated with legislative updates/mandates, and for training costs for our SART/MDT partners.

How the funds would be allocated:

Due to the Crisis Center being an umbrella agency, we must utilize the FTE (full time equivalency) cost allocation plan monthly based on actual employee hours worked. Through this method the Crisis Center ends up with several expenses that are not grant eligible because we have staff that are paid from non state/federal funding sources. We would utilize the public funding according to the same cost allocation method as required by our state/federal funders.

Please let me know if there is any further information needed. Thank you for continuing to support our mission of creating an environment where violence and abuse are not tolerated in the community.

Sincerely,

*Kelli Wright-Nelson*

Kelli Wright-Nelson  
The Crisis Center  
Executive Director  
979-245-9109 x101  
[kelli@crisiscnt.com](mailto:kelli@crisiscnt.com)



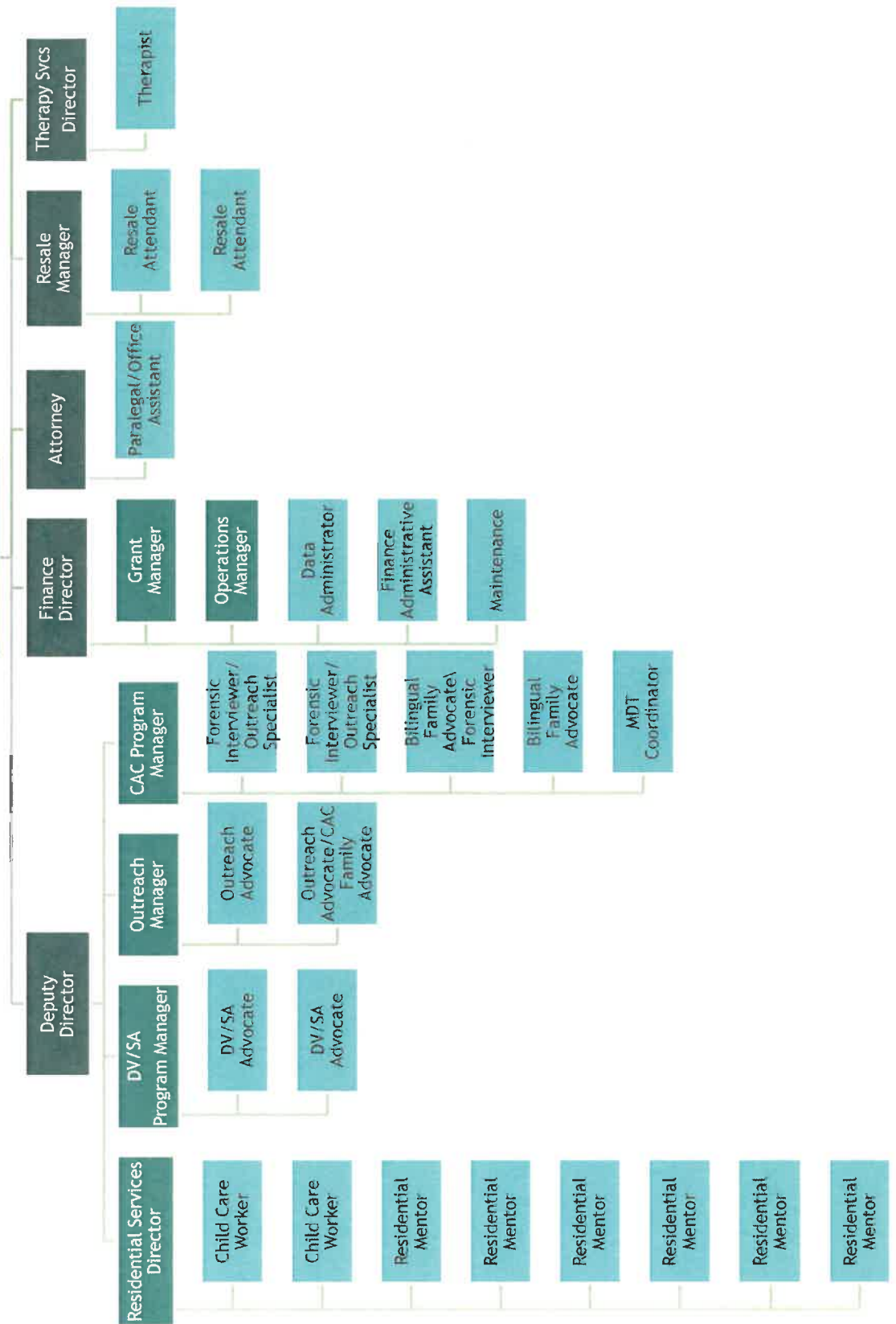
24-hour Crisis Hotline (979) 245-9299 or (800) 451-9235



# Matagorda County Women's Crisis Center

## Board Of Directors

### Executive Director



*Bay City Volunteer Fire Department, Inc.*

FOUNDED - 1909  
1920 SIXTH STREET BAY CITY, TEXAS 77414

Phone (979) 245-8313

“LIVING TO SERVE”

Fax (979) 245-8399

Sec. 501 (C) (3)  
76-0023835

May 11, 2023

City of Bay City Finance Director

RE; Allocation of Funds

Scotty Jones,

The Bay City Volunteer Fire Department is requesting allocation of funds listed in the 2023-2024 budget under 465-4440 (Support-BC Fire Department) in the amount of \$64,000.00.

Thank You

Randy Frontz  
Chief  
Bay City Volunteer Fire Department  
979-245-8314

Lloyd B. Atherton  
President  
Bay City Volunteer Fire Department  
979-245-6500