



# CITY COUNCIL REGULAR MEETING CITY OF BAY CITY

Tuesday, September 08, 2020 at 6:00 PM  
COUNCIL CHAMBERS | 1901 5th Street

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## COUNCIL MEMBERS

**Mayor:** Robert K Nelson

**Mayor Pro Tem:** Jason W. Childers

**Council Members:** William Cornman, Brent P. Marceaux, Becca Sitz, Julie Estlinbaum

*Bay City is committed to developing and enhancing the long-term prosperity, sustainability, and health of the community.*

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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

### INVOCATION & PLEDGE

Texas State Flag Pledge: *"Honor The Texas Flag; I Pledge Allegiance To Thee, Texas, One State Under God, One And Indivisible."*

*Councilwoman Julie Estlinbaum*

## CERTIFICATION OF QUORUM

### MISSION STATEMENT

The City of Bay City is a community that fosters future economic growth, strives to deliver superior municipal services, invests in quality of life initiatives and is the gateway to the great outdoors. We encourage access to our unique historical and eco-cultural resources while maintaining our small-town Texas charm.

*Councilwoman Julie Estlinbaum*

## APPROVAL OF AGENDA

### PUBLIC COMMENTS

State Law prohibits any deliberation of or decisions regarding items presented in public comments. City Council may only make a statement of specific factual information given in

response to the inquiry; recite an existing policy; or request staff places the item on an agenda for a subsequent meeting.

#### **CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL**

- 1. DISCUSS, CONSIDER, AND TAKE NECESSARY ACTION TO RATIFY WORK ORDER #5 BETWEEN THE CITY OF BAY CITY, TEXAS AND CIVIL PE'S FOR PROFESSIONAL SERVICES RELATED TO THE CONSTRUCTION MANAGEMENT OF THE NEW ROW E HANGER AT THE BAY CITY REGIONAL AIRPORT.**
- 2. MINUTES OF SPECIAL CALLED MEETING ON AUGUST 19, 2020**
- 3. MINUTES OF REGULAR COUNCIL MEETING ON AUGUST 25, 2020**
- 4. MINUTES OF SPECIAL CALLED MEETING ON SEPTEMBER 1, 2020 .**

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

- 5. PRESENTATION ~ FINANCE TRANSPARENCY AWARD**
- 6. BUDGET ~ DISCUSS, CONSIDER AND/OR APPROVE BUDGET AMENDMENTS FOR THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION AS OF JULY 27, 2020.**  
Jessica Russell, BCCDC Executive Director
- 7. BUDGET ~ DISCUSS, CONSIDER, AND/OR APPROVE THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION'S BUDGET FOR FISCAL YEAR 2021.**  
Jessica Russell, BCCDC Executive Director
- 8. RESOLUTION ~ DISCUSS, CONSIDER AND/OR APPROVE A RESOLUTION OF THE CITY OF BAY CITY, TEXAS ADOPTING THE CITY OF BAY CITY FIVE YEAR CAPITAL IMPROVEMENT PROGRAM.**  
Scotty Jones, Finance Director
- 9. ORDINANCE ~ AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF BAY CITY, TEXAS FOR FISCAL YEAR 2021 AND ALL DESIGNATED, SPECIFIED, NOTED, AND INDICATED LEVIES, RATES, RESERVES, REVENUE PROVISIONS, AND PLANNED EXPENDITURE INHERENT, EXPRESSED, AND INCLUDED THEREIN; PROVIDING FOR A CUMULATIVE CLAUSE: PROVIDING FOR SEVERABILITY: AND PROVIDING FOR AN EFFECTIVE DATE.**  
Scotty Jones, Finance Director
- 10. BUDGET ~ CONSIDER AND/OR APPROVE A MOTION TO RATIFY THE PROPERTY TAX INCREASE REFLECTED IN THE BUDGET FOR THE CITY OF BAY CITY FISCAL YEAR 2021.**  
Scotty Jones, Finance Director

- 11. ORDINANCE ~ AN ORDINANCE ADOPTING THE TAX RATE OF \$0.65500 PER \$100.00 OF ASSESSED VALUATION FOR THE CITY OF BAY CITY, TEXAS, FOR THE PURPOSE OF PAYING THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021, LEVYING A MAINTENANCE AND OPERATIONS RATE OF \$.48212 AND FOR THE FURTHER PURPOSE OF CREATING A SINKING FUND TO RETIRE THE PRINCIPAL AND INTEREST OF THE BOND INDEBTEDNESS OF THE CITY LEVYING A DEBT SERVICE RATE OF \$.17288; PROVIDING FOR A LIEN ON ALL REAL AND PERSONAL PROPERTY TO SECURE PAYMENT OF TAXES DUE THEREON; PROVIDING A SEVERABILITY CLAUSE HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

Scotty Jones, Finance Director

- 12. ORDINANCE ~ DISCUSS, CONSIDER AND/OR APPROVE AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, ADOPTING A FEE SCHEDULE ATTACHED HERETO AS EXHIBIT "A" AND LABELED "APPENDIX B" TO BE ADDED TO THE CODE OF ORDINANCES OF THE CITY OF BAY CITY, TEXAS; ADOPTING FEES AND CHARGES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES AND CHARGES FOR CONVENIENCE; PROVIDING FOR REPEAL; PROVIDING FOR RATIFICATION; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Scotty Jones, Finance Director

- 13. CONTRACT ~ DISCUSS, CONSIDER AND/OR APPROVE EXTENDING THE CONTRACT WITH INTERNATIONAL BANK OF COMMERCE (IBC).**

Scotty Jones, Finance Director

- 14. ELECTION ~ DISCUSS, CONSIDER AND/OR APPROVE THE AMENDED ORDER OF GENERAL ELECTION.**

Jeanna Thompson, City Secretary

## **CLOSED / EXECUTIVE SESSION**

- 15. CLOSED MEETING TO DISCUSS PERSONNEL MATTERS IN ACCORDANCE WITH TITLE 5, SECTION 551.074 OF THE TEXAS GOVERNMENT CODE (TO DISCUSS APPOINTMENT, EMPLOYMENT, EVALUATION, RESPONSIBILITIES AND DUTIES, REASSIGNMENT, DISCIPLINE OR DISMISSAL OF AN OFFICER OR EMPLOYEE, OR TO HEAR A COMPLAINT OR CHARGE AGAINST AN OFFICER OR EMPLOYEE: CITY MANAGER.**

## **OPEN SESSION**

Discuss, consider and/or take action on item(s) listed in Executive/Closed Session, (if any).

## **ITEMS / COMMENTS & MAYOR AND COUNCIL MEMBERS**

## **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.

### **CERTIFICATION OF POSTING**

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 **Friday, September 4, 2020 before 6:00 p.m.** Any questions concerning the above items, please contact Mayor Robert K. Nelson at (979) 245-2137.



814 Thornwick  
Houston, TX 77079  
www.Civil-PEs.com

August 19, 2020

James Mason  
Airport Manager  
Bay City Regional Airport  
3598 North FM 2540  
Bay City, TX 77414

**Work Order 5 – Construction Phase and Closeout Services for New Row E at Bay City Regional Airport**

*Transmitted via email to jmason@cityofbaycity.org on 8/19/2020*

Dear James.

This proposal includes scope of work for **Work Order 5**, for professional services associated with the construction of New Row E.

**1. Scope of Services**

- a. Project Initiation.
  - i. Project Kickoff meetings (2) with contractor and stakeholders.
- b. Shop Drawing Reviews.
- c. Site Visits to the Airport to observe and document progress of construction.
- d. Furnishing onsite Resident Project Representative (RPR) to:
  - i. Serve as the Engineer's liaison with the contractor superintendent and assist the superintendent in understanding the intent of the Contract Documents.
  - ii. Conduct on-site observations of the work in progress to assist the Engineer in determining if the work is proceeding on schedule and in accordance with the Contract Documents and whether completed work will conform to same.
  - iii. Advise Contractor whenever the RPR believes that any work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or does not meet the requirements of any inspections, tests or approval required to be made or that has been damaged prior to final acceptance.
  - iv. Advise the Contractor and Engineer when the RPR rejects or requires special testing, inspection, or observation of covered material.
  - v. Verify that tests, equipment and systems startups and operating/maintenance procedures are conducted as required by the Contract Documents and in the presence of the required personnel, and that the Contractor maintains adequate records thereof.
  - vi. observe, record (in the Daily Diary) and report to the Engineer appropriate details relative to the test procedures and startups.
  - vii. Accompany visitors representing public and other agencies having jurisdiction over the Project, record the outcome of these inspections.
  - viii. Review all storm water prevention measures, at least weekly and after each rain event as to their function and adequacy.

James Mason  
 Bay City Regional Airport  
 August 19, 2020  
 Page 2 of 3

- ix. Consider and evaluate Contractor's suggestions for modifications in Drawings or Specifications and report them with recommendations to the Engineer.
- x. Review and approve Contractor pay requests based on actual installed quantities in accordance with Contract Documents and based on the weekly completed Bid Items report.
- xi. Perform preliminary walkthrough with Contractor for incomplete items of work and verify completion prior to final construction inspection. Participate in final (or partial if applicable) construction inspection in accordance with the general provisions of the project specifications, in the company of the Engineer, Airport, Contractor and other interested parties.
- e. Furnishing Materials Testing (Acceptance Testing) to:
  - i. Conduct testing of the installed materials as required by the specifications and immediately report any failed test(s).
  - ii. Prepare a summary document itemizing the results of the tests over the course of the project. The report highlights those tests that failed or did not meet the applicable test standard and the actions(s) taken. The report is to also include any reasons for accepting any out of tolerance material(s).
- f. Review monthly construction contract pay applications from Contractor before forwarding to City staff for payment.
- g. Conduct a final inspection of the completed project to identify any corrections that need to be addressed by the Contractor prior to final acceptance.
- h. Prepare a letter of acceptance that releases the contractor from the project and establishes the warranty period for the project.
- i. Review final construction contract pay application from Contractor before forwarding to City staff for payment.
- j. During closeout, assemble Operations and Maintenance (O&M) Manual and as-built drawings and turn over to the Airport.

## 2. Items Provided by the Airport or Others

- a. Access to the airport property.
- b. Access for visiting Team members and RPR to Terminal Facilities and internet access as needed.

## 3. Fee

City will pay Professional a total fee of \$140,300.00 to conduct the scope of services listed above. The attached fee breakdown in **Exhibit A** shows anticipated level of effort for each portion of the work scoped.

## 4. Items not Included in this Scope

- a. Inspections or certifications for Texas Windstorm Insurance Program.
- b. Inspections or certifications under Texas Accessibility Code for Americans with Disabilities Act.

## 5. Proposed Schedule

This fee is based on carrying out the scope of services in a reasonable schedule, without overtime or other cost implications typical of a short schedule. Professional will complete the work following contractor's timing but anticipated to be within 18 weeks after Notice to Proceed.

James Mason  
Bay City Regional Airport  
August 19, 2020  
Page 3 of 3

## 6. Acceptance

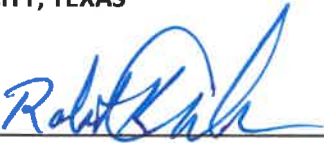
In accordance with the Standard Professional Services Agreement executed on December 19, 2018, this **Work Order 5** is accepted and hereby issued a Notice to Proceed unless specifically noted otherwise in the signatures below:

ACCEPTED on this the 20 day of August, 2020.

CITY:  
BAY CITY, TEXAS

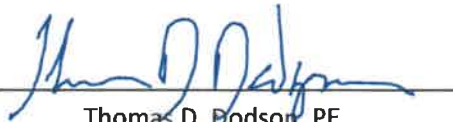
PROFESSIONAL:  
Civil PEs, LLC

By:



Robert K. Nelson,  
Mayor

By:



Thomas D. Dodson, PE,  
President



## Fee Proposal

### Bay City Regional Airport

#### Construction Services for New Row E

Summary by Phase	Manhours	Total Fee
--	0	\$0
Construction Phase	236	\$131,200
Closeout Phase	42	\$9,100
--	0	\$0
<b>Total</b>	<b>278</b>	<b>\$140,300</b>





## Fee Proposal

### Bay City Regional Airport

Construction Services for New Row E

Construction Phase

12 weeks

Task	Sr	Proj	Mgr	Proj	Eng 2	Proj	Eng 1	Des 2	Des 1	Admin			
Billing Rate	\$		248	\$	149	\$	106	\$	84	\$	65	\$	80
<b>Project Initiation and Subcontracting</b>													
Preconstruction Conference		8				2						2	
Stakeholder Meeting (CSPP)		8				2							
Shop Drawing Reviews (and coordination with Subconsultants)		2			24							6	
Coordination with Contractor and RPR					18		18						
Site Visits (Bi-weekly = 12)		24					72						
Coordination with Airport		12											
Change Order Preparation / Supplemental Agreement Documentation		1			8							2	
Pay Application Reviews (3)		1				2						3	
Punch List Site Visit and List Preparation					8								
Final Inspection Site Visit		8											
Final Acceptance Letter Preparation		1			2							2	
Subtotal Hours		65			60		96		0		0		15

*Bay City Regional Airport*

## Construction Services for New Row E

## Construction Phase

Total Civil PES Labor	\$ 36,436
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### Subconsultants at markup

Kirk Airport Solutions at 15%	\$ 5,320
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Ferguson Consulting - Electrical at 15% \$ 8,050

Henderson+Rogers - Structural at 15% \$ 8,280

**Terracon - Matl Testing at 15%** \$ 11,500

Arceneaux, Wilson, and Cole - RPR at 5.26% \$ 60,000

## Expenses

Travel (Mileage)	\$ 1,440
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Printing	\$ 100
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Miscellaneous	\$ 74
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Total Fee for Construction Phase	\$ 131,200
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## Fee Proposal

### Bay City Regional Airport

Construction Services for New Row E

Closeout Phase

4 weeks

Task	Sr Proj Mgr	Proj Eng 2	Proj Eng 1	Des 2	Des 1	Admin
	\$ 248	\$ 149	\$ 106	\$ 84	\$ 65	\$ 80
1. Calendar Analysis / LD Calculations		2			1	
2.a Final Pay Request Review and Agent Coordination	0.5	2				1
2.b Coordination with Contractor for Affidavits of Bills Paid	0.5	1				2
3. Coordination and Preparation of Quality Assurance Report		1				2
4.a Coordination on Contractor's As-built Drawings	0.5	1				
4.b Record Drawing Preparation	1	3	8			
5.a Update of CADD Files	0.5		2			
5.b Distribution of CAD Files to Agent		1				1
6. Distribution of Submittals, Warranties, and Listing of maintenance suppliers		1				2
7. Verification Survey Coordination (see 3. in CPS)						
11. 1-year Warranty Inspection	8					
Subtotal Hours	11	12	10	0	1	8



**Fee Proposal**

***Bay City Regional Airport***

Construction Services for New Row E

**Closeout Phase**

Total Civil PES Labor

\$ 6,281

**Subconsultants at markup**

*Kirk Airport Solutions at 15%*

\$ 1,035

*Ferguson Consulting - Electrical at 15%*

\$ 580

*Henderson+Rogers - Structural at 15%*

\$ 920

**Expenses**

Travel (Mileage)

\$ 100

Printing

\$ 100

Miscellaneous

\$ 84

Total Fee for Closeout Phase

\$ 9,100

# CITY OF BAY CITY

MINUTES • AUGUST 19, 2020

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SCHULMAN MOVIE  
BOWL & GRILLE |  
6655 7th Street

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City Council & BCCDC Special Meeting

6:00 PM

1901 5TH STREET  
BAY CITY TX, 77414



## Mayor

Robert K. Nelson

## Councilman

William Cornman

## Mayor Pro Tem

Jason W. Childers

## Councilman

Brent P. Marceaux

## Councilwoman

Becca Slitz

## Councilwoman

Julie Estlinbaum

*Bay City is committed to developing and enhancing the long-term prosperity, sustainability, and health of the community.*

**CALL TO ORDER**

Mayor Robert K. Nelson called the meeting to order at 6:06 pm

**CERTIFICATION OF QUORUM****PRESENT**

Mayor Robert K. Nelson  
Mayor Pro Tem Jason W. Childers  
Councilman William Cornman  
Councilman Brent P. Marceaux  
Councilwoman Becca Sitz

**ABSENT**

Councilwoman Julie Estlinbaum

**REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL****1. PRESENTATION AND DISCUSSION OF AQUATIC CENTER FEASIBILITY STUDY**

Roy Sneary with Matagorda Wellness welcomed those attending. Entities in attendance were Matagorda Wellness, Matagorda Economic Development Corporation, Bay City Community Development Corporation, and the City of Bay City.

The feasibility study was presented via phone by:

Darin Barr with Ballard King & Associates, Doug Whiteaker with Water Technologies Inc., and Dan Askenazi with Municipal Capital Markets Group.

**ADJOURNMENT**

Meeting adjourned at 8:21 pm

**CERTIFICATION OF POSTING**

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**AGENDA NOTICES**Action by Council Authorized:

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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:

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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.

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, [dholumec@cityofbaycity.org](mailto:dholumec@cityofbaycity.org) for further information.

# CITY OF BAY CITY

## MINUTES • AUGUST 25, 2020

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**COUNCIL  
CHAMBERS | 1901  
5th Street**

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**Regular Council Meeting**

**6:00 PM**

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



### **Mayor**

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Robert K. Nelson

### **Councilman**

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William Cornman

### **Mayor Pro Tem**

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Jason W. Childers

### **Councilman**

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Brent P. Marceaux

### **Councilwoman**

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Becca Slitz

### **Councilwoman**

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Julie Estlinbaum

***Bay City is committed to developing and enhancing the long-term prosperity,  
sustainability, and health of the community.***



**CALL TO ORDER**

Mayor Robert K. Nelson called the meeting called to order at 6:01pm

**INVOCATION & PLEDGE**

Texas State Flag Pledge: *"Honor The Texas Flag; I Pledge Allegiance To Thee, Texas, One State Under God, One And Indivisible."*

Mayor Pro Tem Jason Childers

**CERTIFICATION OF QUORUM****PRESENT**

Mayor Robert K. Nelson  
Mayor Pro Tem Jason W. Childers  
Councilman William Cornman  
Councilman Brent P. Marceaux  
Councilwoman Becca Sitz  
Councilwoman Julie Estlinbaum

**MISSION STATEMENT**

The City of Bay City is a community that fosters future economic growth, strives to deliver superior municipal services, invests in quality of life initiatives and is the gateway to the great outdoors. We encourage access to our unique historical and eco-cultural resources while maintaining our small-town Texas charm.

Mayor Pro Tem Jason Childers

**APPROVAL OF AGENDA**

Motion made by Councilman Marceaux to approve the agenda, Seconded by Councilwoman Sitz.

Voting Yea: Mayor Nelson, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz.  
Motion carried.

**PUBLIC COMMENTS**

State Law prohibits any deliberation of or decisions regarding items presented in public comments. City Council may only make a statement of specific factual information given in response to the inquiry; recite an existing policy; or request staff places the item on an agenda for a subsequent meeting.

There were no public comments.

**PUBLIC HEARING(S)**

1. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE CITY OF BAY CITY PROPOSED BUDGET FOR FISCAL YEAR 2021.**  
Scotty Jones, Finance Director
2. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION PROPOSED BUDGET FOR FISCAL YEAR 2020.**  
Scotty Jones, Finance Director
3. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED PROPERTY (AD VALOREM) TAX RATE FOR FISCAL YEAR 2021.**  
Scotty Jones, Finance Director
4. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE CITY OF BAY CITY PROPOSED CAPITAL IMPROVEMENT PROGRAM.**  
Scotty Jones, Finance Director

**CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL**

Motion made by Councilwoman Estlinbaum to approve the consent agenda items, Seconded by Mayor Pro Tem Childers.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

5. **MEETING MINUTES OF BUDGET WORKSHOP ON JULY 28, 2020**
6. **MINUTES OF REGULAR COUNCIL MEETING ON JULY 28, 2020**
7. **MINUTES OF RATE WORKSHOP ON AUGUST 4, 2020**
8. **MINUTES OF SPECIAL CALLED MEETING ON AUGUST 4, 2020**
9. **MINUTES OF BUDGET WORKSHOP ON AUGUST 6, 2020**

**10. MINUTES OF BUDGET WORKSHOP ON AUGUST 11, 2020****11. MINUTES OF REGULAR COUNCIL MEETING ON AUGUST 11, 2020****REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL****12. UPDATE ON NILE VALLEY ROAD PROJECT.**

Matt Breazeale, PE

Matt Beazeale was unable to attend but Barry Calhoun, Public Works Director, provided updates of program estimates. Mr. Calhoun stated that he has received second set of plans and is reviewing this week, and then the plan is to have a sit down meeeting with Matt Beazeale to review construction plans. Mr. Calhoun also stated that after agreements we will be ready to bid out around October. The amount is \$5.1 million for project. Projected time frame 9 months to complete.

**13. REVIEW AND DISCUSS HOUSEHOLD HAZARDOUS WASTE CONTRACT AGREEMENT AND GIVE STAFF DIRECTION.**

Robert K. Nelson, Mayor

Discussion of decision to rate to customer through water billing of .94 or 50/50 with City. Verify if budgeted or to move to fire marshal and bring back to council to determine actual fee. Councilwomen Estlinbaum recommended 50/50 for 6 months then phase out. Councilman Cornman wants to know what total water customers are going to be paying . Item tabled till 8th of September

Motion made by Councilman Cornman to table the item, Seconded by Councilwoman Estlinbaum.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum

**14. DISCUSS, CONSIDER AND/OR APPROVE AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES CHAPTER 26; ARTICLE II ("MOBILE FOOD COURTS AND MOBILE FOOD ESTABLISHMENTS") PROVIDING NUMBER OF PERMITS ON STATE HIGHWAYS; PROVIDING A PERMIT RENEWAL PERIOD; PROVIDING FOR A CUMULATIVE & CONFLICTS CLAUSE, PROVIDING FOR A SEVERABILTY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Jeanna Thompson, City Secretary

Motion made by Councilman Cornman to approve the Ordinance, Seconded by Mayor Pro Tem Childers. Council was polled: voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**15. DISCUSS AND/OR APPROVE HIRING RESOLUTION FOR AN ADMINISTRATION/PROJECT DELIVERY SERVICE PROVIDER TO COMPLETE**

**APPLICATION AND PROJECT IMPLEMENTATION FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT-MITIGATION (CDBG-MIT) FUNDING THROUGH THE TEXAS GENERAL LAND OFFICE (GLO).**

Alyssa Dibbern, Engineering Tech

Motion made by Councilwoman Estlinbaum to approve the Resolution, Seconded by Mayor Pro Tem Childers.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**16. A RESOLUTION OF THE CITY OF BAY CITY, TEXAS, AUTHORIZING THE SELECTION OF A PROFESSIONAL SERVICE PROVIDER FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT -MITIGATION (CDBG-MIT) PROGRAM FUNDED THROUGH THE TEXAS GENERAL LAND OFFICE (GLO).**

Alyssa Dibbern, Engineering Tech

Motion made by Mayor Pro Tem Childers to approve the Resolution, Seconded by Councilwoman Sitz.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**17. A RESOLUTION OF THE CITY OF BAY CITY, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACTS FOR THE 2020 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) TEXAS CAPITAL FUND DOWNTOWN REVITALIZATION/MAIN STREET PROGRAM PROJECT.**

Alyssa Dibbern, Engineering Tech

Motion made by Mayor Pro Tem Childers to approve the Resolution, Seconded by Councilwoman Sitz.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**18. DISCUSS, CONSIDER AND/OR APPROVE RENAMING OF CITY STREET TO "TOM UHER MEMORIAL HIGHWAY".**

Shawna Burkhart, City Manager

Shawna Burkhart, City Manager, stated that it came to her attention that Highway 35 was to be named Tom Uher Memorial Highway. TxDOT informed the City that Highway 35 is designated as Stephen F. Austin and will not approve the name change. Ms. Burkhart suggested Highway 60 or FM2668.

Motion made by Mayor Pro Tem Childers to rename Highway 60 to "Tom Uher Memorial Highway", Seconded by Councilwoman Estlinbaum.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**19. REPORT ON THE STATUS OF THE PROJECT TO RE-ENFORCE THE COLUMN SUPPORTS FOR THE EQUIPMENT/CHEMICAL ROOM OF THE 16TH STREET SWIMMING POOL.**

Shawna Burkhart, City Manager

Shawn Blackburn, Parks & Rec Director, reported on the status of the pool. Lynn Construction will put in steel frame for \$29,000, this does not solve all the problems but it does solve the worse and buys us time until we know what other options we have. There is a 3 year warranty on the work. Lynn has been given notice to proceed with the work. The facility will stay open during the work.

**20. DISCUSS, CONSIDER AND/OR APPROVE THE INTERLOCAL AGREEMENT WITH MATAGORDA COUNTY FOR FOOD ESTABLISHMENT INSPECTIONS.**

Shawna Burkhart, City Manager

Motion made by Councilman Marceaux to approve the agreement, Seconded by Mayor Pro Tem Childers.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**21. DISCUSS, CONSIDER AND/OR APPROVE THE DISASTER PREPARATION AGREEMENT WITH MATAGORDA COUNTY.**

Shawna Burkhart, City Manager

Krystal Mason is the emergency contact for the City.

Motion made by Councilwoman Estlinbaum to approve the agreement, Seconded by Councilwoman Sitz.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Motion carried.

**CLOSED / EXECUTIVE SESSION**

- 22. CLOSED MEETING TO DISCUSS PERSONNEL MATTERS IN ACCORDANCE WITH TITLE 5, SECTION 551.074 OF THE TEXAS GOVERNMENT CODE (TO DISCUSS APPOINTMENT, EMPLOYMENT, EVALUATION, RESPONSIBILITIES AND DUTIES, REASSIGNMENT, DISCIPLINE OR DISMISSAL OF AN OFFICER OR EMPLOYEE, OR TO HEAR A COMPLAINT OR CHARGE AGAINST AN OFFICER OR EMPLOYEE: CITY MANAGER.**

Major Nelson adjourned the Regular session and Council convened into the Executive session at 6:39 pm.

**OPEN SESSION**

Discuss, consider and/or take action on item(s) listed in Executive/Closed Session, (if any).

Mayor Nelson adjourned from the Executive session and reconvened into the Regular session at 7:29pm. Council took no action on the Executive session item: Title 5, Section 551.074 of the Government Code (Personnel).

**ITEMS / COMMENTS & MAYOR AND COUNCIL MEMBERS****ADJOURNMENT**

Motion made by Mayor Pro Tem Childers to adjourn, Seconded by Councilman Marceaux.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Sitz, Councilwoman Estlinbaum. Council adjourned at 7:30 pm.

**PASSED AND APPROVED**, this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
ROBERT K. NELSON, MAYOR  
CITY OF BAY CITY, TEXAS

\_\_\_\_\_  
JEANNA THOMPSON  
CITY SECRETARY

# CITY OF BAY CITY

## MINUTES • SEPTEMBER 01, 2020

**COUNCIL  
CHAMBERS | 1901  
5th Street**

**Special Called Meeting**

**6:00 PM**

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



### **Mayor**

Robert K. Nelson

### **Councilman**

William Cornman

### **Mayor Pro Tem**

Jason W. Childers

### **Councilman**

Brent P. Marceaux

### **Councilwoman**

Becca Slitz

### **Councilwoman**

Julie Estlinbaum

*Bay City is committed to developing and enhancing the long-term prosperity,  
sustainability, and health of the community.*

**CALL TO ORDER**

Mayor Robert K. Nelson called the meeting to order at 6:01 pm.

**CERTIFICATION OF QUORUM**

Quorum Present

**PRESENT**

Mayor Robert K. Nelson  
 Mayor Pro Tem Jason W. Childers  
 Councilman William Cornman  
 Councilman Brent P. Marceaux  
 Councilwoman Julie Estlinbaum

**ABSENT**

Councilwoman Becca Sitz

**APPROVAL OF AGENDA**

Motion made by Mayor Pro Tem Childers to approve the agenda, Seconded by Councilman Marceaux.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Estlinbaum. Motion carried.

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

1. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE CITY OF BAY CITY PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2021.**

Scotty Jones, Finance Director, introduced the proposed budget for Fiscal year 2021, stating that a copy is available to the public at the City Secretary's office, the Public Library, and the City web site. There were no public comments.

2. **BUDGET ~ DISCUSS, CONSIDER, AND/OR APPROVE POSTPONING THE FINAL BUDGET VOTE FOR FISCAL YEAR 2021 UNTIL SEPTEMBER 8, 2020**

Motion made by Councilman Cornman to approve postponing the final budget vote until September 8th, Seconded by Mayor Pro Tem Childers.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Estlinbaum. Motion carried.

2. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION**



**PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2021.**

No public comments.

3. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED PROPERTY (AD VALOREM) TAX RATE FOR FISCAL YEAR 2021.**

Scotty Jones, Finance Director, stated that the rate is the same as prior year. No public comments.

4. **Public Hearing ~ CONDUCT A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE CITY OF BAY CITY PROPOSED CAPITAL IMPROVEMENT PROGRAM.**

Scotty Jones, Finance Director, stated that this is required by City Charter. No public comments.

6. **RATIFICATION OF APPROVING ENROLLMENT OF BAY CITY COMMUNITY DEVELOPMENT CORPORATION PERSONNEL TO THE CITY OF BAY CITY EMPLOYEE HEALTH PLAN.** Shawna Burkhart, City Manager

Motion made by Mayor Pro Tem Childers approve the enrollment of Bay City Community Development Corporation personnel to the City's employee health plan, Seconded by Councilman Cornman.

Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Estlinbaum. Motion carried.

**ADJOURNMENT**

Motion made by Councilwoman Estlinbaum to adjourn, Seconded by Mayor Pro Tem Childers. Voting Yea: Mayor Nelson, Mayor Pro Tem Childers, Councilman Cornman, Councilman Marceaux, Councilwoman Estlinbaum. Motion carried and the meeting adjourned at 6:07 pm.

**PASSED AND APPROVED**, this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
ROBERT K. NELSON, MAYOR  
CITY OF BAY CITY, TEXAS

\_\_\_\_\_  
JEANNA THOMPSON  
CITY SECRETARY

## PRESENTATION~ FINANCE TRANSPARENCY AWARD



### EXECUTIVE SUMMARY

**BACKGROUND:** The Comptroller's office launched the Transparency Stars program in March 2016 to recognize cities, counties and school districts making important strides to greater government transparency. Local government entities can apply for stars in the areas of:

- **Traditional Finances,**
- Contracts and Procurement,
- Economic Development,
- Public Pensions, and
- Debt Obligations.

After receiving an initial star for Traditional Finances, remaining stars may be awarded in any order. For more information on the program, including specific guidelines and information on how to apply, visit the Comptroller's [Transparency Stars website](http://www.texasransparency.org/local/stars/) at [www.texasransparency.org/local/stars/](http://www.texasransparency.org/local/stars/).



### ATTACHMENTS:

Award Letter  
Traditional Finances Award  
City of Bay City Transparency Award Press Release

July 31, 2020

Mr. Jennifer Leverett  
Senior Accountant  
City of Bay City  
1901 Fifth St.  
Bay City, Texas 77414-6143

Dear Ms. Leverett:

I am pleased to inform you that the City of Bay City has earned a Transparency Stars Award in the area of Traditional Finances. Our website now displays your award status and the link you submitted in your application. Enclosed is your Transparency Stars Award Certificate. You will also receive a digital Transparency Stars seal you may post on your website.

Note that you are required to maintain and update your transparency content to retain your Star. Comptroller staff will perform regular checks of your site.

Congratulations on your success in demonstrating exemplary efforts toward financial transparency.

Sincerely,



Glenn Hegar

Enclosure



## City of Bay City Receives Recognition for Transparency Efforts from Texas Comptroller

Texas Comptroller Glenn Hegar announced [name of entity] is the latest local government entity to achieve specific transparency goals through the Comptroller's Transparency Stars program. City of Bay City received a star in the area of Traditional Finances, which recognizes entities for their outstanding efforts in making their spending and revenue information available.

Transparency Stars recognizes local government entities that provide easy online access to important financial data.

"By providing meaningful financial data in addition to visual tools and analysis of its revenues and expenditures, [name of entity] has shown a true commitment to Texas taxpayers. This effort achieves the goals set by my office's Transparency Stars program," Hegar said. "I am pleased to award City of Bay City a star for its accomplishments."

The Comptroller's office launched the Transparency Stars program in March 2016 to recognize cities, counties and school districts making important strides to greater government transparency. Local government entities can apply for stars in the areas of:

- Traditional Finances,
- Contracts and Procurement,
- Economic Development,
- Public Pensions, and
- Debt Obligations.

After receiving an initial star for Traditional Finances, remaining stars may be awarded in any order. For more information on the program, including specific guidelines and information on how to apply, visit the Comptroller's [Transparency Stars website](http://www.texasransparency.org) at [www.texasransparency.org](http://www.texasransparency.org).

**BUDGET~ DISCUSS, CONSIDER, AND/OR APPROVE BUDGET AMENDMENTS FOR THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION (BCCDC) AS OF JULY 31, 2020.**



**EXECUTIVE SUMMARY**

**BUDGET AMENDMENTS**

**BACKGROUND:** The Bay City Community Development Corporation is a component unit of the City. In accordance with the CDC's articles of incorporation, the City Council approves the annual budget. City Council also approves amendments for the BCCDC.

The BCCDC Board approves amendments prior to submitting to City Council.

**FINANCIAL IMPLICATIONS:** Amending the budget provides a revised parameter for the budget.

**RECOMMENDATION:** Staff recommends City Council approve the budget amendments as presented.

**ATTACHMENTS:** Budget Amendments as approved by Board on July 27, 2020

## BUDGET AMENDMENT

ITEM #6.

DEPARTMENT: Bay City Community Development Corp.Date: 7/22/2020

Reason for Budget Amendment: (Please indicate)

1. New revenues (originally unbudgeted) are available.
2. Actual revenues (originally unbudgeted) have exceeded the original adopted budget.
3. A new project, program or special expenditure has been authorized.
- ☒ 4. Transfer reclassification of original adopted budget to realign budget to actual transaction activity as presently needed.

			Expenditure Increase	Exp. Decrease or Rev. Increase	
	Fund #	Account #	Debit	Credit	Notes
Account Description					
Salaries and Wages	415	4105	\$ 46,500		
Payroll Taxes	415	4205	\$ 3,110		
Retirement Expense	415	4210	\$ 5,120		
Employee Health Insurance	415	4225	\$ 8,000		Plan adjustments
General Supplies	415	4310	\$ 1,500		
General Insurance	415	4405	\$ 24,200		Windstorm, unanticipated increase
Legal & Professional Fees	415	4420	\$ 5,100		Increase in Attorney usage
CED Insurance and Maint.	485	4021	\$ 1,107,263		Windstorm, new roof, weatherproofing
BR&E	485	4002	\$ 75,000		
Detention Pond Project	485		\$ 6,800		
McCoys Land	485		\$ 11,379		
Debt Service-Nile Valley	485		\$ 21,282		
SMBG Income			\$ 250,000		Reducing lease income
Leaseholder Improvements	415	4426		\$ 8,000	Decrease Expense
Misc Furniture and Equipment	415	4498		\$ 1,500	Decrease Expense
Travel and Training	420	4230		\$ 4,000	Decrease Expense
Contracted Services	420	4425		\$ 6,400	Decrease Expense
Promotional Items	420	4450		\$ 6,500	Decrease Expense
Business Meals	420	4497		\$ 2,500	Decrease Expense
Miscellaneous expense	420	4499		\$ 3,000	Decrease Expense
Builders Incentive Program	485	4445		\$ 75,000	Decrease Expense
Downtown Parking Lot	485			\$ 6,800	Decrease Expense
Reserve for Special Projects				\$ 325,000	Decrease Expense
Sales Tax				\$ 127,000	Increasing Sales Tax
Interest Income				\$ 7,000	Increase Interest Income
Reserves (Operational Savings)				\$ 992,554	<b>Decreasing Fund Balance</b>
The amendments above relate to					
Amendments above relate to costs of new roof at Center for Energy Training Facility, reduction of SMBG lease income, windstorm, & salary.					
TOTAL			\$ 1,565,254	\$ 1,565,254	

\$ -

BCCDC Executive Director

BCCDC Board

Authorized by:

Board Approved

Council Authorized Signature

Date

7/27/2020

Date

Date

**BUDGET~ DISCUSS, CONSIDER, AND/OR APPROVE THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION'S BUDGET FOR FISCAL YEAR 2021**



## **EXECUTIVE SUMMARY**

### **BACKGROUND:**

The Bay City Community Development Corporation is a component unit of the City. In accordance with the CDC's articles of incorporation, the City Council approves the annual budget.

### **PUBLIC HEARINGS WERE HELD ON THE FOLLOWING DATES:**

TUESDAY, AUGUST 25, 2020 AT 6 PM  
TUESDAY, SEPTEMBER 1, 2020 AT 6 PM

All information pertaining to the Bay City Community Development Corporation's (BCCDC) Budget can be viewed at the following locations:

City Secretary's Office  
Bay City Public Library  
City of Bay City's Website- [www.cityofbaycity.org/193/Budget](http://www.cityofbaycity.org/193/Budget)

### **ATTACHMENTS: BCCDC BUDGET**

## Bay City Community Development Corporation

## FY 2020-2021 Proposed Budget

Classification	Actual FY 2018	Actual FY 2019	Budget FY 2020	Projected FY 2020	Proposed FY 2021
STP Lease Income	75,600	75,600	75,600	75,600	80,695
SMBG Lease Income	569,963	600,000	600,000	350,000	350,000
MCEDC Lease Income			4,800	4,800	4,800
3225 · Sales Tax Collections	1,425,954	1,476,881	1,450,000	1,577,000	1,575,000
3300 · BDC Income	3,940	1,200	4,000	1,200	0
3300 · Main Street Income	43,091	43,091	43,091	43,091	48,000
3615 · Interest Income	9,119	21,008	7,500	15,000	7,500
Reduction in grant obligation				13,620	
CamoFest	30,000	12,686	0	11,879	12,000
TIRZ #1 income	31,249	0	0		0
TIRZ #2 income	0	156,893	150,000	150,000	150,000
3699 · Other Income	0	0		0	0
<b>Total Income</b>	<b>\$ 2,188,916</b>	<b>\$ 2,387,359</b>	<b>\$ 2,334,991</b>	<b>\$ 2,242,190</b>	<b>\$ 2,227,995</b>
<b><u>415-Administrative</u></b>					
4105 · Salaries and Wages	217,535	162,097	173,500	220,000	182,876
4106 · Other Compensation	1,539	1,710	2,052	2,052	2,052
4205 · Payroll Taxes	16,503	12,531	13,273	16,830	13,479
4206 · Unemployment Taxes	824	129	250	600	250
4210 · Retirement Expense	19,729	15,093	19,311	24,426	20,342
4215 · Workers Compensation Insurance	875	602	800	850	800
4225 · Employee Health Insurance	20,578	11,960	5,000	12,772	26,000
4230 · Travel & Training	1,657	-242	2,500	1,795	4,000
4305 · Postage & Freight	213	114	300	300	300
4310 · General Supplies	2,903	3,910	2,400	3,500	3,500
4315 · Dues & Subscriptions	3,388	4,809	5,000	5,000	5,000
4330 · Vehicle Expense	1,439	1,614	4,000	4,000	1,614
New Vehicle (GMC Acadia)	0	0		0	0
4405 · General Insurance	10,109	9,684	12,000	36,171	50,000
4410 · Telephone	5,915	5,932	5,000	5,000	1,750
4415 · Utilities	5,549	2,685	4,500	4,500	4,500
4420 · Legal & Professional Fees	23,150	25,500	19,900	25,000	25,000
4425 · Cleaning & Maint	3,610	1,000	6,000	6,000	6,210
4426 · Leaseholder improvements			10,000	2,000	40,000
4427 · Equipment Rentals		3,384	4,600	4,600	4,600
4428 · Building Rental		45,000	60,000	60,000	61,200
4455 · Printed Materials	1,289	709	1,500	1,000	709



4460 · Advertising	426	0	7,819	7,819	0
4497 · Business Meals	5,439	3,147	2,500	2,000	2,000
4498 · Misc. Furniture & Equipment	0	8,486	3,500	2,000	500
4499 · Miscellaneous	1,500	181	1,500	1,000	500
4505 · Repairs & Maint Equipment	2,810	440		440	500
Refinancing costs	0	0		0	0
4805 - Principal Pmt	335,087	404,996	417,095	417,095	438,010
4810 · Interest Expense	472,430	445,494	437,285	437,285	412,480
<b>Total Administrative</b>	<b>\$ 1,154,497</b>	<b>\$ 1,170,965</b>	<b>\$ 1,221,585</b>	<b>\$ 1,304,035</b>	<b>\$ 1,308,172</b>
<b><u>420-Prospect Development</u></b>					
4230 · Travel & Training	7,250	14,989	8,000	4,000	4,000
4305 · Postage & Freight	0	0		0	0
4425 · Contracted Services	2,263	0	7,000	600	1,000
4450 · Promotional Items	1,025	4,299	6,500	0	0
4460 · Advertising	6,543	9,648	10,000	10,000	7,000
4461 - Website Dev & Maint.			0	0	8,000
4497 · Business Meals	519	2,015	3,500	500	1,000
4499 · Miscellaneous	0	0	3,500	500	500
<b>Total Prospect Development</b>	<b>\$ 17,600</b>	<b>\$ 30,951</b>	<b>\$ 38,500</b>	<b>\$ 15,600</b>	<b>\$ 21,500</b>
<b><u>485-Project Expenses</u></b>					
4001 · Mat Cty Econ Dev Corp	70,000	75,000	75,000	75,000	75,000
4011 · U of H - Coastal Plains	20,000	0		0	0
4012 · Main Street	22,075	19,904	30,000	30,000	30,000
4018 · Business Assistance Center	-809				0
4019 · Training Center Expenses	0	0		0	0
4445 · Builders Incentive Program		0	75,000	0	0
TCF Main Street - sidewalk	50,000	53,750			0
4447 · City Vision 2040 Plan	6,250	23,394	20,000	20,000	5,000
Parks & Recreation Project	70,000	150,000			0
4002 - BR&E Program			335,000	310,000	25,000
Grant Writer		26	49,970	49,970	0
Reserve for Special Projects			400,000	75,000	150,000
4021 - CED Insurance and Maint.	89,269	156,180	100,000	1,207,263	160,000
Parking Lot	0	85	10,000	3,200	0
Aquatic Center feasibility			19,000	19,000	0
McCoys Land	0	0	11,379	11,379	0
Family Entertainment Center			0	0	0
Detention Pond			6,800	6,800	
Debt Service- Nile Valley Road	0	0		21,282	239,116
<b>Total Project Expenses</b>	<b>\$ 326,785</b>	<b>\$ 478,339</b>	<b>\$ 1,132,149</b>	<b>\$ 1,828,894</b>	<b>\$ 684,116</b>
<b>Total Expenses</b>	<b>\$ 1,498,882</b>	<b>\$ 1,680,255</b>	<b>\$ 2,392,234</b>	<b>\$ 3,148,529</b>	<b>\$ 2,013,788</b>
Revenue over (under) expenditures	\$ 690,034	\$ 707,104	\$ (57,243)	\$ (906,338)	\$ 214,207

**RESOLUTION~ DISCUSS, CONSIDER AND/OR APPROVE A RESOLUTION OF THE CITY OF BAY CITY, TEXAS ADOPTING THE CITY OF BAY CITY FIVE YEAR CAPITAL IMPROVEMENT PROGRAM.**



## **EXECUTIVE SUMMARY**

### **BACKGROUND:**

### **PUBLIC HEARINGS WERE HELD ON THE FOLLOWING DATES:**

TUESDAY, AUGUST 25, 2020 AT 6 PM

TUESDAY, SEPTEMBER 1, 2020 AT 6 PM

*Five-Year Capital Improvement Program FY 2021-2025 (Charter sections 10.15 & 10.16)*

All information pertaining to the City's Five-Year Capital Plan can be reviewed at the following locations:

City Secretary's Office

Bay City Public Library

City of Bay City's Website- [www.cityofbaycity.org/193/Budget](http://www.cityofbaycity.org/193/Budget)

### **ATTACHMENTS: RESOLUTION**

**RESOLUTION # 2020-R-\_\_\_\_\_****A RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) IN COMPLIANCE WITH THE CITY CHARTER**

**WHEREAS** the City Charter requires a plan for capital improvement covering the succeeding five years and proposed method of financing to the City Council prior to the beginning of each budget year; and,

**WHEREAS** a Five-Year Capital Program was presented to the City Council on July 28, 2020 in compliance with the City Charter and,

**WHEREAS**, the required time has passed since the last public hearing as required by the City of Bay City Home Rule Charter; and

**WHEREAS** the City Council has reviewed the Five-Year Capital Program, found it to be in compliance with all City Charter and believes its approval by resolution is in the best interest of Bay City residents.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS:**

**THAT** the Five-Year Capital Program (October 1, 2020 – September 30, 2025), a copy of which is attached hereto and incorporated in the Fiscal Year Budget 2021, is hereby adopted in compliance with the City Charter.

**PASSED and APPROVED this \_\_\_\_ day of September, 2020.**

\_\_\_\_\_  
Robert K. Nelson  
Mayor

ATTEST:

\_\_\_\_\_  
Jeanna Thompson  
City Secretary

[SEAL]

**ORDINANCE~ AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF BAY CITY, TEXAS FOR FISCAL YEAR 2021 AND ALL DESIGNATED, SPECIFIED, NOTED, AND INDICATED LEVIES, RATES, RESERVES, REVENUE PROVISIONS, AND PLANNED EXPENDITURE INHERENT, EXPRESSED AND INCLUDED THEREIN; PROVIDING FOR A CUMULATIVE CLAUSE: PROVIDING FOR SEVERABILITY: AND PROVIDING FOR AN EFFECTIVE DATE.**



## **EXECUTIVE SUMMARY**

### **BACKGROUND:**

### **PUBLIC HEARINGS WERE HELD ON THE FOLLOWING DATES:**

TUESDAY, AUGUST 25, 2020 AT 6 PM

TUESDAY, SEPTEMBER 1, 2020 AT 6 PM

*Charter Section 10.09- Adoption of Budget (budget shall be adopted by ordinance, by a majority vote of Councilmembers.*

*Charter Section 10.10- Effective Date of Adoption (not sooner than five days after public hearing and not later than ten days prior to the beginning of the fiscal year.*

All information pertaining to the City's Budget can be reviewed at the following locations:

City Secretary's Office

Bay City Public Library

City of Bay City's Website- [www.cityofbaycity.org/193/Budget](http://www.cityofbaycity.org/193/Budget)

### **ATTACHMENTS: BUDGET ORDINANCE**

# ORDINANCE \_\_\_\_\_

**AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF BAY CITY, TEXAS FOR FISCAL YEAR 2021 AND ALL DESIGNATED, SPECIFIED, NOTED, AND INDICATED LEVIES, RATES, RESERVES, REVENUE PROVISIONS, AND PLANNED EXPENDITURE INHERENT, EXPRESSED AND INCLUDED THEREIN; PROVIDING FOR A CUMULATIVE CLAUSE: PROVIDING FOR SEVERABILITY: AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Bay City, Texas, is desirous of adopting an Operating Budget for the fiscal year 2021 and

**WHEREAS**, the proposed Operating Budget was placed on file with the City Secretary on the 6th day of August 2020; and

**WHEREAS**, a public hearing on the Operating Budget for the City of Bay City for the fiscal year 2021 has heretofore been published in accordance with the law; and

**WHEREAS**, the required time has passed since the last public hearing as required by state law and the City of Bay City Home Rule Charter; and

**WHEREAS**, it is necessary, at this time that said budget is adopted.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAY CITY THAT:**

**Section one. Operating Budget Approved.** The Operating Budget for the fiscal year 2021 is hereby approved and adopted and does include:

- a. all designated, specified, noted, and indicated levies, rate, reserves, revenues provisions, and planned expenditures inherent, expressed, and included therein; and
- b. a contingent appropriation of 0.5 percent of the total budget to be used for unforeseen expenditures. Expenditures from this appropriation shall be made only with Council approval, and a detailed account of all expenditures shall be recorded and reported.

**Section two. Cumulative and Conflicts.** This Ordinance shall be cumulative of all provisions of ordinances of the City of Bay City, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

**Section three. Severability.** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared

unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**Section four.** City Council directs the Director of Finance to file the Operating Budget with the Municipal Clerk.

**Section five.** City Council directs the Director of Finance to ensure the Operating Budget, including the Cover Page, is posted on the City's website.

**Section six. Effective Date.** This Ordinance shall become effective October 1, 2020.

**PASSED AND APPROVED** on this \_\_\_\_\_ day of September, 2020.

\_\_\_\_\_  
Robert K. Nelson, Mayor  
City of Bay City

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jeanna Thompson, City Secretary  
City of Bay City

\_\_\_\_\_  
Anne Marie Odefey, City Attorney

<b><u>Council Member:</u></b>	<b><u>Voted Aye</u></b>	<b><u>Voted No</u></b>	<b><u>Absent</u></b>
Robert K. Nelson Mayor	_____	_____	_____
Julie L. Estlinbaum	_____	_____	_____
Bill Cornman	_____	_____	_____
Jason Childers, Mayor Pro Tem	_____	_____	_____
Becca Sitz	_____	_____	_____
Brent Marceaux	_____	_____	_____

**BUDGET~ CONSIDER AND/OR APPROVE A MOTION TO RATIFY THE PROPERTY TAX INCREASE REFLECTED IN THE BUDGET FOR THE CITY OF BAY CITY FISCAL YEAR 2021**



Local Government Code 102.007 (c)

Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate required by Chapter [26](#), Tax Code, or other law.

**ORDINANCE~ AN ORDINANCE ADOPTING THE TAX RATE OF \$0.65500 PER \$100.00 OF ASSESSED VALUATION FOR THE CITY OF BAY CITY, TEXAS, FOR THE PURPOSE OF PAYING THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021, LEVYING A MAINTENANCE AND OPERATIONS RATE OF \$.48212 AND FOR THE FURTHER PURPOSE OF CREATING A SINKING FUND TO RETIRE THE PRINCIPAL AND INTEREST OF THE BOND INDEBTEDNESS OF THE CITY LEVYING A DEBT SERVICE RATE OF \$.17288; PROVIDING FOR A LIEN ON ALL REAL AND PERSONAL PROPERTY TO SECURE PAYMENT OF TAXES DUE THEREON; PROVIDING A SERVERABILITY CLAUSE HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**



## EXECUTIVE SUMMARY

### BACKGROUND:

**PUBLIC HEARINGS WERE HELD ON THE FOLLOWING DATES:**

TUESDAY, AUGUST 25, 2020 AT 6 PM

TUESDAY, SEPTEMBER 1, 2020 AT 6 PM

<b>Tax Rate Information</b>	<b>Adopted FY 2020</b>	<b>Proposed FY 2021</b>
Property Tax Rate	<b>.65500</b>	<b>.65500</b>
No-New Revenue Tax Rate	.65110	.63808
No-New Revenue M&O Tax Rate	.50663	.65799
Debt Rate	.15324	.17288
Voter-Approval Tax Rate	.71404	.67709
De Minimis Rate	N/A	.88765

<b>Tax Rate Information</b>	<b>Adopted FY 2020</b>	<b>Proposed FY 2021</b>
Maintenance & Operation Rate	.50176	.48212
Debt Rate	.15324	.17288
<b>Total Property Tax Rate</b>	<b>.65500</b>	<b>.65500</b>

***Specific Council motion language required to adopt this ordinance:***

*“I move that the property tax rate be increased by the adoption of a tax rate of \$.6550, which is effectively a 2.65 percent increase in the tax rate.*

**ATTACHED: TAX RATE ORDINANCE**



## ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ADOPTING THE TAX RATE OF \$0.65500 PER \$100.00 OF ASSESSED VALUATION FOR THE CITY OF BAY CITY, TEXAS, FOR THE PURPOSE OF PAYING THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021, LEVYING A MAINTENANCE AND OPERATIONS RATE OF \$.48212 AND FOR THE FURTHER PURPOSE OF CREATING A SINKING FUND TO RETIRE THE PRINCIPAL AND INTEREST OF THE BOND INDEBTEDNESS OF THE CITY LEVYING A DEBT SERVICE RATE OF \$.17288; PROVIDING FOR A LIEN ON ALL REAL AND PERSONAL PROPERTY TO SECURE PAYMENT OF TAXES DUE THEREON; PROVIDING A SERVERABILITY CLAUSE HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of Bay City, Texas, has on this date, by way of separate Ordinance, duly approved, adopted an Operating Budget for the operation of the City for fiscal year 2021; and

**WHEREAS**, the aforesaid Ordinance anticipates and requires the levy of an *ad valorem* tax on taxable property in the City of Bay City; and

**WHEREAS**, the Chief Appraiser of Matagorda County Tax Appraisal District has prepared and certified the appraisal roll for the City of Bay City, Texas, that roll being that portion of the approved appraisal roll of the Bay City Tax Appraisal District which lists property taxable by the City of Bay City, Texas; and

**WHEREAS**, it is necessary to levy such an *ad valorem* tax at a given rate to generate revenues sufficient to meet the projected expenses of the City for fiscal year 2021; and

**WHEREAS**, the City has acknowledged that:

**THIS TAX RATE WILL RAISE LESS TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE; and**

**WHEREAS**, the City has fully and timely complied with all notice and other requirements relative to the adoption of a tax rate for fiscal year 2021.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS THAT:**

**Section one.** There is hereby levied for the fiscal year 2021 upon all real property situated within the corporate limits of the City of Bay City, Texas, and upon all personal property which is owned within the corporate limits of the City of Bay City, Texas on January 1, 2020,

except so much thereof as may be exempt by the Constitution or laws of the State of Texas, a total tax of \$0.65500 on each \$100 of assessed valuation on all taxable property, which total tax herein so levied shall consist and be comprised of the following components:

- a. An *ad valorem* tax rate of \$0.48212 on each \$100 of assessed valuation of all taxable property is hereby levied for general City purposes and to pay the current operating expenses of the City of Bay City, Texas, for the fiscal year ending September 30, 2021, which tax, when collected shall be appropriated to and for the credit of the General Fund of the City of Bay City, Texas.
- b. An *ad valorem* tax rate of \$0.17288 on each \$100 of assessed valuation of taxable property is hereby levied for the purpose of creating an Interest and Sinking Fund with which to pay the interest and principal of the valid bonded indebtedness, and related fees of the City of Bay City, now outstanding and such tax, when collected, shall be appropriated and deposited in and to the credit of the General Debt Service Fund of the City of Bay City, Texas, for fiscal year ending September 30, 2021.

**Section two.** The City of Bay City shall have lien on all taxable property located in the City of Bay City to secure the payments of taxes, penalty, and interest, and all costs of collection, assessed and levied hereby.

**Section three.** Taxes are payable in Bay City, Texas at the Office of the Tax Assessor/Collector of Matagorda County. The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

**Section four.** The tax roll presented to the City Council, together with any supplements thereto, are hereby accepted and approved.

**Section five.** A copy of the "Vote Results" sheet for this Ordinance, reflecting the record vote of the City Council on this Ordinance, shall be attached to this Ordinance by the City Secretary, and shall constitute a part of this Ordinance for all purposes.

**Section six.** Should any paragraph, sentence, provision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance, as a whole or any part or provision thereof, other than the part or parts adjudged to be invalid, illegal, or unconstitutional.

**Section seven.** This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

**Section eight.** All other ordinances and Code provisions in conflict herewith are hereby repealed, but only to the extent of any such conflict or inconsistency and all other provisions of the Bay City Code and ordinances not in conflict herewith shall remain in full force and effect.

**Section nine.** The repeal of any ordinance or parts thereof by the enactment of this Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying, or altering any penalty accruing or to accrue, nor as affecting any rights of the City under any section or provision of any ordinance at the time of passage of this Ordinance.

**PASSED AND APPROVED** on this 8th day of September 2020.

\_\_\_\_\_  
Robert K. Nelson, Mayor  
City of Bay City

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jeanna Thompson, City Secretary  
City of Bay City

\_\_\_\_\_  
Anne Marie Odefey, City Attorney

<b><u>Council Member:</u></b>	<b><u>Voted Aye</u></b>	<b><u>Voted No</u></b>	<b><u>Absent</u></b>
Robert K. Nelson Mayor	_____	_____	_____
Julie L. Estlinbaum	_____	_____	_____
Bill Cornman	_____	_____	_____
Jason Childers, Mayor Pro Tem	_____	_____	_____
Becca Sitz	_____	_____	_____
Brent Marceaux	_____	_____	_____

**ORDINANCE~ DISCUSS, CONSIDER AND/OR APPROVE AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, ADOPTING A FEE SCHEDULE ATTACHED HERETO AS EXHIBIT "A" AND LABELED "APPENDIX B" TO BE ADDED TO THE CODE OF ORDINANCES OF THE CITY OF BAY CITY, TEXAS; ADOPTING FEES AND CHARGES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES AND CHARGES FOR CONVENIENCE; PROVIDING FOR REPEAL; PROVIDING FOR RATIFICATION; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**



## **EXECUTIVE SUMMARY**

### **APPENDIX B- FEE SCHEDULE**

#### **Revised Sections:**

Chapter 2- Administration  
Chapter 18- Aviation  
Chapter 22- Building & Building Regulations  
Chapter 42- Fire Prevention and Protection  
Chapter 58- Municipal Court  
Chapter 70- Parks and Recreation  
Chapter 90- Solid Waste  
Chapter 114- Utilities

## ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF BAY CITY, TEXAS, ADOPTING A FEE SCHEDULE ATTACHED HERETO AS EXHIBIT “A” AND LABELED “APPENDIX B” TO BE ADDED TO THE CODE OF ORDINANCES OF THE CITY OF BAY CITY, TEXAS; ADOPTING FEES AND CHARGES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES AND CHARGES FOR CONVENIENCE; PROVIDING FOR REPEAL; PROVIDING FOR RATIFICATION; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Bay City, Texas, (“City”) has adopted numerous ordinances that provide for fees and charges for various city services; and

**WHEREAS**, the City has determined that it would be convenient to consolidate those fees and charges into one ordinance that can be reviewed and amended as needed from time to time; and

**WHEREAS**, the City has adopted a budget for the 2021 fiscal year that incorporates these fees and charges specified herein on September 8, 2020; and

**WHEREAS**, the City has determined that the fees and charges specified herein are reasonable, necessary, fair, and designed to fund the various activities to which they pertain; and

**WHEREAS**, the City has determined that the fees and charges specified herein will promote the health, safety, and welfare of City;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS:**

**Section 1.** The facts and recitations contained in the preamble to this Ordinance are true and correct and incorporated herein for all purposes.

**Section 2.** *Fees Schedule adopted.* The City hereby adopts the Fee Schedule attached hereto as Exhibit “A” and labeled “Appendix B” to be added to the City of Bay City, Texas, Code of Ordinances and imposes the fees and charges set forth therein upon the various services to which they pertain. These fees and charges shall be collected by the City in accordance with the various City ordinances that more particularly describe each such fee or charge.

**Section 3.** *Repeal.* All ordinances or parts of ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

**Section 4.** *Ratification.* The City ratifies any past action taken regarding charging of fees.

**Section 5.** *Penalty.* Any person who violates or causes, allows, or permits another to violate any provision of this ordinance, rule, or police regulation of the city shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine or penalty not to exceed five hundred dollars (\$500.00). Each occurrence of any violation of this ordinance, rule, or police regulation shall constitute a separate offense. Each day on which any such violation of this ordinance, rule, or police regulation occurs shall constitute a separate offense.

**Section 6.** *Severability.* In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Bay City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

**Section 7.** *Effective Date.* This Ordinance shall be effective on October 1, 2020 and may be published as required by law.

**PASSED, APPROVED, AND ADOPTED** on this 8th day of September 2020.

\_\_\_\_\_  
Robert K. Nelson, Mayor  
City of Bay City

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jeanna Thompson, City Secretary  
City of Bay City

\_\_\_\_\_  
Anne Marie Odefey, City Attorney

<b><u>Council Member:</u></b>	<b><u>Voted Aye</u></b>	<b><u>Voted No</u></b>	<b><u>Absent</u></b>
Robert K. Nelson Mayor	_____	_____	_____
Julie L. Estlinbaum	_____	_____	_____
Bill Cornman	_____	_____	_____
Jason Childers, Mayor Pro Tem	_____	_____	_____
Becca Sitz	_____	_____	_____
Brent Marceaux	_____	_____	_____

APPENDIX B - FEE SCHEDULE<sup>[1]</sup>

Section Number	Subject	Fee Amount
<b>Chapter 2 - Administration</b>		
2-53(c)	Fine for disrupting council meetings	\$25.00 to \$100.00 per offense
<a href="#">2-164</a>	<a href="#">Return Check Fee</a>	<a href="#">\$30.00</a>
2-216	Request for records fee	\$0.10 per page (standard size) \$0.15 per page (legal size)
2-268	Variance <a href="#">filing application</a> fee	<del>\$25.00 (proposed \$50.00)</del> <a href="#">\$150.00</a>
<b>Chapter 10 - Amusements and Entertainments</b>		
Sexually oriented business permit		
10-39(a)	Application fee	\$500.00
10-39(b)	Renewal - Adult service provider permit	\$100.00
10-39(c)	Renewal - Business manager permit	\$150.00
10-39(d)	Duplicate/copy - License, permit, identification card	\$10.00
10-39(e)	Fingerprinting	\$25.00
<b>Chapter 14 - Animals</b>		
14-	Animal impound	\$25.00 first day, \$10.00 each additional day
14-44	Animal quarantine - Rabies	\$30.00 Processing fee \$15.00 per day
<b>Chapter 18 - Aviation</b>		

18-6(a)	Aerial Advertising - City limits permit	\$15.00 per flight
18-6(a)	Aerial Advertising - City limits, 7-day permit	\$25.00
18-	Aerial Applicator Operating Permit	\$500.00 per aircraft (30-day period) \$250.00 for each additional aircraft
18-135	Fuel Flowage Fee	\$0.15 per gallon
<i>Daily Tie Down Fees</i>		
18-	Single Engine	\$10.00
18-	Twin Engine	\$20.00
18-	Turbo/Jet Engine	\$30.00
<i>Monthly Tie Down Fees</i> First calendar day free WITH fuel purchase. Tie down fees are calculated on the calendar day. (Example: "Calendar Day" 1 minute to 24 hours equals 1 calendar day.)		
18-	Single Engine	\$100.00
18-	Twin Engine	\$200.00
18-	Turbo/Jet Engine	\$300.00
No discount offered with purchase of fuel. Tie down fees are calculated on the calendar day.		
<i>Main Hangar Daily Fees</i>		
18-	Single Engine	\$25.00
18-	Twin Engine	\$50.00
18-	Turbo/Jet Engine	\$100.00
18-	T Hangar Monthly Fee	\$185.00 per month with a \$185.00 Deposit



18-	End-Cap Monthly Fee	\$55.00 per month
<i>Main Hangar Monthly Fees</i>		
18-	Single Engine	\$225.00
18-	Twin Engine	\$300.00
18-	Turbo Prop	\$350.00
18-	Jet Engine	\$450.00
18-	Deposit	Equal to one month's rent
<u>18-</u>	<u>Late Payment Fee</u>	<u>\$50.00</u>
<i>Ramp Fees</i>		
18-	Single Engine	\$10.00
18-	Twin Engine	\$20.00
18-	Turbo/Jet Engine	\$30.00
Customers using our ramp to drop off or pick up passengers and purchasing aviation fuel are not charged a ramp use fee. All others will be charged a ramp fee on the calendar day.		
18-	Courtesy Vehicle for Fly-in visitors w/aviation fuel purchase	First 2 hours: No charge; then \$15.00/hour
	Courtesy Vehicle for Fly-in visitors w/out aviation fuel purchase	\$20.00/hour
	(a) Fly in visitors with no fuel purchase: A surcharge of \$20.00 will be charged regardless of how much fuel was used in the vehicle, if the vehicle is returned without the fuel being replaced.	
	(b) The overnight use of the vehicle may be approved at the cost of a flat rate fee of \$100.00 (after 5:00 p.m. until 8:00 a.m.). The charges as stated above will then apply between the hours of 8:00 a.m. to 5:00 p.m.	

18-	After Hour's Services	\$55.00/hour (2-hour minimum)
18-	Fuel Service Fees	40 cents per gallon of fuel
18-	Fuel additive	.05 cents per gallon plus posted fuel price
<b>Chapter 22 - Building and Building Regulations</b>		
22-50	Plan Review Fee	50% of the building permit fee
	Residential New Construction Building Permit Fees	
	0—1,500 square footage (sf)	\$785.00
22-50	1,501—10,000 sf	\$785.00 + \$0.35/sf for additional area over 1,500 sf
22-50	10,000 sf and up	\$3,760.00 + \$0.15/sf for additional are over 10,000 sf
	Residential Alteration/Addition Building Permit Fees	
22-50	Trade Permits (building, mechanical, electrical, plumbing, fuels gas, etc.)	\$100.00 per trade
22-50	Re-roof	\$50.00
22-50	Commercial Building Permit Fees	
	Valuation: \$1,000.00 or less	\$25.00
	Valuation: \$1,001.00 to \$50,000.00	\$25.00 for the first \$1,000.00 + <del>\$5.50</del> <u>\$7.00</u> for each additional \$1,000.00 fraction thereof
	Valuation: \$50,001.00 to \$100,000.00	\$289.50 for the first \$50,000.00 + <del>\$4.50</del> <u>\$6.00</u> for each additional \$1,000.00 fraction thereof

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	Valuation: \$100,001.00 to \$500,000.00	\$514.50 for the first \$100,000.00 + <del>\$3.50</del> <del>\$5.00</del> for each additional \$1,000.00 fraction thereof
	Valuation: \$500,001 and up	\$1,914.50 for the first \$500,000.00 + <del>\$2.50</del> <del>\$4.00</del> for each additional \$1,000.00 fraction thereof
22-50	Demolition <a href="#">and Utility Termination</a> Permit	<del>\$50.00</del> <u>\$150.00</u>
<del>22-50</del>	<del>Utility Termination Permit</del>	<del>\$125.00</del>
22-50	Re-inspection Fee	\$30.00
22-50	After-hours inspection Fee	\$50.00
22-50	Flood Zone Confirmation	\$25.00
22-50	Permit Renewal/Extension prior to expiration	50% of original permit fee
22-50	Permit Renewal after Expiration	100% of original permit fee
22-50	Work prior to issuance of permit	200% of original permit fee
22-50	New Construction Certificate of Occupancy	No Charge
22-50	Certificate of Occupancy/Change in Ownership	\$150.00
22-50	Certificate of Occupancy/Change in Name	\$150.00
22-50	Temporary Certificate of Occupancy (TCO)	\$100.00
22-50	Copy of Certificate of Occupancy	\$10.00
22-50	Certificate of Occupancy/Tenant Space (no work)	\$150.00

22-50	Life Safety Inspection (foster homes, etc.)	\$150.00
22-50	Storage of Impounded Sign	\$25.00 per sign
22-163	Residential Electrical Permit Fee	\$25.00
22-163	Commercial Electrical Permit Fee	Minimum \$25.00 based on valuation of project
22-297	Residential Plumbing Permit Fee	\$25.00
22-297	Commercial Plumbing Permit Fee	Minimum \$25.00 based on valuation of project
22-383	Residential Mechanical Permit Fee	\$25.00
22-383	Commercial Mechanical Permit Fee	Minimum \$25.00 based on valuation of project
22-465	Moving Permit (Building or structure)	\$50.00
22-502	House Moving License	\$100.00 per year
<b>Chapter 26 - Businesses</b>		
26-33(d)	Mobile Food Establishment Fee	\$100.00 per year
26-56(a)	Massage License Application Fee	\$300.00 per year
26-57	Massage Business permit	\$200.00 per year
26-61	Multiple massage establishments license fee	\$100.00
<b>Chapter 42 - Fire Prevention and Protection</b>		
42-77	Sprinkler Systems (Valuation based on construction valuation for project)	Based on 3rd party contract fees
	Plan Review Services	Based on 3rd party contract fees

42-77	Fire Alarm Systems (Valuation based on construction valuation for project)	Based on 3rd party contract fees
42-77	Annual Fire Inspection	<del>\$157.50</del> <u>\$150.00</u>
42-77	Fire Certificate of Occupancy Inspection	<del>\$157.50</del> <u>\$150.00</u> per hour, per location
42-77	Fire Re-inspection	<del>\$157.50</del> <u>\$150.00</u>
42-81(1)	Additional inspections	<del>\$157.50</del> <u>\$150.00</u> per location
42-81(2)	Fire certificate of occupancy	<del>\$157.50</del> <u>\$150.00</u>
<b>Chapter 58 - Municipal Court</b>		
58-48	Special expense for issuance and service of arrest warrant	\$25.00
58-49	Special expense for driving safety course	\$10.00 (not to exceed)
58-50	Special expense for teen court program	\$20.00 (not to exceed)
58-51	Special expense for delinquent fines	Fee shall be the lesser of 20% of the amount of the fine or \$50.00
58-76(a)	<del>Security fee charged for cost of court (Building Security Fund)</del> <u>Municipal Court Building Security Fund</u>	<del>\$3.00</del> <u>4.90</u> per misdemeanor offense
58-96(1)	<del>Juvenile case manager fee</del> <u>Juvenile Case Manager Fund</u>	\$5.00 <del>(not to exceed)</del> <u>per misdemeanor offense</u>
58-122(a)	Municipal Court Technology <del>Fee</del> <u>Fund</u>	\$4.00 <u>per misdemeanor offense</u>
<b>Chapter 62 - Natural Resources</b>		
62-7b	Drilling permit fee	\$2,500.00
62-7b	Re-entering plugged well to operate	\$2,500.00

62-7b	Amendment to permit	\$500.00
62-7b	Extension of permit	\$500.00
62-7b	Permit for seismic surveys	\$500.00
<b>Chapter 66 - Offenses</b>		
66-4(f)	Loitering fine	Not less than \$1.00 and not more than \$200.00
66-64(b)	Curfew Penalty fines	Not less than \$50.00 nor more than \$500.00
66-179(c)	Protesting Funerals Penalty Fine	Not to exceed \$500.00
<b>Chapter 70 Parks and Recreation</b>		
<u>70-XX</u>	<u>Return Check Fee</u>	<u>\$30.00</u>
	<u>Registration fee</u>	<u>\$5.00/reservation</u>
<del>70-XX</del>	Facility - Train Depot	<del>\$100.00</del> 200.00/day + \$100.00 Deposit
	Facility - Service Center	<del>See separate approved schedule</del>
	<u>(1) Service Center- Library Room</u>	<u>\$100.00/day + \$100.00 Deposit</u>
	<u>(2) Service Center- Kitchen</u>	<u>\$50.00/day + \$50.00 Deposit</u>
	<u>(3) Service Center- Dining Room</u>	<u>\$100.00/day + \$100.00 Deposit</u>
	<u>(4) Service Center- Lobby</u>	<u>\$100.00/day + \$100.00 Deposit</u>
	<u>(5) Service Center- Gusman Room</u>	<u>\$100.00/day + \$100.00 Deposit</u>
	<u>(6) Service Center- Lobby &amp; Auditorium</u>	<u>\$1,200/day + \$300.00 Deposit</u>
	<u>(7) Service Center- Entire Facility</u>	<u>\$1,500/day + \$300.00 Deposit</u>

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(a) Civic, Social, Charitable, Non-profit, and Other Governmental organizations shall pay one-half the rent fee for Service Center options 1-5 and one-third the rent fee of options 6-7. Municipal and County Government shall be charged an administrative recovery fee of \$50 for options 1-5 and \$100 for options 6-7.

(b) A charge of \$25.00 per hour per person for City staff to set and take down. This only applies to the Auditorium or Entire Facility Rental.

(c) Facility Use Hours: Monday-Sunday are 8:00 AM to 10:00 PM. Any time needed beyond 10:00 PM shall be charged \$100.00/hour inclusive of cleaning time.

	Pavilion - Amistad Park	\$50.00/day + \$50.00 Deposit
	Pavilion - Riverside Park	See Riverside Park section
	East Side Pavilion - LeTulle Park	\$100.00/day + \$50.00 Deposit
	West Side Pavilion - LeTulle Park	\$100.00/day + \$50.00 Deposit
	Lakeview Pavilion - LeTulle Park	\$150.00/day + \$100.00 Deposit
	Pavilion - Duncan Park	\$50.00/day + \$50.00 Deposit
	Sports Complex: Basketball Pavilion	\$25.00/hour + \$50.00 Deposit
	Sports Complex: Per Field	\$25.00/hour + \$75.00 Deposit
	Sports Complex: All three fields	\$70.00/hour + \$200.00 Deposit
	Sports Complex: All three fields including press box	\$85.00/hour + \$250.00 Deposit
	Sports Complex: All three fields including press box and concession stand	\$100.00/hour + \$300.00 Deposit
	Sports Complex: Concession Stand	\$15.00/hour + \$100.00 Deposit
	Other Baseball Fields: City Field or Joe Davis Field	\$20.00/hour + \$100.00 Deposit

	Football Field (Non YSA Use): Hardeman Football Field	\$15.00/hour + \$100.00 Deposit
	Park: Duncan Park	\$250.00/day + \$100.00 Deposit
	Park: Liberty Park	\$150.00/day + \$100.00 Deposit
	Pools: Admission	Adult - \$2.00/day Child (Under 18) - \$1.00/day
	<a href="#">Pools: Canopy</a>	<a href="#">\$25.00/hour</a>
	Pools: Lap Swim (16th Pool only)	\$1.00/day or \$10.00/month
	Pools: Season Passes	Individual - \$40.00/season Family of 5 - \$100.00/season
	Pool Rental (Limited times available)	\$250.00 (4 hours)
	Riverside Park: Admission	\$8.00/car or \$80.00 Yearly Pass
	Riverside Park: Pavilion	\$100.00/day plus \$50.00 Deposit (Up to 20 Cars included, then \$8.00 per car)
	Riverside Park: RV Full Hook Up (Water, Sewer, Electric)	\$35.00 Daily, \$210.00/Week, \$500.00/Month plus \$35.00 Deposit
	Wilderness Camping - RV or Tent (Electric & Water)	\$25.00 Daily, \$150.00/Week, \$350.00/Month plus \$25.00 Deposit
	Excess Vehicle Fee (Pertains to campers)	\$8.00 per Day
	Boat Launch Fee	\$2.00 per Day
	(a) Sports Complex: Press box is available at the discretion of Parks Director.	
	(b) Park rentals are limited in time availability.	
	(c) Renting an entire park area or pool have special restriction.	



	(d) Camping fees include 1 vehicle per site per day.	
<b>Chapter 74 - Peddlers and Solicitors</b>		
74-39(a)	License Permit fee	\$50.00 + \$5.00 administrative fee
	License permit fee - 12-month	\$70.00 + \$5.00 administrative fee
<b>Chapter 82 - Police</b>		
82-2	Copies of records fee	\$6.00 per document for certified copies
<b>Chapter 86 - Secondhand Goods</b>		
86-20(b)	Junkyard license fee	\$20.00
86-20(b)	Inspection renewal fee	\$10.00
<b>Chapter 90 - Solid Waste</b>		
90-28(3)	Residential Trash	<del>\$21.04</del> 21.42/month
	Residential - Extra Toter	<del>\$40.53</del> 10.72/month
	Small Commercial	<del>\$37.33</del> 38.00/month
	Small Commercial - Extra Toter	<del>\$18.67</del> 19.00/month
	Large Commercial:	
	2-Yard 1 time per week	<del>\$59.44</del> 60.50/month
	2-Yard 2 times per week	<del>\$119.87</del> 122.02/month
	2-Yard 3 times per week	<del>\$178.51</del> 181.70/month
	2-Yard 4 times per week	<del>\$235.30</del> 239.51/month
	2-Yard 5 times per week	<del>\$290.31</del> 295.50/month

2-Yard 6 times per week	\$ <del>249.75</del> <u>356.01</u> /month
3-Yard 1 time per week	\$ <del>83.78</del> <u>85.28</u> /month
3-Yard 2 times per week	\$ <del>167.66</del> <u>170.66</u> /month
3-Yard 3 times per week	\$ <del>248.83</del> <u>253.28</u> /month
3-Yard 4 times per week	\$ <del>327.28</del> <u>333.14</u> /month
3-Yard 5 times per week	\$ <del>403.03</del> <u>410.24</u> /month
3-Yard 6 times per week	\$ <del>485.65</del> <u>494.34</u> /month
4-Yard 1 time per week	\$ <del>103.63</del> <u>105.49</u> /month
4-Yard 2 times per week	\$ <del>206.42</del> <u>210.12</u> /month
4-Yard 3 times per week	\$ <del>305.61</del> <u>311.08</u> /month
4-Yard 4 times per week	\$ <del>401.21</del> <u>408.39</u> /month
4-Yard 5 times per week	\$ <del>493.18</del> <u>502.00</u> /month
4-Yard 6 times per week	\$ <del>596.89</del> <u>607.48</u> /month
6-Yard 1 time per week	\$ <del>143.31</del> <u>145.88</u> /month
6-Yard 2 times per week	\$ <del>283.96</del> <u>289.04</u> /month
6-Yard 3 times per week	\$ <del>419.22</del> <u>426.73</u> /month
6-Yard 4 times per week	\$ <del>549.06</del> <u>558.89</u> /month
6-Yard 5 times per week	\$ <del>673.48</del> <u>685.54</u> /month
6-Yard 6 times per week	\$ <del>814.02</del> <u>828.59</u> /month
8-Yard 1 time per week	\$ <del>173.94</del> <u>177.05</u> /month

	8-Yard 2 times per week	<del>\$343.19</del> 349.34/month
	8-Yard 3 times per week	<del>\$505.73</del> 514.78/month
	8-Yard 4 times per week	<del>\$660.81</del> 672.64/month
	8-Yard 5 times per week	<del>\$808.68</del> 823.16/month
	8-Yard 6 times per week	<del>\$942.19</del> 959.05/month
	Additional Haul - 2-Yard	<del>\$19.82</del> 20.18/month
	Additional Haul - 3-Yard	<del>\$27.96</del> 28.46/month
	Additional Haul - 4-Yard	<del>\$34.57</del> 35.19/month
	Additional Haul - 6-Yard	<del>\$47.81</del> 48.67/month
	Additional Haul - 8-Yard	<del>\$58.04</del> 59.07/month
	Lock Fee - Installation (1-time fee)	\$75.00
	Lock Fee	\$5.00/month
	<u>Household Hazardous Waste (HHW) Fee</u>	<u>\$0.94/single-family residential unit inside city limits</u>
(customers outside of city limits pay 1.5 times inside city limit rate)		
<b>Chapter 94 - Streets, Sidewalks and Other Public Places</b>		
94-204	Street Closure Application Fee	\$25.00
94-229(c)	Street Name Application Fee	\$100.00
<b>Chapter 98 - Subdivisions</b>		
<i>Platting Fees</i>		
98-42(b)	Land plan fee	\$200.00

98-42(c)	Construction plan review	\$200.00 for sites less than one acre \$300.00 for sites one to five acres 500.00 for sites greater than five acres
98-42(d)	Preliminary plat fees	\$200.00 for sites less than one acre \$350.00 for sites one to five acres \$500.00 for sites greater than five acres
98-42(e)	Final plat fees	\$300.00 + \$5.00 per lot
98-42(f)	Development plat fee	\$300.00 + \$10.00 per acre
98-42(g)	Minor plat/re-plat	\$150.00 + \$5.00 per lot
98-42(h)	Amended plat	\$100.00 per plat
98-42(j)	Alley/Easement abandonment fee	\$100.00 per application
98-42(k)	Mobile Home park plats	\$300.00 + \$5.00 per lot/stand
<b>Chapter 99 - Downtown Bay City Land Development Code</b>		
99-9	Penalty Fine	\$2,000.00
<b>Chapter 102 - Taxation</b>		
102-70(a)	Hotel - Motel Occupancy Tax Rate	\$2.00 or more per day
<b>Chapter 106 - Telecommunications</b>		
106-80	Penalty Fee	\$500.00 per day
<b>Chapter 110 - Traffic and Vehicles</b>		
	Penalty Fee	Not to exceed \$500.00

110-175	Impoundment of Vehicle	Not less than \$4.00 per day
110-185	Disabled parking zone penalty fine	Up to \$500.00 per day
	Penalty Fee	Not more than \$2,000.00
<b>Chapter 114 - Utilities</b>		
	Return Check Fee	\$30.00
114-22	<i>Water and Sewer Deposits</i>	
114-22(1)	Residential Customers Single-Family resident	\$150.00
114-22(1)	Small Business Commercial property with a 3.4-inch water or 4-inch sewer connection, or both	\$200.00
114-22(1)	Large Business Commercial property with a water connection 1-inch or greater or sewer connection 6-inch or greater, or both	Up to 60-day average bill
114-22(1)	Multi Unit Multi units connected to one water meter	Up to 60-day average bill
114-22(1)	Commercial accounts Washaterias, carwashes, and other high volume users	Up to 60-day average bill
114-22(4a1)	Reconnection Fee: Upon disconnection at curb stop <a href="#">for non-payment</a>	\$50.00
114-22(4a2)	Reconnection Fee: Upon meter removal	\$100.00
114-22(4a3)	Reconnection Fee: Upon locking meter	\$100.00
114-22(4b)	Residential: Required deposit (restoration of service due to non-payment)	\$50.00 per occurrence (not to exceed \$300.00)

114-22(4b)	Commercial: Required deposit (restoration of service due to non-payment)	\$50.00 per occurrence (not to exceed 90-day average)
114-26	Late payment Fee	10% of balance, or \$10.00, (whichever is greater)
114-55	<i>Water Tapping Charges</i>	
114-55(a)	1-inch or less	\$1,250.00 (Includes cost of labor, parts, materials associated with the installation of the meter and actual tap to City main. Customer is responsible for all cost associated with extending utility lines.)
114-55(a)	1.5-inch or greater	<del>Based on 3rd party contractor cost plus cost of meter and inspection fee (\$100.00)</del> 15% of the total cost associated with actual tap to City main plus cost of the meter. Customer is responsible for all cost associated with extending utility lines.
<u>114-55 (a)</u>	<u>Inspection Fee – An inspection fee shall be assessed for each water tap and meter installed by third party and subsequently inspected by City personnel. Upon connection to the City system, the meter becomes the property of the City.</u>	<u>\$100.00</u>
114-57	<i>Connection Fees</i>	
114-57(1)	Connection Fee ( <u>Activation Fee</u> ) - New Service	\$15.00
114-57(2)	Connection Fee - Following Disconnect for non-payment	\$50.00
114-57(3)	Connection Fee - Tampering (turned on by customer following disconnect for non-payment)	\$100.00

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114-57(3a)	Connection Fee - Tampering with damage to curb stop or meter box	\$150.00
114-57(3b)	Connection Fee - Tampering with damage to meter or register	Cost of equipment replacement plus tampering fee noted in 114-57(3)
114-57(4)	Connection Fee - After normal business hours	\$35.00
114-88	<i>Monthly Rate Schedule (Water)</i>	
<b>Residential</b>		
114-88	Base Charge 0—2,000 gallons <del>0.625</del> 0.625—10-inch meter	<del>\$22.13</del> 24.10
	<u>Base Charge 0—2,000 gallons</u> <u>0.75-inch meter</u>	<u>\$24.10</u>
	<u>Base Charge 0—2,000 gallons</u> <u>1-inch meter</u>	<u>\$30.20</u>
	<u>Base Charge 0—2,000 gallons</u> <u>1.5-inch meter</u>	<u>\$60.30</u>
	<u>Base Charge 0—2,000 gallons</u> <u>2-inch meter</u>	<u>\$96.50</u>
	<u>Base Charge 0—2,000 gallons</u> <u>3-inch meter</u>	<u>\$181.00</u>
	<u>Base Charge 0—2,000 gallons</u> <u>4-inch meter</u>	<u>\$302.00</u>
	<u>Base Charge 0—2,000 gallons</u> <u>6-inch meter</u>	<u>\$603.00</u>
	<u>Base Charge 0—2,000 gallons</u> <u>8-inch meter</u>	<u>\$987.00</u>

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	<u>Base Charge 0—2,000 gallons</u> <u>10-inch meter</u>	<u>\$1,565.00</u>
<i>Volumetric Rate</i>		
114-88	2,001—5,000 Gallons	<del>\$2.06</del> <u>1.80</u> per 1,000 gallons
114-88	5,001—10,000 Gallons	<del>\$2.59</del> <u>3.15</u> per 1,000 gallons
114-88	Over 10,000 Gallons	<del>\$3.11</del> <u>6.30</u> per 1,000 gallons
<b><u>Non-Residential (Commercial)</u></b>		
<i>Base Monthly Bill</i>		
114-88	0.625-inch meter	<del>\$22.13</del> <u>24.10</u>
114-88	0.75-inch meter	<del>\$22.13</del> <u>24.10</u>
114-88	1-inch meter	<del>\$27.67</del> <u>30.20</u>
114-88	1.5-inch meter	<del>\$55.31</del> <u>60.30</u>
114-88	2-inch meter	<del>\$88.49</del> <u>96.50</u>
114-88	4-inch meter	<del>\$165.92</del> <u>181.00</u>
114-88	4-inch meter	<del>\$276.54</del> <u>302.00</u>
114-88	6-inch meter	<del>\$553.08</del> <u>603.00</u>
114-88	8-inch meter	<del>\$884.92</del> <u>987.00</u>
114-88	10-inch meter	<del>\$1,272.07</del> <u>1,565.00</u>
<i>Volumetric Rate</i>		
114-88	0-10,000 Gallons	<del>\$2.59</del> <u>5.10</u> per 1,000 gallons
114-88	Over 10,000 Gallons	<del>\$2.59</del> <u>5.10</u> per 1,000 gallons

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<b>Industrial</b>		
<i>Base Monthly Bill</i>		
114-88	\$0.625-inch meter	<del>\$22.13</del> <u>24.10</u>
114-88	0.75-inch meter	<del>\$22.13</del> <u>24.10</u>
114-88	1-inch meter	<del>\$27.67</del> <u>30.10</u>
114-88	1.5-inch meter	<del>\$55.31</del> <u>60.30</u>
114-88	2-inch meter	<del>\$88.49</del> <u>96.50</u>
114-88	<del>4</del> 3-inch meter	<del>\$165.92</del> <u>181.00</u>
114-88	4-inch meter	<del>\$276.54</del> <u>302.00</u>
114-88	6-inch meter	<del>\$553.08</del> <u>603.00</u>
114-88	8-inch meter	<del>\$884.92</del> <u>987.00</u>
114-88	10-inch meter	<del>\$1,272.07</del> <u>1,565.00</u>
<i>Volumetric Rate</i>		
114-88	0—900,000 Gallons	<del>\$4.59</del> <u>5.28</u> per 1,000 gallons
114-88	900,001 to 4,500,000 Gallons	<del>\$4.13</del> <u>6.45</u> per 1,000 gallons
114-88	Over 4,500,000 Gallons	<del>\$3.67</del> <u>8.07</u> per 1,000 gallons
(customers outside of city limits pay 2x amount)		
<b>Bulk Water</b>		
(Metered Water)	Base Charge 0—2,000 gallons	<del>\$75.00</del> <u>35.00</u>

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114-88	2,001—10,000 gallons	<del>2-times-commercial-rate-per-1,000-gallons</del> <u>\$5.10 per 1,000 gallons</u>
114-88	Over 10,000 gallons	<del>2-times-commercial-rate-per-1,000-gallons</del> <u>\$5.10 per 1,000 gallons</u>
<b>Article 4 Sewer and Sewer Surcharge Rates</b>		
114-109	<i>Fees and Sewer Taps</i>	
114-109(1a)	4-inch connection <del>or less</del>	<u>\$1,250.00 (Includes cost of labor, parts, materials associated with actual tap to City main. Customer is responsible for all cost associated with extending utility lines.)</u>
114-109(1b)	Over 4-inch	<u>15% of the total cost associated with actual tap to City main. Customer is responsible for all cost associated with extending utility lines. Based on 3rd party contractor plus inspection fee (\$100.00)</u>
<u>114-109</u>	<u>Inspection Fee – An inspection fee shall be assessed for each sewer tap installed by third party and subsequently inspected by City personnel.</u>	<u>\$100.00</u>
114- <del>109(2)</del> <u>55(b)</u>	Line Locate	\$200.00 Additional charges of \$50.00/hour after the first 4 hours
114-134	<i>Monthly Rate Schedule (Sewer)</i>	
<u><b>Residential</b></u>		
114-134	Base Charge 0—2,000 gallons 0.625 <del>0-10</del> -inch meter	<del>\$20.28</del> <u>\$22.80</u>
	<u>Base Charge 0—2,000 gallons 0.75-inch meter</u>	<u>\$22.80</u>

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	Base Charge 0—2,000 gallons 1-inch meter	<u>\$34.10</u>
	Base Charge 0—2,000 gallons 1.5-inch meter	<u>\$64.60</u>
	Base Charge 0—2,000 gallons 2-inch meter	<u>\$101.00</u>
	Base Charge 0—2,000 gallons 3-inch meter	<u>\$199.00</u>
	Base Charge 0—2,000 gallons 4-inch meter	<u>\$370.00</u>
	Base Charge 0—2,000 gallons 6-inch meter	<u>\$766.00</u>
	Base Charge 0—2,000 gallons 8-inch meter	<u>\$1,102.00</u>
	Base Charge 0—2,000 gallons 10-inch meter	<u>\$1,773.00</u>
<del>114-212</del>	<del>Customer Service Inspector (CSI)</del>	<del>\$50.00 per hour (1 hour minimum)</del>
<del>114-305</del>	<del>Backflow Prevention Inspection</del>	<del>\$50.00 per hour (1 hour minimum)</del>
<b>Volumetric Rate</b>		
114-134	2,001—5,000 Gallons	<del>\$5.01</del> <u>5.70</u> per 1,000 gallons
114-134	5,001—10,000 Gallons	<del>\$5.01</del> <u>6.27</u> per 1,000 gallons
114-134	Over 10,000 Gallons	<del>\$5.01</del> <u>6.90</u> per 1,000 gallons
<b>Non-Residential (Commercial)</b>		
<i>Base Monthly Bill</i>		

114-134	0.625-inch meter	<del>\$20.28</del> <u>22.80</u>
114-134	0.75-inch meter	<del>\$20.28</del> <u>22.80</u>
114-134	1-inch meter	<del>\$25.36</del> <u>34.10</u>
114-134	1.5-inch meter	<del>\$5.69</del> <u>64.60</u>
114-134	2-inch meter	<del>\$81.12</del> <u>101.00</u>
114-134	<del>4</del> 3-inch meter	<del>\$152.10</del> <u>199.00</u>
114-134	4-inch meter	<del>\$253.49</del> <u>370.00</u>
114-134	6-inch meter	<del>\$507.09</del> <u>766.00</u>
114-134	8-inch meter	<del>\$811.18</del> <u>1,102.00</u>
114-134	10-inch meter	<del>\$1,166.07</del> <u>1,773.00</u>
<i>Volumetric Rate</i>		
114-134	0—10,000 Gallons	<del>\$5.01</del> <u>5.10</u> per 1,000 gallons
114-134	Over 10,000 Gallons	<del>\$5.01</del> <u>5.10</u> per 1,000 gallons
<b>Industrial</b>		
<i>Base Monthly Billing</i>		
	0.625-inch meter	<del>\$20.28</del> <u>22.80</u>
	0.75-inch meter	<del>\$20.28</del> <u>22.80</u>
	1-inch meter	<del>\$25.36</del> <u>34.10</u>
	1.5-inch meter	<del>\$50.69</del> <u>64.60</u>
	2-inch meter	<del>\$81.12</del> <u>101.00</u>

3-inch meter	<del>\$152.10</del> <u>199.00</u>
4-inch meter	<del>\$253.49</del> <u>370.00</u>
6-inch meter	<del>\$507.09</del> <u>766.00</u>
8-inch meter	<del>\$811.18</del> <u>1,102.00</u>
10-inch meter size	<del>\$1,166.07</del> <u>1,773.00</u>
<b>Volumetric Rate</b>	
0—900,000 Gallons	<del>\$4.59</del> <u>4.00</u> per 1,000 gallons
900,001 to 4,500,000 Gallons	<del>\$4.13</del> <u>5.00</u> per 1,000 gallons
Over 4,500,000 Gallons	<del>\$3.67</del> <u>6.25</u> per 1,000 gallons
(customers outside of city limits pay 2x amount <a href="#">for sections 114-88 and 114-134</a> )	

<a href="#">114-135 (b)</a>	<a href="#">Quantity cost capitol recovery fee (surcharge)</a>		
Source Classification	Remarks	Quantity Variable Daily Sewage Flow - Gallons/Person	Capital Cost Recovery Rate
Municipality	Residential (3 persons)	$\times 100 \times \$2.06 =$	\$618.00 per home
Subdivision	Residential (3 persons)	$\times 100 \times \$2.06 =$	\$618.00 per home
Trailer park transient	\$2½ Persons per trailer	$\times 50 \times \$2.06 =$	\$257.50 per home

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Mobile home park	\$4 Persons per trailer	$\times 100 \times \$2.06 =$	\$618.00 per home
Schools	Elementary, high (students)	$\times 15 \times \$2.06 =$	\$ 30.90 per student
Recreation parks	Campers	$\times 40 \times \$2.06 =$	\$ 82.40 per unit
	Boaters	$\times 5 \times \$2.06 =$	\$ 10.30 per unit
	Swimmers	$\times 10 \times \$2.06 =$	\$ 20.60 per person
Factory or office building	No showers (employees)	$\times 20 \times \$2.06 =$	\$ 41.20 per person
Factory	With showers (employees)	$\times 25 \times \$2.06 =$	\$ 51.50 per employee
Motor lodge	With toilet (units and bath)	$\times 50 \times \$2.06 =$	\$103.00 per unit
Hospitals	Per bed	$\times 200 \times \$2.06 =$	\$412.00 per bed
Nursing homes	Per bed	$\times 90 \times \$2.06 =$	\$185.40 per bed
Drive-in theater	Per car space	$\times 5 \times \$2.06 =$	\$ 10.30 per space
Restaurant	Per meal served	$\times 5 \times \$2.06 =$	\$ 10.30 per customer
Apartments	3 Persons	$\times 100 \times \$2.06 =$	\$618.00 per apartment
<u>114-212</u>	<u>Customer Service Inspector (CSI)</u>	<u>\$50.00 per hour (1 hour minimum)</u>	
<u>114-305</u>	<u>Backflow Prevention Inspection</u>	<u>\$50.00 per hour (1 hour minimum)</u>	

Section Number	Subject	Fee Amount
<b>Chapter N/A - Bay City Public Library</b>		
Overdue Materials (per day)	Books (unless specified)	\$0.15 per day
	Audios	\$0.50 per day
	DVDs	\$1.00 per day
	E-device	\$5.00 per day
	Games, Literacy Kits	\$2.00 per day
	NEW Books and ILL	\$0.25 per day
	NEW Audios and Lease Materials	\$1.00 per day
	NEW DVDs	\$2.00 per day
Max Overdue Fines	E-device	\$50.00
	All other materials	\$10.00
Library Cards	\$1 <sup>st</sup> Card	FREE
	Replacement card	\$3.00
Other Charges	Interlibrary Loan Shipping (ILL)	One-way postage
	Minor Damages	\$3.00 + partial processing fee (\$2.50)
Lost/Severe Damages	BCPL item	Cost of item + \$5.00 processing fee
	ILL	Cost assessed by lending library + \$5.00 processing fee

	E-devices	Varies based on item (up to replacement of entire unit) + \$5.00 processing fee
	Earphones	\$2.00
	USB	\$5.00
Services	Printing/Copies	\$0.15 per page (black & white)/\$.30 per page (color)
	Faxing	\$1.00 per page for 1—5 pages, \$0.50 for each subsequent page
	Laminating	\$2.00 per foot/\$1.00 for ID card size
Rentals	Multimedia Projector	\$30.00 per day
	Projector Screen	\$5.00 per day

Two fine reduction opportunities are provided each year - Spring and Fall/Winter (Food for Fines in conjunction with the Police Department Food Drive). Amnesty days are offered on occasion during National Library Week. This allows patrons two times per year to clear or reduce their amounts.

#### Chapter N/A - Civic Center

Fee Schedule with Room Dimensions	Rm #102: Diagonal Entrance/West Side (18' X 23')	\$100.00 + \$50.00 Deposit
	Rm #104: Small West Conference Room (20' X 23')	\$100.00 + \$50.00 Deposit
	Rm #106: Large West Conference Room (30' X 73')	\$300.00 + \$50.00 Deposit
	Rm #108: Catering Kitchen	\$200.00 + \$50.00 Deposit
	Rm #100: Main Exhibit Hall (100' X 120')	\$825.00 + \$200.00 Deposit



	Rm #103: Large East Conference Room (44' X 73')	\$375.00 + \$50.00 Deposit
	Rm #109: Small East Conference Room (20' X 30')	\$150.00 + \$50.00 Deposit
	Rm #107: Small East Conference Room (18' X 30')	\$150.00 + \$50.00 Deposit
	Rm #111: Harvest Room-South Side (20' X 30')	\$175.00 + \$50.00 Deposit
	Rm #113: Harvest Room-North Side (30' X 30')	\$175.00 + \$50.00 Deposit
	Chamber Corporate Boardroom (Availability determined by Chamber usage)	\$200.00/4 hours + \$50.00 Deposit
Combination Prices	Rooms 100, 103, 106 combined	\$1,400.00 + \$300.00 Deposit
	Entire Civic Center (excluding chamber offices)	\$1,600.00 + \$300.00 Deposit

(a) An individual can reserve the room the day before the event at half price of the rent fee, and have full access all day between 8:00 a.m.—12:00 a.m.

(b) An individual can pay an \$80.00 hourly decorating fee to use the room the day before their event between the hours of 8:00 a.m.—4:00 p.m., as long as that room and date are available.

(c) Failure to submit a floor plan before the deadline will result in a \$60.00 late fee. Any changes requested by the renter after the deadline will be subject to a \$60.00 change fee.

#### Chapter 118 - Vehicles for Hire

118-61(a)	Taxi Application fee	\$25.00
118-61(b)	Administrative Fee	\$5.00
118-61(c)	Taxi Franchise Fee	\$100.00 + \$25.00 per taxicab per year

118-63(b)	<i>Taxi rates and fees</i>	
118-63(b1)	Initial pickup	\$2.50
118-63(b2)	Each additional 1/12 mile	\$0.20
118-63(b3)	Each additional passenger	\$0.00
118-63(b4)	First piece free, each additional piece	\$0.00
118-63(b5)	Standby or waiting per ¼ hour	\$7.00
18-95	State Class C License Annual permit fee	\$20.00 per driver

( [Ord. No. 1625, § 2\(Exh. A\), 9-27-2018](#) ; [Ord. No. 1633, § 2\(Exh. A\), 6-27-2019](#) ; [Ord. No. 1639, § 2\(Exh. A\), 9-12-2019](#) )

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Footnotes:

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**Editor's note**— Printed herein is the Fee Schedule of the City of Bay City, Texas, adopted as [Ordinance No. 1625, on Sept. 27, 2018](#).

**CONTRACTS~DISCUSS, CONSIDER, AND/OR APPROVE EXTENDING THE  
CONTRACT WITH INTERNATIONAL BANK OF COMMERCE (IBC)**



## **EXECUTIVE SUMMARY**

### **BACKGROUND:**

The City awarded a depository contract to IBC on September 28, 2017 for a period of three (3) years, beginning October 1, 2017 and ending September 30, 2020. The termination date may be extended at the written request of the City until the City designates another depository for banking services.

The City added a second depository contract with Prosperity Bank that commenced on March 1, 2018 that expires on February 28, 2021 with options to extend. This additional depository was used to satisfy investment safekeeping needs as required by the Public Funds Investment Act.

*Investment Training Instructors have encouraged more than one banking depository to assure complete safety and liquidity of all City funds and to help maximize investment earnings.*

**RECOMMENDATION:** Staff recommends City Council approve extending the contract for one (1) year. This will provide time for City staff to explore the various services of each bank to determine where any changes should be made. Currently both banks are being used as an investment tool either through money market or CD's.

**ATTACHMENTS:** IBC Bank Contract

## BANK DEPOSITORY AGREEMENT

This Bank Depository Agreement (Agreement) is made and entered into this 28<sup>th</sup> day of September 2017 by and between the City of Bay City, Texas (City) and International Bank of Commerce, Bay City, Texas (Bank) a bank chartered by the State of Texas and having a place of business in the City of Bay City, Matagorda County, Texas.

### Section I Designation as Depository

The City, through action of its City Council, hereby designates the Bank as its depository for banking services for a three (3) year period, commencing on October 1, 2017 and terminating on September 30, 2020. However, the termination date may be extended at the written request of the City until the City designates another depository for banking services.

### Section II Designation of Custodian

The City and Bank hereby designate the Federal Reserve Bank of Boston (the "Custodian") to hold in trust, according to the terms and conditions of the City Request for Proposal, RFP No. R-080617-1 dated August 6, 2017, (the "RFP") and pursuant to a separate Municipal Depository, attached as **Exhibit A**, all securities pledged as depository collateral in accordance with the City's Investment Policy.

Any and all fees from the Custodian associated with the safekeeping of securities pledged to the benefit of the City shall be borne by the Bank.

### Section III Collateral

City time and demand deposits, inclusive of interest, in excess of the Federal Deposit Insurance Corporation insurance shall be secured at all times by collateral, acceptable to the City and in accordance with the Public Funds Collateral Act (Texas Government Code 2257), pledged by the Bank and held in trust by the Custodian in an amount equal to at least 102% of the total of those funds. Custodian will provide a monthly report of the collateral directly to the City.

Such pledged securities shall be subject only to the joint written instructions of both (a) authorized representatives of the City and (b) specifically authorized representatives of the Bank. The Bank shall have the right, with the prior written consent of the City, to substitute or replace, any or all of the pledged securities with collateral acceptable to the City.

### Section IV Financial Position

The Bank shall provide the City a statement of its financial position on at least a quarterly basis. The Bank shall provide an annual statement audited by its independent auditors including a letter as to its "fair representation".

### Section V Authorized City Representative

For the term of this Agreement, the City and Bank designate the individuals as listed in **Exhibit B** as authorized to represent and act for the City in any and all matters including collateral assignment and substitution, execution of agreements and transfer of funds. Any change in these representatives must be made in writing.

**Section VI Scope of Services**

The Bank's response to the City's RFP, dated August 21, 2017 (the "Response") is incorporated into this Agreement for all purposes, including service charges, time deposit, demand deposit and loan rates, and attached as **Exhibit C**. If any provisions of the Response and this Agreement are in conflict, this Agreement shall control.

The Bank shall faithfully perform all of its duties and obligations required by the laws of the State of Texas for public funds depositories and shall upon presentation pay all checks drawn on it against collected funds on demand deposits, and shall, at the expiration of the Agreement, turn over to its successor all funds, City-owned securities, property, and things of value held as depository.

The City shall have the power to determine and designate the character and amount of the funds to be deposited in the Bank. The City may arrange for time deposits and Bank may accept such deposits subject to the terms of the Bank's Response.

This Agreement, along with all Exhibits and other incorporated documents shall constitute the entire Agreement between the parties.

**Section VII Bank Compensation**

Bank will be compensated for any and all services rendered to City under this Agreement. Bank agrees to offset monthly service fees against its customary earnings credit for balances in City's on-interest bearing accounts.

Net insufficiencies in earnings credits will be charged on an annual basis.

**FEE BASIS LANGUAGE**

Bank will be compensated for any and all services rendered to City under this Agreement on a cost per item or monthly charge basis as set forth in the service charges of the Bank's Response.

For new services not defined in this Agreement shall be negotiated by the City and Bank and mutually agreed upon in writing, but in no case shall the charge be in excess of the then current published price by the Bank.

**Section VIII Default**

Bank shall be in default if it fails to pay all or part of a demand deposit, a matured time deposit, or a matured certificate of deposit, including accrued but unpaid interest, at a specified maturity date. The Bank shall also be in default if ruled "bankrupt", "insolvent" or "failed" by a federal or state banking regulator, or if a receiver is appointed for the Bank.

In the event of a default, failure or insolvency of the Bank, the City shall be deemed to have vested full title to all securities pledged under this Agreement. The City is empowered to take possession of and transfer and or sell any and all securities. If the security is liquidated, any proceeds over the defaulted amount, plus expenses related to liquidation, shall be returned to the Bank. This power is in addition to other remedies which the City may have under this Agreement and without prejudice to its rights to maintain any suit in any court for redress of injuries sustained by the City under this Agreement.

**Section IX Indemnification**

BANK AGREES TO ASSUME FULL RESPONSIBILITY AND LIABILITY FOR THE SERVICES RENDERED PURSUANT TO THIS AGREEMENT AND HEREBY AGREES TO INDEMNIFY, PROTECT, DEFEND, AND HOLD HARMLESS THE CITY, ITS ELECTED OFFICIALS, DIRECTORS, MANAGERS, EMPLOYEES, AGENTS, AND SERVANTS, OF AND FROM ALL CLAIMS, DEMANDS, AND CAUSES OF ACTIONS OF EVERY KIND AND CHARACTER, INCLUDING THE COST OF DEFENSE THEREOF, FOR ANY INJURY, DAMAGE, CLAIM, FEE, AND EXPENSE CAUSED, ALLEGED TO BE CAUSED, ARISING OUT OF, OR ALLEGED TO ARISE OUT OF, EITHER DIRECTLY OR INDIRECTLY, OR IN CONNECTION WITH, THE SERVICES TO BE RENDERED HEREUNDER, WHETHER OR NOT SAID CLAIMS, DEMANDS, CAUSES OF ACTIONS ARE CAUSED BY CONCURRENT NEGLIGENCE OF THE CITY AND A PARTY TO THIS AGREEMENT, OR WHETHER IT WAS CAUSED BY CONCURRENT NEGLIGENCE OF THE CITY AND SOME OTHER THIRD PARTY. BANK AGREES THAT ANY INSURANCE CARRIER INVOLVED SHALL NOT BE ENTITLED TO SUBROGATION UNDER ANY CIRCUMSTANCES AGAINST THE CITY, ITS OFFICERS, ELECTED OFFICIALS, AND EMPLOYEES.

**Section X Notice**

Any notice required to be given to Bank in writing shall be sufficient when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the Bank at the address shown below. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, or other commercially reasonable means and will be effective when actually received.

International Bank of Commerce  
Rosie Rodriguez  
1916 7<sup>th</sup> Street  
Bay City, Texas 77414

Any notice required to be given to City in writing shall be sufficient when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the City at the address shown below. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, or other commercially reasonable means and will be effective when actually received.

City of Bay City, Texas  
Attn.: Finance Director  
1901 Fifth Street  
Bay City, Texas 77414

**Section XI Non-Assignability**

This Agreement is not assignable in whole or in part but is binding on the parties, their successors and assigns.

**Section XII Termination**

This Agreement may be terminated by either the City or the Bank by giving sixty (60) day's prior written notice to the other Party.

**Section XIII Law Governing**

All applicable provisions and requirements of the laws of the State of Texas governing

depositories for the City shall be a part of this Agreement. Venue for any dispute under this Agreement shall be brought in a state district court in Matagorda County, Texas.

#### Section XIV Bank Authorization

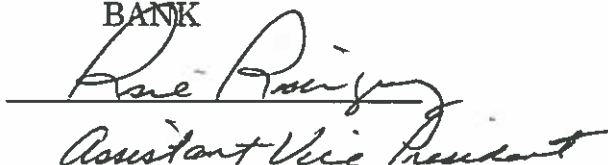
The Bank represents and warrants that this Agreement is made pursuant to and is duly authorized by the Board of Directors of the Bank and recorded in the official records of the Bank.

CITY



Mark A. Bricker, Mayor

BANK



Name and Title

ATTEST:



David Holubec, City Secretary

ATTEST:



Kelly Lewis, Lending Admin.

CUSTODIAN: BANK

ATTEST:

**EXHIBIT B****AUTHORIZED REPRESENTATIVES**

The following individuals are authorized representatives of the City empowered to direct the Bank and the Custodian for the Bank, in regard to collateral pledges, releases and substitutions in the joint safekeeping account as well as authorized to represent and act for the City in any and all matters including execution of agreements and transfer of funds.

City Representative's Signature

Name and Title

MAX A. BECKER, Mayor

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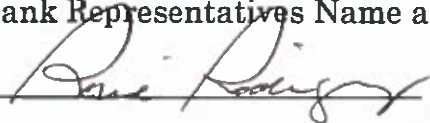
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Bank Representatives Name and Title

Assistant Vice President

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**Exhibit A**

**Municipal Depository Pledge Agreement**

*See separate agreement*

## Amendment

**Bid Worksheet for Depository Bank Contract  
City of Bay City**

**IV M: PROPOSED INTEREST RATES (Format you can use)****A. Interest Rates and Terms of Demand Deposit Accounts:**

1. Interest Bearing Checking Accounts:  
Minimum Balance Requirement/Account \$1,500.00

**Rate Option:**

Interest rate .50% on interest bearing DDA accounts offered in this proposal.  
Interest earned is an expense item on the account analysis.

2. Money Market Accounts:  
Minimum Balance Requirement/Account \$2,500.00

**Rate Option:**

No MMA offered in this proposal.  
Interest earned is an expense item on the account analysis. Short term  
CD's offered.

**B. Interest Rates and Terms of Certificates of Deposit:****Rate Option:**

Fixed Rate

\*Note: Less than 90 days, minimum deposit is \$70,000

Minimum Amount: \* \$2,500.00

1) Maturity 7-29 days	<u>.75</u>	basis pts.
2) Maturity 30-59 days	<u>.75</u>	basis pts.
3) Maturity 60-89 days	<u>.75</u>	basis pts.
4) Maturity 90-119 days	<u>.75</u>	basis pts.
5) Maturity 120-149 days	<u>.75</u>	basis pts.
6) Maturity 150-179 days	<u>.75</u>	basis pts.
7) Maturity 180-209 days	<u>.75</u>	basis pts.
8) Maturity 210-360 days	<u>.75</u>	basis pts.
9) Maturity 1 year	<u>.75</u>	basis pts.
10) Maturity 18 months	<u>.75</u>	basis pts.
11) Maturity 2 years	<u>.75</u>	basis pts.

**IV. REQUIRED BANKING SERVICES - RESPONSES**

B. SEE TREASURY MANAGEMENT PRODUCTS GUIDE

C. SAMPLE STATEMENTS AND ACCOUNT ANALYSIS PROVIDED

D. MISCELLANEOUS: SEE ATTACHMENT A

E. WIRE TRANSFER FORM IS ATTACHED. WIRE TRANSFER PROCEDURES WERE NOT PROVIDED DUE TO SECURITY REASONS. WIRE TRANSFER AGREEMENT TO BE PROVIDED UPON ACCEPTANCE OF DEPOSITORY CONTRACT BID PROPOSAL.

F. SWEEP IS AN OPTION HOWEVER, NO MONEY MARKET INVESTMENT ACCOUNT

G. IBC DOES NOT PROVIDE SAFEKEEPING SERVICES

H. THE CUTOFF FOR ANY BUSINESS DAY IS 2 PM. ALL DEPOSITS ARE SUBJECT TO NEXT DAY AVAILABILITY.

I. ACCOUNT EXECUTIVES ASSIGNED - DEREK SCHMIDT, PRESIDENT & CEO

ROSIE RODRIGUEZ, ASSISTANT VICE PRESIDENT &  
OPERATIONS OFFICER.

See attachment on staff experience.

J. SEE TREASURY MANAGEMENT PRODUCTS GUIDE.

K. COLLATERAL REPORTS TO BE PROVIDED

L. OTHER SERVICES – SEE TREASURY MANAGEMENT PRODUCTS GUIDE

M. INTEREST BEARING DDA OFFERED. NO MONEY MARKET ACCOUNTS OFFERED IN THIS PROPOSAL. INTEREST EARNED IS AN EXPENSE ITEM ON THE ACCOUNT ANALYSIS. SHORT TERM CD's OFFERED AS AN ALTERNATIVE. SEE PROPOSED INTEREST RATES.

CD Rates- IBC uses the daily balance method to calculate interest on your account. The daily balance method applies a periodic rate to the full amount of principal in the account each day. Interest is not compounded during the term and will be credited to your account at maturity. Interest is paid by check or credited to your account at least annually.

ACCOUNT ANALYSIS – EARNINGS CREDIT RATE IS BASED ON THE 13 WEEK T-BILL RATE EACH MONTH AND IS USED TO OFFSET THE SERVICE CHARGES ON THE ANALYSIS STATEMENT.

PLEASE SEE SAMPLE ANALYSIS STATEMENT.

**CITY OF BAY CITY**

1901 FIFTH STREET  
 BAY CITY, TEXAS 77414  
 (979) 245-2137  
 FAX: (979) 323-1626

**STAFF AGENDA ITEM SUBMISSION FORM**

Any item(s) to be considered for action by the City Council, must be included on this form, and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Manager's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

Requestor Name: Jeanna ThompsonDate Submitted: 9/3/2020Position Title (If City Staff): City SecretaryCouncil Meeting Date: September 8, 2020

Type of Agenda Item:

- ☐ Consent Agenda                      ☐ Presentation  
☐ Regular Item for Discussion  
☐ Public Hearing  
☐ Executive Session

Agenda Wording:

Discuss, consider and/or approve the Amended Order of General Election

Executive Summary of Item:

Council approved by Ordinance to move the General Election to November 3, 2020. County will be conducting our election and polling locations, dates and times were amended, as well as the Early Voting Clerk to reflect changes per County Clerk.

CITY OF BAY CITY, TEXAS  
AMENDED ORDER OF GENERAL ELECTION

ITEM #14.

An election is hereby ordered to be held on **November 3, 2020** for the purpose of:

Electing City Council Positions 1 and 2

Election Day: November 3, 2020

Early voting by personal appearance will be conducted on the following dates at:

Early Voting Dates and Hours:

October 13 – October 14 – Early Voting at the Bay City Service Center – 8AM – 5PM

October 15 - Early Voting at the Bay City Service Center – 7AM – 7PM

October 16 - Early Voting at the Bay City Service Center – 8AM – 5PM

October 19 – October 21 – Early Voting at the Bay City Service Center – 8AM – 5PM

October 22 - Early Voting at the Bay City Service Center – 7AM – 7PM

October 23 - Early Voting at the Bay City Service Center – 8AM – 5PM

October 26 – October 28 – Early Voting at the Bay City Service Center – 8AM – 5PM

October 29 - Early Voting at the Bay City Service Center – 7AM – 7PM

October 30 - Early Voting at the Bay City Service Center – 8AM – 5PM

Location:

Bay City Service Center  
2106 Ave M  
Bay City, Texas 77414

Early Voting Clerk:

Stephanie Wurtz, County Clerk  
1700 7<sup>th</sup> Street, Room 203  
Bay City, Texas 77414

Ballots by Mail:

Applications for ballots by mail must be received no later than the close of business on Tuesday, October 23, 2020.

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Issued this the **8<sup>th</sup>** day of **September 2020**

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Robert K. Nelson, Mayor

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Jason W. Childers, Mayor Pro Tem

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William Cornman, Councilman

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Julie Estlinbaum, Councilwoman

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Becca Sitz, Councilwoman

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Brent P. Marceaux, Councilman

ATTEST:

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Jeanna Thompson, City Secretary

Ciudad de Bay City  
ORDEN ENMENDADA DE GENERAL ELECCION

Se ordena que se celebre una elección el **3 de Noviembre de 2020** con el propósito de:

Elección del Ayuntamiento de los cargos 1 y 2.

Día de las elecciones: 3 de Noviembre de 2020

La votación anticipada por presencia personal se llevará a cabo en las siguientes fechas en:

Fechas y horarios de votación anticipada:

Octubre 13 – Octubre 14 – votación anticipada en Bay City Service Center – 8AM – 5PM

Octubre 15 - votación anticipada en Bay City Service Center – 7AM – 7PM

Octubre 16 - votación anticipada en Bay City Service Center – 8AM – 5PM

Octubre 19 – Octubre 21 – votación anticipada en Bay City Service Center – 8AM – 5PM

Octubre 22 - votación anticipada en Bay City Service Center – 7AM – 7PM

Octubre 23 - votación anticipada en Bay City Service Center – 8AM – 5PM

Octubre 26 – Octubre 28 – votación anticipada en Bay City Service Center – 8AM – 5PM

Octubre 29 - votación anticipada en Bay City Service Center – 7AM – 7PM

Octubre 30 - votación anticipada en Bay City Service Center – 8AM – 5PM

Ubicación

Bay City Service Center  
2106 Avenida M  
Bay City, Texas 77414

Votación anticipada Empleado

Stephanie Wurtz, County Clerk  
1700 7<sup>th</sup> St., Room 203  
Bay City, Texas 77414

Boletas por correo

Las solicitudes de boletas por correo deben recibirse a más tardar el cierre de operaciones del martes, Octubre 23, 2020.

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Emitido este el **8th día Setiembre 2020**

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Robert K. Nelson, Alcalde

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Jason W. Childers, Alcalde Pro Tempore

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William Cornman, Concejal

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Julie Estlinbaum, Concejal

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Becca Sitz, Concejal

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Brent P. Marceaux, Concejal

ATTEST:

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Jeanna Thompson, Secretario de la ciudad