



CITY COUNCIL REGULAR MEETING CITY OF BAY CITY

Tuesday, September 26, 2023 at 6:00 PM
COUNCIL CHAMBERS | 1901 5th Street

COUNCIL MEMBERS

Mayor: Robert K Nelson

Mayor Pro Tem: Blayne Finlay

Council Members: Benjamin Flores, Bradley Westmoreland, Becca Sitz, Jim Folse

Vision Statement

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

AGENDA

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 AND CERTIFICATION OF QUORUM

INVOCATION & PLEDGE

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

Councilman James Folse

MISSION STATEMENT

The City of Bay City is committed to fostering future economic growth by collaborating with our citizens, employers, current and future businesses, as well as the Community and Economic Development Centers. We strive to deliver superior municipal services and to invest in quality-of-life initiatives such as housing, businesses, jobs and activities for all citizens. We make a concerted effort to respond to resident's concerns in a timely and professional manner in order to achieve customer satisfaction.

Councilman James Folse

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.

AWARDS & PROCLAMATIONS

1. **Proclamation ~ Proclamation recognizing October 5, 2023 as "Bay City Teachers' Day".** Mayor Robert K. Nelson

ACKNOWLEDGEMENT FROM CITY MANAGER**ITEMS / COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER****CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL**

2. **City Council Regular meeting minutes of September 12, 2023.**
3. **City Council Special Called meeting minutes of September 21, 2023.**

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

4. **Presentation ~ Public Works report and presentation.** Krystal Mason, Assistant Public Works Director and Mike Burchard, Utility Foreman

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

5. **Appointment ~ Discuss, consider, and/or approve the appointment of Thomas Battle and Cheryl Rutherford to the Public Housing Authority.** Robert K. Nelson, Mayor
6. **Bid ~ Discuss, consider and/or approve awarding the bid to Boettcher Hlavinka Company, LLC for the Service Center (USO) Window Replacement Project and Authorize the City Manager to execute a contract approved to form by the City Attorney.** Scotty Jones, Finance Director
7. **Bid ~ Discuss, consider and/or select GFL Environmental for the Solid Waste Collection and Disposal and Recycling Services and Authorize the Mayor and/or City Manager to execute a contract approved to form by the City Attorney between the City of Bay City and GFL Environmental.** Krystal Mason, Assistant Public Works Director
8. **Property ~ Discuss, consider, and/or approve a declaration of unusable equipment, supplies, and materials as surplus and authorize staff to sell said surplus equipment, supplies, and materials through the use of an online auction or other means.** Krystal Mason, Assistant Public Works Director

9. **Personnel ~ Summary of Health Benefits for 2023-2024 Fiscal Year.** Mayor Pro Tem Blayne Finlay
10. **Committee ~ Discuss, consider and/or approve the creation and appointments of an ADHOC Health Insurance Committee.** Councilman Bradley Westmoreland
11. **Budget ~ Discuss, consider, and/or approve the Bay City Community Development Corporation's Budget for Fiscal Year 2024.** Jessica Russell, BCCDC Executive Director
12. **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
13. **Ordinance ~ An Ordinance adopting an Operating Budget for the City of Bay City, Texas for Fiscal Year 2024 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
14. **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 2023.** Scotty Jones, Finance Director
15. **Ordinance ~ An Ordinance adopting the Tax Rate of \$0.56995 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, 2024, levying a maintenance and operations rate of \$0.43453 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 \$0.13542; 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
16. **Report ~ Discuss, consider and review proposed amendments to Appendix B Fee Schedule.**
17. **Policy ~ Discuss, consider, and/or approve a Resolution to adopt the City's Investment Policy.** Scotty Jones, Finance Director
18. **Resolution ~ A Resolution of the City of Bay City, Texas, declaring certain real property owned by the City of Bay City to be surplus and authorizing the Mayor to institute proceedings in accordance with Texas Local government Code Section.** Jeanna Thompson, City Secretary
19. **Appointment ~ Discuss, consider, and/or approve the appointment of a city representative and an alternate to Houston-Galveston Area Council's 2024 General Assembly.** Robert K. Nelson, Mayor

CLOSED / EXECUTIVE SESSION

20. **Executive Session pursuant to Texas Government Code Section 551.072 (Deliberation regarding Real Property).**
21. **Personnel ~ 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 of an officer or employee: Assistant City Manager**

RECONVENE AND ACTION**ADJOURNMENT****AGENDA NOTICES:**

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.

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 22, 2023 before 6:00 p.m.** Any questions concerning the above items, please contact the Mayor and City Manager's office at (979) 245-2137.

CITY OF BAY CITY

MINUTES • SEPTEMBER 12, 2023

**COUNCIL
CHAMBERS | 1901
5th Street**

City Council Regular Meeting

6:00 PM

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



Mayor

Robert K. Nelson

Mayor Pro Tem

Blayne Finlay

Councilman

Jim Folse

Councilman

Bradley Westmoreland

Councilwoman

Becca Sitz

Councilman

Benjamin Flores

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

CALL TO ORDER AND CERTIFICATION OF QUORUM

The meeting was called to order by Mayor Robert K. Nelson at 6:00 p.m.

PRESENT

Mayor Robert K. Nelson
Mayor Pro Tem Blayne Finlay
Councilman Benjamin Flores
Councilman Jim Folse
Councilman Brad Westmoreland

ABSENT

Councilwoman Becca Sitz

INVOCATION & PLEDGE

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

Councilman Benjamin Flores

MISSION STATEMENT

The City of Bay City is committed to fostering future economic growth by collaborating with our citizens, employers, current and future businesses, as well as the Community and Economic Development Centers. We strive to deliver superior municipal services and to invest in quality-of-life initiatives such as housing, businesses, jobs and activities for all citizens. We make a concerted effort to respond to resident's concerns in a timely and professional manner in order to achieve customer satisfaction.

Councilman Benjamin Flores

APPROVAL OF AGENDA

Motion made by Councilman Westmoreland to approve the agenda, Seconded by Mayor Pro Tem Finlay. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

PUBLIC COMMENTS

Esau Rodriguez, President of the Girls Softball Association, addressed council regarding the invoices they received for electricity for the fields, adding that other districts do not charge.

David Torres complained about City Officials parking in handicap spaces and big trucks parking in compact parking spaces.

ACKNOWLEDGEMENT FROM CITY MANAGER

Shawna Burkhart, City Manager, acknowledged the work street crews were doing, adding that they have completed Tepeyac Avenue and side streets. Ms. Burkhart announced that the patch truck is due to be in by next week. Ms. Burkhart also stated that they have made contact with the county for use of equipment and forthcoming.

ITEMS / COMMENTS FROM THE MAYOR, COUNCIL MEMBERS AND CITY MANAGER

Councilman Westmoreland commended the work done on the streets as well as utility crews.

Councilman Flores recommended the city publish our stats and upcoming projects. Ms. Burkhart replied the city is implementing "Your City @ Work" with a QR code weekly and on Facebook going into effect October 1st.

Mayor Pro Tem Finlay stated that the streets are looking good and the recycling center is doing a great job.

Councilman Westmoreland stated, regarding ball fields, he was curious as to cost to water Hardeman Park and are we being fair to all entities. Councilman Westmoreland also stated he was told that two non-profits were charged \$1500.00 for the day use at the Service Center.

Councilman Folsie stated the ball clubs were offered to move to the Sports Complex and both declined.

Mayor Nelson thanked Mayor Pro Tem Finlay for stepping in during his absence.

CONSENT AGENDA ITEMS FOR CONSIDERATION AND/OR APPROVAL

1. **City Council Workshop minutes of August 15, 2023.**
2. **City Council Workshop minutes of August 22, 2023.**
3. **City Council Regular Meeting minutes of August 22, 2023.**

Motion made by Councilman Folsie to approve the consent items, Seconded by Councilman Flores. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland. Motion carried.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

4. **Property ~ Discuss, consider, and/or approve a declaration of unusable equipment: a surplus police vehicle, and authorize staff to sell said surplus equipment through the use of an online auction or other means.** Lt. Clayton Ryman

Motion made by Councilman Westmoreland to approve declaring police vehicles as surplus, Seconded by Mayor Pro Tem Finlay. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folsie, Councilman Westmoreland. Motion carried.

5. **Tourism ~ Discuss, consider, and/or approve the Tourism Logo.** P. Darve Smith, Tourism Manager

Motion made by Mayor Nelson to approve the tourism logo, Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

6. **Bid ~ Discuss, consider and/or select GFL Environmental for the Solid Waste Collection and Disposal and Recycling Services and Authorize the Mayor and/or City Manager to execute a contract approved to form by the City Attorney between the City of Bay City and GFL Environmental.** Krystal Mason, Assistant Public Works Director

Council expressed concern of the increase of 28%. Scotty Jones stated that this was a potential shortfall of \$200,000.00. Item tabled until the September 26th meeting. Council requested workshop on the topic on the 26th as well.

7. **Ordinance ~ Discuss, consider, and/or approve amending the City Code of Ordinances by repealing Chapter 66, Division 2 "Curfew"; repealing any conflicting ordinances; and providing an effective date.** Anne Marie Odefey, City Attorney

Motion made by Councilman Flores to approve the ordinance amending Chapter 66 "Curfew", Seconded by Councilman Westmoreland. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Westmoreland. Voting Nay: Councilman Folse. Motion carried.

8. **Budget ~ Discuss, consider, and/or approve the amendments to the Proposed Fiscal Year 2024 Budget.** Scotty Jones, Finance Director

Motion made by Councilman Folse to approve the amendments to the Proposed Fiscal Year 2024 Budget, Seconded by Mayor Pro Tem Finlay. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

9. **Policy ~ Discuss, consider, and/or approve the Budgetary and Financial Management Policy.** Scotty Jones, Finance Director

Motion made by Councilman Westmoreland to approve the Budgetary and Financial Management Policy, Seconded by Councilman Folse. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried.

ADJOURNMENT

Motion made by Councilman Westmoreland to adjourn, Seconded by Mayor Pro Tem Finlay. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilman Folse, Councilman Westmoreland. Motion carried and council adjourned at 6:56 p.m.

PASSED AND APPROVED, this 26th day of September 2023.

ROBERT NELSON, MAYOR
CITY OF BAY CITY, TEXAS

JEANNA THOMPSON
CITY SECRETARY

CITY OF BAY CITY

MINUTES • SEPTEMBER 21, 2023

**COUNCIL
CHAMBERS | 1901
5th Street**

City Council Special Called Meeting

6:00 PM

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



Mayor

Robert K. Nelson

Mayor Pro Tem

Blayne Finlay

Councilman

Jim Folse

Councilman

Bradley Westmoreland

Councilwoman

Becca Sitz

Councilman

Benjamin Flores

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

CALL TO ORDER

The meeting was called to order by Mayor Robert K. Nelson at 6:00 p.m.

CERTIFICATION OF QUORUM**PRESENT**

Mayor Robert K. Nelson
Mayor Pro Tem Blayne Finlay
Councilman Benjamin Flores
Councilwoman Becca Sitz

ABSENT

Councilman Jim Folse
Councilman Brad Westmoreland

APPROVAL OF AGENDA

Motion made by Councilwoman Sitz to approve the agenda, Seconded by Mayor Pro Tem Finlay. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilwoman Sitz. Motion carried.

PUBLIC COMMENTS

There were no public comments.

REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL

1. **Public Hearing ~ Conduct a public hearing to receive public comment on the Bay City Community Development Corporation proposed Operating Budget for Fiscal Year 2024.** Scotty Jones, Finance Director

Jessica Russell, Executive Director of the Bay City Community Development Corporation, gave an update on BCCDC past goals and current. Councilman Flores asked her what she is looking forward to and Ms. Russell replied seeing the new housing being built.

There were no public comments.

2. **Public Hearing ~ Conduct a public hearing to receive public comment on the City of Bay City's Proposed Capital Improvement Program.** Scotty Jones, Finance Director

There were no public comments.

- 3. Public Hearing ~ Conduct a public hearing to receive public comment on the City of Bay City's Proposed Budget for Fiscal Year 2024.** Scotty Jones, Finance Director

There were no public comments.

- 4. Budget ~ Discuss, consider, and/or approve postponing the final Budget vote for Fiscal Year 2024 until September 26, 2023.**

Motion made by Mayor Pro Tem Finlay to approve postponing the final Budget vote for Fiscal Year 2024 until September 26, 2023. Seconded by Councilwoman Sitz. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilwoman Sitz. Motion carried.

ADJOURNMENT

Motion made by Councilwoman Sitz to adjourn, Seconded by Councilman Flores. Voting Yea: Mayor Nelson, Mayor Pro Tem Finlay, Councilman Flores, Councilwoman Sitz. Motion carried and council adjourned at 6:04 p.m.

PASSED AND APPROVED, this 26th day of September 2023.

ROBERT NELSON, MAYOR
CITY OF BAY CITY, TEXAS

JEANNA THOMPSON
CITY SECRETARY



CITY OF BAY CITY VOLUNTEER INTEREST FORM

Dear Resident:

This form will let the City Council know of your interest and qualifications to serve on a City board or commission. You are encouraged to contact the Mayor concerning your nomination. You may also submit a resume or brief background information regarding your qualifications. This form will be kept on file for a period of two years in the City Secretary's office.

PLEASE TYPE OR PRINT:

Date: 08/4/23.....

Name: tjomas battle

Home Address:

City: bay city State tx Zip 77417

Home Phone: Business Phone:

Employer: retired ssid pending Occupation: sales

E-mail: @gmail.com..

Resident of the Bay City Corporate City Limits: (circle one) Yes ☒ No ☐

Resident of City for 64 years

I am interested in serving on the following boards:

(Boards and Committees include: Bay City Community Development Corporation (BCCDC), Main Street, Planning Commission, Historic Commission, Convention and Visitor Bureau (CVB), and Housing Authority)

1.) Housing Authority

3.) Select Third Choice:

2.) Select Second Choice:

4.) Select Fourth Choice:

Please list any involvement in civic groups or clubs, current or past service on city boards, or other information qualifying you for service:
housing authority resident commissior 2017-19

eSigned via SeamlessDocs.com

thomas david battle

Signature

Key: b706a7f3e8b9bca99b123267b71b76ec

Return completed form to the City Secretary's Office: 1901 5th Street, Bay City, Texas 77414



CITY OF BAY CITY VOLUNTEER INTEREST FORM

Dear Resident:

This form will let the City Council know of your interest and qualifications to serve on a City board or commission. You are encouraged to contact the Mayor concerning your nomination. You may also submit a resume or brief background information regarding your qualifications. This form will be kept on file for a period of two years in the City Secretary's office.

PLEASE TYPE OR PRINT:

Date: 07/17/2023

Name: Cheryl D. Rutherford

Home Address: [REDACTED]

City: Bay City State TX Zip 4

Home Phone: [REDACTED] Business Phone: [REDACTED]

Employer: STP Occupation: Records Analyst

E-mail: [REDACTED]@sbcglobal.net

Resident of the Bay City Corporate City Limits: (circle one) ☒ Yes ☐ No

Resident of City for 65 years

I am interested in serving on the following boards:

(Boards and Committees include: Bay City Community Development Corporation (BCCDC), Main Street, Planning Commission, Historic Commission, Convention and Visitor Bureau (CVB), and Housing Authority)

1.) Housing Authority

3.) Select Third Choice:

2.) Select Second Choice:

4.) Select Fourth Choice:

Please list any involvement in civic groups or clubs, current or past service on city boards, or other information qualifying you for service:

Bay City/Matagorda County NAACP - Secretary, Matagorda County MLK Celebration
Committee - Secretary, Unity 4 the Community, All Sports Booster Club, Operation
Christmas Child, MZMBC Secretary - annually head up Back to School Bash, Major
participant in helping to put on VBS for not only the youth of our church, but for the
community as well, Help my son to annually put on his 7 on 7 tournament to supply families
and kids with toys, etc for Christmas, as well as his annual scholarship to a graduating senior.

eSigned via SeamlessDocs.com

Cheryl Rutherford

Signature

Return completed form to the City Secretary's Office: 1901 5th Street, Bay City, Texas 77414

Discuss, consider, and/or approve awarding the bid to Boettcher Hlavinka Company, LLC for the Service Center Window Project and authorize the City Manager to execute a contract to form by the City Attorney.



Executive Summary

USO Building/Service Center Window Project

BACKGROUND:

City Council approved the Service Center window project in the FY 23 Budget (5-year Capital Plan).

Five (5) bids were received on September 7, 2023.

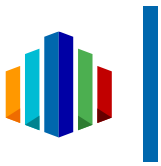
FINANCIAL IMPLICATIONS:

\$200,000- Funding Source –General Fund

RECOMMENDATION:

Staff recommends City Council award the bid to Boettcher Hlavinka Company, LLC for option 2 (more energy efficient windows than option 1) for replacement of windows at the Service Center for a total \$175,575.72.

ATTACHMENTS: Recommendation Letter by Mitchell Carrillo, PE, Lynn Engineering & Bid Tabulation



09/13/2023

City of Bay City
Attn: Robert K. Nelson, Mayor
1901 5th Street
Bay City, TX 77414

Re: RECOMMENDATION FOR AWARD
City of Bay City
USO Building – Replacement of Windows

Dear Mayor Robert K. Nelson:

On September 7, 2023, bids were received for the above referenced project. A total of five (5) bids were received, with the lowest bid being submitted by Boettcher Hlavinka Company, LLC in the amount of \$168,117.46 for option-1 and \$175,575.72 for option-2. Based on their low bid and their qualifications to perform the work, I recommend the award of the above-mentioned contract to Boettcher Hlavinka Company, LLC. For your reference, I have attached the Bid Tabulation.

If you have any questions, feel free to contact me. Thank you.

Sincerely,

N. Mitchell Carrillo, PE

Mitchell.Carrillo@lynnengineering.com

F-324



09/13/2023



BID TABULATION

PROJECT: USO Building - Replacement of Windows
OWNER: City of Bay City
LOCATION: 2105 Ave M, Bay City, TX
DATE: 09/07/2023
TIME: 2:00 PM

ENGINEER: Lynn Engineering F-324
 2200 Ave A
 Bay City, TX 77414
 P: 979-245-8900

BIDDER	BID BOND	DAYS	ADDENDUM	BASE BID
1. Noble Building & Development	Yes	90	Yes	Option 1 & 2: \$291,615
2. MVI Construction	Yes	21	Yes	Option 1: \$235,000 & Option 2: \$240,000
3. Boettcher Hlavinka Company	Yes	90	Yes	Option 1: \$168,117.46 & Option 2: \$175,575.72
4. Timekey Enterprise LLC	Yes	-	No	\$314,270
5. PMGR Development Group Corp	Yes	90	Yes	Option 1 & 2: \$187,000
6.				
7.				
8.				



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

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 Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

Requestor Name: Mason, Krystal **Date Submitted:** 09-20-2023
Last, First *MM/DD/YYYY*

Requestor Type : City Staff **Meeting Date:** 09-26-2023
Citizen/City Staff/Council Member *MM/DD/YYYY*

Position Title Assistant Director of Public Works
For City Staff Only

Agenda Location: Discussion Item
(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)

Agenda Content:

Property – Discuss, consider, and/or approve a declaration of unusable equipment, supplies, and materials as surplus and authorize staff to sell said surplus equipment, supplies, and materials through the use of an online auction or other means.

Executive Summary of Item:

Approximately 6,000 water meters of various sizes (5/8"x3/4", 1", 1.5", 2", 3", 4", 6") were removed from service during the recent City-wide meter change out. Crews will break down each metering unit and remove the plastic components and stainless steel bolts to ensure the City receives the best price for the brass meter body and stainless steel bolts.

Photograph below is an example of water meters removed during the City-wide meter change out.

Approximately 6,000 meters in various sizes: 5/8"x3/4", 1", 1.5", 2", 3", 4", 6"



Crews will break down the metering unit and remove all plastic parts ensuring we get the best price for the brass and stainless steel bolts

BUDGET~ DISCUSS, CONSIDER, AND/OR APPROVE THE BAY CITY COMMUNITY DEVELOPMENT CORPORATION'S BUDGET FOR FISCAL YEAR 2024



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 HEARING WAS HELD ON THE FOLLOWING DATE:

THURSDAY, SEPTEMBER 21, 2023 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

ATTACHMENTS: BCCDC BUDGET

Bay City Community Development Corporation						
Proposed Operating Budget						
Fiscal Year Ending 9/30/24						
Acct #	Description	FYE 9/30/2021	FYE 9/30/2022	Adopted Budget 9/30/2023	FYE Projected 9/30/2023	Proposed Budget 9/30/2024
	REVENUE:					
3225	Sales tax collections	\$ 1,575,000	\$ 1,650,000	\$ 1,675,000	\$ 1,328,907	\$ 1,825,000
3300	BDC income	\$ 4,800	\$ 9,600	\$ 9,600	\$ 5,602	\$ 10,000
3401	Training Center lease (STNOC)	\$ 80,695	\$ 85,661	\$ 88,144	\$ 88,144	\$ 89,385
3402	Family Entertainment Center lease (SMBG)	\$ 275,000	\$ 300,000	\$ 100,000	\$ -	
3500	Main Street revenue	\$ 48,000	\$ 48,000	\$ 72,000	\$ 32,470	\$ 77,000
3504	TIRZ #2 income	\$ 150,000	\$ 150,000	\$ 150,000	\$ 165,000	\$ 190,000
3550	Reduction in grant obligation	\$ -			\$ 19,690	
3615	Interest income	\$ 7,500	\$ 1,750			
	TOTAL REVENUE	\$ 2,140,995	\$ 2,245,011	\$ 2,094,744	\$ 1,639,813	\$ 2,191,385
	ADMINISTRATIVE EXPENSES:					
415-4105	Salaries and wages	\$ 182,876	\$ 183,000	\$ 234,295	\$ 183,904	\$ 195,000
415-4110	Other compensation	\$ 2,052	\$ 2,052	\$ 2,052	\$ 1,368	\$ 2,000
415-4205	Payroll taxes	\$ 13,479	\$ 13,999	\$ 17,600	\$ 15,239	\$ 17,600
415-4206	Unemployment taxes	\$ 250	\$ 616	\$ 1,500	\$ 45	\$ 1,500
415-4210	Retirement expense	\$ 20,342	\$ 20,355	\$ 25,000	\$ 19,726	\$ 25,000
415-4215	Workers Comp insurance	\$ 800	\$ 800	\$ 1,000	\$ 641	\$ 1,000
415-4225	Employee health insuarnc	\$ 26,000	\$ 31,070	\$ 43,400	\$ 13,752	\$ 25,000
415-4230	Travel and training	\$ 4,000	\$ 4,000	\$ 6,000	\$ 7,152	\$ 7,000
415-4310	General supplies (postage, freight, copies)	\$ 3,500	\$ 4,800	\$ 4,800	\$ 4,500	\$ 4,800
415-4315	Dues and subscriptions	\$ 5,000	\$ 3,400	\$ 4,000	\$ 7,027	\$ 7,000
415-4330	Vehicle expense (fuel, insurance & repairs)	\$ 1,614	\$ 3,000	\$ 4,000	\$ 944	\$ 3,000
415-4405	General insurance	\$ 50,000	\$ 50,000	\$ 57,500	\$ 2,023	\$ 50,000
415-4410	Telephone and cell phones	\$ 1,750	\$ 3,000	\$ 2,500	\$ 2,109	\$ 2,500
415-4415	Utilities (electricity, water, & gas)	\$ 4,500	\$ 4,000	\$ 4,000	\$ 3,706	\$ 4,000
415-4420	Legal and professional	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,650	\$ 26,000
415-4424	Cleaning and maintenance	\$ 6,210	\$ 6,750	\$ 6,750	\$ 4,695	\$ 6,750
415-4426	Leasehold improvements	\$ 40,000	-	\$ 500	\$ -	\$ 500
415-4427	Equipment rental	\$ 4,600	\$ 3,100	\$ 3,100	\$ 2,663	\$ 3,100
415-4428	Building rental	\$ 61,200	\$ 62,424	\$ 63,648	\$ 58,794	\$ 63,648
415-4497	Business meals	\$ 2,000	\$ 2,000	\$ 3,000	\$ 1,577	\$ 3,000
415-4498	Misc furniture and equipmemt	\$ 500	\$ -	\$ 500	\$ 2,162	\$ 2,000
415-4499	Miscellaneous expense	\$ 500	\$ 500	\$ 1,000	\$ 21	\$ 1,000
415-4505	Repairs and maintenance- equipment	\$ 500	-		\$ -	
	TOTAL ADMINISTRATIVE EXPENSES	\$ 456,673	\$ 423,866	\$ 511,145	\$ 357,698	\$ 451,398
	PROSPECT DEVELOPMENT EXPENSES:					
420-4230	Travel	\$ 4,000	\$ 9,000	\$ 3,500	\$ -	\$ 3,500
420-4425	Contract services	\$ 1,000	\$ 1,000	\$ 8,000	\$ 545	\$ 20,500
420-4460	Advertising	\$ 7,000	\$ 22,000	\$ 20,000	\$ 19,190	\$ 20,000
420-4461	Website development/maintenance	\$ 8,000	\$ 3,500	\$ 1,680	\$ 300	\$ 2,000
420-4497	Business meals	\$ 1,000	\$ 1,000	\$ 1,000	\$ 732	\$ 1,000
420-4499	Miscellaneous expense	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
	TOTAL PROSPECT DEVELOPMENT EXP.	\$ 21,500	\$ 37,000	\$ 34,680	\$ 20,767	\$ 47,500

Acct #	Description	FYE 9/30/2021	FYE 9/30/2022	Adopted Budget 9/30/2023	FYE Projected 9/30/2023	Proposed Budget 9/30/2024
	PROJECT EXPENSES:					
485-4001	Matagorda County EDC	75,000	75,000	75,000	75,000	75,000
485-4002	Small Business Development Center (SBDC)			20,000	-	-
485-4003	Website grant	-	50,000	40,000	42,051	40,000
485-4009	Detention pond	-		-	-	
485-4008	Family Entertainment Center (property taxes)	240,000	200,000	-	-	-
485-4010	Downtown parking lot	-	400	3,000	3,487	-
485-4012	Main Street	30,000	25,000	25,000	17,747	25,000
485-4020	Nile Valley Phase II	239,116	239,116	239,116	236,791	239,191
485-4021	CED insurance and maintenance	209,000	120,000	300,000	253,227	300,000
	Grant Writer (Patriot)				9,000	9,000
	Entrepreneur program				(1,810)	-
485-4447	City Vision 2040 Plan	5,000	5,000	100,000	99,439	125,000
485-4002	Business retention and expansion	75,000	150,000	100,000	54,725	100,000
485-4004	Aquatic Center feasibility	-				
	Note Recieveable Chick-Fil-A				250,000	
	Flock System (Police)					26,500
	Airport expansion					56,150
485-4030	McCoy's land	-				
2251/2255	Debt principal payments	438,010	463,086	189,200	357,174	
485-4810	Interest expense	412,480	349,690	57,200	77,761	
	TOTAL PROJECT EXPENSES	1,723,606	1,677,292	1,148,516	1,474,592	995,841
	TOTAL EXPENSES	2,201,779	2,138,158	1,694,341	1,853,057	1,494,739
	SURPLUS (DEFICIT)	(60,784)	106,853	400,403	(213,244)	696,646

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 HEARING WAS HELD ON THE FOLLOWING DATE:

THURSDAY, SEPTEMBER 21, 2023 AT 6 PM

Five-Year Capital Improvement Program FY 2024-2028 (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

ATTACHMENTS: RESOLUTION



Resolution of the City of Bay City, Texas
No.

**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 20, 2023 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, 2023 – September 30, 2028), a copy of which is attached hereto and incorporated in the Fiscal Year Budget 2024, is hereby adopted in compliance with the City Charter.

PASSED and APPROVED this 26th day of September 2023.

Robert K. Nelson
Mayor

ATTEST:

Jeanna Thompson
City Secretary

ORDINANCE~ AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF BAY CITY, TEXAS FOR FISCAL YEAR 2024 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 HEARING WAS HELD ON THE FOLLOWING DATE:

THURSDAY, SEPTEMBER 21, 2023 AT 6 PM

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

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

ATTACHMENTS: BUDGET ORDINANCE

ORDINANCE _____

AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF BAY CITY, TEXAS FOR FISCAL YEAR 2024 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 2024 and

WHEREAS, the proposed Operating Budget was placed on file with the City Secretary on the 13th day of August 2023; and

WHEREAS, a public hearing on the Operating Budget for the City of Bay City for the fiscal year 2024 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 2024 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 0.25 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, 2023.

PASSED AND APPROVED on this 26th day of September 2023.

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

<u>Council Member:</u>	<u>Voted Aye</u>	<u>Voted No</u>	<u>Absent</u>
Robert K. Nelson Mayor	_____	_____	_____
Ben Flores	_____	_____	_____
Jim Folse	_____	_____	_____
Blayne Finlay Mayor Pro Tem	_____	_____	_____
Becca Sitz	_____	_____	_____
Brad Westmoreland	_____	_____	_____

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 2024



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.

CITY OF BAY CITY, TEXAS

ANNUAL OPERATING BUDGET

FOR FISCAL YEAR 2024

This budget will raise more revenue from property taxes than last year's budget by an amount of \$73,162, which is a 1.14% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$106,145.

City Council will vote on **September 26, 2023**

The members of the governing body will vote on the adoption of the budget as follows:

Record of Vote	Adopted Budget	Ratification of Property Tax Increase	Setting of Property Tax Rate
Mayor Robert K. Nelson			
Mayor Pro-Tem Blayne Finlay			
Benjamin Flores			
Becca Sitz			
Brad Westmoreland			
Jim Folse			

*Note: Mayor Robert K. Nelson is entitled to a vote.

Tax Rate Information	Adopted FY 2023	Proposed FY 2024
Property Tax Rate	.63500	.56995
No-New Revenue Tax Rate	.59683	.56995
No-New Revenue M&O Tax Rate	.44118	.43058
Debt Rate	.15425	.13542
Voter-Approval Tax Rate	.65556	.58338
De Minimis Rate	.64497	.60988

Debt service requirements for the City of Bay City are currently \$.13542 of the current **proposed** property tax rate of **\$.56995**. The City has twelve outstanding debt issues. At the end of Fiscal Year 2024, outstanding general obligation bond and certificates of obligation bonds will be \$58,487,000, however only \$7,378,658 is currently supported by property taxes.

FY 2024 Debt Service Requirement to be paid by property taxes \$1,543,055. See Debt rate (.13542) requirement above.

ORDINANCE~ AN ORDINANCE ADOPTING THE TAX RATE OF \$0.56995 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, 2024, LEVYING A MAINTENANCE AND OPERATIONS RATE OF \$.43453 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 \$.13542; 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 HEARING WAS HELD ON THE FOLLOWING DATE:

PUBLIC HEARING DATE:

NOT REQUIRED SINCE PROPOSING NO-NEW REVENUE RATE

Tax Rate Information	Adopted FY 2023	Proposed FY 2024
Property Tax Rate	.63500	.56995
No-New Revenue Tax Rate	.59683	.56995
No-New Revenue M&O Tax Rate	.44118	.43058
Debt Rate	.15425	.13542
Voter-Approval Tax Rate	.65556	.58338
De Minimis Rate	.64497	.60988

Tax Rate Information	Adopted FY 2023	Proposed FY 2024
Maintenance & Operation Rate	.48075	.43453
Debt Rate	.15425	.13542
Total Property Tax Rate	.63500	.56995

ATTACHED: TAX RATE ORDINANCE; NOTICE TO VOTE THAT WAS PUBLISHED IN THE NEWSPAPER

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE TAX RATE OF \$0.56995 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, 2024, LEVYING A MAINTENANCE AND OPERATIONS RATE OF \$.43453 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 \$.13542; 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 2024; 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 2023; and

WHEREAS, the City has acknowledged that:

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

THE TAX RATE WILL EFFECTIVELY BE RAISED BY .92 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-46.22.

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 2024.

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 2024 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, 2023, except so much thereof as may be exempt by the Constitution or laws of the State of Texas, a total tax of \$0.56995 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 \$0.43453 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, 2024, 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 \$0.13542 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, 2024.

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 26th day of September 2023.

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

<u>Council Member:</u>	<u>Voted Aye</u>	<u>Voted No</u>	<u>Absent</u>
Robert K. Nelson Mayor	_____	_____	_____
Benjamin Flores	_____	_____	_____
Jim Folse	_____	_____	_____
Blayne Finlay Mayor Pro Tem	_____	_____	_____
Becca Sitz	_____	_____	_____
Brad Westmoreland	_____	_____	_____

NOTICE OF MEETING TO VOTE ON TAX RATE

ITEM #15.

A tax rate of \$0.56995 per \$100 valuation has been proposed by the governing body of City of Bay City.

PROPOSED TAX RATE	\$0.56995 per \$100
NO-NEW-REVENUE TAX RATE	\$0.56995 per \$100
VOTER-APPROVAL TAX RATE	\$0.58336 per \$100

The no-new-revenue tax rate is the tax rate for the 2023 tax year that will raise the same amount of property tax revenue for City of Bay City from the same properties in both the 2022 tax year and the 2023 tax year.

The voter-approval rate is the highest tax rate that City of Bay City may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is not greater than the no-new-revenue tax rate. This means that City of Bay City is not proposing to increase property taxes for the 2023 tax year.

A PUBLIC MEETING TO VOTE ON THE PROPOSED TAX RATE WILL BE HELD ON September 26, 2023 AT 6:00 PM AT City Hall, 1901 5th Street Bay City, TX 77414.

The proposed tax rate is also not greater than the voter-approval tax rate. As a result, City of Bay City is not required to hold an election to seek voter approval of the rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the of City of Bay City at their offices or by attending the public meeting mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED
AS FOLLOWS:

Property tax amount= (tax rate) x (taxable value of your property)/100

FOR the proposal:	Jim Folse	Benjamin Flores
	Blayne Finlay	Becca Sitz
	Bradley Westmoreland	

AGAINST the proposal:

PRESENT and not voting:

ABSENT: Robert K. Nelson

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Bay City last year to the taxes proposed to be imposed on the average residence homestead by City of Bay City this year.

	2022	Page 34	2023	Change
--	------	---------	------	--------

Total tax rate (per \$100 of value)	\$0.63500	\$0.56995	decrease of -0.06505, or -10.24%	<div>ITEM #15.</div>
Average homestead taxable value	\$140,580	\$155,019	increase of 14,439, or 10.27%	
Tax on average homestead	\$892.68	\$883.53	decrease of -9.15, or -1.03%	
Total tax levy on all properties	\$6,421,414	\$6,494,576	increase of 73,162, or 1.14%	

For assistance with tax calculations, please contact the tax assessor for City of Bay City at or , or visit . for more information.

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

Reviewed utility fees with City Council during the budget process and discussed other recommended changes on September 12, 2023. Sanitation Fees will be brought back to City Council on October 10, 2023.

Revised Sections:

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- *Rate changes will be proposed on October 10, 2023*

Chapter 94- Streets, Sidewalks, and Other Public Spaces

Chapter 114- Utilities- *Rate changes to support debt schedule (TWDB Projects)*

Chapter N/A- Bay City Public Library

Chapter N/A- Miscellaneous Administrative Fees

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 2024 fiscal year that incorporates these fees and charges specified herein on September 26, 2023; 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, 2023 and may be published as required by law.

PASSED, APPROVED, AND ADOPTED on this 26th day of September 2023.

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

<u>Council Member:</u>	<u>Voted Aye</u>	<u>Voted No</u>	<u>Absent</u>
Robert K. Nelson Mayor	_____	_____	_____
Benjamin Flores	_____	_____	_____
Jim Folse	_____	_____	_____
Brad Westmoreland	_____	_____	_____
Becca Sitz	_____	_____	_____
Blayne Finlay Mayor Pro Tem	_____	_____	_____

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

APPENDIX B FEE SCHEDULE¹

Section Number	Subject	Fee Amount
Chapter 2 - Administration		
2-53(c)	Fine for disrupting council meetings	\$25.00 to \$100.00 per offense
2-164	Return Check Fee	\$30.00
2-216	Request for records fee	\$0.10 per page (standard size) \$0.15 per page (legal size)
2-268	Variance application fee	\$75.00
Chapter 10 - Amusements and Entertainments		
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
Chapter 14 - Animals		
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
Chapter 18 - Aviation		
18-6(a)	Aerial Advertising - City limits permit	\$15.00 per flight
18-6(a)	Aerial Advertising - City limits, seven-day permit	\$27.00
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 0.17 per gallon
Nightly Tie Down Fees		
18-	Single Engine	\$10.00 11.00
18-	Twin Engine	\$22.00 23.00
18-	Turbo/Jet Engine	\$33.00 35.00
First night free with fuel purchase		
Monthly Tie Down Fees		
18-	Single Engine	\$100.00 115.00
18-	Twin Engine	\$200.00 230.00
18-	Turbo/Jet Engine	\$350.00 400.00

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¹Editor's note(s)—Printed herein is the Fee Schedule of the City of Bay City, Texas, adopted as Ordinance No. 1625, on Sept. 27, 2018.

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

18-	Turbo/Jet Engine 12,500 lbs. and greater	\$435.00 460.00
No discount offered with purchase of fuel. Tie down fees are calculated on the calendar day. (Example: "Calendar Day" One minute to 24 hours equals one calendar day)		
Main Hangar Daily Fees		
18-	Single Engine	\$28.00 30.00
18-	Twin Engine	\$55.00 60.00
18-	Turbo Prop	\$109.00 115.00
18-	Jet Engine	\$163.00 170.00
No discount offered with purchase of fuel. Fees are calculated on the calendar day.		
Main Hangar Monthly Fees		
18-	Single Engine	\$272.00 285.00
18-	Twin Engine	\$326.00 345.00
18-	Turbo Prop	\$435.00 455.00
18-	Jet Engine	\$543.00 570.00
18-	Deposit	Equal to one month's rent
T-Hanger Monthly Fees		
18-	T-Hanger Existing and 946 sf	\$217.00 230.00
18-	T-Hanger Suite Existing and 1098 sf	\$266.00 \$266.00 (no change)
18-	T-Hanger Bi-fold doors and 1,096 sf	\$245.00 260.00 \$270.00
18-	T-Hanger Bi-fold doors and 1,219 sf	\$272.00 285.00 \$300.00
18-	T-Hanger Bi-fold doors and 1,450 sf	\$283.00 300.00 \$325.00
18-	Deposit	Equal to one month's rent
18-	Late Fee assessed for all payments not received by the 11th of each month	\$50.00
Ramp Fees		
18-	Single Engine	\$10.00 11.00
18-	Twin Engine	\$22.00 25.00
18-	Turbo/Jet Engine	\$50.00 60.00
Customers using our ramp to drop off or pick up passengers and purchasing aviation fuel are not charged a ramp use fee.		
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.	
After Hour's Services - Customers requesting services or assistance after business hours, weekends and holiday		
18-	Call Out Fee	\$60.00 65.00/hour (2-hour minimum)
18-	Overtime Fee	\$60.00 65.00/hour Customers requesting services that require

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PART II - CODE OF ORDINANCES
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		employees to work past business hours.
18-	Fuel Service Fees	\$.40 cents to \$1.00 per gallon of fuel based on market rates
18-	Fuel additive	\$.05 .06 cents per gallon plus posted fuel price
18-	Long Term Parking	\$2.00 per day
18	Fueling Fee for private self-fuel delivery	\$.46 .17 cents per gallon
18	Catering Fee	Based on the size of the order, time spent coordinating the order and delivery.
18	Office/Terminal lease	\$2.71 3.00 — \$16.78 17.00sf per year
Ground Lease		
18	Aviation-related land—Improved	\$.46 .17 cents sf per year Month
18	Aviation-related land—Unimproved	\$.11 .12 cents sf per year Month
18	Non-aviation-related land	\$.27 .28 cents sf per year Month
Chapter 22 - Building and Building Regulations		
22-50	Plan Review Fee <u>Only</u>	50% of the building permit fee
	<u>Per dwelling unit, a new plan for previously reviewed plan or Master Plan</u>	\$200.00 per plan or per address
	<u>Plan Review Fee when a permit has been issued for the dwelling and the construction plans are altered such that an additional plan review is required (excludes new plan)</u>	\$150.00 per plan or per address
<u>22-50</u>	<u>Residential New Construction Plan Review Fee</u>	<u>Included in Residential New Construction Building Permit Fee</u>
<u>22-50</u>	<u>Commercial and Multi-Family Construction Plan Review Fee</u>	
	<u>Valuation: \$10,000 or less</u>	\$50.00
	<u>Valuation: \$10,001.00 to \$25,000.00</u>	\$70.69 for the first \$10,000.00 + \$5.46 for each additional \$1,000.00
	<u>Valuation: \$25,001.00 to \$50,000.00</u>	\$152.59 for the first \$25,000.00 + \$3.94 for each additional \$1,000.00
	<u>Valuation: \$50,001.00 to \$100,000.00</u>	\$251.09 for the first \$50,000.00 + \$2.73 for each additional \$1,000.00
	<u>Valuation: \$100,001 to \$500,000.00</u>	\$387.59 for the first \$500,000.00 + \$2.19 for each additional \$1,000.00

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PART II - CODE OF ORDINANCES
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	Valuation: <u>\$500,001.00 to \$1,000,000.00</u>	<u>\$1,263.59 for the first \$500,000.00 plus \$1.85 for each additional \$1000.00</u>
	Valuation: <u>\$1,000,001.00 and up</u>	<u>\$2,188.59 for the first \$1,000,000.00 plus \$1.23 for each additional \$1,000.00</u>
	Residential New Construction Building Permit Fees	
	0—1,500 square footage (sf)	\$785.00
22-50	1,501—10,000 sf sq ft	\$785.00 + \$0.35/sf for additional area over 1,500 sf for the first 1,500 sq ft plus \$0.35 for each additional sq ft to and including 10,000 sq ft
22-50	10,000 sf and up Over 10,000 sq ft	\$3,760.00 + \$0.15/sf for additional area over 10,000 sf \$3,760.00 for the first 10,000 sq ft plus \$0.15 for each additional sq ft over 10,000 sq ft
	Residential Alteration/Addition Building Permit Fees	
22-50	Trade Permits (building, mechanical, electrical, plumbing, fuels gas, etc.) Building, Mechanical, Electrical, Plumbing, Fuel Gas and similar	\$100.00 per trade
	Other project types not listed above	\$160.00 per trade
	Miscellaneous residential projects such as, but not limited to, Accessory Structures, Fences, Pools, etc.	Based on Valuation, see Commercial and Multi-Family Building Permit Fees
22-50	Re-roof	\$50.00 100.00
22-50	Commercial and Multi-Family Building Permit Fees	
	Valuation: <u>\$1,000.00 or less \$10,000 or less</u>	<u>\$25.00 76.92</u>
	Valuation: <u>\$10,001.00 to \$50,000.00 25,000.00</u>	<u>\$25.00 108.75 for the first \$1,000.00 + \$7.00 8.40 for each additional \$1,000.00 fraction thereof</u>
	Valuation: <u>\$50,001.00 to \$100,000.00 50,000.00</u>	<u>\$289.50 234.75 for the first \$50,000.00 + \$6.00 6.60 for each additional \$1,000.00 fraction thereof</u>
	Valuation: <u>\$100,001.00 to \$500,000.00 100,000.00</u>	<u>\$514.50 386.25 for the first \$100,000.00 + \$5.00 4.20 for each additional \$1,000.00 fraction thereof</u>
	Valuation: <u>\$500,001.00 and up to \$500,000</u>	<u>\$1,914.50 596.25 for the first \$500,000.00 + \$4.00 3.36 for each additional \$1,000.00 fraction thereof</u>

PART II - CODE OF ORDINANCES
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22-50	Valuation: <u>\$500,001.00 to \$1,000,000.00</u>	<u>\$1,940.25 for the first \$500,000.00 plus \$2.85 for each additional \$1000.00</u>
22-50	Valuation: <u>\$1,000,001.00 and up</u>	<u>\$3,365.25 for the first \$1,000,000.00 plus \$1.89 for each additional \$1,000.00</u>
22-50	Demolition and Utility Termination Permit	\$150.00
22-50	Re-inspection Fee – <u>Single Family Residential</u>	\$30.00 <u>\$76.92</u>
22-50	Re-inspection Fee – <u>Commercial and Multi-family</u>	<u>\$125.00</u>
22-50	After-hours inspection Fee	\$50.00 <u>\$150.00</u>
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/ <u>Change in Ownership – Commercial and Multi-Family</u>	\$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	<u>Mobile Home Occupancy Permit</u>	<u>\$25.00</u>
22-50	<u>Mobile Home Placement Permit (INCLUDES all trades)</u>	<u>\$250.00</u>
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 <u>\$76.92</u>
22-163	Commercial Electrical Permit Fee	Minimum \$25.00 based on valuation of project <u>\$125.00 per address, building or unit</u>
22-297	Residential Plumbing Permit Fee	\$25.00 <u>\$76.92</u>
22-297	Commercial Plumbing Permit Fee	Minimum \$25.00 based on valuation of project <u>\$125.00 per address, building or unit</u>
22-383	Residential Mechanical Permit Fee	\$25.00 <u>\$76.92</u>
22-383	Commercial Mechanical Permit Fee	Minimum \$25.00 based on valuation of project <u>\$125.00 per address, building or unit</u>
22-465	Moving Permit (Building or structure)	\$50.00 <u>\$100.00</u>
22-484	Annual Registration Vacant Building Fee (commercial)	\$250.00
22-484	Annual Registration Vacant Building Fee (Historical)	\$100.00
22-484	Annual Registration Vacant Building Fee (Residential)	\$50.00
22-484	Annual Vacant Building Inspection Fee	\$50.00
22-484	Late Registration Fee	\$50.00
22-484	Late Inspection Fee	\$50.00
22-502	House Moving License	\$100.00 per year
Chapter 26 - Businesses		

PART II - CODE OF ORDINANCES
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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
Chapter 42 - Fire Prevention and Protection		
42-77	Sprinkler Systems (Valuation based on construction valuation for project) Single Family Residential Fire Code Plan Review Services	Based on 3rd party contract fees \$175.00
42-77	Single Family Fire Code Inspection Services	\$400.00
42-77	Commercial and Multi-family Fire Code Plan Review Services (fire alarm system & fire sprinkler system)	
	Valuation: less than \$6,250	\$200.00 each system
	Valuation: \$6,250 to \$250,000	\$300.00 each system
	Valuation: \$251,000 to \$500,000	\$425.00 each system
	Valuation: \$500,001 to \$1,000,000	\$550.00 each system
	Valuation: \$1,000,001 to \$3,000,000	\$800.00 each system
	Valuation: \$3,000,001 to \$6,000,000	\$1,200.00 each system
	Valuation: \$6,000,001 and up	\$1,200.00 plus \$0.38 for each additional \$1,000.00
	Plan Review Services	Based on 3rd party contract fees
42-77	Fire Alarm Systems (Valuation based on construction valuation for project) Commercial and Multi-family Fire Code Inspections (fire alarm system & fire sprinkler system)	Based on 3rd party contract fees
	Valuation: less than \$6,250	\$300.00 each system
	Valuation: \$6,250 to \$250,000	\$425.00 each system
	Valuation: \$251,000 to \$500,000	\$525.00 each system
	Valuation: \$500,001 to \$1,000,000	\$675.00 each system
	Valuation: \$1,000,001 to \$3,000,000	\$950.00 each system
	Valuation: \$3,000,001 to \$6,000,000	\$1,425.00 each system
	Valuation: \$6,000,001 and up	\$1,425.00 plus \$0.38 for each additional \$1,000.00
42-77	Fire Underground	
	Fire Code Plan Review	\$200.00
	Fire Code Inspection	\$250.00
42-77	Fire Extinguisher Suppression System	
	Per permit, one inspection	\$450.00
	Each re-inspection	\$100.00
42-77	Annual Fire Inspection	\$150.00
42-77	Fire Certificate of Occupancy Inspection (if not completed during business occupancy inspection)	\$150.00 per hour, per location
42-77	Fire Re-inspection	\$150.00
42-77	Underground or Aboveground Fuel Storage Tanks	
	Fire Code Plan Review	\$350.00
	Fire Code Inspection	\$450.00

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42-81(1)	Additional inspections	\$150.00 per location
42-81(2)	Fire certificate of occupancy	\$150.00
Chapter 58 - Municipal Court		
58-48	Special expense for issuance and service of arrest warrant Additional Reimbursement Fees and Fines-Issuance of Failure to Appear/Violate Promise to Appear	\$25.00 (not to exceed)
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 Warrant Reimbursement Fee Ominbase Reimbursement Fee Time Payment Reimbursement Fee	Fee shall be the lesser of 20% of the amount of the fine or \$50.00 \$10.00 per misdemeanor offense \$15.00 per misdemeanor offense
58-76(a)	Municipal Court Building Security Fund	\$4.90 per misdemeanor offense
58-96(1)	Juvenile Case Manager Fund	\$5.00 per misdemeanor offense
58-122(a)	Municipal Court Technology Fund Municipal Jury Fund	\$4.00 per misdemeanor offense \$0.10 per misdemeanor offense
Chapter 62 - Natural Resources		
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
Chapter 66 - Offenses		
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
Chapter 70 Parks and Recreation		
70-XX	Return Check Fee	\$30.00
	Registration fee	\$5.00/reservation
	Vendor Fee	\$25.00
	Facility - Train Depot	\$200.00/day + \$100.00 Deposit
	Pavilion - Amistad Park Neighborhood Parks	\$50.00/day + \$50.00 Deposit
	Pavilion - Riverside Park	See Riverside Park section
	East Side Pavilion - LeTulle Park Regional Parks	\$100.00/day + \$50.00 Deposit
	West Side Pavilion - LeTulle Park	\$100.00/day + \$50.00 Deposit

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Lakeview Pavilion—LeTulle Park Enclosed Pavilions & Gazebos	\$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
City Baseball Field Ball Fields	\$20.00/hour + \$100.00 Deposit
Joe Davis Baseball Field	\$25.00/hour + \$100.00 Deposit
Community Park Pickle Ball Courts	\$5.00/hour
Community Park Basketball & Volleyball Courts	\$10.00/hour
Football Field (Non-YSA Use); Hardeman Football Field	\$15.00/hour + \$100.00 Deposit
Mary Withers Park Volleyball	\$10.00/hour
Park: Duncan Park	\$250.00/day + \$100.00 Deposit
Park: Liberty Park	\$150.00/day + \$100.00 Deposit
Park: Le Tulle Park	\$900.00/day + \$500.00 Deposit
Other Parks (Offline)	\$150.00/day
Pools: Admission	Adult - \$2.00/day Child (Under 18) - \$1.00/day
Pools: Canopy/Table	\$10.00/hour
Pools: Water Aerobics	\$1.00/day
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
Riverside Park: Admission	\$10.00/car or \$100.00 Yearly Pass
Riverside Park: Pavilions	\$100.00/day per pavilion plus \$50.00 Deposit (Up to 20 Cars included, then \$10.00 per car)
Riverside Park: RV Full Hook Up (Water, Sewer, Electric)	\$405.00 Daily, \$240.00/Week, \$500.00/Month plus \$405.00 Deposit

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	Wilderness Camping - RV or Tent (Electric & Water)	\$30.00 Daily, \$180.00/Week, \$400.00/Month plus \$30.00 Deposit
	Excess Vehicle Fee (Pertains to campers)	\$10.00 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.	
	Facility - Service Center	
	(1) Service Center - Library Room	\$150.00/day + \$100.00 Deposit
	(2) Service Center - Kitchen	\$150.00/day + \$100.00 Deposit
	(3) Service Center - Dining Room	\$150.00/day + \$100.00 Deposit
	(4) Service Center - Gusman Room	\$150.00/day + \$100.00 Deposit
	(5) Service Center - Lobby	\$400.00/day + \$100.00 Deposit
	(6) Service Center - Entire Facility	\$1,800.00/day + \$500.00 Deposit
(a) Civic, Social, Charitable, Non-profit, and Other Governmental organizations shall pay one-half the rental fee for Service Center options 1—5 and one-third the rental fee of option 6. Municipal and County Government shall be charged an administrative recovery fee of \$50.00 for options 1—5 and \$100.00 for option 6. All parties pay the same deposit with the exception of Municipal and County Government.		
(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 a.m. to 10:00 p.m. Any time needed before 8:00 am or after 10:00 p.m. shall be charged \$100.00/hour inclusive of cleaning time.		
Chapter 74 - Peddlers and Solicitors		
74-39(a)	License Permit fee	\$50.00 + \$5.00 administrative fee
	License permit fee - 12-month	\$70.00 + \$5.00 administrative fee
Chapter 82 - Police		
82-2	Copies of records fee	\$6.00 per document for certified copies
Chapter 86 - Secondhand Goods		
86-20(b)	Junkyard license fee	\$20.00
86-20(b)	Inspection renewal fee	\$10.00
Chapter 90 - Solid Waste		
90-28(3)	Residential Trash	\$22.17/month
	Residential - Extra Toter	\$11.10/month
	Small Commercial	\$39.33/month

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Small Commercial - Extra Toter	\$19.67/month
Large Commercial:	
2-Yard 1 time per week	\$62.62/month
2-Yard 2 times per week	\$126.29/month
2-Yard 3 times per week	\$188.06/month
2-Yard 4 times per week	\$247.90/month
2-Yard 5 times per week	\$305.85/month
2-Yard 6 times per week	\$368.47/month
3-Yard 1 time per week	\$88.26/month
3-Yard 2 times per week	\$176.64/month
3-Yard 3 times per week	\$262.15/month
3-Yard 4 times per week	\$344.80/month
3-Yard 5 times per week	\$424.60/month
3-Yard 6 times per week	\$511.65/month
4-Yard 1 time per week	\$109.18/month
4-Yard 2 times per week	\$217.47/month
4-Yard 3 times per week	\$321.97/month
4-Yard 4 times per week	\$422.68/month
4-Yard 5 times per week	\$519.57/month
4-Yard 6 times per week	\$628.74/month
6-Yard 1 time per week	\$150.98/month
6-Yard 2 times per week	\$299.16/month
6-Yard 3 times per week	\$441.66/month
6-Yard 4 times per week	\$578.45/month
6-Yard 5 times per week	\$709.53/month
6-Yard 6 times per week	\$857.59/month
8-Yard 1 time per week	\$183.25/month
8-Yard 2 times per week	\$361.56/month
8-Yard 3 times per week	\$532.80/month
8-Yard 4 times per week	\$696.18/month
8-Yard 5 times per week	\$851.97/month
8-Yard 6 times per week	\$992.62/month
Additional Haul - 2-Yard	\$20.88/month
Additional Haul - 3-Yard	\$29.45/month
Additional Haul - 4-Yard	\$36.42/month
Additional Haul - 6-Yard	\$50.37/month
Additional Haul - 8-Yard	\$61.14/month
Lock Fee - Installation (1-time fee)	\$75.00
Lock Fee	\$5.00/month
Late Payment Fee - The late payment fee is applied to charges not paid by the fifth day after the statement due date.	10% of balance, or \$10.00, (whichever is greater) (Customers outside of city limits pay 1.5 times inside city limit rate)
Chapter 94 - Streets, Sidewalks and Other Public Places	

PART II - CODE OF ORDINANCES
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94-204	Street Closure Application Fee	\$25.00
94-229(c)	Street Name Application Fee	\$100.00
94-293(c)	Driveway Access Permit	\$100.00
Chapter 98 - Subdivisions		
<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
Chapter 99 - Downtown Bay City Land Development Code		
99-9	Penalty Fine	\$2,000.00
Chapter 102 - Taxation		
102-70(a)	Hotel - Motel Occupancy Tax Rate	\$2.00 or more per day
Chapter 106 - Telecommunications		
106-80	Penalty Fee	\$500.00 per day
Chapter 110 - Traffic and Vehicles		
	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
Chapter 114 - Utilities		
	Return Check Fee	\$30.00
114-22	Water and Sewer Deposits	
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

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

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 for non-payment	\$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 - The late payment fee is applied to charges not paid by the fifth day after the statement due date.	10% of balance, or \$10.00, (whichever is greater)
114-55	Water Tapping Charges	
114-55(a)	1-inch or less	\$1,300.00 (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	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.
114-55 (a)	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.	\$100.00
114-57	Connection Fees	
114-57(1)	Connection Fee (Activation Fee) - 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
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 75.00
114-57 (5)	Connection Fee- Meter Test	\$175.00
114-67	Disconnection Fee- Trip Charge for no private shut off valve	\$35.00

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

114-88	Monthly Rate Schedule (Water)	
<i>Residential Water and Residential Irrigation Rates</i>		
114-88	Base Charge 0—2,000 gallons ¾-inch meter	\$27.34 31.06
	Base Charge 0—2,000 gallons ¾-inch meter	\$27.34 31.06
	Base Charge 0—2,000 gallons 1-inch meter	\$34.22 38.92
	Base Charge 0—2,000 gallons 1½-inch meter	\$68.33 38.92
	Base Charge 0—2,000 gallons 2-inch meter	\$109.35 38.92
	Base Charge 0—2,000 gallons 3-inch meter	\$205.11 38.92
	Base Charge 0—2,000 gallons 4-inch meter	\$342.22 38.92
	Base Charge 0—2,000 gallons 6-inch meter	\$683.32 38.92
	Base Charge 0—2,000 gallons 8-inch meter	\$1,118.46 38.92
	Base Charge 0—2,000 gallons 10-inch meter	\$1,773.45 38.92
<i>Volumetric Rate</i>		
114-88	Under 2,000 Gallons	\$0.00 per 1,000 gallons
114-88	2,001—5,000 Gallons	\$2.04 2.32 per 1,000 gallons
114-88	5,001—10,000 Gallons	\$3.57 4.06 per 1,000 gallons
114-88	Over 10,000 Gallons	\$4.50 5.12 per 1,000 gallons
<i>Multifamily</i>		
114-88	Base Charge 1—2,000 gallons ¾-inch meter	\$29.00 36.46
	Base Charge 0—2,000 gallons ¾-inch meter	\$29.00 36.46
	Base Charge 0—2,000 gallons 1-inch meter	\$36.34 45.69
	Base Charge 0—2,000 gallons 1½-inch meter	\$72.56 91.23
	Base Charge 0—2,000 gallons 2-inch meter	\$116.12 145.99
	Base Charge 0—2,000 gallons 3-inch meter	\$217.80 273.83
	Base Charge 0—2,000 gallons 4-inch meter	\$363.40 456.88
	Base Charge 0—2,000 gallons 6-inch meter	\$725.60 912.25
	Base Charge 0—2,000 gallons 8-inch meter	\$1,187.68 1,493.20

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

	Base Charge 0—2,000 gallons 10-inch meter	\$1,883.20 2,367.64
Volumetric Rate		
114-88	Under 2,000 Gallons	\$7.40 8.93 per 1,000 gallons
114-88	2,001—5,000 Gallons	\$7.40 8.93 per 1,000 gallons
114-88	5,001—10,000 Gallons	\$7.40 8.93 per 1,000 gallons
114-88	Over 10,000 Gallons	\$7.40 8.93 per 1,000 gallons
Non-Residential (Commercial) Water and Commercial Irrigation Rates		
Base Monthly Bill		
114-88	¾-inch meter	\$27.34 31.06
114-88	¾-inch meter	\$27.34 31.06
114-88	1-inch meter	\$34.22 38.92
114-88	1½-inch meter	\$68.33 77.71
114-88	2-inch meter	\$109.35 124.37
114-88	4-inch meter	\$205.11 233.27
114-88	4-inch meter	\$442.22 389.21
114-88	6-inch meter	\$683.32 777.15
114-88	8-inch meter	\$1,118.46 1,272.04
114-88	10-inch meter	\$1,773.45 2,016.97
Volumetric Rate		
114-88	0—10,000 Gallons	\$5.78 6.57 per 1,000 gallons
114-88	Over 10,000 Gallons	\$5.78 6.57 per 1,000 gallons
Industrial Water Rates		
Base Monthly Bill		
114-88	¾-inch meter	\$29.00 36.46
114-88	¾-inch meter	\$29.00 36.46
114-88	1-inch meter	\$36.22 45.54
114-88	1½-inch meter	\$72.56 91.23
114-88	2-inch meter	\$116.12 145.99
114-88	3-inch meter	\$217.80 273.83
114-88	4-inch meter	\$363.40 456.88
114-88	6-inch meter	\$725.60 912.25
114-88	8-inch meter	\$1,187.68 1,493.20
114-88	10-inch meter	\$1,883.20 2,367.64
Volumetric Rate		
114-88	0—900,000 Gallons	\$6.35 7.98 per 1,000 gallons
114-88	900,001 to 4,500,000 Gallons	\$7.76 9.75 per 1,000 gallons
114-88	Over 4,500,000 Gallons	\$9.74 12.20 per 1,000 gallons
	(Customers outside of city limits pay 1.75x amount)	
Bulk Water		
(Metered Water)		
114-88	2,001—10,000 gallons	\$5.50 7.00 per 1,000 gallons
114-88	Over 10,000 gallons	\$5.50 7.00 per 1,000 gallons
Article 4 Sewer and Sewer Surcharge Rates		

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114-109	Fees and Sewer Taps	
114-109	4-inch connection	\$1,300.00 (Includes cost of labor, parts, materials associated with actual tap to City main. Customer is responsible for all cost associated with extending utility lines.)
114-109	Over 4-inch	15% of the total cost associated with actual tap to City main. Customer is responsible for all cost associated with extending utility lines.
114-109	Inspection Fee - An inspection fee shall be assessed for each sewer tap installed by third party and subsequently inspected by City personnel.	\$100.00
114-55(b)	Line Locate	\$200.00 Additional charges of \$50.00/hour after the first 4 hours
114-134	Monthly Rate Schedule (Sewer)	
<i>Residential Sewer Rates</i>		
114-134	Base Charge 0—2,000 gallons ¾-inch meter	\$26.22 30.46
	Base Charge 0—2,000 gallons ¾-inch meter	\$26.22 30.46
	Base Charge 0—2,000 gallons 1-inch meter	\$39.22 45.56
	Base Charge 0—2,000 gallons 1½-inch meter	\$74.29 45.56
	Base Charge 0—2,000 gallons 2-inch meter	\$116.15 45.56
	Base Charge 0—2,000 gallons 3-inch meter	\$228.85 45.56
	Base Charge 0—2,000 gallons 4-inch meter	\$425.50 45.56
	Base Charge 0—2,000 gallons 6-inch meter	\$880.90 45.56
	Base Charge 0—2,000 gallons 8-inch meter	\$1,267.30 45.56
	Base Charge 0—2,000 gallons 10-inch meter	\$2,038.95 45.56
<i>Volumetric Rate</i>		
114-134	Under 2,000 Gallons	\$0.00 per 1,000 gallons
114-134	2,001—5,000 Gallons	\$6.16 7.16 per 1,000 gallons
114-134	5,001—10,000 Gallons	\$6.45 7.50 per 1,000 gallons
114-134	Over 10,000 Gallons	\$6.45 7.90 per 1,000 gallons

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

<i>Sewer Cap for residential is 15,000 Gallons</i>		
<i>Multifamily Sewer Rates</i>		
114-134	Base Charge 0—2,000 gallons ¾-inch meter	\$26.22 30.46
	Base Charge 0—2,000 gallons ¾-inch meter	\$26.22 30.46
	Base Charge 0—2,000 gallons 1-inch meter	\$39.22 45.56
	Base Charge 0—2,000 gallons 1½-inch meter	\$74.29 86.30
	Base Charge 0—2,000 gallons 2-inch meter	\$116.15 134.93
	Base Charge 0—2,000 gallons 3-inch meter	\$228.85 265.86
	Base Charge 0—2,000 gallons 4-inch meter	\$425.50 494.31
	Base Charge 0—2,000 gallons 6-inch meter	\$880.90 1,023.35
	Base Charge 0—2,000 gallons 8-inch meter	\$1,267.30 1,472.23
	Base Charge 0—2,000 gallons 10-inch meter	\$2,038.95 2,368.67
<i>Volumetric Rate</i>		
114-134	Under 2,000 Gallons	\$6.79 7.89 per 1,000 gallons
114-134	2,001—5,000 Gallons	\$6.79 7.89 per 1,000 gallons
114-134	5,001—10,000 Gallons	\$6.79 7.89 per 1,000 gallons
114-134	Over 10,000 Gallons	\$6.79 7.89 per 1,000 gallons
<i>Nonresidential (Commercial) Sewer Rates</i>		
<i>Base Monthly Bill</i>		
114-134	¾-inch meter	\$26.22 30.46
114-134	¾-inch meter	\$26.22 30.46
114-134	1-inch meter	\$39.22 45.56
114-134	1½-inch meter	\$74.29 86.30
114-134	2-inch meter	\$116.15 134.93
114-134	3-inch meter	\$228.85 265.86
114-134	4-inch meter	\$425.50 494.31
114-134	6-inch meter	\$880.90 1,023.35
114-134	8-inch meter	\$1,267.30 1,472.23
114-134	10-inch meter	\$2,038.95 2,368.67
<i>Volumetric Rate</i>		
114-134	0—10,000 Gallons	\$6.21 7.21 per 1,000 gallons
114-134	Over 10,000 Gallons	\$6.21 7.21 per 1,000 gallons
<i>Industrial Sewer Rates</i>		
<i>Base Monthly Billing</i>		
	¾-inch meter	\$26.22 30.46
	¾-inch meter	\$26.22 30.46

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	1-inch meter	\$39.22 45.56
	1½-inch meter	\$74.29 86.30
	2-inch meter	\$116.15 134.93
	3-inch meter	\$228.85 265.86
	4-inch meter	\$425.50 494.31
	6-inch meter	\$880.90 1,023.35
	8-inch meter	\$1,267.30 1,472.23
	10-inch meter size	\$2,038.95 2,368.67
Volumetric Rate		
	0—900,000 Gallons	\$5.46 6.34 per 1,000 gallons
	900,001 to 4,500,000 Gallons	\$5.75 6.68 per 1,000 gallons
	Over 4,500,000 Gallons	\$7.19 8.35 per 1,000 gallons
	(Customers outside of city limits pay 1.75x amount for sections 114-88 and 114-134)	
114-135(b)	Quantity cost capitol recovery fee (surcharge)	

Source Classification	Remarks	Quantity Variable Daily Sewage Flow - Gallons/Person	Capital Cost Recovery Rate
Municipality	Residential (3 persons)	x 100 x \$2.06=	\$618.00 per home
Subdivision	Residential (3 persons)	x 100 x \$2.06=	\$618.00 per home
Trailer park transient	\$2½ Persons per trailer	x 50 x \$2.06=	\$257.50 per home
Mobile home park	\$4 Persons per trailer	x 100 x \$2.06=	\$618.00 per home
Schools	Elementary, high (students)	x 15 x \$2.06=	\$ 30.90 per student
Recreation parks	Campers	x 40 x \$2.06=	\$ 82.40 per unit
	Boaters	x 5 x \$2.06=	\$ 10.30 per unit
	Swimmers	x 10 x \$2.06=	\$ 20.60 per person
Factory or office building	No showers (employees)	x 20 x \$2.06 =	\$ 41.20 per person
Factory	With showers (employees)	x 25 x \$2.06 =	\$ 51.50 per employee
Motor lodge	With toilet (units and bath)	x 50 x \$2.06 =	\$103.00 per unit
Hospitals	Per bed	x 200 x \$2.06 =	\$412.00 per bed
Nursing homes	Per bed	x 90 x \$2.06 =	\$185.40 per bed
Drive-in theater	Per car space	x 5 x \$2.06 =	\$ 10.30 per space
Restaurant	Per meal served	x 5 x \$2.06 =	\$ 10.30 per customer
Apartments	3 Persons	x 100 x \$2.06 =	\$618.00 per apartment

Section Number	Subject	Fee Amount
114-212	Customer Service Inspector (CSI)	\$50.00 per hour (1 hour minimum)
114-305	Backflow Prevention Inspection	\$50.00 per hour (1 hour minimum)

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

Chapter N/A - Bay City Public Library		
Overdue Materials (per day)	Books (unless specified) and Audios	\$0.15 per day
	Audios	\$0.50 per day
	DVDs, Games, and Literacy Kits	\$1.00 per day
	E-device Electronic Devices	\$5.00 per day
	Games, Literacy Kits	\$2.00 per day
	NEW Books and ILL Interlibrary Loan (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 Electronic Devices	\$50.00
	All other materials	\$10.00
Library Cards	\$1* Card First Card	FREE
	Replacement card	\$3.00
Other Charges	Interlibrary Loan Shipping (ILL)	One-way postage
	Minor Damages (able to be repaired and returned to circulation)	\$3.00 + partial processing fee (\$2.50)
Lost/Severe Damages	BCPL item (beyond basic repair)	Cost of item + \$5.00 processing fee per transaction
	ILL	Cost assessed by lending library + \$5.00 processing fee per transaction
	E-devices Electronic Devices	Varies based on item (up to replacement of entire unit) + \$5.00 processing fee per transaction
	Earphones	\$2.00
	USB	\$5.00 -\$3.00
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). And 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		

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

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.	
	(d) Decoration Deposit of \$500.00 if attaching to ceiling.	
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)	Taxi rates and fees	
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
Miscellaneous Administrative Fees		
	Lien and Lien Release Property Recording Filing Fees	As charged by the Matagorda County Clerk for recording
	Administrative cost to e-record property records	\$5.00 \$0.00

Commented [J1]: As charged by CSC E-File

(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 ; Ord. No. 1653, § 2(Exh. A), 9-8-2020 ; Ord. No. 1658, § 2(Exh. A), 12-1-2020 ; Ord. No. 1660, § 2(Exh. A), 12-15-2020 ; Ord. No. 1664, § 2(Exh. A), 2-23-2021)

PART II - CODE OF ORDINANCES
APPENDIX B FEE SCHEDULE

~ DISCUSS, CONSIDER, AND/OR APPROVE A RESOLUTION TO ADOPT THE CITY'S INVESTMENT POLICY



EXECUTIVE SUMMARY

INVESTMENT POLICY

BACKGROUND:

The Public Funds Investment Act (Chapter 2256, Government Code) requires the City's Investment Policy to be reviewed by the governing body at least annually.

FINANCIAL IMPLICATIONS:

An Investment Policy protects City dollars by restricting certain types of transactions to minimize risk. It also enables the City to invest in other instruments to increase interest earnings.

IMPACT ON COMMUNITY SUSTAINABILITY:

It provides policy guidelines to protect the investments of tax dollars.

RECOMMENDATION:

Staff recommends City Council approve the Resolution to re-adopt the City's Investment Policy.

ATTACHMENTS:

Resolution and Investment Policy

RESOLUTION NO. _____**A RESOLUTION OF THE CITY OF BAY CITY, TEXAS, ADOPTING AN INVESTMENT POLICY**

WHEREAS, the City Council of Bay City recognizes that the administration of City funds and the investment of those funds as its highest public trust; and

WHEREAS, City Council annually adopts an investment policy to protect the administration of City funds and the investment of such funds; and

WHEREAS, the City's Finance Director has recommended the adoption of the Investment Policy attached hereto; and

WHEREAS, deems it appropriate to adopt such policy.

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

Section one.

The Investment Policy attached hereto is hereby adopted annually beginning on October 1, 2023 and ending on September 30, 2024.

Section two.

Unless otherwise amended or revised by resolution of City Council, the Investment Policy shall remain in full force and effect and shall supersede such investment policies of prior date.

Section three.

This Resolution shall become effective October 1, 2023.

PASSED AND APPROVED AT BAY CITY TEXAS THIS 26th DAY OF SEPTEMBER 2023.

Robert K. Nelson, Mayor
City of Bay City

ATTEST:

APPROVED AS TO FORM:

Jeanna Thompson, City Secretary

Anne Marie Odefey, City Attorney



Investment Policy and Strategy

I. POLICY STATEMENT

It is the policy of the City that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the City and conforming to the Public Funds Investment Act (the “Act”) Texas Government Code Chapter 2256. It is the intent of the City to be in complete compliance with local law and the Act.

II. SCOPE

This investment policy applies to all the financial assets and funds of the City. The City commingles its funds into one pooled investment fund for investment purposes to provide efficiency and maximum investment opportunity. These funds are defined in the **City’s Annual Comprehensive Financial Report (ACFR)**.

Any new funds created by the City shall be included unless specifically exempted by the City Council and this policy.

III. OBJECTIVES

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability/flow.

Safety

The primary objective of the City’s investment activity is the preservation of capital. Each investment transaction shall be conducted in a manner to avoid capital losses, whether from security defaults, safekeeping, or erosion of market value.

Liquidity

The City’s investment portfolio shall be structured to meet all cash flow obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow liabilities and maintain additional liquidity for unexpected liabilities.

Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. Supplemental to the financial and budgetary systems, the Investment Officer will develop and use a cash flow forecasting process as needed to monitor and forecast cash positions for investment purposes.

Diversification

The City's portfolio shall be diversified by market sector and maturity in order to avoid market risk.

Yield

The benchmark of the City's portfolio shall be the 3 month or 6 month U.S. Treasury, designated for its comparability to the City's expected average cash flow pattern. The benchmark will serve as a risk measurement of the portfolio.

IV. STRATEGY

The City maintains one commingled portfolio for investment purposes which incorporates the specific investment strategy considerations and the unique characteristics of the fund groups represented in this portfolio. The investment strategy has as its primary objective assurance that anticipated liabilities are matched and adequate investment liquidity provided. The City shall pursue a conservative portfolio management strategy. This may be accomplished by creating a ladder maturity structure with some extension for yield advancement. **The maximum weighted average maturity (WAM) of the portfolio shall not exceed 2 years.**

V. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public funds deposits. All investments will be made in accordance with these statutes.

VI. INVESTMENT COMMITTEE

An Investment Committee consisting of the Finance Director and at least one Council Member shall meet at least quarterly to determine operational strategies and to monitor results. The Investment Committee shall discuss things such as economic outlook, portfolio diversification, maturity structure, and any potential risk of the City's funds. In addition, this committee shall review investment purchases that occurred since the last investment committee meeting and approve new brokers.

VII. DELEGATION OF INVESTMENT AUTHORITY

The Finance Director acting on behalf of the City, is designated as the Investment Officer of the City and is responsible for investment management decisions and activities. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall attend at least one training session relating to the Officer's responsibility under this act within 12 months after assuming duties and thereafter, a training session should be attended not less than once every two years with at least 8 hours of instruction from an independent source. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established.

Officers will refrain from personal business that would conflict with proper and impartial execution of their duties. All personal and business relationships with entities doing business with the City will be disclosed to the Investment Committee.

Limitation of Personal Liability

The investment Officer and those delegated investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accord with the Prudent Person Rule, shall be relieved of personal responsibility and liability in the management of the portfolio provided that deviations from expectations for a specific security's credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

VIII. PRUDENCE

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. This standard states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

IX. INTERNAL CONTROLS

The Investment Officer shall establish and maintain an internal control structure which will be reviewed annually with the independent auditor of the City. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees of the City. The internal controls shall address the following points at a minimum:

- Control of collusion,
- Separation of transaction authority from accounting and record keeping,
- Custodial safekeeping,
- Clear delegation of authority,
- Documentation of all transactions,

Monitoring Credit Ratings

The Investment Officer will monitor, on at least a monthly basis, the credit rating on all authorized investments in the portfolio that require a credit ratings based upon independent information from a nationally recognized credit agency. If any security falls below the minimum rating required by this Policy; the Investment Officer will immediately advise the Investment Committee of the loss of rating and the possible loss of principal. The Investment Committee and Investment Officer will decide on the prudent liquidation of the security.

X. AUTHORIZED INVESTMENTS

Acceptable investments under this policy shall be limited to the instruments listed below and as further defined and described by the Public Funds Investment Act. If changes are made to the Act, they are not authorized until this Policy is modified and adopted by City Council.

- A. Obligations of the United States Government, its agencies and instrumentalities, and government sponsoring enterprises, not to exceed five years to stated maturity, including collateralized mortgage obligations (CMOs); CMO's cannot be either an Interest-Only or Principal-Only CMO nor can it be an inverse floater.
- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas, with a maximum maturity of 24 months, collateralized with 102% coverage with:
 - In accordance with 2256.010 of the Act, certificates of deposit may be purchased from a Texas depository institution through a nationally coordinated program in which (a) the depository arranges for deposits in one or more federally insured depositories allowing for full FDIC coverage and (b) the depository receives comparable deposits from other linked depositories.
 - Collateral agreements must be in writing and require a bank resolution of approval.
- C. FDIC insured *brokered certificates of deposit securities* from a bank in any US State, delivery versus payment to the safekeeping agent, not to exceed five years to maturity. Before purchase, the Investment Officer must verify FDIC status of the bank on www.fdic.gov to assure that the bank is FDIC insured.
- D. Commercial paper rated A-1/P-1 or the equivalent by at least two nationally recognized rating agencies not to exceed 90 days to stated maturity.
- E. AAA-rated money market mutual funds as defined by the Public Funds Investment Act.
- F. Obligations of the States, agencies thereof, Counties, Cities, and other political subdivisions of any state, with a maximum maturity not to exceed five years, and having been rated as investment quality by a nationally recognized investment rating firm of not less than "A" or its equivalent.
- G. AAA-rated, constant dollar Texas Local Government Investment Pools as defined by the Public Funds Investment Act - must be approved by City Council.

No additional security will be eligible for investment by the City until this policy has been amended and the amended version approved by the City Council. *Exceptions* to investment maturities may be approved by council in order to meet debt service requirements.

Competitive Bidding Requirement

Generally, the City will seek competitive offerings for all securities, including certificates of deposit before it invests to verify that the City is receiving fair market value/price for the investment with the *exception* of new issues that are still in syndicate.

The City recognizes that a competitive offering process is not always necessary or is not always in the best interest of the City. On these occasions, the Investment Officer is authorized to purchase a security without seeking competitive offerings. Examples of these occasions are:

- A. Market conditions are changing rapidly.
- B. The security is a “new issue” that is still in the primary market.
- C. A specific type of security, maturity date, or rate of return is sought that may not be immediately available.

Delivery versus Payment

All security transactions, including collateral for repurchase agreements, entered into by the City, shall be conducted on a delivery versus payment (DVP) basis. Funds shall not be released until receipt of the security by the City’s approved custodian.

Diversification

The City recognizes that investment risks can result from issuer defaults, and market price changes. Risk is controlled through portfolio diversification. The maximum limits for diversification will be:

Investment Type	Max % of Portfolio
US Obligations	not to exceed 80%
US Agencies/Instrumentalities	not to exceed 80%
-MB Securities	not to exceed 50%
Certificates of Deposits*	not to exceed 40%
Brokered CD*	not to exceed 40%
Commercial Paper	not to exceed 25%
Money Market Funds*	100%
Local Government Investment Pools	100%

*Limit per bank up to \$250,000 without collateralization agreement.

XI. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

Depository

The City will designate at least one banking institution through a competitive process as its central banking services provider at least every five years in accordance with the Texas Government Code 105. Other banking institutions from which the City may purchase

certificates of deposit will also be designated after they provide their latest audited financial statements to the City. All depositories will execute a depository agreement and have the Bank's Board or Bank Loan Committee pass a resolution approving the agreement if collateral is required.

Security Broker/Dealers

The Investment Committee will review the list of authorized broker/dealers annually. The Investment Officer will obtain and maintain information on each broker/dealer.

Securities broker/dealers not affiliated with a bank, who desire to transact business with the City must supply the following documents to be maintained by the Finance Department:

- audited financial statement for the most recent period,
- proof of certification by the National Association of Securities Dealers (NASD),
- proof of current registration with the State Securities Commission

Every broker/dealer, local government pool, and bank with whom the City transacts business will be provided a copy of this Investment Policy to assure that they are familiar with the goals and objectives of the City's investment program. A representative of the firm will be required to return a signed certification stating the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to the City.

XII. SAFEKEEPING AND COLLATERALIZATION

The laws of the State and prudent treasury management require that all purchased securities be bought on a delivery versus payment (DVP) basis and be held in safekeeping by either the City, an independent third party financial institution, or the City's designated depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City.

All securities pledged to the City for time or demand deposits shall be held by an independent third party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank where the securities are pledged. The bank is responsible for monitoring collateral.

Collateralization

Collateralization shall be required on certificates of deposits over the FDIC insurance coverage of \$250,000. In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level required will be 102% of the market value of the principal and accrued interest. Collateral will be held by an independent third party safekeeping agent.

XIII. PERFORMANCE EVALUATION AND REPORTING

The Investment Officer shall submit quarterly reports to the City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment

program and consistent with statutory requirements. The Investment officer will report to the Investment Committee a report that will include the following at a minimum:

- A full description of all securities held at the end of the reporting period,
- Overall change in market value for each security and the change during the period as a measure of volatility (obtained by an independent source),
- Weighted average maturity (WAM) of the portfolio,
- Total earnings for the period,
- Compare market value of pledged securities to the ending balance of the City's portfolio,
- Analysis of the total portfolio by maturity, by book value, and
- Statement of the compliance of the investment portfolio with the Act and the Investment Policy and Strategy of the City.

XIV. INVESTMENT POLICY AMENDMENTS

The Director of Finance and the Investment Committee shall review the Investment Policy and Strategy on an annual basis. Future recommended changes will be approved by the City Council amending the current Investment Policy and Strategy resolution on record.

WITNESS MY HAND AND SEAL OF OFFICE THIS 26th DAY OF SEPTEMBER 2023
PASSED AND APPROVED THIS 26TH DAY OF SEPTEMBER 2023.

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

ATTEST:

JEANNA THOMPSON, CITY SECRETARY

**RESOLUTION~ A RESOLUTION OF THE CITY OF BAY CITY, TEXAS,
DECLARING CERTAIN REAL PROPERTY OWNED BY THE BAY CITY TO BE
SURPLUS AND AUTHORIZING THE MAYOR TO INSTITUTE PROCEEDINGS IN
ACCORDANCE WITH TEXAS LOCAL GOVERNMENT CODE SECTION**



EXECUTIVE SUMMARY

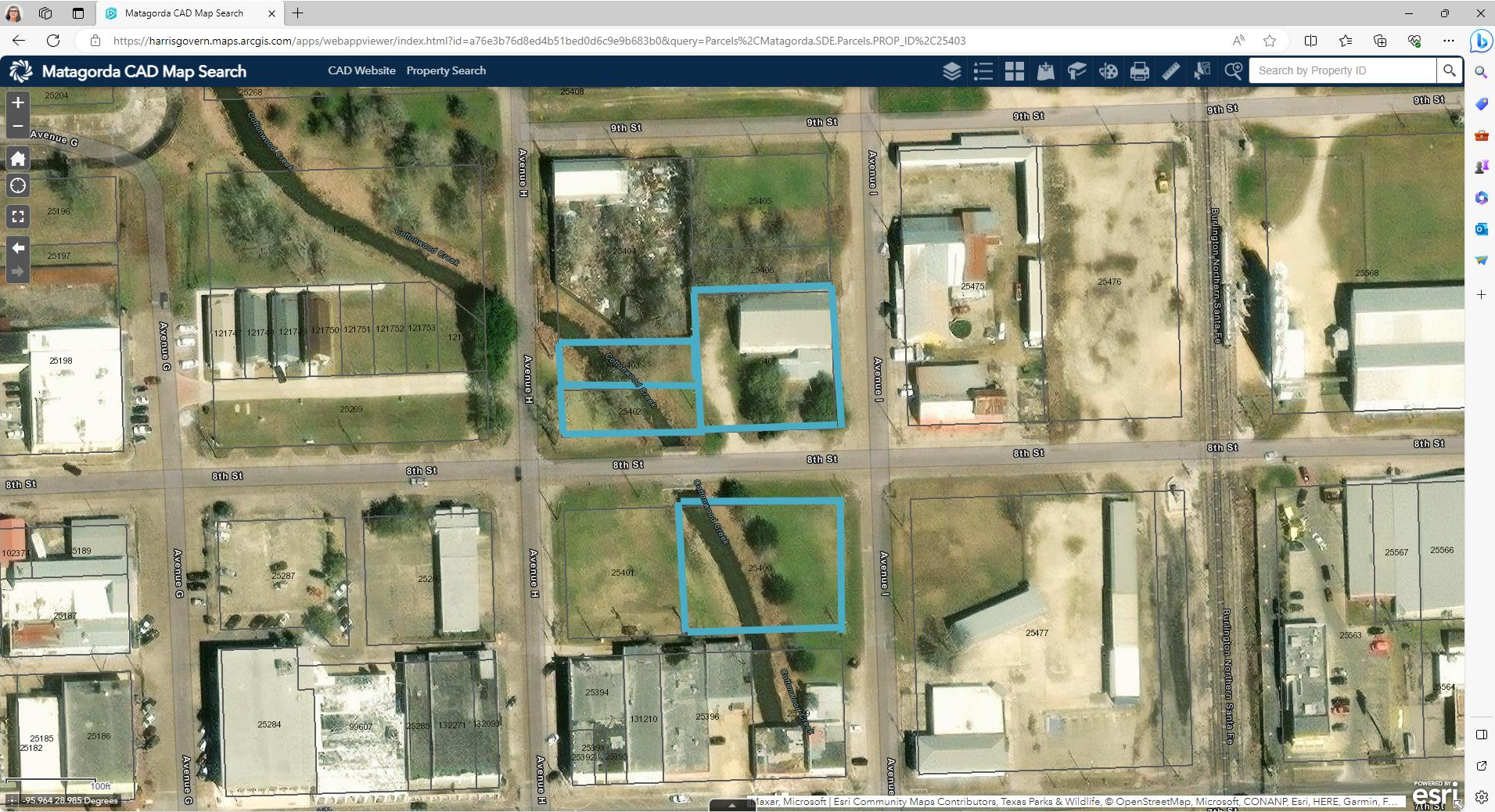
The Property Committee has reviewed City owned property and would like Council to consider the attach resolution declaring certain empty lots/acreage as surplus.

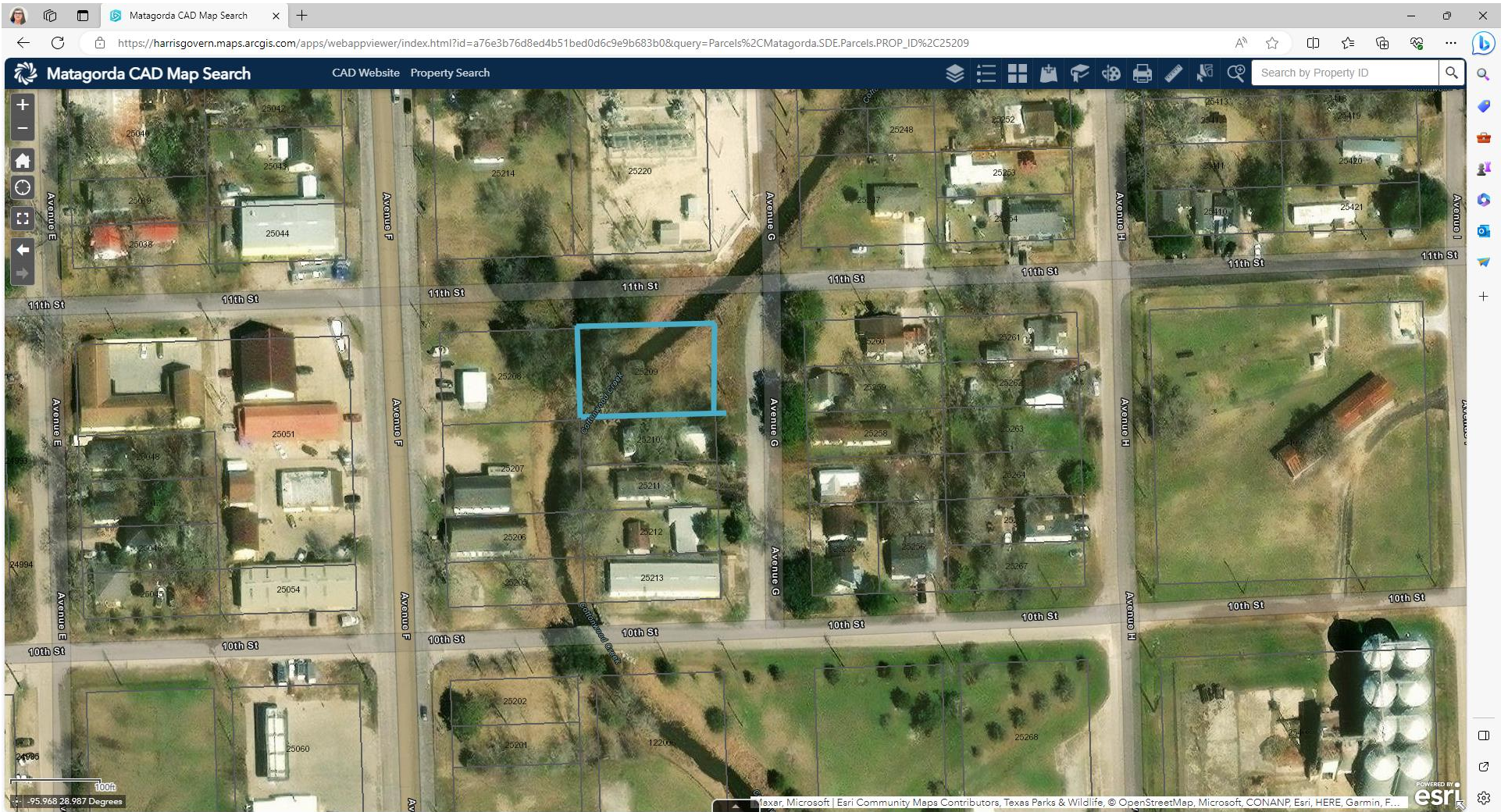
North of Downtown area in TIRZ #1

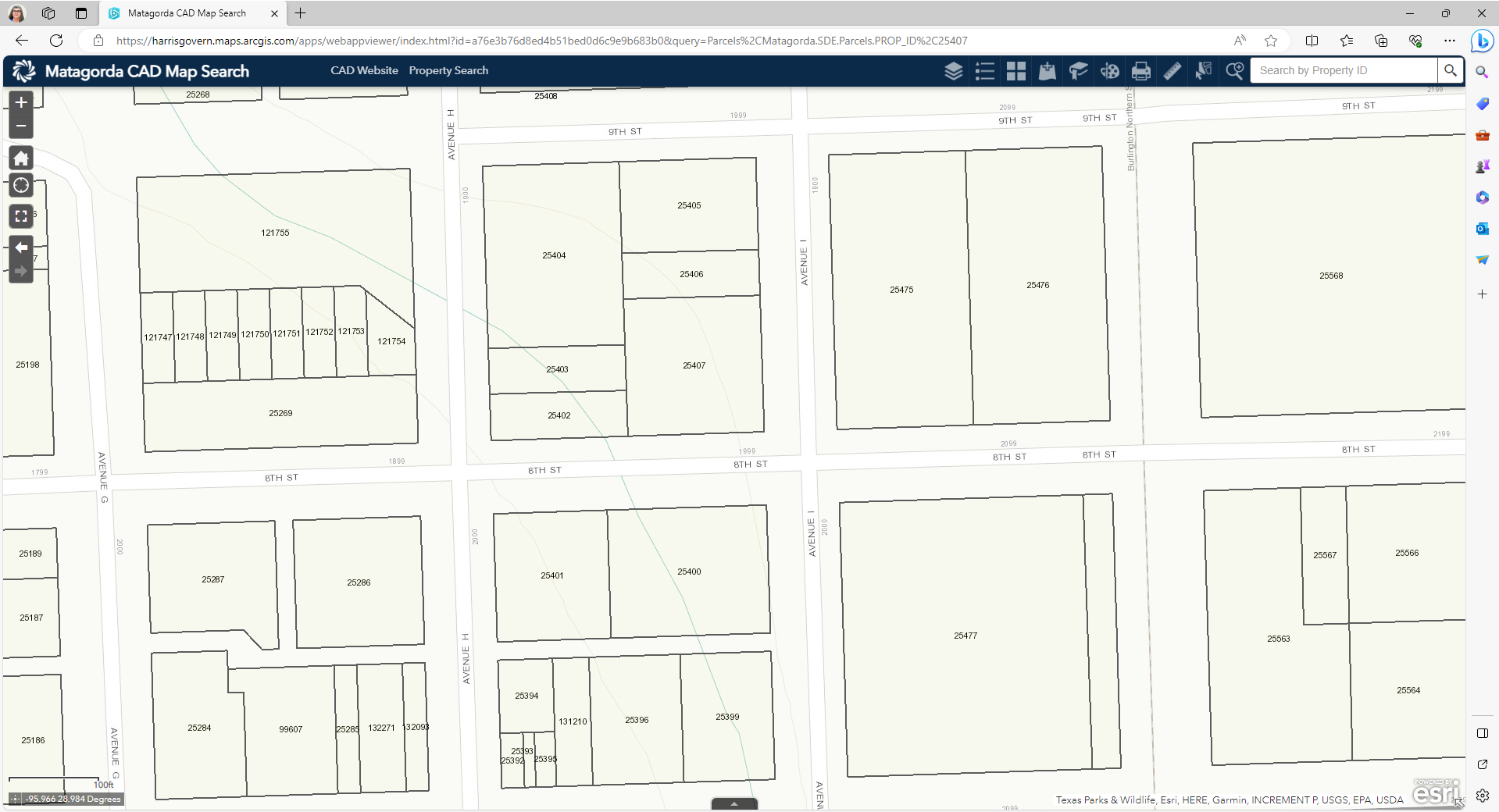
PID 25407 was selected by the Property Committee to sell. PID 25209, 25400, 25402, and 25403 all are vacant and have the Cottonwood Creek running thru the property.

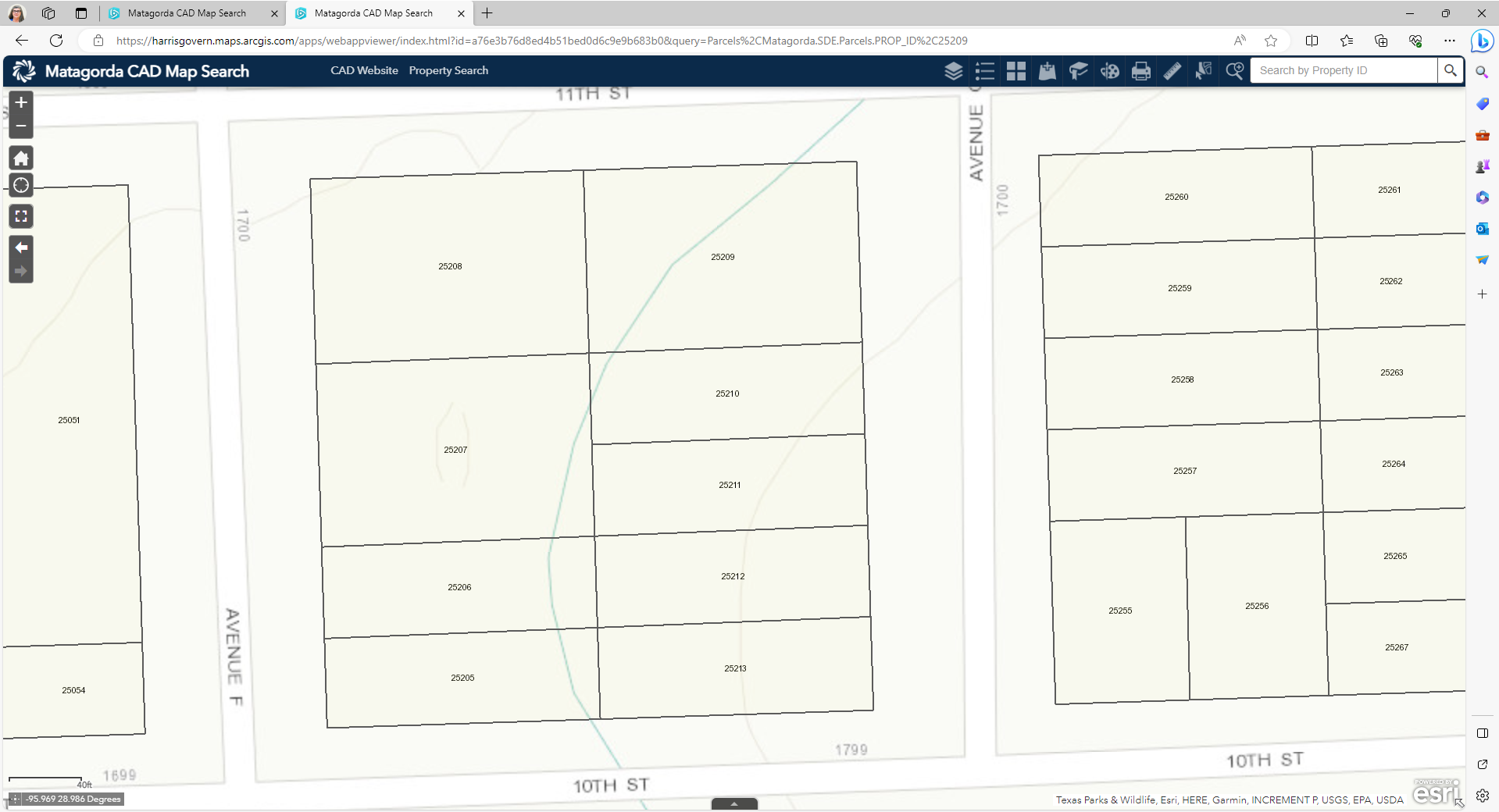
PID 25402 and 25403 are adjacent to PID 25407. PID 25209 is on near dead end street where Ave G curve east into 11th.

25209	1161-0950-000700	1704 AVENUE G	BAY CITY ORIGINAL TOWNSITE, BLOCK 95, LOT 7-8, 1704-1706 AVE G	VACANT/creek runs thru	20,000	Deemed strategic to keep in 2014
25400	1161-1200-001300	0 AVENUE I BAY CITY, TX 77414	BAY CITY ORIGINAL TOWNSITE, BLOCK 120, LOT 13-15 & 16 (PT-35' X 60')	Empty lot, creek runs thru	54,940	
25402	1161-1210-000100	1900 AVE H BAY CITY, TX 77414	BAY CITY ORIGINAL TOWNSITE, BLOCK 121, LOT 1	Vacant, W of old P&R office, creek runs thru	10,000	Deemed strategic to keep in 2014
25403	1161-1210-000200	0 AVE H BAY CITY, TX 77414	BAY CITY ORIGINAL TOWNSITE, BLOCK 121, LOT 2, EXEMPT	Vacant, W of old P&R office, creek runs thru	10,000	Deemed strategic to keep in 2014
25407	1161-1210-001000	1912 AVE I BAY CITY, TX 77414	BAY CITY ORIGINAL TOWNSITE, BLOCK 121, LOT 10-12	Old P&R office and WHS	176,440	Deem surplus-old parks office with warehouse



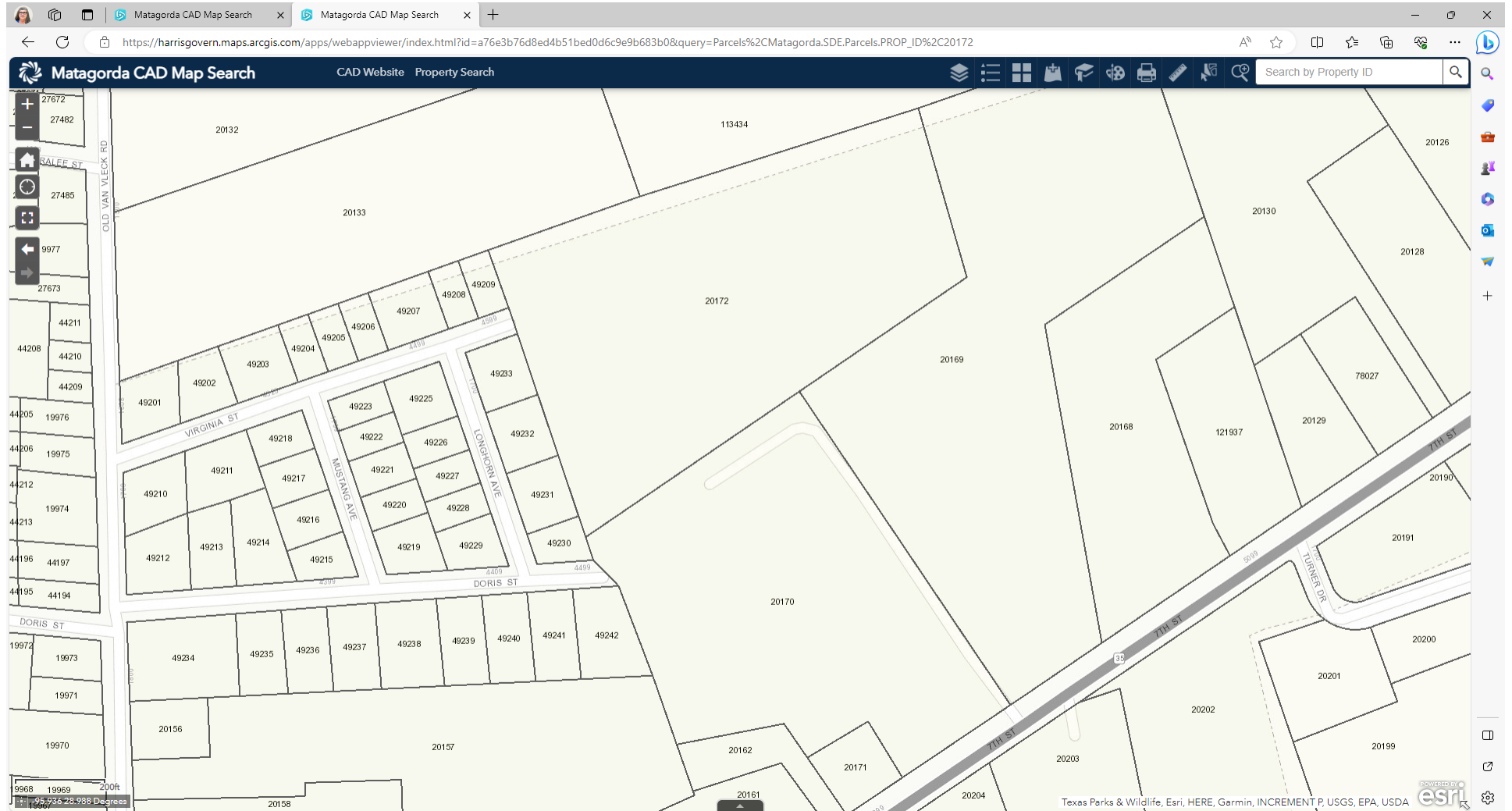


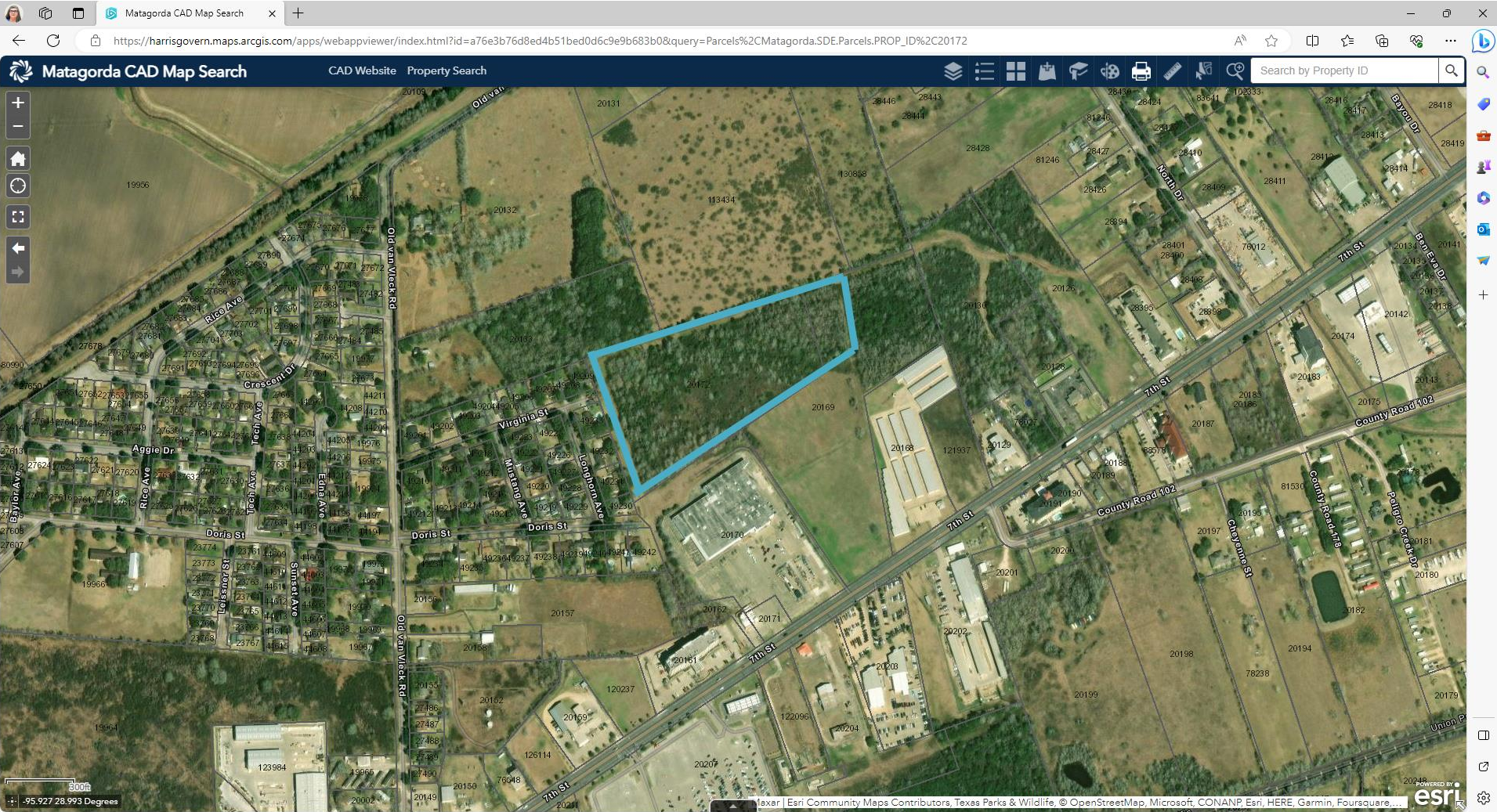




East side of Bay City, behind Tractor Supply Company. PID 20172, keep easement for drainage

20172	0274-0000-0009K0	0 457 BAY CITY, TX 77414	I & GN ACRES	AB 274/273	11.621	BEHIND TSC (OLD WALMART)	90,740
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HOUSTON-GALVESTON AREA COUNCIL
SERVING TODAY ■ PLANNING FOR TOMORROW

To: Mayors – Home Rule Cities
Subject: 2024 General Assembly Designations
From: Chuck Wemple
Date: September 22, 2023

The Houston-Galveston Area Council has had an exciting and eventful 2023. During the 88th Legislative Session this year, H-GAC monitored over a hundred bills in both the House and Senate that could potentially affect our members. We remain dedicated to better serving our member governments. We are working to do this by continuing to bring the conversation to your communities to listen to your needs and determining how we can help improve quality of life across the region. Thus far we have visited nine of our regions' counties, and plan to visit the remaining counties by the end of the year.

As we look forward to 2024, we ask that you continue contributing to our regional discussion by appointing elected representatives from your city to represent you and be a part of our decision-making process. H-GAC bylaws allow each member Home Rule city to designate an elected official to represent you on the General Assembly and at the Home Rule cities caucus meeting. At the caucus meeting, Home Rule cities from across the region will elect two members to represent all Home Rule cities on the H-GAC Board of Directors, and two members to serve as alternates.

I have attached the nomination form on which you can designate your representatives. Please email the completed form to Laura.Parker@h-gac.com. If more information concerning General Assembly and Board of Directors membership would be useful, please **contact** me at 713-993-4514 or Rick Guerrero at 713-993-4598.

A lunch meeting of Home Rule city representatives is scheduled for **Thursday, November 9, 2023** from **11:00 am to 1:00 pm**. It will be at the Briar Club (2603 Timmons Ln. Houston, TX 77027) in the Azalea Room. Your city's designees are highly encouraged to attend and help elect the 2024 Home Rule Cities' representatives to the H-GAC Board of Directors.

Thank you for your continuing participation and support for the Houston-Galveston Area Council. We look forward to working with you in the coming year.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Charles Wemple', is written over a horizontal blue line.

Charles Wemple (Sep 22, 2023 10:59 CDT)

Chuck Wemple

Attachment

**DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL
2024 GENERAL ASSEMBLY**

BE IT RESOLVED, by the Mayor and City Council of _____, Texas that _____ be, and is hereby designated as its Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2024.

FURTHER, that the Official Alternate authorized to serve as the voting representative should the hereinabove named representative become ineligible, or should he/she resign, is _____.

THAT the Executive Director of the Houston-Galveston Area Council be notified of the designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this ____ day of _____, 2023.

APPROVED:

Mayor

ATTEST: