

FORWARD



HUNT ROAD



**CITY OF BAYTOWN**

*Adopted Budget Fiscal Year  
Ending September 30, 2020*



City of Baytown, Texas  
2019-2020 Budget  
Adopted August 22, 2019

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This budget will raise less revenue from property taxes than last year's budget by an amount of \$327,745, which is a 1.09 percent decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$1,043,629.

**RECORD VOTE ON BUDGET**

The members of the governing body voted on the budget as follows:

**FOR:**

Mayor Brandon Capetillo	Councilman Chris Presley
Councilwoman Heather Betancourth	
Councilman David Himsel	
Councilman Robert C. Hoskins	

**AGAINST:**

**PRESENT** (and not voting):

**ABSENT:**

Councilwoman Laura Alvarado  
Councilman Charles Johnson

**PROPERTY TAX RATE COMPARISON**

	<b><u>2019-2020</u></b>	<b><u>2018-2019</u></b>
Property Tax Rate:	\$0.80203/\$100	\$0.81203/\$100
Effective Tax Rate:	\$0.76139/\$100	\$0.83525/\$100
Effective Maintenance & Operations Tax Rate:	\$0.42905/\$100	\$0.43039/\$100
Rollback Tax Rate:	\$0.80447/\$100	\$0.81921/\$100
Debt Rate:	\$0.34110/\$100	\$0.35438/\$100

**MUNICIPAL DEBT OBLIGATIONS**

The total amount of City of Baytown, Texas debt obligations secured by property tax is \$12,939,562.



**CITY OF BAYTOWN, TEXAS  
ANNUAL PROGRAM OF SERVICES  
FISCAL YEAR 2019-20**

***ADOPTED BUDGET***



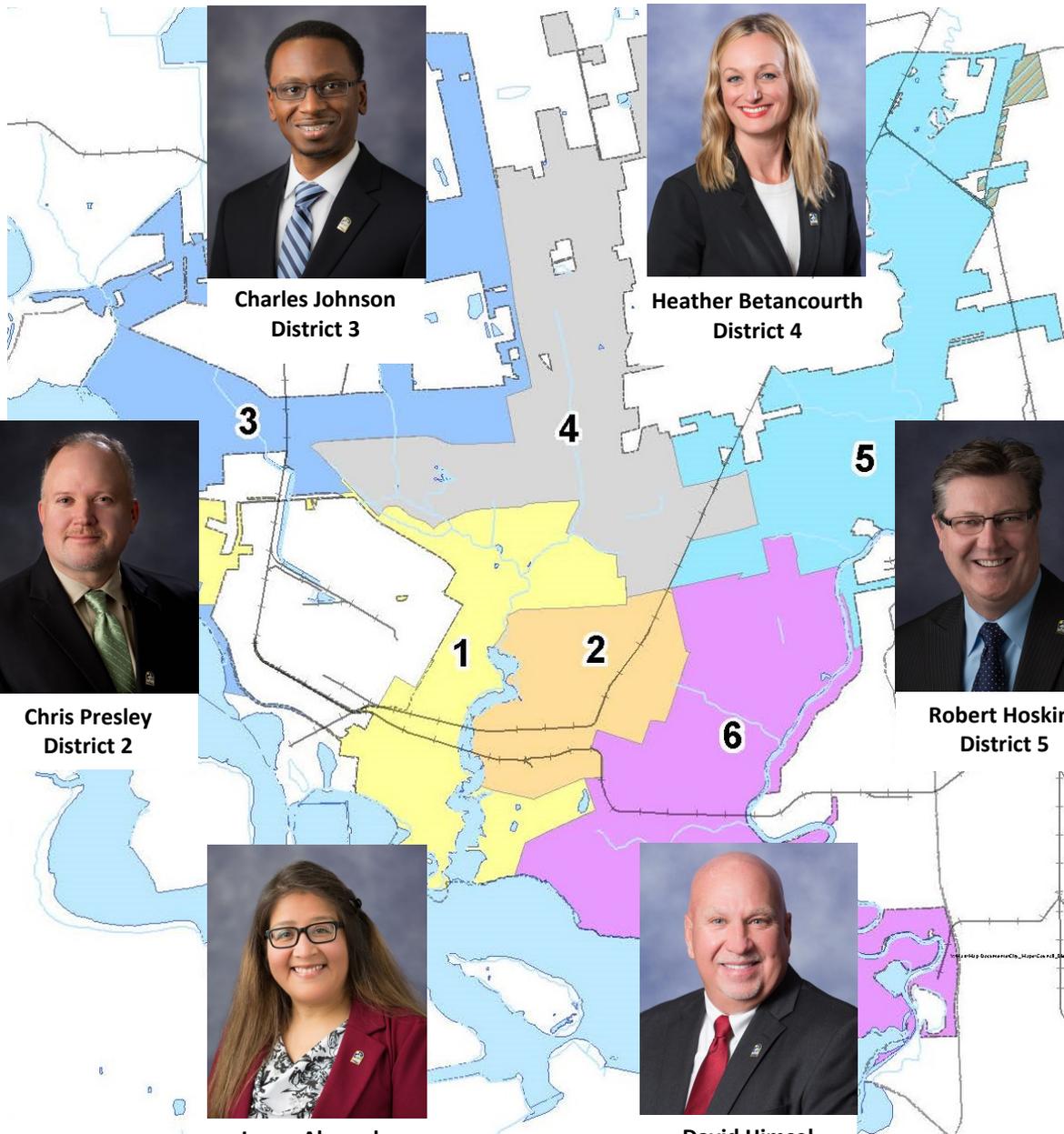
**CITY MANAGER  
Richard L. Davis, ICMA-CM**

# City of Baytown Mayor and Council

## Fiscal Year 2020



**Brandon Capetillo**  
Mayor



**Charles Johnson**  
District 3



**Heather Betancourth**  
District 4



**Chris Presley**  
District 2



**Robert Hoskins**  
District 5



**Laura Alvarado**  
District 1



**David Himself**  
District 6

# CITY OF BAYTOWN

## PRINCIPAL CITY OFFICIALS

Richard L. Davis	City Manager
Ron Bottoms	Deputy City Manager
Kevin Troller	Assistant City Manager
Ignacio Ramirez	City Attorney
Julie Escalante	Municipal Court Judge
Wade Nickerson	Director of Finance
Keith Dougherty	Police Chief
Kenneth Dobson	Fire Chief
Nick Woolery	Director of Strategic Initiatives
Mark Miller	Director of Public Affairs
Frank Simoneaux	Director of Public Works & Engineering
Tiffany Foster	Director of Planning & Development Services
Scott Johnson	Director of Parks & Recreation
Ed Tomjack	Director of Information Technology Services
Tony Gray	Director of Public Health
Carol Flynt	Director of Human Resources & Civil
Jamie Eustace	Service City Librarian
Leticia Brysch	City Clerk

### **Acknowledgments**

The preparation of the budget on a timely basis could not have been accomplished without the efforts and dedication of the Administration, Department Directors and the Budget Staff. We would like to express our appreciation to our staff from various departments who assisted in its preparation.



# OUR PURPOSE

Together we enrich lives & build community

## OUR CORE

# values

### CARING

We demonstrate in all interactions our respect & appreciation for colleagues & customers

### INNOVATION

We work proactively to improve processes and services to better serve our customers

### COLLABORATION

We pursue greatness by building strong, inclusive partnerships within the organization & the community

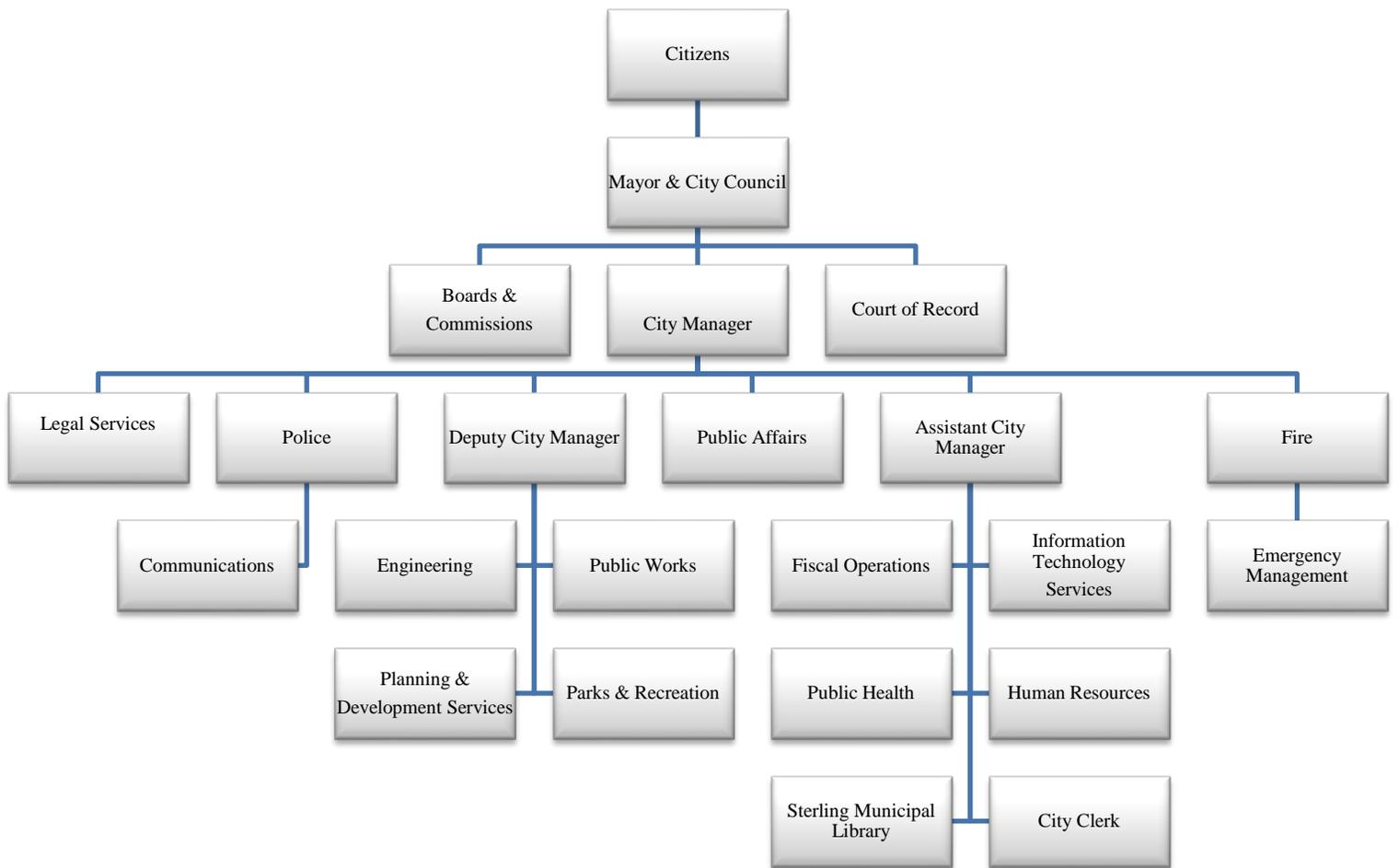
### LEADERSHIP

We inspire and encourage others

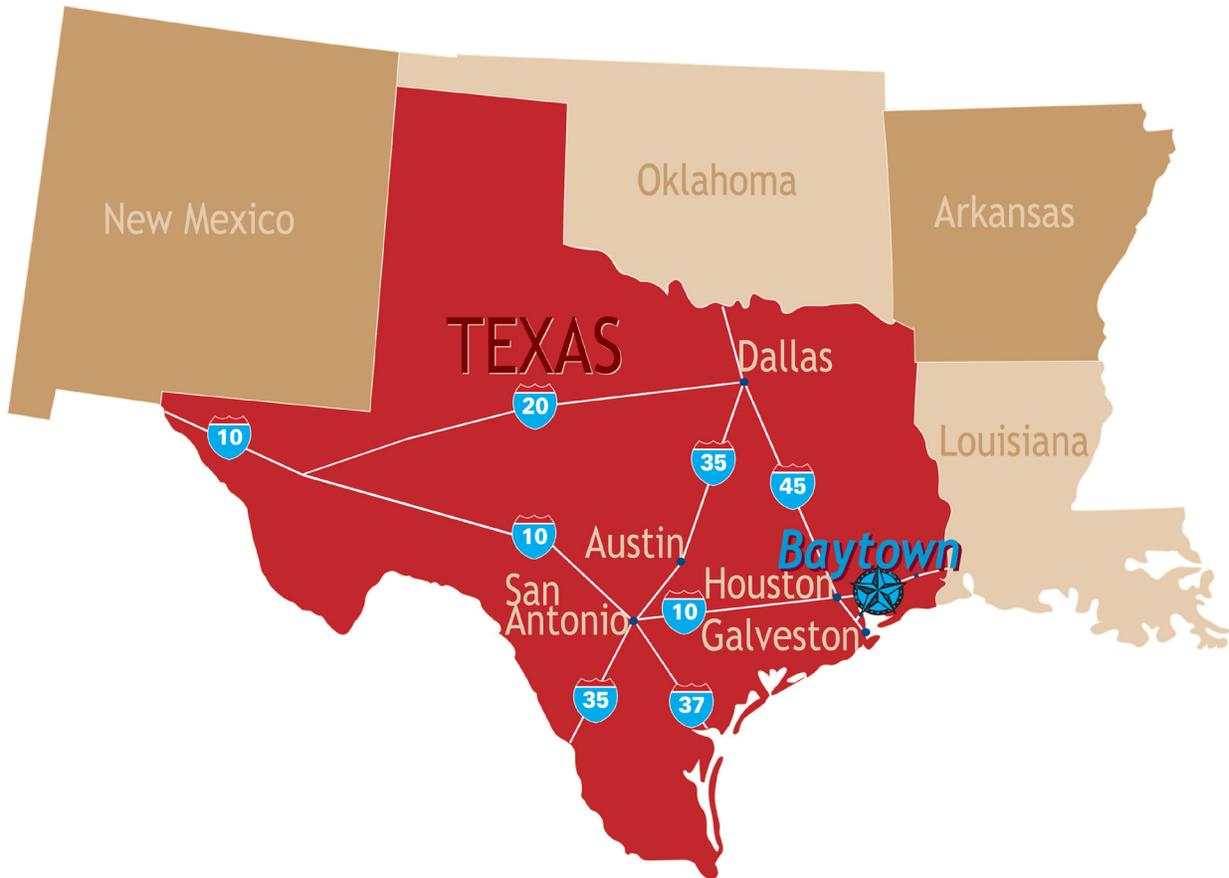
### STEWARDSHIP

We thoughtfully and responsibly manage the resources entrusted to us





# MAP OF THE CITY OF BAYTOWN, TEXAS



## *Major Venues Close to Baytown, Texas*

Kemah Boardwalk, Kemah	20 minutes
NASA/Johnson Space Center, Houston	25 minutes
Downtown Houston	30 minutes
Hobby Airport, Houston	30 minutes
Minute Maid Field, Houston	30 minutes
BBVA Compass Stadium, Houston	30 minutes
Toyota Center, Houston	30 minutes
NRG Stadium, Houston	35 minutes
Bush Intercontinental Airport, Houston	45 minutes
Galveston, Texas (coastline)	55 minutes



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Baytown**

**Texas**

For the Fiscal Year Beginning

**October 1, 2018**

*Christopher P. Morill*

Executive Director



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# CITY OF BAYTOWN, TEXAS

October 8, 2019

To the Honorable Mayor and Members of City Council:

It is my privilege to submit the City Manager's Adopted 2019-20 budget pursuant to Article V, Section 41 of the City Charter of the City of Baytown and relevant state law. This budget reflects a continuing commitment to enhance lives and building community by providing a high level of service to our residents and supporting our outstanding team of employees while preserving the City's long-term sustainability. A copy of this budget document has been placed on file with the City Clerk and at the Sterling Municipal Library, where the public is welcome to review it during normal hours of operation. An electronic version will also be available on the City's web site: [www.baytown.org](http://www.baytown.org).

## **Budget Approach and Strategies**

This budget's theme is "Forward." While the East Harris County economic climate continues to improve, the challenge remains to ensure that the City remains fiscally sustainable and that we magnify the effectiveness of resources entrusted to us. The ongoing expansions of the ExxonMobil, Chevron Phillips, Covestro, and Enterprise Products facilities will serve as cornerstones for our growth for years to come.

As noted in last year's report, 2017 through the end of the second quarter 2018 will see the completion of several significant midstream and downstream projects. However, these completions do not reflect termination of growth. As natural gas liquids (NGL) growth accelerates, the associated advantages will likely fuel additional investments for projects along the Gulf Coast and Baytown. NGLs are components of natural gas that are fractionated or separated from the gas state in the form of liquids. The demand for these gases and liquids continues to drive expansions in the midstream sector. Expansion and integration in fractionation and pipeline capacity are driven by takeaways from the Bakken, Marcellus, Eagleford shale plays, and the ever-productive Permian Basin. Enterprise Products and Lone Star NGL have announced and are moving forward with a variety of midstream petrochemical projects in 2018, investments in the City of Baytown ETJ totaling \$1.6 billion. In addition to completing construction of a \$1.5 billion Propane Dehydrogenation (PDH) facility, an Isobutane Dehydrogenation (iBDH) facility, and its 9<sup>th</sup> fractionator, Enterprise Products' latest announced expansion will be a butane isomerization facility at its complex in Mont Belvieu. Lone Star started construction of its 5<sup>th</sup> fractionator in August 2017, a \$385 million investment, representing continued integration and growth in the ETJ midstream sector. Excess ethane and derivative ethylene will continue to motivate expansion of the midstream and downstream petrochemical sectors. Major ethane cracker projects by ExxonMobil and Chevron Phillips were activated in 2018. NGL growth continues to spur due diligence for so-called 2<sup>nd</sup> wave projects. U.S. Phillips 66 is considering a second ethane cracker along the Gulf Coast for its joint venture with Chevron Phillips Chemical (CP-CHEM). CP-Chem's Cedar Bayou facility is a candidate

site. ExxonMobil has also started engineering work on a new Gulf Coast plastics plant that would substantially expand its petrochemicals production as demand increases worldwide. Heavy manufacturing reemerged in 2018, with an announcement by JSW Steel. JSW (USA), Inc. has started a significant expansion at its facility in Cedar Port Industrial Park, located in west Chambers County. JSW will invest \$250 million in what is described as a world-scale facility, creating 500 new jobs, while retaining 400. These projects and other industrial growth will result in revenue enhancements through their Industrial District Agreements (IDA).

On March 23, 2019, I and senior staff met with our elected officials for a goal setting retreat to prepare for the upcoming budget year. This exercise was successful in delineating critical objectives and goals for 2019-20. These goals, confirmed by the Council, align with the directives delineated by our Community-Based Strategic Plan (Imagine Baytown). Staff then composed an implementation plan which provides a roadmap for goal realization. The following provides a synopsis of each goal with related initiatives:

### **Council Goal One**

*Community Reputation & Image* – Improve our image and reputation by continuing to create a community where people want to live and that they are proud to call home. Specifically, this is accomplished by ensuring a clean and uncluttered environment, providing recreational options that allow residents to stay in Baytown and bring visitors to town, and building our reputation generally as a community that offers a high quality of life. Major initiatives in this adopted budget include:

- Successful recruitment of higher-end residential projects.
- Baytown’s infrastructure projects a positive image of the community.
- Public facilities and properties are well maintained.
- Streets are uncluttered, clean, and orderly.
- Improvements in brand and reputation are generally observed and in the annual citizen survey.
- Continued proactive code compliance.
- Reduced litter.

## **Council Goal Two**

*Infrastructure & Mobility* – Continue to build upon current efforts to alleviate traffic congestion along Garth Road and other major corridors, while also maintaining the infrastructure needed to deliver superior water, drainage, and waste water services. Address and improve community mobility by investing in pedestrian and bicycle infrastructure.

- Improving vehicular safety and movement along Garth Road and other major corridors.
- Expanding the trail system.
- Increased availability and usage of sidewalks and trails.
- Increased pedestrian options and safety.
- Better and more abundant street lighting and striping.
- Augmented open ditch maintenance and drainage system improvements.
- Improved median appearance.
- Increased, facilitated replacement of deficient residential sewer laterals.
- Continued focus on street reconstruction and maintenance.

## **Council Goal Three**

*Community Amenities* – Encourage residents to stay in Baytown and non-residents to visit by improving, re-envisioning, and repositioning existing amenities, continuing the recruitment of businesses that cater to recreational needs of the community, and by sustaining events that provide broad appeal.

- Continued redevelopment of the Downtown Arts District and downtown business vibrancy.
- Enhanced access and enjoyment of waterfront amenities.
- Expanding dining and entertainment options.
- Development of Bayland Island.
- Increased recreational opportunities.
- Development of a proposal/plan to build a recreation center.

## **Council Goal Four**

*Neighborhood Quality* – Enhance neighborhood quality through proper planning, continuing of effective initiatives, increasing citizen involvement in crime watch programs and other neighborhood safety programs, implementing measures to enhance neighborhood safety, cleaning and de-cluttering roadways, and vigorously enforcing city codes.

- Well lit neighborhoods.
- Alignment of the future land use plan with zoning.
- Increased citizen and neighborhood involvement in crime watch program.
- Decrease in loose animals.
- Continued vigorous code enforcement.
- Decrease in roadside signage.
- Improved and uniform city street signage.

## **Council Goal Five**

*Operational Excellence* – Empower city employees to create and sustain a prepared and forward-oriented culture of high customer service, preparedness, and citizen engagement.

- A viable plan for a police/fire administration building.
- Citizen participation in emergency preparedness.
- A facility to allow for the storage and maintenance of critical emergency response supplies.
- Employees are engaged in Baytown yoU and other continuous improvement training.
- Baytown recruits and retains the highest quality municipal employees.
- Baytown embraces and employs state of the art systems to facilitate the efficient and effective delivery of services.

## **Employee Compensation**

Our employees are our most valuable asset. This year's budget includes adjustments based on a comprehensive compensation study which was conducted by Gallagher Consulting Group. Increases are planned to align Baytown with similar municipalities based on the study. This year's budget includes a minimum 2% salary increase for all non-civil service employees as well as a 3% increase for fire civil-service employees and 2-6% increase for the police depending on step and rank. Baytown is committed to recruiting and retaining the very best local government talent by providing competitive compensation. This is a challenging ambition since we not only compete for talent among the community of cities, but we also vie for employees among the many sizeable corporate organizations that call Baytown home.

As in past years, the City and its employees will continue to share responsibility and work together to reduce healthcare costs. The 2019-20 budget includes a 10% increase from the City and no increase for medical insurance from employees or retirees.

<b>Fund</b>	<b>Budget 2018-19</b>	<b>Adopted 2019-20</b>	<b>Amount of Incr. (Decr.)</b>	<b>Percent of Incr. (Decr.)</b>
General Fund	\$108,256,539	\$113,565,100	\$5,308,561	4.9%
General Debt Service Fund	22,190,038	22,502,513	312,475	1.4%
Hotel/Motel Fund	6,632,490	4,993,416	(1,639,074)	(24.7%)
Aquatics Fund	4,403,002	4,315,439	(87,563)	(2.0%)
Water & Sewer Fund	40,920,027	43,058,756	2,138,729	5.2%
WWIS Fund	7,609,457	5,592,215	(2,017,242)	(26.5%)
Sanitation Fund	6,972,426	6,679,630	(292,796)	(4.2%)
Storm Water Fund	2,875,493	3,801,442	925,949	32.2%
Central Services Funds	2,592,403	2,609,368	16,965	0.7%
<b>Total Budgeted Funds</b>	<b>\$202,451,875</b>	<b>\$207,117,879</b>	<b>\$4,666,004</b>	<b>2.3%</b>

## **All Funds**

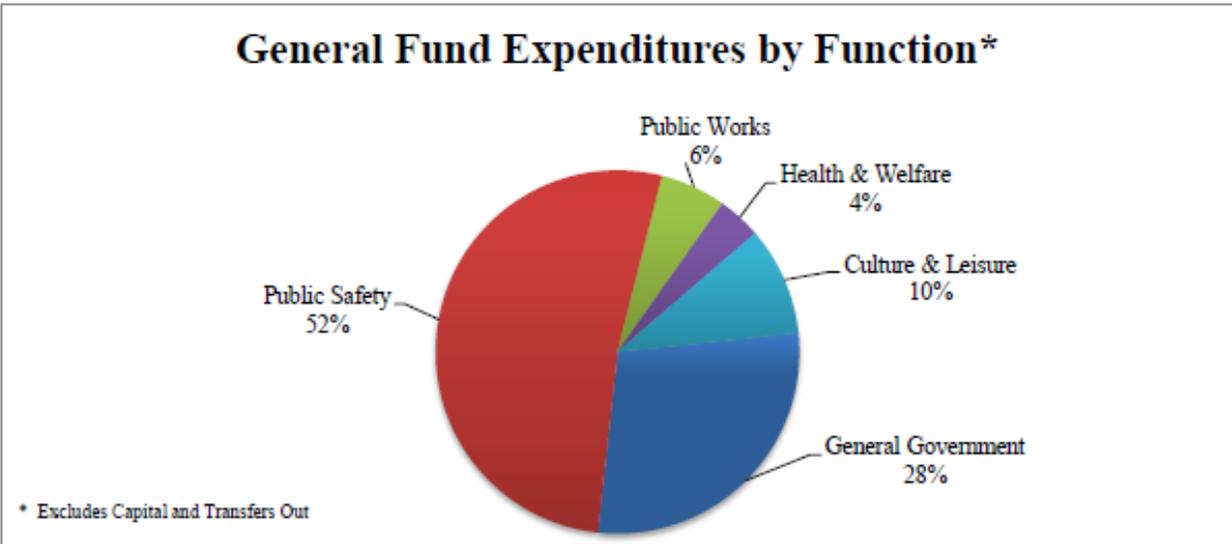
The total expenditures for all budgeted funds are \$207,117,879 which is an increase of \$4,666,004 compared to the current year budget. Summaries of the appropriations compared to this year are:

## **General Fund**

The General Fund is our principal operating fund and accounts for many of the City's core services, such as Police, Fire, Health, Streets, Traffic Control, Engineering, Parks & Recreation, Library, Planning & Development Services, etc.

The General Fund budgeted revenues are \$111,677,458 which is an increase of \$5,603,930 or 5.3% more than the 2018-19 budget. The budgeted increase is primarily attributed to increases in Industrial District Payments \$4,168,922, Property Taxes \$1,654,834, Transfers In \$512,386, and Fines & Forfeitures \$114,850. The primary revenue decreases are in Miscellaneous \$463,434, Licenses & Permits \$157,800 and Taxes - Sales & Franchise \$319,744.

Total expenditures for the 2019-20 budget are \$113,565,100, an increase of \$5,308,561 or 4.9% over the current year budget. Increases in overall expenditure categories include Personnel Services \$2,430,963, Transfers Out \$1,165,000, Services \$1,467,133, Maintenance \$720,503, and Supplies \$277,534. The increase in Personnel Services expenditures in the 2019-20 budget reflects several factors. An additional 26 full-time positions have been included in the budget, the step pay increases for Police and Fire civil service will be honored pursuant to established salary pay grade schedules based on years of service, as well as the leave bank accrual max adjustment to payout holiday and compensatory time in line with the City's Personnel Policy. In addition, the general fund will allocate \$2,859,745 for new and replacement capital items as well as support a \$8,850,634 transfer out to the General Capital Improvement Fund and the Capital Replacement Fund.



**Water and Sewer Fund**

This rate-supported fund operates the water and wastewater utilities for the City. The Water & Sewer Fund will remain flat for the year ensuing. The 2019-20 budget estimates water sales of \$20,443,750 based on an average usage of 12.5 million gallons per day (MGD). Fluctuations in rainfall amounts can significantly impact actual sales. Total expenditures for the 2019-20 budget are \$43,058,756, an increase of \$2,138,729 or 5.2%. Personnel related line items increased \$409,131 or 4%. Personnel costs include wages, health insurance, workers compensation and retiree insurance. Supply costs are expected to increase \$263,778 or 2% primarily due to an increase in the treated water expense of \$12,499,362 represents 29 % of the Utility’s total 2018-19 budget. Services are increasing \$272,560 or 8.3% due primarily to an increase in special services electric service costs. Capital outlay is decreasing \$528,995 or 72.2% as a reduction of replacement equipment purchased.

**Sanitation Fund**

The Sanitation Fund’s revenues are projected to be \$6,557,183, a decrease of \$551,369 or 7.8%. Total expenditures for the 2019-20 budget are \$6,679,630, a decrease of \$292,796 or 4.2% as compared to the 2018-19 budget. The Sanitation Fund currently provides the following services:

- Curbside collection of residential garbage/heavy trash, twice/week (Waste Management);
- Curbside recycling, once/week (Waste Management) - 65 gallon or 96 gallon carts for all single family residences;
- Curbside collection of brush and limbs, once/month (City);
- Green Center – Drop-off Recycling, open 4 days/week (City);

## **Taxes, Rates and User Fees**

There is a one cent property tax rate reduction included for the 2019-20 budget. The preliminary 2019 tax year (taxes used to finance the 2019-20 budget) estimated taxable assessed valuation is \$4,350,000,000 which is an increase of 8.61% as compared to the 2019 tax year. The combination of the tax rate reduction and assessment increase resulted in property tax revenues increase of 10% for the 2019-20 year to prior year budget.

The 10% increase in property tax revenues, sales & use tax decrease of (1.7%), plus the 7.2% increase in Industrial District Agreement (IDA) revenues comprise 15.9%, 17% and 55.7% respectively of General Fund revenues. IDA payments are received in lieu of ad valorem taxes in exchange for the City agreeing not to annex specific properties during the seven-year term of the contracts.

In 2015, the City signed a new form of IDA with Exxon Mobil Corporation which increased the percentage of the fair market value used in connection with the industrial district payment calculation. Previously, the industrial district rate escalated from 61% to 64% over a seven (7) year period. The new industrial district rate is a static 66% for all seven (7) years of the agreement, with no 1% PCI rate assessed. Subsequent IDAs will have similar terms, which are expected to increase IDA revenues.

Also in 2015, the City Council established new industrial district policies, not only for companies having had a prior IDA with the City, but also for companies entering into an IDA for the first time and also for warehousing/logistics companies. For all companies entering into an IDA with the City under the new IDA policy, the industrial district computation includes a revised percentage of the added value of the company and applying it in year 3 of the IDA, rather than in year 5 under the previous IDA policy. For companies engaged in warehousing and/or logistics operations, the industrial district payment calculation has an additional component which captures half the value of the situs inventory and business personal property belonging to the customers/occupants of such warehousing/logistics centers each year of the IDA.

## **Fund Reserves**

The projected ending fund balance in the General Fund is \$24,993,656 for the 2019-20 budget, which represents 90 days of recurring operating expenditures, an increase of three days from the 2018-19 budget. The City's policy for General Fund, unassigned fund balance is to maintain the equivalent of 60 to 90 days of recurring operating expenditures. Recurring operating expenditures include personnel services, supplies, maintenance, services, sundry, miscellaneous and reoccurring operating transfers out. Not included are capital outlays and capital transfer funds for projects on a pay-as-you-go basis. Reserves are crucial for unplanned emergencies such as hurricanes and other natural disasters.

## **Economic Development**

The City maintains a mutually beneficial partnership with the Economic Development Foundation (EDF) to enhance the City's ability to recruit businesses that create jobs. The availability of Municipal Development District (MDD) funds is crucial to providing the resources necessary for this endeavor. Programs funded by the MDD include development of new and expansion of existing businesses, acquisition of property for economic development, and continued support of the EDF operations and special programs. Major projects currently

ongoing throughout the City are a \$100 million redevelopment of the San Jacinto Mall, redevelopment of the Texas Avenue area, and the City is also actively pursuing a full service hotel and convention center to be located on Bayland Island.

## **Conclusion**

We are now in the concluding months of the second year's implementation of our City's first community-based strategic plan, and the results are impressive by any measure. The goals our Council sets annually are solidly focused on the highest citizen priorities. To be sure, our community is in the midst of an exciting growth period, and our organization is responding.

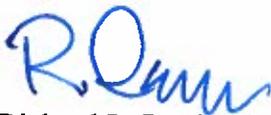
In past years our focus was on stimulating and managing growth while balancing the need to preserve the excellent quality of life in our community in light of reduced revenue resources. Now we are able to expand our quality of life initiatives while continuing to stimulate growth, development and redevelopment which will support and improve our community in the future. We will continue to engage our citizens and stakeholders to strategically invest in efforts to strengthen our community.

The City budget is the ultimate partnership among City Council, staff, citizens, local industry, business owners, customers, and other partners in the Baytown community. We have been very successful in the face of cyclical economic downturns, yet I believe Baytown enjoys a bright horizon and will for many years to come. This budget meanwhile reflects a balanced approach of minimizing impacts to our citizens and customers while providing funding to enhance and maintain public safety/quality of life initiatives, fostering economic development, and addressing the immediate requirements for compensation necessary to attract and retain the finest workforce.

I'm very proud of my colleagues here in the City of Baytown who have demonstrated over the last year a zeal for process improvements through the City's new Innovation Programming affectionately known as P.I.P.E. (Process Improvement and People Empowerment). More than 300 employees have voluntarily invested time learning how to identify potential efficiencies in our business processes. Dozens have achieved the highest rung of these competencies and have already implemented changes that promise to save the City hundreds of thousands. You can be assured that we will carry on in an effort to scrutinize and scrub for efficiency every program and process of the City.

In conclusion, the development of this budget was made possible through the knowledge and contributions of many individuals on our staff. I wish to express my deep appreciation to everyone who participated throughout the budget process. I am proud to work with such a dedicated and collaborative group of professionals.

Respectfully submitted,



Richard L. Davis, ICMA-CM  
City Manager

# CITY OF BAYTOWN COMMUNITY PROFILE



***Mini Mural Traffic Cabinet Project  
Garth and I-10***

Originally three separate towns, the City of Baytown combined Goose Creek (dating back to before 1850), and oil boom towns Pelly (established in the late 1910s) and East Baytown (early 1920s) when it incorporated in 1948. The region was once home to the Kawankawa's Capoque and the Atakapan's Akoksia tribes where Baytown's surrounding bays would have provided the opportunity to live in fairly dense seasonal settlements while taking advantage of the shoreline and bay subsistence resources as well as that of the nearby prairie and flood plain environments. Visitors to the City's historical museum can view many relics from this time in Baytown's history. Fast-forward thousands of years and the Baytown area and its' inhabitants saw the shipwreck of the famed explorer Cabeza de Vaca, and shortly thereafter, the rule of famed pirate, Jean LaFitte.

Located in the Texas Independence Trail region, Baytown is rich in history. Monumental events took place in and around the City, namely the Texas Revolutionary War's Battle of San Jacinto where Texas won its independence from Mexico.

Prominent Texas figures such as Ashbel Smith, David Burnet, and Sam Houston all owned property within Baytown's borders, and even the ferry crossing between the San Jacinto River and Buffalo Bayou, set up by early-resident Nathaniel Lynch, is still in operation today. As a reminder of these instrumental times, some Baytown residents, today, can view the San Jacinto monument from their homes, the symbol of Sam Houston's victory over Mexico's former President Lopez de Santa Anna.

In 1910, an unexpected oil boom promoted the rapid growth of Baytown, catapulting it into the spotlight of success, and eventually helping to form Baytown's community into one centered on industry, including oil, rubber, and chemical plants. Such business continues to thrive here with major corporations investing billions just in the past few years.

Today, Baytown is the third largest city in Harris County and rests along Interstate 10 and State Highway 146 and roughly 30 miles outside of Houston. Baytown's entire west edge is bordered by the Gulf waters feeding in from Trinity Bay, making its convenient and cozy location one of the best-kept secrets. The town square with its outdoor ice rink, the Baytown Nature Center, the Eddie V. Gray Wetlands Center, and the Pirate's Bay Water Park all help to make Baytown a more modern attraction to today's visitors.

The City was incorporated on January 24, 1948 as a Home Rule City operating under the Council-Manager form of government. The City Council is composed of a Mayor and six single district City Council members, elected for three year terms. The Mayor is elected at large. The City's Charter requires the Council appoint a City Manager to act as the chief administrative and executive officer of the City. It is the responsibility of the City Manager to appoint and remove department heads and conduct the general affairs of the City in accordance with the policies of the Council.

## **Local Economy**

The City's strong industrial tax base provides the foundation for stable economic conditions necessary for maintaining a healthy, vibrant economy. The cornerstones of Baytown's industrial development are four world-recognized entities consisting of ExxonMobil, Chevron Phillips, Covestro and Enterprise Products.

## **ExxonMobil**

The ExxonMobil Baytown Complex is one of the largest integrated and most technologically advanced refining and petrochemical complexes in the world. Founded in 1919, ExxonMobil's Baytown, Texas complex is located on approximately 3,400 acres along the Houston Ship Channel. The Baytown complex is comprised of three manufacturing sites (a refinery, a chemical plant and an olefins plant), the chemical company's Technology and Engineering Complex and a regional downstream engineering office.



***Baytown Nature Center***

## CITY OF BAYTOWN COMMUNITY PROFILE

The Baytown complex is staffed by approximately 3,700 ExxonMobil employees and 3,800 contract personnel, who manage the businesses and operate and maintain the manufacturing facilities on a 24-hour, year-round basis. The Baytown Refinery is one of the largest refineries in the United States, with a crude oil capacity of 584,000 barrels per day. The Baytown Chemical Plant produces more than 9 billion pounds of petrochemical products each year through its three ExxonMobil Chemical manufacturing groups. These are used in everyday products such as polyester fabric and plastic bottles, packaging and appliance parts. The Baytown Olefins Plant (BOP) produces 6 billion pounds of the world's most widely used primary petrochemicals -- ethylene, propylene and butadiene -- and is feedstock flexible.

The Baytown Technology and Engineering Complex provide worldwide research and development support to ExxonMobil Chemical's global business groups.

Annual, Baytown area Exxon employees, retirees and their families contribute thousands of hours volunteering at more than 200 organizations. Their contributions along with annuitants and the ExxonMobil Foundation, total over \$1.6 million to United Way agencies in Baytown. In the Baytown area, more than \$1.43 million was contributed in community relations programs, which focus on education, environment and health. This contribution also includes \$50,000 for the Mayor and ExxonMobil Summer Youth Work Program.

To capitalize on abundant supplies of American natural gas, ExxonMobil announced the startup of its new polyethylene facility in the Baytown area and mechanical completion of its new ethane steam cracker in Baytown with startup expected in 2Q18. It has created more than 10,000 jobs over the course of construction and will add about 350 permanent jobs.

### ***Covestro***

Another industrial corporate citizen's presence in Baytown, the Covestro Industrial Park, is distinguished by steady expansion. Strategically positioned along Cedar Bayou for barge access, the Baytown plant is located on about 1,700 acres, of which 35% is developed and is home to about 2,000 workers including contract labor and fenceline partners. Since 1971, when the first polyurethane unit started up, the site has grown more than ten-fold. The Baytown facility is the largest of Covestro's U.S. chemicals operations producing polyurethanes, polycarbonates and coatings, adhesives and specialties.



***Chevron Phillips Chemical Company: "The entire project is projected to create 10,000 temporary engineering and construction jobs and 400 permanent jobs."***

### ***Chevron Phillips Chemical***

Chevron Phillips Chemical Company LLC (Chevron Phillips Chemical), with its affiliates, is one of the world's top producers of olefins and polyolefins and a leading supplier of aromatics, alpha olefins, styrenics, specialty chemicals, piping and proprietary plastics. The company currently has \$15 billion in assets, more than \$8.5 billion in annual revenues, and is owned equally by Chevron Corporation and Phillips 66. Chevron Phillips Chemical's Cedar Bayou plant in Baytown is the largest of the company's domestic manufacturing facilities with approximately 980 employees and 2,000 contractors. The Cedar Bayou plant consists of approximately 1,700 acres, and is an integrated chemical complex that manufactures ethylene, normal alpha olefins, poly alpha olefins, 1-hexene, and polyethylene.

Chevron Phillips Chemical built a world-scale ethane cracker in Baytown and two polyethylene derivative units in Sweeny/Old Ocean. This \$6 billion project is called the U.S. Gulf Coast Petrochemicals Project and was completed in 2017. The entire project created 10,000 temporary engineering and construction jobs and 400 permanent jobs. Chevron Phillips Chemical contracted Fluor to build the ethane cracker in Baytown, which has led Fluor to set-up an employment and training facility in Baytown. In addition, the company completed construction of the world's largest 1-hexene unit in 2013; an expansion of its normal alpha olefins unit increasing production by 20% in 2015; and expansion of its poly alpha olefins unit increasing production by 20% in 2017.

# CITY OF BAYTOWN COMMUNITY PROFILE

## ***Enterprise Products***

Enterprise Products Partners L.P., one of the largest publicly-traded energy partnerships and a leading North American provider of midstream energy services, is constructing a PDH unit in Industrial District #2, which will produce 1.65 billion lbs. per year of Polymer Grade Proylene (“PGP”). This facility is contracted with average 15-year fee-based contracts with investment grade companies. The unit is expected to be completed in the third quarter of 2017.

## **Operational Excellence**

City officials, citizen groups, business and industry have a similar vision: to make this community a better place to live, work and raise children. The City of Baytown and its citizens share a vision of what this community can be. Baytown’s City Council is dedicated to improving our residents’ quality of life and increasing opportunities for our citizens and business community. Baytown and its employees have been recognized by several organizations and agencies, receiving the following awards:

- Government Finance Officers Association (GFOA):
  - Distinguished Budget Presentation Award for Fiscal Year 2017-18, 25<sup>th</sup> year to receive the award
  - GFOA Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR)
- Brigadier General Robert C. Goetz Medallion – Kevin Troller, Assistant City Manager
- Insurance Services Office (ISO) Public Protection Classification 1 Rating – Baytown Fire Department
- American Heart Association 2019 Mission: Lifeline EMS Silver Plus Award – Baytown Fire Department
- 2019 Best Practices, Texas Police Chiefs Association – Baytown Police Department
- 2019 Recognized Law Enforcement Agency Award, Texas – Baytown Police Department
- 2019 Public Officials of the Year Award – Jamie Galloway, Emergency Management Coordinator
- 2019 Professional Manager of the Year 2019 – Water Resources Award, American Public Works Association – Mark Leblanc
- Texas Recreation and Park Society – Planning Excellence Award, Art and Humanities Class III Award, Lone Star Programming Award, East Region Innovation in Parks and Recreation Facility Development Award



## **Economic Growth and Community Development**

The economic impact of continued expansion in the industrial, logistic, and wholesale distribution sectors in and around Baytown has translated into significant valuation growth in the City’s tax roll. Private sector investment within the City of Baytown has increased significantly over the past few years, with substantial investment in areas such as health care centers, grocery stores, restaurants, and other large scale retail developments, including the multi-million dollar redevelopment of the San Jacinto Mall.

Additionally, the City of Baytown, in partnership with a private development company, is in the preliminary stages of developing a large-scale hotel/convention center on Bayland Island. With increases in population due to rapid business expansion, the City of Baytown has undertaken a number of transportation and traffic mitigation initiatives, designed to not only alleviate traffic issues within the City, but to provide further development opportunities along these new or expanded commercial corridors. Mitigation projects include opening a Traffic Management Center to control traffic flow and signal synchronization, employing a registered traffic engineer, and the installation of multiple dedicated right and left turn lanes.

**CITY OF BAYTOWN  
COMMUNITY PROFILE**



The Sam Houston Statue on San Jacinto Boulevard and Hunt Road was unveiled last year. San Jacinto Boulevard will ultimately be a multi-mile stretch of new roadway from Interstate 10 going south to Cedar Bayou Lynchburg, splitting the heavily trafficked Garth and John Martin Roads. The project was constructed using a technique called continuously-reinforced concrete pavement. This technique ensures a smoother driving experience because the expansion joints drivers typically experience on a concrete road are non-existent. In addition to providing a more pleasurable driving experience, the smoother road should increase the life of the street, saving tax payer dollars for decades to come. Speaking of savings, the road was financed by the Baytown Tax Increment.

Major road projects recently completed or in progress include: ongoing construction of the 1.6 mile, four lane San Jacinto Boulevard; expansion of Hunt Road from two lanes to four lanes beyond the new H-E-B grocery super center, and extending it west to John Martin Road; extending Santavy Road both east and west; design and widening of Garth Road to six lanes from its current four lane configuration; entrance and exit ramp rebuilds at I-10 and Garth Road; the complete reconstruction of the two lane, 2.3 mile Evergreen Road; and the ongoing installation of sidewalks throughout the City.

One of the most noticeable effects of the ongoing expansions in the industrial, logistic and wholesale distribution enterprises in and around Baytown is the remarkable growth in residential, multi-family and commercial development. New residential and commercial permit activity continues to be strong year-over-year. Over 2,000 multi-family units in seven new complexes, and nearly 2,000 single- family homes included as part of four new neighborhoods is expected over the next two years. Population and associated ancillary economic expansion is anticipated to increase steadily for some time.

Educational opportunities in Baytown continue to expand and are serving not only Baytown, but neighboring communities, as well. Goose Creek Consolidated Independent School District has recently completed or are in the process of completing a number of capital projects to better serve the expanding Pre-K-12 population in the District including: three (3) new elementary schools, a new Technology Center, a new Transportation Center, IMPACT Early College High School, and numerous campus upgrades. Lee College, a two-year, public community college, located in Baytown, serves an expanded population base, by offering a myriad of post-secondary academic, vocational, and technical programs leading to certification or an associate degree. Lee College also provides a number of public service and community outreach programs, as well as cultural and other quality of life services. One of the stated goals of Lee College is to become the preferred provider for training and workforce partnerships.

# CITY OF BAYTOWN COMMUNITY PROFILE

The City has partnered with artists for various installations across Baytown. The first exterior mural was a larger than life bookshelf at the Sterling Municipal Library completed by Armando Castelan. The next mural was completed in partnership with the Art League of Baytown; it was an all-encompassing facelift for the Art League building located on Texas Avenue. The latest addition is the colorful, paint dripped Downtown Arts District mural located across from Town Square.



The Mini Mural Traffic Cabinet project kicked off at the end of 2018 as another facet of the Baytown Public Art Program. These mini murals are vinyl wraps that are located on traffic cabinets throughout the city. Positive feedback from the community has been a result of art projects throughout the community and has resulted in tourism from neighboring communities for photo opportunities at various installations around the City of Baytown.

## **BRUNSON VISITOR CENTER**

The Visitor Information Center will open in 2019 in the newly renovated Brunson Theatre, which originally opened in 1949. This space, formerly the Brunson Theater's lobby, will house the Baytown tourism team, as well as a space for visitors and the community to enjoy. The tourism team will be on hand five days per week to provide information on Baytown attractions and venues to anyone who stops by. Those who have fond memories of the Brunson Theater will be delighted to see a few nostalgic surprises inside. Behind the Visitor Information Center, the building will also include a business incubator for new businesses.

The City of Baytown continues to capitalize on the phenomenal growth of diversified industrial, logistic, and wholesale distribution operations in and around Baytown, which has provided the City with opportunities to undertake a number of value-enhancing capital improvements, designed to further economic development and augment quality of life initiatives that will serve the citizens of Baytown for years to come.



# CITY OF BAYTOWN READER'S GUIDE

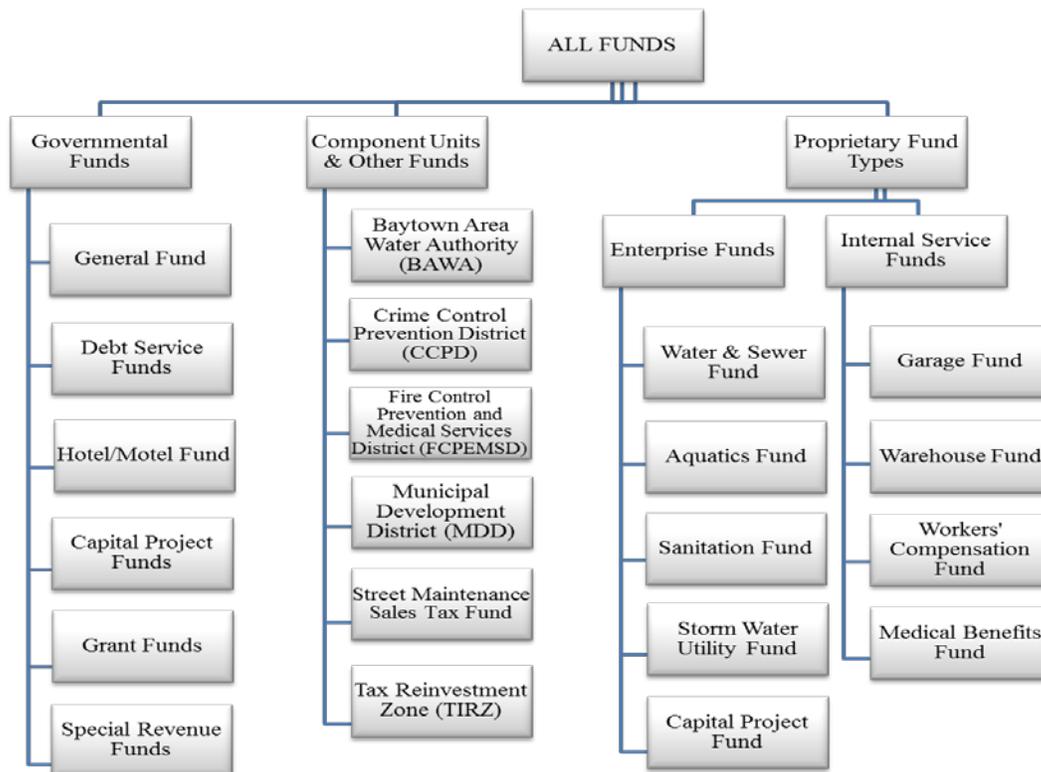
The Reader's Guide provides an overview of the City of Baytown's budget process and budget documents. The City of Baytown has prepared a budget designed to meet the highest standards of performance in municipal budgeting. Various financial summaries, statistical information and detailed revenue sources are provided to help define the City's goals, purposes and assumptions for projections. The Major Funds are the Governmental Funds and the Proprietary Funds. All appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended or lawfully encumbered. Project length financial plans are adopted for all capital project funds.

## **BUDGET BASIS**

The Governmental Fund budgets are prepared on the modified accrual basis of accounting. Under this basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred, except for (1) inventories of material and supplies which may be considered expenditures when used; (2) prepaid insurance and similar items; (3) accumulated unpaid vacation, sick pay and other employee benefit amounts which need not be recognized in the current period and (4) principal and interest on long-term debts which are generally recognized when due. All proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

## **FINANCIAL STRUCTURE**

The financial structure of the budget is organized by funds. The two types of funds utilized in this budget are Governmental and Proprietary. The specific funds that make up the Governmental Fund type are the General Fund, General Debt Service Fund and Hotel/Motel Fund. The Proprietary Fund types are made up of the Aquatics Fund, Water and Sewer Fund, Water and Wastewater Interest and Sinking Fund, Sanitation Fund, Storm Water Utility Fund and Central Services Fund (Garage and Warehouse Operations). Each of the above mentioned funds operate separately and independently from one another; therefore, they are budgeted separately and include separate financial statements. A fund is generally defined as a fiscal and accounting entity, which has its own self-balancing set of accounts recording cash and other financial resources, as well as any liabilities or residual equities or balances. Funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions or limitations.



**CITY OF BAYTOWN  
READER'S GUIDE**

Fund	Department																	
	General Administration	Fiscal Operations	Legal Services	Public Affairs	Information Technology Services	Planning & Development Services	Human Resources	City Clerk	Court of Record	City Facilities	General Overhead	Police	Fire	Engineering	Public Health	Public Works	Parks & Recreation	Library
General Fund	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Hotel/Motel Fund	X																	
Water & Sewer Fund		X									X					X		
Aquatics Fund																	X	
Sanitation Fund																X		
Storm Water Utility Fund															X	X		
Garage Fund																X		
Warehouse Fund																X		
General CIPF														X				
W&S CIPF														X				
Workers' Compensation Fund							X											
Medical Benefits Fund							X											
Baytown Area Water Authority (BAWA)																X		
Crime Control Prevention District (CCPD)												X						
Fire Control Prevention Emergency Medical Services District (FCPEMSD)													X					
Municipal Development District (MDD)	X																	X
Street Maintenance Sales Tax Fund																X		

**MAJOR BUDGET PHASES**

The City of Baytown’s budget process includes four key phases. The timing and purpose of these phases defines the process.

1. ***Budget Priorities***

Through various strategic planning sessions held throughout the year and individual communications to the City Manager, the City Council has provided input concerning the City’s functional areas and the preferred methods of addressing budgetary challenges and revenue shortfalls; operational expenditures related to voter approved referendums; health care cost; sewer capacity/compliance issues and water and sewer rate increases.

2. ***Budget Preparation and Training – March/April***

This period serves as a developmental timeline to highlight and include specific instructions for the new budget. Payroll projections are compiled and changes to systematic budget preparation are communicated and training is held.

3. ***The Proposed Budget - Late July***

Pursuant to City Charter, the Proposed Budget is required to be submitted to the City Council at least sixty (60) days prior to the beginning of each budget year. (Article V, Section 41 of the City Charter.) This document represents a modified and balanced version of departmental budget requests versus projected revenues. The Proposed Budget document is a product of proposals from the departments and revisions by City Administration and Finance staff.

4. ***The Adopted Budget – August/September***

The Adopted Budget represents a modified version of the Proposed Budget after the public hearing and the City Council’s review in August and September. Any changes deemed necessary by City Council to funding levels or revenue projections are reflected in the Adopted Budget. Revisions may also be made to reflect any updates to budget information.

## **THE BUDGET PROCESS**

The City of Baytown uses a hybrid zero based program oriented budgeting process. Each budgeting division within a department is given a target or "base level" funding based upon the previous year's funding level in which all expenditures must be justified each new fiscal year. With a few exceptions, no new fixed assets or new supplemental program funding requests/positions may be included in base level funding. Any funding request that represents new expenditures and programs, or that is in excess of base level funding, must be submitted as a supplemental program funding request. These supplemental requests may be either a new program or an enhancement to an existing program.

1. ***Budget Training for Support Staff/Budget Guideline Review***

February/March is when the budget guidelines, procedures and forms are reviewed. Changes may be made to the budget process in order to make budget development more efficient and address format requests from staff. More formal budget training is held in April. Departmental staff is convened for any new guidance on the budgetary process. During the training, staff is informed of the use of budgeting concepts, budget processes and the City's budget system.

2. ***Revenue Projection***

The revenue projections for the new fiscal year begin mid-year of the current fiscal year. The Director of Finance, in consultation with department directors and division managers, base revenues upon consultations with state and local agencies, trend analysis, anticipated changes in the local and regional economy and discussions with directly associated staff members. Although beginning earlier, the budget revenue projection occurs concurrently with departmental budget development and extends until the budget is adopted based upon the receipt of any new information.

3. ***Proposed Budget Development***

During the budget development at the division and departmental level, the Budget Office works with managers to analyze requests, provide advice and lend assistance. Budget requests are based upon a base level funding, and any additional funding is made in the form of supplemental program funding requests. The program goals, objectives and measures are evaluated during budget development to determine effectiveness of program activities and levels of appropriate funding.

4. ***Proposed Budget Analysis/Compilation***

When division and departmental budget requests are completed, the Budget Office reviews and compiles a preliminary draft of the Proposed Budget. The Director of Finance, City Manager, Deputy City Manager, Assistant City Manager, and budget staff meet and review the submitted budgets during a series of meetings.

Based on revenue projections and funding requirements, budget programs or supplemental requests are included in the proposed budget. A total recommended funding level is determined from both base level and supplemental program funding requests proposed. At this time the funding level is weighed against available resources. A tax rate increase may or may not be recommended depending upon program priorities and issues.

5. ***City Council Budget Study***

The Major Budget Issues Report is prepared by the City Manager for the Proposed Budget, which highlights and summarizes funding requirements, major changes in programs and alternatives for funding. The Major Budget Issues Report is then reviewed and discussed by the Council during the work sessions.

6. ***Public Hearing/Budget Adoption***

A public hearing on the budget is held in early August prior to final budget consideration. At the public hearing, the citizens or any other individual may make formal comment either for or against the Proposed Budget. The public also has the opportunity to attend City Council budget work sessions. Budget adoption can occur in late August or September after the City Council deliberations and the public hearing. The City Council may take action to modify the Proposed Budget per its discretion. The City Council also adopts a tax rate to support adopted funding levels. Pursuant to City Charter, the Proposed Budget as submitted by the City Manager becomes the Adopted Budget if no action is taken by September 27th. (See Article V, Section 46 contained in the City Charter.)

7. ***Compilation of Adopted Budget/Budget Maintenance***

An Adopted Budget is compiled and published during the first months of the new fiscal year. The Adopted Budget in the form of an amended Proposed Budget is available for public inspection in late September. Ledger amounts are prepared for the new fiscal year prior to October 1.

## CITY OF BAYTOWN READER'S GUIDE

Budget Maintenance is a year-round activity of division/department directors and the Budget Office. In addition to spending controls such as appropriation level "lock-out" and position control review, any unbudgeted expenses in the capital appropriation unit require authorization via a budget transfer. Other spending control mechanisms include monthly review of expenditures by the Budget Office.

Quarterly budget analysis reports are prepared to present budget versus actual expenditure variances. These reports are reviewed by the staff and the City Council to identify and communicate any major expenditure variances. If necessary, a budget amendment ordinance is adopted based upon the third quarter budget analysis report.

### **DEPARTMENT/DIVISION PROGRAM SUMMARIES**

Each division within a department is described by narrative information displayed on pages facing resource and expenditure information in order to give the City Council a well-rounded presentation of each division. Program summaries include the following information.

***Program Description*** - This section outlines the function and responsibilities performed by the division. It is provided to enable the reader to understand the program elements included in each particular division budget.

***Major Division Goals*** - Goals describe the purpose or benefit the division/department plans to provide to the community and/or organizations its serves. Goals identify the end result the division/department desires to achieve with its activities. Goals are often ongoing and may not be achieved in one year.

***Major Division Objectives*** - Objectives are quantifiable steps toward accomplishing stated goals. They should have a specific time frame or measurable achievement. Objectives should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

***Expenditures*** - The summary of expenditures show the category of expenses for each of the division's programs as compared from year to year.

### **OTHER FUNDS**

The Baytown Area Water Authority (BAWA), Crime Control and Prevention District (CCPD), Fire Control, Prevention and Emergency Medical Services District (FCPEMSD) and Municipal Development District (MDD) included in the Component Unit section are presented for the overall comparability and are not subject to annual appropriation. Other miscellaneous funds are included in the budget to reflect the overall City's operations.

BAWA operates under a Board of Directors, which is appointed by the City of Baytown. The City of Baytown exercises oversight authority over the operations of BAWA; as a result, BAWA is reported as a component unit of the City.

On November 3, 2015 the citizens voted to continue the Baytown CCPD dedicated to crime reduction programs and the adoption of a proposed local sale and use tax at a rate of one-eighth of one percent (1/8%). The City Council appoints all members of the governing board of CCPD.

On November 3, 2015 the citizens voted to continue the Baytown FCPEMSD dedicated to fire safety and emergency medical services and the adoption of a proposed local sale and use tax at a rate of one-eighth of one percent (1/8%). The City Council appoints all members of the governing board of FCPEMSD.

The MDD was created to levy and account for the collection of a sales and use tax at the rate of one-half of one percent for the purpose of financing economic development projects that provide economic benefit and diversify the economic base of the community. The boundaries of MDD include the portion of the City that is in Harris County and excludes the portion that is in Chambers County. The City Council appoints all members of the governing board of MDD and approves any debt issued by MDD.

The Miscellaneous section consists of various funds designated for a single purpose. The presentation is a matter of information. Authorization is received by a grant, contractual arrangement, legislative requirement or budget appropriation in other funds.

**CITY OF BAYTOWN**  
**2019-20 BUDGET CALENDAR**

<u>Date</u>	<u>Day</u>	<u>Governing Body</u>	<u>Activity</u>
March 21	Thursday	Depts.	Budget Kickoff Meeting
March 23	Saturday	Council & Staff	Council Retreat
March 21-April 18		Depts.	Department Budget Entry & Meet with respective City Manager
April 18 @ 5:00 PM	Thursday	Depts.	Deadline for Department budget entry and packet submission
April 18	Thursday	Police, Fire, Parks, PW	CCPD, FCPEMSD, MDD & BAWA budgets due
May 13-24		Finance & Depts.	Departmental budget meetings with Finance Staff
May 27- June 14		Admin & Staff	Executive budget work sessions
June 07	Friday	Finance	Final MDD budget due
June 11	Tuesday	CCPD	CCPD Board reviews CCPD Proposed Budget & Set two Public Hearings
June 18	Tuesday	FCPEMSD	FCPEMSD Board reviews FCPEMSD Proposed Budget & Set a Public Hearing
June 27	Thursday	CCPD	Publish notices of two CCPD Public Hearings on Proposed Budget (no later than 10 days before public hearings)
June 27	Thursday	FCPEMSD	Publish notice of FCPEMSD Public Hearing on Proposed Budget (no later than 10 days before public hearing)
July 11	Thursday	MDD	MDD Board reviews MDD Proposed Budget at MDD Board Meeting & Set a Public Hearing
July 11	Thursday	Council	Receive the CCPD Budget as adopted by CCPD Board (no later than 10 days after CCPD approves the budget)
July 5	Friday	BAWA	Final BAWA budget due
July 9	Tuesday	CCPD	Conduct two Public Hearings & Consider Adoption of the Proposed CCPD Budget (no later than 60 days before October 1 <sup>st</sup> ).
July 16	Tuesday	FCPEMSD	Conduct a Public Hearing & Consider Adoption of the Proposed FCPEMSD Budget (no later than 60 days before October 1 <sup>st</sup> ). (only one public hearing is required)
July 16	Tuesday	MDD	Publish notice of the MDD Public Hearing on the Proposed MDD Budget (no later than 10 days before public hearing)
July 17	Wednesday	BAWA	BAWA Board receives BAWA Proposed Budget & Set a Public Hearing
July 25	Thursday	Council	Receive the City's Proposed Budget submitted by City Manager & Set Budget Work session Date & Public Hearing Date
July 25	Thursday	Council	Receive FCPEMSD Budget as adopted by FCPEMSD Board (no later than 10 days after FCPEMSD approves the budget)
July 26	Friday	Council	Publish notices of the City Council Public Hearings on the Proposed CCPD and FCPEMSD Budgets (no later than 10 days before the public hearings)
August 1	Thursday	MDD	Conduct Public Hearing & Consider Adoption of the Proposed MDD Budget
August 6	Tuesday	Council	City Council Budget Work Session
August 2	Friday	BAWA	Publish notice of the BAWA Public Hearing on the Proposed BAWA Budget
August 2	Friday	Council	Publish notice of the City Council Public Hearing on the Proposed City Budget
August 8	Thursday	Council	Conduct Public Hearing on the Proposed City Budget
August 8	Thursday	Council	Consider Adoption of the Proposed City Budget
August 8	Thursday	Council	Conduct Public Hearing on the Proposed Budgets of the CCPD (no later than 45 days before October 1 <sup>st</sup> )
August 8	Thursday	Council	Conduct Public Hearing on the Proposed Budgets of the FCPEMSD (no later than 45 days before October 1 <sup>st</sup> )
August 21	Wednesday	BAWA	Conduct Public Hearing & Consider Adoption of the Proposed BAWA Budget
August 22	Thursday	Council	City Council approves Special District Budgets: CCPD, FCPEMSD and BAWA (no later than 30 days before October 1 <sup>st</sup> )
August 22	Thursday	Council	Consider Adoption of the Proposed City Budget

**CITY OF BAYTOWN  
2019-20 BUDGET CALENDAR**

<u>Date</u>	<u>Day</u>	<u>Governing Body</u>	<u>Activity</u>
<b>Tentative Tax Calendar Dates Dependent on Receipt of Certified Rolls (Subject to Change)</b>			
August		Council	Certification of anticipated collection rate by tax collector
September		Council	Publication of Notice of 2020 Tax Year Proposed Property Tax Rate for the City of Baytown Pursuant to Texas Local Government Code 140.010(d) (GCCISD publishes)
October		Council	Receive 2020 Certified Appraisal Rolls - Harris and Chambers County Appraisal Districts
October		Council	Meeting of City Council to discuss tax rate. Submit to City Council the Calculation of Effective and Rollback Tax Rates.
N/A	N/A	Council	If Proposed Tax Rate exceeds the Rollback Rate or Effective Tax Rate, publish "Notice of Public Hearing on Tax Increase" (1st qtr.-page notice) at least seven days before public hearings; also on website and TV channel (60 second notice runs until 2nd hearing over) for first public hearing.
N/A	N/A	Council	If Proposed Tax Rate exceeds the Rollback Rate or Effective Tax Rate, hold <b>1st</b> public hearing on the tax increase and announce the date, time and place of the meeting at which it will vote on the tax rate (vote shall be no less than 3 days and no more than 14 days after the second public hearing).
N/A	N/A	Council	If Proposed Tax Rate Exceeds The Rollback Rate or the Effective Tax Rate, hold <b>2nd</b> public hearing on the tax increase (may not be held earlier than the 3rd day after the date of the first hearing) and announce the date, time and place of the meeting at which it will vote on the tax rate (vote shall be no less than 3 days and no more than 14 days after the second public hearing).
N/A	N/A	Council	Notice of Tax Revenue Increase published before meeting to adopt tax rate is the second quarter-page notice in newspaper before meeting and published on TV and website (if available, at least seven days before meeting).
October 10	Thursday	Council	City Council adopts the 2020 Tax Rate ordinance (or before the 60th day after the date the certified appraisal roll is received by a taxing unit, whichever is later).
November 5	Tuesday	City	Election Day

**CITY OF BAYTOWN  
FINANCIAL POLICIES  
BUDGET ADMINISTRATION AND DEVELOPEMENT**

**INTRODUCTION**

The City of Baytown, Texas financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the guidelines established by the applicable provisions of the Texas Local Government Code and the Charter of the City of Baytown, Texas. They are intended to assist the City Council, management and staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changes in circumstances or condition.

**401 BUDGET PERIOD**

- 401.1 Establishment of Fiscal Year. The fiscal year of the city government shall begin on the first day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year. As used in this charter, the term "budget year" shall mean the fiscal year for which any particular budget is adopted and in which it is administered. (City of Baytown Charter, Article V, Section 40)
- 401.2 Appropriation lapse at end of year. All appropriations shall lapse at the end of the budget year to the extent that they shall not have been expended or lawfully encumbered. (City of Baytown Charter, Article VII, Section 70)

**402 BUDGET PROCESS**

- 402.1 Determining Priorities. The budget shall provide a complete financial plan for the fiscal year, and the budget shall be prepared on the basis of policy priorities.
- 402.2 Budget Prepared from Departmental Request. The City of Baytown departments shall prepare budgetary decision packages in a manner directed by the City Manager. Department directors shall indicate funding priorities.
- 402.3 Deadline for Budget Submission. The city manager, at least sixty days prior to the beginning of each budget year, shall submit to the council a proposed budget and an explanatory budget message in the form and with the contents provided by sections 50 and 52. For such purpose, at such date as he shall determine, he, or an officer designated by him shall obtain from the head of each office, department or agency estimates of revenue and expenditure of that office, department, or agency detailed by organization units and character and object of expenditure, and such other supporting data as he may request. In preparing the budget, the city manager shall review the estimates, shall hold hearings thereon and may revise the estimates, as he may deem advisable. (City of Baytown Charter, Article V, Section 41)
- 402.4 Public Hearing on Budget Submission. At the meeting of the council at which the budget and budget messages are submitted, the council shall determine the place and time of the public hearing on the budget, and shall cause to be published a notice of the place and time, not less than fifteen days after date of publication, at which the council will hold a public hearing. (City of Baytown Charter, Article V, Section 43)
- 402.5 Truth-in-Taxation. Budget development procedures will be in conformance with the State law outlined in the Truth-in-Taxation process. In the event of a tax increase, notices will be given and public hearings will be held in conformance to this State law.

**403 BUDGET ADMINISTRATION**

- 403.1 Balanced Budget Required. The City of Baytown will develop balanced budgets in which current resources (current revenues plus fund balance) will equal or exceed current expenditures. The City will avoid budgetary procedures that balance the budget at the expense of meeting future year's expenses, such as: postponing expenditures, accruing future year's revenues, or rolling over short-term debt. The budget will provide for adequate maintenance and replacement of capital plant and equipment.
- 403.2 Funding of Current Expenditures with Current Revenues. The budget will assure that current expenditures are funded with current revenues. Current operating expenses will not be capitalized or funded through the use of long-term debt.
- 403.3 Use of Non-Recurring Resources. The City Of Baytown will use non-recurring resources to fund non-recurring expenditures.
- 403.4 Performance Measures and Productivity Indicators. An annual budget where possible will utilize performance measures and productivity indicators.

**CITY OF BAYTOWN  
FINANCIAL POLICIES  
BUDGET ADMINISTRATION AND DEVELOPEMENT**

403.5 Department Budget Reporting. Regular reporting on budgetary status will be provided.

**404 REVENUE POLICIES**

- 404.1 Revenue Goal. The City will try to maintain a diversified and stable revenue system to protect itself from short run fluctuations in any individual revenue source.
- 404.2 Development of Revenue Projection. The City will estimate its annual revenues using an objective analytical process.
- 404.3 User Charges and Fees Required. User charges and fees will be established at levels related to cost of providing the services. The City will periodically revise user fees when necessary to adjust for inflation, program changes and policy changes.
- 404.4 For Enterprise Funds, the City shall establish user fees and charges that fully support the total direct and indirect cost of the activity. Indirect costs include the cost of administration borne by other operating funds.
- 404.5 For programs within the General Fund, the City shall establish and maintain fees for whose cost activities are to be supported by the user. For each supported activity, the City shall establish the level of support necessary. The fees shall be reviewed and adjusted when necessary to maintain the proper level.
- 404.6 Tax Collection. The City will follow an aggressive policy of collecting property tax revenues.
- 404.7 Tax Assessment. The City will monitor the appraisal procedures of the Harris & Chambers County Tax Appraisal Districts and provide necessary input to assure that sound appraisal procedures are maintained. Property will be assessed at 100% of full market value.

**405 BUDGET AMENDMENT AND MODIFICATION**

- 405.1 Adoption of Budget. The budget shall be adopted by the favorable votes of at least a majority of all members of the council. The budget shall be finally adopted not later than the twenty-seventh day of the last month of the fiscal year. Should the Council take no final action on or prior to such day, the budget as submitted by the City Manager shall be deemed to have been finally adopted by the Council. (City of Baytown Charter, Article V, Sections 45 and 46)
- 405.2 Budget, a Public Record. The budget and budget message and all supporting schedules shall be a public record in the office of the City Clerk open to public inspection by anyone. The City Manager shall cause sufficient copies of the budget and budget message to be prepared for distribution to interested persons. (City of Baytown Charter, Article V, Section 42)
- 405.3 Transfer of Appropriations. At the request of the city manager, the council may by resolution transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another. (City of Baytown Charter, Article VII, Section 68)
- 405.4 Amending the Budget. In case of grave public necessity, emergency expenditures to meet unusual and unforeseen condition, which could not by diligent thought and attention have been included in the original budget, may be authorized by the Council as an amendment to the original budget. In every case where such amendment is made, a copy of the ordinance adopting the amendment shall be filed with the City Clerk, published in the next issue of the official newspaper of the City, and attached to the budget originally adopted.
- 405.5 Authority to Reduce Appropriations. The City Manager may at any time reduce appropriations for a department, office or agency.

**406 RESERVE LEVELS**

- 406.1 Undesignated, Unreserved Level Fund Balance. In order to maintain fiscal stability, the City maintains a unreserved General Fund balance to meet unforeseen emergencies that may arise. Appropriate levels of unreserved fund balances vary from entity to entity based on the relative impact of particular circumstances or financial conditions. The City of Baytown's goal for unreserved fund balance considers factors such as bond ratings, threat of severe tropical weather due to our proximity to the Gulf Coast, our location adjacent to the petro-chemical complexes, unforeseen emergencies, and advice from the City's financial advisor for fiscal planning. Potential fluctuations in revenue, and cash flow considerations between the start of the fiscal year (October 1) and the receipt of property tax revenues in December/January also require adequate reserves. Per Council's adopted policy, the City's targeted goal for unreserved fund balance is the equivalent of 60 to 90 days operating expenditures.

**CITY OF BAYTOWN  
FINANCIAL POLICIES  
BUDGET ADMINISTRATION AND DEVELOPEMENT**

**407 DEBT POLICY**

- 407.1 Debt Policy. The objectives of the debt management policy is to maintain the City’s ability to incur present and future debt at minimal interest rates in amounts needed for infrastructure and economic development of the City without endangering the City’s ability to finance essential City services. Debt financing may include, but is not limited to, general obligation bonds, revenue bonds, certificate of obligation and lease/purchase agreements. The underlying asset that is being financed should have a longer life than the maturity schedule of the debt issued for the financing of the asset. Since issuing debt costs more to the entity than purchasing assets outright, the use of financing will be carefully evaluated to ensure the benefits, tangible and/or intangible, derived from financing exceed the related financing costs.
- 407.2 Debt Limits. The City operates under a Home Rule Charter that limits the maximum tax rate, for all City Purposes, to \$2.50 per \$100 assessed valuation. Article XI, Section 5, of the Texas Constitution, provides for an overall limitation for Home Rule Cities of \$2.50 per \$100 assessed valuation. (See Statistical Section Tab for Computation of Legal Debt Margin.)

**408 CAPITAL POLICY**

- 408.1 Capitalization of an Item. An item is capitalized when it is recorded as a fixed asset and the acquisition cost is charged to a capital asset account.
- 408.2 Capital Assets. This classification of an asset includes property, plant, equipment and infrastructure. Capital assets are defined as assets with an initial cost of more than \$10,000 and useful life of more than one year.
- 408.3 Capitalization Policy. Any asset with an acquisition cost of \$10,000 or more and a useful life of more than one year is to be capitalized. Acquisition cost includes the purchase price, transportation costs and installation. Any asset with an acquisition cost of less than \$10,000 or a useful life of less than one year is not to be capitalized. Its acquisition cost should be charged to an operating expense. Capital Projects are capitalized if it is new construction or if it extends the useful life of an existing fixed asset.

**409 CAPITAL IMPROVEMENT POLICY**

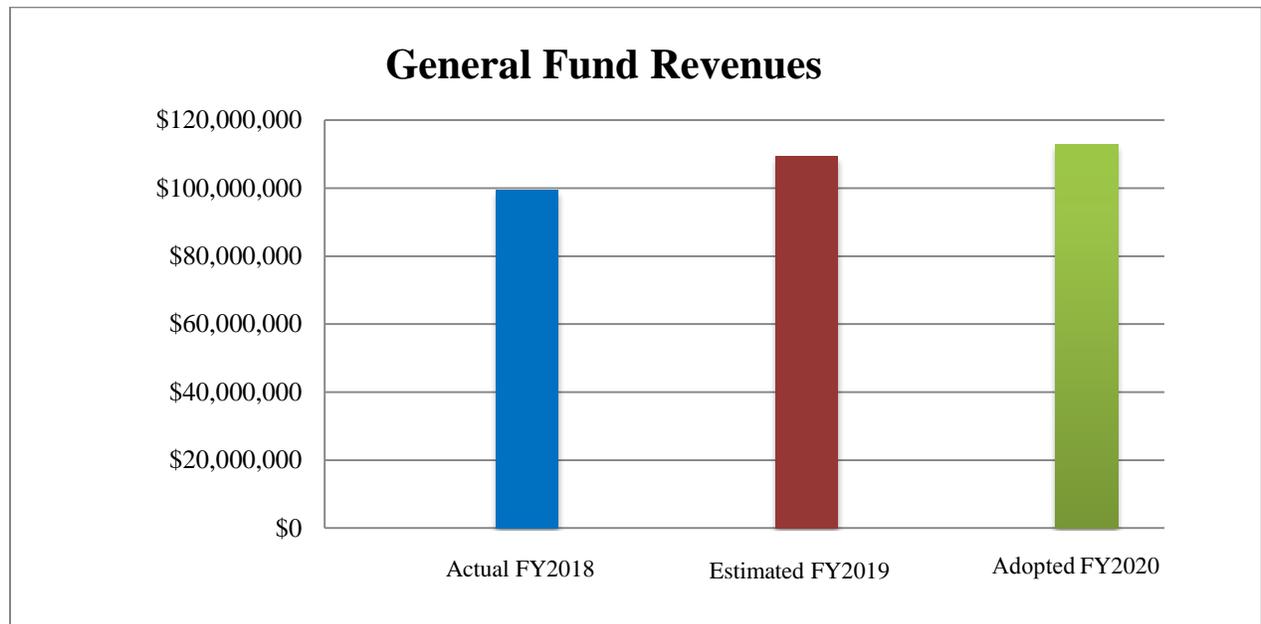
- 409.1 Capital Project or “Project”. As used in this charter, "capital project" or "project" means: (a) any physical public betterment or improvement and any preliminary studies and surveys relative thereto; (b) the acquisition of property of a permanent nature; (c) the purchase of equipment for any public betterment or improvement when first erected or acquired. (City of Baytown Charter, Article VI, Section 56)
- 409.2 Power to Incur Indebtedness by Issuing Bonds, Notes, Certificates of Obligation, and Commercial Paper. The City may incur indebtedness by issuing its negotiable bonds, revenue bonds, notes, certificates of obligation and other commercial paper in accordance with state law to finance any capital project which it may lawfully construct or acquire, or for any legitimate public purpose. (City of Baytown Charter, Article VI, Section 57)
- 409.3 Bond Ordinance; Vote Required. The City shall authorize the issuance of bonds by a “Bond Ordinance” passed by the affirmative votes of the majority of all members of its council. Revenue bonds may be issued by the council under the authority of Vernon’s Ann. Civ. St. arts. 1111-1118, as amended and all other applicable provisions of law. The issuance of tax bonds must be approved by a majority of the qualified voters who are property tax payers voting at an election called for that purpose. (City of Baytown Charter, Article VI, Section 58)

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
 FISCAL YEAR 2019-20

**GENERAL FUND**

**REVENUES**

General Fund revenue is comprised of taxes, license and permit fees, intergovernmental revenues, charges for services, miscellaneous revenues and transfers-in from other funds. The General Fund budgeted revenues are \$111,677,458 which is an increase of \$5,603,930 or 5.3% more than the 2018-19 budget. The budgeted increase is primarily attributed to increases in Industrial District Payments (\$4,168,922), Property Taxes (\$1,654,834), Transfers In (\$512,386), and Fines & Forfeitures (\$114,850). The primary revenue decreases are in Miscellaneous (\$463,434), Licenses & Permits (\$157,800) and Taxes - Sales & Franchise (\$319,744).



**Property Tax**

Ad valorem taxes represent 15.9% (\$17,782,600) of total revenue for the General Fund. The implementation of the 2007 General Obligation (GO) Bond Program approved by voters in November 2007 required the first increase in ad valorem property tax rates since 1992. The property tax rate increase in 2008-09 of \$0.05 and in 2011-12 of \$0.035 raised the City’s total tax rate to \$0.78703 and \$0.82203 respectively per \$100 of property value. That increase was only allocated to the General Debt Service Fund for debt payments; therefore, large property tax revenue increases were not realized in the General Fund. The 2017-18 budget included a one cent tax rate decrease. The 2019 tax year (taxes used to finance the 2019-20 budget) estimated taxable assessed valuation is \$4,250,000,000 which is an increase of \$350,000,000 or 9% as compared to the 2018 tax year. Although the certified rolls are required to be presented to the taxing entities by July 25<sup>th</sup> or as soon thereafter as practicable, historically they have not been received until August, September or even as late as October. These budget projections are based on certified estimates of values as required by Texas Tax Code Sec. 26.01(e). Since this estimate of value is preliminary there may be differences between the certified tax roll and the preliminary estimated tax levy that could impact projected revenue in the budget. Total collections are estimated at \$31,950,507 based on the preliminary property values and a tax rate of \$0.81203 per \$100 valuation. The levy allocates \$17,526,094 for General Fund Maintenance & Operations (M&O) and \$14,424,413 for General Obligation Interest & Sinking (GOIS) debt service.

**Industrial District Payments**

Industrial district payments are the largest source of revenue for the General Fund. The 2019-20 budget includes revenues of \$62,230,647 from Industrial District Agreements (IDAs). IDA revenues comprise 55.7% of total General Fund revenues. The City has entered into contracts with industries located within its extraterritorial jurisdiction and these contracts specify payments to be made to the City in lieu of ad valorem taxes in exchange for limited immunity from annexation of specific properties during the seven-year terms of the contracts. The City of Baytown currently has 71 active Industrial District Agreements. Key provisions found in many of the existing IDA agreements include a

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
FISCAL YEAR 2019-20

staggered rate increase from 61% to 64% over the seven year life of the agreement and an additional 1% yearly public community improvement rate has been added to the industrial district payment rate and is available for rebate to the company for approved beautification projects. Payments are calculated using a "base value" concept with the value set at the higher of the January 1, 2009 value, the January 1, 2016 value, the base value as specified/and or used in a previous Industrial District Agreement between the Property Owner and the City, or the most recent certified value as of the date on which a contract is executed. New, first time IDAs include an added value clause that captures property value in excess of the base value in years five, six and seven of the agreement by including a prorated amount of the "added" or incremental increase in value as part of the overall value used to determine the total industrial district payment. This proration occurs at rates of 21%, 42% and 64% respectively. The added value clause does not extend beyond each contract's initial term.

However, in 2015, the City signed a new IDA with Exxon Mobil Corporation which increased the percentage of the fair market value used in connection with the industrial district payment calculation. Previously, the industrial district rate escalated from 61% to 64% over a seven (7) year period. The new industrial district rate is a flat 66% for all seven (7) years of the agreement, with no 1% public community improvement rate assessed. Subsequent IDAs will have similar terms, which are expected to increase IDA revenues.

Also in 2015, the City Council established industrial district policies not only for existing companies, but also for new companies locating in one of the City's three industrial districts and also for logistic companies. For new companies locating in an industrial district, the industrial district payment includes a portion of the new value created (added value) starting in year 3 of the IDA, rather than in year 5 as the previous form of agreement did. For companies engaged in warehousing and/or logistics operations, the new industrial district payment calculation has an additional component which captures half the value of situs inventory and business personal property belonging to occupants each year of the IDA.

**Sales & Use Taxes**

Sales and use taxes provide 13.2% (\$14,844,555) of total revenues and is the third largest revenue source for the General Fund. Of the total sales tax rate in Baytown of 8.25%, the State of Texas retains 6.25% and 2% is remitted to the City. The City allocates that 2% as follows: the General Fund receives one-half of the 2% or 1%, the Municipal Development District (MDD) receives one-fourth of the 2% or 0.5%, the Street Maintenance Fund (SMF) receives one-eighth of the 2% or 0.25%, and the Baytown Crime Control and Prevention District (CCPD) and the Baytown Fire Control, Prevention and Emergency Medical Services District (FCPEMSD) both receive one-sixteenth of the 2% or 0.125% each.

**Franchise Tax**

Franchise Taxes are projected at \$4,102,227, an decrease of \$226,495 compared to the 2018-19 budget. Electric Utility franchise taxes comprise about 63.07% of budgeted franchise tax revenues. The adopted budget for telephone franchise tax revenues represents a decrease to the prior year budget, \$345,216 (93.2%) as a result of legislation which authorizes a company to stop paying the lesser of cable franchise or telephone access line fees. Cable TV franchise taxes are projected to increase about 23.6% (\$152,634) from the current year.

**Licenses & Permits**

The budget includes Licenses & Permits revenue of \$2,357,645 which is \$157,800 (6.3%) lower than the 2018-19 budget for this category. The decrease is attributed to an decrease in building permits. Licenses and permits constitute 1.33% of total General Fund revenue.

**Intergovernmental Revenues**

Intergovernmental revenues of \$975,350 are estimated to increase \$25,976 from the 2018-19 budget, due primarily to an estimated increase from Department of Transportation. Intergovernmental revenues represent 0.86% of total General Fund revenue.

**Charges for Services**

Charges for Services are projected at \$2,469,256 which is \$47,990 greater than the 2018-19 budget. Charges for Services are primarily revenues received from ambulance service (\$1,849,660). This category comprises 2.19% of total General Fund revenue.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
 FISCAL YEAR 2019-20

**Fines and Forfeitures**

Fines and forfeitures of \$2,478,025 are comprised of revenues from the traffic safety enforcement activities through the Municipal Court of \$2,269,974 and Motor Carrier Violations of \$181,211 with \$26,840 derived from Library fines. This revenue source represents 2.2% of General Fund revenues.

**Miscellaneous**

The Miscellaneous category of revenue consists of Investment Interest, Rental of Land, Industrial District Public Community Improvement and Miscellaneous revenues. The budgeted revenue for 2019-20 is estimated to decrease \$463,435 from the current budget year.

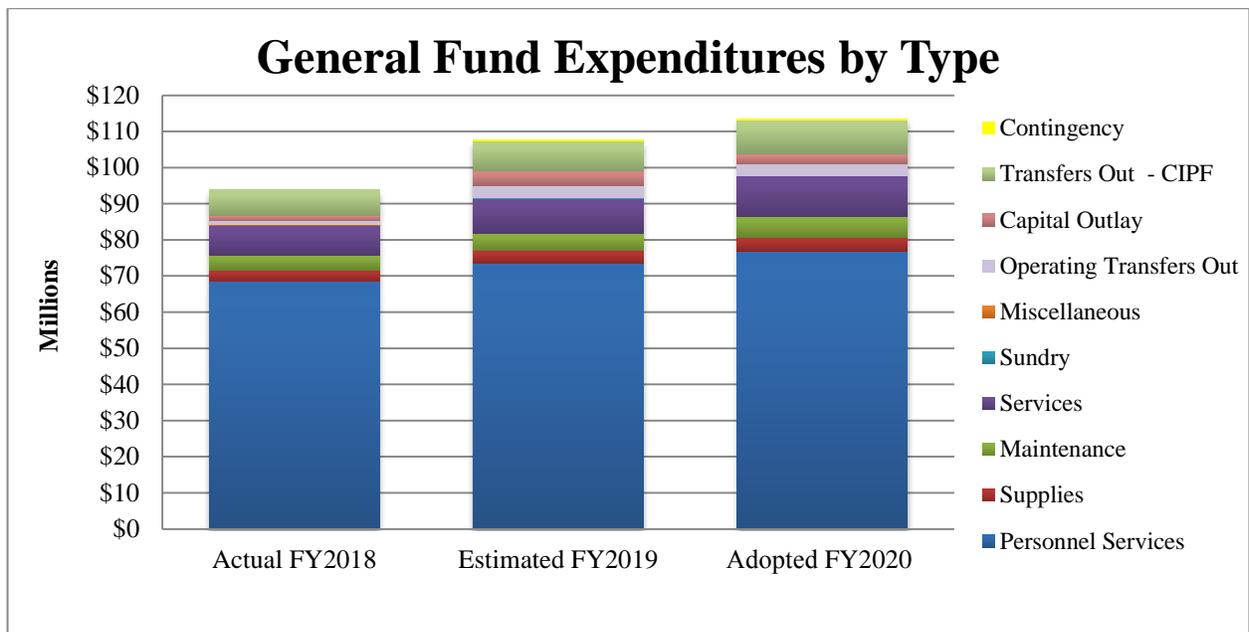
**Operating Transfers In**

Operating transfers in are increasing \$512,356 from the 2018-19 budget and represent 2.41% of General Fund revenues.

**EXPENDITURES**

The purpose of this section is to give a general description of the major functional areas in the General Fund and describe the changes within them. Included in these expenditures are any new/expanded programs, continuing programs and capital purchases.

The General Fund accounts for all municipal activities except for those required to be accounted for in another fund. Police, Fire, Emergency Medical Services, Health, Public Works, Parks, Library, etc. are funded within the General Fund. Total expenditures for the 2019-20 budget are \$113,565,100, an increase of \$5,308,561 (4.9%) over the current year budget. Increases in overall expenditure categories include Personnel Services (\$2,430,963), Transfers Out (\$1,165,000), Services (\$1,467,133), Maintenance (\$720,503), and Supplies (\$277,534).



**Personnel Services**

The increase in personnel services expenditures in the 2019-20 budget reflects several factors. Additional 26 full-time positions included in the budget, step pay increases for Police and Fire civil service will be honored pursuant to established salary pay grade schedules based on years of service. As in past years, the City and its employees will continue to share responsibility and work together to reduce healthcare costs. In the 2018-19 budget a 3% increase to medical insurance was included for all employees and retirees. Retirees over 65 continue to be on a Medicare supplement which provides them with equal or better coverage at a lower cost. The City no longer offers retiree insurance coverage for any employee who started employment with the City after January 1, 2010.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
FISCAL YEAR 2019-20

**INFRASTRUCTURE AND CAPITAL PROJECTS**

The City Council, Citizens and Administration agree that maintaining and improving the facilities and infrastructure within the City is vital to its growth and development. In November 2007, the voters overwhelmingly approved five initiatives that are providing improvements in the following areas: streets; sidewalks; drainage; public safety; parks, recreation and beautification. The full amount of the 2007 authorization of \$79,975,000 in General Obligation Bonds (GO's) have been sold through the 2014-15 budget year. The City will continue to monitor and assess the cash flow of projects and as necessary adjust the project schedule.

**General Capital Improvement Program Fund (CIPF)** – This fund is used to provide for various projects and is primarily funded with a transfer from the General Fund as well Contributed Capital for specific projects. Major recurring programs include funding for the CIP Project Management and Building Demolition. The major budget allocation for the 2019-20 budget year is for the Street Projects (\$8,069,804). Other projects include the East WWTP & Raccoon Lift Station Mitigation, San Jacinto Mall Project, Traffic Signals, Revitalization of Downtown Match, Comprehensive Plan, Cedar Bayou Crossing, Russell Park, Roseland Park, Bridge Overpass Painting, Citizens Bank Building, Marina Overdredging Costs associated to Hurricane Harvey and Texas Avenue Drainage Grant Match. Also budgeted is \$150,980 for New Capital Project Initiatives that may be identified during the budget year.

**Utility Capital Improvements** - Another capital improvement initiative seen as critical to the growth and development of the City is the utility infrastructure. Ongoing and future projects detailed in this document represent over \$9 million in improvements. Projects in this category include development and redevelopment of wastewater treatment plants and lift stations; water and sewer line rehabilitation; line extensions; new and rehabilitation of existing water towers; and water well replacement. Additional ongoing projects primarily funded by grants will also improve the City's utility infrastructure include the hardening of lift stations and other water and sewer facilities throughout the City.

**Street Maintenance Improvements** – Funded by a dedicated sales tax which was reauthorized for a third time in November 2015, the Street Maintenance Fund provides a critical program to address the maintenance of city streets in sub-standard condition. Ongoing and future projects detailed in this document represent over \$4 million in improvements. Represented in the current program is additional funding for Asphalt Mill and Overlay, Crack Seal Crew, Concrete Street Repair Crew, Street Striping, Street Reconstruction, and Slurry Seal. Also budgeted is \$129,006 for New Capital Project Initiatives that may be identified during the budget year.

**ECONOMIC DEVELOPMENT**

Increasing the retail base within the City of Baytown is crucial to the ability of the City to develop and provide the resources necessary to support the development. The addition of new and the retention of existing retail facilities not only enhances the tax base of the City, but it also creates jobs for our citizens which in itself creates a positive economic impact. The City maintains a mutually beneficial partnership with the Economic Development Foundation (EDF) to enhance the City's ability to recruit businesses that create jobs. The availability of Municipal Development District (MDD) funds is crucial to providing the resources necessary for this endeavor. Programs funded by the MDD include development of new and expansion of existing businesses, acquisition of property for economic development and continued support of the EDF operations and special programs.

**RESERVE LEVELS**

In order to maintain fiscal stability, governmental entities maintain a General Fund unrestricted fund balance to meet unforeseen emergencies that may arise. Appropriate levels of unrestricted fund balances vary from entity to entity based on the relative impact of particular circumstances or financial conditions. The City of Baytown's goal for unrestricted fund balance considers factors such as bond ratings, threat of severe tropical weather due to our proximity to the Gulf Coast, our location adjacent to the petro-chemical complexes, unforeseen emergencies, and advice from the City's financial advisor for fiscal planning. Potential fluctuations in revenue, and cash flow considerations between the start of the fiscal year (October 1) and the receipt of property tax revenues in December/January also require adequate reserves. The City's targeted goal for unrestricted fund balance, per adopted resolution, is the equivalent of 60 to 90 days operating expenditures. The General Fund ending balance of \$24,993,656 projected for the 2019-20 budget represents 90 days of operating expenditures.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
 FISCAL YEAR 2019-20

Total Revenues	\$	111,677,458
Less Recurring Expenditures		(100,969,721)
Revenues Available to Fund Non-Recurring Expenditures		10,707,737
Total Non-Recurring Expenditures		(12,595,379)
Decrease in Fund Balance	\$	(1,887,642)

The Governmental Accounting Standards Board (GASB) issued Statement 45, entitled *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The statement addresses how state and local governments should account for and report their costs and obligations related to post-employment healthcare and other non-pension benefits, commonly referred to as *other post-employment benefits*, or OPEB. Baytown implemented GASB 45 in FY2009. The City is currently on a pay-as-you-go option for its OPEB liability. To help limit the liability, the City no longer offers retiree health insurance coverage for any employee who starts employment with the City after January 1, 2010.

**GENERAL DEBT SERVICE FUND**

The General Debt Service Fund accounts for the payment of principal and interest on general long-term liabilities paid primarily by taxes levied on property within the City. The current debt service allocation for 2019-20 is \$ 22,502,513 consisting of \$15,180,000 in principal, \$6,669,710 in interest, \$459,803 in other debt payments and \$150,000 in issuance costs.

Tax revenues are projected to be \$14,699,413. Transfers of \$5,418,179 from the Wastewater Interest and Sinking Fund provides for servicing of debt related to water & sewer infrastructure, \$2,937,577 from the Municipal Development District covers a portion of the debt for the Pirates Bay Water Park, \$1,214,106 from the Tax Increment Reinvestment Zone (TIRZ) and \$851,400 from the Fire Control Prevention Emergency Medical Services (FCPEMSD) Special District Fund will be used to cover a debt issuance for the Fire Training Field

**HOTEL/MOTEL FUND**

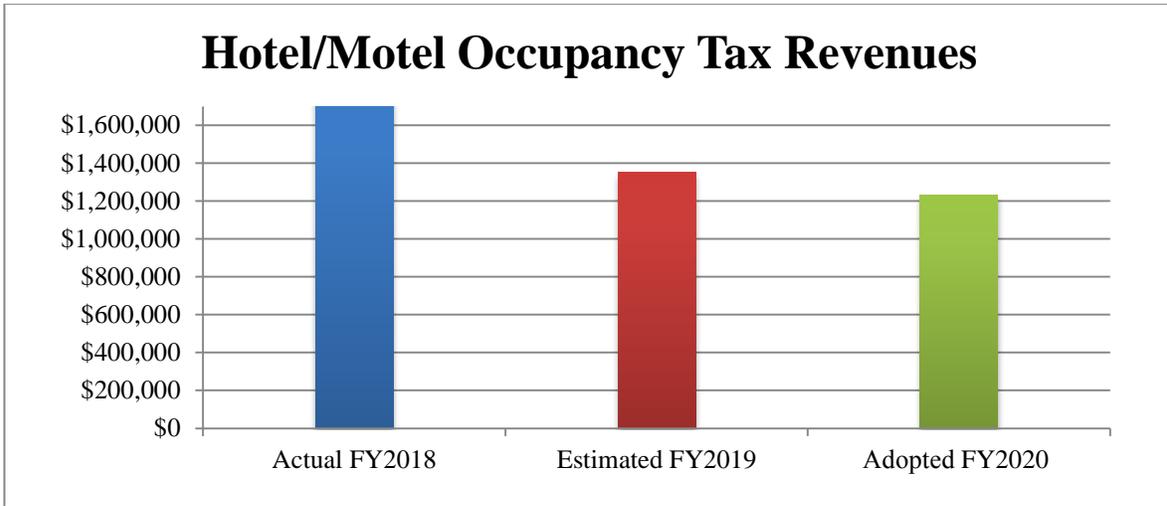
This fund accounts for the use of Hotel/Motel Occupancy tax revenue generated by the City’s twenty-seven hotels. The Hotel Occupancy Tax (HOT) is calculated by the hotel/motel based on 7% of their taxable receipts and remitted to the City on a quarterly basis. These revenues must be spent to promote tourism, the hotel industry and/or convention delegates. Eligible expenditures to promote tourism include establishing or enhancing a convention center; administrative cost for facilitating convention registration; tourism-related advertising and promotions; and tourism-targeted programs that enhance the arts, historical restoration or preservation programs.

The distribution of hotel/motel tax revenue is specified by state law. At least 1% of the 7% occupancy tax annual revenue must be spent on advertising and general promotion of the city and its vicinity. The city is prohibited from spending more than the greater of 15% of the hotel occupancy fund balance or 1% of the 7% occupancy tax annual revenue for development or enhancement of arts programs. Expenditures for historical purposes are limited to a maximum of 50% of the annual hotel tax revenue collected, if the municipality does not allocate any hotel occupancy tax revenues for convention/civic center purposes. Any expenditure must be consistent with one of the categories noted and serve to promote tourism, conventions and the hotel industry.

**REVENUES**

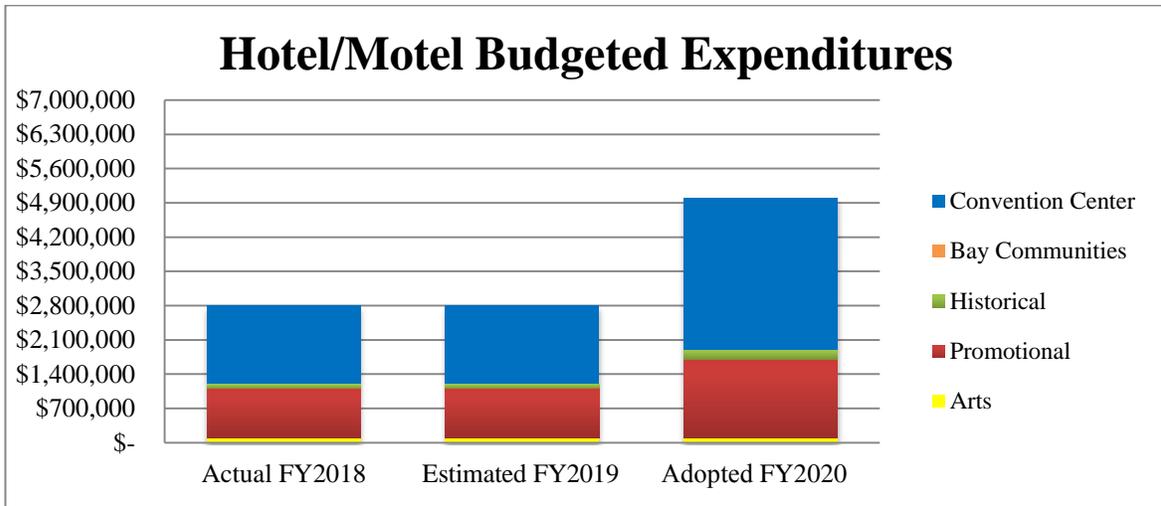
The 2018-19 budgeted revenue from hotel occupancy tax of \$ \$1,230,600 represents a decrease of \$120,762 over the current year budget. The budget also includes interest earnings of \$25,000 for total revenue of \$1,255,600.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
 FISCAL YEAR 2019-20



**EXPENDITURES**

Total expenditures budgeted for the Hotel/Motel Fund are \$4,993,416, a decrease of \$1,639,074 or 24.71% as compared to the current year budget. The majority of this decrease is from Contingency (\$1,809,744).



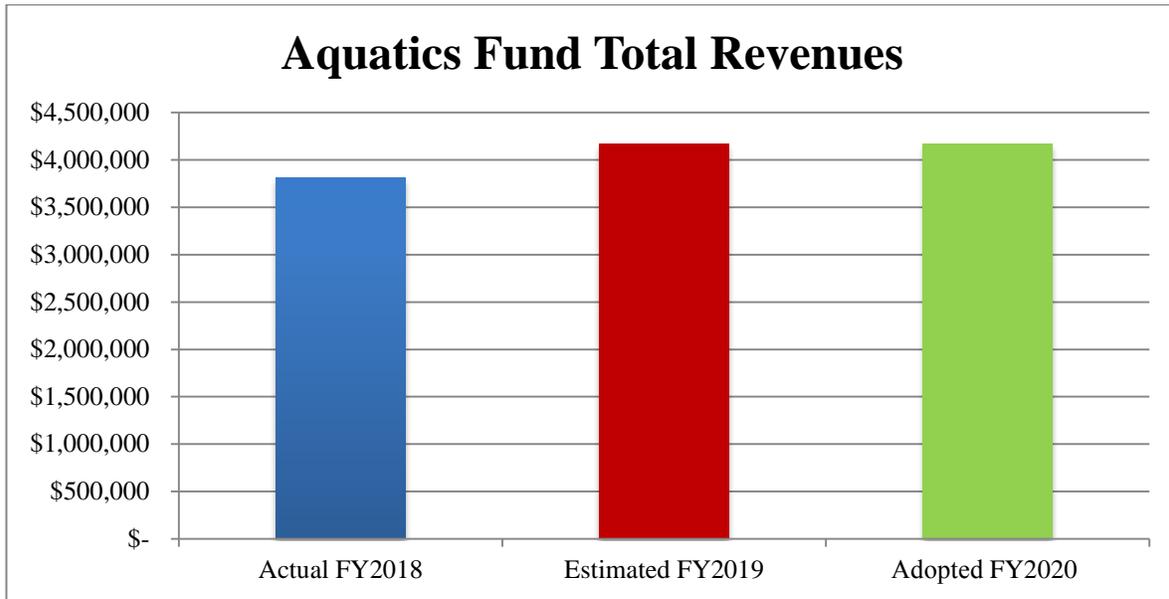
- Promotional – The budget includes \$1,620,690 for tourism activities and programs, and advertising and promoting tourism events that are designed to bring out-of-town visitors to Baytown. Tourism advertising also includes the advertisement of City-sponsored events such as the 3<sup>rd</sup> and 4<sup>th</sup> of July Festival, Grito Fest, Nurture Nature Fest and general promotion of all tourism venues in Baytown such as Pirate’s Bay Water Park and the Baytown Nature Center. Tourism programs include the Buc-ee’s Kiosk program, the Baytown GeoTour and other programs designed to attract and manage tourists to and in the City. Included in this year’s budget is \$100,000 for the Baytown Tourism Partnership Grant Program. Outside organizations compete for these dollars based on their ability to bring in tourists and promote the Baytown convention and hotel industry.
- Conference Center – The City entered into a conceptual planning agreement concerning a hotel and conference center at Bayland Island. The initial study will result in a conceptual analysis containing the following: conceptual hotel and conference center drawings; conceptual hotel and conference center development budgets; critical events path for planning, developing and opening of the hotel and conference center; term sheet for the proposed brand and operator; outline of the proposed capital structure; proposed professional team; preliminary operating pro-forma; conceptual investment summary; revised third party hotel and conference center market study; revised third-party econometric study; determination of all economically feasible city incentives; and review of entities and utility capabilities. To this effort the City has allocated \$4,900,000 for purposes of incentive funding.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
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**AQUATICS FUND**

**REVENUES**

In June 2010, the City opened the Pirates Bay Water Park, a Caribbean themed 3-acre water park. In May 2011 the Calypso Cove Water Park opened in N. C. Foote Park. Both are operated by the Baytown Parks and Recreation Department. With the expanded waterpark now operating, 2019-20 revenues for Pirates Bay and Calypso Cove are projected to be \$4,171,845, down slightly \$9,824 from 2018-19 budget.



**EXPENDITURES**

The 2018-19 budgeted expenditures for the Aquatics Fund which includes Pirates Bay Water Park and the Calypso Cove total \$4,315,439.

Pirates Bay Water Park opened for the season in May and staff estimates that attendance will be 178,000 for the current season. Annual operations and maintenance costs of \$3,491,670 have increased 0.7% over the 2018-19 budget. The practice of allocating a dollar from each ticket sold for capital replacement will continue for 2019-20 and is projected to be \$178,000. The Aquatics Fund will transfer \$70,054 to the Water and Wastewater Interest and Sinking Fund for continuing funding of debt service for the Pirates Bay and \$225,580 to the General Fund for administrative costs.

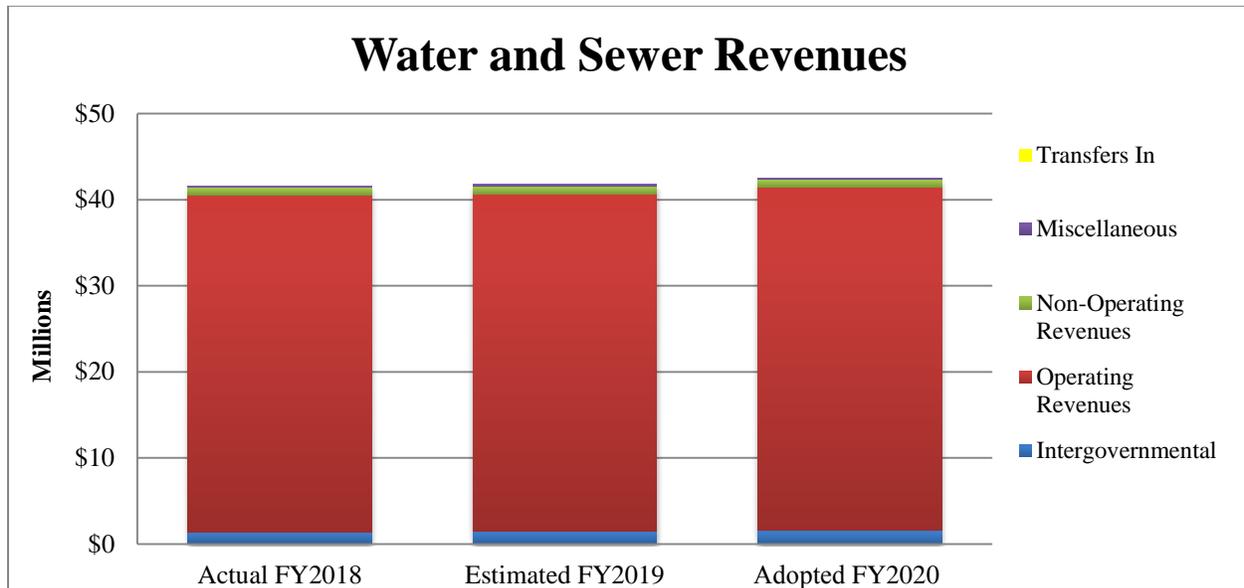
**WATER AND SEWER FUND**

This fund accounts for the water and wastewater utilities for the City in a manner similar to private business enterprises, where costs of providing services are financed primarily through user charges.

**REVENUES**

The 2019-20 budget estimates water sales of \$20,443,750 based on an average usage of 12.5 million gallons per day (MGD). Fluctuations in rainfall amounts can significantly impact actual sales.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
 FISCAL YEAR 2019-20



The rate structure includes a “Customer Charge” of \$3.62 per account inside the City and \$7.24 outside the City, applied to all customer types, to recover the current costs of meter reading and maintenance, billing, and other customer service functions of the system. The “Base Facility Charge” is based upon meter size for all Non-Residential, Irrigation, and High-Volume User accounts and per physical dwelling unit for Single-Family and Multi-Family residential accounts. No monthly consumption allowance is included in the “Base Facility Charge.” Single-Family Residential and Irrigation accounts are calculated using an inclining block, conservation rate structure. Residential sewer has a 12,000-gallon cap. The Water and Sewer Rates for the current and new budget year are depicted on the following table.

The Water and Sewer Rate Table:

Service	Rates Effective FY2019	Rates Effective FY2020
<b>Individually Metered Single-Family Residential</b>		
<b>Inside City</b>		
Water Monthly Customer Charge	\$ 3.62	\$ 3.62
Water Monthly Base Facility Charge	\$ 7.53	\$ 7.53
Water consumption rates:		
Up to 2,000 gallons per unit	\$ 2.57	\$ 2.57
Between 2,001 - 6,000 gallons per unit	\$ 5.60	\$ 5.60
Between 6,001 - 12,000 gallons per unit	\$ 6.71	\$ 6.71
Between 12,001 - 18,000 gallons per unit	\$ 8.74	\$ 8.74
Use over 18,000 gallons per unit	\$11.36	\$11.36
Sewer Monthly Customer Charge	\$ 3.91	\$ 3.91
Sewer Monthly Base Facility Charge	\$ 8.13	\$ 8.13
Sewer consumption rates:		
Up to 2,000 gallons per unit	\$ 2.81	\$ 2.81
Between 2,001 – 12,000 gallons per unit	\$ 6.08	\$ 6.08
<b>Service</b>		
<b>Individually Metered Single-Family Residential</b>		
<b>Outside City</b>		
Water Monthly Customer Charge	\$ 7.24	\$ 7.24
Water Monthly Base Facility Charge	\$15.05	\$15.05
Water consumption rates:		

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
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Up to 2,000 gallons per unit	\$ 3.86	\$ 3.86
Between 2,001 - 6,000 gallons per unit	\$ 8.39	\$ 8.39
Between 6,001 - 12,000 gallons per unit	\$10.09	\$10.09
Between 12,001 - 18,000 gallons per unit	\$13.10	\$13.10
Use over 18,000 gallons per unit	\$17.04	\$17.04
Sewer Monthly Customer Charge	\$ 7.82	\$ 7.82
Sewer Monthly Base Facility Charge	\$16.25	\$16.25
Sewer consumption rates:		
Up to 2,000 gallons per unit	\$ 4.22	\$ 4.22
Between 2,001 – 12,000 gallons per unit	\$ 9.13	\$ 9.13
<b>Volume User</b>		
Water consumption rate/1,000 gallons	\$ 4.13	\$ 4.13

**EXPENDITURES**

Total expenditures for the 2019-20 budget are \$43,058,756, an increase of \$2,138,729 or 5.2%. Highlights of changes by object class include the following:

- Personnel related line items increased \$409,131 or 4%. Personnel costs include wages, health insurance, workers compensation and retiree insurance.
- Supply costs are expected to increase \$263,778 or 2% primarily due to an increase in the treated water expense of \$12,499,362 represents 29 % of the Utility’s total 2018-19 budget.
- Services are increasing \$272,560 or 8.3% due primarily to an increase in special services electric service costs.
- Capital outlay is decreasing \$528,995 or 72.2% as a reduction of replacement equipment purchased.

**WORKING CAPITAL**

In order to maintain fiscal stability, governmental enterprise funds maintain a working capital balance to meet daily liquidity needs. Appropriate levels of working capital vary from entity to entity based on the relative impact of particular circumstances or financial conditions. The goal for Water & Sewer Fund working capital is 60 to 90 days operating expenses. Working capital is defined as current assets (e.g. cash, investments, accounts receivable) less current liabilities (e.g. accounts payable). Working capital of \$6,958,818 or 85 days of operating expenses is projected as of September 30, 2020. As in the General Fund, the Water and Sewer Fund is currently on a pay-as-you-go option for its OPEB liability. To help limit the liability, the City no longer offers retiree health insurance coverage for any employee beginning employment with the City after January 1, 2010.

**SANITATION FUND**

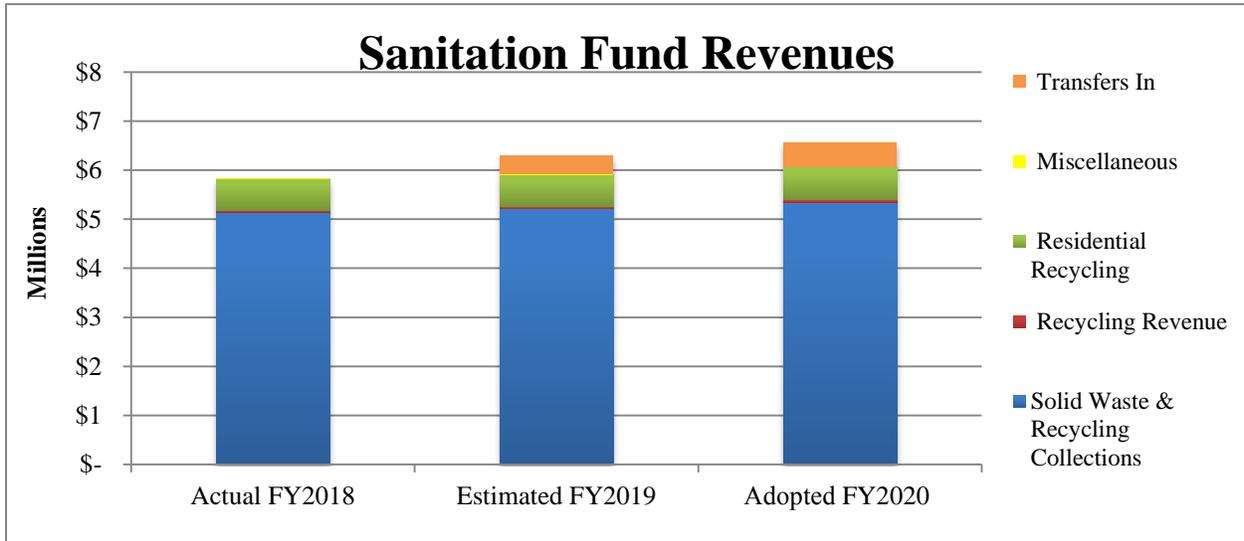
The Sanitation Fund accounts for collection of residential refuse, brush and white goods, the yard waste management program, and recycling activities. The Sanitation Fund either through a contract with Waste Management, Inc. or City crews, currently provides the following services:

- Twice per week curbside collection and disposal of residential garbage and heavy trash. (Waste Management)
- Once per week curbside recycling (Waste Management)
- Once a month curbside collection of brush and limbs. (City)
- Provision of a drop-off recycling center open 4 days per week. (Waste Management & City)
- Provision for a junk drop-off center open 4 days per week. (City)

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
 FISCAL YEAR 2019-20

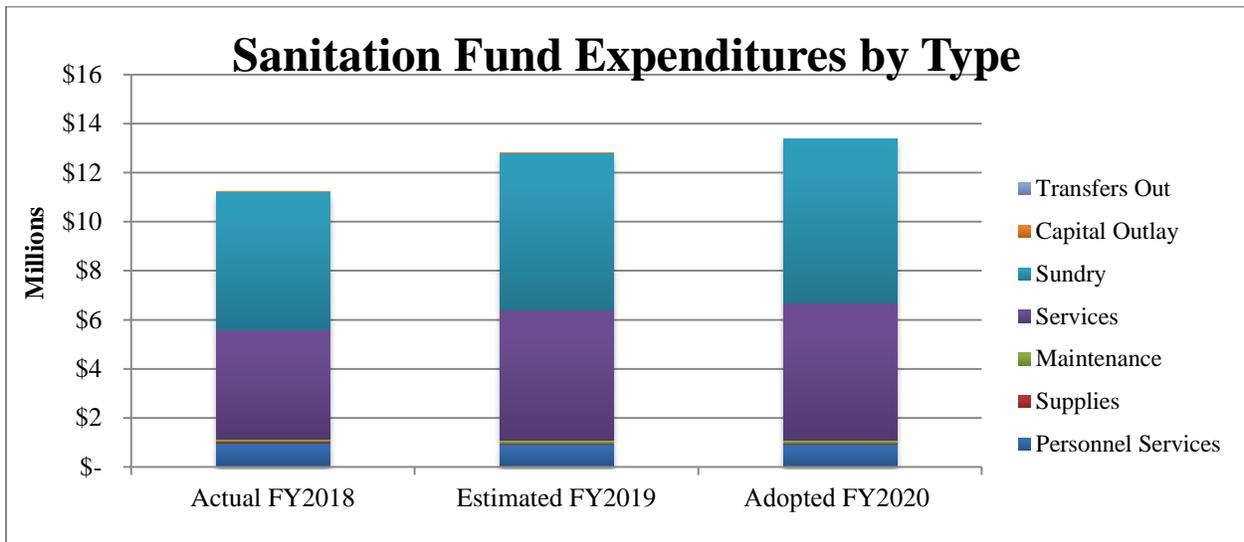
**REVENUES**

The Sanitation Fund's revenues are projected to be \$6,557,183, a decrease of \$551,369 or 7.8%.



**EXPENDITURES**

Total expenditures for the 2019-20 budget are \$6,679,630, an decrease of \$292,796 or 4.2% as compared to the 2018-19 budget.



**WORKING CAPITAL**

In order to maintain fiscal stability, governmental entities maintain a working capital balance to meet daily liquidity needs. Appropriate levels of working capital vary from entity to entity based on the relative impact of particular circumstances or financial conditions. The Sanitation Fund is primarily a fee-for service fund and the working capital requirements are not as stringent since most costs are not incurred if service delivery is interrupted. Working capital of \$358,649 or 20 days of operating expenses is projected as of September 30, 2020.

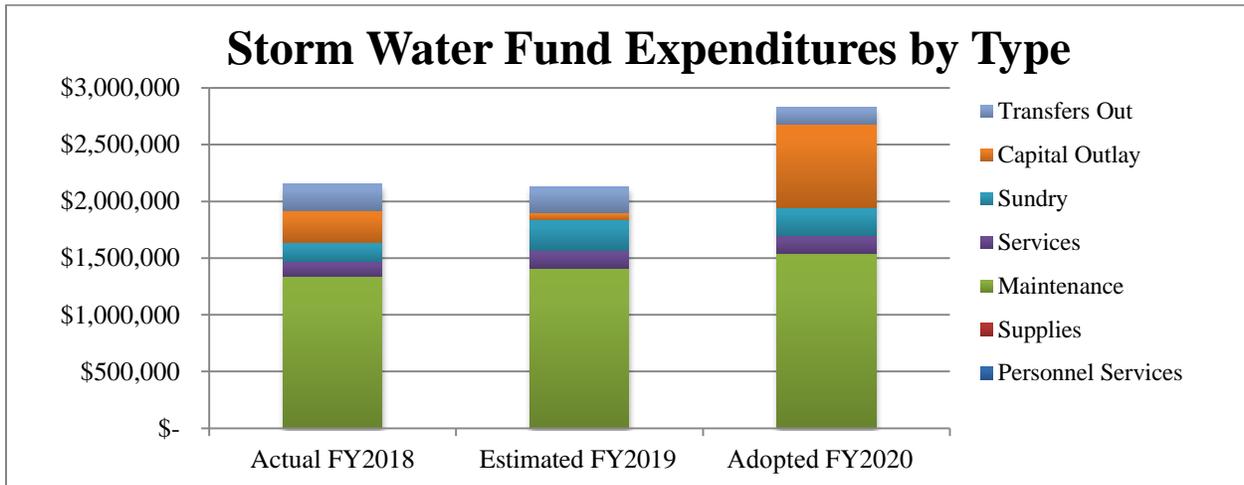
**STORM WATER UTILITY FUND**

The Storm Water Utility Fund was established in order to ensure compliance with NPDES Storm Water Phase II. As

CITY OF BAYTOWN  
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part of the Federal Clean Water Act (CWA) under the National Pollutant Discharge Elimination System (NPDES) the U.S. Environmental Protection Agency (EPA) has mandated that the Texas Commission on Environmental Quality (TCEQ) establish permit guidelines, under the Texas Water Code, for Municipal Separate Storm Sewer Systems (MS4). Phase I of the requirement included medium to large (100,000+ population) cities with Phase II including those cities of less than 100,000 populations. There are two ways for a city to comply: (1) file for an individual NPDES permit; or (2) participate with a Texas Pollutant Discharge Elimination System (TPDES) General Permit. The second option is far less expensive and provides greater coverage by the State program. The State has completed the implementation of the General Permit program and Council has begun adopting the necessary ordinances and rules for compliance. Our Storm Water Program is operated under both the EPA and State guidelines. This was an unfunded mandate by the USEPA and TCEQ; however, municipalities are allowed to create enterprise type funds which collect fees to offset the costs of the program. The City has created an enterprise fund and has also received a State General Permit to operate our Storm Water Phase II program. The Permit must be reviewed and renewed every five years to insure continued compliance with both the USEPA and TCEQ requirements.

Storm Drainage fee revenues in this fund increased to \$2,675,087 (4.3%) in the 2019-20 budget. Expenditures include Personnel Services (\$1,539,492), Supplies (\$156,775), Maintenance (\$250,000), Services (\$166,675), Capital Outlay (\$733,000) and Transfers Out (\$155,500). The estimated working capital at September 30, 2019 is \$382,694 or 66 days.



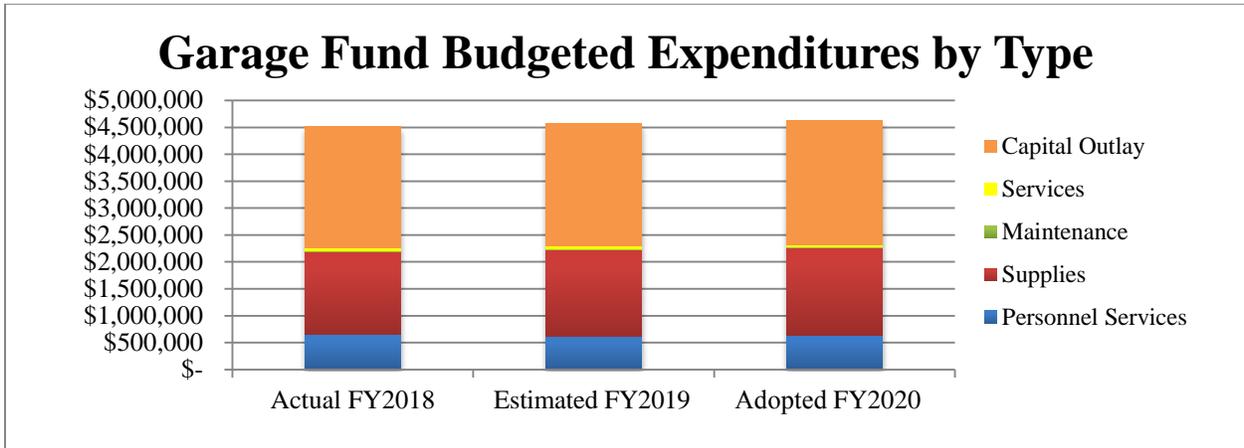
**CENTRAL SERVICES (Garage & Warehouse Operations)**

**GARAGE FUND**

The Garage Fund provides motor vehicle service and repair for all City operations except Fire and Police. The Garage Fund is supported through charges to user departments. Total expenditures for the 2019-20 budget are \$2,339,542.

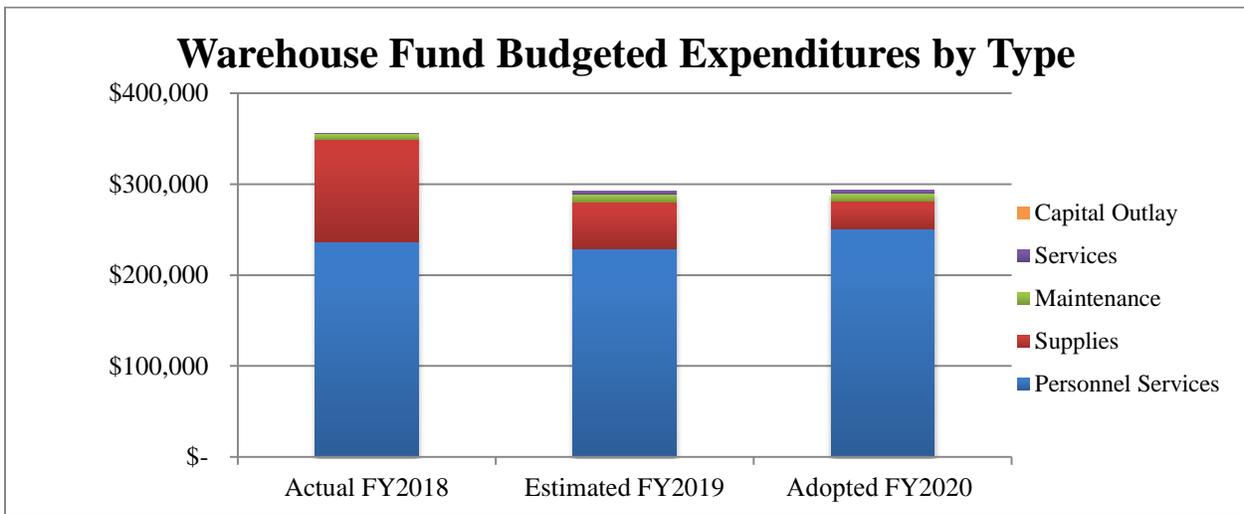
A fuel surcharge of 6% is assessed to user departments that fuel at the Garage to offset fixed costs associated with Garage operations. The budget for the Garage Fund is developed as a generally break even operation. The mechanic fee for all vehicles is \$65/Hr.

CITY OF BAYTOWN  
**MAJOR BUDGET ISSUES**  
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**WAREHOUSE FUND**

The Warehouse provides common items used on a daily basis throughout the city. The Warehouse maintains and accounts for supplies used in the field for Public Works and Parks & Recreation, office supplies used by most city departments and vehicle parts used on the city fleet. The Warehouse is supported through operating transfers from the General Fund and Water & Sewer Fund on a cost basis. Total expenditures for the 2019-20 budget are \$293,043, an increase of \$5,207 due primarily to increase in personnel services.



# CITY OF BAYTOWN COUNCIL GOALS IMPLEMENTATION PLAN FISCAL YEAR 2019-20



**SUBMITTED BY**  
**Richard L. Davis, ICMA-CM**  
**City Manager**

## INTRODUCTION TO THE CITY OF BAYTOWN'S 2019-20 COUNCIL GOALS & IMPLEMENTATION PLAN

We have the great benefit of having a citizen-based five-year strategic plan that has been ratified by the City Council. This strategic plan, which is the product of over 4,000 citizen conversations, identifies five primary citizen priorities or strategic directives. These are:

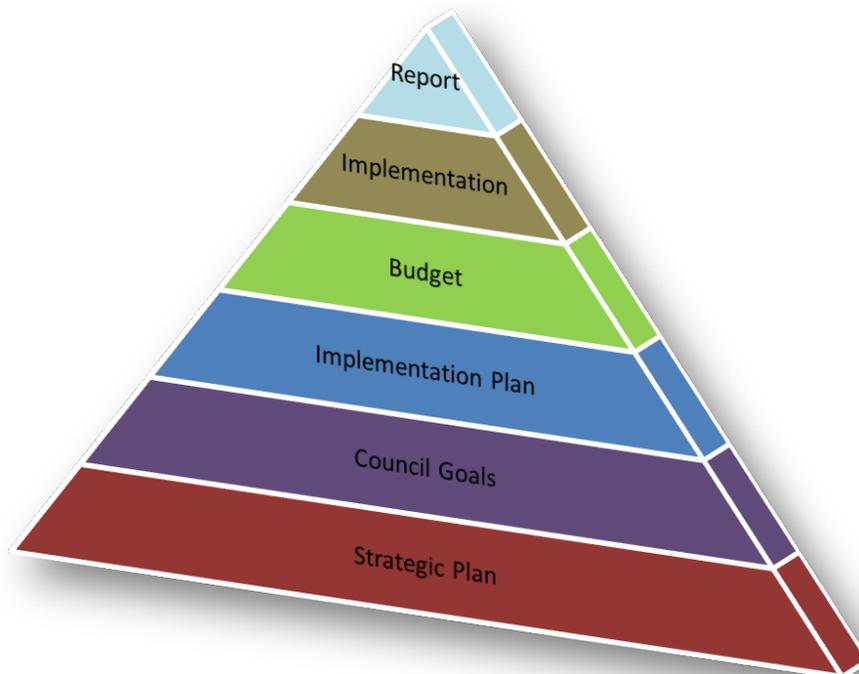
- Community Reputation and Image
- Infrastructure and Mobility
- Community Amenities
- Neighborhood Quality
- Operational Excellence

On November 17, 2018, the City Council, Mayor, and senior staff met for a planning retreat at Sterling Municipal Library in the City's Innovation Room. Council addressed each of the five directives in the Strategic Plan by looking at the vision, progress to-date, obstacles to bridging the gap between the progress to-date and the vision, and specific accomplishments in Year III (October 2019 – September 2020) that would move the City closer to realizing citizens' desires for that directive as expressed during Imagine Baytown.

A follow-up retreat was held on March 22, 2019, with the City Council, Mayor, senior staff and department directors. Council presented additional ideas that were not discussed in November and discussed all proposed Year III initiatives and strategies with the department directors who would be responsible for implementing them. At the conclusion of the retreat, the Year III implementation plan was finalized.

### HOW THE PLAN WILL BE USED

The following diagram illustrates the evolution of this plan and its use in orienting the budget process and ultimately impacting quality of life.



## HOW TO USE THIS PLAN

### **Mayor and Council:**

This plan should not be viewed as a contract or budget document. It emerges at the beginning of the budget process and serves as a guide to composing the annual budget, the City's primary policy document. Many things will shift and change as we begin the budget process, as we gain a clearer picture as to what resources will likely be made available to us during the 2019-20 fiscal year. Both Administration and the elected body may also identify conditions, circumstances, and opportunities that failed to surface at the retreats. Therefore, it is intended that elected officials use this plan to assist them in evaluating and monitoring progress toward the realization of Council goals. Meanwhile, the budget document will represent, as it should, the definitive word on what priorities will be funded. As you evaluate that plan/budget nexus, please remember that there are many things that the City must continue to do that are not necessarily articulated in the implementation plan, but which are vitally necessary for the continued functionality of the City.

### **Department Directors:**

This plan not only identifies Council Goals, but it also describes several broad initiatives and specific strategies that should be used to prioritize budget requests. These goals, initiatives, and strategies do not always represent additional workload and/or programs. Department Directors should therefore use this plan to not only compose budget requests, but also evaluate existing programs and initiatives to gauge their on-going relevancy and importance. This provides an opportunity to focus resources on those things that are of most importance to the Council and citizens.

# Community Reputation & Image

# 1

## Council Goal Statement

Improve our image and reputation by continuing to create a community where people want to live and that they are proud to call home. Specifically, this is accomplished by ensuring a clean and uncluttered environment, providing recreational options that allow residents to stay in Baytown and bring visitors to town, and building our reputation generally as a community that offers a high quality of life.



## Connection to Strategic Plan

Strategic Directive One: “I want to be a part of a community where I’m proud to tell people where I’m from.”

## Value Statement

In Baytown, we work to improve and maintain our reputation and image by ensuring infrastructure and public facilities are maintained in a manner that reflects the pride we feel in our community. Signage, poles, and electrical infrastructure reflect this ambition. Litter abatement is the responsibility of every citizen, and each resident feels ownership for the cleanliness of his/her community. We also channel our energies and resources to effectively market Baytown as a desirable place to live, play, and do business.

## Why This Is Important

There are many aspects and elements associated with quality of life that are affected by our community reputation and brand. Private investment decisions associated with business development are highly influenced by perceptions associated with the quality of education, appearance, functionality of local government, and a host of other factors. These perceptions can negatively impact private investment, resident buying decisions, and the general evolution/development of Baytown.

## Critical Outcomes

- Successful recruitment of higher-end residential projects.
- Baytown’s infrastructure projects a positive image of the community.
- Public facilities and properties are well maintained.
- Streets are uncluttered, clean, and orderly.
- Improvements in brand and reputation are generally observed and in the annual citizen survey.
- Continued proactive code compliance.
- Reduced litter.

## Outcome Measures

- Percentage of employees both living and working in Baytown.
- Improved perception scores in annual survey.
- Private investment in quality retail and residential projects.
- Increase in property values.
- Number and quality of recreational options in Baytown.

## INITIATIVES AND STRATEGIES – YEAR III

### **Initiative 1 – Build relationships to attract and market high-quality housing in Baytown.**

- Continue to attract and incentivize master planned neighborhoods (\$300K+).
- Partner with major employers in the area to market Baytown’s housing choices and encourage local employees to live in Baytown.
- Establish communication channels with local realtors for a better understanding of how to market Baytown and encourage people to choose to live here.

### **Initiative 2 – Continue to enrich the marketing of Baytown’s unique qualities.**

- Increase strategic communication regarding updates and completion of infrastructure and capital projects.
- Continue promoting the successes of Imagine Baytown.
- Create and implement a Public Affairs intern program.
- Enhance the partnership between the City and the business community to better promote Baytown.

### **Initiative 3 – Enhance overall City appearance through targeted infrastructure aesthetic projects.**

- Begin the implementation of a phased plan for the installation of perimeter hardscape and low-maintenance landscaping in medians on arterial roadways.
- Continue to identify opportunities to improve the appearance and maintenance of bridges.
- Work with TxDOT to improve the appearance and maintenance of highway ramps.

## INITIATIVES AND STRATEGIES – IN PROGRESS

### **Implement strategies to address illegal/excessive signage.**

- Augment and continue to actively enforce bandit and other sign related codes.
- Revisit and amend current code to address excessive and degraded signage.

### **Build upon current litter abatement efforts.**

- Work with TxDOT to clean I-10, Spur 330, and SH 146.
- Engage service groups to help with more effective/active litter abatement measures.
- Engage GCCISD students to develop and deploy anti-litter advocacy efforts.
- Augment Clean Team resources to expand litter abatement capabilities.

### **Work toward consolidation and undergrounding of utilities.**

- Work with CenterPoint to consolidate poles and wires.
- Revisit franchise agreements with utilities to enforce low-hanging wires and leaning poles.
- Work with utility companies to bury lines, where feasible, in existing and new development.

### **Enhance the marketing of Baytown’s unique qualities.**

- Create and support an evolved public affairs program to better manage legislative advocacy, external communications, and community marketing.
- Develop a campaign to tell the Baytown story to developers, realtors, home builders and potential residents.
- Continue partnering with GCCISD on the “Here, We Grow Giants” campaign.

**Work with corporate partners to encourage employees to locate to Baytown.**

- **Conduct discussions with corporate partners to develop ideas to encourage employee location to Baytown.**
- **Survey employees at major Baytown companies to better understand conditions and perceptions related to relocation decisions.**

**COUNCIL RETREAT ITEMS NOT LISTED AS YEAR III STRATEGIES**

**Install multi-color LED lights on water towers (Already in Progress)**

- Staff has researched lighting options and cost estimates and will work to implement cost-feasible lighting on water towers.

# Infrastructure & Mobility



## 2

### Council Goal Statement

Continue to build upon current efforts to alleviate traffic congestion along Garth Road and other major corridors, while also maintaining the infrastructure needed to deliver superior water, drainage, and waste water services. Address and improve community mobility by investing in pedestrian and bicycle infrastructure.

### Connection to the Strategic Plan

Strategic Directive Two: “I want to live in a community where I can get where I need to go by car or on foot in a safe, efficient manner.”

### Value Statement

Our public infrastructure in Baytown plays a critical role in not only safeguarding community health and safety, but also in elevating and maintaining economic development and supporting an exceptional quality of life. We, therefore, aggressively plan for, fund, construct, and maintain the highest quality transportation and service delivery infrastructure.

### Why This Is Important

Sound and reliable capital infrastructure supports every function of the City. Without it, public health is compromised, emergency services cannot be delivered, and private investment in our community evaporates. The condition and functionality of our public infrastructure also communicates a great deal about who we are and what degree of pride we feel in our community.

### Critical Outcomes

- Improving vehicular safety and movement along Garth Road and other major corridors.
- Expanding the trail system.
- Increased availability and usage of sidewalks and trails.
- Increased pedestrian options and safety.
- Better and more abundant street lighting and striping.
- Augmented open ditch maintenance and drainage system improvements.
- Improved median appearance.
- Increased, facilitated replacement of deficient residential sewer laterals.
- Continued focus on street reconstruction and maintenance.

### Outcome Measures

- PCI scores.
- Linear feet of reconstructed and new sidewalk.
- Addition of street lighting.
- Transit times along major corridors.
- Linear feet of new trails.
- Linear feet of open ditch maintenance.
- Decreased serious accidents.

## INITIATIVES AND STRATEGIES – YEAR III

### **Initiative 1 – Continue the expansion and marketing of the trail system in Baytown.**

- Develop and execute creative events to promote the use of Baytown’s trail system.
- Increase citizen awareness of trails through a targeted marketing campaign.
- Actively pursue the conversion of the abandoned Union Pacific rail line into a hike/bike trail.
- Continue the installation of trail heads and trail markers.
- Implement strategies from the Safe Routes to Schools & Trails assessment to connect neighborhoods to the existing trail system.
- Develop and begin execution of a strategy to connect the Goose Creek Trail from the current northern point at Baker Road to the new trail along San Jacinto Boulevard.

### **Initiative 2 – Continue to implement strategies to facilitate safe and efficient traffic flow in and around Baytown (YR 2).**

- Continue pursuit of and application for grant funding associated with major transportation projects (Cedar Bayou crossing, Garth Rd., etc.).
- Study and develop recommendations to address traffic flow challenges on Sjolander Road, south of Interstate 10.

## INITIATIVES AND STRATEGIES – IN PROGRESS

### **Continue to implement strategies to facilitate safe and efficient traffic flow in and around Baytown.**

- Continue to prioritize police visibility in high traffic areas.
- Augment/extend synchronization of signals and implementation of smart intersections.
- Study potential roundabout at Texas Avenue/Market Street/Decker Drive as well as other traffic coordination measures from Sterling Avenue to Lee Drive.
- Implement measures to address impacts of opening San Jacinto Boulevard.
- Test feasibility of a Hutto extension to Spur 330.
- Augment egress safety at Fire Station #1.
- Continue to work with State and regional partners to advocate and implement flow and safety measures on major transportation corridors.

### **Implement strategies to expand pedestrian/bicycle options and improve safety.**

- Work with developers to provide trail connectivity to the current system and to accommodate bicycle mobility.
- Continue implementation of the Sidewalk Master Plan.
- Add pedestrian safety measures to Garth Road and Baker Road.
- Continue implementation of the Trails Master Plan.

### **Improve lighting and striping on major corridors.**

- Augment lighting along North Alexander and east Cedar Bayou Lynchburg.
- Evaluate lighting on all major corridors of town and add lighting as necessary.
- Augment street striping.

**Improve water, sewer, and drainage system and infrastructure.**

- Identify, develop, and implement a citizen assistance program related to lateral sewer line replacement.
- Address chronic neighborhood flooding issues (example: E. James Street, Allenbrook, etc.).
- Augment ditch maintenance program.

**Conduct traffic mitigation evaluations of primary corridors.**

- Evaluate traffic loads on Alexander and Bayway and prescribe possible alleviation methods.
- Cooperate with Harris County Precinct 2 to improve county roadways.
- Continue inter-jurisdictional cooperation in analysis of SH146.
- Develop and begin execution of a strategic transportation plan.
- Continue to encourage and cooperate with TXDOT to improve traffic circulation at 330 and I-10.

**COUNCIL RETREAT ITEMS NOT LISTED AS YEAR III STRATEGIES**

**Security for trails and parks (Already in Progress)**

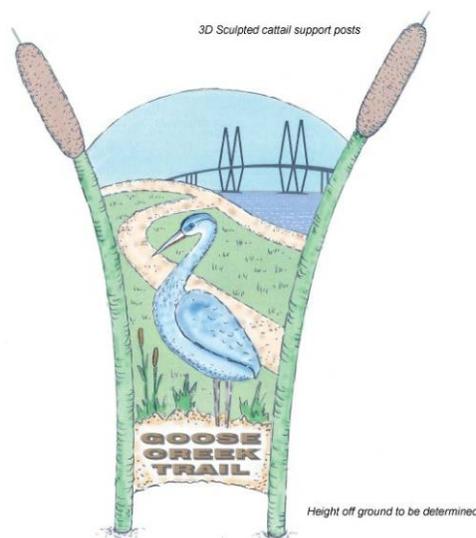
- Parking lot lighting has been installed at Eddie Huron Park and Evergreen Park; lighting around the Hutto Parkway was recently installed by CenterPoint; lighting for Dog Park at Jenkins currently being installed; and rotating PD patrols (walking, horses, 4-wheelers) in parks and on trails (i.e. Nature Center; Goose Creek Trail; Barkaloo Park; Blue Heron Trail; Jenkins Parks, etc.).

**Bike trail parking - CRCU, Animal Shelter, San Jacinto Blvd. (Already in Progress)**

- City staff has met with administration at CRCU and they have agreed to allow for trail parking in the parking lot at the strip retail center that will be built in front of their new headquarters along Rollingbrook. There is currently trail parking at the Animal Shelter. Staff is discussing options for trail parking on the north side of town and is considering the Mall parking lot and/or Kroger parking lot among the options.

**Trail heads - big, creative, NOT just signs (Already in Progress)**

- Trailhead signs, similar to the image below, will be installed at key trailhead locations throughout the City



**Establish master plan for San Jacinto MP area (Already in Progress)**

- Major infrastructural improvements have been completed or are nearing completion, including roadway expansions (San Jacinto Blvd., Hunt Rd., Santavy Rd.), pedestrian/trail expansions, access management/median enhancements, wastewater system expansions and drainage improvements. Additionally, elevated and consistent development standards were put into place by Council in the San Jacinto Overlay District.

**Work with Harris County Transit to review/evaluate bus routes in Baytown and add new routes as necessary (Already in Progress)**

- The City holds regular meetings with Harris County Transit to evaluate current routes based on usage and look at potential new routes and stops based on need throughout the community.

**Promote the Harris County Rides program (Already in Progress)**

- The Harris County Rides program offers taxi rides for individuals age 65+ and those with disabilities. CDBG staff regularly refers individuals to this program and currently carries a case load of over 60 participants in Baytown. In addition, staff conducts registration events at area facilities in an effort to increase the use of this program. For those who do not qualify for this specific program, staff refers them to other Harris County transit programs that offer low-income assistance with transportation needs.

**Update the Mobility Plan (Already in Progress)**

- The City's Mobility Plan will be updated in coordination with the update to the Comprehensive Plan. These updates will include the additional roads/thoroughfares that have been added since the last update and the affect those will have on traffic flow and mobility in the area.

# Community Amenities

## 3

### Council Goal Statement

Encourage residents to stay in Baytown and non-residents to visit by improving, re-envisioning, and repositioning existing amenities, continuing the recruitment of businesses that cater to recreational needs of the community, and by sustaining events that provide broad appeal.



### Connection to Strategic Plan

Strategic Directive Three: "I want to live in a place where I can live, work, and play without the need to leave the city limits."

### Value Statement

In Baytown, we believe that quality of life is directly tied to the ability of our citizens to work, play, and recreate right here in our community. Baytown should not only be an employment hub, but also a place that people think of when it comes to dining, shopping, recreating, and enjoying special events.

### Why This Is Important

Economic vibrancy and quality of life are products of much more than employment. While Baytown has emerged in recent years as a major employment hub, we recognize that it remains vitally important to invest in those community qualities that allow residents and visitors the opportunity to enjoy all that Baytown has to offer.

### Critical Outcomes

- Continued redevelopment of the ACE District and downtown business vibrancy.
- Enhanced access and enjoyment of waterfront amenities.
- Expanding dining and entertainment options.
- Development of Bayland Island.
- Increased recreational opportunities.
- Development of a proposal/plan to build a recreation center.

### Outcome Measures

- Hotel occupancy and other visitation statistics.
- Development of entertainment and hospitality businesses.
- Development of businesses that cater to youth.
- Progress associated with Hotel/Conference Center development and Bayland Island.
- Growth of activities and uses for Bicentennial Park and Town Square.

## INITIATIVES AND STRATEGIES – YEAR III

### **Initiative 1 – Implement strategies that further the revitalization of the Downtown Arts District.**

- Conduct roundtable discussions with Downtown Arts District building owners to encourage investment and new business growth.
- Continue the redevelopment of the Downtown Arts District east of Town Square.
- Assess the feasibility of relocating the train to the Downtown Arts District.
- Assess the feasibility of locating the restaurant incubator in the Downtown Arts District.
- Identify potential code amendments that would facilitate redevelopment of buildings in the Downtown Arts District.
- Conduct discussions with the Baytown Historical Museum Board regarding the creation of a Baytown Sports Hall of Fame.

### **Initiative 2 – Continue to increase the amount and variety of community events in Baytown.**

- Provide more movie nights at Town Square.
- Facilitate a change of policies around alcohol sales/consumption to allow for more unique events to come to Baytown.
- Proactively seek out existing events in the area and encourage them to come to Baytown.

### **Initiative 3 – Continue to pursue redevelopment in targeted areas throughout the community.**

- Continue implementing strategies from the Market Street District plan.
- Test the feasibility of dredging Goose Creek and/or Goose Lake.
- Continue to pursue retail and restaurant options for placement on N. Alexander.
- Continue to recruit businesses to fill vacant/abandoned buildings.

## INITIATIVES AND STRATEGIES – IN PROGRESS

### **Create amenities that keep citizens here and draw visitors.**

- Begin implementing strategies from the Market Street District Plan specific to promoting development on Goose Creek waterfront.
- Develop a long range plan to build a community recreation center.
- Prioritize recruitment of businesses that cater to youth.

### **Enhance and continue the development of park space and amenities.**

- Cooperate with Chambers County and TxDOT to begin the development of Victoria Walker Park (SH 146 and Cedar Bayou).
- Start the process to rehabilitate the stage and create more healthy outdoor activities at Bicentennial Park.
- Implement additional lighting at Hutto Parkway and Jenkins Dog Park.
- Begin the implementation of the Russell Park Master Plan.
- Conduct discussions with residents to better understand their needs/desires for enhanced park safety and develop a plan to implement the necessary upgrades.
- Develop a pocket park in the Ginger Creek subdivision.
- Discuss the expansion of Bayland Marina in conjunction with the Hotel/Convention Center development.

**Continue to implement the development plan of the Downtown Arts District.**

- **Revisit and implement policies and practices associated with facilitating investment in the Downtown Arts District.**
- **Execute a plan to bring Brunson and Citizens Bank buildings to resolution.**
- **Design and implement the next phase of infrastructural improvements to the Downtown Arts District.**

**COUNCIL RETREAT ITEMS NOT LISTED AS YEAR III STRATEGIES**

**Additional shade structures at city parks (Already in Progress)**

- The City recently received funding from Be Well Baytown to install additional shade structures in City parks. Enough funding was received for 5 structures and they will be built accordingly:
  - 2 at Unidad park: one over each playground
  - 1 over the spray park at McElroy Park
  - 2 at Roseland Park: one over the spray park and one over the playground

# Neighborhood Quality

## 4

### Council Goal Statement

Enhance neighborhood quality through proper planning, continuing of effective initiatives, increasing citizen involvement in crime watch programs and other neighborhood safety programs, implementing measures to enhance neighborhood safety, cleaning and de-cluttering roadways, and vigorously enforcing city codes.



### Connection to Strategic Plan

Strategic Directive Four: "I want to live in a neighborhood that looks and feels like home."

### Value Statement

In Baytown, the City, residents, and businesses work cooperatively to create an atmosphere of vibrancy and safety by engaging in community dialogue and actions focused on improving the visual aspects of our community and by elevating both property values and quality of life. We achieve this by increasing neighborhood safety and vigorously enforcing codes that protect health and values.

### Why This Is Important

Neighborhoods are where people live. While simplistic and obvious, this underscores the critical nature of investing in neighborhood quality. After all, a community is nothing more or less than the sum quality of its neighborhoods. Further, one of the most effective ways to demonstrate to citizens a return on tax dollars is to invest in neighborhood quality elements such as infrastructure, safety, and aesthetics.

### Critical Outcomes

- Well lit neighborhoods.
- Alignment of the future land use plan with zoning.
- Increased citizen and neighborhood involvement in crime watch program.
- Decrease in loose animals.
- Continued vigorous code enforcement.
- Decrease in roadside signage.
- Improved and uniform city street signage.

### Outcome Measures

- Residential property values.
- Code enforcement cases resolved.
- Citizen participation in crime watch programs.
- Perceptions of safety and neighborhood quality.
- Volunteer hours.

## INITIATIVES AND STRATEGIES – YEAR III

### **Initiative 1 – Implement strategies that continue to enhance community engagement in Baytown.**

- Increase Police Department involvement with area Neighborhood Watch groups.
- Identify ways to better engage with existing HOAs.
- Identify ways to engage with neighborhoods that do not have HOAs.

### **Initiative 2 – Continue efforts to improve compliance with City codes.**

- Provide better education to residents about City codes and the importance of compliance.
- Provide support through volunteerism for those who are unable to correct violations on their own.
- Provide more resources for code enforcement.
- Conduct discussions with Harris & Chambers County regarding the development of partnerships to address blighted areas that are just outside City limits.

## INITIATIVES AND STRATEGIES – IN PROGRESS

### **Improve and nurture neighborhood quality by ensuring that policies and zoning support neighborhood health and safety.**

- Align the Future Land Use Plan with the Zoning map.
- Examine possible industry/residential interfaces and proactively rezone to lessen the impacts on future/current residential development.
- Support an area plan for Bayway (i.e. “Bayside District”).

### **Develop and implement code enforcement strategies that support neighborhood quality.**

- Revisit and research options to strengthen existing code to include elevated standards for shuttered/abandoned buildings.
- Provide Neighborhood Protection Officer (NPO) coverage in the evening focused on yard parking, junk cars, and general property issues.
- Aggressively address and enforce standards and violations of existing and future multi-family facilities that are near neighborhoods.

### **Bolster Animal Control policies and programs that protect people in an effective and humane manner.**

- Continue organizational realignment of Animal Control to provide a veterinarian/manager.
- Begin the first phase of the Animal Control facility upgrade.
- Augment Animal Control Officer deployment to potentially include evenings.
- Stiffen penalties for loose/stray animals along with an educational component for residents about this change.

### **Implement measures to enhance neighborhood beauty and livability.**

- Provide streetscaping improvements in older areas of town (example: Bayway Drive, Market Street, South Main, Ward Rd., etc.).
- Continue neighborhood park and playground upgrades.
- Continue to improve neighborhood lighting, specifically with LED lights.
- Ensure future development provides enhanced streets, setbacks, and deeper driveways.
- Continue the installation of uniform, new street signage.

**Enhance neighborhood and citizen engagement.**

- **Create a Volunteer/Neighborhood Coordinator position and program to facilitate citizen and business engagement in enhancing community safety and quality.**

**COUNCIL RETREAT ITEMS NOT LISTED AS YEAR III STRATEGIES**

**Security cameras in high crime areas - Ft. Worth example (Already in Progress)**

- Most commercial developments in Baytown already have cameras in place and PD often uses the footage from them in solving cases. PD also has mobile cameras that are placed in high crime areas, as needed.

**Continue looking for ways to address abandoned buildings (Already in Progress)**

- Staff utilizes the Property Maintenance Code and Building Code to identify violations. By adding more workforce and creating a code enforcement group (late 2017), staff improved and increased code enforcement efforts on abandoned buildings, now carrying about 60 cases for those that could be demolished and many more for building code violations. In addition, staff has identified some high profile vacant structures to target for redevelopment, which is really the ultimate goal.

# Operational Excellence

## 5

### Council Goal Statement

Empower city employees to create and sustain a prepared and forward-oriented culture of high customer service, preparedness, and citizen engagement.



### Connection to Strategic Plan

Strategic Directive Five: “I want to have confidence that city staff and elected officials are good stewards of the resources entrusted to them and that everyone at the City takes pride in the excellent services they provide to the community.”

### Value Statement

Baytown strives to provide a return to citizens on resources entrusted to city government. We demonstrate this commitment and honor this trust by delivering the highest possible customer service, promoting an environment of transparent and accountable government, nurturing a culture of continuous improvement, drawing on the latest technology, and working with our citizens to prepare for future contingencies.

### Why This Is Important

It is critical that the City continue to demonstrate trustworthiness and competence through the effective and efficient use of citizen resources. This ambition requires that we commit ourselves to the highest level of customer service and that we engage citizens in planning the future of our community. Further, it is equally critical that the City itself nurtures an environment of continuous improvement and that planning and technology support the future we desire.

### Critical Outcomes

- A viable plan for a police/fire administration building.
- Citizen participation in emergency preparedness.
- A facility to allow for the storage and maintenance of critical emergency response supplies.
- Employees are engaged in Baytown yoU and other continuous improvement training.
- Baytown recruits and retains the highest quality municipal employees.
- Baytown embraces and employs state of the art systems to facilitate the efficient and effective delivery of services.

### Outcome Measures

- Citizen participation in emergency preparedness.
- Citizen perception of value received.
- Citizen satisfaction metrics.
- Total value of implemented green and black belt projects.
- A plan for moving forward with Police/Fire facility.

## INITIATIVES AND STRATEGIES – YEAR III

### **Initiative 1 – Continue improving the City’s Development and Permitting processes.**

- Make improvements to public notices (letters, website, street signage, etc.) that provide clearer information to residents.
- Conduct roundtable discussions with permit stakeholders.
- Train employees to provide consistent and timely service to customers.
- Continue pursuing and implementing technology improvements.

## INITIATIVES AND STRATEGIES – IN PROGRESS

### **Ensure the City and residents are prepared for the next emergency.**

- Execute a plan for acquisition and storage of emergency supplies.
- Continue to support and bolster emergency preparedness community education programs.
- Fully implement the emergency response improvement plan developed in 2018.

### **Continue planning for new Police/Fire headquarters.**

- Develop a fiscal plan and timetable for a new police/fire headquarters.
- Investigate public-private partnership possibilities associated with the construction of a new police/fire headquarters and, as part of this strategy, probe interest in broader development interest in and around the current campus.

### **Continue moving organizational culture forward.**

- Prepare the next generation of leaders through a structured curriculum of leadership training through Baytown yoU.
- Provide a customer service module as part of Baytown yoU.
- Develop a city wide succession plan.

## COUNCIL RETREAT ITEMS NOT LISTED AS YEAR III STRATEGIES

### **Requirement to stay - employee retention (Already in Progress)**

- Currently employees can receive tuition reimbursement for expenses toward completing a degree in higher education and are required to stay a certain length upon receiving the reimbursement. Also, Green Belt and Black Belt training both empower and connect employees to the larger vision of our organization, which studies show dramatically increases employee retention.

### **Survey with tax questions as per previous discussion on Council (Already in Progress)**

- The annual citizen survey includes the following: “Citizen ratings of the overall value received for city tax dollars and fees”. Currently 40% of Baytown residents are satisfied/very satisfied with the value received for tax dollars, which is higher than the state average for other cities in Texas (32%).

## **OUR PURPOSE**

“Together We Enrich Lives and Build Community”

## **OUR CORE VALUES**

Caring

Innovation

Collaboration

Leadership

Stewardship

**CITY OF BAYTOWN  
FUNDED SUPPLEMENTAL REQUESTS**

<b>FUND</b>	<b>DEPT</b>	<b>DIV</b>	<b>DIVISION NAME</b>	<b>DESCRIPTION</b>	<b>ADOPTED AMOUNT</b>
101	1070	10710	ITS	DESKTOP COMPUTER UPGRADE	1,500,000
101	1070	10710	ITS	UTILITY BILLING SOFTWARE REPLACEMENT	500,000
101	1070	10710	ITS	E-BUSINESS & WEB TECHNOLOGIST	86,575
101	1080	10810	PLANNING AND DEV. SVS	PLAN REVIEW MANAGER	109,562
101	1080	10810	PLANNING AND DEV. SVS	ASSISTANT DIRECTOR OF PLANNING & DEVELOPMENT SERVICES	149,064
101	1140	11410	HUMAN RESOURCES	NEW POSITION - HR GENERALIST	92,577
101	1170	11710	CITY CLERK	RECORDS MANAGEMENT - LASERFICHE SCANNING PROJECTS (ENGINEERING, PLANNI	300,000
101	1170	11710	CITY CLERK	ONE (1) FTE FOR VITAL STATISTICS SPECIALIST	57,249
101	1171	11730	COURT OF RECORD	FILE ROOM UPGRADE AND RENNOVATION	36,000
101	1171	11730	COURT OF RECORD	NEW COURT CLERK POSITION	68,966
101	1180	11810	CITY FACILITIES	ADMINISTRATIVE ASSISTANT-FACILITIES	55,905
101	1180	11810	CITY FACILITIES	COMPUTER CONTROL OF HVAC SYSTEM	52,000
101	1190	11910	ADMINISTRATION	FACILITIES MASTER PLAN	150,000
101	2000	20000	POLICE	MECHANIC	65,185
101	2000	20020	POLICE	MARKED POLICE UNITS	1,220,800
101	2020	20230	FIRE	FIRE STATION #4 FEMALE FACILITIES	152,000
101	2020	20230	FIRE	FIRE STATION ALERTING SYSTEM	400,000
101	2020	20230	FIRE	SECOND SET OF BUNKER GEAR (1/2 OF DEPARTMENT)	175,000
101	2020	20230	FIRE	(6) SHIFT PERSONNEL (3RD QTR)	607,841
101	3000	30010	PUBLIC WORKS	APWA ACCREDITATION	20,000
101	3000	30010	PUBLIC WORKS	REMODEL MSC	400,000
101	3010	30110	STREETS & DRAINAGE	2020 STREEET RECONSTRUCTION/ PRIORITY FOR CIP -DIRECTORS FORUM 1	4,000,000
101	3010	30110	STREETS & DRAINAGE	ON/OFF RAMP BEAUTIFICATION & HIGHWAY SWEEPING	400,000
101	3020	30210	TRAFFIC CONTROL	M-64 COLOR TRAFFIC PRINTER	39,000
101	3030	30310	ENGINEERING & INSPECTIONS	RIGHT OF WAY INSPECTOR	128,604
101	3030	30310	ENGINEERING & INSPECTIONS	CITY MANAGEMENT REQUEST FOR SPECIAL SERVICES FOR ENGINEERING	200,000
101	4000	40050	PUBLIC HEALTH	REPLACE 2 UNRELIABLE ANIMAL CONTROL TRUCKS	110,000
101	4000	40020	PUBLIC HEALTH	MOSQUITO CONTROL TECHNICIAN	95,097
101	5000	50210	P&R ADMINISTRATION	LANDSCAPE MEDIANS AND PARK MAINTENANCE/CONSTRUCTION PROGRAM	268,305
101	5000	50210	P&R ADMINISTRATION	PARKS DIVISION 3 PICKUP TRUCK REPLACEMENTS	114,000
101	5000	50010	P&R ADMINISTRATION	2030 PARKS AND RECREATION, TRAILS AND BAYTOWN NATURE CENTER MASTER PL	250,000
<b>101 Total</b>					<b>11,803,730</b>
201	1171	11751	COURT OF RECORD	POLICE/MARSHAL MDT AND AXON CAMERA SYSTEM	8,509
<b>201 Total</b>					<b>8,509</b>
206	2000	20601	POLICE	MARKED PATROL UNITS CCPD (MTD INCLUDED)	244,160
206	2000	20601	POLICE	SWAT VEST REPLACEMENT PROGRAM (CCPD)	75,000
206	2000	20601	POLICE	ATV PROGRAM (CCPD)	15,500
206	2000	20601	POLICE	3D IMAGING SYSTEM (CCPD)	95,000
<b>206 Total</b>					<b>429,660</b>
207	2020	20701	FIRE	FIRE ENGINE PMTS (1 PRIOR YEAR & 2 CURRENT YEAR)	700,000
207	2020	20701	FIRE	AMBULANCE	245,000
207	2020	20701	FIRE	FUNDING FOR COMPLETION OF PROJECT FOR TRAINING FACILITY - PHASE III	506,290
<b>207 Total</b>					<b>1,451,290</b>
232	5030	50350	HOTEL/MOTEL	IMMERSIVE DIGITAL ADVERTISING CAMPAIGN	85,000
<b>232 Total</b>					<b>85,000</b>
351	3030	35100	ENGINEERING & INSPECTIONS	EAST WWTP & RACCOON LIFT STATION MITIGATION/ PRIORITY FOR CIP -DIRECTORS F	1,200,000
351	3030	35100	ENGINEERING & INSPECTIONS	ROSELAND PARK PAVILION	750,000
<b>351 Total</b>					<b>1,950,000</b>
502	5000	50113	P&R ADMINISTRATION	PIRATES BAY WATER PARK IMPROVEMENTS	270,000
<b>502 Total</b>					<b>270,000</b>
505	3050	30930	STORM WATER MAINTENANCE	DRAINAGE PROJECT (WEST TEXAS)/ PRIORITY FOR CIP -DIRECTORS FORUM 3	300,000
505	3050	30930	STORM WATER MAINTENANCE	TWO NEW 12 YARD DUMP TRUCKS	230,000
505	3050	30930	STORM WATER MAINTENANCE	REPLACEMENT EXCAVATOR #25061	105,000
505	3050	30930	STORM WATER MAINTENANCE	REPLACEMENT PIPE HUNTER #26698	63,000
505	3050	30930	STORM WATER MAINTENANCE	STORM WATER MASTER PLAN	300,000
505	3050	30930	STORM WATER MAINTENANCE	REPLACEMENT PICKUP TRUCK #22556	35,000
<b>505 Total</b>					<b>1,033,000</b>
510	3070	30710	BAWA	OFFICE FURNITURE FOR BAWA EAST	35,000
510	3070	30710	BAWA	CAMERA SECURITY SYSTEM FOR BAWA EAST	90,000
510	3070	30710	BAWA	NEW TOC ANALYZER FOR BAWA EAST	26,000
510	3070	30710	BAWA	NEW JOHN DEERE 5090E FOR BAWA EAST	67,024
510	3070	30710	BAWA	NEW LAWN MOWER FOR BAWA EAST	24,800
510	3070	30710	BAWA	NEW JOHN DEERE GATOR FOR BAWA EAST	12,300
<b>510 Total</b>					<b>255,124</b>

**CITY OF BAYTOWN  
FUNDED SUPPLEMENTAL REQUESTS**

<b>FUND</b>	<b>DEPT</b>	<b>DIV</b>	<b>DIVISION NAME</b>	<b>DESCRIPTION</b>	<b>ADOPTED AMOUNT</b>
520	3040	30410	WATER OPERATIONS	TRUCK AND TRAILER	65,000
520	3040	30410	WATER OPERATIONS	2-VALVE AND HYDRANT PERSONNEL	111,818
520	3040	30410	WATER OPERATIONS	DUMP TRUCK #50215	100,000
520	3040	30410	WATER OPERATIONS	JOHN DEERE BACKHOE #54266	85,000
520	3040	30430	WATER OPERATIONS	FOREMAN BAWA EAST	118,694
520	3040	30430	WATER OPERATIONS	MAINTENANCE TECH BAWA EAST	82,820
520	3040	30430	WATER OPERATIONS	OPERATOR-IN-TRAINING BAWA EAST	157,755
520	3050	30520	WASTEWATER OPERATIONS	CENTRAL WWTP Q-BASIN	148,350
520	3050	30530	WASTEWATER OPERATIONS	POLLUTION CONTROL TECHNICIAN	63,065
520	3050	30520	WASTEWATER OPERATIONS	GRIT CLASSIFIER @ WEST DISTRICT WWTP	85,000
520	3050	30520	WASTEWATER OPERATIONS	FOREMAN TRUCK @ NORTHEAST	35,000
520	3060	30610	UTILITY CONSTRUCTION	UTILITY TRUCK 134310	125,000
520	3060	30610	UTILITY CONSTRUCTION	JOHN DEERE TRACK UNIT 136514	105,000
<b>520 Total</b>					<b>1,282,502</b>
527	3040	52700	WATER OPERATIONS	CONSTRUCTION INSPECTOR	128,604
<b>527 Total</b>					<b>128,604</b>
550	7010	70110	EQUIPMENT SERVICES	REPLACEMENT VAN #11029	35,000
<b>550 Total</b>					<b>35,000</b>
<b>Grand Total</b>					<b>18,732,418</b>



**CITY OF BAYTOWN**  
**EXPENDITURE BUDGET SUMMARY COMPARISON**  
**Expenditure/Expense Comparison of 2019 Budget to 2020 Adopted**

	<b>Budget 2018-19</b>	<b>Adopted 2019-20</b>	<b>Amount of Incr. (Decr.)</b>	<b>Percent of Incr. (Decr.)</b>
<b><u>Governmental Fund Types:</u></b>				
General Fund	\$ 108,256,539	\$ 113,565,100	\$ 5,308,561	4.9%
Debt Service Fund	22,190,038	22,502,513	312,475	1.4%
Hotel/Motel Tax Fund	6,632,490	4,993,416	(1,639,074)	(24.7%)
Total	<u>137,079,067</u>	<u>141,061,029</u>	<u>3,981,962</u>	<u>2.9%</u>
<b><u>Enterprise Fund Types:</u></b>				
Aquatics Fund	4,403,002	4,315,439	(87,563)	(2.0%)
Water & Sewer Fund	40,920,027	43,058,756	2,138,729	5.2%
WWIS Fund	7,609,457	5,592,215	(2,017,242)	(26.5%)
Sanitation Fund	6,972,426	6,679,630	(292,796)	(4.2%)
Storm Water Utility Fund	2,875,493	3,801,442	925,949	32.2%
Total	<u>62,780,405</u>	<u>63,447,482</u>	<u>667,077</u>	<u>1.1%</u>
<b><u>Central Services Fund Types:</u></b>				
Garage Fund	2,304,567	2,316,325	11,758	0.5%
Warehouse Fund	287,836	293,043	5,207	1.8%
Total	<u>2,592,403</u>	<u>2,609,368</u>	<u>16,965</u>	<u>0.7%</u>
<b>Total All Fund Types</b>	<u>\$ 202,451,875</u>	<u>\$ 207,117,879</u>	<u>\$ 4,666,004</u>	<u>2.3%</u>

**CITY OF BAYTOWN**  
**BUDGET SUMMARY COMPARISON**  
**Consolidated Summary of Fund Balances/Working Capital**

	<b>Estimated Fund Balance/ Working Capital* at 10/01/19</b>	<b>Adopted Revenues</b>	<b>Adopted Expenditures or Expenses</b>	<b>Revenues Over (Under) Expenses/ Expenditures</b>	<b>Projected Fund Balance/ Working Capital* at 09/30/20</b>
<b><u>Governmental Fund Types:</u></b>					
General Fund	\$ 26,881,298	\$ 111,677,458	\$ 113,565,100	\$ (1,887,642)	\$ 24,993,656
Debt Service Fund	7,265,887	25,258,675	22,502,513	2,756,162	10,022,049
Hotel/Motel Tax Fund	4,152,945	1,255,600	4,993,416	(3,737,816)	415,129
Total	<u>38,300,130</u>	<u>138,191,733</u>	<u>141,061,029</u>	<u>(2,869,296)</u>	<u>35,430,835</u>
<b><u>Enterprise Fund Types*:</u></b>					
Aquatics Fund	1,246,174	4,171,845	4,315,439	(143,594)	1,102,580
Water & Sewer Fund	7,547,909	42,469,665	43,058,756	(589,091)	6,958,818
WWIS Fund	1,172,556	8,042,284	5,592,215	2,450,069	3,622,625
Sanitation Fund	466,503	6,557,183	6,679,630	(122,447)	344,056
Storm Water Utility Fund	1,201,456	2,675,087	3,801,442	(1,126,355)	75,101
Total	<u>11,634,598</u>	<u>63,916,064</u>	<u>63,447,482</u>	<u>468,582</u>	<u>12,103,180</u>
<b><u>Internal Service Fund Types*:</u></b>					
Garage Fund	591,284	2,339,542	2,316,325	23,217	614,501
Warehouse Fund	80,642	322,330	293,043	29,287	109,929
Total	<u>671,926</u>	<u>2,661,872</u>	<u>2,609,368</u>	<u>52,504</u>	<u>724,430</u>
<b>Total All Funds</b>	<u><u>\$ 50,606,654</u></u>	<u><u>\$ 204,769,669</u></u>	<u><u>\$ 207,117,879</u></u>	<u><u>\$ (2,348,210)</u></u>	<u><u>\$ 48,258,445</u></u>

\* Fund balance is measured for governmental fund types; for proprietary fund types (consisting of enterprise and internal service funds) working capital is measured. Fund balance equals assets minus liabilities; working capital is defined as current assets minus current liabilities.

**CITY OF BAYTOWN**  
**SUMMARY OF ALL FUND TYPES**  
**COMPARATIVE SCHEDULE OF BUDGETS FOR 2020**

	<b>Governmental Fund Types</b>	<b>Proprietary Fund Types</b>	<b>Combined 2020</b>
<b>Revenues</b>			
Taxes	\$ 115,180,352	\$ -	\$ 115,180,352
Licenses & Permits	2,357,645	-	2,357,645
Intergovernmental	975,350	1,551,484	2,526,834
Charges for Services	2,469,256	54,589,002	57,058,258
Fines & Forfeitures	2,478,025	976,352	3,454,377
Miscellaneous	1,530,340	591,847	2,122,187
Operating Transfers-in	13,200,765	8,869,251	22,070,016
Total Revenues	<u>138,191,733</u>	<u>66,577,936</u>	<u>204,769,669</u>
<b>Expenditures by Classification</b>			
Personnel Services	77,117,578	16,176,581	93,294,159
Supplies	3,938,161	15,880,695	19,818,856
Maintenance	6,094,203	3,027,166	9,121,369
Services	12,274,512	10,105,633	22,380,145
Sundry	255,744	-	255,744
Miscellaneous	12,000	-	12,000
Operating Transfers Out	3,197,458	-	3,197,458
Total Operating	<u>102,889,656</u>	<u>45,190,075</u>	<u>148,079,731</u>
Capital Outlay	2,859,745	1,589,685	4,449,430
Construction in Progress	-	270,000	270,000
Debt Requirements	22,502,513	7,586,009	30,088,522
Transfers Out	9,385,634	10,721,081	20,106,715
Contingency	3,423,481	700,000	4,123,481
Total Expenditures	<u>141,061,029</u>	<u>66,056,850</u>	<u>207,117,879</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	<b>(2,869,296)</b>	<b>521,086</b>	<b>(2,348,210)</b>
<b>Fund Balance - Beginning</b>	<u>38,300,130</u>	<u>12,306,524</u>	<u>50,606,654</u>
<b>Fund Balance - Ending</b>	<u><u>\$ 35,430,835</u></u>	<u><u>\$ 12,827,610</u></u>	<u><u>\$ 48,258,445</u></u>

**CITY OF BAYTOWN**  
**SUMMARY OF GOVERNMENTAL FUND TYPES**  
**COMPARATIVE SCHEDULE OF BUDGETS FOR 2020**

	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Hotel/Motel Fund</b>	<b>Combined 2020</b>
<b>Revenues</b>				
Taxes	99,250,339	\$ 14,699,413	\$ 1,230,600	\$ 115,180,352
Licenses & Permits	2,357,645	-	-	2,357,645
Intergovernmental	975,350	-	-	975,350
Charges for Services	2,469,256	-	-	2,469,256
Fines & Forfeitures	2,478,025	-	-	2,478,025
Miscellaneous	1,430,340	75,000	25,000	1,530,340
Operating Transfers-in	2,716,503	10,484,262	-	13,200,765
Total Revenues	<u>111,677,458</u>	<u>25,258,675</u>	<u>1,255,600</u>	<u>138,191,733</u>
<b>Expenditures by Classification</b>				
Personnel Services	76,860,873	-	256,705	77,117,578
Supplies	3,888,011	-	50,150	3,938,161
Maintenance	5,694,203	-	400,000	6,094,203
Services	11,191,432	-	1,083,080	12,274,512
Sundry	125,744	-	130,000	255,744
Miscellaneous	12,000	-	-	12,000
Operating Transfers Out	3,197,458	-	-	3,197,458
Total Operating	<u>100,969,721</u>	<u>-</u>	<u>1,919,935</u>	<u>102,889,656</u>
Capital Outlay	2,859,745	-	-	2,859,745
Debt Requirements	-	22,502,513	-	22,502,513
Transfers Out	9,385,634	-	-	9,385,634
Contingency	350,000	-	3,073,481	3,423,481
Total Expenditures	<u>113,565,100</u>	<u>22,502,513</u>	<u>4,993,416</u>	<u>141,061,029</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	(1,887,642)	2,756,162	(3,737,816)	(2,869,296)
<b>Fund Balance - Beginning</b>	<u>26,881,298</u>	<u>7,265,887</u>	<u>4,152,945</u>	<u>38,300,130</u>
<b>Fund Balance - Ending</b>	<u>\$ 24,993,656</u>	<u>\$ 10,022,049</u>	<u>\$ 415,129</u>	<u>\$ 35,430,835</u>

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2020**

<b>Acct.#</b>	<b>Account Description</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Hotel/Motel Fund</b>	<b>Combined Total</b>
71002	Regular Wages	\$ 46,712,266	\$ -	\$ 167,498	\$ 46,879,764
71003	Part Time Wages	909,161	-	-	909,161
71009	Overtime	2,166,699	-	-	2,166,699
71013	Term/Accrual Pay	747,237	-	-	747,237
71021	Health Insurance	8,201,677	-	35,925	8,237,602
71011	Extra Help/Temporary	40,000	-	-	40,000
71022	TMRS	8,401,379	-	29,782	8,431,161
71023	FICA	3,618,432	-	12,813	3,631,245
71028	Workers Compensation	727,055	-	220	727,275
71041	Allowances	539,700	-	-	539,700
71043	Employee Incentives	2,664,520	-	10,467	2,674,987
71081	Retired Employee Benefits	2,132,747	-	-	2,132,747
	<b>Total Personnel Services</b>	<b>76,860,873</b>	<b>-</b>	<b>256,705</b>	<b>77,117,578</b>
72001	Office Supplies	213,995	-	2,600	216,595
72002	Postage Supplies	91,035	-	1,400	92,435
72004	Printing Supplies	104,317	-	9,600	113,917
72005	Animal Feed Supplies	9,885	-	-	9,885
72006	Clothing Allowance	39,050	-	-	39,050
72007	Wearing Apparel	487,572	-	1,800	489,372
72011	Disaster Supplies	15,120	-	-	15,120
72016	Motor Vehicle Supplies	1,001,125	-	-	1,001,125
72019	Supplies Purch For Resale	24,000	-	4,000	28,000
72021	Minor Tools	332,401	-	-	332,401
72022	Fuel For Generators	12,000	-	-	12,000
72023	Library Materials	245,000	-	-	245,000
72026	Cleaning & Janitorial Sup	125,193	-	-	125,193
72031	Chemical Supplies	270,313	-	-	270,313
72032	Medical Supplies	239,869	-	-	239,869
72036	Identification Supplies	74,639	-	-	74,639
72041	Educational Supplies	481,628	-	30,750	512,378
72045	Computer Software Supply	56,320	-	-	56,320
72046	Botanical Supplies	39,049	-	-	39,049
72056	Street Marking Supplies	10,000	-	-	10,000
72061	Meeting Supplies	15,500	-	-	15,500
72090	Print Shop Supplies	-	-	-	-
	<b>Total Supplies</b>	<b>3,888,011</b>	<b>-</b>	<b>50,150</b>	<b>3,938,161</b>
73001	Land Maintenance	421,519	-	-	421,519
73011	Buildings Maintenance	888,403	-	-	888,403
73012	Docks & Piers Maintenance	3,350	-	-	3,350
73013	Recreation Equip Maint	38,940	-	-	38,940
73022	Sanitary Sewers Maint	1,600	-	-	1,600

**CITY OF BAYTOWN**  
**GOVERNMENTAL FUND EXPENDITURE DETAIL**  
**FOR FISCAL YEAR 2020**

<b>Acct.#</b>	<b>Account Description</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Hotel/Motel Fund</b>	<b>Combined Total</b>
73025	Streets Sidewalks & Curbs	879,056	-	-	879,056
73027	Heat & Cool Sys Maint	152,097	-	-	152,097
73028	Electrical Maintenance	159,155	-	-	159,155
73039	Miscellaneous Maint	-	-	-	-
73041	Furniture/Fixtures Maint	90,640	-	-	90,640
73042	Machinery & Equip Maint	1,499,116	-	-	1,499,116
73043	Motor Vehicles Maint	866,597	-	-	866,597
73044	Street Signs Maint	165,050	-	400,000	565,050
73045	Radio & Testing Equipment	73,000	-	-	73,000
73046	Books - Maintenance	77,080	-	-	77,080
73048	Signal Systems Maint	183,000	-	-	183,000
73049	Barricades Maint	10,000	-	-	10,000
73051	Cellular Phone Maint	1,600	-	-	1,600
73055	Maintenance On Computers	184,000	-	-	184,000
	<b>Total Maintenance</b>	<b>5,694,203</b>	<b>-</b>	<b>400,000</b>	<b>6,094,203</b>
74001	Communication	940,661	-	-	940,661
74002	Electric Service	722,000	-	142,400	864,400
74003	Street Lighting	1,016,035	-	-	1,016,035
74004	Water & Sewer	2,500	-	-	2,500
74005	Natural Gas	95,900	-	24,500	120,400
74007	TWC Claims Paid	75,000	-	-	75,000
74011	Equipment Rental	859,958	-	28,120	888,078
74020	Outside Contracts	121,433	-	-	121,433
74021	Special Services	3,873,415	35,000	509,900	4,418,315
74022	Audits	98,092	-	-	98,092
74023	Industrial Appraisal	37,000	-	-	37,000
74026	Janitorial Services	144,232	-	-	144,232
74029	Service Awards	65,200	-	-	65,200
74031	Wrecker Service	6,000	-	-	6,000
74036	Advertising	99,221	-	325,000	424,221
74042	Education & Training	792,268	-	22,100	814,368
74045	In-State Investigatv Trvl	5,038	-	-	5,038
74047	Support Of Prisoners	62,562	-	-	62,562
74051	Non City Facility Rental	38,412	-	-	38,412
74054	Council Reimbursables	1,000	-	-	1,000
74056	Vacant Lot Cleaning	200,000	-	-	200,000
74058	Landfill Fees	135,775	-	-	135,775
74070	Elections	150,000	-	-	150,000
74071	Association Dues	95,413	-	31,060	126,473
74072	Legislative Services	70,000	-	-	70,000
74082	Confidential	21,000	-	-	21,000
74123	Instructor Fees	20,500	-	-	20,500

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2020**

<b>Acct.#</b>	<b>Account Description</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Hotel/Motel Fund</b>	<b>Combined Total</b>
74210	General Liability Ins	40,306	-	-	40,306
74211	K-9 Insurance	6,569	-	-	6,569
74220	Errors & Omissions	61,718	-	-	61,718
74230	Law Enforcement Liability	65,564	-	-	65,564
74240	Auto Liability	288,240	-	-	288,240
74241	Auto Collision	193,217	-	-	193,217
74242	Auto Catastrophic	35,000	-	-	35,000
74271	Mobile Equipment	36,522	-	-	36,522
74272	Real & Personal Property	385,782	-	-	385,782
74277	Flood Insurance	86,000	-	-	86,000
74280	Bonds	500	-	-	500
74281	Employee Fraud	5,439	-	-	5,439
74290	Misc Liability	3,000	-	-	3,000
74295	Deductibles	135,000	-	-	135,000
74999	Perf Cont Energy Savings	99,960	-	-	99,960
	<b>Total Services</b>	<b>11,191,432</b>	<b>35,000</b>	<b>1,083,080</b>	<b>12,309,512</b>
75051	Court Cost	19,944	-	-	19,944
75061	Medical - Preemployment	6,800	-	-	6,800
75064	Medical Services	99,000	-	-	99,000
77106	Little League Light Contr	12,000	-	5,000	17,000
77109	Bytn Beauti Adv Comm-Bbac	-	-	-	-
77111	Grant Partnerships	-	-	125,000	125,000
	<b>Total Sundry &amp; Other</b>	<b>137,744</b>	<b>-</b>	<b>130,000</b>	<b>267,744</b>
	<b>Total Operating</b>	<b>97,772,263</b>	<b>35,000</b>	<b>1,919,935</b>	<b>99,727,198</b>
80001	Furniture & Equip <\$5000	6,195	-	-	6,195
80021	Special Programs	-	-	-	-
82011	Building & Improvements	552,000	-	-	552,000
83025	Streets Sidewalks & Curbs	-	-	-	-
83027	Heating & Cooling System	52,000	-	-	52,000
83039	Other Improvements	-	-	-	-
84041	Furniture & Fixtures	-	-	-	-
84042	Machinery & Equipment	43,500	-	-	43,500
84043	Motor Vehicles	1,631,050	-	-	1,631,050
84047	Computer Software	-	-	-	-
84052	Heavy Equipment	-	-	-	-
84061	Other Equipment	175,000	-	-	175,000
85001	Construction	400,000	-	-	400,000
86011	Capital Lease Payment	-	-	-	-
	<b>Total Capital Outlay</b>	<b>2,859,745</b>	<b>-</b>	<b>-</b>	<b>2,859,745</b>

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2020**

<b>Acct.#</b>	<b>Account Description</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Hotel/Motel Fund</b>	<b>Combined Total</b>
89001	Bond Principal	-	14,802,457	-	14,802,457
89002	Other Debt Payments	-	830,000	-	830,000
89011	Interest On Bonds	-	6,677,056	-	6,677,056
89021	Fiscal Agent Fees	-	8,000	-	8,000
89026	Issuance Cost	-	150,000	-	150,000
	<b>Total Principal &amp; Interest</b>	-	<b>22,467,513</b>	-	<b>22,467,513</b>
91201	To Municipal Ct Security	61,710	-	-	61,710
91226	To Miscellaneous Police	99,525	-	-	99,525
91298	To Wetland Research Ctr	287,256	-	-	287,256
91350	To Gen Capital Proj Fund	2,460,634	-	-	2,460,634
91351	To Capital Improvemnt Prg	6,390,000	-	-	6,390,000
91450	To Accrued Leave-General	2,351,520	-	-	2,351,520
91500	To Solid Waste Fund	500,000	-	-	500,000
91550	To Internal Service Fnd	388,011	-	-	388,011
91552	To Warehouse Operations	44,436	-	-	44,436
	<b>Total Other Financing Uses</b>	<b>12,583,092</b>	-	-	<b>12,583,092</b>
99002	Unforeseen/New Initiative	350,000	-	3,073,481	3,423,481
	<b>Total Contingencies</b>	<b>350,000</b>	-	<b>3,073,481</b>	<b>3,423,481</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 113,565,100</b>	<b>\$ 22,502,513</b>	<b>\$ 4,993,416</b>	<b>\$ 141,061,029</b>

**CITY OF BAYTOWN**  
**SUMMARY OF PROPRIETARY FUND TYPES**  
**COMPARATIVE SCHEDULE OF BUDGETS FOR 2020**

	Enterprise Funds					Internal Service Funds		Combined 2020
	Aquatics Fund	Water & Sewer Fund	WWIS Fund	Sanitation Fund	Storm Water Utility Fund	Garage Fund	Warehouse Operations Fund	
<b>Revenues</b>								
Intergovernmental	\$ -	\$ 1,551,484	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,551,484
Charges for Services	4,171,845	39,868,029	-	6,057,183	2,675,087	1,745,671	71,187	54,589,002
Fines & Forfeitures	-	976,352	-	-	-	-	-	976,352
Miscellaneous	-	73,800	18,000	500,000	-	-	47	591,847
Operating Transfers-in	-	-	8,024,284	-	-	593,871	251,096	8,869,251
<b>Total Revenues</b>	<b>4,171,845</b>	<b>42,469,665</b>	<b>8,042,284</b>	<b>6,557,183</b>	<b>2,675,087</b>	<b>2,339,542</b>	<b>322,330</b>	<b>66,577,936</b>
<b>Expenditures by Classification</b>								
Personnel Services	2,094,568	10,729,774	-	919,579	1,539,492	642,475	250,693	16,176,581
Supplies	551,875	13,465,645	-	63,750	156,775	1,612,050	30,600	15,880,695
Maintenance	426,425	2,238,691	-	92,000	250,000	11,300	8,750	3,027,166
Services	418,802	3,562,355	-	5,604,301	466,675	50,500	3,000	10,105,633
Sundry	-	-	-	-	-	-	-	-
<b>Total Operating</b>	<b>3,491,670</b>	<b>29,996,465</b>	<b>-</b>	<b>6,679,630</b>	<b>2,412,942</b>	<b>2,316,325</b>	<b>293,043</b>	<b>45,190,075</b>
Capital Outlay	107,135	749,550	-	-	733,000	-	-	1,589,685
Construction in Progress	270,000	-	-	-	-	-	-	270,000
Debt Requirements	-	7,586,009	-	-	-	-	-	7,586,009
Transfers Out	296,634	4,676,732	5,592,215	-	155,500	-	-	10,721,081
Unforeseen/New Initiatives	150,000	50,000	-	-	500,000	-	-	700,000
<b>Total Expenditures</b>	<b>4,315,439</b>	<b>43,058,756</b>	<b>5,592,215</b>	<b>6,679,630</b>	<b>3,801,442</b>	<b>2,316,325</b>	<b>293,043</b>	<b>66,056,850</b>
<b>Excess (Deficit) Revenues Over Expenditures</b>	<b>(143,594)</b>	<b>(589,091)</b>	<b>2,450,069</b>	<b>(122,447)</b>	<b>(1,126,355)</b>	<b>23,217</b>	<b>29,287</b>	<b>521,086</b>
<b>Working Capital- Beginning</b>	<b>1,246,174</b>	<b>7,547,909</b>	<b>1,172,556</b>	<b>466,503</b>	<b>1,201,456</b>	<b>591,284</b>	<b>80,642</b>	<b>12,306,524</b>
<b>Working Capital - Ending</b>	<b>\$ 1,102,580</b>	<b>\$ 6,958,818</b>	<b>\$ 3,622,625</b>	<b>\$ 344,056</b>	<b>\$ 75,101</b>	<b>\$ 614,501</b>	<b>\$ 109,929</b>	<b>\$ 12,827,610</b>

**CITY OF BAYTOWN  
 PROPRIETARY FUND EXPENDITURE DETAIL  
 FOR FISCAL YEAR 2020**

Acct#	Account Description	Aquatics Fund	Water & Sewer Fund	WWIS Fund	Sanitation Fund	Storm Water Fund	Garage Fund	Warehouse Operations Fund	Combined Total
71002	Regular Wages	\$ 281,257	\$ 5,946,626	\$ -	\$ 529,723	\$ 914,563	\$ 394,151	\$ 147,897	\$ 8,214,217
71003	Part Time Wages	\$ 1,633,517	-	-	-	12,000	-	-	1,645,517
71009	Overtime	\$ 22,000	291,500	-	35,000	33,000	20,000	3,000	404,500
71011	Extra Help/Temporary	-	11,500	-	-	-	-	-	11,500
71013	Term/Accrual Pay	3,113	-	-	-	-	-	-	3,113
71021	Health Insurance	59,875	1,495,080	-	155,675	251,475	95,800	47,900	2,105,805
71022	TMRS	50,434	972,944	-	94,184	164,209	70,880	26,296	1,378,947
71023	FICA	21,700	418,617	-	40,522	70,652	30,495	11,315	593,301
71028	Workers Compensation	2,534	97,130	-	30,209	30,258	4,327	4,853	169,311
71041	Allowances	2,400	16,800	-	-	9,000	4,500	-	32,700
71043	Employee Incentives	17,738	331,174	-	34,266	54,335	22,322	9,432	469,267
71081	Retired Employee Benefits	-	1,148,403	-	-	-	-	-	1,148,403
	Total Personnel Services	2,094,568	10,729,774	-	919,579	1,539,492	642,475	250,693	16,176,581
72001	Office Supplies	10,200	26,430	-	-	3,500	-	1,000	41,130
72002	Postage Supplies	-	198,834	-	-	500	-	-	199,334
72004	Printing Supplies	2,000	1,700	-	-	1,500	-	-	5,200
72007	Wearing Apparel	26,800	36,166	-	4,000	5,725	3,600	1,500	77,791
72015	Meter Purchase For Resale	-	-	-	-	-	-	20,000	20,000
72016	Motor Vehicle Supplies	-	180,500	-	55,000	42,800	6,500	4,000	288,800
72017	Parts Purchase For Resale	-	-	-	-	-	438,250	-	438,250
72018	Fuel Purchase For Resale	-	-	-	-	-	1,150,000	-	1,150,000
72019	Supplies Purch For Resale	210,000	-	-	-	-	8,000	-	218,000
72021	Minor Tools	2,500	69,053	-	3,000	12,500	3,500	4,000	94,553
72022	Fuel For Generators	-	20,000	-	-	-	-	-	20,000
72026	Cleaning & Janitorial Sup	27,000	6,500	-	-	-	2,000	-	35,500
72028	Swimming Pool Supplies	35,000	-	-	-	-	-	-	35,000
72031	Chemical Supplies	200,000	476,700	-	750	75,250	-	-	752,700
72032	Medical Supplies	12,000	400	-	-	-	200	100	12,700
72041	Educational Supplies	7,975	-	-	1,000	6,500	-	-	15,475
72045	Computer Software Supply	-	-	-	-	8,500	-	-	8,500
72046	Botanical Supplies	18,400	-	-	-	-	-	-	18,400
72052	Treated Water Supplies	-	12,449,362	-	-	-	-	-	12,449,362
	Total Supplies	551,875	13,465,645	-	63,750	156,775	1,612,050	30,600	15,880,695
73001	Land Maintenance	20,925	57,430	-	500	30,000	-	-	108,855
73011	Buildings Maintenance	268,500	20,500	-	1,500	-	4,000	6,000	300,500
73022	Sanitary Sewers Maint	-	80,000	-	-	-	-	-	80,000
73023	Water Distrib Sys Maint	-	415,000	-	-	-	-	-	415,000
73024	Reservoirs & Wells Maint	-	7,000	-	-	-	-	-	7,000
73025	Streets Sidewalks & Curbs	-	35,000	-	-	-	-	-	35,000
73026	Storm Drains Maint	-	-	-	-	160,000	-	-	160,000
73027	Heat & Cool Sys Maint	5,500	30,000	-	-	-	800	-	36,300
73028	Electrical Maintenance	25,500	-	-	-	-	-	-	25,500
73041	Furniture/Fixtures Maint	-	-	-	-	-	-	-	-
73042	Machinery & Equip Maint	106,000	565,000	-	-	-	2,500	-	673,500
73043	Motor Vehicles Maint	-	336,000	-	90,000	60,000	4,000	2,750	492,750
73047	Meters & Settings Maint	-	676,395	-	-	-	-	-	676,395
73055	Maintenance On Computers	-	16,366	-	-	-	-	-	16,366
	Total Maintenance	426,425	2,238,691	-	92,000	250,000	11,300	8,750	3,027,166

**CITY OF BAYTOWN  
 PROPRIETARY FUND EXPENDITURE DETAIL  
 FOR FISCAL YEAR 2020**

Acct#	Account Description	Aquatics Fund	Water & Sewer Fund	WWIS Fund	Sanitation Fund	Storm Water Fund	Garage Fund	Warehouse Operations Fund	Combined Total
74001	Communication	2,000	-	-	-	-	-	-	2,000
74002	Electric Service	150,000	1,705,000	-	-	-	-	-	1,855,000
74005	Natural Gas	1,600	1,360	-	-	-	-	-	2,960
74011	Equipment Rental	-	30,000	-	-	-	-	-	30,000
74020	Outside Contracts	-	-	-	-	-	40,000	-	40,000
74021	Special Services	47,300	1,423,458	-	268,791	431,000	6,500	-	2,177,049
74026	Janitorial Services	-	7,200	-	-	-	-	-	7,200
74029	Service Awards	6,000	-	-	-	-	-	-	6,000
74034	Household Garbage Contract	-	-	-	4,920,000	-	-	-	4,920,000
74036	Advertising	202,000	-	-	1,500	2,500	-	-	206,000
74040	Recycling Services	-	-	-	80,000	-	-	-	80,000
74042	Education & Training	9,248	57,355	-	4,500	17,350	4,000	3,000	95,453
74050	Disposal Services	-	337,000	-	329,510	-	-	-	666,510
74051	Non City Facility Rental	-	-	-	-	15,000	-	-	15,000
74071	Association Dues	654	982	-	-	825	-	-	2,461
	Total Services	418,802	3,562,355	-	5,604,301	466,675	50,500	3,000	10,105,633
75088	Bad Debt-Cutoff Accounts	-	-	-	-	-	-	-	-
	Total Sundry & Other	-	-	-	-	-	-	-	-
	Total Operating	3,491,670	29,996,465	-	6,679,630	2,412,942	2,316,325	293,043	45,190,075
80001	Furniture & Equip <\$5000	-	-	-	-	-	-	-	-
83023	Water Distribution System	-	-	-	-	-	-	-	-
83026	Storm Drains	-	-	-	-	300,000	-	-	300,000
83029	Sewer Connections	-	-	-	-	-	-	-	-
83035	Meters & Connections	-	-	-	-	-	-	-	-
83039	Other Improvements	-	-	-	-	-	-	-	-
84042	Machinery & Equipment	-	319,550	-	-	168,000	-	-	487,550
84043	Motor Vehicles	-	430,000	-	-	265,000	-	-	695,000
84061	Other Equipment	107,135	-	-	-	-	-	-	107,135
85001	Construction	270,000	-	-	-	-	-	-	270,000
86011	Capital Lease Payment	-	-	-	-	-	-	-	-
	Total Capital Outlay	377,135	749,550	-	-	733,000	-	-	1,859,685
89001	Bond Principal	-	-	-	-	-	-	-	-
89011	Interest On Bonds	-	-	-	-	-	-	-	-
89021	Fiscal Agent Fees	-	-	-	-	-	-	-	-
89027	Amortize Issuance Costs	-	-	-	-	-	-	-	-
	Total Principal & Interest	-	-	-	-	-	-	-	-

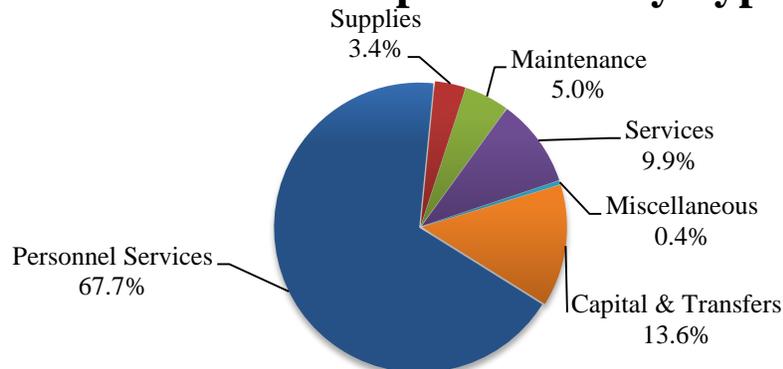
**CITY OF BAYTOWN  
 PROPRIETARY FUND EXPENDITURE DETAIL  
 FOR FISCAL YEAR 2020**

Acct#	Account Description	Aquatics Fund	Water & Sewer Fund	WWIS Fund	Sanitation Fund	Storm Water Fund	Garage Fund	Warehouse Operations Fund	Combined Total
91101	To General Fund	225,580	1,153,962	-	-	-	-	-	1,379,542
91350	To Gen Capital Proj Fund	-	-	-	-	155,500	-	-	155,500
91401	To G O I S	-	-	5,481,179	-	-	-	-	5,481,179
91450	To Accrued Leave-General	-	448,800	-	-	-	-	-	448,800
91522	To W W I S	71,054	7,586,009	-	-	-	-	-	7,657,063
91527	To CIPF - Water&Sewer	-	2,661,488	-	-	-	-	-	2,661,488
91550	To Internal Service Fnd	-	205,860	-	-	-	-	-	205,860
91552	To Warehouse Operations	-	206,622	-	-	-	-	-	206,622
92510	Expense - BAWA Fund	-	-	111,036	-	-	-	-	111,036
	Total Other Financing Uses	296,634	12,262,741	5,592,215	-	155,500	-	-	18,307,090
99001	Contingencies	-	50,000	-	-	-	-	-	50,000
99002	Unforeseen/New Initiative	150,000	-	-	-	500,000	-	-	650,000
	Total Contingencies	150,000	50,000	-	-	500,000	-	-	700,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ 4,315,439</b>	<b>\$ 43,058,756</b>	<b>\$ 5,592,215</b>	<b>\$ 6,679,630</b>	<b>\$ 3,801,442</b>	<b>\$ 2,316,325</b>	<b>\$ 293,043</b>	<b>\$ 66,056,850</b>

**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY TYPE OF EXPENDITURE**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
Taxes - Property	\$ 15,658,817	\$ 16,127,766	\$ 17,900,347	\$ 17,782,600
Taxes - Sales & Franchise	20,449,590	19,266,526	19,481,561	18,946,782
Payment In Lieu of Taxes	39,901	39,901	50,055	50,055
Special Assessments	219,358	230,458	237,221	240,255
Industrial District Taxes	48,772,964	58,061,725	59,210,001	62,230,647
Total Taxes	<u>85,140,630</u>	<u>93,726,376</u>	<u>96,879,185</u>	<u>99,250,339</u>
Licenses & Permits	2,660,921	2,515,445	2,168,993	2,357,645
Intergovernmental	1,490,270	949,374	943,948	975,350
Charges for Services	2,551,613	2,421,266	2,305,168	2,469,256
Fines & Forfeitures	2,365,352	2,363,175	2,365,354	2,478,025
Miscellaneous	2,273,159	1,893,775	2,560,845	1,430,340
Transfers In	3,074,812	2,204,117	2,204,117	2,716,503
Total Revenues	<u>99,556,758</u>	<u>106,073,528</u>	<u>109,427,610</u>	<u>111,677,458</u>
<b>Recurring Expenditures by Type</b>				
Personnel Services	68,447,030	74,429,910	73,407,933	76,860,873
Supplies	3,220,007	3,610,477	3,576,303	3,888,011
Maintenance	4,186,684	4,973,700	4,906,037	5,694,203
Services	8,196,752	9,724,299	9,577,156	11,191,432
Sundry	50,962	121,044	90,905	125,744
Miscellaneous	12,000	12,000	12,000	12,000
Operating Transfers Out	1,119,731	3,190,841	3,419,993	3,197,458
Total Operating	<u>85,233,165</u>	<u>96,062,271</u>	<u>94,990,327</u>	<u>100,969,721</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	1,618,057	3,673,634	4,014,831	2,859,745
Transfers Out	6,935,326	8,220,634	8,220,634	9,385,634
Contingency	-	300,000	300,000	350,000
Total Expenditures	<u>93,786,548</u>	<u>108,256,539</u>	<u>107,525,791</u>	<u>113,565,100</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	5,770,210	(2,183,011)	1,901,819	(1,887,642)
<b>Fund Balance - Beginning</b>				
	19,209,269	24,979,479	24,979,479	26,881,298
<b>Fund Balance - Ending</b>				
	<u>\$ 24,979,479</u>	<u>\$ 22,796,468</u>	<u>\$ 26,881,298</u>	<u>\$ 24,993,656</u>
<b>Days of Operating Expenditures</b>	107	87	103	90

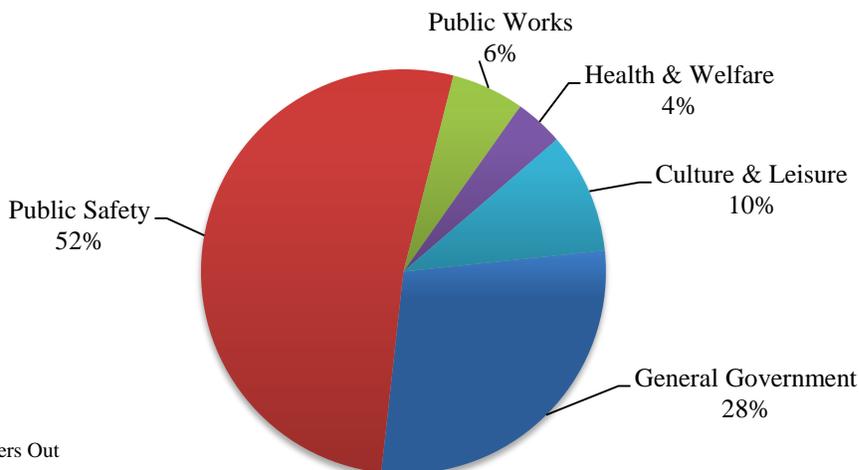
**General Fund Expenditures by Type**



**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY FUNCTION OF EXPENDITURE**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Taxes - Property	\$ 15,658,817	\$ 16,127,766	\$ 17,900,347	\$ 17,782,600
Taxes - Sales & Franchise	20,449,590	19,266,526	19,481,561	18,946,782
Payment In Lieu of Taxes	39,901	39,901	50,055	50,055
Special Assessments	219,358	230,458	237,221	240,255
Industrial District Taxes	48,772,964	58,061,725	59,210,001	62,230,647
Total Taxes	<u>85,140,630</u>	<u>93,726,376</u>	<u>96,879,185</u>	<u>99,250,339</u>
Licenses & Permits	2,660,921	2,515,445	2,168,993	2,357,645
Intergovernmental	1,490,270	949,374	943,948	975,350
Charges for Services	2,551,613	2,421,266	2,305,168	2,469,256
Fines & Forfeitures	2,365,352	2,363,175	2,365,354	2,478,025
Miscellaneous	2,273,159	1,893,775	2,560,845	1,430,340
Transfers In	3,074,812	2,204,117	2,204,117	2,716,503
Total Revenues	<u>99,556,758</u>	<u>106,073,528</u>	<u>109,427,610</u>	<u>111,677,458</u>
<b>Expenditures by Function</b>				
General Government	19,592,536	26,109,828	23,350,606	27,885,807
Public Safety	48,766,542	49,551,199	51,211,698	51,237,539
Public Works	4,735,304	5,038,268	4,995,665	5,719,550
Health & Welfare	2,924,781	3,846,367	3,580,550	3,800,621
Culture & Leisure	8,094,271	8,625,768	8,731,815	9,478,746
Capital	1,618,057	3,673,634	4,014,831	2,859,745
Transfers Out	8,055,057	11,411,475	11,640,627	12,583,092
Total Expenditures	<u>93,786,548</u>	<u>108,256,539</u>	<u>107,525,791</u>	<u>113,565,100</u>
<b>Excess (Deficit) Revenues</b>				
Over Expenditures	5,770,210	(2,183,011)	1,901,819	(1,887,642)
<b>Fund Balance - Beginning</b>	<u>18,706,026</u>	<u>24,979,479</u>	<u>24,979,479</u>	<u>26,881,298</u>
<b>Fund Balance - Ending</b>	<u>\$ 24,979,479</u>	<u>\$ 22,796,468</u>	<u>\$ 26,881,298</u>	<u>\$ 24,993,656</u>

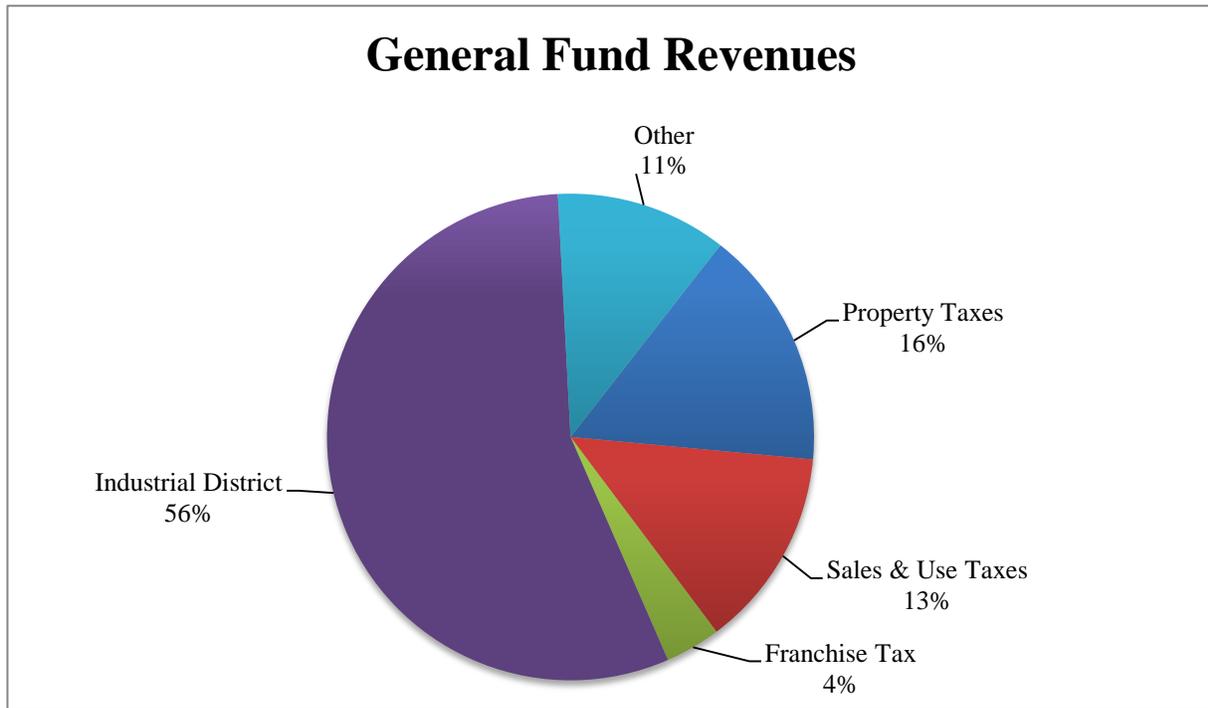
**General Fund Expenditures by Function\***



\* Excludes Capital and Transfers Out

**CITY OF BAYTOWN  
GENERAL FUND REVENUE SUMMARY**

Revenue	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
Property Taxes	\$ 15,658,817	\$ 16,127,766	\$ 17,900,347	\$ 17,782,600
Sales & Use Taxes	16,132,082	14,937,804	14,937,804	14,844,555
Franchise Tax	4,317,509	4,328,722	4,543,757	4,102,227
Payment In Lieu of Taxes	39,901	39,901	50,055	50,055
Special Assessments	219,358	230,458	237,221	240,255
Industrial District	48,772,964	58,061,725	59,210,001	62,230,647
Licenses & Permits	2,660,921	2,515,445	2,168,993	2,357,645
Intergovernmental	1,490,270	949,374	943,948	975,350
Charges For Services	2,551,613	2,421,266	2,305,168	2,469,256
Fines & Forfeitures	2,365,352	2,363,175	2,365,354	2,478,025
Miscellaneous	2,273,159	1,893,775	2,560,845	1,430,340
Transfers	3,074,812	2,204,117	2,204,117	2,716,503
<b>TOTAL REVENUES</b>	<b>\$ 99,556,758</b>	<b>\$ 106,073,528</b>	<b>\$ 109,427,610</b>	<b>\$ 111,677,458</b>



**CITY OF BAYTOWN  
GENERAL FUND REVENUE DETAIL**

Revenue	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Property Taxes</b>				
41101 Current Yr Property Taxes	\$ 14,828,924	\$ 15,382,826	\$ 17,061,179	\$ 17,132,600
41102 Prior Year Property Taxes	278,765	178,259	272,487	350,000
41103 Penalty And Interest	549,064	563,613	563,613	300,000
41104 Bankruptcy Interest	2,064	3,068	3,068	-
Total Property Tax	15,658,817	16,127,766	17,900,347	17,782,600
<b>Sales &amp; Use Taxes</b>				
41201 Sales Tax	17,222,240	17,701,617	17,701,617	16,334,550
41202 Mixed Drink Tax	245,875	258,943	258,943	240,000
41203 Bingo Tax	-	61	61	5
41250 Rebates (CONTRA)	(1,336,033)	(3,022,817)	(3,022,817)	(1,730,000)
Total Sales & Use Tax	16,132,082	14,937,804	14,937,804	14,844,555
<b>Franchise Tax</b>				
41301 Electric Franchise Fees	2,524,957	2,737,444	2,737,444	2,587,170
41302 Nat. Gas Franchise Fees	228,639	228,640	437,495	361,000
41303 Telephone Franchise Fees	381,900	370,216	370,216	25,000
41304 Cable Franchise Fees	841,065	647,366	647,366	800,000
41312 Solid Waste - Commercial	340,948	345,056	351,236	329,057
Total Franchise Tax	4,317,509	4,328,722	4,543,757	4,102,227
<b>Payment in Lieu of Taxes</b>				
41500 Payment In Lieu Of Taxes	39,901	39,901	50,055	50,055
45101 Principal - Special Assmt	219,358	230,458	237,221	240,255
Total Payment in Lieu of Taxes	259,259	270,359	287,276	290,310
<b>Industrial District Tax</b>				
41400 ID Revenue	48,772,964	58,061,725	59,210,001	62,230,647
<b>TOTAL TAXES</b>	85,140,630	93,726,376	96,879,185	99,250,339
<b>Licenses &amp; Permits</b>				
42001 Building	1,715,358	1,637,912	1,135,173	1,504,855
42002 Plumbing	170,045	153,799	149,057	159,190
42003 Mech & Air Conditioning	81,534	89,002	89,027	76,953
42005 Multi-Family Dwellings	85,292	71,767	109,197	71,767
42006 Electrical	152,584	151,286	154,197	139,546
42007 Demolition	4,721	3,129	5,473	3,129
42008 Mobile Homes	11,287	9,697	9,680	9,697
42009 Sign Operating	95,393	29,466	25,028	29,466
42010 Contractor Registratn Fee	11,725	14,150	10,757	14,150
42012 GIS Fee	32,775	36,075	25,457	36,075
42014 Garage Sale Permit	12,310	12,741	10,886	12,690
42021 Health	206,039	206,455	333,943	208,556
42031 Alcoholic Beverage	35,193	34,166	37,827	36,696
42032 Taxi Cab	75	75	4,586	75
42036 Waste Collection Permit	1,500	1,500	3,394	1,500
42041 Pipeline Fees	29,600	52,600	51,600	52,600
42043 Credit Access Bus. Fee	400	400	600	400
42045 OEM Permit Fees	800	300	2,186	300
42091 Miscellaneous	14,290	10,925	10,925	-
Total Licenses & Permits	2,660,921	2,515,445	2,168,993	2,357,645
<b>Intergovernmental</b>				
43104 FEMA	425,891	-	-	-
43115 Truancy Program (GCCISD)	-	-	-	-
43208 Dept Of Transportation	110,695	27,178	21,752	56,000
43301 Emergency Svcs. Revenue	917,955	874,350	874,350	874,350
City of Baytown	72		FY20 Adopted Budget	

**CITY OF BAYTOWN  
GENERAL FUND REVENUE DETAIL**

Revenue	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
43315 H-GAC	35,729	47,846	47,846	45,000
Total Intergovernmental	1,490,270	949,374	943,948	975,350
<b>Charges for Services</b>				
44112 Recovery Of Damages	15,966	18,545	18,545	18,545
44113 Subdivision Filing Fee	56,594	53,773	53,773	53,773
44114 Vital Statistics	68,788	64,654	64,654	70,100
44115 Animal Control Fees	40,070	47,790	23,803	47,790
44116 Weed Mowing	151,129	124,876	124,876	124,876
44121 Ambulance	1,918,791	1,849,660	1,757,549	1,849,660
44125 Mun Ct Cr Card Proc Fee	(9,485)	(10,289)	(10,289)	(10,289)
44137 False Alarm Reg. & Fees	25,450	23,400	23,400	23,400
44141 Curbs & Drainage	6,684	588	588	588
44305 Other Academy Fees-Outside	11,695	12,655	12,655	12,655
Total Charges for Services	2,285,682	2,185,652	2,069,554	2,191,098
<b>Cultural &amp; Recreational</b>				
44201 Facility Rental	90,501	70,216	70,216	100,000
44202 Special Events Revenue	92,352	91,158	91,158	91,158
44203 Aquatics	-	80	80	-
44204 Vending Machines	-	-	-	-
44205 Leisure Programs	28,117	11,846	11,846	30,000
44207 Athletics Fees	31,771	35,000	35,000	32,000
44215 Concessions	23,190	27,314	27,314	25,000
Total Cultural & Recreational	265,930	235,614	235,614	278,158
<b>TOTAL SERVICES CHARGES</b>	2,551,613	2,421,266	2,305,168	2,469,256
<b>Fines &amp; Forfeitures</b>				
45001 Municipal Court	2,173,036	2,155,124	2,216,963	2,269,974
45002 Library Fees And Fines	29,758	26,840	28,266	26,840
45005 Motor Carrier Violations	162,558	181,211	120,125	181,211
Total Fines & Forfeitures	2,365,352	2,363,175	2,365,354	2,478,025
<b>Miscellaneous</b>				
46023 Fire Inspections Fees	28,787	21,462	21,462	25,905
47103 Water Tap Fees	-	7,200	7,200	-
49001 Sale Of City Property	20,573	14,722	14,722	25,000
49003 Investment Interest	820,359	424,905	1,091,975	700,000
49004 Interest On Receivables	919	802	802	500
49009 Rental Of Land	104,142	101,466	101,466	105,334
49010 Phone Commissions	14,219	11,333	11,333	11,333
49012 Service Charge-(Contra)	(588)	(799)	(799)	-
49022 Contributions - Misc.	5,000	(34,724)	(34,724)	5,000
49028 Industrial District PCI	550,000	1,023,534	1,023,534	250,000
49029 Plans & Specs	40	390	390	-
49042 Library Print Fees	-	6,489	6,489	-
49091 Miscellaneous	720,256	307,268	307,268	307,268
49093 Overages And Shortages	10,452	9,727	9,727	-
49094 Revenues Over Budget	(1,002)	-	-	-
Total Miscellaneous	2,273,159	1,893,775	2,560,845	1,430,340
<b>TOTAL REVENUES</b>	96,481,946	103,869,411	107,223,493	108,960,955

**CITY OF BAYTOWN  
GENERAL FUND REVENUE DETAIL**

<b>Revenue</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Transfers</b>				
61231 From Odd Trust & Agency	156,145	156,145	156,145	500,000
61502 From Aquatics Fund	100,000	112,000	112,000	225,580
61520 From Water And Sewer Fund	1,983,016	1,099,011	1,099,011	1,153,962
62215 Revenue From MDD Fund	300,000	300,000	300,000	300,000
62216 Transfer From TIRZ	185,651	186,961	186,961	186,961
62510 Revenue-BAWA	350,000	350,000	350,000	350,000
Total Other Financing Sources	3,074,812	2,204,117	2,204,117	2,716,503
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>\$ 99,556,758</b>	<b>\$ 106,073,528</b>	<b>\$ 109,427,610</b>	<b>\$ 111,677,458</b>

**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY DEPARTMENT**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>General Government</b>				
1010 General Administration	\$ 1,508,860	\$ 1,850,758	\$ 1,841,926	\$ 1,922,129
1030 Fiscal Operations	2,188,347	2,532,773	2,367,742	2,423,132
1060 Legal Services	892,752	1,105,867	1,056,789	1,114,508
1070 ITS	2,936,613	3,338,393	3,382,852	3,650,831
1080 Planning and Development Services	2,392,371	2,502,625	2,449,084	2,920,103
1140 Human Resources	978,698	1,126,959	1,102,094	1,251,337
1170 City Clerk	716,276	771,198	887,860	1,156,699
1171 Court of Record	1,436,689	1,476,397	1,507,226	1,623,648
1180 City Facilities	751,269	882,250	829,840	914,942
1190 General Overhead	5,790,661	10,522,608	7,925,193	10,908,478
Total General Government	<u>19,592,536</u>	<u>26,109,828</u>	<u>23,350,606</u>	<u>27,885,807</u>
<b>Public Safety</b>				
2000 Police	26,288,546	27,048,053	27,541,956	27,609,190
2020 Fire	22,477,996	22,503,146	23,669,742	23,628,349
Total Public Safety	<u>48,766,542</u>	<u>49,551,199</u>	<u>51,211,698</u>	<u>51,237,539</u>
<b>Public Works</b>				
3000 Public Works Administration	478,447	497,955	489,667	511,228
3010 Streets & Drainage	2,022,558	2,060,251	2,062,943	2,426,339
3020 Traffic Control	1,183,310	1,402,077	1,364,169	1,422,661
3030 Engineering	1,050,989	1,077,985	1,078,887	1,359,322
Total Public Works	<u>4,735,304</u>	<u>5,038,268</u>	<u>4,995,665</u>	<u>5,719,550</u>
<b>Health &amp; Welfare</b>				
4000 Health & Welfare	<u>2,924,781</u>	<u>3,846,367</u>	<u>3,580,550</u>	<u>3,800,621</u>
<b>Culture &amp; Leisure</b>				
5000 Parks & Recreation	5,787,865	6,192,846	6,290,063	6,981,277
6000 Library	2,306,406	2,432,922	2,441,752	2,497,469
Total Culture & Leisure	<u>8,094,271</u>	<u>8,625,768</u>	<u>8,731,815</u>	<u>9,478,746</u>
<b>Capital</b>	1,618,057	3,673,634	4,014,831	2,859,745
<b>Transfers Out</b>	8,055,057	11,411,475	11,640,627	12,583,092
<b>General Fund Total</b>	<u>\$ 93,786,548</u>	<u>\$ 108,256,539</u>	<u>\$ 107,525,791</u>	<u>\$ 113,565,100</u>

**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY ACCOUNT**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 44,741,815	\$ 44,859,732	\$ 46,478,050	\$ 46,712,266
71003	Part Time Wages	729,517	891,234	871,234	909,161
71009	Overtime	1,389,837	2,165,192	1,947,384	2,166,699
71010	Election Worker	-	-	-	-
71011	Extra Help/Temporary	11,000	-	3,294	40,000
71013	Accrual Pay	-	747,237	747,237	747,237
71021	Health Insurance	7,141,293	7,958,910	7,890,332	8,201,677
71022	TMRS	8,205,501	8,448,939	8,507,411	8,401,379
71023	FICA	3,383,180	3,503,758	3,538,740	3,618,432
71028	Workers Compensation	718,848	778,423	762,605	727,055
71041	Allowances	424,733	515,600	528,459	539,700
71043	Employee Incentives	2,970	2,428,138	440	2,664,520
71081	Retired Employee Benefits	1,784,421	2,132,747	2,132,747	2,132,747
71091	Prsnl Svcs Reimbursed	(86,085)	-	-	-
	Total Personnel Services	<u>68,447,030</u>	<u>74,429,910</u>	<u>73,407,933</u>	<u>76,860,873</u>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	189,574	219,595	216,895	213,995
72002	Postage Supplies	62,257	90,535	99,643	91,035
72004	Printing Supplies	48,937	85,032	81,792	104,317
72005	Animal Feed Supplies	3,845	7,005	7,005	9,885
72006	Clothing Allowance	29,594	34,820	34,720	39,050
72007	Wearing Apparel	419,427	429,131	427,527	487,572
72011	Disaster Supplies	293	15,120	5,120	15,120
72016	Motor Vehicle Supplies	863,611	932,010	921,050	1,001,125
72019	Supplies Purch For Resale	18,646	24,000	24,000	24,000
72021	Minor Tools	229,101	287,278	280,297	332,401
72022	Fuel For Generators	-	12,000	12,000	12,000
72023	Library Materials	224,195	245,000	245,000	245,000
72026	Cleaning & Janitorial Sup	108,449	120,159	119,359	125,193
72031	Chemical Supplies	172,104	242,068	233,132	270,313
72032	Medical Supplies	166,156	238,869	237,900	239,869
72036	Identification Supplies	55,540	72,336	72,460	74,639
72041	Educational Supplies	423,283	448,662	452,596	481,628
72045	Computer Software Supply	48,456	56,169	54,722	56,320
72046	Botanical Supplies	138,111	26,288	26,288	39,049
72056	Street Marking Supplies	4,901	10,000	10,000	10,000
72061	Meeting Supplies	13,951	14,400	14,797	15,500
72090	Print Shop Supplies	-	-	-	-
72091	Supplies Reimbursed	(424)	-	-	-
	Total Supplies	<u>3,220,007</u>	<u>3,610,477</u>	<u>3,576,303</u>	<u>3,888,011</u>

**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY ACCOUNT**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	112,408	393,051	392,556	421,519
73011	Buildings Maintenance	974,362	778,200	782,649	888,403
73012	Docks & Piers Maintenance	-	600	600	3,350
73013	Recreation Equip Maint	43,272	37,333	37,333	38,940
73022	Sanitary Sewers Maint	-	1,200	6,000	1,600
73023	Water Distrib Sys Maint	-	-	228	-
73025	Streets Sidewalks & Curbs	557,066	627,700	627,700	879,056
73027	Heat & Cool Sys Maint	128,380	132,290	119,147	152,097
73028	Electrical Maintenance	123,139	144,106	144,106	159,155
73039	Miscellaneous Maint	-	-	-	-
73041	Furniture/Fixtures Maint	23,192	41,450	42,051	90,640
73042	Machinery & Equip Maint	789,942	1,300,497	1,296,045	1,499,116
73043	Motor Vehicles Maint	985,126	872,967	854,518	866,597
73044	Street Signs Maint	95,004	125,050	125,050	165,050
73045	Radio & Testing Equipment	54,151	73,000	67,500	73,000
73046	Books - Maintenance	61,382	76,940	74,489	77,080
73048	Signal Systems Maint	130,093	173,000	137,750	183,000
73049	Barricades Maint	2,000	5,500	7,500	10,000
73051	Cellular Phone Maint	-	-	-	1,600
73053	Vehicle Repair-Collision	(41,213)	-	-	-
73055	Maintenance On Computers	171,431	190,816	190,816	184,000
73091	Maintenance Reimbursed	(23,052)	-	-	-
	Total Maintenance	4,186,683	4,973,700	4,906,037	5,694,203

**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY ACCOUNT**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7400</b>	<b>Services</b>				
74001	Communication	623,997	944,648	934,092	940,661
74002	Electric Service	740,405	715,000	711,675	722,000
74003	Street Lighting	1,298,286	1,116,035	1,116,035	1,016,035
74004	Water & Sewer	2,310	2,500	2,500	2,500
74005	Natural Gas	93,764	95,900	94,986	95,900
74007	TWC Claims Paid	41,959	75,000	75,000	75,000
74011	Equipment Rental	721,531	828,873	826,739	859,958
74020	Outside Contracts	112,995	99,833	94,325	121,433
74021	Special Services	2,165,683	2,626,947	2,419,157	3,873,415
74022	Audits	74,761	98,092	98,092	98,092
74023	Industrial Appraisal	27,000	37,000	43,000	37,000
74026	Janitorial Services	123,846	144,232	145,742	144,232
74029	Service Awards	45,577	65,200	65,200	65,200
74031	Wrecker Service	5,473	5,400	5,400	6,000
74036	Advertising	56,664	88,601	88,601	99,221
74042	Education & Training	517,986	768,422	760,431	792,268
74045	In-State Investigatv Trvl	2,530	5,038	5,038	5,038
74047	Support Of Prisoners	56,590	62,562	62,562	62,562
74051	Non City Facility Rental	46,053	27,516	27,516	38,412
74054	Council Reimbursables	-	1,000	1,000	1,000
74056	Vacant Lot Cleaning	104,470	200,000	200,000	200,000
74058	Landfill Fees	79,486	135,775	135,775	135,775
74070	Elections	59,727	65,000	92,466	150,000
74071	Association Dues	60,403	83,896	82,772	95,413
74072	Legislative Services	-	70,000	70,000	70,000
74082	Confidential	12,905	21,000	21,000	21,000
74091	Services Reimbursed	(9,823)	-	-	-
74123	Instructor Fees	47,413	19,000	19,000	20,500
74210	General Liability Ins	35,049	40,306	40,306	40,306
74211	K-9 Insurance	5,922	6,569	6,569	6,569
74220	Errors & Omissions	53,668	61,718	61,718	61,718
74230	Law Enforcement Liability	57,012	65,564	65,564	65,564
74240	Auto Liability	236,897	272,432	272,432	288,240
74241	Auto Collision	148,653	170,951	184,016	193,217
74242	Auto Catastrophic	-	4,620	35,000	35,000
74271	Mobile Equipment	25,973	29,869	33,202	36,522
74272	Real & Personal Property	296,929	340,300	350,711	385,782
74277	Flood Insurance	64,329	86,000	86,000	86,000
74280	Bonds	358	360	394	500
74281	Employee Fraud	4,933	5,180	5,180	5,439
74290	Misc Liability	628	3,000	3,000	3,000
74295	Deductibles	79,619	135,000	135,000	135,000
74999	Perf Cont Energy Savings	74,791	99,960	99,960	99,960
	<b>Total Services</b>	<b>8,196,752</b>	<b>9,724,299</b>	<b>9,577,156</b>	<b>11,191,432</b>
<b>7500</b>	<b>Sundry</b>				
75051	Court Cost	9,659	15,744	15,494	19,944
75061	Medical - Preemployment	5,650	6,300	6,911	6,800
75064	Medical Services	35,653	99,000	68,500	99,000
75086	Interest Expense	-	-	-	-
77106	Little League Light Contr	12,000	12,000	12,000	12,000

**CITY OF BAYTOWN  
GENERAL FUND 101  
BUDGET SUMMARY BY ACCOUNT**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
77109	Bytn Beauti Adv Comm-Bbac	-	-	-	-
	Total Sundry & Other	62,962	133,044	102,905	137,744
	Total Operating	84,113,434	92,871,430	91,570,334	97,772,263
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	297,514	21,300	29,098	6,195
81001	Land Purchase	-	-	-	-
82011	Building & Improvements	-	2,198,000	2,198,000	552,000
83025	Streets Sidewalks & Curbs	-	-	-	-
83027	Heating & Cooling System	-	-	-	52,000
83039	Other Improvements	-	-	-	-
84042	Machinery & Equipment	255,589	130,565	130,055	43,500
84043	Motor Vehicles	1,064,953	1,223,769	1,278,760	1,631,050
84047	Computer Software	-	-	-	-
84048	Signal Systems	-	-	6,800	-
84052	Heavy Equipment	-	-	-	-
84061	Other Equipment	-	100,000	100,000	175,000
85001	Construction	-	-	-	400,000
86011	Capital Lease Payment	-	-	272,118	-
	Total Capital Only	1,618,057	3,673,634	4,014,831	2,859,745
<b>9000</b>	<b>Other Financing Uses</b>				
91201	To Municipal Ct Security	22,032	58,087	47,640	61,710
91226	To Miscellaneous Police	90,057	99,525	358,639	99,525
91231	To Odd Trust & Agency	-	-	-	-
91290	To FEMA	-	-	-	-
91298	To Wetland Research Ctr	218,195	249,262	229,747	287,256
91350	To Gen Capital Proj Fund	4,063,226	3,160,634	3,160,634	2,460,634
91351	To Capital Improvemnt Prg	2,872,100	4,690,000	4,690,000	6,390,000
91450	To Accrued Leave-General	357,000	2,351,520	2,351,520	2,351,520
91500	To Solid Waste Fund	-	370,000	370,000	500,000
91550	To Internal Service Fnd	388,011	388,011	388,011	388,011
91552	To Warehouse Operations	44,436	44,436	44,436	44,436
	Total Other Financing Uses	8,055,057	11,411,475	11,640,627	12,583,092
<b>9900</b>	<b>Contingencies</b>				
99002	Unforeseen/New Initiative	-	300,000	300,000	350,000
	Total Contingencies	-	300,000	300,000	350,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ 93,786,548</b>	<b>\$ 108,256,539</b>	<b>\$ 107,525,791</b>	<b>\$ 113,565,100</b>

## 1010 GENERAL ADMINISTRATION – PROGRAM SUMMARY

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### Program Description

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The General Administration Department consists of three main divisions, the City Manager's office, the City Council and Public Affairs. It also includes expenditures that are not directly associated with any other department within the General Fund.

The City Manager is the chief executive and administrative officer of the City and is responsible for general administration of the City's affairs and serves as a liaison between the policy making and administrative branches of the City government. The City Manager provides City Council with the information needed to conduct the affairs of the City and coordinate the implementation of their decisions. This division oversees the operations of all city departments and reviews and updates management policies and regulations.

### Major Goals

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- Ensure delivery of City services in an effective and efficient manner through responsible administration.
- Ensure that the response to citizen complaints and requests for action are performed in a timely manner.
- Assist in the development of neighborhood organizations and coordinate implementation of neighborhood improvement projects and activities.
- Conduct City Council meetings in accordance with the provisions of the City Charter and Ordinances.
- Continue to provide quality information the citizens receive from local government by working with educational, business and neighborhood groups to communicate city events, public hearings and city staff initiatives.
- Coordinate Council activities, negotiate contracts and supervise the staff to provide efficient and effective municipal services to the City of Baytown.

### Major Objectives

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- Provide the Council with timely and meaningful information.
- Maintain up-to-date policies and regulations.
- Encourage an innovative approach to problem resolution.
- Supervise and coordinate the staff and provide oversight to all departmental operations.
- Maintain a long-range outlook and provide the Council with recommendations for the future.
- Act as the City's ambassador in developing and maintaining relations with outside agencies.

**1010 GENERAL ADMINISTRATION - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 872,884	\$ 881,690	\$ 909,219	\$ 907,560
71003	Part Time Wages	48,000	48,000	48,000	48,000
71009	Overtime	1,143	-	-	-
71021	Health Insurance	76,202	83,825	83,825	83,825
71022	TMRS	157,439	160,179	164,795	164,779
71023	FICA	55,521	70,042	62,459	74,570
71028	Workers Compensation	1,209	1,249	1,234	1,281
71041	Allowances	19,200	27,200	19,199	19,200
	<b>Total Personnel Services</b>	<b>1,231,598</b>	<b>1,272,185</b>	<b>1,288,731</b>	<b>1,299,215</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	\$ 3,621	\$ 5,500	\$ 5,500	5,500
72002	Postage Supplies	428	600	672	600
72004	Printing Supplies	594	2,400	2,400	2,000
72007	Wearing Apparel	-	500	591	900
	<b>Total Supplies</b>	<b>4,643</b>	<b>9,000</b>	<b>9,164</b>	<b>9,000</b>
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	1,906	2,500	2,500	2,500
	<b>Total Maintenance</b>	<b>1,906</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>7400</b>	<b>Services</b>				
74021	Special Services	7,538	12,500	8,500	12,500
74042	Education & Training	47,507	49,400	47,900	49,850
74054	Council Reimbursables	-	1,000	1,000	1,000
74071	Association Dues	15,716	16,950	17,679	18,800
	<b>Total Services</b>	<b>70,760</b>	<b>79,850</b>	<b>75,079</b>	<b>82,150</b>
	<b>Total Operating</b>	<b>1,308,907</b>	<b>1,363,535</b>	<b>1,375,473</b>	<b>1,392,865</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,308,907</b>	<b>\$ 1,363,535</b>	<b>\$ 1,375,473</b>	<b>\$ 1,392,865</b>

## 1030 FISCAL OPERATIONS – PROGRAM SUMMARY

### Program Description

The Fiscal Operations Department consists of Accounting, Payroll, Treasury, Budgeting, and Purchasing. This Department is responsible for administering the City's fiscal affairs in accordance with applicable local, state and federal guidelines. The Department manages the annual audit, annual budget and advises management on all aspects of financial planning and debt management for the City. The Department is responsible for collection and disbursement of all City funds and implementation of effective internal control systems for the City of Baytown. The Department also actively manages the City's investment portfolio in compliance with the Public Funds Investment Act (PFIA) and the City's adopted investment policy.

### Major Goals

- Ensure that all financial transactions are reported timely and accurately and in compliance with General Accepted Accounting Principles along with appropriate internal controls.
- Provide timely financial information to users for management decisions, managing the City's assets and planning for future financial growth.
- Provide quality budget development and analysis to foster financial accountability and responsible use of City funds.
- Promote a better understanding of financial policies and procedures among internal and external customers.
- Improve purchasing practices within the user departments to control costs and increase efficiency of city operations.
- Review and improve cash collection procedures throughout the City.
- Continue to structure the City's portfolio to manage evolving economic conditions and fluid liquidity needs.

### Major Objectives

- Continue to develop financial policies that will provide financial stability and continuity in a changing political and economic environment.
- Achieve efficiencies in accounting and reporting activities through greater use of information technology.
- Continue staff professional and technical growth.
- Continue to obtain the GFOA Distinguished Budget Presentation Award, the GFOA Certificate of Achievement for Excellence in Financial Reporting, Texas Comptroller Leadership Circle Gold Member Award and the Popular Annual Financial Reporting (PAFR) Award.
- Review and refinement of investment policy to stay in compliance with PFIA and evolving economic conditions.

### Services Provided

- Financial planning and oversight of all financial applications.
- Check issuance: payroll and accounts payable.
- All City collections, deposits, investments and cash/debt management.
- Project cost management and reporting.
- Budget management and preparation.
- Financial reporting, internal control and annual audit.
- Fixed assets tracking and reporting.
- Grant assistance and reporting.
- Procurement services: purchase orders and annual contracts.
- General financial support and assistance to City Manager and City Departments.

**1030 FISCAL OPERATIONS - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,093,198	\$ 1,302,308	\$ 1,168,947	\$ 1,204,749
71003	Part Time Wages	43,116	39,150	39,150	39,150
71009	Overtime	350	16,586	16,586	16,586
71021	Health Insurance	196,674	226,327	222,540	214,352
71022	TMRS	194,567	236,385	209,741	216,124
71023	FICA	82,742	99,933	89,418	92,990
71028	Workers Compensation	1,484	1,800	1,577	1,598
71041	Allowances	10,455	10,800	11,700	10,800
	Total Personnel Services	1,622,587	1,933,289	1,759,659	1,796,349
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	15,717	13,845	16,444	13,845
72002	Postage Supplies	5,381	7,035	7,035	7,035
72004	Printing Supplies	1,125	2,950	2,950	2,950
72007	Wearing Apparel	-	50	50	50
72016	Motor Vehicle Supplies	1,971	-	-	-
72041	Educational Supplies	-	750	750	750
	Total Supplies	24,194	24,630	27,229	24,630
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	-	2,500	2,500	2,500
73043	Motor Vehicles Maint	746	-	-	-
	Total Maintenance	746	2,500	2,500	2,500
<b>7400</b>	<b>Services</b>				
74011	Equipment Rental	7,542	8,544	8,544	8,544
74021	Special Services	412,247	395,234	395,234	422,533
74022	Audits	74,761	98,092	98,092	98,092
74023	Industrial Appraisal	27,000	37,000	43,000	37,000
74036	Advertising	4,962	5,101	5,101	5,101
74042	Education & Training	11,274	25,153	25,153	25,153
74071	Association Dues	3,034	3,230	3,230	3,230
	Total Services	540,821	572,354	578,354	599,653
	Total Operating	2,188,347	2,532,773	2,367,742	2,423,132
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,188,347</b>	<b>\$ 2,532,773</b>	<b>\$ 2,367,742</b>	<b>\$ 2,423,132</b>

## 1040 PUBLIC AFFAIRS –PROGRAM SUMMARY

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### Program Description

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The Public Affairs Division is tasked with telling the stories of the City of Baytown Government. We recognize the value of citizen engagement; and that for true engagement to occur, a proactive and two-way communication approach is needed to ensure that information is shared throughout the community. Public Affairs is responsible for media relations, community service functions, commendations and awards, video production, and the department's website and social media presence. The office coordinates a wide range of outreach and community service programs.

### Major Goals

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- Providing transparent information to establish and maintain trust with the community
- Building awareness of trends and long term goals for the development of the City of Baytown that may have an impact on community and business
- Creating interest in the community so that Baytown is more than just a place to live but a place to call home.
- Improve quality of life for Baytown residents through initiatives to give back to the community.
- Improve awareness of Baytown's resources to potential visitors and residents.

### Major Objectives

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- Provide activities and promotions to enhance leisure and business tourism within the City of Baytown.
- Produce marketing strategies intended to increase overnight hotel activity with the City of Baytown.
- Facilitate the Hotel Occupancy Tax Tourism Partnership Program.
- Provide marketing, advertising and promotions of special events identified to interest visitors.
- Develop marketing and promotional campaigns that effectively cultivate an appreciation for the natural environment, arts, and historical preservation.
- Maintain the tourism kiosk and supply travelers with community information.
- Actively promote the community through statewide and nationwide networking initiatives.

**1040 PUBLIC AFFAIRS - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 122,879	\$ 287,332	\$ 258,062	\$ 314,153
71009	Overtime	761	500	500	500
71021	Health Insurance	21,772	45,722	45,722	47,900
71022	TMRS	21,788	52,393	46,875	56,923
71023	FICA	9,028	22,012	20,037	24,492
71028	Workers Compensation	161	389	342	421
71041	Allowances	-	-	5,492	6,000
	Total Personnel Services	176,389	408,348	377,030	450,389
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	76	2,300	2,300	2,300
72002	Postage Supplies	190	6,000	16,509	6,000
72004	Printing Supplies	3,201	16,500	16,500	16,500
72016	Motor Vehicle Supplies	-	-	39	-
72041	Educational Supplies	2,635	4,000	4,000	4,000
72045	Computer Software Supply	-	100	100	100
	Total Supplies	6,102	28,900	39,448	28,900
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	-	500	500	500
	Total Maintenance	-	500	500	500
<b>7400</b>	<b>Services</b>				
74021	Special Services	7,899	24,200	24,200	24,200
74036	Advertising	5,517	8,000	8,000	8,000
74042	Education & Training	3,061	14,810	14,810	14,810
74071	Association Dues	985	2,465	2,465	2,465
	Total Services	17,462	49,475	49,475	49,475
	Total Operating	199,953	487,223	466,453	529,264
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	-	10,600	10,600	-
	Total Capital Outlay	-	10,600	10,600	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 199,953</b>	<b>\$ 497,823</b>	<b>\$ 477,053</b>	<b>\$ 529,264</b>

## 1060 LEGAL SERVICES – PROGRAM SUMMARY

### Program Description

The Legal Department is a service-oriented department providing counsel to the City Council, the Baytown Area Water Authority (BAWA), the Baytown Crime Control and Prevention District (CCPD), the Baytown Fire Control, Prevention, and Emergency Medical Services District (FCPEMSD), and the Baytown Municipal Development District (MDD), as well as to their boards and commissions. The department also gives legal advice to officers and employees of the City relating to their powers and duties in such capacities. Legal services provided by the department include drafting and negotiating contracts, prosecuting violations of the transportation, health and penal codes as well as the Code of Ordinances, and representing and coordinating the representation of the City in various civil matters ensuring that the rights and interests of the City are being appropriately protected and pursued.

### Major Goals

- Provide dependable legal advice to the City Council and to the Boards of Directors of BAWA, CCPD, FCPEMSD, and MDD and their boards and commissions as well as the officers and employees of the City.
- Draft, review and negotiate legal instruments for City projects in order to achieve the desired project goals while ensuring that the City's interests are adequately protected.
- Represent the City, BAWA, CCPD, FCPEMSD, and MDD in legal proceedings in an effective, zealous manner.
- Prosecute all cases filed in Municipal Court.
- Remain current on state and federal laws and regulations applicable to the City, BAWA, CCPD, FCPEMSD, and MDD.
- Serve on the negotiating team in collective bargaining as well as in meet and confer.

### Major Objectives

- Legal counsel
  - Support all legal opinions, whether written or oral, with case or statutory authority, as appropriate.
  - Ensure that all requests for written opinions are honored in a timely manner.
- Legal representation
  - Zealously represent the City, BAWA, CCPD, FCPEMSD, and MDD and protect their prospective interests.
  - Ensure court-imposed deadlines are met.
  - Ensure that all witnesses are advised in a timely manner of trial settings.
- Legal documentation
  - Ensure all contracts accomplish the intended purposes while providing sufficient protections.
  - Maintain all written opinions issued by the department in an opinion book for future reference.

**1060 LEGAL SERVICES - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 577,060	\$ 593,802	\$ 563,216	\$ 573,773
71009	Overtime	-	5,040	5,040	5,040
71011	Extra Help/Temporary	2,764	-	-	-
71021	Health Insurance	65,316	71,850	71,850	71,850
71022	TMRS	103,409	108,436	100,826	103,671
71023	FICA	40,303	43,946	39,796	44,604
71028	Workers Compensation	755	802	743	767
71041	Allowances	9,601	11,100	9,958	9,300
	Total Personnel Services	799,208	834,976	791,429	809,005
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	2,569	3,645	3,700	3,945
72002	Postage Supplies	491	1,000	850	1,000
72045	Computer Software Supply	163	3,000	-	3,000
	Total Supplies	3,224	7,645	4,550	7,945
<b>7300</b>	<b>Maintenance</b>				
73046	Books - Maintenance	38,237	43,240	41,789	44,380
	Total Maintenance	38,237	43,240	41,789	44,380
<b>7400</b>	<b>Services</b>				
74021	Special Services	39,942	186,500	186,500	213,500
74042	Education & Training	8,775	25,248	25,225	27,655
74071	Association Dues	2,342	4,258	3,546	3,823
	Total Services	51,059	216,006	215,271	244,978
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	1,024	4,000	3,750	8,200
	Total Sundry & Other	1,024	4,000	3,750	8,200
	Total Operating	892,752	1,105,867	1,056,789	1,114,508
	<b>TOTAL DEPARTMENT</b>	<b>\$ 892,752</b>	<b>\$ 1,105,867</b>	<b>\$ 1,056,789</b>	<b>\$ 1,114,508</b>

## 1070 INFORMATION TECHNOLOGY SERVICES – PROGRAM SUMMARY

### Program Description

The Information Technology Services (ITS) Department has the responsibility of effectively administering all enterprise information technology throughout the City. ITS is responsible for the computers, cellular telephones, 2-way radios, and voice-over-ip (VoIP) telephone system for all City departments. ITS assists those departments in providing quality services to the community through the utilization of effective systems.

### Major Goals

- Provide exceptional customer service to all City departments
- Provide hardware and software expertise to all City departments to maintain a highly productive workplace
- Ensure all enterprise services are fit for use and purpose
- Expand knowledge of, and partnerships with, other public entities in the greater Houston area

### Major Objectives

- Implement Tyler Technologies Energov system (community development and business management suite)
- Upgrade all desktop computer hardware and software (Windows10, Office 2019)
- Identify a Utility Billing software upgrade and plan an FY21 implementation
- Establish an offsite data storage solution greater than 125 miles inland from the Gulf Coast

Supported Sites:	Site Address:	Supported Sites:	Site Address:
City Hall	2401 Market Street	Utility Billing	2505 Market Street
Police Administration	3200 N. Main Street	911 Center	7800 N Main Street
Police Academy	203 E. Wye Drive	Facilities	2101 Market Street
Police Substation	3530 Market Street	Tech Garage	2511 ½ Cedar Bayou Road
Police Jail	3100 N. Main Street	Parks Wetlands Center	1724 Market Street
Police CVT	307 S. Main Street	Parks N.C. Foote Park	2428 West Main
Police Gun Range	3307 McLean Road	Parks Nature Center	6213 Bayway Drive
Police Annex	3300 N. Main Street	Pirate’s Bay Water Park	5300 East Road
Fire Administration	201 E. Wye Drive	Parks Service Center I	1210 Park Street
Fire Station 1	4123 Garth Road	<b>Parks Service Center II</b>	<b>1000 Park Street</b>
Fire Station 2	2323 Market Street	Parks Administration	2407 Market Street
Fire Station 3	3311 Massey Tompkins Road	Parks Evergreen Warehouse	1799 Tri City Beach Road
Fire Station 4	910 E. Fayle	<b>Parks Evergreen Clubhouse</b>	<b>1530 Evergreen Road</b>
Fire Station 5	7210 Bayway Drive	Public Works Administration	2123 Market Street
Fire Station 6	10166 Pinehurst Drive	Public Works Traffic	2103 Market Street
Fire Station 7	7215 Eastpoint Blvd.	Public Works Central District Plant	1709 W. Main Street
Library	1009 W. Sterling Avenue	Public Works East District Plant	3030 Ferry Road
EMS Station	109 S. Main Street	Public Works West District Plant	1510 I-10 East
Emergency Management	205 E. Wye Drive	Public Works Northeast District Plant	8808 Needlepoint Road
Municipal Court	3120 N. Main Street	Health Administration	220 W. Defee
BAWA	7425 Thompson Road	Health Animal Services	405 N. Robert Lanier Drive
<b>BAWA-East</b>	<b>5339 E. Grand Parkway S.</b>	Health Mosquito Control	806 W. Nazro Street
<b>Brunson</b>	<b>315 W. Texas Avenue</b>		

**1070 INFORMATION TECHNOLOGY SERVICES - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 912,075	\$ 919,111	\$ 970,612	\$ 1,024,764
71009	Overtime	2,915	15,000	15,000	20,000
71021	Health Insurance	155,486	167,650	151,197	179,625
71022	TMRS	170,148	175,013	182,295	191,164
71023	FICA	68,958	71,562	74,834	82,248
71028	Workers Compensation	5,993	6,541	6,542	6,780
71041	Allowances	50,399	50,400	49,151	50,400
	Total Personnel Services	1,365,975	1,405,277	1,449,632	1,554,981
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	7,989	8,500	8,500	10,000
72002	Postage Supplies	123	250	250	250
72021	Minor Tools	1,735	4,000	4,000	4,000
72045	Computer Software Supply	-	-	104	-
	Total Supplies	9,846	12,750	12,854	14,250
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	-	19,000	19,000	19,500
73011	Buildings Maintenance	72,792	75,000	75,000	85,000
73027	Heat & Cool Sys Maint	16,028	23,600	23,600	24,000
73042	Machinery & Equip Maint	638,265	878,950	878,950	1,011,100
73045	Radio & Testing Equipment	54,151	67,500	67,500	67,500
73055	Maintenance On Computers	171,431	190,816	190,816	184,000
	Total Maintenance	952,668	1,254,866	1,254,866	1,391,100
<b>7400</b>	<b>Services</b>				
74002	Electric Service	64,425	90,000	90,000	90,000
74011	Equipment Rental	470,173	480,000	480,000	480,000
74021	Special Services	27,522	30,000	30,000	50,000
74042	Education & Training	46,005	65,000	65,000	70,000
74071	Association Dues	-	500	500	500
	Total Services	608,124	665,500	665,500	690,500
	Total Operating	2,936,613	3,338,393	3,382,852	3,650,831
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,936,613</b>	<b>\$ 3,338,393</b>	<b>\$ 3,382,852</b>	<b>\$ 3,650,831</b>

## 1080 PLANNING & DEVELOPMENT SERVICES – PROGRAM SUMMARY

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### Program Description

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The Planning and Development Services Department, in three divisions, leads the City's efforts in long-range and neighborhood planning; it implements the zoning, subdivision, and building codes by providing services to developers and residents; provides annexation analysis and service plans; implements the city's community block grant program and provides building permit and inspection services. The department provides staff support to the Planning and Zoning Commission, Community Development Advisory Committee, Construction Board of Adjustment and Appeals, Sign Committee, Zoning Board of Adjustments, and the Development Review Committee.

The Planning and Development Services Department works to improve property maintenance by coordinated code enforcement efforts, including the review, inspection, and registration of substandard and vacant structures, multi-family dwelling, manufactured home parks, and signs.

### Major Goals

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- Propose amendments to the Unified Land Development Code as necessary
- Implement the third Neighborhood Improvement Project with the target area (Market Street Corridor)
- Implement and amend the San Jacinto Overlay to successfully manage new development
- Continue updating codes to address subdivision, parking, and sign regulations
- Continue process improvements for the overall development process and customer service
- Continue to improve interdivisional relationships inside the department and interdepartmental relationships in the development review process
- Continue aggressive code enforcement and address substandard structures to improve neighborhood quality and image

### Major Objectives

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- Work with individual neighborhoods, developers and property owners for better education concerning subdivision and zoning code; assist them with issues they may have regarding new and redevelopment
- Amend development codes to address glitches and to keep up with industry standards for zoning, parking, signs, and subdivision regulations
- Update the comprehensive plan, which will be a significant effort to include meetings with City Council, Planning and Zoning commission, citizens, developers and neighborhoods
- Conduct a Bayside District (Bayway Corridor) Plan
- Successfully implement the 2020 Census Program using a Complete Count Committee
- Complete the LED Streetlight Replacement and evaluate the need for additional streetlights on thoroughfares and in neighborhoods

**1080 PLANNING & DEVELOPMENT SERVICES - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,522,473	\$ 1,595,921	\$ 1,556,531	\$ 1,871,739
71009	Overtime	12,741	15,000	15,000	15,000
71021	Health Insurance	297,911	323,325	323,325	359,250
71022	TMRS	274,355	290,443	280,732	336,423
71023	FICA	109,226	116,159	114,743	144,747
71028	Workers Compensation	3,772	4,263	4,099	4,654
71041	Allowances	22,248	22,800	19,939	20,400
	Total Personnel Services	2,242,726	2,367,911	2,314,370	2,752,213
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	5,103	7,100	7,100	6,000
72002	Postage Supplies	7,028	8,900	8,900	9,500
72004	Printing Supplies	3,829	10,132	10,132	9,552
72007	Wearing Apparel	2,127	3,423	3,423	3,623
72016	Motor Vehicle Supplies	10,329	9,000	9,000	14,640
72021	Minor Tools	861	1,200	1,200	1,300
72041	Educational Supplies	353	1,000	1,000	1,000
	Total Supplies	29,631	40,755	40,755	45,615
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	8,252	4,000	4,000	14,195
73043	Motor Vehicles Maint	6,875	8,000	8,000	15,380
	Total Maintenance	15,127	12,000	12,000	29,575
<b>7400</b>	<b>Services</b>				
74021	Special Services	70,017	25,279	25,279	20,000
74036	Advertising	10,401	10,000	10,000	20,620
74042	Education & Training	17,025	37,490	37,490	39,490
74071	Association Dues	7,444	9,190	9,190	12,590
	Total Services	104,887	81,959	81,959	92,700
	Total Operating	2,392,371	2,502,625	2,449,084	2,920,103
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	6,797	-	-	3,395
84043	Motor Vehicles	53,277	-	-	-
	Total Capital Outlay	60,074	-	-	3,395
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,452,445</b>	<b>\$ 2,502,625</b>	<b>\$ 2,449,084</b>	<b>\$ 2,923,498</b>

## 1140 HUMAN RESOURCES – PROGRAM SUMMARY

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### Program Description

The Department of Human Resources is a full service department supporting a comprehensive range of Human Resource needs, many of which are driven by evolving State and Federal legislation. The department performs various Human Resource functions by taking the following actions: developing and interpreting policy; acting as internal consultants to all departments on human resources related issues; maintaining employment practices consistent with applicable legislation; resolving employee concerns, grievances, and appeals; administering and resolving workers' compensation and unemployment issues and claims; providing training and development; maintaining equitable and competitive compensation practices; and managing the City's insurance programs. The department also administers Civil Service, Collective Bargaining and Meet and Confer.

### Major Goals

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- Provide employees with training in the areas of Customer Service and Teamwork.
- Contribute to the City's future planning by addressing how to develop current employees to meet the future competency requirements.
- Review Health Benefits Program to determine potential cost effective measures.
- Continue to develop Wellness Initiatives for employees to increase well-being and engagement.
- Evaluate overall compensation through market survey.
- Develop training for supervisors in management and leadership areas.
- Stay abreast of current legislation, especially Healthcare Reform, to assure legal compliance.
- Advise City Managers, Directors, and Supervisors regarding policies and procedures to ensure equitable application for all City employees.
- Maintain Performance Management Program.
- Improve recruiting, staffing, and retention programs.
- Participate in Collective Bargaining and Meet and Confer negotiations as needed.

### Major Objectives

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- Provide leadership training for all managers to continue to develop needed skills.
- Assist management in creating a positive work environment to attract and retain quality employees.
- Provide training opportunities for employees to increase skill levels for improved job performance and career advancement.
- Continue to promote Core Values and Foundations for Success.

**1140 HUMAN RESOURCES - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 556,823	\$ 572,636	\$ 589,680	\$ 658,878
71003	Part Time Wages	4,441	6,900	6,900	6,900
71009	Overtime	405	1,000	1,000	1,000
71021	Health Insurance	89,356	95,800	88,952	107,775
71022	TMRS	100,433	103,697	106,558	118,856
71023	FICA	40,817	41,824	42,441	51,139
71028	Workers Compensation	784	777	787	879
71041	Allowances	9,601	9,600	9,600	9,600
71043	Employee Incentives	2,970	3,500	440	-
	Total Personnel Services	805,629	835,734	846,358	955,027
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	3,224	7,400	7,400	7,400
72002	Postage Supplies	1,618	2,100	2,100	2,100
72041	Educational Supplies	41,712	43,100	38,000	43,100
	Total Supplies	46,554	52,600	47,500	52,600
<b>7300</b>	<b>Maintenance</b>				
73042	Machinery & Equip Maint	-	-	-	2,800
	Total Maintenance	-	-	-	2,800
<b>7400</b>	<b>Services</b>				
74021	Special Services	81,022	121,000	121,000	121,000
74036	Advertising	3,614	10,000	10,000	10,000
74042	Education & Training	10,531	15,800	15,800	17,800
74071	Association Dues	2,855	4,325	4,325	4,610
	Total Services	98,022	151,125	151,125	153,410
<b>7500</b>	<b>Sundry Charges</b>				
75061	Medical - Preemployment	-	-	111	-
75064	Medical Services	28,493	87,500	57,000	87,500
	Total Sundry & Other	28,493	87,500	57,111	87,500
	Total Operating	978,698	1,126,959	1,102,094	1,251,337
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	-	-	-	2,800
	Total Capital Outlay	-	-	-	2,800
	<b>TOTAL DEPARTMENT</b>	<b>\$ 978,698</b>	<b>\$ 1,126,959</b>	<b>\$ 1,102,094</b>	<b>\$ 1,254,137</b>

## 1170 CITY CLERK – PROGRAM SUMMARY

### Program Description

The City Clerk Department maintains official City records, administers elections, issue birth and death certificates, assists citizens and departments in search for information, responds to requests for public information, issues various permits, processes recordations and serves as the City's records manager, elections administrator, public information officer and local registrar in accordance with State law.

### Major Goals

- Process public information requests in compliance with the Texas Public Information Act and the City's Public Information Request Policy.
- Plan and administer the City's general election and any special municipal elections as deemed appropriate by the Council and/or the Special Districts (CCPD & FCPMSD).
- Continue updates to the City's Records Management Policy and Program and best practices across the organization regarding city-wide Electronic Records Retention and the Disposition Program with Laserfiche as the records management program.
- Process birth and death certificates in compliance with the State Law and local regulations and continue the migration of the vital statistics office to a paperless program.
- Plan and process all city and special district agendas and minutes in compliance with State and Local regulations.
- Continue to undertake and promote process improvements both internally and in coordination with other departments to ensure effective, efficient and customer-focused solutions.
- Support City Management's "Culture Code" vision by participating in BaytownU trainings, programs and curriculum.

### Major Objectives

- Coordinate with Harris County and Chambers County in administering general and special elections to include City's General Election for Single Member District Nos. One, Two and Three and the Baytown FCPMSD and CCPD Continuation Elections.
- Promote and Support the City's Records Management Program to all City Departments to include training, technical support and the disposition of records in accordance to State Law and the City's Records Management Policy.
- Continue implementation of Laserfiche Records Management Software in City Clerk's Office to include the migration of paper records to electronic records in order to achieve paperless status with a focus on contracts, agreements and property records.
- Coordinate records projects for the migration of records into Laserfiche for Engineering, Planning and Development Services and Human Resources in support of the City's new software program Tyler Technologies Energov.
- Re-organize Department (staff and physical office) for operational efficiencies, succession planning and the creation of a collision-rich environment.
- Administer oaths, statements and training to all elected and appointed officials as it relates to the Texas Open Meetings Act and Texas Public Information Act.
- Update the City of Baytown Public Information SOPs.
- Complete the migration of vital statistics records into Laserfiche to include filing, metadata and best practices.

**1170 CITY CLERK - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 371,354	\$ 364,437	\$ 382,330	\$ 433,564
71003	Part Time Wages	28,971	26,702	26,702	28,037
71009	Overtime	3,952	7,500	75,000	7,500
71011	Extra Help/Temporary	-	-	-	40,000
71021	Health Insurance	65,316	71,850	71,850	83,825
71022	TMRS	66,700	66,754	68,986	77,727
71023	FICA	29,874	29,421	30,266	33,442
71028	Workers Compensation	522	529	525	575
71041	Allowances	3,600	3,600	3,600	3,600
	Total Personnel Services	570,288	570,793	659,259	708,270
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	14,260	11,000	11,000	11,000
72002	Postage Supplies	3,005	4,000	4,000	4,000
72004	Printing Supplies	4,196	5,000	5,000	5,000
	Total Supplies	21,461	20,000	20,000	20,000
<b>7300</b>	<b>Maintenance</b>				
73042	Machinery & Equip Maint	1,800	1,700	1,700	1,700
73046	Books - Maintenance	16,106	23,650	23,650	23,650
	Total Maintenance	17,906	25,350	25,350	25,350
<b>7400</b>	<b>Services</b>				
74021	Special Services	7,166	47,463	47,463	207,463
74036	Advertising	12,341	17,000	17,000	17,000
74042	Education & Training	10,829	10,300	10,300	11,000
74051	Non City Facility Rental	11,630	11,616	11,616	13,740
74070	Elections	59,727	65,000	92,466	150,000
74071	Association Dues	574	676	1,406	876
	Total Services	102,266	152,055	180,251	400,079
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	4,354	3,000	3,000	3,000
	Total Sundry & Other	4,354	3,000	3,000	3,000
	Total Operating	716,276	771,198	887,860	1,156,699
	<b>TOTAL DEPARTMENT</b>	<b>\$ 716,276</b>	<b>\$ 771,198</b>	<b>\$ 887,860</b>	<b>\$ 1,156,699</b>

## 1171 COURT OF RECORD – PROGRAM SUMMARY

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### **Program Description**

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The Municipal Court of Record in the City of Baytown, Texas was created to provide a more efficient disposition of cases arising in the municipality. The Judicial division, Municipal Court division and the Marshal Program division perform their duties under the direction and control of the presiding judge in accordance with City Charter and State laws.

### **Major Goals**

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- Provide a fair, impartial system for timely adjudication of misdemeanor offenses within the jurisdiction of the Municipal Court of Record in the City of Baytown.
- Improve efficiency and effectiveness with upgraded Tyler/TCM Technology
- Increase program productivity by effectively serving outstanding warrants through innovative measures- including neighborhood blocking and apartment rent rolls. Increase Marshal overtime to work weekends.
- Improve and implement court procedures to comply with concepts of Procedural Justice.

### **Major Objectives**

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- Continue to modify and update standard operating procedure as changes are made to each desk
- Review and revision of all MACROS, templates, forms in TCM for compliance with state law
- Upgrade Tyler technology/Incode to version 9.1 -With addition of automatic scheduler.
- Proper retention and destruction of electronically filed cases prior to 2012 currently stored on INCODE.
- Review and upgrade of fines and costs.
- Consistent and accurate use of Swift reach call out system for all areas of court.
- Improve work environment with the creation of safe space for meetings and break room.

**1171 COURT OF RECORD - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 793,358	\$ 801,420	\$ 831,582	\$ 866,511
71009	Overtime	15,041	18,000	18,000	20,000
71021	Health Insurance	177,351	191,600	182,625	203,575
71022	TMRS	143,438	146,614	151,789	155,026
71023	FICA	56,536	58,527	62,406	66,702
71028	Workers Compensation	4,336	4,528	4,620	4,555
71041	Allowances	5,400	5,400	5,400	5,400
	Total Personnel Services	1,195,459	1,226,089	1,256,423	1,321,769
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	11,866	13,000	13,000	13,000
72002	Postage Supplies	14,000	22,500	22,500	22,500
72004	Printing Supplies	10,935	15,000	15,000	15,000
72007	Wearing Apparel	3,816	5,330	5,330	3,530
72016	Motor Vehicle Supplies	2,968	4,500	4,500	4,500
72021	Minor Tools	76	2,000	2,000	3,000
72026	Cleaning & Janitorial Sup	2,167	2,300	2,300	2,500
72041	Educational Supplies	576	1,205	1,205	1,205
	Total Supplies	46,404	65,835	65,835	65,235
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	28,310	22,708	22,708	64,000
73027	Heat & Cool Sys Maint	-	2,000	2,000	2,000
73041	Furniture/Fixtures Maint	3,638	2,000	2,495	7,000
73042	Machinery & Equip Maint	-	-	-	-
73043	Motor Vehicles Maint	474	2,500	2,500	3,000
	Total Maintenance	32,422	29,208	29,703	76,000
<b>7400</b>	<b>Services</b>				
74001	Communication	-	6,415	6,415	3,228
74002	Electric Service	30,153	28,000	28,000	32,000
74011	Equipment Rental	9,223	12,298	12,298	12,298
74021	Special Services	86,453	68,375	68,375	70,203
74026	Janitorial Services	12,660	13,586	13,586	13,586
74042	Education & Training	15,296	14,850	14,850	16,100
74051	Non City Facility Rental	5,017	5,100	5,100	6,648
74071	Association Dues	2,450	2,897	2,897	2,837
	Total Services	161,252	151,521	151,521	156,900
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	1,152	3,744	3,744	3,744
	Total Sundry & Other	1,152	3,744	3,744	3,744
	Total Operating	1,436,689	1,476,397	1,507,226	1,623,648

<b>1171 COURT OF RECORD - SERVICE LEVEL BUDGET</b>
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Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	\$ -	\$ -	\$ 7,595	\$ -
	Total Capital Outlay	-	-	7,595	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,436,689</b>	<b>\$ 1,476,397</b>	<b>\$ 1,514,821</b>	<b>\$ 1,623,648</b>

**1180 CITY FACILITIES - SERVICE LEVEL BUDGET**

This cost center provides funding to maintain city facilities.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 152,849	\$ 223,376	\$ 196,631	\$ 240,561
71009	Overtime	87	6,000	6,000	6,000
71021	Health Insurance	43,544	59,875	42,498	71,850
71022	TMRS	26,958	40,774	34,921	42,773
71023	FICA	10,654	16,515	14,300	18,403
71028	Workers Compensation	3,482	4,460	4,241	4,105
	Total Personnel Services	237,574	351,000	298,590	383,692
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	597	1,000	1,000	1,000
72007	Wearing Apparel	1,193	3,700	3,700	3,700
72016	Motor Vehicle Supplies	2,004	15,000	15,000	15,000
72021	Minor Tools	12,047	24,000	24,000	24,000
72022	Fuel For Generators	-	12,000	12,000	12,000
72026	Cleaning & Janitorial Sup	6,643	9,050	9,050	9,050
	Total Supplies	22,484	64,750	64,750	64,750
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	-	60,000	60,000	60,000
73011	Buildings Maintenance	410,833	265,500	265,500	265,500
73027	Heat & Cool Sys Maint	20,625	35,000	35,000	35,000
73041	Furniture/Fixtures Maint	471	-	-	-
73043	Motor Vehicles Maint	4,271	10,500	10,500	10,500
	Total Maintenance	436,199	371,000	371,000	371,000
<b>7400</b>	<b>Services</b>				
74005	Natural Gas	22,801	21,000	21,000	21,000
74021	Special Services	525	20,000	20,000	20,000
74026	Janitorial Services	28,367	46,000	46,000	46,000
74042	Education & Training	3,199	8,000	8,000	8,000
74071	Association Dues	120	500	500	500
	Total Services	55,012	95,500	95,500	95,500
	Total Operating	751,269	882,250	829,840	914,942
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	4,756	3,200	3,200	-
83027	Heating & Cooling System	-	-	-	52,000
84043	Motor Vehicles	94,668	31,000	31,000	-
	Total Capital Outlay	99,424	34,200	34,200	52,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 850,694</b>	<b>\$ 916,450</b>	<b>\$ 864,040</b>	<b>\$ 966,942</b>

## 1190 GENERAL OVERHEAD - SERVICE LEVEL BUDGET

General overhead includes expenditures that are not directly associated with any other department within the General Fund. The major components are insurance, street lighting, funding for the merit pay plan, special programs and contingencies.

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71013	Accrual Pay	\$ -	\$ 747,237	\$ 747,237	\$ 747,237
71043	Employee Incentives	-	2,424,638	-	2,664,520
71081	Retired Employee Benefits	1,784,421	2,132,747	2,132,747	2,132,747
	Total Personnel Services	1,784,421	5,304,622	2,879,984	5,544,504
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	11,321	14,500	14,500	14,500
72002	Postage Supplies	-	1,500	1,500	1,500
72004	Printing Supplies	1,540	1,500	1,500	1,500
	Total Supplies	12,861	17,500	17,500	17,500
<b>7400</b>	<b>Services</b>				
74001	Communication	609,901	906,600	906,600	906,600
74003	Street Lighting	1,298,286	1,116,035	1,116,035	1,016,035
74007	TWC Claims Paid	41,959	75,000	75,000	75,000
74011	Equipment Rental	152,869	154,572	154,572	154,572
74021	Special Services	709,335	1,071,250	841,250	1,211,250
74029	Service Awards	45,577	65,200	65,200	65,200
74042	Education & Training	49,694	113,000	113,000	48,000
74071	Association Dues	995	7,000	7,000	7,000
74072	Legislative Services	-	70,000	70,000	70,000
74210	General Liability Ins	35,049	40,306	40,306	40,306
74211	K-9 Insurance	5,922	6,569	6,569	6,569
74220	Errors & Omissions	53,668	61,718	61,718	61,718
74230	Law Enforcement Liability	57,012	65,564	65,564	65,564
74240	Auto Liability	236,897	272,432	272,432	288,240
74241	Auto Collision	148,653	170,951	184,016	193,217
74242	Auto Catastrophic	-	4,620	35,000	35,000
74271	Mobile Equipment	25,973	29,869	33,202	36,522
74272	Real & Personal Property	296,929	340,300	350,711	385,782
74277	Flood Insurance	64,329	86,000	86,000	86,000
74280	Bonds	358	360	394	500
74281	Employee Fraud	4,933	5,180	5,180	5,439
74290	Misc Liability	628	3,000	3,000	3,000
74295	Deductibles	79,619	135,000	135,000	135,000
74999	Perf Cont Energy Savings	74,793	99,960	99,960	99,960
	Total Services	3,993,379	4,900,486	4,727,709	4,996,474

**1190 GENERAL OVERHEAD - SERVICE LEVEL BUDGET**

General overhead includes expenditures that are not directly associated with any other department within the General Fund. The major components are insurance, street lighting, funding for the merit pay plan, special programs and contingencies.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
	Total Operating	5,790,661	10,222,608	7,625,193	10,558,478
<b>8000</b>	<b>Capital Outlay</b>				
86011	Capital Lease Payment	-	-	272,118	-
	Total Capital Outlay	-	-	272,118	-
<b>9900</b>	<b>Other Financing Uses</b>				
99002	Unforeseen/New Initiative	-	300,000	300,000	350,000
	Total Contingencies/Other	-	300,000	300,000	350,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 5,790,661</b>	<b>\$ 10,522,608</b>	<b>\$ 8,197,311</b>	<b>\$ 10,908,478</b>

## 2000 POLICE – PROGRAM SUMMARY

### Program Description

#### Administration

The Police Department is under the administration of the Chief of Police. Supporting the Police Chief is a staff that includes the following personnel.

- A) One Administrative Assistant
- B) One Corporal Position; Aide to the Chief
- C) One Assistant City Attorney; Legal Advisor
- D) Two Internal Affairs Investigators

The rest of the Police Department is divided into three Bureaus, and the Communications Division. Each Bureau is led by an Assistant Chief, while the Communications Division is led by a civilian administrator.

**The Patrol Bureau** is the central provider of basic uniform police services for the City of Baytown. This bureau is the largest and most visible bureau in the Police Department, and normally the first to respond to calls for service from the public. The Patrol Bureau also oversees Commercial Motor Vehicle Inspections (CMV), Canine Support (K-9); Community Service Officers, Domestic Violence / Victims Service, and the HOT SPOT Enforcement Team.

**The Support Bureau** is responsible for all support functions of the Police Department. The support functions are divided into three divisions:

- A) The Investigations Division is responsible for investigating all crimes within the City limits of Baytown consisting of Person Crime, Property Crime, Crime Scene Investigators, a Crime Analyst, Special Operations investigators and the Property Room.
- B) The Jail/Detention Division is responsible for the care and safety of all prisoners while incarcerated in the Municipal Jail.
- C) The Support Services Division is responsible for the Baytown Police Department budget, police facilities, equipment, Vehicles, Fleet maintenance, police department records, and research and development.

**The Community Services Bureau** is a conduit between the Police Department and the Public. This bureau is also responsible for in-service and enhanced police training. Programs in the Community Services Bureau include Crime Prevention, DARE, Crime Stoppers, Neighborhood Watch Programs, Citizens Police Academy, Citizens on Patrol (COP's) and the Baytown Police Academy.

**The Communications Division** is a consolidated communications center responsible for dispatching all critical services provided by the City of Baytown. The Division serves as the telecommunications interface between the public and all emergency services, (Police, Fire, and EMS), as well as General Governmental services.

### Major Goals

- Detect and apprehend those involved in criminal activities in the City of Baytown.
- Provide quality written reports and records of all incidents investigated.
- Conduct thorough follow up criminal investigations to enhance the certainty of successful prosecutions.
- Reduction of crime through community involvement.
- Increase traffic enforcement and streamline the electronic ticket management program
- To actively solicit information and ideas from the public.
- Promote Baytown Crime Stoppers as well as the Campus Crime Stoppers programs.
- Promote community involvement in the Citizens Police Academy and Alumni programs.
- Reduce complaints against officers by conducting thorough internal affairs investigations.
- Thoroughly investigate all complaints against Department personnel in a timely manner.
- Promote and foster efficiency in Jail Operations related to the welfare of inmates as well as the processing and releasing of inmates and their property.
- Increased enforcement of commercial vehicles through the CVE (Commercial Vehicle Enforcement Unit).
- Continue to move forward with technology, which assists in processing, identifying and accessing criminal information.
- Develop a higher degree of expertise of Detectives in the investigation of criminal offenses through updated and advanced training.
- Emphasize and encourage better and more thorough crime scene investigation and physical evidence collection to facilitate identifying the actor or what actually occurred.
- Increase the pressure on narcotics users, sellers and distributors through proactive enforcement and prosecution.

## 2000 POLICE – PROGRAM SUMMARY

- Improve on career development and the quality of police supervision.
- Update policies and procedures to meet the standards of Best Practices as outlined by the State of Texas.
- Improve the productivity, efficiency, and delivery of customer service within the Communications Division
- Improve productivity and efficiency of 9-1-1 telecommunicators
- Continue to improve telecommunicators training needs for intermediate, advanced and Master Telecommunicator TCOLE certifications
- Continue to provide lifesaving Emergency medical dispatcher program and training.

### Major Objectives

- Always striving to enhance good public relations by exhibiting the heart of a servant to the public whom we have sworn “*To serve and protect.*”
- Protect lives and property of all citizens equally, with our own lives if necessary, until justice prevails.
- Patrol the City with a positive attitude and a determined focus toward deterring and detecting crimes, and apprehending those who commit crimes.
- Respond appropriately and professionally to all calls for police services.
- Utilize and be receptive to new techniques and methods of investigations by encouraging innovative and proactive thinking of the investigators.
- Reduction of the fear of crime, assisted by all officers in the Department.
- Improvement of the Department image in the community.
- To raise awareness among the criminal element that crime will never be tolerated here and such acts will result in swift apprehension and vigorous prosecution.
- Provide a more secure environment for the Citizens of Baytown and to enhance the quality of life in our City.
- Interface with the community and encourage the various community organizations to participate in the effort against criminal activity.

**2000 POLICE - SERVICE LEVEL BUDGET \***

\* 2025 Communications division reorganized under Police Department during FY2016.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 16,720,283	\$ 16,605,503	\$ 17,060,146	\$ 16,961,808
71003	Part Time Wages	111,157	142,526	142,526	142,526
71009	Overtime	419,103	667,590	675,058	667,590
71021	Health Insurance	2,528,269	2,778,200	2,768,653	2,802,150
71022	TMRS	3,023,195	3,071,512	3,092,127	3,017,830
71023	FICA	1,238,516	1,257,389	1,283,354	1,298,441
71028	Workers Compensation	293,501	311,664	302,048	303,838
71041	Allowances	10,132	10,200	10,617	11,400
71091	Prsnl Svcses Reimbursed	(2,499)	-	-	-
	<b>Total Personnel Services</b>	<b>24,341,658</b>	<b>24,844,584</b>	<b>25,334,527</b>	<b>25,205,583</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	21,854	26,758	26,758	26,758
72002	Postage Supplies	11,963	13,250	13,250	13,250
72004	Printing Supplies	5,915	8,700	8,700	9,200
72005	Animal Feed Supplies	3,169	4,200	4,200	7,080
72006	Clothing Allowance	26,840	29,900	29,900	33,450
72007	Wearing Apparel	108,596	150,695	150,695	156,320
72016	Motor Vehicle Supplies	491,351	504,260	504,260	548,260
72021	Minor Tools	118,309	137,545	139,074	145,995
72026	Cleaning & Janitorial Sup	11,960	13,360	13,360	13,360
72032	Medical Supplies	-	1,600	1,600	1,600
72036	Identification Supplies	54,702	71,736	71,736	74,039
72041	Educational Supplies	118,527	116,791	116,791	128,466
72045	Computer Software Supply	16,211	-	-	1,445
72061	Meeting Supplies	11,577	12,200	12,600	13,200
	<b>Total Supplies</b>	<b>1,000,974</b>	<b>1,090,995</b>	<b>1,092,924</b>	<b>1,172,423</b>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	36,636	40,050	40,050	40,585
73011	Buildings Maintenance	114,238	84,600	84,720	84,600
73027	Heat & Cool Sys Maint	15,448	19,147	19,147	20,147
73041	Furniture/Fixtures Maint	6,078	6,500	6,606	9,500
73042	Machinery & Equip Maint	92,629	133,533	134,631	171,787
73043	Motor Vehicles Maint	238,047	256,500	256,500	256,500
73046	Books - Maintenance	2,053	3,050	3,050	3,050
73053	Vehicle Repair-Collision	(41,213)	-	-	-
	<b>Total Maintenance</b>	<b>463,917</b>	<b>543,380</b>	<b>544,704</b>	<b>586,169</b>
<b>7400</b>	<b>Services</b>				
74001	Communication	4,789	1,133	1,133	333
74002	Electric Service	137,245	106,000	106,000	106,000
74004	Water & Sewer	2,310	2,500	2,500	2,500
74005	Natural Gas	3,968	4,300	4,300	4,300
74011	Equipment Rental	24,369	73,720	73,720	99,970

**2000 POLICE - SERVICE LEVEL BUDGET \***

\* 2025 Communications division reorganized under Police Department during FY2016.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
74021	Special Services	\$ 15,021	\$ 13,147	\$ 14,363	\$ 15,758
74026	Janitorial Services	48,479	48,487	50,071	48,487
74031	Wrecker Service	5,473	5,400	5,400	6,000
74036	Advertising	2,763	3,500	3,500	3,500
74042	Education & Training	147,219	194,446	191,853	241,156
74045	In-State Investigatv Trvl	2,530	5,038	5,038	5,038
74047	Support Of Prisoners	56,590	62,562	62,562	62,562
74071	Association Dues	5,528	9,061	9,061	9,111
74082	Confidential	12,905	21,000	21,000	21,000
74123	Instructor Fees	-	1,000	1,000	1,000
	<b>Total Services</b>	<b>469,188</b>	<b>551,294</b>	<b>551,501</b>	<b>626,715</b>
<b>7500</b>	<b>Sundry Charges</b>				
75061	Medical - Preemployment	5,650	6,300	6,800	6,800
75064	Medical Services	7,160	11,500	11,500	11,500
	<b>Total Sundry Charges</b>	<b>12,810</b>	<b>17,800</b>	<b>18,300</b>	<b>18,300</b>
	<b>Total Operating</b>	<b>26,288,546</b>	<b>27,048,053</b>	<b>27,541,956</b>	<b>27,609,190</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	25,431	-	-	-
84042	Machinery & Equipment	-	39,800	39,788	-
84043	Motor Vehicles	828,632	782,160	782,160	1,220,800
	<b>Total Capital Outlay</b>	<b>854,063</b>	<b>821,960</b>	<b>821,948</b>	<b>1,220,800</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 27,142,610</b>	<b>\$ 27,870,013</b>	<b>\$ 28,363,904</b>	<b>\$ 28,829,990</b>

## 2020 FIRE – PROGRAM SUMMARY

### Program Description

The Baytown Fire Department is an all-hazard risk management agency that is divided into four major components: Administration, Operations, Logistics, and Planning. Each section consists of divisions: Administrative/Support, Emergency Response, Emergency Medical Services, Risk Reduction, Emergency Management, Training, and Logistics.

Administration is responsible for organizing and directing the activities of the Baytown Fire Department and provides strategic leadership, administrative support, analyzes operations for cost effectiveness, represents the department with government entities and other operating units, processes fire and EMS reports, procurement, budgeting, EMS billing, and coordination with Human Resources on personnel issues. Additionally, Administration oversees the Community Risk Reduction (CRR) Division. The CRR Division is responsible for public education, fire investigations, code inspections of public and mercantile buildings, plans review and code enforcement. The Division provides significant interface with other city, county, and governmental agencies. They ensure compliance with all fire and life safety codes. Properties that are inspected can range from daycare centers, to assisted living facilities, schools, restaurants, and other businesses. Additionally, some items that are inspected include fire extinguishers, fire protection sprinkler systems, fire suppression systems, fire alarm systems, and occupant loads.

Fire Operations is responsible for providing high quality, high value emergency and non-emergency services in a prompt, professional, compassionate manner and for assisting with public education on fire and life safety issues. Emergency Response Division personnel provide the following services to the citizens and visitors of Baytown: fire and life safety education, fire suppression, emergency medical services, homeland security preparation and response, hazardous materials responses, technical rescue services, water rescue services and a variety of other emergency and non-emergency services. The fundamental and unique mission of the Baytown Fire Department Emergency Medical Services Division (EMS) is to develop and continually improve our medical care system to ensure high quality patient care and appropriate response in emergency situations. The EMS Division is a customer (patient) based service comprised of men and women who are dedicated to providing the highest level and quality of medical care to our customers – the residents, visitors and guests of our great city, regardless of their circumstances. The EMS Division is responsible for providing the highest quality education for individuals who provide emergency medical services.

Planning is responsible for all aspects of Fire Department strategic planning and community risk assessment including the coordination and management of Center for Public Safety Excellence (CPSE) Accreditation and Insurance Services Office (ISO) Public Protection Classification (PPC) Rating requirements. This Section is also responsible for Emergency Management. The Emergency Management (EM) Division coordinates all City-wide preparedness, mitigation, response, and recovery for major incidents, disasters, and homeland security threats. The EM Division operates, manages and maintains several community warning and alert systems and serves as the city's Data Custodian for the State of Texas Emergency Assistance Registry (STEAR), which registers all of our access and functional needs residents for transportation assistance during evacuations, and operates the Community Chemical Emergency Warning Siren System. Emergency Management responsibilities also include; managing, with industry, the Local Emergency Planning Committee (LEPC), a Superfund Amendments and Reauthorization Act (SARA) mandated community hazardous materials planning, community awareness and education committee; development, review, and maintenance of the City's Emergency Operations Plan and associated annexes; maintenance and upgrades to the Emergency Operations Center; serving as the reporting and record keeping point for Tier II reports for industry manufacturers and providers; and coordinating FEMA and Homeland Security Grants, pre-and post-disaster federal and state recovery funding, and hazard mitigation grant projects. The Division also provides public education and community outreach initiatives to enhance individual preparedness and manages the Community Emergency Response Team (CERT) program. The EM Division continues to maintain several Memorandums of Understanding and Interlocal Agreements for mutual aid assistance with various response agencies and jurisdictions. Since 2011 the EM Division has been regulating all custodial care facilities in which three or more people reside and receive care. Annually, the Division conducts comprehensive reviews of the emergency plans for these facilities, issues facility permits and helps to maintain and improve those procedures for their residents. Finally, the Division reviews plans for new pipelines that transport regulated hazardous materials to ensure compliance with City and federal hazmat regulations and reviews applications for oil and gas wells to ensure their emergency plans meet requirements set forth in City ordinance.

Logistics is responsible for training and professional development of all uniformed personnel and physical resource management that includes fleet, facilities, and equipment. Specific responsibilities include operations of the fleet services maintenance building, maintenance of fleet and facilities, purchase of apparatus and equipment, and construction and management of the Fire Training Field.

## 2020 FIRE – PROGRAM SUMMARY

### Major Goals

- Provide prompt, efficient out of hospital care to the level required to reduce pain and suffering.
- Prevent death from sudden cardiac arrest and medical emergencies.
- Prevent all fire deaths.
- Prevent property losses from fire.
- Prevent damage from natural and man-made disasters.
- Prevent negative economic community impact.
- Coordinate response and recovery efforts to natural and man-made disasters such as acts of terrorism and threats to critical infrastructure and key resources.
- Maintain disaster planning and preparation of city staff & departments.
- Coordinate the timely communication of disaster and threat information to City Employees and the public.
- Coordinate city-wide disaster training and exercises.
- Maintain community disaster readiness and resilience.
- Maintain effective Public Emergency Warning System.
- Provide for First Responder deployment post-disaster.
- Maintain customer service systems for internal and external customers.
- Establish an agency-wide culture of continuous improvement.

### Major Objectives

- Involve the community in neighborhood targeted life and fire safety programs.
- Establish manageable performance based accountability systems at all levels of the department.
- Provide manageable emergency response based on national standards of care.
- Provide cost efficient and effective service based on NFPA 1710, ISO, and community expectations.
- Aggressively deliver community risk reduction life and fire safety education to the community.
- Improve survivability rate of cardiac arrest patients, influenced by community CPR training and Public Access Defibrillators program.
- Aggressively work to prevent hazardous conditions.
- Consistently respond promptly to all requests for emergency services.
- Consistently ensure our actions are safe, professional, efficient and effective.
- Actively coordinate our service with other agencies in the region.
- Actively seek to provide other community services within the scope of our mission.
- Provide WMD/CBRNE/HazMat services to the community and region.
- Continue the process for obtaining International Accreditation by completing the Community Risk Assessment/Standard of Cover and starting the Self-Assessment.
- Maintain an ISO rating of 1 for the City of Baytown.
- Complete Fire Department COOP planning.
- Complete the implementation and operator training for the AM 1610 radio system to enhance warning capability and coverage area.
- Deliver at least two community-wide disaster preparedness outreach programs.
- Create and deliver Emergency Management 101 courses select audiences.
- Coordinate design and delivery of at least one TDEM/DHS approved exercises for City Staff.
- Maintain City Basic Emergency Operations Plan and 23 annexes.
- Maintain personnel competence through providing and facilitating city-wide training & education.
- Maintain Employee Disaster Staging Plan to include Humble Civic Center Plan.
- Maintain and update Web Page and manage social media information sharing with community
- Validate and correct annual (STEAR) data and import into Swiftreach prior to Hurricane Season.
- Seek Grants, Awards, and other funding opportunities for Emergency Management.
- Maintain post-disaster EOC communications and internet access through the use of technology.
- Reduce the need for internal travel for status briefings by utilizing EOC videoconferencing capabilities.

**2020 FIRE - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 14,093,042	\$ 13,319,722	\$ 14,593,251	\$ 14,069,549
71003	Part Time Wages	-	-	-	12,000
71009	Overtime	770,622	1,039,833	784,590	1,027,833
71021	Health Insurance	1,865,131	2,034,661	2,021,471	2,119,575
71022	TMRS	2,661,980	2,606,731	2,724,441	2,564,126
71023	FICA	1,085,667	1,059,896	1,124,373	1,103,240
71028	Workers Compensation	241,705	253,277	251,522	248,905
71041	Allowances	239,178	315,000	339,360	351,900
71091	Prsnl Svcses Reimbursed	(83,066)	-	-	-
	<b>Total Personnel Services</b>	<b>20,874,259</b>	<b>20,629,120</b>	<b>21,839,007</b>	<b>21,497,128</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	18,105	21,928	18,166	19,028
72002	Postage Supplies	5,722	7,450	6,449	7,050
72004	Printing Supplies	5,352	6,700	3,998	5,300
72006	Clothing Allowance	2,753	4,920	4,820	5,400
72007	Wearing Apparel	266,075	225,120	221,376	272,120
72011	Disaster Supplies	293	15,120	5,120	15,120
72016	Motor Vehicle Supplies	134,523	154,000	147,001	160,000
72021	Minor Tools	14,386	35,210	32,686	75,210
72026	Cleaning & Janitorial Sup	16,054	16,500	15,900	15,500
72031	Chemical Supplies	1,127	18,000	9,000	18,000
72032	Medical Supplies	165,176	218,869	217,900	219,869
72036	Identification Supplies	839	600	724	600
72041	Educational Supplies	95,768	93,600	102,910	109,600
72045	Computer Software Supply	5,176	700	700	700
72061	Meeting Supplies	1,331	1,200	1,197	1,200
72091	Supplies Reimbursed	(423)	-	-	-
	<b>Total Supplies</b>	<b>732,259</b>	<b>819,917</b>	<b>787,947</b>	<b>924,697</b>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	14,289	17,305	16,810	17,305
73011	Buildings Maintenance	72,324	83,100	74,336	98,500
73027	Heat & Cool Sys Maint	9,745	10,350	10,300	10,350
73041	Furniture/Fixtures Maint	-	19,200	19,200	34,200
73042	Machinery & Equip Maint	32,404	238,014	232,464	262,379
73043	Motor Vehicles Maint	356,736	255,000	257,057	255,000
73045	Radio & Testing Equipment	-	5,500	-	5,500
73048	Signal Systems Maint	27,546	28,000	27,750	28,000
73091	Maintenance Reimbursed	(13,056)	-	-	-
	<b>Total Maintenance</b>	<b>499,988</b>	<b>656,469</b>	<b>637,917</b>	<b>711,234</b>
<b>7400</b>	<b>Services</b>				
74001	Communication	7,179	17,500	6,100	17,500
74002	Electric Service	97,641	101,000	97,675	101,000
74091	Services Reimbursed	(9,823)	-	-	-

**2020 FIRE - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
74005	Natural Gas	\$ 16,346	\$ 17,400	\$ 16,486	\$ 17,400
74011	Equipment Rental	3,314	3,400	3,397	3,400
74020	Outside Contracts	112,995	99,833	94,325	121,433
74021	Special Services	42,823	55,976	87,470	88,976
74026	Janitorial Services	18,083	18,159	18,084	18,159
74042	Education & Training	73,660	74,000	72,483	112,875
74071	Association Dues	9,273	10,372	8,851	14,547
	<b>Total Services</b>	<b>371,491</b>	<b>397,640</b>	<b>404,871</b>	<b>495,290</b>
	<b>Total Operating</b>	<b>22,477,996</b>	<b>22,503,146</b>	<b>23,669,742</b>	<b>23,628,349</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	157,670	7,500	7,703	-
82011	Building & Improvements	-	138,000	138,000	552,000
84042	Machinery & Equipment	79,297	-	-	-
84043	Motor Vehicles	-	190,600	190,600	-
84061	Other Equipment	-	-	-	175,000
	<b>Total Capital Outlay</b>	<b>236,967</b>	<b>336,100</b>	<b>336,303</b>	<b>727,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 22,714,963</b>	<b>\$ 22,839,246</b>	<b>\$ 24,006,045</b>	<b>\$ 24,355,349</b>

## 3000 PUBLIC WORKS ADMINISTRATION – PROGRAM SUMMARY

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### **Program Description**

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The administrative support staff maintains service and maintenance records for Public Works/Utilities. The support staff is also responsible for handling all personnel related duties such as time keeping, payroll change forms and all clerical related duties necessary for the Director of Public Works and both Assistant Directors. The staff responds to residents' needs both in person and by telephone; and maintains excellent customer service. The support staff is responsible for dispatching work orders to the field crews via work order system and also acts as a liaison among the field crews, citizens and supervisors. The support staff ensures all purchases made are in compliance with the budget as well as monitoring contracts to ensure expenditures do not exceed contract amounts.

### **Major Goals**

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- Respond to citizen concerns and dispatch to the appropriate division within a reasonable time frame.
- Maintain excellent service to the citizens when they come to Public Works or call on the telephone.

### **Major Objectives**

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- Provide accurate and complete information to citizens calling Public Works.
- Accurately enter employee data for all Public Works employees.
- Monitor customer satisfaction reports and provide above average customer service at all levels.

**3000 PUBLIC WORKS ADMINISTRATION - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 233,893	\$ 246,011	\$ 239,354	\$ 239,730
71009	Overtime	538	1,500	1,500	1,500
71021	Health Insurance	45,358	47,900	47,900	47,900
71022	TMRS	41,962	44,644	43,208	43,265
71023	FICA	17,099	18,270	18,077	18,614
71028	Workers Compensation	303	330	314	319
71041	Allowances	3,600	3,600	3,600	3,600
	Total Personnel Services	342,751	362,255	353,953	354,928
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	19,540	18,000	18,000	18,000
72002	Postage Supplies	5	400	400	1,000
72007	Wearing Apparel	308	1,300	1,300	1,300
72021	Minor Tools	39	-	14	-
72026	Cleaning & Janitorial Sup	12,989	11,000	11,000	11,000
72032	Medical Supplies	17	400	400	400
72041	Educational Supplies	-	250	250	250
	Total Supplies	32,898	31,350	31,364	31,950
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	-	12,395	12,395	12,395
73011	Buildings Maintenance	26,236	14,605	14,605	14,605
73025	Streets Sidewalks & Curbs	7	-	-	-
73027	Heat & Cool Sys Maint	3,815	8,000	8,000	8,000
73043	Motor Vehicles Maint	948	-	-	-
	Total Maintenance	31,007	35,000	35,000	35,000
<b>7400</b>	<b>Services</b>				
74002	Electric Service	42,480	40,000	40,000	40,000
74005	Natural Gas	3,703	4,900	4,900	4,900
74021	Special Services	-	-	-	20,000
74026	Janitorial Services	11,546	11,000	11,000	11,000
74042	Education & Training	13,712	13,000	13,000	13,000
74071	Association Dues	348	450	450	450
	Total Services	71,790	69,350	69,350	89,350
	Total Operating	478,447	497,955	489,667	511,228
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	4,355	-	-	-
85001	Construction	-	-	-	400,000
	Total Capital Outlay	4,355	-	-	400,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 482,802</b>	<b>\$ 497,955</b>	<b>\$ 489,667</b>	<b>\$ 911,228</b>

## **3010 STREETS – PROGRAM SUMMARY**

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### **Program Description**

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The Streets Division operates concrete crews responsible for the maintenance and repair of concrete streets, sidewalks, medians, driveways, curbs and gutters. Additional responsibilities include the daily operation of the concrete delivery program, which provides concrete for all other city departments.

### **Major Goals**

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- Respond to citizen's service request in a timely manner.
- Increase the productivity of the concrete crew by cross training personnel.
- Increase preventive repairs on streets.
- Repair/Replace sidewalks, driveways, curbs & gutters, streets within reasonable and acceptable time frame.

### **Major Objectives**

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- Schedule workload more efficiently.
- Increase accountability for the quality of work.
- Improve Customer Service.
- Restore property to same or better conditions.

**3010 STREETS - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 788,866	\$ 754,443	\$ 770,646	\$ 720,562
71009	Overtime	40,057	65,000	65,000	65,000
71021	Health Insurance	185,062	203,575	203,575	191,600
71022	TMRS	146,067	145,553	143,141	128,117
71023	FICA	60,318	59,742	59,638	55,123
71028	Workers Compensation	31,139	32,788	32,788	28,287
	Total Personnel Services	1,251,509	1,261,101	1,274,788	1,188,689
<b>7200</b>	<b>Supplies</b>				
72007	Wearing Apparel	10,818	8,000	8,000	8,000
72016	Motor Vehicle Supplies	62,982	45,000	45,000	45,000
72021	Minor Tools	11,372	5,650	5,650	5,650
72031	Chemical Supplies	428	1,000	1,000	1,000
	Total Supplies	85,599	59,650	59,650	59,650
<b>7300</b>	<b>Maintenance</b>				
73023	Water Distrib Sys Maint	-	-	228	-
73025	Streets Sidewalks & Curbs	512,271	590,000	590,000	840,000
73043	Motor Vehicles Maint	143,657	111,500	90,000	90,000
73091	Maintenance Reimbursed	(10,000)	-	-	-
	Total Maintenance	645,928	701,500	680,228	930,000
<b>7400</b>	<b>Services</b>				
74021	Special Services	30,567	30,000	40,000	240,000
74042	Education & Training	8,954	8,000	8,277	8,000
	Total Services	39,521	38,000	48,277	248,000
	Total Operating	2,022,558	2,060,251	2,062,943	2,426,339
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	4,087	-	-	-
84042	Machinery & Equipment	10,044	11,000	11,000	-
84043	Motor Vehicles	34,034	34,000	34,000	-
	Total Capital Outlay	48,166	45,000	45,000	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,070,724</b>	<b>\$ 2,105,251</b>	<b>\$ 2,107,943</b>	<b>\$ 2,426,339</b>

## **3020 TRAFFIC CONTROL – PROGRAM SUMMARY**

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### **Program Description**

The Traffic Control Operations Division receives and investigates traffic requests and recommends the installation and removal of traffic control devices in conformance with the latest revision of the Texas Manual of Uniform Traffic Control Devices. This division also installs, maintains and repairs all traffic control devices. These devices include traffic signals, flashing beacons, street signs, barricades and pavement markings. Traffic studies performed include turning movement counts, 24-hour volume counts, collision diagrams, speed studies and delay studies.

### **Major Goals**

- Improve the safety and efficiency of the street system by the timely maintenance and installation of approved traffic control devices.
- Assist other departments/divisions in the application of signs and markings to provide information and direction for parking and access to city facilities.
- Review of existing traffic controls to ensure continuing applicability through the course of the City's ever-changing demands.
- Provide timely response for the repair of traffic control devices giving priority to regulatory signs and traffic signals.

### **Major Objectives**

- Improve sign maintenance criteria.
- Continue street marker replacement to meet MUTCD mandate.
- Retro Reflectivity Sign Replacement

**3020 TRAFFIC CONTROL - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 473,995	\$ 533,601	\$ 526,183	\$ 510,284
71009	Overtime	27,356	25,000	25,000	30,000
71021	Health Insurance	114,303	143,700	143,700	143,700
71022	TMRS	88,363	99,264	96,824	90,729
71023	FICA	37,249	41,489	40,730	39,037
71028	Workers Compensation	10,678	12,823	11,476	11,211
	Total Personnel Services	751,943	855,877	843,912	824,961
<b>7200</b>	<b>Supplies</b>				
72007	Wearing Apparel	4,212	4,200	4,700	4,700
72016	Motor Vehicle Supplies	16,897	20,000	20,000	20,000
72021	Minor Tools	4,714	8,500	8,500	5,000
72026	Cleaning & Janitorial Sup	499	500	500	500
72031	Chemical Supplies	-	-	64	-
72056	Street Marking Supplies	4,901	10,000	10,000	10,000
	Total Supplies	31,223	43,200	43,764	40,200
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	13,198	5,000	5,000	3,500
73028	Electrical Maintenance	75,553	85,000	85,000	95,000
73042	Machinery & Equip Maint	204	3,000	3,000	3,000
73043	Motor Vehicles Maint	21,575	31,000	31,000	25,000
73044	Street Signs Maint	83,004	120,000	120,000	160,000
73048	Signal Systems Maint	102,547	145,000	110,000	155,000
73049	Barricades Maint	2,000	4,000	6,000	6,000
	Total Maintenance	298,082	393,000	360,000	447,500
<b>7400</b>	<b>Services</b>				
74002	Electric Service	83,609	80,000	80,000	80,000
74021	Special Services	5,377	15,000	15,000	15,000
74042	Education & Training	13,077	15,000	21,493	15,000
	Total Services	102,062	110,000	116,493	110,000
	Total Operating	1,183,310	1,402,077	1,364,169	1,422,661
<b>8000</b>	<b>Capital Outlay</b>				
84042	Machinery & Equipment	-	-	-	39,000
84043	Motor Vehicles	29,506	72,000	72,000	-
84048	Signal Systems	-	-	6,800	-
	Total Capital Outlay	29,506	72,000	78,800	39,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,212,816</b>	<b>\$ 1,474,077</b>	<b>\$ 1,442,969</b>	<b>\$ 1,461,661</b>

## 3030 ENGINEERING – PROGRAM SUMMARY

### Program Description

Provide professional engineering services for publicly funded Capital Improvement Projects (CIP) and oversees other publicly and privately funded infrastructure projects. Plan, program, design, and manage construction and engineering projects for improvement and expansion of municipal infrastructure. Develop and analyze courses of action for project development and recommend the best strategy for construction and engineering of CIP. Provide information to the public and other City departments as requested.

### Major Goals

- Improve management of Capital Improvement Projects to ensure quality construction; and that it is completed on schedule and within budget.
- Improve City services by reducing the backlog of maintenance and repair activities through Capital Improvement Projects, providing timely customer responses, and enforcing warranty issues.
- Provide a thorough review of construction drawings and plats submitted for approval through the Development Review Committee in a timely manner.
- Increase the use of technology to reap the benefits of cost/time savings, and increased productivity.
- Improve the professional working relationship with: the citizens of Baytown; other City departments; community organizations; local, State, and Federal agencies; consulting engineers; and contractors.

### Major Objectives

- Assist with the implementation of the National Pollution Discharge Elimination System (NPDES), Phase II storm water management program and permitting process.
- Continue to improve the review of development drawing and plat review through the Development Review Process. Continually review and update standard detail sheet specifications to keep up with technological advances in materials and methods of construction (ongoing).
  - ❖ Review and update standard specifications to keep up with technological advances in materials and methods of construction.
  - ❖ Review and update ordinances.
  - ❖ Review and revise policies.
- Continue to improve on the tracking of internal documents. Continually review and fine-tune checklists used for review of construction plans and plats.
- Conduct informational meetings with contractors and sub-contractors.
- Continue to develop and maintain a master Capital Improvement Program (CIP) schedule for departmental/administration use.

**3030 ENGINEERING - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 697,322	\$ 697,104	\$ 702,197	\$ 781,118
71009	Overtime	2,755	12,000	9,000	12,000
71021	Health Insurance	108,860	119,750	119,750	131,725
71022	TMRS	124,654	127,332	126,098	140,163
71023	FICA	51,373	52,166	52,369	60,306
71028	Workers Compensation	1,630	1,668	1,647	1,752
71041	Allowances	7,200	7,200	7,061	7,200
	Total Personnel Services	993,794	1,017,220	1,018,122	1,134,264
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	7,093	9,219	9,219	10,219
72002	Postage Supplies	220	750	750	750
72004	Printing Supplies	161	500	500	590
72007	Wearing Apparel	669	1,200	1,200	1,200
72016	Motor Vehicle Supplies	6,757	12,000	12,000	15,000
72021	Minor Tools	1,308	1,400	1,400	1,000
72045	Computer Software Supply	18,340	5,119	5,119	5,425
72061	Meeting Supplies	1,043	1,000	1,000	1,100
	Total Supplies	35,590	31,188	31,188	35,284
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	-	-	-	12,500
73041	Furniture/Fixtures Maint	-	-	-	3,195
73043	Motor Vehicles Maint	14,900	10,000	10,000	12,500
	Total Maintenance	14,900	10,000	10,000	28,195
<b>7400</b>	<b>Services</b>				
74021	Special Services	60	10,000	10,000	150,000
74042	Education & Training	5,535	8,300	8,300	10,600
74071	Association Dues	1,111	1,277	1,277	979
	Total Services	6,706	19,577	19,577	161,579
	Total Operating	1,050,989	1,077,985	1,078,887	1,359,322
<b>8000</b>	<b>Capital Outlay</b>				
84043	Motor Vehicles	-	-	-	45,000
	Total Capital Outlay	-	-	-	45,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,050,989</b>	<b>\$ 1,077,985</b>	<b>\$ 1,078,887</b>	<b>\$ 1,404,322</b>

## 4000 PUBLIC HEALTH – PROGRAM SUMMARY

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### Program Description

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The Department consists of six divisions: Environmental Health, Mosquito Control, Neighborhood Protection, Storm Water Management, Community Service and Animal Control. The Department is responsible for the public environmental health concerns of the City. Included programs are: food establishment permits and inspections, public swimming pool permits and inspections, vector control (mosquito related public health and nuisance issues), environmental pollution complaints, neighborhood public nuisance complaints (high grass, weeds, illegal dumpsites and junk vehicles), public education and information opportunities, major scheduled clean up activities, storm water quantity and quality issues, community service program (court assigned probationers) and quality animal control (both field and shelter operations).

### Major Goals

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- Prevention of food borne illness or disease and/or disease transmission to and between humans.
- Improvement of access to public and environmental health information and issues by the general public.
- Increase the number of properties maintained in compliance within the City.
- Increase public awareness and understanding of environmental health, mosquito control, animal control, litter abatement and storm water issues.
- Maintain infrastructure and resources to effectively meet the needs of the community.

### Major Objectives

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- Continuation of standardized risk assessment and inspection program for food establishments, mosquito control, neighborhood protection and storm water.
- Improve compliance resolution percentages of complaints in all divisions.
- Improve web site access and establish routine information updates both on web site and in local media.
- Provide quality animal services involving Animal Control field operations and operations at the Animal Control Shelter and Adoption Center.

**4000 PUBLIC HEALTH - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,472,490	\$ 1,817,937	\$ 1,657,755	\$ 1,783,720
71003	Part Time Wages	16,312	30,400	30,400	30,400
71009	Overtime	16,933	67,328	37,898	67,328
71011	Extra Help/Temporary	8,236	-	3,294	-
71021	Health Insurance	327,034	419,125	418,553	419,125
71022	TMRS	266,557	339,562	300,188	320,663
71023	FICA	110,048	141,172	124,920	137,966
71028	Workers Compensation	8,502	11,696	9,779	10,516
71041	Allowances	23,019	25,200	21,668	19,800
	<b>Total Personnel Services</b>	<b>2,249,131</b>	<b>2,852,420</b>	<b>2,604,454</b>	<b>2,789,518</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	22,040	27,500	27,500	27,500
72002	Postage Supplies	6,276	7,600	7,600	7,600
72004	Printing Supplies	5,230	6,650	6,450	6,450
72005	Animal Feed Supplies	676	2,805	2,805	2,805
72006	Clothing Allowance	-	-	-	200
72007	Wearing Apparel	3,814	7,180	6,850	9,700
72016	Motor Vehicle Supplies	28,948	51,100	47,100	50,212
72021	Minor Tools	24,225	30,712	24,712	26,712
72026	Cleaning & Janitorial Sup	14,336	15,450	15,250	15,250
72031	Chemical Supplies	95,726	164,000	164,000	164,000
72032	Medical Supplies	872	18,000	18,000	18,000
72045	Computer Software Supply	6,885	35,700	35,585	36,100
	<b>Total Supplies</b>	<b>209,029</b>	<b>366,697</b>	<b>355,852</b>	<b>364,529</b>
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	84,558	102,500	102,500	107,500
73027	Heat & Cool Sys Maint	18,038	7,600	7,600	7,600
73041	Furniture/Fixtures Maint	-	250	250	250
73042	Machinery & Equip Maint	3,491	4,500	4,500	4,500
73043	Motor Vehicles Maint	25,253	29,000	29,994	39,750
73051	Cellular Phone Maint	-	-	-	1,600
	<b>Total Maintenance</b>	<b>131,340</b>	<b>143,850</b>	<b>144,844</b>	<b>161,200</b>
<b>7400</b>	<b>Services</b>				
74002	Electric Service	42,909	45,000	45,000	48,000
74005	Natural Gas	5,439	5,700	5,700	5,700
74011	Equipment Rental	3,526	5,000	5,000	5,000
74021	Special Services	54,812	45,000	45,000	45,000
74026	Janitorial Services	4,711	7,000	7,000	7,000
74042	Education & Training	13,178	35,850	27,850	27,850
74051	Non City Facility Rental	29,406	10,800	10,800	18,024
74056	Vacant Lot Cleaning	104,470	200,000	200,000	200,000
74058	Landfill Fees	69,492	119,000	119,000	119,000
74071	Association Dues	4,209	5,050	5,050	4,800
	<b>Total Services</b>	<b>332,152</b>	<b>478,400</b>	<b>470,400</b>	<b>480,374</b>

<b>4000 PUBLIC HEALTH - SERVICE LEVEL BUDGET</b>
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Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	\$ 3,129	\$ 5,000	\$ 5,000	\$ 5,000
	Total Sundry & Other	3,129	5,000	5,000	5,000
	Total Operating	2,924,781	3,846,367	3,580,550	3,800,621
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	812	-	-	-
82011	Building & Improvements	-	2,000,000	2,000,000	-
84043	Motor Vehicles	-	60,000	115,000	145,000
	Total Capital Outlay	812	2,060,000	2,115,000	145,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,925,593</b>	<b>\$ 5,906,367</b>	<b>\$ 5,695,550</b>	<b>\$ 3,945,621</b>



## 5000 PARKS & RECREATION – PROGRAM SUMMARY

### Program Description

The Parks and Recreation Department is responsible for the direction, supervision, operation and maintenance of fifty-one parks, comprising more than 1,300 acres, of which 584 acres are fully developed requiring regular maintenance. The Department is responsible for mowing over 125 miles of the City's medians/parkways, roadsides, ditches, alleys and the grounds of City Hall. The Department maintains 65 landscape beds across the City. They also operate a greenhouse/tree nursery at the Park Street Service Center.

The department is responsible for the City's recreation programs, special events, athletics, Pirates Bay Water Park, Calypso Cove, Bergeron Park Splash Deck, Roseland Park Spray Park, McElroy Park Spray Park, Pelly Park Splash Deck, Central Heights Splash Deck, Jenkins Park Splash Deck, two skate parks, a Bark Park and rental facilities. In addition, the Department maintains the Bayland Waterfront Marina and three Boat Launching Facilities. The department is also responsible for the City's environmental education programs and facilities including the Eddie V. Gray Wetlands Education and Recreation Center and the Baytown Nature Center. Supervisory staff also handles operations personnel handle planning, grant writing, renovations and construction of many City facility improvements.

In addition to daily and seasonal maintenance operations, the Parks and Recreation Department sponsors and co-sponsors, with considerable volunteer support, many youth/adult programs, plus special events such as the July 3<sup>rd</sup> and 4<sup>th</sup> Celebration, Special Olympics Track Meet, Daddy and Me Valentines Dance, softball tournaments, Art Show, the Arts and Eats Festival, the Grito Fest, Christmas Parade and other community events. The Nurture Nature Festival highlighting the Baytown Nature Center and the Wetlands Center has proven to be a successful festival. The Department works closely with the Parks and Recreation Advisory Board in linking citizens to the planning of facility operations, programs, and events. Key staff has Transportation HUB and shelter duties under the City's Emergency Management Plan. The Friends of the Baytown Nature Center and the Friends of the Eddie V. Gray Wetlands Education and Recreation Center as well as the Parks and Recreation Advisory Board are citizen committees on which the staff consult, monitor and assist.

The department operates the Aquatics enterprise fund for the Pirates Bay Water Park and Calypso Cove. The facilities require five full time employees and over 350 part time employees including life guards, concession workers, guest services and maintenance personnel. Revenue from both facilities more than pays for the maintenance and operations of the two plants.

The major goals set by the City Council Goals and Implementation Plan lay within the scope of this department including Community Reputation and Image, Infrastructure and Mobility, Community Amenities, and Operational Excellence.

### Major Goals

- Demonstrate sensitivity to citizen's needs in planning programs and facilities.
- Follow the goals and objectives of the updated Parks, Recreation, Open Space and Greenway Master Plan that includes a citywide trail plan.
- Support the City Council's Goals Implementation Plan
- Support the accomplishment of the City Council's visioning priorities which include, but are not limited to: Development and Redevelopment, Infrastructure Maintenance and Improvement, and Creating a Community we can all be proud of.
- Expand promotional and marketing efforts for all special events and programs
- Expand recreation opportunities, especially for youth.
- Improve the community's image and appearance by providing quality recreation programs and safe, well-maintained parks and open spaces.
- Heighten community awareness of the parks and recreation services available.
- Ensure that maintenance standards are kept current, and continue to make improvements.
- Maintain scheduled Municipal Development District (MDD) construction projects and improvements for park facilities.
- Soften Baytown's image by enhancing and promoting the City's environmental resources.
- Follow the guidelines of the Aquatic Facilities Study and the Strategic Master Plan for Pirates Bay Waterpark to add and improve the aquatic facilities of the department.
- Continue to beautify the city's medians.
- Continue to expand the city's trails, linking parks to neighborhood and commercial areas where possible.

## 5000 PARKS & RECREATION – PROGRAM SUMMARY

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### **Major Objectives**

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- Solicit citizen involvement in planning of events, programs and new facilities.
- Maintain mowing rotation times with a goal in the Parks at 2 weeks, Medians at 2 weeks, Roadsides at 8 weeks and Slope Mowing at 8 weeks.
- Increase scope of weed control programs on medians and right of ways.
- Provide increased information to media and make regular presentations to community group
- Continue tree/shrub nursery operations, plant at least 50 sizable trees in parks, and provide over 1,400 saplings for Arbor Day.
- Inspect playgrounds on a consistent basis.
- Clean park facilities and remove litter a minimum of two times per week in all parks and seven days week in heavily used parks.

**5000 PARKS & RECREATION - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 2,226,538	\$ 2,275,806	\$ 2,403,474	\$ 2,448,053
71003	Part Time Wages	291,692	367,556	367,556	372,148
71009	Overtime	75,081	202,315	197,212	203,822
71021	Health Insurance	560,175	634,675	642,847	682,575
71022	TMRS	405,912	442,933	437,735	436,323
71023	FICA	188,487	209,310	193,603	187,737
71028	Workers Compensation	102,511	122,852	122,171	91,395
71041	Allowances	6,000	8,400	7,016	6,000
71091	Prsnl Svcses Reimbursed	(521)	-	-	-
	<b>Total Personnel Services</b>	<b>3,855,876</b>	<b>4,263,847</b>	<b>4,371,614</b>	<b>4,428,053</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	15,713	17,400	16,808	14,000
72002	Postage Supplies	660	1,200	878	900
72004	Printing Supplies	5,892	8,000	7,662	29,075
72007	Wearing Apparel	17,798	18,433	20,312	22,429
72016	Motor Vehicle Supplies	104,530	116,650	116,650	128,013
72019	Supplies Purch For Resale	18,646	24,000	24,000	24,000
72021	Minor Tools	31,518	27,061	27,061	30,534
72026	Cleaning & Janitorial Sup	36,248	43,999	43,999	50,033
72031	Chemical Supplies	74,824	59,068	59,068	87,313
72032	Medical Supplies	92	-	-	-
72041	Educational Supplies	161,703	184,966	184,690	190,257
72045	Computer Software Supply	1,680	11,550	13,114	9,550
72046	Botanical Supplies	138,111	26,288	26,288	39,049
	<b>Total Supplies</b>	<b>607,414</b>	<b>538,615</b>	<b>540,530</b>	<b>625,153</b>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	46,090	224,301	224,301	251,734
73011	Buildings Maintenance	101,378	73,280	73,280	87,208
73012	Docks & Piers Maintenance	-	600	600	3,350
73013	Recreation Equip Maint	43,272	37,333	37,333	38,940
73022	Sanitary Sewers Maint	-	1,200	6,000	1,600
73025	Streets Sidewalks & Curbs	44,788	37,700	37,700	39,056
73027	Heat & Cool Sys Maint	2,876	5,000	5,000	5,000
73028	Electrical Maintenance	47,586	59,106	59,106	64,155
73041	Furniture/Fixtures Maint	-	-	-	12,800
73042	Machinery & Equip Maint	18,745	14,100	14,100	15,150
73043	Motor Vehicles Maint	171,310	157,467	157,467	157,467
73044	Street Signs Maint	12,000	5,050	5,050	5,050
73047	Meters & Settings Maint	4	-	-	-
73049	Barricades Maint	-	1,500	1,500	4,000
	<b>Total Maintenance</b>	<b>488,050</b>	<b>616,637</b>	<b>621,437</b>	<b>685,510</b>
<b>7400</b>	<b>Services</b>				
74001	Communication	1,187	-	844	-
74002	Electric Service	169,802	170,000	170,000	170,000

**5000 PARKS & RECREATION - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
74005	Natural Gas	\$ 26,099	\$ 27,600	\$ 27,600	\$ 27,600
74011	Equipment Rental	39,103	77,229	77,098	83,895
74021	Special Services	500,104	386,023	369,523	850,917
74036	Advertising	17,067	35,000	35,000	35,000
74042	Education & Training	10,941	26,775	25,647	19,929
74058	Landfill Fees	9,995	16,775	16,775	16,775
74071	Association Dues	2,815	4,345	3,995	6,945
74123	Instructor Fees	47,413	18,000	18,000	19,500
	<b>Total Services</b>	<b>824,526</b>	<b>761,747</b>	<b>744,482</b>	<b>1,230,561</b>
<b>7500</b>	<b>Sundry Charges</b>				
77106	Little League Light Contr	12,000	12,000	12,000	12,000
	<b>Total Sundry &amp; Other</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
	<b>Total Operating</b>	<b>5,787,865</b>	<b>6,192,846</b>	<b>6,290,063</b>	<b>6,981,277</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	35,397	-	-	-
84042	Machinery & Equipment	166,249	79,765	79,267	4,500
84043	Motor Vehicles	24,836	54,009	54,000	220,250
84061	Other Equipment	-	100,000	100,000	-
	<b>Total Capital Outlay</b>	<b>226,481</b>	<b>233,774</b>	<b>233,267</b>	<b>224,750</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 6,014,346</b>	<b>\$ 6,426,620</b>	<b>\$ 6,523,330</b>	<b>\$ 7,206,027</b>

## 6000 STERLING MUNICIPAL LIBRARY – PROGRAM SUMMARY

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### Program Description

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The mission of this department is to provide a program of public library service which makes resources available to the citizens for: life-long learning; access to information; a rich and satisfying leisure life.

### Major Goals

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- The staff of Sterling Municipal Library will provide cost-effective stewardship of community resources.
- The staff of Sterling Municipal Library will provide our customers with exceptional service and unique experiences that will consistently exceed their expectations. Staff will surprise and delight patrons when they visit the library, when they call of on the phone, and when they visit our website.
- The staff of Sterling Municipal Library will ensure that Sterling Municipal Library is a source of civic pride for the community of Baytown.
- The staff of Sterling Municipal Library will create an organization that has a positive and distinct impact on the community.

### Major Objectives

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- Providing access to physical and digital collections and services that support leisure and learning
- Providing physical and digital collections that chronicle Baytown's history
- Engaging in thoughtful selection and targeted marketing of library materials to minimize the cost per item circulation
- Providing expert support in connecting information seekers with relevant resources
- Providing expert support in connecting customers with relevant and emerging technologies
- Promoting early learning and literacy experiences to create future readers
- Using of the library's physical space in order to maximize benefit of community resources
- Providing empathetic, customized, solution-based customer interactions
- Providing unique and engaging programs and experiences for all ages
- Providing proactive and responsive outreach to the community
- Facilitating innovative use of library's physical space to spark customer curiosity and interest
- Facilitating innovative use of the library website and social media accounts to spark customer curiosity and interest
- Creating inviting spaces to meet, study, and read that are accessible and convenient to the public
- Maintaining safe and attractive building and grounds
- Maintaining an updated, attractive, and user-friendly website
- Creating destination-worthy events, exhibits, and collections
- Providing services and points of interest to out of town visitors

**6000 STERLING MUNICIPAL LIBRARY - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,060,434	\$ 1,067,572	\$ 1,098,233	\$ 1,101,190
71003	Part Time Wages	185,826	230,000	210,000	230,000
71021	Health Insurance	218,173	239,500	239,500	239,500
71022	TMRS	187,575	190,720	196,132	196,697
71023	FICA	90,764	94,383	90,977	84,631
71028	Workers Compensation	6,384	5,987	6,150	5,217
71041	Allowances	5,100	5,100	5,100	5,100
	Total Personnel Services	1,754,257	1,833,262	1,846,092	1,862,335
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	8,884	11,000	10,000	10,000
72002	Postage Supplies	5,147	6,000	6,000	6,000
72004	Printing Supplies	967	1,000	1,000	1,200
72016	Motor Vehicle Supplies	353	500	500	500
72021	Minor Tools	8,510	10,000	10,000	10,000
72023	Library Materials	224,195	245,000	245,000	245,000
72026	Cleaning & Janitorial Sup	7,553	8,000	8,000	8,000
72041	Educational Supplies	2,009	3,000	3,000	3,000
	Total Supplies	257,618	284,500	283,500	283,700
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	15,393	20,000	20,000	20,000
73011	Buildings Maintenance	50,495	51,907	65,000	65,490
73027	Heat & Cool Sys Maint	41,805	21,593	8,500	40,000
73041	Furniture/Fixtures Maint	2,847	4,000	4,000	4,000
73042	Machinery & Equip Maint	2,402	26,700	26,700	26,700
73043	Motor Vehicles Maint	333	1,500	1,500	1,500
73046	Books - Maintenance	4,985	7,000	6,000	6,000
	Total Maintenance	118,259	132,700	131,700	163,690
<b>7400</b>	<b>Services</b>				
74001	Communication	941	13,000	13,000	13,000
74002	Electric Service	72,141	55,000	55,000	55,000
74005	Natural Gas	15,406	15,000	15,000	15,000
74011	Equipment Rental	11,412	14,110	12,110	12,279
74021	Special Services	67,253	70,000	70,000	75,115
74042	Education & Training	8,513	14,000	14,000	16,000
74071	Association Dues	605	1,350	1,350	1,350
	Total Services	176,272	182,460	180,460	187,744
	Total Operating	2,306,406	2,432,922	2,441,752	2,497,469

<b>6000 STERLING MUNICIPAL LIBRARY - SERVICE LEVEL BUDGET</b>
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<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	58,208	-	-	-
82011	Building & Improvements	-	60,000	60,000	-
	Total Capital Outlay	58,208	60,000	60,000	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,364,613</b>	<b>\$ 2,492,922</b>	<b>\$ 2,501,752</b>	<b>\$ 2,497,469</b>

**9010 TRANSFERS OUT - SERVICE LEVEL BUDGET**

This cost center represents funding to other funds and costs allocation for operating services.

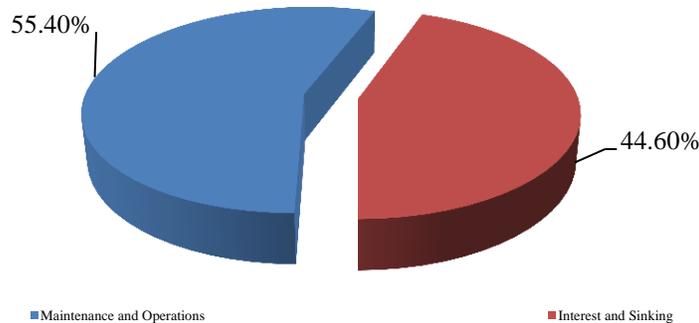
<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>9000</b>	<b>Other Financing Uses</b>				
91201	To Municipal Ct Security	\$ 22,032	\$ 58,087	\$ 47,640	61,710
91226	To Miscellaneous Police	90,057	99,525	358,639	99,525
91298	To Wetland Research Ctr	218,195	249,262	229,747	287,256
91350	To Gen Capital Proj Fund	4,063,226	3,160,634	3,160,634	2,460,634
91351	To Capital Improvemnt Prg	2,872,100	4,690,000	4,690,000	6,390,000
91450	To Accrued Leave-General	357,000	2,351,520	2,351,520	2,351,520
91500	To Solid Waste Fund	-	370,000	370,000	500,000
91550	To Internal Service Fnd	388,011	388,011	388,011	388,011
91552	To Warehouse Operations	44,436	44,436	44,436	44,436
	Total Other Financing Uses	8,055,057	11,411,475	11,640,627	12,583,092
		\$ 93,786,548	\$ 108,256,539	\$ 107,755,791	\$ 113,980,100



**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND 401  
BUDGET SUMMARY BY FUND**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>BEGINNING FUND BALANCE</b>	\$ 2,632,347	\$ 3,816,355	\$ 3,816,355	\$ 6,957,977
<b>Add:</b>				
Current Yr Property Taxes	11,916,551	11,736,382	13,218,468	14,424,413
Prior Year Property Taxes	228,494	150,910	218,131	275,000
Investment Interest	114,688	67,497	211,321	75,000
From FCPEMSD Fund	710,933	789,753	789,753	851,400
From W W I S	1,007,648	5,460,915	5,460,915	5,481,179
Revenue From MDD Fund	1,776,340	2,779,261	2,779,261	2,937,577
Transfer From TIRZ	1,203,831	1,206,856	1,206,856	1,214,106
Total Revenues	<u>16,958,485</u>	<u>22,191,574</u>	<u>23,884,706</u>	<u>25,258,675</u>
<b>FUNDS AVAILABLE FOR DEBT SERVICE</b>	19,590,832	26,007,929	27,701,061	32,216,652
<b>Deduct:</b>				
Bond Principal	10,677,088	13,355,000	13,355,000	15,180,000
Other Debt Payments	-	2,150,000	703,046	459,803
Interest On Bonds	5,026,981	6,492,038	6,492,038	6,669,710
Special Services	13,020	35,000	35,000	35,000
Fiscal Agent Fees	4,750	8,000	8,000	8,000
Issuance Cost	52,639	150,000	150,000	150,000
Total Expenditures	<u>15,774,477</u>	<u>22,190,038</u>	<u>20,743,084</u>	<u>22,502,513</u>
<b>ENDING FUND BALANCE</b>	<u>\$ 3,816,355</u>	<u>\$ 3,817,891</u>	<u>\$ 6,957,977</u>	<u>\$ 9,714,138</u>

**Tax Rate Allocation Between Operating & Debt**



**CITY OF BAYTOWN  
 ASSESSED VALUATION,  
 ESTIMATED AD VALOREM COLLECTIONS &  
 AD VALOREM TAX RATE ALLOCATION**

**Estimates**

**Estimate of Fiscal Year 2019-20 (Tax Year 2019) Taxable Values:**

HCAD (2019 Tax Year Certified Value)	3,606,270,869.00
CCAD (2019 Tax Year Certified Value)	208,936,272.00
Protested and unassigned portions of the roll	505,908,426.00
2019 Tax Ceilings	(80,450,000.00)
<b>Total Est. Taxable Value</b>	<b>4,240,665,567.00</b>
Adjustments to Taxable Values:	
Subtract TIRZ increment	(270,234,510)
Estimated Taxable Assessed Valuation for Fiscal Year 2019-20	3,970,431,057
Tax Rate per \$100 Valuation	<b>0.80203</b>
Estimated Tax Levy*	31,844,048
Estimated Collections	<b>98.00%</b>
<b>Total Estimated Tax Levy Available</b>	<b>\$ 31,207,167</b>

<b>TAX RATE PER \$100</b>					
<b>Tax Rate Allocation:</b>	<b>Actual Rate 2017-18</b>	<b>Actual Rate 2018-19</b>	<b>Adopted Rate 2019-20</b>	<b>Allocation of Rate 2019-20</b>	<b>Estimated Tax Levy 2019-20</b>
Maintenance and Operations (M&O)	\$ 0.45543	\$ 0.45764	\$ 0.46093	57.47%	\$ 17,934,890
Interest and Sinking (I&S)	0.36660	0.35439	0.34110	42.53%	13,272,278
Totals	\$ 0.82203	\$ 0.81203	\$ 0.80203	100.00%	\$ 31,207,167

Note: Revenue Generated per \$0.01                      \$ 389,102

\* Each year, the estimated tax levy may be different than the actual tax levy approved and adopted by the City Council. This difference is primarily due to delays in receiving the certified roll from the Harris County Appraisal District. Certified rolls are due by July 25th or as soon thereafter as practicable. The City traditionally receives the certified rolls in late August. This delay hinders the City's ability to finalize budget estimates for ad valorem taxes in a timely manner.

**CITY OF BAYTOWN  
 ASSESSED VALUATIONS, TAX LEVY AND COLLECTIONS  
 (Last Ten Fiscal Years)**

<b>Fiscal Year</b>	<b>Taxable Value</b>	<b>Rate Per \$100 Valuation</b>	<b>Tax Levied</b>	<b>Current Year Taxes Collected</b>	<b>Percent Collected Current Year</b>
2009-10	2,592,549,839	0.78703	20,578,993	19,434,196	94.4%
2010-11	2,469,711,773	0.78703	18,723,249	17,972,214	96.0%
2011-12	2,416,377,805	0.82203	19,590,385	18,805,563	96.0%
2012-13	2,516,710,223	0.82203	20,289,862	19,510,785	96.2%
2013-14	2,488,310,862	0.82203	21,420,205	20,706,861	96.7%
2014-15	2,653,746,086	0.82203	23,594,733	22,006,481	93.3%
2015-16	3,052,303,689	0.82203	24,636,861	23,767,085	96.5%
2016-17	3,579,243,867	0.82203	27,156,362	26,388,640	97.2%
2017-18	3,680,049,725	0.82203	29,685,764	28,878,775	97.3%
2018-19	3,961,604,388 *	0.81203	31,563,309	30,729,241	97.4%

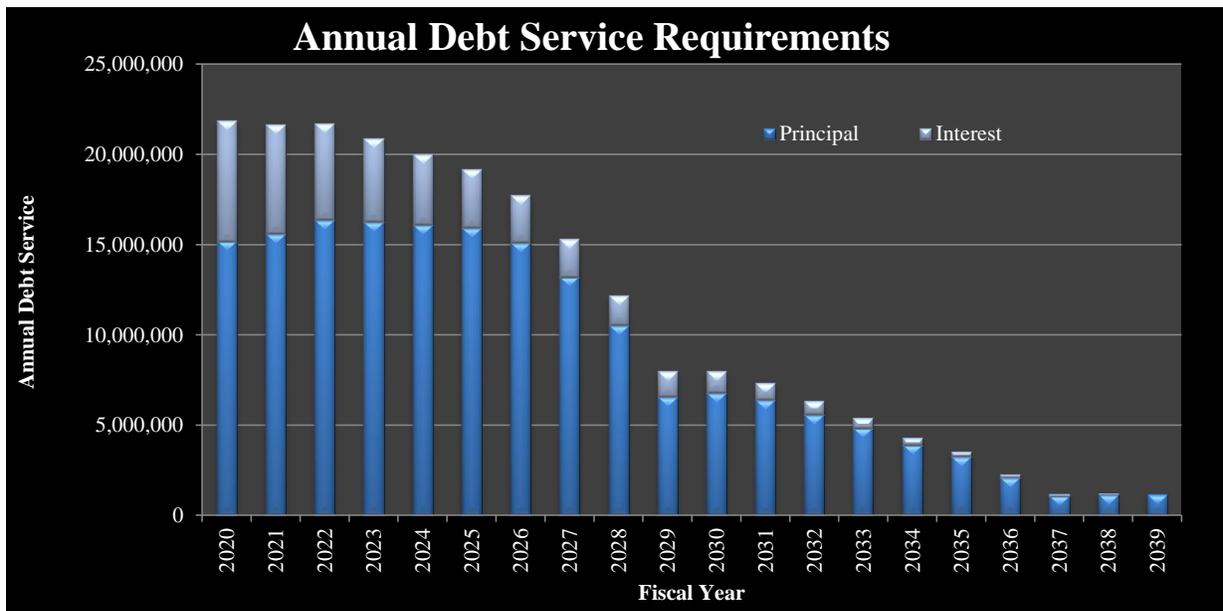
\*As of September 30, 2019

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
ANNUAL REQUIREMENT TO AMORTIZE GENERAL OBLIGATION DEBT**

Series	Obligation	Amount of Issue	Principal Outstanding Oct. 1, 2019	Principal & Interest Requirements for 2019-20			Principal Outstanding Sept. 30, 2020
				Principal	Interest	Total	
2011	General Obligation & Refunding	22,390,000	11,985,000	1,400,000	486,644	1,886,644	10,585,000
2012	General Obligation & Refunding	30,225,000	17,960,000	2,265,000	639,056	2,904,056	15,695,000
2013	General Obligation	16,800,000	12,635,000	745,000	379,725	1,124,725	11,890,000
2014	General Obligation & Refunding	28,520,000	18,790,000	1,980,000	693,875	2,673,875	16,810,000
2015	General Obligation & Refunding	25,310,000	20,385,000	1,740,000	906,769	2,646,769	18,645,000
2015	Certificates of Obligation	6,600,000	5,600,000	275,000	195,244	470,244	5,325,000
2016	General Obligation & Refunding	35,530,000	29,530,000	2,850,000	1,210,950	4,060,950	26,680,000
2016	Certificates of Obligation	17,635,000	15,820,000	675,000	539,106	1,214,106	15,145,000
2017	Certificates of Obligation	18,010,000	14,905,000	1,565,000	643,725	2,208,725	13,340,000
2018	Certificates of Obligation	7,365,000	6,710,000	660,000	191,400	851,400	6,050,000
2019	General Obligation & Refunding	5,965,000	5,965,000	470,000	185,650	655,650	5,495,000
2020	General Obligation	16,600,000	16,600,000	555,000	597,567	1,152,567	16,045,000
Total Bonded Debt		\$ 230,950,000	\$ 176,885,000	\$ 15,180,000	\$ 6,669,710	\$ 21,849,710	\$ 161,705,000

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
ANNUAL REQUIREMENT TO AMORTIZE GENERAL OBLIGATION DEBT**

<b>Fiscal Year</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>
2020	15,180,000	3,462,476	3,207,234	6,669,710	21,849,710
2021	15,590,000	3,207,234	2,859,434	6,066,669	21,656,669
2022	16,360,000	2,859,434	2,487,734	5,347,169	21,707,169
2023	16,245,000	2,487,734	2,122,947	4,610,681	20,855,681
2024	16,085,000	2,122,947	1,784,472	3,907,419	19,992,419
2025	15,925,000	1,784,472	1,464,797	3,249,269	19,174,269
2026	15,100,000	1,464,797	1,164,097	2,628,894	17,728,894
2027	13,200,000	1,164,097	920,825	2,084,922	15,284,922
2028	10,505,000	920,825	768,103	1,688,928	12,193,928
2029	6,570,000	768,103	655,375	1,423,478	7,993,478
2030	6,790,000	655,375	539,066	1,194,441	7,984,441
2031	6,375,000	539,066	426,356	965,422	7,340,422
2032	5,575,000	426,356	325,341	751,697	6,326,697
2033	4,830,000	325,341	238,300	563,641	5,393,641
2034	3,870,000	238,300	163,550	401,850	4,271,850
2035	3,225,000	163,550	104,050	267,600	3,492,600
2036	2,075,000	104,050	67,700	171,750	2,246,750
2037	1,085,000	67,700	46,000	113,700	1,198,700
2038	1,130,000	46,000	23,400	69,400	1,199,400
2039	1,170,000	23,400	-	23,400	1,193,400
<b>\$</b>	<b>176,885,000</b>	<b>\$ 22,831,258</b>	<b>\$ 19,368,782</b>	<b>\$ 42,200,039</b>	<b>\$ 219,085,039</b>



**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS  
Fiscal Year 2019-20**

General Obligation & Refunding			Funding: GOIS-WWIS					\$ 22,390,000	
Series 2011			Date of Issue - February 1, 2010					Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2012	0.25%	\$ 1,720,000	\$ 427,211	\$ 384,272	\$ 811,483	\$ 2,531,483	20,670,000		
2013	3.00%	1,140,000	384,272	367,172	751,444	1,891,444	19,530,000		
2014	3.00%	1,170,000	367,172	349,622	716,794	1,886,794	18,360,000		
2015	3.00%	1,205,000	349,622	331,547	681,169	1,886,169	17,155,000		
2016	3.00%	1,240,000	331,547	317,147	648,694	1,888,694	15,915,000		
2017	3.00%	1,270,000	317,147	297,222	614,369	1,884,369	14,645,000		
2018	3.00%	1,315,000	297,222	277,497	574,719	1,889,719	13,330,000		
2019	3.00%	1,345,000	277,497	257,322	534,819	1,879,819	11,985,000		
2020	4.00%	1,400,000	257,322	229,322	486,644	1,886,644	10,585,000		
2021	5.00%	1,465,000	229,322	192,697	422,019	1,887,019	9,120,000		
2022	5.00%	1,540,000	192,697	154,197	346,894	1,886,894	7,580,000		
2023	3.50%	715,000	154,197	141,684	295,881	1,010,881	6,865,000		
2024	3.75%	740,000	141,684	127,809	269,494	1,009,494	6,125,000		
2025	4.00%	770,000	127,809	112,409	240,219	1,010,219	5,355,000		
2026	4.00%	805,000	112,409	96,309	208,719	1,013,719	4,550,000		
2027	4.00%	835,000	96,309	79,609	175,919	1,010,919	3,715,000		
2028	4.13%	870,000	79,609	61,666	141,275	1,011,275	2,845,000		
2029	4.25%	910,000	61,666	42,328	103,994	1,013,994	1,935,000		
2030	4.38%	945,000	42,328	21,656	63,984	1,008,984	990,000		
2031	4.38%	990,000	21,656	-	21,656	1,011,656	-		
		\$ 22,390,000	\$ 4,268,698	\$ 3,841,488	\$ 8,110,186	\$ 30,500,186			

Call Option: Bonds maturing on 02/01/2021 to 02/01/2024 and 02/01/2027 to 02/01/2029 and term bonds maturing on 02/01/2026 and 02/01/2031 callable in whole or in part beginning 02/01/2020 @ par.

General Obligation & Refunding			Funding: GOIS-WWIS					\$ 30,225,000	
Series 2012			Date of Issue - February 1, 2012					Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2012		\$ -	\$ -	\$ 389,687	\$ 389,687	\$ 389,687	30,225,000		
2013	2.00%	575,000	490,516	484,766	975,281	1,550,281	29,650,000		
2014	2.00%	1,160,000	484,766	473,166	957,931	2,117,931	28,490,000		
2015	3.00%	2,005,000	473,166	443,091	916,256	2,921,256	26,485,000		
2016	3.00%	2,060,000	443,091	412,191	855,281	2,915,281	24,425,000		
2017	1.00%	2,115,000	412,191	391,041	803,231	2,918,231	22,310,000		
2018	1.00%	2,145,000	391,041	369,591	760,631	2,905,631	20,165,000		
2019	3.00%	2,205,000	369,591	336,516	706,106	2,911,106	17,960,000		
2020	3.00%	2,265,000	336,516	302,541	639,056	2,904,056	15,695,000		
2021	4.50%	2,350,000	302,541	249,666	552,206	2,902,206	13,345,000		
2022	5.00%	2,465,000	249,666	188,041	437,706	2,902,706	10,880,000		
2023	5.00%	2,585,000	188,041	123,416	311,456	2,896,456	8,295,000		
2024	2.50%	1,740,000	123,416	101,666	225,081	1,965,081	6,555,000		
2025	3.00%	735,000	101,666	90,641	192,306	927,306	5,820,000		
2026	3.00%	760,000	90,641	79,241	169,881	929,881	5,060,000		
2027	3.00%	780,000	79,241	67,541	146,781	926,781	4,280,000		
2028	3.00%	805,000	67,541	55,466	123,006	928,006	3,475,000		
2029	3.00%	830,000	55,466	43,016	98,481	928,481	2,645,000		
2030	3.13%	855,000	43,016	29,656	72,672	927,672	1,790,000		
2031	3.25%	880,000	29,656	15,356	45,013	925,013	910,000		
2032	3.38%	910,000	15,356	-	15,356	925,356	-		
		\$ 30,225,000	\$ 4,747,119	\$ 4,256,603	\$ 9,003,722	\$ 39,228,722			

Call Option: Bonds maturing on 02/01/2022 to 02/01/2032 callable in whole or in part on any date beginning 02/01/2021 @ par.

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS  
Fiscal Year 2019-20**

General Obligation Series 2013		Funding: GOIS						\$ 16,800,000	
		Date of Issue -		April 1, 2013		Term - 20 Years			
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2013	2.00%	\$ -	\$ -	\$ 128,074	\$ 128,074	\$ 128,074	16,800,000		
2014	2.00%	660,000	235,238	228,638	463,875	1,123,875	16,140,000		
2015	2.00%	675,000	228,638	221,888	450,525	1,125,525	15,465,000		
2016	2.00%	685,000	221,888	215,038	436,925	1,121,925	14,780,000		
2017	2.00%	700,000	215,038	208,038	423,075	1,123,075	14,080,000		
2018	2.00%	715,000	208,038	200,888	408,925	1,123,925	13,365,000		
2019	2.00%	730,000	200,888	193,588	394,475	1,124,475	12,635,000		
2020	2.00%	745,000	193,588	186,138	379,725	1,124,725	11,890,000		
2021	3.00%	760,000	186,138	174,738	360,875	1,120,875	11,130,000		
2022	3.00%	780,000	174,738	163,038	337,775	1,117,775	10,350,000		
2023	3.00%	800,000	163,038	151,038	314,075	1,114,075	9,550,000		
2024	3.00%	825,000	151,038	138,663	289,700	1,114,700	8,725,000		
2025	3.00%	850,000	138,663	125,913	264,575	1,114,575	7,875,000		
2026	3.00%	875,000	125,913	112,788	238,700	1,113,700	7,000,000		
2027	3.00%	905,000	112,788	99,213	212,000	1,117,000	6,095,000		
2028	3.13%	935,000	99,213	84,603	183,816	1,118,816	5,160,000		
2029	3.13%	965,000	84,603	69,525	154,128	1,119,128	4,195,000		
2030	3.25%	995,000	69,525	53,356	122,881	1,117,881	3,200,000		
2031	3.25%	1,030,000	53,356	36,619	89,975	1,119,975	2,170,000		
2032	3.38%	1,065,000	36,619	18,647	55,266	1,120,266	1,105,000		
2033	3.38%	1,105,000	18,647	-	18,647	1,123,647	-		
		\$ 16,800,000	\$ 2,917,588	\$ 2,682,350	\$ 5,599,938	\$ 22,399,938			

Call Option: Bonds maturing on 02/01/2023 to 02/01/2033 callable in whole or in part on any date beginning 02/01/2022 @ par.

General Obligation & Refunding Series 2014		Funding: GOIS-WWIS-MDD						\$ 28,520,000	
		Date of Issue -		April 1, 2014		Term - 20 Years			
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2014		\$ -	\$ -	\$ 297,352	\$ 297,352.08	\$ 297,352	28,520,000		
2015	2.000%	1,550,000	504,938	489,438	994,375	2,544,375	26,970,000		
2016	3.000%	2,365,000	489,438	453,963	943,400	3,308,400	24,605,000		
2017	3.000%	2,075,000	453,963	422,838	876,800	2,951,800	22,530,000		
2018	3.000%	1,835,000	422,838	395,313	818,150	2,653,150	20,695,000		
2019	3.000%	1,905,000	395,313	366,738	762,050	2,667,050	18,790,000		
2020	4.000%	1,980,000	366,738	327,138	693,875	2,673,875	16,810,000		
2021	4.000%	1,770,000	327,138	291,738	618,875	2,388,875	15,040,000		
2022	4.000%	1,845,000	291,738	254,838	546,575	2,391,575	13,195,000		
2023	4.000%	1,930,000	254,838	216,238	471,075	2,401,075	11,265,000		
2024	4.000%	2,015,000	216,238	175,938	392,175	2,407,175	9,250,000		
2025	4.000%	2,100,000	175,938	133,938	309,875	2,409,875	7,150,000		
2026	4.000%	1,790,000	133,938	98,138	232,075	2,022,075	5,360,000		
2027	3.250%	590,000	98,138	88,550	186,688	776,688	4,770,000		
2028	3.375%	610,000	88,550	78,256	166,806	776,806	4,160,000		
2029	3.500%	630,000	78,256	67,231	145,488	775,488	3,530,000		
2030	3.500%	655,000	67,231	55,769	123,000	778,000	2,875,000		
2031	3.750%	680,000	55,769	43,019	98,788	778,788	2,195,000		
2032	3.750%	705,000	43,019	29,800	72,819	777,819	1,490,000		
2033	4.000%	730,000	29,800	15,200	45,000	775,000	760,000		
2034	4.000%	760,000	15,200	-	15,200	775,200	-		
		\$ 28,520,000	\$ 4,509,013	\$ 4,301,427	\$ 8,810,440	\$ 37,330,440			

Call Option: Bonds maturing on 02/01/2025 to 02/01/2034 callable in whole or in part on any date beginning 02/01/2024 @ par.

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS  
Fiscal Year 2019-20**

General Obligation & Refunding			Funding: GOIS-WWIS-MDD					\$ 25,310,000	
Series 2015			Date of Issue - July 7, 2015					Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2016	2.000%	\$ 305,000	\$ 672,842	\$ 590,634	\$ 1,263,477	\$ 1,568,476.67	25,005,000		
2017	5.000%	1,445,000	590,634	554,509	1,145,144	2,590,144	23,560,000		
2018	5.000%	1,540,000	554,509	516,009	1,070,519	2,610,519	22,020,000		
2019	5.000%	1,635,000	516,009	475,134	991,144	2,626,144	20,385,000		
2020	5.000%	1,740,000	475,134	431,634	906,769	2,646,769	18,645,000		
2021	5.000%	1,850,000	431,634	385,384	817,019	2,667,019	16,795,000		
2022	5.000%	1,960,000	385,384	336,384	721,769	2,681,769	14,835,000		
2023	5.000%	2,085,000	336,384	284,259	620,644	2,705,644	12,750,000		
2024	5.000%	2,215,000	284,259	228,884	513,144	2,728,144	10,535,000		
2025	5.000%	2,355,000	228,884	170,009	398,894	2,753,894	8,180,000		
2026	5.000%	1,360,000	170,009	136,009	306,019	1,666,019	6,820,000		
2027	5.000%	1,430,000	136,009	100,259	236,269	1,666,269	5,390,000		
2028	3.375%	590,000	100,259	90,303	190,563	780,563	4,800,000		
2029	3.500%	610,000	90,303	79,628	169,931	779,931	4,190,000		
2030	3.625%	635,000	79,628	68,119	147,747	782,747	3,555,000		
2031	3.625%	660,000	68,119	56,156	124,275	784,275	2,895,000		
2032	3.750%	685,000	56,156	43,313	99,469	784,469	2,210,000		
2033	3.750%	710,000	43,313	30,000	73,313	783,313	1,500,000		
2034	4.000%	735,000	30,000	15,300	45,300	780,300	765,000		
2035	4.000%	765,000	15,300	-	15,300	780,300	-		
		\$ 25,310,000	\$ 5,264,774	\$ 4,591,931	\$ 9,856,705	\$ 35,166,705			

Call Option: Bonds maturing on 02/01/2026 to 02/01/2035 callable in whole or in part on any date beginning 02/01/2025 @ par.

Certificates of Obligation			Funding: GOIS					\$ 6,600,000	
Series 2015			Date of Issue - July 7, 2015					Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2016	2.000%	\$ 230,000	\$ 127,865	\$ 110,522	\$ 238,387	\$ 468,387	6,370,000		
2017	2.000%	250,000	110,522	108,022	218,544	468,544	6,120,000		
2018	5.000%	255,000	108,022	101,647	209,669	464,669	5,865,000		
2019	2.000%	265,000	101,647	98,997	200,644	465,644	5,600,000		
2020	2.000%	275,000	98,997	96,247	195,244	470,244	5,325,000		
2021	3.000%	280,000	96,247	92,047	188,294	468,294	5,045,000		
2022	3.000%	290,000	92,047	87,697	179,744	469,744	4,755,000		
2023	3.000%	300,000	87,697	83,197	170,894	470,894	4,455,000		
2024	3.000%	305,000	83,197	78,622	161,819	466,819	4,150,000		
2025	3.000%	315,000	78,622	73,897	152,519	467,519	3,835,000		
2026	3.000%	325,000	73,897	69,022	142,919	467,919	3,510,000		
2027	3.125%	335,000	69,022	63,788	132,809	467,809	3,175,000		
2028	3.375%	345,000	63,788	57,966	121,753	466,753	2,830,000		
2029	3.500%	360,000	57,966	51,666	109,631	469,631	2,470,000		
2030	3.625%	370,000	51,666	44,959	96,625	466,625	2,100,000		
2031	3.625%	385,000	44,959	37,981	82,941	467,941	1,715,000		
2032	5.000%	400,000	37,981	27,981	65,963	465,963	1,315,000		
2033	3.750%	415,000	27,981	20,200	48,181	463,181	900,000		
2034	5.000%	440,000	20,200	9,200	29,400	469,400	460,000		
2035	4.000%	460,000	9,200	-	9,200	469,200	-		
		\$ 6,600,000	\$ 1,441,521	\$ 1,313,656	\$ 2,755,177	\$ 9,355,177			

Call Option: Bonds maturing on 02/01/2026 to 02/01/2035 callable in whole or in part on any date beginning 02/01/2025 @ par.

**CITY OF BAYTOWN**  
**GENERAL DEBT SERVICE FUND**  
**STATEMENT OF BONDED INDEBTEDNESS**  
Fiscal Year 2019-20

General Obligation & Refunding		Funding: GOIS-WWIS-MDD						\$ 35,530,000
Series 2016		Date of Issue - July 19, 2016						Term - 12 Years
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2016	4.000%	\$ -	\$ -	\$ 51,638	\$ 51,638	51,638	35,530,000	
2017	4.000%	750,000	774,575	759,575	1,534,150	2,284,150	34,780,000	
2018	4.000%	2,555,000	759,575	708,475	1,468,050	4,023,050	32,225,000	
2019	5.000%	2,695,000	708,475	641,100	1,349,575	4,044,575	29,530,000	
2020	5.000%	2,850,000	641,100	569,850	1,210,950	4,060,950	26,680,000	
2021	5.000%	3,020,000	569,850	494,350	1,064,200	4,084,200	23,660,000	
2022	5.000%	3,200,000	494,350	414,350	908,700	4,108,700	20,460,000	
2023	5.000%	3,375,000	414,350	329,975	744,325	4,119,325	17,085,000	
2024	5.000%	3,575,000	329,975	240,600	570,575	4,145,575	13,510,000	
2025	4.000%	3,755,000	240,600	165,500	406,100	4,161,100	9,755,000	
2026	4.000%	3,930,000	165,500	86,900	252,400	4,182,400	5,825,000	
2027	4.000%	2,865,000	86,900	29,600	116,500	2,981,500	2,960,000	
2028	2.000%	2,960,000	29,600	-	29,600	2,989,600	-	
		\$ 35,530,000	\$ 5,214,850	\$ 4,491,913	\$ 9,706,763	\$ 45,236,763		

Call Option: Bonds maturing on 02/01/2027 to 02/01/2028 callable in whole or in part on any date beginning 02/01/2027 @ par.

Certificates of Obligation		Funding: TIRZ						\$ 17,635,000
Series 2016		Date of Issue - July 19, 2016						Term - 20 Years
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2017	5.000%	570,000	335,163	299,966	635,129	1,205,129	17,065,000	
2018	2.000%	610,000	299,966	293,866	593,831	1,203,831	16,455,000	
2019	5.000%	635,000	293,866	277,991	571,856	1,206,856	15,820,000	
2020	5.000%	675,000	277,991	261,116	539,106	1,214,106	15,145,000	
2021	5.000%	715,000	261,116	243,241	504,356	1,219,356	14,430,000	
2022	5.000%	755,000	243,241	224,366	467,606	1,222,606	13,675,000	
2023	5.000%	795,000	224,366	204,491	428,856	1,223,856	12,880,000	
2024	5.000%	845,000	204,491	183,366	387,856	1,232,856	12,035,000	
2025	5.000%	1,075,000	183,366	156,491	339,856	1,414,856	10,960,000	
2026	5.000%	1,130,000	156,491	128,241	284,731	1,414,731	9,830,000	
2027	2.000%	1,170,000	128,241	116,541	244,781	1,414,781	8,660,000	
2028	2.125%	1,195,000	116,541	103,844	220,384	1,415,384	7,465,000	
2029	2.250%	850,000	103,844	94,281	198,125	1,048,125	6,615,000	
2030	2.375%	870,000	94,281	83,950	178,231	1,048,231	5,745,000	
2031	2.500%	890,000	83,950	72,825	156,775	1,046,775	4,855,000	
2032	3.000%	915,000	72,825	59,100	131,925	1,046,925	3,940,000	
2033	3.000%	940,000	59,100	45,000	104,100	1,044,100	3,000,000	
2034	3.000%	970,000	45,000	30,450	75,450	1,045,450	2,030,000	
2035	3.000%	1,000,000	30,450	15,450	45,900	1,045,900	1,030,000	
2036	3.000%	1,030,000	15,450	-	15,450	1,045,450	-	
		\$ 17,635,000	\$ 3,229,735	\$ 2,894,572	\$ 6,124,307	\$ 23,759,307		

**CITY OF BAYTOWN**  
**GENERAL DEBT SERVICE FUND**  
**STATEMENT OF BONDED INDEBTEDNESS**  
 Fiscal Year 2019-20

Certificates of Obligation		Funding: GOIS					\$ 18,010,000	
Series 2017		Date of Issue - October 10, 2017					Term - 10 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2018	5.000%	1,620,000	211,853	378,550	590,403	2,210,403	16,390,000	
2019	5.000%	1,485,000	378,550	341,425	719,975	2,204,975	14,905,000	
2020	5.000%	1,565,000	341,425	302,300	643,725	2,208,725	13,340,000	
2021	5.000%	1,645,000	302,300	261,175	563,475	2,208,475	11,695,000	
2022	5.000%	1,730,000	261,175	217,925	479,100	2,209,100	9,965,000	
2023	5.000%	1,815,000	217,925	172,550	390,475	2,205,475	8,150,000	
2024	5.000%	1,910,000	172,550	124,800	297,350	2,207,350	6,240,000	
2025	4.000%	1,995,000	124,800	84,900	209,700	2,204,700	4,245,000	
2026	4.000%	2,080,000	84,900	43,300	128,200	2,208,200	2,165,000	
2027	4.000%	2,165,000	43,300		43,300	2,208,300	-	
		\$ 18,010,000	\$ 2,138,778	\$ 1,926,925	\$ 4,065,703	\$ 22,075,703		

Call Option: Noncallable

Certificates of Obligation		Funding: FCEPMSD					\$ 7,365,000	
Series 2018		Date of Issue - August 28, 2018					Term - 10 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2019	3.000%	655,000	93,904	100,650	194,554	849,554	6,710,000	
2020	3.000%	660,000	100,650	90,750	191,400	851,400	6,050,000	
2021	3.000%	680,000	90,750	80,550	171,300	851,300	5,370,000	
2022	3.000%	700,000	80,550	70,050	150,600	850,600	4,670,000	
2023	3.000%	720,000	70,050	59,250	129,300	849,300	3,950,000	
2024	3.000%	745,000	59,250	48,075	107,325	852,325	3,205,000	
2025	3.000%	765,000	48,075	36,600	84,675	849,675	2,440,000	
2026	3.000%	790,000	36,600	24,750	61,350	851,350	1,650,000	
2027	3.000%	815,000	24,750	12,525	37,275	852,275	835,000	
2028	3.000%	835,000	12,525	-	12,525	847,525	-	
		\$ 7,365,000	\$ 617,104	\$ 523,200	\$ 1,140,304	\$ 8,505,304		

Call Option: Anytime

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS  
Fiscal Year 2019-20**

General Obligation & Refunding		Funding: GOIS-MDD						\$ 5,965,000	
Series 2019		Date of Issue - May 2, 2019						Term - 10 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2019		\$ -	\$ -	\$ 47,640	\$ 47,640	\$ 47,640	\$ 5,965,000		
2020	3.0%	470,000	96,350	89,300	185,650	655,650	5,495,000		
2021	2.0%	475,000	89,300	84,550	173,850	648,850	5,020,000		
2022	2.0%	490,000	84,550	79,650	164,200	654,200	4,530,000		
2023	3.0%	500,000	79,650	72,150	151,800	651,800	4,030,000		
2024	3.0%	520,000	72,150	64,350	136,500	656,500	3,510,000		
2025	3.0%	530,000	64,350	56,400	120,750	650,750	2,980,000		
2026	4.0%	550,000	56,400	45,400	101,800	651,800	2,430,000		
2027	4.0%	575,000	45,400	33,900	79,300	654,300	1,855,000		
2028	4.0%	595,000	33,900	22,000	55,900	650,900	1,260,000		
2029	4.0%	620,000	22,000	9,600	31,600	651,600	640,000		
2030	3.0%	640,000	9,600	-	9,600	649,600	-		
		\$ 5,965,000	\$ 653,650	\$ 604,940	\$ 1,258,590	\$ 7,223,590			

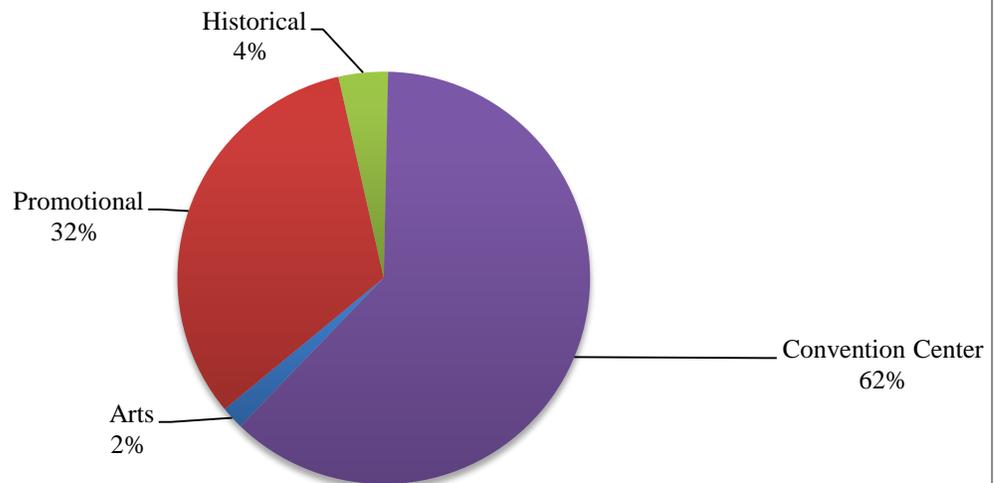
General Obligation: Convention Center		Funding: GOIS-MDD						\$ 16,600,000	
Series 2020		Date of Issue - September 1, 2019						Term - 10 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2020	4.00%	555,000	276,667	320,900	597,567	1,152,567	16,045,000		
2021	4.00%	580,000	320,900	309,300	630,200	1,210,200	15,465,000		
2022	4.00%	605,000	309,300	297,200	606,500	1,211,500	14,860,000		
2023	4.00%	625,000	297,200	284,700	581,900	1,206,900	14,235,000		
2024	4.00%	650,000	284,700	271,700	556,400	1,206,400	13,585,000		
2025	4.00%	680,000	271,700	258,100	529,800	1,209,800	12,905,000		
2026	4.00%	705,000	258,100	244,000	502,100	1,207,100	12,200,000		
2027	4.00%	735,000	244,000	229,300	473,300	1,208,300	11,465,000		
2028	4.00%	765,000	229,300	214,000	443,300	1,208,300	10,700,000		
2029	4.00%	795,000	214,000	198,100	412,100	1,207,100	9,905,000		
2030	4.00%	825,000	198,100	181,600	379,700	1,204,700	9,080,000		
2031	4.00%	860,000	181,600	164,400	346,000	1,206,000	8,220,000		
2032	4.00%	895,000	164,400	146,500	310,900	1,205,900	7,325,000		
2033	4.00%	930,000	146,500	127,900	274,400	1,204,400	6,395,000		
2034	4.00%	965,000	127,900	108,600	236,500	1,201,500	5,430,000		
2035	4.00%	1,000,000	108,600	88,600	197,200	1,197,200	4,430,000		
2036	4.00%	1,045,000	88,600	67,700	156,300	1,201,300	3,385,000		
2037	4.00%	1,085,000	67,700	46,000	113,700	1,198,700	2,300,000		
2038	4.00%	1,130,000	46,000	23,400	69,400	1,199,400	1,170,000		
2039	4.00%	1,170,000	23,400	-	23,400	1,193,400	-		
		16,600,000	3,858,667	3,582,000	7,440,667	24,040,667			



**CITY OF BAYTOWN  
HOTEL/MOTEL FUND 232  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Hotel/Motel Occupancy Tax	\$ 1,830,254	\$ 1,351,362	\$ 1,351,362	\$ 1,230,600
Interest Income	105,107	45,002	121,971	25,000
Miscellaneous	-	-	-	-
Total Revenues	<u>1,935,361</u>	<u>1,396,364</u>	<u>1,473,333</u>	<u>1,255,600</u>
<b>Expenditures</b>				
Personnel Services	226,082	245,735	236,624	256,705
Supplies	32,072	43,400	46,400	50,150
Maintenance	7,681	400,000	301,138	400,000
Services	841,049	930,100	2,111,130	1,083,080
Grant Partnerships	94,450	130,000	100,500	130,000
Total Operating	<u>1,201,334</u>	<u>1,749,235</u>	<u>2,795,792</u>	<u>1,919,935</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	11,714	-	-	-
Contingency	-	4,883,255	-	3,073,481
Total Expenditures	<u>1,213,048</u>	<u>6,632,490</u>	<u>2,795,792</u>	<u>4,993,416</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	722,313	(5,236,126)	(1,322,459)	(3,737,816)
<b>Fund Balance - Beginning</b>	4,753,091	5,475,404	5,475,404	4,152,945
<b>Fund Balance - Ending</b>	<u>\$ 5,475,404</u>	<u>\$ 239,278</u>	<u>\$ 4,152,945</u>	<u>\$ 415,129</u>
<b>Days of Operating Expenditures</b>	1,664	50	542	79

**Hotel/Motel Fund Expenditures by Function**



## 5030 HOTEL/MOTEL –PROGRAM SUMMARY

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### Program Description

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The Hotel/Motel Occupancy Tax provides a significant source of revenue for programs, special projects and events that are designed to directly enhance and promote tourism and the hotel industry, increasing overnight stays in Baytown. The Tourism Division actively promotes the community and its resources throughout the region, state of Texas, and beyond using strategic advertising, marketing and promotional programs intended to encourage leisure and business travel to Baytown. In addition, the Tourism Division promotes Baytown as a destination with the intent of generating a greater appreciation of the local historical, cultural, and natural resources; ultimately, improving the quality of life for Baytown citizens and visitors. The Parks and Recreation Department hosts and promotes events that encourage travel to Baytown.

### Major Goals

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- Support improvements in Baytown’s tourism product to create a multi-layered visitor experience.
- Strengthen community sense of pride.
- Effectively utilize Hotel Occupancy Tax funds.
- Improve Baytown’s attractiveness to potential overnight visitors.
- Improve quality of life for Baytown residents.
- Improve awareness of Baytown’s resources to potential visitors and residents.

### Major Objectives

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- Provide activities and promotions to enhance leisure and business tourism within the City of Baytown.
- Produce marketing strategies intended to increase overnight hotel activity with the City of Baytown.
- Facilitate the Hotel Occupancy Tax Tourism Partnership Program.
- Provide marketing, advertising and promotions of special events identified to interest visitors.
- Develop marketing and promotional campaigns that effectively cultivate an appreciation for the natural environment, arts, and historical preservation.
- Maintain the tourism kiosk and supply travelers with community information.
- Operate and maintain the Baytown Information Center at the historic Brunson Theater.
- Actively promote the community through statewide and nationwide networking initiatives.

**5030 HOTEL/MOTEL - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 161,563	\$ 161,717	\$ 167,328	\$ 167,498
71003	Part Time Wages	-	-	-	-
71009	Overtime	-	-	-	-
71021	Health Insurance	23,842	35,925	26,950	35,925
71022	TMRS	28,475	28,754	29,700	29,782
71023	FICA	11,989	12,048	12,427	12,813
71028	Workers Compensation	212	212	219	220
71043	Employee Incentives	-	7,079	-	10,467
	Total Personnel Services	226,081	245,735	236,624	256,705
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	163	2,600	2,600	2,600
72002	Postage Supplies	903	1,400	1,400	1,400
72004	Printing Supplies	5,565	9,600	9,600	9,600
72007	Wearing Apparel	1,597	1,800	1,800	1,800
72019	Supplies Purch For Resale	-	4,000	1,000	4,000
72021	Minor Tools	-	-	-	-
72041	Educational Supplies	23,844	24,000	30,000	30,750
	Total Supplies	32,072	43,400	46,400	50,150
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	56	-	1,138	-
73027	Heating & Cooling System Maint	7,594	-	-	-
73043	Motor Vehicle Maint	31	-	-	-
73044	Street Signs Maint	-	400,000	300,000	400,000
	Total Maintenance	7,681	400,000	301,138	400,000
<b>7400</b>	<b>Services</b>				
74002	Electric Service	18,113	13,000	13,000	142,400
74005	Natural Gas	2,029	2,000	2,000	24,500
74011	Equipment Rental	17,220	2,500	33,470	28,120
74021	Special Services	684,302	591,350	1,771,410	509,900
74036	Advertising	117,344	268,000	238,000	325,000
74042	Education & Training	17,628	24,000	24,000	22,100
74051	Non City Facility Rental	805	-	-	-
74087	Miscellaneous	(42,500)	-	-	-
74071	Association Dues	26,108	29,250	29,250	31,060
	Total Services	841,049	930,100	2,111,130	1,083,080
<b>7700</b>	<b>Sundry &amp; Other</b>				
77106	Little League Light Contr	-	5,000	5,000	5,000
77111	Grant Partnerships	94,450	125,000	95,500	125,000
	Total Sundry & Other	94,450	130,000	100,500	130,000
	Total Operating	1,201,333	1,749,235	2,795,792	1,919,935
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	11,714	-	-	-
80021	Special Programs	-	-	-	-
84042	Machinery & Equipment	-	-	-	-
84043	Motor Vehicles	-	-	-	-
	Total Capital Outlay	11,714	-	-	-
<b>9900</b>	<b>Contingencies</b>				
99002	Unforeseen/New Initiative	-	4,883,255	-	3,073,481
	Total Contingencies	-	4,883,255	-	3,073,481
	<b>TOTAL DEPARTMENT</b>	\$ 1,213,047	\$ 6,632,490	\$ 2,795,792	\$ 4,993,416

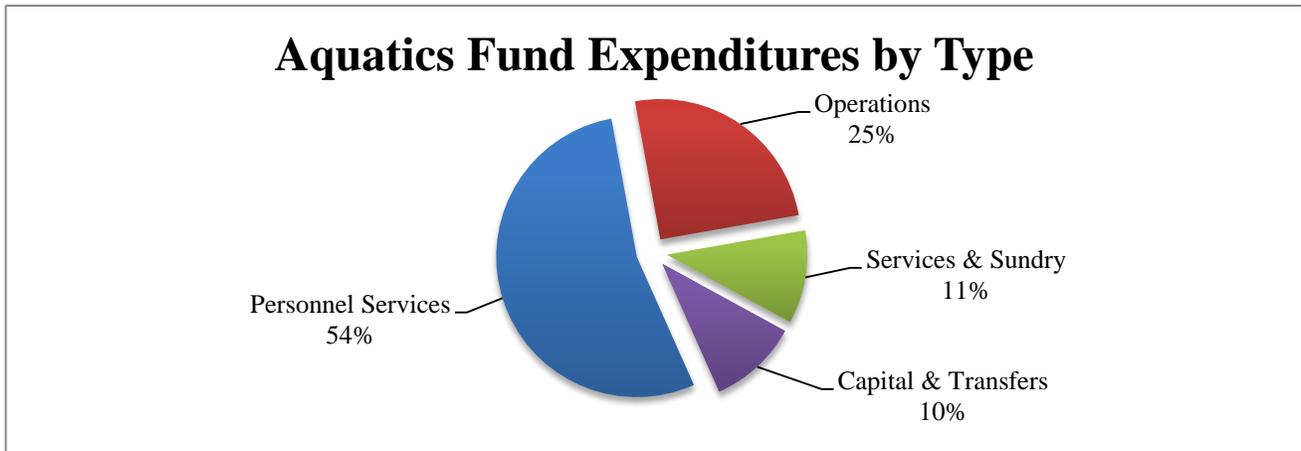
**CITY OF BAYTOWN  
HOTEL/MOTEL FUND  
FY20 BUDGET PROGRAMS**

	ARTS	PROMOTIONAL	HISTORICAL	CONVENTION CENTER	TOTAL
Baytown Historical Museum	-	-	12,000	-	12,000
Baytown Nature Center / Advertising	-	13,751	-	-	13,751
Baytown Tourism Advertising	-	165,672	-	-	165,672
Baytown Tourism Partnership Grant Program	-	100,000	25,000	-	125,000
Brunson Operating	-	-	151,000	-	151,000
Brunson Immersive Advertising	-	85,000	-	-	85,000
Economic Alliance	-	10,000	-	-	10,000
Expos, Training & Assc. Dues	-	43,160	-	-	43,160
Grito Fest Advertising	-	4,710	-	-	4,710
Nurture Nature Fest / Advertising	24,500	1,822	-	-	26,322
July 3rd/4th Festival Advertising	-	10,746	-	-	10,746
Personnel & Administrative Expenses	-	260,805	-	-	260,805
Pirates Bay Advertising	-	17,646	-	-	17,646
Republic of Texas Plaza	-	-	5,000	-	5,000
Special Tourism Events and Projects	4,550	32,216	-	-	36,766
Community Wayfinding & Street Media	-	400,000	-	-	400,000
Tourism Materials and Supplies	-	50,862	-	-	50,862
Tourism Retail Supplies and Services	-	5,341	-	-	5,341
Tourism Digital Media	-	35,704	-	-	35,704
Tourism Public Art Program	60,450	-	-	-	60,450
Unforeseen/New Initiatives	-	383,255	-	3,090,226	3,473,481
<b>TOTAL PROGRAMS</b>	<b>\$ 89,500</b>	<b>\$ 1,620,690</b>	<b>\$ 193,000</b>	<b>\$ 3,090,226</b>	<b>\$ 4,993,416</b>

**CITY OF BAYTOWN  
AQUATICS FUND 502  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Facility Rental	\$ 145,938	\$ 180,000	\$ 125,000	\$ 125,000
Aquatics	3,280,972	3,653,978	3,658,595	3,658,595
Concessions	366,315	335,000	365,000	365,000
Rentals-Miscellaneous	19,826	12,500	23,000	23,000
Miscellaneous	488	191	-	250
Overages And Shortages	196	-	-	-
Total Revenues	<u>3,813,735</u>	<u>4,181,669</u>	<u>4,171,595</u>	<u>4,171,845</u>
<b>Expenditures</b>				
Personnel Services	2,036,353	2,239,147	2,075,565	2,094,568
Supplies	503,210	535,475	396,930	551,875
Maintenance	298,621	394,298	418,418	426,425
Services	355,562	297,199	298,883	418,802
Total Operating	<u>3,193,745</u>	<u>3,466,119</u>	<u>3,189,795</u>	<u>3,491,670</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay*	21,979	604,127	454,014	377,135
Transfers Out	171,067	182,756	182,756	296,634
Contingency	-	150,000	150,000	150,000
Total Expenditures	<u>3,386,791</u>	<u>4,403,002</u>	<u>3,976,566</u>	<u>4,315,439</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	426,944	(221,333)	195,029	(143,594)
Budget to GAAP Adjustment	(13,801)			
<b>Working Capital - Beginning</b>	<u>638,001</u>	<u>1,051,144</u>	<u>1,051,144</u>	<u>1,246,174</u>
<b>Working Capital - Ending</b>	<u>\$ 1,051,144</u>	<u>\$ 829,811</u>	<u>\$ 1,246,174</u>	<u>\$ 1,102,580</u>
<b>Days of Operating Expenditures</b>	120	87	143	115

\* Includes \$1.00 per ticket set aside for the Water Parks capital replacement.



## 5000 AQUATICS – PROGRAM SUMMARY

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### Program Description

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The Aquatics Enterprise Fund consists of two waterparks, Pirates Bay Waterpark and Calypso Cove in the City of Baytown. The Pirates Bay Water Park is an award winning Caribbean themed 5 - acre waterpark which won the Aquatics International 2011 Dream Designs Award. It is operated by the Baytown Parks and Recreation Department, the family-friendly resort styled park opened in June 2010. Pirates Bay will be celebrating its 10 year anniversary season in 2020. Pirates Bay features attractions for everyone with zero beach entry, a large active and colorful Pirate themed water play center complete with a large dumping bucket and an awesome array of spray nozzles, and water guns, a 671 foot long lazy river and four large slide towers. Tower activities include fun for both the little ones and daredevils with everything from run-outs to racing tubes. One of the feature attractions is a FlowRider surfing machine. The FlowRider provides an endless moving mountain of water with all the excitement of ocean surfing that will challenge all who enter. The park also features a small rectangular pool for lap swimming and programs such as swim lessons, and lifeguard training. Two concession stands provide tasty burgers, hot dogs, chicken tenders, wraps, pizza and other snacks; and covered picnic areas invite visitors to rest between activities. An air conditioned party room is available year-round for rentals for family reunions and company outings. The park also offers seven large picnic pavilions available for rentals for birthday parties or family get-togethers. Pirates Bay has responded to demands by our guests with two expansions over the years which added four new slides, a wave pool, an outside restroom, and more seating areas.

Calypso Cove is a smaller Caribbean themed Water Park, located at N.C. Foote Park on West Main. The Park replaced a 1970 era pool and consists of two separate bodies of water. A shallow, zero beach entry pool that features several water guns, a small tot slide, a water mushroom and a large play feature with dumping bucket and is designed for the smaller children and families. A second pool located adjacent to the zero entry pool features a crossing activity, a 17 foot tall slide tower with a body slide and optional water volleyball net and basketball goal can also be placed in the pool. This pool is also used for swim lessons and other group activities. Calypso Cove also features large coolbrellas, picnic tables, lounge chairs and a bathhouse. Calypso Cove was recently re-plastered and is scheduled to have a makeover in the 2020 offseason as it prepares for its own 10<sup>th</sup> anniversary in 2021.

The Aquatics Division has five full time employees and over 350 part time employees included in the budget.

### Major Goals

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- Follow the guidelines of the Aquatic Facilities Study and the Strategic Master Plan for Pirates Bay Water Park to add and improve the aquatic facilities of the department.
- Support the accomplishment of the City Council's vision and priorities which include, but are not limited to: Development and Redevelopment, Infrastructure Maintenance and Improvement, and Creating a Community we can all be proud of.
- Expand recreation opportunities, especially for youth.
- Support the Council Goals Implementation Plan including Community Reputation and Image.

### Major Objectives

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- Continue to expand the spray parks as outlined in the Aquatic Facilities Master Plan
- Continue to add special events that will increase attendance and revenue such as the Itty Bitty Beach Party, Special Pirate Celebration, and Dive in movies.

### Services Provided

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- Group Swim Lessons
- Private Flowrider Lessons
- Dive In Movies
- Itty Bitty Beach Parties
- Special Pirate Celebration
- Full Park Rentals
- Birthday Party Packages

**5000 AQUATICS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 224,564	\$ 237,818	\$ 270,030	\$ 281,257
71003	Part Time Wages	1,454,732	1,633,517	1,633,517	1,633,517
71009	Overtime	50,697	22,000	3,613	22,000
71013	Accrual Pay	-	3,113	3,113	3,113
71021	Health Insurance	52,285	47,900	46,489	59,875
71022	TMRS	39,830	46,574	47,242	50,434
71023	FICA	131,395	144,212	50,567	21,700
71028	Workers Compensation	57,488	91,166	19,055	2,534
71041	Allowances	2,170	2,400	1,939	2,400
71043	Employee Incentives	-	10,447	-	17,738
71086	OPEB Expense	14,432			
71085	Actuarial Costs	8,762	-	-	-
	Total Personnel Services	2,036,354	2,239,147	2,075,565	2,094,568
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	14,929	10,200	14,711	10,200
72002	Postage Supplies	-	-	-	-
72004	Printing Supplies	1,517	2,000	1,469	2,000
72007	Wearing Apparel	27,225	26,800	31,948	26,800
72019	Supplies Purch For Resale	218,000	210,000	93,645	210,000
72021	Minor Tools	2,955	2,500	2,500	2,500
72026	Cleaning & Janitorial Sup	22,210	27,000	27,000	27,000
72028	Swimming Pool Supplies	53,087	35,000	35,000	35,000
72031	Chemical Supplies	142,296	200,000	161,776	200,000
72032	Medical Supplies	2,911	9,000	7,106	12,000
72041	Educational Supplies	14,696	7,975	7,975	7,975
72045	Computer Software Supplies	-	-	1,700	-
72046	Botanical Supplies	3,384	5,000	12,100	18,400
	Total Supplies	503,210	535,475	396,930	551,875
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	-	20,925	20,925	20,925
73011	Buildings Maintenance	20,628	172,500	245,493	268,500
73027	Heat & Cool Sys Maint	23,064	5,500	5,500	5,500
73028	Electrical Maintenance	8,464	25,500	25,500	25,500
73042	Machinery & Equip Maint	246,465	169,873	121,000	106,000
	Total Maintenance	298,621	394,298	418,418	426,425
<b>7400</b>	<b>Services</b>				
74001	Communication	2,376	2,000	2,000	2,000
74002	Electric Service	162,609	150,000	150,000	150,000
74005	Natural Gas	1,502	1,600	1,600	1,600
74021	Special Services	63,832	29,000	29,000	47,300
74029	Service Awards	859	6,000	6,000	6,000
74036	Advertising	120,083	102,000	102,000	202,000
74042	Education & Training	4,301	6,599	7,864	9,248
74071	Association Dues	-	-	419	654
	Total Services	355,562	297,199	298,883	418,802
	Total Operating	3,193,746	3,466,119	3,189,795	3,491,670
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	21,979	14,535	14,535	-
84061	Other Equipment *	-	107,000	107,135	107,135
	Total Capital Outlay	21,979	121,535	121,670	107,135

<b>5000 AQUATICS - SERVICE LEVEL BUDGET</b>
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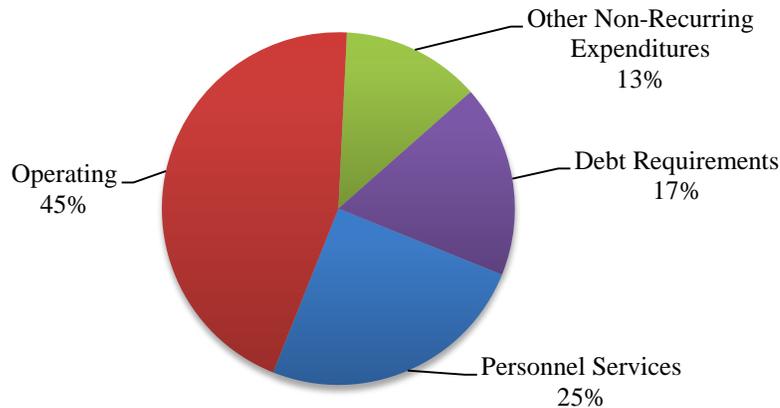
<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>8500</b>	<b>Construction In Progress</b>				
85001	Construction	-	282,592	332,345	270,000
85011	Engineering	-	200,000	-	-
	Total Capital Outlay	-	482,592	332,345	270,000
<b>9000</b>	<b>Other Financing Uses</b>				
91101	To General Fund	100,000	112,000	112,000	225,580
91522	To W W I S	71,067	70,756	70,756	71,054
91527	To CIPF - Water&Sewer	-	-	-	-
	Total Other Financing Uses	171,067	182,756	182,756	296,634
<b>9900</b>	<b>Contingency</b>				
99002	Unforeseen/New Initiative	-	150,000	150,000	150,000
	Total Contingency	-	150,000	150,000	150,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 3,386,792</b>	<b>\$ 4,403,002</b>	<b>\$ 3,976,566</b>	<b>\$ 4,315,439</b>

\* Includes \$1.00 per ticket set aside for the Water Parks capital replacement.

**CITY OF BAYTOWN  
WATER & SEWER FUND 520  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Intergovernmental	\$ 1,399,771	\$ 1,477,296	\$ 1,477,296	\$ 1,551,484
Operating Revenues	39,130,121	39,015,474	39,124,756	39,868,029
Non-operating Revenues	882,169	634,646	967,652	976,352
Miscellaneous	103,318	66,372	182,801	73,800
Transfers In	-	-	-	-
Total Revenues	<u>41,515,379</u>	<u>41,193,788</u>	<u>41,752,504</u>	<u>42,469,665</u>
<b>Expenditures by Type:</b>				
Personnel Services	10,126,831	10,320,643	9,840,281	10,729,774
Supplies	12,809,473	13,201,867	12,512,740	13,465,645
Maintenance	2,103,926	2,273,111	2,245,308	2,238,691
Services	2,835,469	3,289,795	3,296,353	3,562,355
Total Operating	<u>27,875,700</u>	<u>29,085,416</u>	<u>27,894,683</u>	<u>29,996,465</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	(97,557)	174,000	173,999	749,550
Debt Requirements	6,565,699	7,650,318	7,650,318	7,586,009
Transfers Out	5,210,095	3,960,293	3,960,293	4,676,732
Contingency	-	50,000	50,000	50,000
Total Expenditures	<u>39,553,937</u>	<u>40,920,027</u>	<u>39,729,293</u>	<u>43,058,756</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	1,961,442	273,761	2,023,211	(589,091)
Budget to GAAP Adjustment	(146,958)			
<b>Working Capital - Beginning</b>	<u>3,710,214</u>	<u>5,524,698</u>	<u>5,524,698</u>	<u>7,547,909</u>
<b>Working Capital - Ending</b>	<u>\$ 5,524,698</u>	<u>\$ 5,798,459</u>	<u>\$ 7,547,909</u>	<u>\$ 6,958,818</u>
<b>Days of Operating Expenditures</b>	72	73	99	85

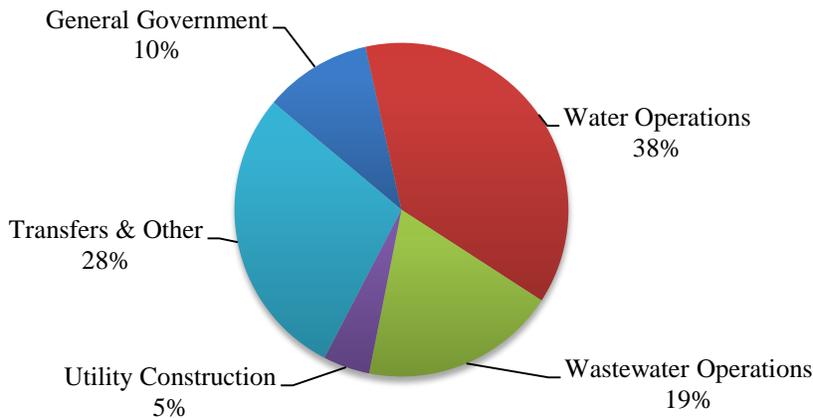
**Water & Sewer Fund Expenditures by Type**



**CITY OF BAYTOWN  
WATER & SEWER FUND 520  
BUDGET SUMMARY BY FUND**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
Intergovernmental	\$ 1,399,771	\$ 1,477,296	\$ 1,477,296	\$ 1,551,484
Operating Revenues	39,130,121	39,015,474	39,124,756	39,868,029
Non-operating Revenues	882,169	634,646	967,652	976,352
Miscellaneous	103,318	66,372	182,801	73,800
Transfers In	-	-	-	-
Total Revenues	<u>41,515,379</u>	<u>41,193,788</u>	<u>41,752,504</u>	<u>42,469,665</u>
<b>Expenditures by Function</b>				
General Government	3,751,497	4,150,152	4,070,366	4,493,614
Water Operations	15,398,281	15,756,898	14,879,980	16,190,695
Wastewater Operations	6,648,754	7,292,640	7,205,393	8,162,706
Utility Construction	1,979,611	2,109,726	1,962,943	1,949,000
Total Operating	<u>27,778,143</u>	<u>29,309,416</u>	<u>28,118,683</u>	<u>30,796,015</u>
Transfer to Debt Service	6,565,699	7,650,318	7,650,318	7,586,009
Transfer to Other Funds	5,210,095	3,960,293	3,960,293	4,676,732
	<u>11,775,794</u>	<u>11,610,611</u>	<u>11,610,611</u>	<u>12,262,741</u>
Total Expenditures	<u>39,553,937</u>	<u>40,920,027</u>	<u>39,729,294</u>	<u>43,058,756</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	1,961,442	273,761	2,023,211	(589,091)
Budget to GAAP Adjustment	(146,958)			
<b>Working Capital - Beginning</b>	<u>3,710,214</u>	<u>5,524,698</u>	<u>5,524,698</u>	<u>7,547,909</u>
<b>Working Capital - Ending</b>	<u>\$ 5,524,698</u>	<u>5,798,459</u>	<u>\$ 7,547,909</u>	<u>\$ 6,958,818</u>

**Water & Sewer Fund Expenditures by Function**

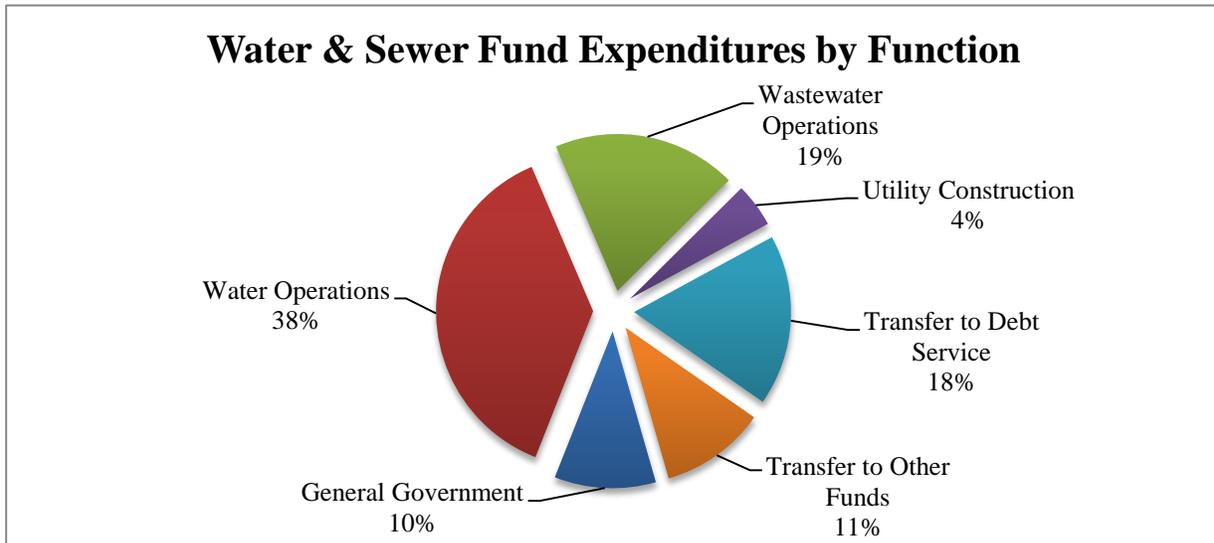


**CITY OF BAYTOWN**  
**WATER & SEWER FUND REVENUE DETAIL**

<b>Revenue</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
BAWA - Contract Services	\$ 1,399,771	\$ 1,477,296	\$ 1,477,296	\$ 1,551,484
Total Intergovernmental	<u>1,399,771</u>	<u>1,477,296</u>	<u>1,477,296</u>	<u>1,551,484</u>
Sale Of Water	20,645,186	20,042,892	20,042,892	20,443,750
Sewer Service	17,034,121	17,732,183	17,732,183	18,086,827
Penalties	723,246	674,801	690,920	674,801
Pollution Control Fees	570,338	419,398	499,114	502,096
W & S Surcharge	6	-	-	-
PSLIP Program	157,225	146,200	159,647	160,555
Operating Revenues	<u>39,130,121</u>	<u>39,015,474</u>	<u>39,124,756</u>	<u>39,868,029</u>
Turn-On Fees	603,869	388,386	655,252	661,803
Water Tap Fees	253,250	230,460	287,550	290,550
Sewer Tap Fees	25,050	14,800	23,850	23,999
OT Turn-On Fees	-	1,000	1,000	-
Non-operating Revenues	<u>882,169</u>	<u>634,646</u>	<u>967,652</u>	<u>976,352</u>
Investment Interest	87,352	61,574	178,003	67,550
Interest On Receivables	21	-	-	-
Miscellaneous	16,738	5,036	5,036	6,250
Overages And Shortages	(793)	(238)	(238)	-
Total Miscellaneous	<u>103,318</u>	<u>66,372</u>	<u>182,801</u>	<u>73,800</u>
From Odd Trust & Agency	-	-	-	-
Total Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenues</b>	<u><u>\$ 41,515,379</u></u>	<u><u>\$ 41,193,788</u></u>	<u><u>\$ 41,752,504</u></u>	<u><u>\$ 42,469,665</u></u>

**CITY OF BAYTOWN  
WATER & SEWER FUND 520  
BUDGET SUMMARY BY DEPARTMENT**

Department Name	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>General Government</b>				
Fiscal Operations	\$ 2,054,418	\$ 2,273,331	\$ 2,233,432	\$ 2,500,865
General Overhead	1,697,079	1,876,821	1,836,934	1,992,749
Total General Government	<u>3,751,497</u>	<u>4,150,152</u>	<u>4,070,366</u>	<u>4,493,614</u>
<b>Water Operations</b>				
Utility Transmission	1,996,277	2,001,345	1,872,894	1,914,150
Treated Water	12,119,280	12,205,257	11,515,130	12,449,362
Water Treatment	1,282,724	1,550,296	1,491,956	1,827,183
Total Water Operations	<u>15,398,281</u>	<u>15,756,898</u>	<u>14,879,980</u>	<u>16,190,695</u>
<b>Wastewater Operations</b>				
Wastewater Treatment	6,236,145	6,855,624	6,763,855	7,710,227
Pollution Control	412,610	437,016	441,538	452,479
Total Wastewater Operations	<u>6,648,754</u>	<u>7,292,640</u>	<u>7,205,393</u>	<u>8,162,706</u>
<b>Utility Construction</b>				
Construction	1,979,611	2,109,726	1,962,943	1,949,000
Total Utility Construction	<u>1,979,611</u>	<u>2,109,726</u>	<u>1,962,943</u>	<u>1,949,000</u>
Total Operations	24,026,646	25,159,264	24,048,317	26,302,401
<b>Transfers Out</b>				
Transfer to Debt Service	6,565,699	7,650,318	7,650,318	7,586,009
Transfer to Other Funds	5,210,095	3,960,293	3,960,293	4,676,732
Total Transfers	<u>11,775,794</u>	<u>11,610,611</u>	<u>11,610,611</u>	<u>12,262,741</u>
<b>Water &amp; Sewer Fund Total</b>	<u>\$ 39,553,937</u>	<u>\$ 40,920,027</u>	<u>\$ 39,729,294</u>	<u>\$ 43,058,756</u>



**CITY OF BAYTOWN**  
**WATER & SEWER FUND 520**  
**BUDGET SUMMARY BY ACCOUNT**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 5,557,170	\$ 5,585,609	\$ 5,313,373	\$ 5,946,626
71009	Overtime	212,696	301,500	249,474	291,500
71011	Extra Help/Temporary	1,831	2,500	13,980	11,500
71021	Health Insurance	1,364,683	1,495,077	1,471,975	1,495,080
71022	TMRS	1,019,519	1,048,730	972,861	972,944
71023	FICA	410,234	416,514	399,620	418,617
71028	Workers Compensation	97,272	105,834	93,427	97,130
71041	Allowances	14,724	15,000	15,692	16,800
71043	Employee Incentives	-	201,476	161,475	331,174
71085	ACTUARIAL COSTS (GASB-68)	119,324	-	-	-
71086	OPEB EXPENSE	369,422	-	-	-
71081	Retired Employee Benefits	960,842	1,148,403	1,148,403	1,148,403
71091	Personnel Services Reimb	(885)			
	Total Personnel Services	<u>10,126,831</u>	<u>10,320,643</u>	<u>9,840,281</u>	<u>10,729,774</u>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	23,295	26,430	26,430	26,430
72002	Postage Supplies	134,058	198,834	198,834	198,834
72004	Printing Supplies	170	1,700	1,700	1,700
72007	Wearing Apparel	33,110	36,166	36,166	36,166
72016	Motor Vehicle Supplies	181,928	179,500	180,500	180,500
72021	Minor Tools	41,634	50,380	50,380	69,053
72022	Fuel For Generators	18,318	20,000	20,000	20,000
72026	Cleaning & Janitorial Sup	6,930	6,500	6,500	6,500
72031	Chemical Supplies	250,607	476,700	476,700	476,700
72032	Medical Supplies	154	400	400	400
72052	Treated Water Supplies	12,119,269	12,205,257	11,515,130	12,449,362
	Total Supplies	<u>12,809,473</u>	<u>13,201,867</u>	<u>12,512,740</u>	<u>13,465,645</u>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	12,894	57,430	57,430	57,430
73011	Buildings Maintenance	19,848	20,500	20,500	20,500
73022	Sanitary Sewers Maint	77,405	80,000	80,000	80,000
73023	Water Distrib Sys Maint	429,560	435,000	405,026	415,000
73024	Reservoirs & Wells Maint	3,723	7,000	7,000	7,000
73025	Streets Sidewalks & Curbs	47,003	35,000	35,000	35,000
73027	Heat & Cool Sys Maint	5,723	11,420	11,420	30,000
73042	Machinery & Equip Maint	665,401	660,000	660,000	565,000
73041	Furniture/Fixtures Maint	3,787	-	-	-
73043	Motor Vehicles Maint	317,284	334,000	336,171	336,000
73047	Meters & Settings Maint	509,798	616,395	616,395	676,395
73055	Maintenance On Computers	11,500	16,366	16,366	16,366
	Total Maintenance	<u>2,103,926</u>	<u>2,273,111</u>	<u>2,245,308</u>	<u>2,238,691</u>

**CITY OF BAYTOWN  
WATER & SEWER FUND 520  
BUDGET SUMMARY BY ACCOUNT**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7400</b>	<b>Services</b>				
74001	Communication	496	-	505	-
74002	Electric Service	1,812,791	1,725,000	1,725,000	1,705,000
74005	Natural Gas	472	500	860	1,360
74011	Equipment Rental	18,758	21,500	27,194	30,000
74021	Special Services	683,464	1,148,458	1,148,458	1,423,458
74022	Audits	-	-	-	-
74026	Janitorial Services	7,143	7,200	7,200	7,200
74042	Education & Training	58,806	55,155	55,155	57,355
74050	Disposal Services	252,934	331,000	331,000	337,000
74071	Association Dues	606	982	982	982
	Total Services	<u>2,835,469</u>	<u>3,289,795</u>	<u>3,296,353</u>	<u>3,562,355</u>
	Total Operating	27,875,700	29,085,416	27,894,683	29,996,465
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	(97,617)	-	-	-
83024	Reservoirs & Wells	-	-	-	-
83027	Heating & Cooling System	-	-	-	-
83039	Other Improvements	-	-	-	-
84042	Machinery & Equipment	-	146,000	146,000	319,550
84043	Motor Vehicles	-	28,000	27,999	430,000
83035	Meters & Connections	60			
86011	Capital Lease Payment	-	-	-	-
	Total Capital Outlay	<u>(97,557)</u>	<u>174,000</u>	<u>173,999</u>	<u>749,550</u>
<b>9000</b>	<b>Other Financing Uses</b>				
91101	To General Fund	1,983,016	1,099,011	1,099,011	1,153,962
91350	To General Cap Project Fund	115,995			
91450	To Accrued Leave-General	224,400	448,800	448,800	448,800
91522	To W W I S	6,565,699	7,650,318	7,650,318	7,586,009
91527	To CIPF - Water&Sewer	2,474,203	2,000,000	2,000,000	2,661,488
91550	To Internal Service Fnd	205,859	205,860	205,860	205,860
91552	To Warehouse Operations	206,622	206,622	206,622	206,622
	Total Other Financing Uses	<u>11,775,794</u>	<u>11,610,611</u>	<u>11,610,611</u>	<u>12,262,741</u>
<b>9900</b>	<b>Contingencies</b>				
99001	Contingencies	-	50,000	50,000	50,000
	Total Contingencies	<u>-</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
	<b>TOTAL EXPENDITURES</b>	<u>\$ 39,553,937</u>	<u>\$ 40,920,027</u>	<u>\$ 39,729,294</u>	<u>\$ 43,058,756</u>

## 1030 UTILITY BILLING & COLLECTIONS – PROGRAM SUMMARY

### Program Description

Within the Water & Sewer Fund, the Utility Billing Division is responsible for the weekly, bi-monthly, and monthly procedures related to the billing of water, sewer, and garbage services provided to the citizens. They ensure the customer meters are properly read and billed for services received; generate weekly, bi-monthly, and monthly bills; monitor and disburse security deposits; process past due accounts; test, repair, and replace meters; curtail theft of service and report line leaks for repair. The main priority of the division is to provide excellent customer service.

The Collection Division provides cash receipts system training to other City Departments. Processes and monitors: Industrial District In-Lieu-of Tax; solid waste gross receipts tax; hotel occupancy tax; franchise fees; water, sewer, garbage and storm water receipts; sales tax receipts; property tax deposits; and receipts for City leased land and buildings.

### Major Goals

- Provide excellent customer service 100% of the time.
- Exceed the customer's expectations.
- Maintain a high level of accuracy in billing.
- Maintain meter reading accuracy at 99.9%.
- Carry out the vision established through the codes and ordinances of the City of Baytown.

### Major Objectives

- Accurately bill utility customers per City Ordinance.
- Process payments in a timely manner.
- Obtain accurate meter readings and stay on schedule for monthly readings.
- Curtail theft of service.
- Test, repair, and replace meters to assure precise readings for accurate billing.
- Provide training and cross-training for all employees.

**1030 UTILITY BILLING & COLLECTIONS - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 888,080	\$ 885,592	\$ 842,469	\$ 1,035,901
71003	Part Time Wages	-	-	-	-
71009	Overtime	8,431	15,000	15,000	15,000
71011	Extra Help/Temporary	1,831	2,500	13,980	11,500
71021	Health Insurance	230,987	249,678	249,678	249,679
71022	TMRS	158,322	160,413	152,324	154,489
71023	FICA	62,508	62,109	62,262	66,473
71028	Workers Compensation	5,811	6,098	5,779	5,682
71041	Allowances	1,800	1,800	1,800	-
	<b>Total Personnel Services</b>	<b>1,357,770</b>	<b>1,383,190</b>	<b>1,343,291</b>	<b>1,538,724</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	8,143	11,730	11,730	11,730
72002	Postage Supplies	126,525	188,834	188,834	188,834
72004	Printing Supplies	170	1,700	1,700	1,700
72007	Wearing Apparel	4,190	3,366	3,366	3,366
72016	Motor Vehicle Supplies	15,839	16,500	16,500	16,500
72021	Minor Tools	15,156	15,655	15,655	27,655
72026	Cleaning & Janitorial Sup	1,688	1,500	1,500	1,500
	<b>Total Supplies</b>	<b>171,711</b>	<b>239,285</b>	<b>239,285</b>	<b>251,285</b>
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	9,856	10,000	10,000	10,000
73041	Furniture/Fixtures Maint	3,787	-	-	-
73043	Motor Vehicles Maint	(1,538)	11,000	11,000	11,000
73047	Meters & Settings Maint	394,159	491,395	491,395	551,395
73055	Maintenance On Computers	11,500	16,366	16,366	16,366
	<b>Total Maintenance</b>	<b>417,764</b>	<b>528,761</b>	<b>528,761</b>	<b>588,761</b>
<b>7400</b>	<b>Services</b>				
74001	Communication	-	-	-	-
74002	Electric Service	6,035	5,000	5,000	5,000
74021	Special Services	89,859	98,958	98,958	98,958
74026	Janitorial Services	7,143	7,200	7,200	7,200
74042	Education & Training	1,939	10,455	10,455	10,455
74071	Association Dues	536	482	482	482
	<b>Total Services</b>	<b>105,512</b>	<b>122,095</b>	<b>122,095</b>	<b>122,095</b>
	<b>Total Operating</b>	<b>2,052,757</b>	<b>2,273,331</b>	<b>2,233,432</b>	<b>2,500,865</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	1,661	-	-	-
84043	Motor Vehicles	-	-	-	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,054,418</b>	<b>\$ 2,273,331</b>	<b>\$ 2,233,432</b>	<b>\$ 2,500,865</b>

**1190 WATER & SEWER GENERAL OVERHEAD - SERVICE LEVEL BUDGET**

Water & Sewer General Overhead codifies expenditures that are not directly associated with any other department within the Water & Sewer Fund. The major components are insurance, special programs and contingencies.

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 109,969	\$ 113,668	\$ 81,484	\$ 104,100
71021	Health Insurance	16,329	17,962	17,962	17,963
71022	TMRS	19,674	20,530	14,467	18,509
71023	FICA	8,368	8,331	6,231	7,964
71028	Workers Compensation	144	152	107	137
71041	Allowances	1,662	1,800	1,800	-
71043	Employee Incentives	-	161,475	161,475	291,173
71081	Retired Employee Benefits	960,842	1,148,403	1,148,403	1,148,403
71085	Actuarial Costs (GASB-68)	119,324	-	-	-
71086	OPEB Expense	369,422	-	-	-
	Total Personnel Services	1,605,734	1,472,321	1,431,929	1,588,249
<b>7400</b>	<b>Services</b>				
74001	Communication	496	-	505	-
74021	Special Services	90,849	354,500	354,500	354,500
74022	Audits	-	-	-	-
	Total Services	91,345	354,500	355,005	354,500
	Total Operating	1,697,079	1,826,821	1,786,934	1,942,749
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	-	-	-	-
83027	Heating & Cooling System	-	-	-	-
84042	Machinery & Equipment	-	-	-	-
86011	Capital Lease Payment	-	-	-	-
	Total Capital Outlay	-	-	-	-
<b>9100</b>	<b>Transfers Out</b>				
91101	To General Fund	-	-	-	-
	Total Transfers Out	-	-	-	-
<b>9900</b>	<b>Contingencies</b>				
99001	Contingencies	-	50,000	50,000	50,000
	Total Contingencies	-	50,000	50,000	50,000
	<b>TOTAL DEPARTMENT</b>	\$ 1,697,079	\$ 1,876,821	\$ 1,836,934	\$ 1,992,749

## **3040 WATER OPERATIONS – PROGRAM SUMMARY**

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### **Program Description**

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The Utility Transmission division is responsible for the operation and maintenance of the water distribution system, which includes transmission lines, elevated storage tanks, and well sites. This division also oversees the hydrant flushing program and leak detection program. This division operates a restoration crew responsible for repairing and/or replacing streets, driveways, curbs, gutters and sidewalks damaged or removed during the repair of water utilities. They also assist the Drainage Division with concrete work and Community Development Block Grant (CDBG) projects.

### **Major Goals**

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- Operate and maintain a reliable distribution system with the ability to deliver a sufficient quantity of safe and good quality water under adequate pressure to the utilities' customers at all times.
- Obtain water and sewer certificates for all employees.
- Maintain the wastewater collection system in order to provide a safe environment for the citizens of Baytown.

### **Major Objectives**

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- Continue to meet or exceed all Texas Commission on Environmental Quality (TCEQ) Rules and Regulations for water production and water distribution, to maintain the City's "Superior Public Water System" rating by the TCEQ.
- Continue to meet or exceed all TCEQ Rules and Regulations for wastewater collection.

**3040 WATER OPERATIONS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,763,016	\$ 1,711,993	\$ 1,624,438	\$ 2,001,372
71009	Overtime	86,159	115,000	115,000	105,000
71021	Health Insurance	427,195	468,222	445,120	480,198
71022	TMRS	327,001	325,716	299,474	300,534
71023	FICA	131,267	128,761	122,921	129,306
71028	Workers Compensation	44,417	46,758	41,317	42,719
71041	Allowances	6,222	6,360	7,551	13,200
71043	Employee Incentives	-	40,001	-	40,001
	Total Personnel Services	2,785,277	2,842,811	2,655,822	3,112,330
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	749	1,200	1,200	1,200
72007	Wearing Apparel	8,356	9,000	9,000	9,000
72016	Motor Vehicle Supplies	62,967	55,000	55,000	55,000
72021	Minor Tools	9,843	15,500	15,500	22,173
72031	Chemical Supplies	679	1,500	1,500	1,500
72032	Medical Supplies	32	200	200	200
72052	Treated Water Supplies	12,119,269	12,205,257	11,515,130	12,449,362
	Total Supplies	12,201,894	12,287,657	11,597,530	12,538,435
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	12,894	12,430	12,430	12,430
73011	Buildings Maintenance	-	500	500	500
73022	Sanitary Sewers Maint	73			
73023	Water Distrib Sys Maint	232,526	205,000	205,026	210,000
73024	Reservoirs & Wells Maint	3,723	7,000	7,000	7,000
73025	Streets Sidewalks & Curbs	43,242	35,000	35,000	35,000
73042	Machinery & Equip Maint	352	2,000	2,000	2,000
73043	Motor Vehicles Maint	90,392	110,000	110,171	110,000
73047	Meters & Settings Maint	564	15,000	15,000	15,000
	Total Maintenance	383,766	386,930	387,127	391,930
<b>7400</b>	<b>Services</b>				
74002	Electric Service	18,591	20,000	20,000	-
74011	Equipment Rental	15,481	15,000	15,000	15,000
74021	Special Services	99,018	120,000	120,000	120,000
74042	Education & Training	12,955	11,500	11,500	13,000
	Total Services	146,044	166,500	166,500	148,000
	Total Operating	15,516,983	15,683,898	14,806,980	16,190,695
<b>8000</b>	<b>Capital Outlay</b>				
80001	Items < \$10,000	(118,702)			
84042	Machinery & Equipment	-	73,000	73,000	-
	Total Capital Outlay	(118,702)	73,000	73,000	-
	<b>TOTAL DEPARTMENT</b>	\$ 15,398,281	\$ 15,756,898	\$ 14,879,980	\$ 16,190,695

## **3050 WASTEWATER OPERATIONS – PROGRAM SUMMARY**

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### **Program Description**

The Wastewater Treatment division is responsible for the treatment and discharge of sanitary sewage per Texas Commission on Environmental Quality (TCEQ) and Environmental Protection Agency (EPA) Rules and Regulations. This division is responsible for the operation and maintenance of all wastewater treatment plants and oversees a crew responsible for the maintenance and operation of all sanitary sewer lift stations.

### **Major Goals**

- Operate and maintain four Wastewater Treatment plants in compliance with health department, TCEQ and EPA Rules and Regulations at all times.
- Operate and maintain 82 lift stations to avoid sanitary sewer overflows or customer outages.

### **Major Objectives**

- Continue to meet TCEQ, EPA, and the City of Baytown Rules and Regulations at all times.
- Monitor and maintain the records for the Sanitary Sewer Overflow Initiative program.
- Eliminate Sanitary Sewer Overflows

**3050 WASTEWATER OPERATIONS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,999,310	\$ 2,093,003	\$ 2,027,060	\$ 2,062,905
71009	Overtime	51,091	91,500	90,235	91,500
71021	Health Insurance	472,452	519,715	519,715	507,740
71022	TMRS	362,256	389,100	367,808	367,426
71023	FICA	145,470	155,396	151,023	158,085
71028	Workers Compensation	27,907	31,766	28,838	30,840
71041	Allowances	5,040	5,040	4,541	3,600
71091	Personnel Services Reimb	(885)			
	Total Personnel Services	3,062,640	3,285,520	3,189,220	3,222,096
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	12,446	11,500	11,500	11,500
72002	Postage Supplies	7,533	10,000	10,000	10,000
72007	Wearing Apparel	10,870	14,000	14,000	14,000
72016	Motor Vehicle Supplies	41,125	53,000	54,000	54,000
72021	Minor Tools	7,456	10,600	10,600	10,600
72022	Fuel For Generators	18,318	20,000	20,000	20,000
72026	Cleaning & Janitorial Sup	5,242	5,000	5,000	5,000
72031	Chemical Supplies	225,658	450,200	450,200	450,200
	Total Supplies	328,648	574,300	575,300	575,300
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	-	45,000	45,000	45,000
73011	Buildings Maintenance	9,992	10,000	10,000	10,000
73022	Sanitary Sewers Maint	29			
73027	Heat & Cool Sys Maint	5,723	11,420	11,420	30,000
73042	Machinery & Equip Maint	661,052	653,000	653,000	553,000
73043	Motor Vehicles Maint	88,186	63,000	65,000	65,000
73047	Meters & Settings Maint	117			
	Total Maintenance	765,098	782,420	784,420	703,000
<b>7400</b>	<b>Services</b>				
74002	Electric Service	1,788,165	1,700,000	1,700,000	1,700,000
74005	Natural Gas	472	500	860	1,360
74011	Equipment Rental	1,397	1,500	7,194	10,000
74021	Special Services	400,723	568,000	568,000	843,000
74042	Education & Training	29,183	20,900	20,900	20,900
74050	Disposal Services	252,934	331,000	331,000	337,000
74071	Association Dues	70	500	500	500
	Total Services	2,472,944	2,622,400	2,628,454	2,912,760
	Total Operating	6,629,330	7,264,640	7,177,394	7,413,156
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	19,424	-	-	-
84042	Machinery & Equipment	-	-	-	319,550
84043	Motor Vehicles	-	28,000	27,999	430,000
	Total Capital Outlay	19,424	28,000	27,999	749,550
	<b>TOTAL DEPARTMENT</b>	\$ 6,648,754	\$ 7,292,640	\$ 7,205,393	\$ 8,162,706

## **3060 UTILITY CONSTRUCTION – PROGRAM SUMMARY**

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### **Program Description**

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The City of Baytown's Utility Construction Division provides the crews responsible for monitoring the wastewater collection system, installing water and sewer taps and maintaining utility transmission infrastructure. This division monitors the wastewater collection system, records all sanitary sewers overflows (SSO's), and performs video inspections and smoke testing on the wastewater collection system. It also installs all new water and sewer taps and inspects/replaces existing sewer taps. This division operates a rehabilitation crew responsible for the maintenance of large utility transmission lines and large meters, and the replacement of public water lines, fire hydrants, valves, and service taps.

### **Major Goals**

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- Maintain a reliable water transmission system at all times.
- Maintain the wastewater collection system in order to provide a safe environment for the citizens of Baytown.
- Obtain water and sewer certificates/licenses for all employees.
- Maintain a maximum two-week schedule or better on installation of water and sewer taps.

### **Major Objectives**

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- Provide required safety and regulatory training.
- Continue to meet or exceed all Texas Commission on Environmental Quality (TCEQ) Rules and Regulations for wastewater collection.
- Provide a continuous, uninterrupted supply of water to the distribution system by implementing preventative maintenance programs and making timely repairs.

**3060 UTILITY CONSTRUCTION - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 796,795	\$ 781,353	\$ 737,922	\$ 742,348
71009	Overtime	67,015	80,000	29,239	80,000
71021	Health Insurance	217,720	239,500	239,500	239,500
71022	TMRS	152,266	152,971	138,789	131,986
71023	FICA	62,621	61,917	57,184	56,789
71028	Workers Compensation	18,992	21,060	17,385	17,752
	Total Personnel Services	1,315,410	1,336,801	1,220,018	1,268,375
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	1,957	2,000	2,000	2,000
72007	Wearing Apparel	9,694	9,800	9,800	9,800
72016	Motor Vehicle Supplies	61,997	55,000	55,000	55,000
72021	Minor Tools	9,179	8,625	8,625	8,625
72031	Chemical Supplies	24,271	25,000	25,000	25,000
72032	Medical Supplies	122	200	200	200
	Total Supplies	107,219	100,625	100,625	100,625
<b>7300</b>	<b>Maintenance</b>				
73022	Sanitary Sewers Maint	77,303	80,000	80,000	80,000
73023	Water Distrib Sys Maint	197,034	230,000	200,000	205,000
73025	Streets Sidewalks & Curbs	3,761	-	-	-
73042	Machinery & Equip Maint	3,998	5,000	5,000	10,000
73043	Motor Vehicles Maint	140,244	150,000	150,000	150,000
73047	Meters & Settings Maint	114,957	110,000	110,000	110,000
	Total Maintenance	537,298	575,000	545,000	555,000
<b>7400</b>	<b>Services</b>				
74011	Equipment Rental	1,880	5,000	5,000	5,000
74021	Special Services	3,015	7,000	7,000	7,000
74042	Education & Training	14,729	12,300	12,300	13,000
	Total Services	19,624	24,300	24,300	25,000
	Total Operating	1,979,551	2,036,726	1,889,943	1,949,000
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	-	-	-	-
83023	Water Distribution System	-	-	-	-
83024	Reservoirs & Wells	-	-	-	-
83029	Sewer Connections	-	-	-	-
83035	Meters & Connections	60	-	-	-
84042	Machinery & Equipment	-	73,000	73,000	-
84043	Motor Vehicles	-	-	-	-
	Total Capital Outlay	60	73,000	73,000	-
	<b>TOTAL DEPARTMENT</b>	\$ 1,979,611	\$ 2,109,726	\$ 1,962,943	\$ 1,949,000

**9010 TRANSFERS OUT - SERVICE LEVEL BUDGET**

This cost center represents funding to other funds and costs allocation for operating services.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>9000</b>	<b>Other Financing Uses</b>				
91101	To General Fund	\$ 1,983,016	\$ 1,099,011	\$ 1,099,011	\$ 1,153,962
91350	To General Cap Project Fund	\$ 115,995			
91450	To Accrued Leave-General	224,400	448,800	448,800	448,800
91522	To W W I S	6,565,699	7,650,318	7,650,318	7,586,009
91527	To CIPF - Water&Sewer	2,474,203	2,000,000	2,000,000	2,661,488
91550	To Internal Service Fnd	205,859	205,860	205,860	205,860
91552	To Warehouse Operations	206,622	206,622	206,622	206,622
	Total Other Financing Uses	11,775,794	11,610,611	11,610,611	12,262,741
	<b>TOTAL DEPARTMENT</b>	\$ 11,775,794	\$ 11,610,611	\$ 11,610,611	\$ 12,262,741

**CITY OF BAYTOWN**  
**WATER & WASTEWATER INTEREST & SINKING (WWIS) FUND 522**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>BEGINNING CASH BALANCE</b>	\$ 2,276,610	\$ 2,096,080	\$ 2,096,080	\$ 2,623,146
<b>Add:</b>				
Investment Interest	29,513	18,000	41,895	18,000
From Aquatics Fund	71,067	70,756	70,756	71,054
Revenue From MDD Fund	1,362,642	373,554	373,554	367,221
From Water And Sewer Fund	6,565,699	7,650,318	7,650,318	7,586,009
Total Revenues	<u>8,028,921</u>	<u>8,112,628</u>	<u>8,136,523</u>	<u>8,042,284</u>
<b>FUNDS AVAILABLE FOR DEBT SERVICE</b>				
	10,305,531	10,208,708	10,232,603	10,665,430
<b>Deduct:</b>				
Bond Principal	1,155,000	1,180,000	1,180,000	1,640,000
Interest On Bonds	806,431	769,572	769,572	1,585,625
Fiscal Agent Fees	3,500	36,000	36,000	36,000
Issuance Cost	-	-	-	-
Amortize Issuance Costs	-	50,000	50,000	50,000
To G O I S	6,137,902	5,460,915	5,460,915	5,481,179
Expense - BAWA Fund	106,618	112,970	112,970	111,036
Total Deductions	<u>8,209,451</u>	<u>7,609,457</u>	<u>7,609,457</u>	<u>8,903,840</u>
<b>ENDING CASH BALANCE</b>	<u>\$ 2,096,080</u>	<u>\$ 2,599,251</u>	<u>\$ 2,623,146</u>	<u>\$ 1,761,590</u>

**CITY OF BAYTOWN  
WATER AND SEWER SYSTEM  
SUMMARY OF FY 2019-20 DEBT REQUIREMENTS**

Series	Obligation	Amount of Issue	Principal Outstanding Oct. 1, 2019	Principal & Interest Requirements for 2019-20			Principal Outstanding Sept. 30, 2020
				Principal	Interest	Total	
2013	Certificates of Obligation	<sup>1</sup> 16,500,000	12,400,000	730,000	371,663	1,101,663	11,670,000
2014	Certificates of Obligation	<sup>2</sup> 11,715,000	9,535,000	480,000	352,406	832,406	9,055,000
2019	Certificates of Obligation	18,440,000	18,440,000	430,000	861,557	1,291,557	18,010,000
	Subtotal	46,655,000	40,375,000	1,640,000	1,585,625	3,225,625	38,735,000
<b><u>Transfer to GOIS:</u></b>							
2011	General Obligation & Refunding	<sup>3</sup> 3,590,000	1,925,200	224,000	78,196	302,196	1,701,200
2012	General Obligation & Refunding	<sup>3</sup> 9,790,000	5,817,246	733,634	206,991	940,625	5,083,612
2014	General Obligation & Refunding	<sup>3</sup> 6,242,624	2,730,187	287,694	100,820	388,514	2,442,493
2015	General Obligation & Refunding	<sup>3</sup> 13,218,231	9,991,041	852,804	444,423	1,297,227	9,138,237
2016	General Obligation & Refunding	<sup>3</sup> 22,699,658	18,927,709	1,791,675	772,118	2,563,793	17,136,034
	Subtotal	55,540,513	39,391,383	3,889,807	1,602,548	5,492,355	35,501,576
<b><u>Transfer to BAWA:</u></b>							
2006	Revenue Bonds	1,000,000	316,875	97,500	13,536	111,036	219,375
Total Water & Sewer Debt		\$ 103,195,513	\$ 80,083,258	\$ 5,627,307	\$ 3,201,709	\$ 8,829,016	\$ 74,455,951

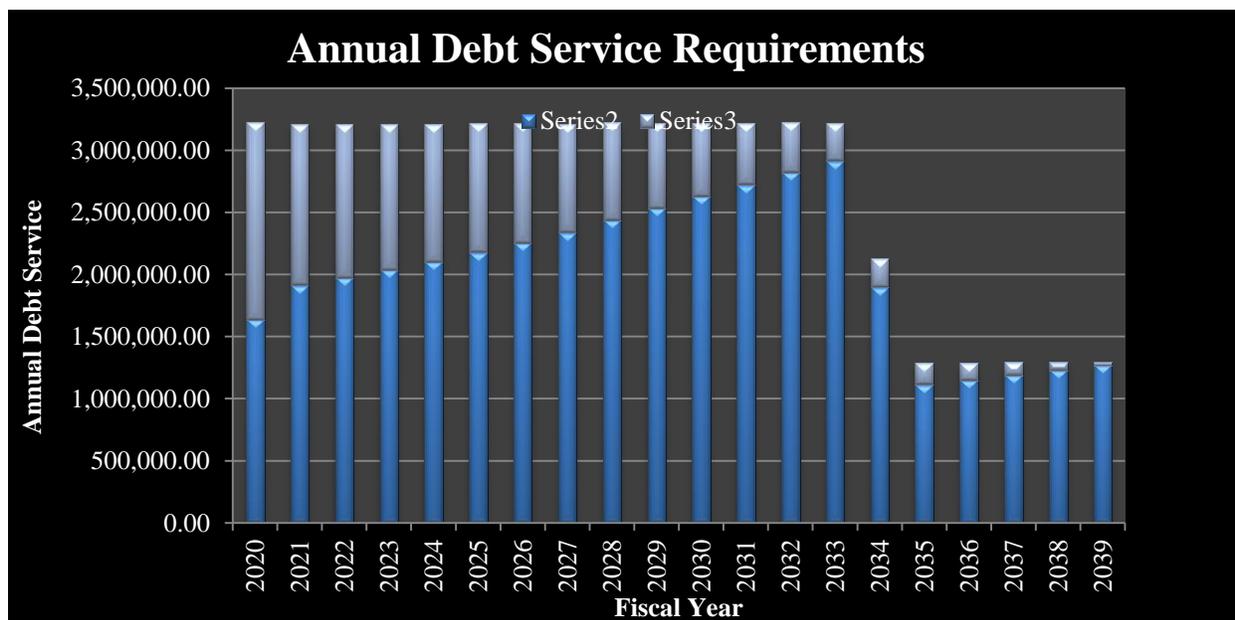
<sup>1</sup> Includes MDD portion

<sup>2</sup> Includes Aquatics portion

<sup>3</sup> Water & Sewer portion only

**CITY OF BAYTOWN**  
**WATER AND SEWER SYSTEM - DIRECT DEBT**  
**ANNUAL REQUIREMENT TO AMORTIZE BONDED DEBT**

<b>Fiscal Year</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>
2020	1,640,000	919,994	665,631	1,585,625	3,225,625
2021	1,915,000	665,631	630,681	1,296,312	3,211,312
2022	1,975,000	630,681	600,369	1,231,050	3,206,050
2023	2,040,000	600,369	569,044	1,169,412	3,209,412
2024	2,105,000	569,044	536,694	1,105,737	3,210,737
2025	2,180,000	536,694	502,644	1,039,337	3,219,337
2026	2,255,000	502,644	457,919	960,562	3,215,562
2027	2,340,000	457,919	413,782	871,700	3,211,700
2028	2,440,000	413,782	366,682	780,463	3,220,463
2029	2,535,000	366,682	317,228	683,910	3,218,910
2030	2,630,000	317,228	270,034	587,263	3,217,263
2031	2,725,000	270,034	225,178	495,212	3,220,212
2032	2,825,000	225,178	178,397	403,575	3,228,575
2033	2,915,000	178,397	128,722	307,119	3,222,119
2034	1,900,000	128,722	96,147	224,869	2,124,869
2035	1,115,000	96,147	78,725	174,872	1,289,872
2036	1,150,000	78,725	60,756	139,481	1,289,481
2037	1,190,000	60,756	41,419	102,175	1,292,175
2038	1,230,000	41,419	21,431	62,850	1,292,850
2039	1,270,000	21,431	-	21,431	1,291,431
<b>\$ 34,420,000</b>	<b>\$ 6,782,997</b>	<b>\$ 5,959,150</b>	<b>\$ 12,742,147</b>	<b>\$ 47,162,147</b>	



**CITY OF BAYTOWN  
WATER AND SEWER SYSTEM  
DETAIL DEBT AMORTIZATION SCHEDULES**

Certificates of Obligation		Funding: WSIS-MDD					\$ 16,500,000	
Series 2013		Date of Issue -		May 26, 2013		Term - 20 Years		
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2013	2.000%	\$ -	\$ -	\$ 132,351	\$ 132,351	\$ 132,351	\$ 16,500,000	
2014	2.000%	650,000	243,094	236,594	479,688	1,129,688	15,850,000	
2015	2.000%	660,000	236,594	229,994	466,588	1,126,588	15,190,000	
2016	2.000%	675,000	229,994	223,244	453,238	1,128,238	14,515,000	
2017	2.000%	690,000	223,244	216,344	439,588	1,129,588	13,825,000	
2018	2.500%	705,000	216,344	207,531	423,875	1,128,875	13,120,000	
2019	4.000%	720,000	207,531	193,131	400,663	1,120,663	12,400,000	
2020	4.000%	730,000	193,131	178,531	371,663	1,101,663	11,670,000	
2021	4.000%	745,000	178,531	163,631	342,163	1,087,163	10,925,000	
2022	2.500%	765,000	163,631	154,069	317,700	1,082,700	10,160,000	
2023	2.500%	790,000	154,069	144,194	298,263	1,088,263	9,370,000	
2024	2.500%	810,000	144,194	134,069	278,263	1,088,263	8,560,000	
2025	2.625%	840,000	134,069	123,044	257,113	1,097,113	7,720,000	
2026	3.000%	860,000	123,044	110,144	233,188	1,093,188	6,860,000	
2027	3.000%	885,000	110,144	96,869	207,013	1,092,013	5,975,000	
2028	3.125%	915,000	96,869	82,572	179,441	1,094,441	5,060,000	
2029	3.125%	945,000	82,572	67,806	150,378	1,095,378	4,115,000	
2030	3.250%	975,000	67,806	51,963	119,769	1,094,769	3,140,000	
2031	3.250%	1,010,000	51,963	35,550	87,513	1,097,513	2,130,000	
2032	3.300%	1,050,000	35,550	18,225	53,775	1,103,775	1,080,000	
2033	3.375%	1,080,000	18,225	-	18,225	1,098,225	-	
		\$ 16,500,000	\$ 2,910,597	\$ 2,799,854	\$ 5,710,451	\$ 22,210,451		

Certificates of Obligation		Funding: WSIS-Aquatics					\$ 11,715,000	
Series 2014		Date of Issue -		April 1, 2014		Term - 20 Years		
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2014	2.000%	\$ -	\$ -	\$ 124,640	\$ 124,640	\$ 124,640	\$ 11,715,000	
2015	3.000%	410,000	211,653	207,553	419,206	829,206	11,305,000	
2016	3.000%	425,000	207,553	201,178	408,731	833,731	10,880,000	
2017	3.000%	435,000	201,178	194,653	395,831	830,831	10,445,000	
2018	3.000%	450,000	194,653	187,903	382,556	832,556	9,995,000	
2019	3.000%	460,000	187,903	181,005	368,908	828,908	9,535,000	
2020	4.000%	480,000	181,003	171,403	352,406	832,406	9,055,000	
2021	4.000%	500,000	171,403	161,403	332,806	832,806	8,555,000	
2022	4.000%	520,000	161,403	151,003	312,406	832,406	8,035,000	
2023	4.000%	540,000	151,003	140,203	291,206	831,206	7,495,000	
2024	4.000%	560,000	140,203	129,003	269,206	829,206	6,935,000	
2025	4.000%	585,000	129,003	117,303	246,306	831,306	6,350,000	
2026	4.000%	610,000	117,303	105,103	222,406	832,406	5,740,000	
2027	3.250%	630,000	105,103	94,866	199,969	829,969	5,110,000	
2028	3.375%	655,000	94,866	83,813	178,679	833,679	4,455,000	
2029	3.500%	675,000	83,813	72,000	155,813	830,813	3,780,000	
2030	3.500%	700,000	72,000	59,750	131,750	831,750	3,080,000	
2031	3.750%	725,000	59,750	46,156	105,906	830,906	2,355,000	
2032	3.375%	755,000	46,156	32,000	78,156	833,156	1,600,000	
2033	4.000%	785,000	32,000	16,300	48,300	833,300	815,000	
2034	4.000%	815,000	16,300	-	16,300	831,300	-	
		\$ 11,715,000	\$ 2,564,249	\$ 2,477,238	\$ 5,041,487	\$ 16,756,487		

**CITY OF BAYTOWN  
WATER AND SEWER SYSTEM  
DETAIL DEBT AMORTIZATION SCHEDULES**

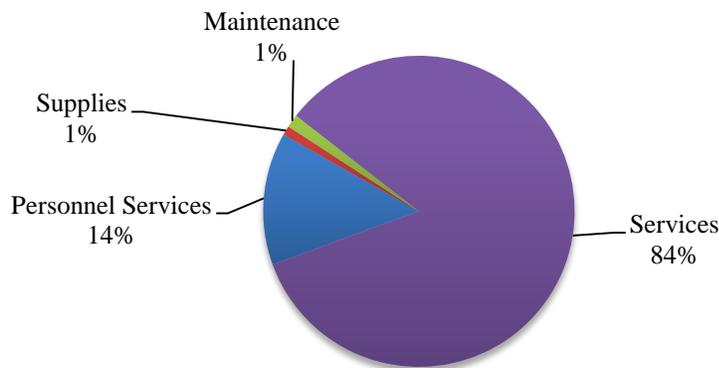
Certificates of Obligation		Funding: WSIS						\$ 18,440,000
Series 2019		Date of Issue - March 26, 2019						Term - 20 Years
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2020	3.000%	\$ 430,000	\$ 545,860	\$ 315,697	\$ 861,557	\$ 1,291,557	\$ 18,010,000	
2021	3.000%	670,000	315,697	305,647	621,344	1,291,344	17,340,000	
2022	3.000%	690,000	305,647	295,297	600,944	1,290,944	16,650,000	
2023	3.000%	710,000	295,297	284,647	579,944	1,289,944	15,940,000	
2024	3.000%	735,000	284,647	273,622	558,269	1,293,269	15,205,000	
2025	3.000%	755,000	273,622	262,297	535,919	1,290,919	14,450,000	
2026	5.000%	785,000	262,297	242,672	504,969	1,289,969	13,665,000	
2027	5.000%	825,000	242,672	222,047	464,719	1,289,719	12,840,000	
2028	5.000%	870,000	222,047	200,297	422,344	1,292,344	11,970,000	
2029	5.000%	915,000	200,297	177,422	377,719	1,292,719	11,055,000	
2030	4.000%	955,000	177,422	158,322	335,744	1,290,744	10,100,000	
2031	3.000%	990,000	158,322	143,472	301,794	1,291,794	9,110,000	
2032	3.000%	1,020,000	143,472	128,172	271,644	1,291,644	8,090,000	
2033	3.000%	1,050,000	128,172	112,422	240,594	1,290,594	7,040,000	
2034	3.000%	1,085,000	112,422	96,147	208,569	1,293,569	5,955,000	
2035	3.125%	1,115,000	96,147	78,725	174,872	1,289,872	4,840,000	
2036	3.125%	1,150,000	78,725	60,756	139,481	1,289,481	3,690,000	
2037	3.250%	1,190,000	60,756	41,419	102,175	1,292,175	2,500,000	
2038	3.250%	1,230,000	41,419	21,431	62,850	1,292,850	1,270,000	
2039	3.375%	1,270,000	21,431	-	21,431	1,291,431	-	
		\$ 18,440,000	\$ 3,966,369	\$ 3,420,509	\$ 7,386,879	\$ 25,826,879		



**CITY OF BAYTOWN  
SANITATION FUND 500  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Solid Waste and Recycling Collections	\$ 5,148,413	\$ 6,022,758	\$ 5,217,729	\$ 5,348,895
Recycling Revenue	37,348	23,673	46,527	47,597
Residential Recycling	642,068	690,108	645,837	660,691
Miscellaneous	2,280	2,013	16,606	-
Transfers In	-	370,000	370,000	500,000
Total Revenues	<u>5,830,109</u>	<u>7,108,552</u>	<u>6,296,699</u>	<u>6,557,183</u>
<b>Expenditures</b>				
Personnel Services	988,766	899,180	912,432	919,579
Supplies	57,550	118,500	63,810	63,750
Maintenance	96,164	112,000	96,231	92,000
Services	4,464,007	5,457,746	5,323,901	5,604,301
Total Operating	<u>5,606,487</u>	<u>6,587,426</u>	<u>6,396,375</u>	<u>6,679,630</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	-	370,000	373,690	-
Transfers Out	15,000	15,000	15,000	-
Total Expenditures	<u>5,621,487</u>	<u>6,972,426</u>	<u>6,785,065</u>	<u>6,679,630</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	208,622	136,126	(488,366)	(122,447)
GAAP adjustment	50,780			
<b>Working Capital - Beginning</b>	<u>710,060</u>	<u>969,462</u>	<u>969,462</u>	<u>481,096</u>
<b>Working Capital - Ending</b>	<u>\$ 969,462</u>	<u>\$ 1,105,588</u>	<u>\$ 481,096</u>	<u>\$ 358,649</u>
<b>Days of Operating Expenditures</b>	63	61	27	20

**Sanitation Fund Expenditures by Type**



## 3200 SANITATION – PROGRAM SUMMARY

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### Program Description

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Sanitation is responsible for the daily residential solid waste and recycling management, brush collection, Baytown Green Center operations, CLEAN Team operations, and a customer service and education program. Additionally, the Division is responsible for the debris management side of emergency management clean up after a natural disaster.

Brush is collected curbside on a once-per-month schedule. Household garbage and heavy trash are collected twice weekly. The brush collected is recycled to chips and humus. These wood chips are used for wood burning fuel.

The Baytown Green Center is a self-service drop off facility open to residents wishing to dispose of bulky items (ex: old furniture, lumber, household trash, etc.) and recycling. In addition to the traditional recycling materials of plastics, newspaper, tin/aluminum cans, glass and cardboard; electronic waste and brush is accepted. This facility is available during weekdays and on Saturdays.

The CLEAN Team efforts are directed at citywide eradication of litter and illegal dumping. This team removes debris and bulk items throughout the City streets, alleys, and right-of-ways. Additional responsibilities include graffiti removal, barricade maintenance and trimming of low hanging tree limbs.

### Major Goals

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- Collection of brush and trash on a timely basis with proper disposal or recycling.
- Reduction of total waste stream through operation of a drop-off recycling center.
- Reduction of litter and illegal dumping throughout the City.

### Major Objectives

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- Collection of brush and limbs as scheduled.
- Proper Management of brush chipping.
- Excellent customer service by listening and educating the public regarding the correct procedures for brush/recycling collection and the Green Center operation.
- Participation in clean-up programs.

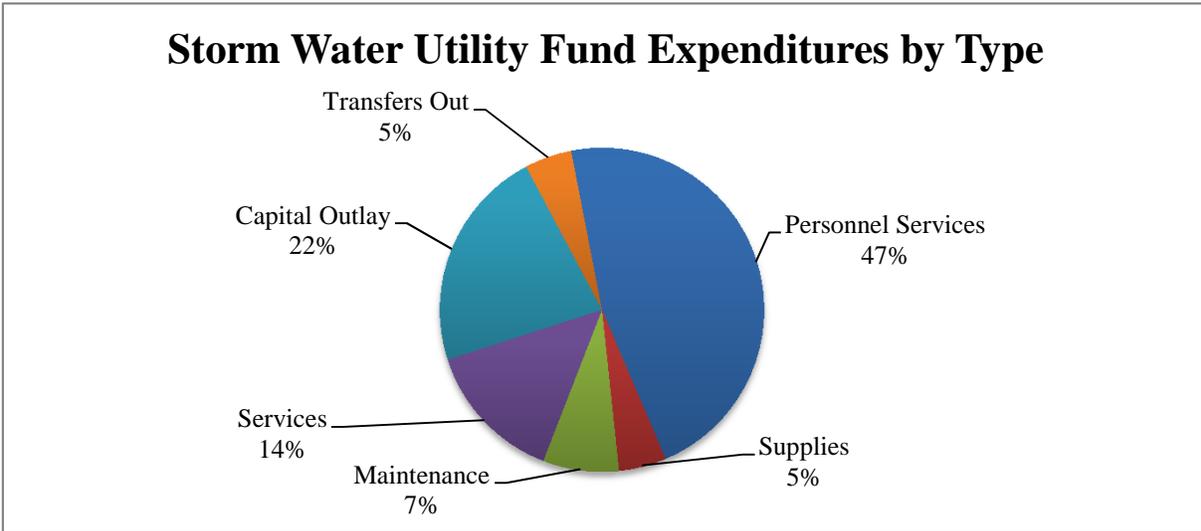
<b>3200 SANITATION - SERVICE LEVEL BUDGET</b>
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<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 575,838	\$ 515,912	\$ 567,146	\$ 529,723
71009	Overtime	31,813	35,000	9,676	35,000
71021	Health Insurance	150,497	155,675	155,675	155,675
71022	TMRS	107,073	97,876	104,322	94,184
71023	FICA	44,307	39,939	43,500	40,522
71028	Workers Compensation	31,475	31,388	32,113	30,209
71043	Employee Incentives	-	23,390	-	34,266
71085	Actuarial Costs	9,680	-	-	-
71086	OPEB Expense	38,083	-	-	-
	Total Personnel Services	988,766	899,180	912,432	919,579
<b>7200</b>	<b>Supplies</b>				
72007	Wearing Apparel	4,952	4,000	4,000	4,000
72016	Motor Vehicle Supplies	47,921	110,000	55,000	55,000
72021	Minor Tools	3,116	3,000	3,000	3,000
72026	Cleaning & Janitorial Sup	16	-	60	-
72031	Chemical Supplies	940	500	750	750
72041	Educational Supplies	604	1,000	1,000	1,000
	Total Supplies	57,550	118,500	63,810	63,750
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	456	500	500	500
73011	Buildings Maintenance	37	1,500	5,731	1,500
73043	Motor Vehicles Maint	95,670	110,000	90,000	90,000
	Total Maintenance	96,164	112,000	96,231	92,000
<b>7400</b>	<b>Services</b>				
74021	Special Services	217,726	262,236	250,765	268,791
74034	Household Garbage Contract	3,911,903	4,800,000	4,683,495	4,920,000
74036	Advertising	-	1,500	1,500	1,500
74040	Recycling Services	33,237	60,000	60,950	80,000
74042	Education & Training	4,342	4,500	1,534	4,500
74050	Disposal Services	296,800	329,510	325,657	329,510
	Total Services	4,464,007	5,457,746	5,323,901	5,604,301
	Total Operating	5,606,487	6,587,426	6,396,375	6,679,630
<b>8000</b>	<b>Capital Outlay</b>				
84043	Motor Vehicles	-	370,000	373,690	-
	Total Capital Outlay	-	370,000	373,690	-
<b>9000</b>	<b>Other Financing Uses</b>				
91350	To Gen Capital Proj Fund	15,000	15,000	15,000	-
	Total Other Financing Uses	15,000	15,000	15,000	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 5,621,487</b>	<b>\$ 6,972,426</b>	<b>\$ 6,785,065</b>	<b>\$ 6,679,630</b>



**CITY OF BAYTOWN  
STORM WATER UTILITY FUND 505  
BUDGET SUMMARY BY FUND**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
Storm Drainage Fees	\$ 2,592,047	\$ 2,565,650	\$ 2,622,634	\$ 2,675,087
Miscellaneous	5,664	-	16,097	-
Transfers From Fund 350	777,500	-	-	-
Total Revenues	<u>3,375,212</u>	<u>2,565,650</u>	<u>2,638,731</u>	<u>2,675,087</u>
<b>Expenditures</b>				
Personnel Services	1,340,915	1,541,360	1,414,882	1,539,492
Supplies	131,950	156,625	156,859	156,775
Maintenance	173,812	215,000	265,000	250,000
Services	95,631	165,675	165,675	466,675
Total Operating	<u>1,742,308</u>	<u>2,078,660</u>	<u>2,002,416</u>	<u>2,412,942</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	18,390	68,000	67,998	733,000
Transfers Out	438,833	228,833	228,833	155,500
Contingency	-	500,000	500,000	500,000
Total Expenditures	<u>2,199,531</u>	<u>2,875,493</u>	<u>2,799,247</u>	<u>3,801,442</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	1,175,681	(309,843)	(160,516)	(1,126,355)
Budget to GAAP Adjustment	(493,729)			
<b>Working Capital - Beginning</b>	<u>687,614</u>	<u>1,369,566</u>	<u>1,369,566</u>	<u>1,209,050</u>
<b>Working Capital - Ending</b>	<u>\$ 1,369,566</u>	<u>\$ 1,059,723</u>	<u>\$ 1,209,050</u>	<u>\$ 82,695</u>
<b>Days of Operating Expenditures</b>	287	186	220	13



## 3050 STORM WATER UTILITY – PROGRAM SUMMARY

### Program Description

The Storm Water Utility Fund is comprised of two divisions: Storm Water Utility and Storm Water Maintenance. The Storm Water Maintenance Division was formed during the FY2016 Budget Process and is formerly known as the Drainage division that previously resided in the General Fund. The Storm Water Utility division is responsible for the City's compliance with the Federal mandate known as the National Pollutant Discharge Elimination System (NPDES). The NPDES mandate requires cities to implement programs and practices to control polluted storm water run-off through a permitting program. The NPDES permitting program is comprised of two phases. Phase I affects medium and large cities. Phase II affects smaller communities, such as Baytown. Baytown is required to develop a storm water management program that will address six minimum control measures. This program was developed to be implemented in phases over the next five years.

The Storm Water Maintenance Division operates maintenance crews which are responsible for maintaining drainage facilities, cleaning roadside ditches, setting drainage pipe for residents, and repairing storm drain inlets and lines. It also operates a capital drainage improvement crew that is responsible for making drainage system improvements such as new drainage structures, major system upgrades, and area drainage system realignments. The Storm Water Maintenance Division operates three street sweepers responsible for keeping all city roadways clear of small debris.

### Accomplished Major Goals

- Adopted the final storm water management program (SWMP) outlining our best management practices (BMPs).
- Received the Small MS4 permit in 2009.
- Educated the public about storm water requirements and pollution from urban run-off.
- Provided educational materials for all Goose Creek Consolidated Independent School District students.
- Developed ordinances to address construction site run-off in, Illicit Discharge Detection and Control, and Post Construction Storm Water Management.
- Inspected all construction sites within the city limits for compliance with state and local storm water regulations.
- Established good housekeeping practices for storm water in all City departments.
- Educated all city owned industrial facilities operators about required Texas Commission on Environmental Quality (TCEQ) permits and assisted them in obtaining full compliance.
- Reviewed Second Construction Site General Permit and MS4 Phase II drafts and provided input to TCEQ on issues affecting the City of Baytown.
- Responded to citizen's service request in a timely manner.
- Increased the productivity of the drainage maintenance and capital drainage crews by cross training exercises.

### Major Objectives

- Storm Water Engineer will audit City of Baytown detention ponds and make recommendations on how to improve them.
- Work with Engineering Department to ensure full compliance with storm water regulations at all city projects.
- Provide public education through brochures, presentations, and the website. This includes the general public, civic associations, homebuilders and developers, commercial businesses, and municipal employees.
- Provide public outreach with community clean-up events.
- Document and record illicit discharge complaints.
- Build relationships with other City departments involved with the SWMP.
- Prepare for the next permitting phase.
- Schedule workload more efficiently.
- Increase accountability for the quality of work.
- Improve Customer Service.
- Restore property to same or better conditions.

**3050 STORM WATER UTILITY - SERVICE LEVEL BUDGET**

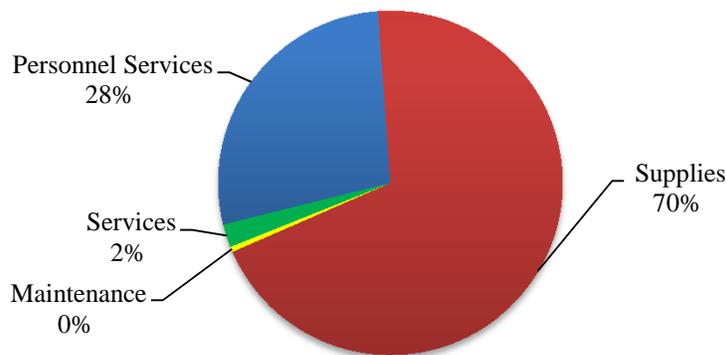
Acct#	Acct Description	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 799,242	\$ 920,360	\$ 893,322	\$ 914,563
71003	Part Time Wages	-	12,000	12,000	12,000
71009	Overtime	14,617	33,000	6,196	33,000
71021	Health Insurance	228,606	251,475	234,670	251,475
71022	TMRS	145,031	171,036	162,776	164,209
71023	FICA	59,353	70,941	67,801	70,652
71028	Workers Compensation	25,117	32,418	29,117	30,258
71041	Allowances	9,000	9,000	9,000	9,000
71043	Employee Incentives	-	41,130	-	54,335
71085	Actuarial Costs	11,178	-	-	-
71086	OPEB Expense	48,770	-	-	-
	<b>Total Personnel Services</b>	<b>1,340,915</b>	<b>1,541,360</b>	<b>1,414,882</b>	<b>1,539,492</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	2,827	3,500	3,500	3,500
72002	Postage Supplies	25	500	500	500
72004	Printing Supplies	542	1,500	1,500	1,500
72007	Wearing Apparel	4,647	5,725	5,725	5,725
72016	Motor Vehicle Supplies	45,474	42,800	42,800	42,800
72021	Minor Tools	9,687	12,500	12,500	12,500
72026	Cleaning & Janitorial Supplies	-	-	84	-
72031	Chemical Supplies	55,057	75,100	75,250	75,250
72041	Educational Supplies	5,604	6,500	6,500	6,500
72045	Computer Software Supply	8,086	8,500	8,500	8,500
	<b>Total Supplies</b>	<b>131,950</b>	<b>156,625</b>	<b>156,859</b>	<b>156,775</b>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	15,035	30,000	30,000	30,000
73025	Streets Sidewalks & Curbs	47			
73026	Storm Drains Maint	71,634	110,000	160,000	160,000
73027	Heat & Cool System Maint	7,594			
73043	Motor Vehicles Maint	79,502	75,000	75,000	60,000
	<b>Total Maintenance</b>	<b>173,812</b>	<b>215,000</b>	<b>265,000</b>	<b>250,000</b>
<b>7400</b>	<b>Services</b>				
74021	Special Services	82,654	130,000	130,000	431,000
74036	Advertising	981	2,500	2,500	2,500
74042	Education & Training	11,782	17,350	17,350	17,350
74050	Disposal Services	-	-	-	-
74051	Non City Facility Rental	-	15,000	15,000	15,000
74071	Association Dues	215	825	825	825
	<b>Total Services</b>	<b>95,631</b>	<b>165,675</b>	<b>165,675</b>	<b>466,675</b>
	<b>Total Operating</b>	<b>1,742,308</b>	<b>2,078,660</b>	<b>2,002,416</b>	<b>2,412,942</b>

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$5000	18,390	-	-	-
83026	Storm Drains		-	-	300,000
83039	Other Improvements	-	-	-	-
84042	Machinery & Equipment	-	-	-	168,000
84043	Motor Vehicles	-	68,000	67,998	265,000
	Total Capital Outlay	18,390	68,000	67,998	733,000
<b>9000</b>	<b>Other Financing Uses</b>				
91350	To Gen Capital Proj Fund	228,833	228,833	228,833	155,500
91351	To Cap Improvement Prog	210,000	-	-	-
	Total Other Financing Uses	438,833	228,833	228,833	155,500
<b>9900</b>	<b>Contingency</b>				
99002	Unforeseen/New Initiative	-	500,000	500,000	500,000
	Total Other Financing Uses	-	500,000	500,000	500,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,199,531</b>	<b>\$ 2,875,493</b>	<b>\$ 2,799,247</b>	<b>\$ 3,801,442</b>

**CITY OF BAYTOWN  
GARAGE FUND 550  
BUDGET SUMMARY BY FUND**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
Departmental Billings - Fuel	\$ 1,164,722	\$ 988,443	\$ 988,443	\$ 988,443
Departmental Billings - Repairs	610,912	757,228	757,228	757,228
State Fuel Tax Refund	309	-	1,241	-
Transfer In - General Fund	388,011	388,011	388,011	388,011
Transfer In - Water & Sewer Fund	205,859	205,860	205,860	205,860
Total Revenues	<u>2,369,813</u>	<u>2,339,542</u>	<u>2,340,783</u>	<u>2,339,542</u>
<b>Expenditures</b>				
Personnel Services	661,203	633,717	609,839	642,475
Supplies	1,527,871	1,611,050	1,612,350	1,612,050
Maintenance	11,666	9,300	11,300	11,300
Services	51,248	50,500	50,500	50,500
Total Operating	<u>2,251,988</u>	<u>2,304,567</u>	<u>2,283,989</u>	<u>2,316,325</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	14,044	-	-	-
Total Expenditures	<u>2,266,032</u>	<u>2,304,567</u>	<u>2,283,989</u>	<u>2,316,325</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	103,781	34,975	56,794	23,217
Budget to GAAP Adjustment	(111,786)			
<b>Working Capital - Beginning</b>	<u>542,495</u>	<u>534,490</u>	<u>534,490</u>	<u>591,284</u>
<b>Working Capital - Ending</b>	<u>\$ 534,490</u>	<u>\$ 569,465</u>	<u>\$ 591,284</u>	<u>\$ 614,501</u>

**Garage Fund Expenditures by Type**



## **7010 GARAGE OPERATIONS – PROGRAM SUMMARY**

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### **Program Description**

Equipment Services Division maintains, services, and repairs a fleet consisting of the vehicles and equipment operated by Public Works, Parks and Recreation, Engineering, Inspections, Library, Health, Purchasing, Utility Billing and BAWA. This division also maintains the fueling facility, Public Works gate access, standby generators, the equipment wash rack, and the garage owned mechanical equipment. In addition, assistance is rendered to Police and Fire garages and Park operations when necessary. This division processes all associated paperwork, as well as billing of fuel and services to all user departments.

### **Major Goals**

- To provide for safe and efficient maintenance operations by performing vehicle and equipment preventative maintenance and repairs.
- Provide these services in an economical and timely manner.

### **Major Objectives**

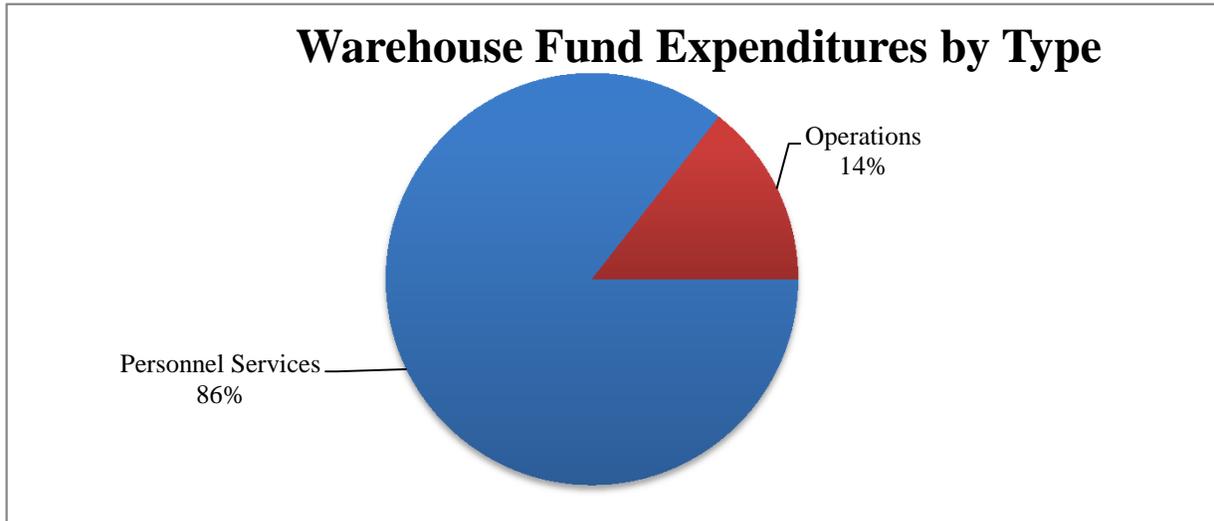
- Coordinate with departmental supervisors to facilitate sufficient availability of equipment for their duties.
- Reduce downtime and increase “mean-time-between-failure” for vehicles and equipment maintained by the garage.
- Reduce rate of returns for unscheduled repairs with an aggressive preventative maintenance program

**7010 GARAGE OPERATIONS - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 386,563	\$ 389,785	\$ 402,410	\$ 394,151
71003	Part Time Wages	\$ 20,077	\$ -	\$ -	
71009	Overtime	15,564	20,000	7,929	20,000
71021	Health Insurance	87,541	95,800	85,323	95,800
71022	TMRS	71,651	73,456	74,582	70,880
71023	FICA	30,471	29,356	30,592	30,495
71028	Workers Compensation	4,456	4,610	4,360	4,327
71041	Allowances	4,535	3,600	4,641	4,500
71043	Employee Incentives	-	17,110	-	22,322
71085	Actuarial Costs	11,582	-	-	-
71086	OPEB Expense	28,763	-	-	-
	Total Personnel Services	661,203	633,717	609,839	642,475
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	49	-	-	-
72007	Wearing Apparel	2,275	3,600	3,600	3,600
72016	Motor Vehicle Supplies	9,173	5,500	6,500	6,500
72017	Parts Purchase For Resale	408,159	438,250	438,250	438,250
72018	Fuel Purchase For Resale	1,095,412	1,150,000	1,150,000	1,150,000
72019	Supplies Purch For Resale	7,942	8,000	8,000	8,000
72021	Minor Tools	3,547	3,500	3,500	3,500
72026	Cleaning & Janitorial Sup	1,201	2,000	2,000	2,000
72032	Medical Supplies	114	200	500	200
	Total Supplies	1,527,871	1,611,050	1,612,350	1,612,050
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	1,313	4,000	4,000	4,000
73027	Heat & Cool Sys Maint	-	800	800	800
73042	Machinery & Equip Maint	3,304	2,500	2,500	2,500
73043	Motor Vehicles Maint	7,049	2,000	4,000	4,000
	Total Maintenance	11,666	9,300	11,300	11,300
<b>7400</b>	<b>Services</b>				
74020	Outside Contracts	41,128	40,000	40,000	40,000
74021	Special Services	5,906	6,500	6,500	6,500
74042	Education & Training	4,214	4,000	4,000	4,000
	Total Services	51,248	50,500	50,500	50,500
	Total Operating	2,251,988	2,304,567	2,283,989	2,316,325
<b>8000</b>	<b>Capital Outlay</b>				
80001	Items < \$10,000	14,044	-	-	-
84042	Machinery & Equipment	-	-	-	-
84043	Motor Vehicles	-	-	-	-
	Total Services	14,044	-	-	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,266,032</b>	<b>\$ 2,304,567</b>	<b>\$ 2,283,989</b>	<b>\$ 2,316,325</b>

**CITY OF BAYTOWN  
WAREHOUSE OPERATIONS FUND 552  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Water Meter Sales	\$ 93,510	\$ 71,187	\$ 71,187	\$ 71,187
Dept Billing-Vehicle Repr	-	47	47	47
Investment Interest	41	38	38	38
From General Fund	44,436	44,436	44,436	44,436
From Water And Sewer Fund	206,622	206,622	206,622	206,622
Total Revenues	<u>344,609</u>	<u>322,330</u>	<u>322,330</u>	<u>322,330</u>
<b>Expenditures</b>				
Personnel Services	236,561	245,486	229,136	250,693
Supplies	112,351	30,600	51,366	30,600
Maintenance	6,876	8,750	8,750	8,750
Services	608	3,000	3,000	3,000
Total Operating	<u>356,396</u>	<u>287,836</u>	<u>292,252</u>	<u>293,043</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	-	-	-	-
Total Expenditures	<u>356,396</u>	<u>287,836</u>	<u>292,252</u>	<u>293,043</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	(11,787)	34,494	30,078	29,287
Budget to GAAP Adjustment	(2,561)			
<b>Working Capital - Beginning</b>	<u>64,912</u>	<u>50,564</u>	<u>50,564</u>	<u>80,642</u>
<b>Working Capital - Ending</b>	<u>\$ 50,564</u>	<u>\$ 85,058</u>	<u>\$ 80,642</u>	<u>\$ 109,929</u>



## **7010 WAREHOUSE OPERATIONS – PROGRAM SUMMARY**

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### **Program Description**

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Provide Centralized warehousing and purchasing for commonly used supplies and materials throughout the city. Operation is designed to provide lower costs through volume purchasing and consolidation.

### **Major Goals**

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- Expansion of base inventory to facilitate citywide usage, while reducing items with low turnover.
- Develop inventory-tracking system.
- Develop inventory minimum and maximum levels based on usage.

### **Major Objectives**

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- Automation of physical inventory process.
- Increase use of warehouse by city departments.

**7010 WAREHOUSE OPERATIONS - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 143,324	\$ 146,551	\$ 149,181	\$ 147,897
71013	Term/Accrual Pay	-	-	-	-
71009	Overtime	746	3,000	282	3,000
71021	Health Insurance	43,544	47,900	37,445	47,900
71022	TMRS	25,390	26,584	26,549	26,296
71023	FICA	9,606	10,012	10,806	11,315
71028	Workers Compensation	4,664	4,907	4,873	4,853
71043	Employee Incentives	-	6,532	-	9,432
71086	OPEB Expense	9,287	-	-	-
	Total Personnel Services	236,561	245,486	229,136	250,693
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	1,111	1,000	1,000	1,000
72007	Wearing Apparel	1,517	1,500	1,500	1,500
72015	Meter Purchase For Resale	59,439	20,000	40,766	20,000
72016	Motor Vehicle Supplies	3,345	4,000	4,000	4,000
72021	Minor Tools	3,629	4,000	4,000	4,000
72032	Medical Supplies	51	100	100	100
72098	Inventory Adjustments	43,259	-	-	-
	Total Supplies	112,351	30,600	51,366	30,600
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	5,496	6,000	6,000	6,000
73043	Motor Vehicles Maint	1,380	2,750	2,750	2,750
	Total Maintenance	6,876	8,750	8,750	8,750
<b>7400</b>	<b>Services</b>				
74042	Education & Training	608	3,000	3,000	3,000
	Total Services	608	3,000	3,000	3,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 356,396</b>	<b>\$ 287,836</b>	<b>\$ 292,252</b>	<b>\$ 293,043</b>

# ***BAYTOWN AREA WATER AUTHORITY***

Baytown Area Water Authority, (BAWA), is a water authority created by Texas Legislature to purchase and distribute surface and/or underground supplies for the City and surrounding communities. The City accounts for approximately 90% of BAWA's annual sales. BAWA is considered a component unit of the City of Baytown.

# **BAYTOWN AREA WATER AUTHORITY (BAWA)**

**ANNUAL PROGRAM OF SERVICES  
2019-20**

*ADOPTED BUDGET*



# **BAYTOWN AREA WATER AUTHORITY BOARD OF DIRECTORS**

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**BRENDA BRADLEY SMITH, President**

**MIKE WILSON, Vice President**

**FRANK McKAY III, Secretary**

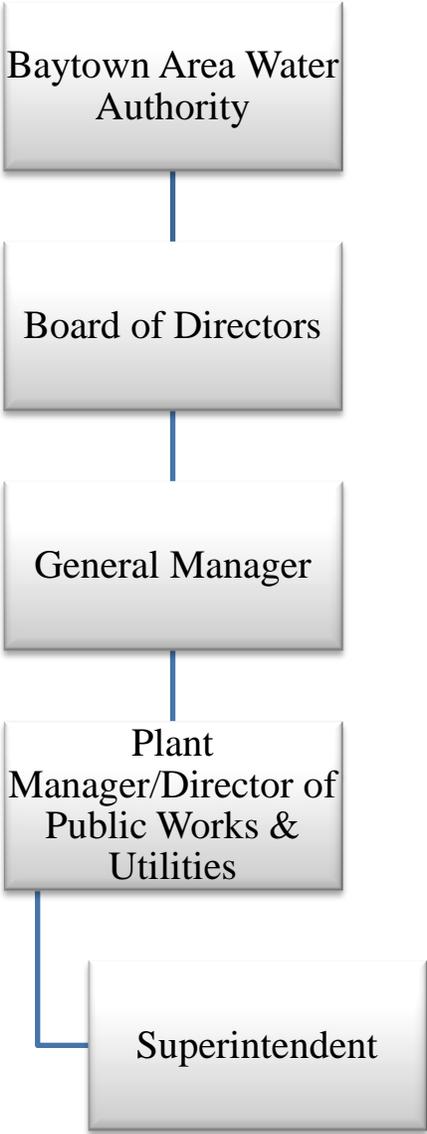
**CITY CLERK, Assistant Secretary**

**BRANDON BENOIT, Director**

**HARLAND FORREST JR, Director**

# BAYTOWN AREA WATER AUTHORITY (BAWA)

## ORGANIZATION CHART



**BAYTOWN AREA WATER AUTHORITY**  
**MAJOR BUDGET ISSUES**  
FISCAL YEAR 2019-20

This fund accounts for the operations of the Baytown Area Water Authority (BAWA). BAWA is a water authority created by the Texas Legislature to supply water for the City of Baytown (City) and surrounding communities. BAWA services a total of eight customers with the City as the largest customer, generating approximately 88% of BAWA’s annual sales. BAWA is a separate legal entity; however, it is considered a component unit of the City. Since it began operating, BAWA has not experienced shortages of its raw water supply to the plant or interruptions of service to its customers.

**REVENUES**

The 2019-20 adopted budget estimates sales of \$14,093,234 for an average of 13.5 million gallons per day (MGD). Fluctuations in rainfall amounts can significantly impact actual sales. The existing rate structure for BAWA is \$2.82 per 1,000 gallons for the City of Baytown and \$2.86 per 1,000 gallons for customers outside the city. The rates will remain consistent for the 2019-20 budget.

**EXPENDITURES**

Total operating expenditures for the adopted 2019-20 budget are \$9,136,462 which is an increase of \$2,344,941 from the 2018-19 budget. An increase of \$1,870,089 over current year estimate in the untreated water supplies is included in the budget due to the City of Houston’s raw water supply contract. This budget includes a transfer of \$350,000 to the General Fund for an indirect cost allocation to reimburse the City for administrative services such as Human Resources, Fiscal Operations, Legal and Information Technology Services. Highlights of major operating changes are as follows:

• Increase in personnel services	\$ 349,887
• Increase in supplies	1,820,054
• Increase in maintenance	60,000
• Increase in services	115,000
• Increase in capital outlay	205,124
• Increase in transfers out-debt service	1,311,242

**Raw Water Supply Cost** – BAWA purchases raw water from the City of Houston. The raw water supply contract with the City of Houston is in effect through the year 2040, and sets the maximum amount of raw water to be delivered to the BAWA plant at 20 MGD without penalties. The surcharge for water purchased over the 20 MGD is nominal at this time. BAWA received a rate increase (2.8%) from \$0.7012 to \$0.7208 on April 1, 2019. The annual rate adjustment was intended to help cover the City of Houston’s cost increases that impact the provision of safe, clean drinking water and the collection and treatment of wastewater. This includes operational costs as well as the costs involved in repairing portions of the City of Houston system’s aging infrastructure.

**Debt Service** – The transfer to cover the debt service requirement for the adopted 2019-20 budget is \$3,740,760. The Authority awarded a construction contract to build the BAWA East Water Treatment Plant and due to the length of time for construction, 27-36 months, the

**BAYTOWN AREA WATER AUTHORITY**  
**MAJOR BUDGET ISSUES**  
FISCAL YEAR 2019-20

Authority chose to issue bonds in two parts. The combination of bonds and operating funds totaling \$28 million was issued for the first year. The second issue, \$18 million in bonds, was issued in the fiscal year 2018-19.

**CAPITAL IMPROVEMENT PROGRAM**

The Capital Improvement Program for BAWA is funded through the issuance of revenue bonds, grants, and revenue from operations.

BAWA East Water Treatment Plant \$6,357,142

Development of a six (6) million gallons per day (MGD) surface water treatment plant south of Interstate Highway (IH) 10 and west of SH 99 along the Coastal Water Authority (CWA) Barbers Hill Canal. The design will provide for the ability to expand the plant based on future water demands and allow the plant to convert to salt water treatment (desalinization) ensuring long term viability.

*Annual Operating Impact:* BAWA East will become operational in FY2020 with ongoing operating costs of \$3,439,096.

Filter Scour \$2,222,988

This project will provide more efficient backwash with 40-50% less backwash water and will extend the life of the filter media. (Cost savings less energy and water use)

*Annual Operating Impact:* No anticipated operating cost for FY2020.

East Transmission Line \$1,450,000

This is for the design of the transmission line that will go from the new Water Treatment Plant to provide water to the City

*Annual Operating Impact:* No anticipated operating cost for FY2020.

Chemical Systems – Replace Bulk Tank \$1,059,556

This is for the design of the transmission line that will go from the new Water Treatment Plant to provide water to the City

*Annual Operating Impact:* No anticipated operating cost for FY2020.

**WORKING CAPITAL**

In order to maintain fiscal stability, governmental entities maintain a working capital balance to meet daily liquidity needs. Appropriate levels of working capital vary from entity to entity based on the relative impact of particular circumstances or financial conditions. Working capital is defined as current assets (e.g., cash, investments and accounts receivable) less current liabilities (e.g., accounts payable).

In the 2019-20 adopted budget, BAWA's working capital level at year end is projected to represent 126 days of operating expenditures; a contingency line item of \$75,000 is provided; plus we are able to transfer out \$2,788,023 to BAWA's Capital Improvement Project Fund (CIPF). The \$2,788,023 will be available for funding future capital projects.

**BAYTOWN AREA WATER AUTHORITY FUND 510**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Sale of Water - Baytown	\$ 12,119,269	\$ 12,205,257	\$ 12,205,257	\$ 12,449,362
Sale of Water - Other	1,623,012	1,611,639	1,611,639	1,643,872
Interest Revenue	89,454	48,991	115,619	45,000
Miscellaneous	3,358	-	-	-
Transfers In From WWIS Fund	12,817,898	112,970	112,970	111,036
Total Revenues	<u>26,652,991</u>	<u>13,978,857</u>	<u>14,045,485</u>	<u>14,249,270</u>
<b>Expenditures</b>				
Personnel Services	1,417,603	1,477,296	1,418,956	1,827,183
Supplies	4,263,273	4,288,773	3,791,137	6,108,827
Maintenance	216,491	239,500	239,500	299,500
Services	643,990	785,952	785,952	900,952
Total Operating	<u>6,541,357</u>	<u>6,791,521</u>	<u>6,235,545</u>	<u>9,136,462</u>
Capital Outlay	-	85,000	35,000	290,124
Transfers Out - Debt Service	2,421,180	2,429,518	2,429,518	3,740,760
Transfers Out - Capital Improvement	2,000,000	5,790,159	5,790,159	2,788,023
Transfers Out - General Fund	350,000	350,000	350,000	350,000
Contingency	-	75,000	75,000	75,000
Total Expenditures	<u>11,312,538</u>	<u>15,521,198</u>	<u>14,915,222</u>	<u>16,380,369</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	15,340,453	(1,542,341)	(869,737)	(2,131,099)
GAAP to budget basis adjustment	(12,722,633)	-	-	-
<b>Working Capital - Beginning</b>	<u>3,546,554</u>	<u>6,164,374</u>	<u>6,164,374</u>	<u>5,294,637</u>
<b>Working Capital - Ending</b>	<u>\$ 6,164,374</u>	<u>\$ 4,622,033</u>	<u>\$ 5,294,637</u>	<u>\$ 3,163,538</u>
<b>Days of Operating Expenditures</b>	344	248	310	126

## 3070 BAYTOWN AREA WATER AUTHORITY – PROGRAM SUMMARY

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### Program Description

BAWA operates and maintains a 26 Million Gallon per Day (MGD) surface water treatment facility. It has a projected raw water flow of 14 MGD and projected finished water flow of 13.5 MGD for fiscal year 2019-20. BAWA currently serves 8 surrounding area customers, including the City of Baytown, which uses 88% of BAWA's production. Operations personnel ensure the facility's compliance with the Texas Commission on Environmental Quality's (TCEQ) Rules and Regulations for Public Water Supplies. BAWA provides its customers with high quality, safe drinking water and consistent water pressure for fire protection.

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### Major Goals

- Maintain water quality necessary to be classified as "Meeting Optimum Corrosion Control" by TCEQ.
- Maintain "Superior Public Water System" status.
- Meet standards for the Texas Optimization Program - a voluntary program through TCEQ that promotes the optimization of surface water treatment plants, by identifying and addressing the various factors that limit performance in order to lower the risk of waterborne disease.
- Develop and maintain a staff of highly trained water professionals through continuing education classes and hands on training.

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### Major Objectives

- Produce 13.5 MGD of finished water.
- Maintain finished water turbidity (haze measurement) consistently < 0.1 NTU.
- Maintain compliance with all TCEQ and EPA regulations.

**3070 BAYTOWN AREA WATER AUTHORITY- SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>7100</b>	<b>Personnel Services</b>				
71011	Extra Help/Temporary	\$ 17,832	\$ -	\$ 10,000	\$ -
71031	Contract Personnel BAWA	1,399,771	1,477,296	1,408,956	1,827,183
	Total Personnel Services	<u>1,417,603</u>	<u>1,477,296</u>	<u>1,418,956</u>	<u>1,827,183</u>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	3,841	3,250	3,250	5,700
72002	Postage Supplies	455	430	430	710
72007	Wearing Apparel	6,453	6,300	6,300	8,050
72016	Motor Vehicle Supplies	4,389	5,000	5,000	10,000
72021	Minor Tools	2,353	2,400	2,400	4,000
72022	Fuel For Generators	12,735	10,000	6,000	10,000
72026	Cleaning & Janitorial Sup	2,142	2,000	2,000	4,200
72031	Chemical Supplies	648,210	700,900	832,186	1,210,508
72032	Medical Supplies	796	900	900	1,600
72041	Educational Supplies	2,135	2,000	2,000	2,000
72051	Untreated Water Supplies	3,557,811	3,533,593	2,908,671	4,778,760
72055	Laboratory Supplies	21,953	22,000	22,000	73,300
	Total Supplies	<u>4,263,273</u>	<u>4,288,773</u>	<u>3,791,137</u>	<u>6,108,827</u>
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	6,639	7,000	7,000	7,000
73025	Streets Sidewalks & Curbs	33			
73026	Storm Drains Maint	5			
73027	Heat & Cool Sys Maint	3,932	5,500	5,500	5,500
73028	Electrical Maintenance	37,819	40,000	40,000	48,000
73041	Furniture/Fixtures Maint	1,000	2,000	2,000	2,000
73042	Machinery & Equip Maint	161,805	175,000	175,000	229,000
73043	Motor Vehicles Maint	5,258	10,000	10,000	8,000
	Total Maintenance	<u>216,491</u>	<u>239,500</u>	<u>239,500</u>	<u>299,500</u>
<b>7400</b>	<b>Services</b>				
74001	Communication	-	-	-	-
74002	Electric Service	484,331	474,000	474,000	574,000
74011	Equipment Rental	10,284	15,000	15,000	20,000
74021	Special Services	120,919	267,000	267,000	277,000
74022	Audits	16,352	16,352	16,352	16,352
74036	Advertising	393	600	600	600
74042	Education & Training	11,710	12,800	12,800	12,800
74280	Bonds	-	200	200	200
	Total Services	<u>643,990</u>	<u>785,952</u>	<u>785,952</u>	<u>900,952</u>
	Total Operating	6,541,357	6,791,521	6,235,545	9,136,462

**3070 BAYTOWN AREA WATER AUTHORITY- SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>8000 Capital Outlay</b>					
80001	Furniture & Equip <\$5000	-	-	-	-
83023	Water Distribution System	-	50,000	-	-
84042	Machinery & Equipment	-	-	-	255,124
84043	Motor Vehicles	-	35,000	35,000	35,000
	Total Capital Outlay	-	85,000	35,000	290,124
<b>9000 Other Financing Uses</b>					
91511	To BAWA Debt Service	2,421,180	2,429,518	2,429,518	3,740,760
91512	To BAWA Capital Project	-	-	-	2,788,023
91518	To BAWA CIPF Fund	2,000,000	5,790,159	5,790,159	-
92101	Expense - General Fund	350,000	350,000	350,000	350,000
	Total Other Financing Uses	4,771,180	8,569,677	8,569,677	6,878,783
<b>9900 Contingencies</b>					
99001	Contingencies	-	75,000	75,000	75,000
	Total Contingencies	-	75,000	75,000	75,000
<b>TOTAL DEPARTMENT</b>		<b>\$ 11,312,538</b>	<b>\$ 15,521,198</b>	<b>\$ 14,915,222</b>	<b>\$ 16,380,369</b>

**BAWA - CAPITAL IMPROVEMENT PROGRAM FUND 518**  
**BUDGET SUMMARY BY FUND**

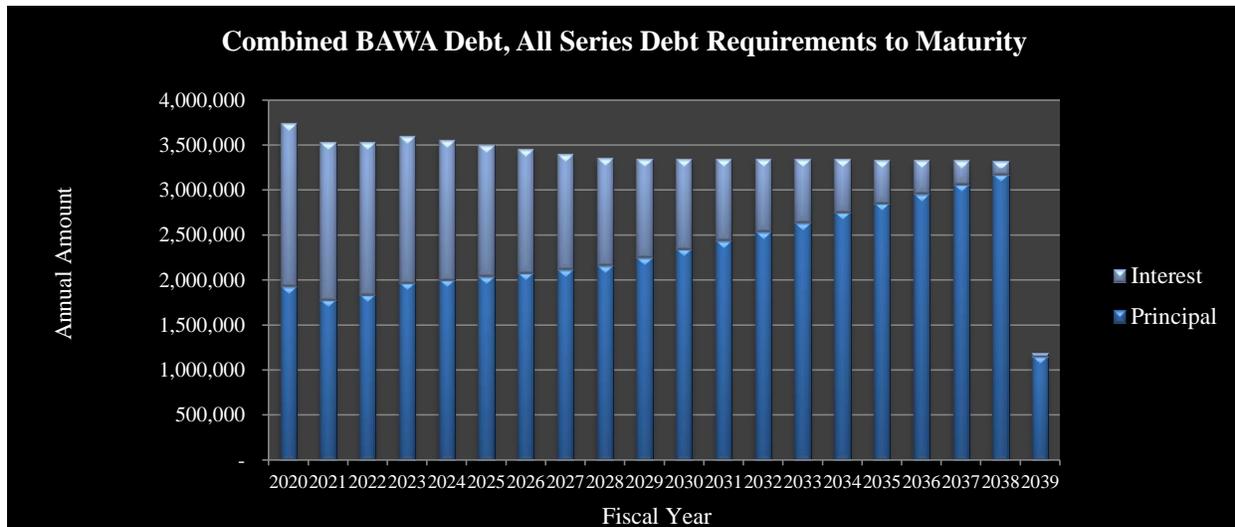
	<b>Actual</b>	<b>Total Allocation</b>	<b>Estimated</b>	<b>Total</b>
	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>Allocation</b>
				<b>2019-20</b>
<b>Revenues</b>				
Transfer In from Operating Fund	\$ 2,000,000	\$ 5,790,159	\$ 5,790,159	2,788,023
Interest Revenue	185,202	80,000	189,645	55,190
<b>Total Revenues</b>	<b>2,185,202</b>	<b>5,870,159</b>	<b>5,979,804</b>	<b>2,843,213</b>
<b>Expenditures</b>				
BAWA East Plant	1,015,340	4,529,056	421,914	6,357,142
BAWA East Plant Engineering	146,497	1,023,097	575,280	447,817
Mitigation Credits	1,231,200	-	-	-
Completed and closed projects	124,550	-	-	-
High Service Pumps	4,284,158	1,098,950	1,098,950	-
Chemical Systems - Replace Bulk Tank	126,128	1,059,684	128	1,059,556
LAS System Addition	130,765	349,235	73,139	276,096
Lime System Addition	-	390,000	-	390,000
Post Filtration Chemicals	-	144,000	-	144,000
Sludge Room Improvements	-	400,000	-	400,000
Chain & Flight for Basin Four	106,500	40,950	40,950	-
Surveillance System	5,000	-	-	-
Filter Gallery Improvements	34,016	-	-	-
Administration Building	100,319	90,215	90,215	-
Ground Storage Tanks Rehabilitation	30,000	1,470,000	26,368	-
BAWA East Transmission Line	-	1,650,000	200,000	1,450,000
Filter Scour	-	1,114,000	291,012	2,222,988
New Capital Project Initiatives	-	418,345	-	1,000,000
<b>Total Expenditures</b>	<b>7,334,473</b>	<b>13,777,532</b>	<b>2,817,956</b>	<b>13,747,599</b>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	(5,149,271)	(7,907,373)	3,161,848	(10,904,386)
<b>Working Capital - Beginning</b>	12,995,111	\$ 7,845,840	\$ 7,845,840	\$ 11,007,688
<b>Working Capital - Ending</b>	\$ 7,845,840	\$ (61,533)	\$ 11,007,688	\$ 103,302

**BAYTOWN AREA WATER AUTHORITY REVENUE BONDS  
LONG TERM DEBT AMORTIZATION SCHEDULES**

Revenue Bonds	Amount of Issue	Principal Outstanding Oct. 1, 2019	Principal & Interest Requirements for 2019-20			Principal Outstanding Sept. 30, 2020
			Principal	Interest	Total	
Series 2006	\$ 9,975,000	\$ 2,135,000	\$ 710,000	\$ 62,260	\$ 772,260	\$ 1,425,000
Series 2012	8,315,000	4,605,000	580,000	132,800	712,800	4,025,000
Series 2018	22,040,000	22,040,000	-	1,024,250	1,024,250	22,040,000
Series 2019	17,315,000	17,315,000	640,000	591,450	1,231,450	16,675,000
		<b>\$ 46,095,000</b>	<b>\$ 1,930,000</b>	<b>\$ 1,810,760</b>	<b>\$ 3,740,760</b>	<b>\$ 44,165,000</b>

**Combined BAWA Debt, All Series  
Debt Requirements to Maturity**

Fiscal Year	Principal 5/01	Total Interest	Total Requirement
2020	1,930,000	1,810,760	3,740,760
2021	1,780,000	1,752,970	3,532,970
2022	1,835,000	1,694,306	3,529,306
2023	1,970,000	1,630,894	3,600,894
2024	2,005,000	1,546,594	3,551,594
2025	2,040,000	1,460,268	3,500,268
2026	2,080,000	1,371,818	3,451,818
2027	2,120,000	1,281,868	3,401,868
2028	2,160,000	1,190,000	3,350,000
2029	2,250,000	1,096,188	3,346,188
2030	2,345,000	998,488	3,343,488
2031	2,440,000	904,850	3,344,850
2032	2,540,000	806,826	3,346,826
2033	2,640,000	704,450	3,344,450
2034	2,755,000	591,750	3,346,750
2035	2,855,000	473,900	3,328,900
2036	2,960,000	369,950	3,329,950
2037	3,065,000	262,100	3,327,100
2038	3,175,000	150,350	3,325,350
2039	1,150,000	34,500	1,184,500
<b>Total</b>	<b>\$ 46,095,000</b>	<b>\$ 20,132,830</b>	<b>\$ 66,227,830</b>



**BAYTOWN AREA WATER AUTHORITY REVENUE BONDS  
DETAIL DEBT AMORTIZATION SCHEDULES**

Revenue Bonds		Funding: BAWA-WWIS					\$ 9,975,000	
Series 2006		Date of Issue - June 14, 2006					Term - 16 Years	
Fiscal Year	Interest Rate	Principal Due 5/01	Interest Due11/01	Interest Due 5/01	Total Interest	Annual Requirement	Principal Outstanding	
2007	2.25%	\$ 595,000	\$ 2,115	\$ 51,400	\$ 53,515	\$ 648,515	\$ 9,380,000	
2008	2.25%	530,000	77,040	107,112	184,152	714,152	8,850,000	
2009	2.30%	540,000	103,045	107,542	210,587	750,587	8,310,000	
2010	2.30%	550,000	104,650	111,509	216,159	766,159	7,760,000	
2011	2.35%	565,000	105,184	105,184	210,368	775,368	7,195,000	
2012	2.40%	580,000	98,545	98,545	197,090	777,090	6,615,000	
2013	2.50%	590,000	91,585	91,585	183,170	773,170	6,025,000	
2014	2.60%	605,000	84,210	84,210	168,420	773,420	5,420,000	
2015	2.65%	620,000	76,345	76,345	152,690	772,690	4,800,000	
2016	2.70%	640,000	68,130	68,130	136,260	776,260	4,160,000	
2017	2.75%	655,000	59,490	59,490	118,980	773,980	3,505,000	
2018	2.80%	675,000	50,484	50,484	100,968	775,968	2,830,000	
2019	2.85%	695,000	41,034	41,034	82,068	777,068	2,135,000	
2020	2.90%	710,000	31,130	31,130	62,260	772,260	1,425,000	
2021	2.90%	735,000	20,835	20,835	41,670	776,670	690,000	
2022	2.95%	690,000	10,178	10,178	20,356	710,356	-	
		\$ 9,975,000	\$ 1,024,000	\$ 1,114,713	\$ 2,138,713	\$ 12,113,713		

Call Option: Bonds maturing on 05/01/2017 to 05/01/2022 callable in whole or in part inversely on any date beginning 05/01/2016 @ par.

Revenue Bonds		Funding: BAWA					\$ 8,315,000	
Series 2012		Issue Date - March 29, 2012					Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 5/01	Interest Due11/01	Interest Due 5/01	Total Interest	Annual Requirement	Principal Outstanding	
2013	2.00%	\$ 485,000	\$ 123,050	\$ 103,500	\$ 226,550	\$ 711,550	\$ 7,830,000	
2014	2.00%	510,000	98,650	98,650	197,300	707,300	7,320,000	
2015	2.00%	520,000	93,550	93,550	187,100	707,100	6,800,000	
2016	2.00%	535,000	88,350	88,350	176,700	711,700	6,265,000	
2017	2.00%	540,000	83,000	83,000	166,000	706,000	5,725,000	
2018	2.00%	550,000	77,600	77,600	155,200	705,200	5,175,000	
2019	2.00%	570,000	72,100	72,100	144,200	714,200	4,605,000	
2020	2.00%	580,000	66,400	66,400	132,800	712,800	4,025,000	
2021	2.00%	290,000	60,600	60,600	121,200	411,200	3,735,000	
2022	2.38%	295,000	57,700	57,700	115,400	410,400	3,440,000	
2023	2.50%	300,000	54,197	54,197	108,394	408,394	3,140,000	
2024	2.75%	310,000	50,447	50,447	100,894	410,894	2,830,000	
2025	3.00%	315,000	46,184	46,184	92,368	407,368	2,515,000	
2026	3.00%	325,000	41,459	41,459	82,918	407,918	2,190,000	
2027	3.13%	335,000	36,584	36,584	73,168	408,168	1,855,000	
2028	3.25%	345,000	31,350	31,350	62,700	407,700	1,510,000	
2029	3.25%	360,000	25,744	25,744	51,488	411,488	1,150,000	
2030	3.38%	370,000	19,894	19,894	39,788	409,788	780,000	
2031	3.50%	385,000	13,650	13,650	27,300	412,300	395,000	
2032	3.50%	395,000	6,913	6,913	13,826	408,826	-	
		\$ 8,315,000	\$ 1,147,422	\$ 1,127,872	\$ 2,275,294	\$ 10,590,294		

Call Option: Bonds maturing on 05/01/2023 to 05/01/2032 callable in whole or in part on any date beginning 05/01/2022 @ par.

**BAYTOWN AREA WATER AUTHORITY REVENUE BONDS  
DETAIL DEBT AMORTIZATION SCHEDULES**

Revenue Bonds		Funding: BAWA					\$ 22,040,000	
Series 2018		Issue Date - June 21, 2018					Term-20 Yrs	
Fiscal Year	Interest Rate	Principal Due 5/01	Interest Due11/01	Interest Due 5/01	Total Interest	Annual Requirement	Principal Outstanding	
2019		\$ -	\$ 426,771	\$ 512,125	\$ 938,896	\$ 938,896	\$ 22,040,000	
2020	0.00%	-	512,125	512,125	1,024,250	1,024,250	22,040,000	
2021	5.00%	135,000	512,125	512,125	1,024,250	1,159,250	21,905,000	
2022	5.00%	205,000	508,750	508,750	1,017,500	1,222,500	21,700,000	
2023	5.00%	1,000,000	503,625	503,625	1,007,250	2,007,250	20,700,000	
2024	5.00%	1,000,000	478,625	478,625	957,250	1,957,250	19,700,000	
2025	5.00%	1,000,000	453,625	453,625	907,250	1,907,250	18,700,000	
2026	5.00%	1,000,000	428,625	428,625	857,250	1,857,250	17,700,000	
2027	5.00%	1,000,000	403,625	403,625	807,250	1,807,250	16,700,000	
2028	5.00%	1,000,000	378,625	378,625	757,250	1,757,250	15,700,000	
2029	5.00%	1,040,000	353,625	353,625	707,250	1,747,250	14,660,000	
2030	5.00%	1,095,000	327,625	327,625	655,250	1,750,250	13,565,000	
2031	5.00%	1,145,000	300,250	300,250	600,500	1,745,500	12,420,000	
2032	5.00%	1,210,000	271,625	271,625	543,250	1,753,250	11,210,000	
2033	5.00%	1,675,000	241,375	241,375	482,750	2,157,750	9,535,000	
2034	4.00%	1,760,000	199,500	199,500	399,000	2,159,000	7,775,000	
2035	4.00%	1,830,000	155,500	155,500	311,000	2,141,000	5,945,000	
2036	4.00%	1,905,000	118,900	118,900	237,800	2,142,800	4,040,000	
2037	4.00%	1,980,000	80,800	80,800	161,600	2,141,600	2,060,000	
2038	4.00%	2,060,000	41,200	41,200	82,400	2,142,400	-	
		\$ 22,040,000	\$ 6,696,921	\$ 6,782,275	\$ 13,479,196	\$ 35,519,196		

Call Option: Bonds maturing on 05/01/2029 to 05/01/2038 callable in whole or in part on any date beginning 05/01/2029 @ par.

Revenue Bonds		Funding: BAWA					\$ 17,315,000	
Series 2019		Issue Date - May 30, 2019					Term-20 Yrs	
Fiscal Year	Interest Rate	Principal Due 5/01	Interest Due11/01	Interest Due 5/01	Total Interest	Annual Requirement	Principal Outstanding	
2020	4.00%	\$ 640,000	\$ 295,725	\$ 295,725	\$ 591,450	\$ 1,231,450	\$ 16,675,000	
2021	4.00%	620,000	282,925	282,925	565,850	1,185,850	16,055,000	
2022	4.00%	645,000	270,525	270,525	541,050	1,186,050	15,410,000	
2023	4.00%	670,000	257,625	257,625	515,250	1,185,250	14,740,000	
2024	4.00%	695,000	244,225	244,225	488,450	1,183,450	14,045,000	
2025	4.00%	725,000	230,325	230,325	460,650	1,185,650	13,320,000	
2026	4.00%	755,000	215,825	215,825	431,650	1,186,650	12,565,000	
2027	4.00%	785,000	200,725	200,725	401,450	1,186,450	11,780,000	
2028	4.00%	815,000	185,025	185,025	370,050	1,185,050	10,965,000	
2029	4.00%	850,000	168,725	168,725	337,450	1,187,450	10,115,000	
2030	3.00%	880,000	151,725	151,725	303,450	1,183,450	9,235,000	
2031	3.00%	910,000	138,525	138,525	277,050	1,187,050	8,325,000	
2032	3.00%	935,000	124,875	124,875	249,750	1,184,750	7,390,000	
2033	3.00%	965,000	110,850	110,850	221,700	1,186,700	6,425,000	
2034	3.00%	995,000	96,375	96,375	192,750	1,187,750	5,430,000	
2035	3.00%	1,025,000	81,450	81,450	162,900	1,187,900	4,405,000	
2036	3.00%	1,055,000	66,075	66,075	132,150	1,187,150	3,350,000	
2037	3.00%	1,085,000	50,250	50,250	100,500	1,185,500	2,265,000	
2038	3.00%	1,115,000	33,975	33,975	67,950	1,182,950	1,150,000	
2039	3.00%	1,150,000	17,250	17,250	34,500	1,184,500	-	
		\$ 17,315,000	\$ 3,223,000	\$ 3,223,000	\$ 6,446,000	\$ 23,761,000		

Call Option: Bonds maturing on 05/01/2029 to 05/01/2033 callable in whole or in part on any date beginning 05/01/2028 @ par.

**CITY OF HOUSTON  
UNTREATED WATER RATES**

Effective Month/Year	Rate
04/81	.22142
02/83	.24157
10/86	.25123
10/87	.28022
01/88	.26591 FIRST 150 MGD/PER 1,000, .26113 NEXT 150 MGD
08/88	.28426 FIRST 300 MGD/PER 1,000, .27915 NEXT 300 MGD
07/89	.29344 FIRST 300 MGD/PER 1,000, .28817 NEXT 300 MGD
08/90	.31178 FIRST 300 MGD/PER 1,000, .30618 NEXT 300 MGD
02/92	.31820 FIRST 300 MGD/PER 1,000, .31249 NEXT 300 MGD
10/93	.32907 FIRST 300 MGD/PER 1,000, .32316 NEXT 300 MGD
10/94	.37192 UP TO 13.1 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 11.9
06/04	.385 UP TO 13.1 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 11.9
04/05	.398 UP TO 17.38 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 15.8
04/06	.4123 UP TO 17.38 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 15.8
04/07	.4238 UP TO 17.38 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 15.8
04/08	.4314 UP TO 17.38 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 15.8
04/09	.4533 UP TO 17.38 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER 15.8
04/10	.4546 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
06/10	.5647 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/11	.5754 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/12	.59439 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/13	.61580 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/14	.6232 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/15	.6506 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/16	.6597 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/17	.6821 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/18	.7012 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
04/19	.7208 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.

## TREATED WATER RATES

Year	City Rate/1,000 gallons	Other Rate/1,000 Gallons	Increase-City	Increase-Other	Comments
1981	\$0.97	\$0.97			
1985 - 1987	\$0.97	\$1.00	\$0.00	\$0.03	
1988 - 1992	\$1.07	\$1.10	\$0.10	\$0.10	Result of rising operating cost. (Raw water rates up 25%)
1993 - 1998	\$1.18	\$1.21	\$0.11	\$0.11	Result of increase in raw water rates.
1999 - 2006	\$1.26	\$1.29	\$0.08	\$0.08	Funding for plant expansion debt
2006-2007	\$1.39	\$1.42	\$0.13	\$0.13	Funding for new water line debt and City of Houston rate increase.
2007-2008	\$1.46	\$1.49	\$0.07	\$0.07	Funding for new water line debt and City of Houston rate increase.
2008-2009	\$1.55	\$1.58	\$0.09	\$0.09	Funding for new water line debt, other operating increases and City of Houston rate increase.
2009-2010	\$1.71	\$1.74	\$0.16	\$0.16	Funding for new water line debt, other operating increases and City of Houston rate increase.
2010-2011	\$1.96	\$1.99	\$0.25	\$0.25	Funding for new water line debt, other operating increases and City of Houston rate increase.
2011-2012	\$2.15	\$2.18	\$0.19	\$0.19	Funding for new water line debt, other operating increases and City of Houston rate increase.
2012-2013	\$2.35	\$2.39	\$0.20	\$0.21	Funding for new water line debt, other operating increases and City of Houston rate increase.
2013-2014	\$2.53	\$2.57	\$0.18	\$0.18	Funding for new water line debt, other operating increases and City of Houston rate increase.
2014-2015	\$2.61	\$2.65	\$0.08	\$0.08	Funding for new water line debt, other operating increases and City of Houston rate increase.
2015-2016	\$2.74	\$2.78	\$0.13	\$0.13	Funding for new water line debt, other operating increases and City of Houston rate increase.
2016-2017	\$2.74	\$2.78	\$0.00	\$0.00	Excess revenues are sufficient to cover incremental operating cost.
2017-2018	\$2.74	\$2.78	\$0.00	\$0.00	Excess revenues are sufficient to cover incremental operating cost.
2018-2019	\$2.82	\$2.86	\$0.08	\$0.08	Funding for the BAWA East Treatment Plant, other operating increases and City of Houston rate increase.
2019-2020	\$2.82	\$2.86	\$0.00	\$0.00	Excess revenues are sufficient to cover incremental operating cost.



# CITY OF HOUSTON

Public Works and Engineering  
Department

## IMPORTANT NOTICE

### NOTIFICATION OF WATER RATE ADJUSTMENT

Effective April 1, 2019, water and sewer rates are adjusting upward by 2.8%. The City of Houston's Code of Ordinances provides that water and sewer rates be adjusted each year in April. These new rates will appear on your April 2019 billing which you will receive in May 2019.

### NEW RATES AND CHARGES

Classification	Rate
Contract Treated Water	P x \$3.150 plus (P-M) x \$0.780* Airgap P x \$3.840 plus (P-M) x \$0.780* Non-Airgap
Untreated Water Rates where there is no contract	
0 - 10,000,000 gallons	\$1.8035 per 1,000 gallons
11,000,000 - 20,000,000 gallons	\$1.6205 per 1,000 gallons
21,000,000 - 50,000,000 gallons	\$1.5284 per 1,000 gallons
51,000,000 -150,000,000 gallons	\$1.4361 per 1,000 gallons
151,000,000 & up gallons	\$1.3900 per 1,000 gallons
Untreated Water Rates under written contracts	\$0.7209 per 1,000 gallons

\* P = Total water delivery during the month in thousand gallons, except if the minimum monthly specified in the customer's contract is greater than P, P shall equal M.

M = Minimum monthly amount of water specified in the customer's contract expressed in units of one thousand gallons.

For further information, please:

- Refer to the Rates and Prices or the Billing and Payment section of your contract
- Visit: <http://www.houstontx.gov/codes/> (Sections 47-61 and 47-84 et seq.)

Please contact Maria Carrillo at Customer Account Services at (832) 395-6220 if you have specific questions about your bill.

RESOLUTION NO. 2019-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN AREA WATER AUTHORITY ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; MAKING OTHER PROVISIONS RELATED THERETO; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

\*\*\*\*\*

WHEREAS, the General Manager of the Baytown Area Water Authority (“BAWA”) has submitted to BAWA’s Board of Directors a budget estimate of the revenues of BAWA and the expense of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020; and

WHEREAS, the Board of Directors of BAWA (the “Board”) received the General Manager’s estimate and held a public hearing thereon; and

WHEREAS, after full and final consideration of the information contained in the proposed budget and the input received at the public hearing, it is the opinion of the Board that the budget attached hereto should be approved and adopted; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN AREA WATER AUTHORITY:

Section 1: That the Board of Directors of the Baytown Area Water Authority hereby adopts the budget, which is attached hereto as Exhibit “A” and incorporated herein for all intents and purposes for BAWA’s 2019-2020 fiscal year.

Section 2: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Area Water Authority.

INTRODUCED, READ and PASSED, by the affirmative vote of the Board of Directors of the Baytown Area Water Authority this the 21<sup>st</sup> day of August, 2019.

  
BRENDA BRADLEY SMITH, President

ATTEST:

  
LETICIA BRYSCH, Assistant Secretary



APPROVED AS TO FORM:

  
IGNACIO RAMIREZ, SR., General Counsel

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# ***CRIME CONTROL AND PREVENTION DISTRICT (CCPD)***

On Novemeber 3, 2015 the citizens voted to continue the Baytown Crime Control and Prevention District dedicated to crime reduction programs and the adoption of an adopted local sales and use tax at a rate of one-eighth of one percent (1/8%).

BAYTOWN  
**CRIME CONTROL AND  
PREVENTION DISTRICT  
(CCPD)**

ANNUAL PROGRAM OF SERVICES  
2019-20

*ADOPTED BUDGET*



# **CRIME CONTROL AND PREVENTION DISTRICT (CCPD)**

## **BOARD OF DIRECTORS**

---

**RIKKI WHEELER, President**

**DR. CHRIS L. WARFORD, Vice President**

**CITY CLERK, Secretary**

**STEELE ARTHUR, Director**

**JAMES COKER, Director**

**LLOYD J. HERRERA, Director**

**ANESIA LAMONT, Director**

**RANDALL B. STRONG, Director**



**BAYTOWN**  
**CRIME CONTROL PREVENTION DISTRICT (CCPD) FUND 206**  
**BUDGET SUMMARY**

	<b>Actual</b> <b>2017-18</b>	<b>Budget</b> <b>2018-19</b>	<b>Estimated</b> <b>2018-19</b>	<b>Adopted</b> <b>2019-20</b>
<b>Revenues</b>				
Sales Tax	\$ 1,995,432	\$ 1,869,488	\$ 1,869,488	\$ 1,906,878
Interest Income	6,602	1,850	7,227	2,000
<b>Total Revenues</b>	<u>2,002,034</u>	<u>1,871,338</u>	<u>1,876,715</u>	<u>1,908,878</u>
<b>Expenditures</b>				
Personnel	1,360,186	1,817,494	1,509,652	1,576,814
Supplies	18,774	11,375	11,375	87,500
Maintenance	12,772	174,414	174,414	328,134
Services	114,409	30,200	-	30,200
<b>Total Operating</b>	<u>1,506,142</u>	<u>2,033,483</u>	<u>1,695,441</u>	<u>2,022,648</u>
Capital Outlay	436,947	307,640	292,291	354,660
Transfers Out	-	-	-	-
Unforeseen/New Initiatives	-	86,435	-	36,373
<b>Total Expenditures</b>	<u>1,943,088</u>	<u>2,427,558</u>	<u>1,987,731</u>	<u>2,413,682</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	58,946	(556,220)	(111,016)	(504,804)
<b>Fund Balance - Beginning</b>	<u>556,874</u>	<u>615,820</u>	<u>615,820</u>	<u>504,804</u>
<b>Fund Balance - Ending</b>	<u>\$ 615,820</u>	<u>\$ 59,600</u>	<u>\$ 504,804</u>	<u>\$ -</u>

**20601 CRIME CONTROL PREVENTION DISTRICT (CCPD) - BUDGET NOTES**

<b>Acct #</b>	<b>Account Name</b>	<b>Amount</b>
<b><u>PERSONNEL SERVICES</u></b>		
<b>71002</b>	<b>Regular Wages</b>	\$ 1,086,601
	(14) Patrol Officers	
	(1) Police Sergeant	
<b>71009</b>	<b>Overtime</b>	-
<b>71021</b>	<b>Health Insurance</b>	191,600
<b>71022</b>	<b>TMRS</b>	193,196
<b>71023</b>	<b>FICA</b>	83,126
<b>71028</b>	<b>Workers Compensation</b>	22,291
	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,576,814</b>
<b><u>SUPPLIES</u></b>		
<b>72007</b>	<b>Wearing Apparel</b>	87,500
	SWAT Vest Replacement	75,000
	Regular Uniform Issue	7,500
	Body Armor Vests	5,000
	<b>TOTAL SUPPLIES</b>	<b>87,500</b>
<b><u>MAINTENANCE</u></b>		
<b>73042</b>	<b>Machinery &amp; Equip Maint</b>	328,134
	AXON Bwc Program	127,153
	Replace Hand Held Police Radios - (2nd year of 5)	117,000
	AXON Fleet - In Car Video	76,731
	AXON Interview Rooms	7,250
	<b>TOTAL MAINTENANCE</b>	<b>328,134</b>
<b><u>SERVICES</u></b>		
<b>74070</b>	<b>Elections</b>	30,000
<b>74280</b>	<b>Bonds</b>	200
	<b>TOTAL SERVICES</b>	<b>30,200</b>
	<b>TOTAL OPERATING</b>	<b>2,022,648</b>

**20601 CRIME CONTROL PREVENTION DISTRICT (CCPD) - BUDGET NOTES**

<b>Acct #</b>	<b>Account Name</b>	<b>Amount</b>
<b><u>CAPITAL OUTLAY</u></b>		
<b>84042</b>	<b>Machinery &amp; Equipment</b>	110,500
	3D Imaging	95,000
	ATV	15,500
<b>84043</b>	<b>Motor Vehicles</b>	244,160
	Marked Patrol Units (4)	244,160
	<b>TOTAL CAPITAL OUTLAY</b>	<b><u>354,660</u></b>
<b><u>CONTINGENCY</u></b>		
<b>99002</b>	<b>Unforeseen/New Initiative</b>	36,373
	<b>TOTAL CONTINGENCY</b>	<b><u>36,373</u></b>
	<b>TOTAL CCPD</b>	<b><u>\$ 2,413,682</u></b>

RESOLUTION NO. 59

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020, IN ACCORDANCE WITH CHAPTER 363 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE ALTERNATIVE PROCEDURES ADOPTED BY THE DISTRICT; MAKING OTHER PROVISIONS RELATED THERETO; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

\*\*\*\*\*

WHEREAS, the General Manager of the Baytown Crime Control and Prevention District (the "District") has submitted to the District a budget estimate of the revenues of the District and the expense of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, being the third of five years of the sales and use tax authorization, and which said estimate contains all information as required by Chapter 363 of the Texas Local Government Code; and

WHEREAS, the Board of Directors of the District (the "Board") has received the General Manager's estimate and held public hearings thereon as provided by both Chapter 363 of the Texas Local Government Code and the alternative procedures adopted thereunder; and

WHEREAS, after full and final consideration of the information contained in the proposed budget and the input received at the public hearings, it is the opinion of the Board that the budget attached hereto should be approved and adopted; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN CRIME CONTROL AND PREVENTION DISTRICT:

Section 1: That the Board of Directors of the Baytown Crime Control and Prevention District hereby adopts the budget, which is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes, for the District's 2019-20 fiscal year.

Section 2: That the Secretary of the Baytown Crime Control and Prevention District is hereby ordered to submit for and on behalf of the Board of Directors the budget adopted in Section 1 to the City Council of the City of Baytown not later than the tenth (10<sup>th</sup>) day after the date hereof.

Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Crime Control and Prevention District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Crime Control and Prevention District, this the 9<sup>th</sup> day of July, 2019.

*Rikki Wheeler*  
RIKKI WHEELER, President

ATTEST:

*Leticia Brysch*  
LETICIA BRYSCH, Secretary



APPROVED AS TO FORM:

*Ignacio Ramirez*  
IGNACIO RAMIREZ, SR., General Counsel

***FIRE CONTROL,  
PREVENTION AND  
EMERGENCY  
MEDICAL SERVICES  
DISTRICT  
(FCPEMSD)***

On November 3, 2015 the citizens voted to continue the Baytown Fire Control, Prevention, and Emergency Medical Services District dedicated to fire safety and emergency medical services and the adoption of a adopted local sales and use tax at a rate of one-eighth of one percent (1/8%).

**BAYTOWN  
FIRE CONTROL, PREVENTION  
AND EMERGENCY MEDICAL  
SERVICE DISTRICT (FCPEMSD)**

**ANNUAL PROGRAM OF SERVICES  
2019-20**

*ADOPTED BUDGET*



# **FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT (FCPEMSD)**

## **BOARD DIRECTORS**

---

**BRENDA BRADLEY SMITH, President**

**JOHN ADKINS, Vice President**

**CITY CLERK, Secretary**

**GERALD BALDWIN, Director**

**RICHARD CARR, Director**

**ADELINA GOMEZ-ABSHIRE, Director**

**BARRY L. HAWKINS, Director**

**MAURICE WATTS, Director**



**BAYTOWN**  
**FIRE - EMS SPECIAL DISTRICT FUND 207**  
**BUDGET SUMMARY**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Sales Tax	\$ 2,012,751	\$ 1,865,344	\$ 1,865,344	\$ 1,902,651
Investment Interest	\$ 15,373	\$ 7,418	\$ 18,183	\$ 6,209
<b>Total Revenues</b>	<b>\$ 2,028,124</b>	<b>\$ 1,872,762</b>	<b>\$ 1,883,527</b>	<b>\$ 1,908,860</b>
<b>Expenditures</b>				
Personnel	\$ 327,979	\$ 376,819	\$ 361,472	\$ 392,515
Supplies	\$ 6,137	\$ 18,500	\$ 9,746	\$ 33,065
Maintenance	\$ 180,338	\$ 130,900	\$ 135,022	\$ 60,465
Services	\$ -	\$ 30,200	\$ 200	\$ 30,200
<b>Total Operating</b>	<b>\$ 514,455</b>	<b>\$ 556,419</b>	<b>\$ 506,440</b>	<b>\$ 516,245</b>
Capital Outlay	\$ 514,809	\$ 427,565	\$ 290,948	\$ 945,000
Construction in Progress	\$ 370,309	\$ -	\$ -	\$ 506,290
Transfers Out	\$ 953,509	\$ 789,753	\$ 789,753	\$ 851,400
Unforeseen/New Initiatives	\$ (82,667)	\$ 497,178	\$ -	\$ 322,987
<b>Total Expenditures</b>	<b>\$ 2,270,415</b>	<b>\$ 2,270,915</b>	<b>\$ 1,587,141</b>	<b>\$ 3,141,922</b>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	<b>\$ (242,291)</b>	<b>\$ (398,153)</b>	<b>\$ 296,386</b>	<b>\$ (1,233,062)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 1,178,965</b>	<b>\$ 936,674</b>	<b>\$ 936,674</b>	<b>\$ 1,233,062</b>
<b>Fund Balance - Ending</b>	<b>\$ 936,674</b>	<b>\$ 538,521</b>	<b>\$ 1,233,062</b>	<b>\$ -</b>

**BAYTOWN**  
**FIRE - EMS SPECIAL DISTRICT FUND 207**  
**SPECIAL DISTRICT - FIRE/EMS - 20701**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Base 2019-20</b>
<b>Expenditures</b>				
71002 Regular Wages	\$ 220,010	\$ 237,500	\$ 246,071	\$ 267,731
71009 Overtime	2,725	-	18	-
71013 Accrual Pay	-	10,098	-	-
71021 Health Insurance	31,099	35,925	33,749	35,925
71022 TMRS	41,465	44,575	45,933	49,950
71023 FICA	16,822	17,890	19,090	21,491
71028 Workers Compensation	3,304	3,918	3,918	4,218
71041 Allowances	12,554	13,200	12,692	13,200
71043 Employee Incentives	-	13,713	-	-
<b>Personnel</b>	<b>327,979</b>	<b>376,819</b>	<b>361,472</b>	<b>392,515</b>
72007 Wearing Apparel	-	-	-	15,565
72026 Cleaning & Janitorial Sup	238	1,500	875	1,500
72031 Chemical Supplies	5,899	16,000	7,911	16,000
72032 Medical Supplies	-	1,000	960	-
<b>Supplies</b>	<b>6,137</b>	<b>18,500</b>	<b>9,746</b>	<b>33,065</b>
73011 Buildings Maintenance	145,760	7,500	11,622	22,500
73042 Machinery & Equip Maint	34,578	123,400	123,400	37,965
<b>Maintenance</b>	<b>180,338</b>	<b>130,900</b>	<b>135,022</b>	<b>60,465</b>
74021 Special Services	-	-	-	-
74070 Elections	-	30,000	-	30,000
74280 Bonds	-	200	200	200
<b>Services</b>	<b>-</b>	<b>30,200</b>	<b>200</b>	<b>30,200</b>
<b>Total Operating</b>	<b>514,455</b>	<b>556,419</b>	<b>506,440</b>	<b>516,245</b>
80001 Furniture & Equip <\$5000	51,946	22,565	22,565	-
84042 Machinery & Equipment	416,194	175,000	-	-
84043 Motor Vehicles	40,500	230,000	268,383	945,000
84045 Radio & Testing Equipment	6,169	-	-	-
<b>Total Capital</b>	<b>514,810</b>	<b>427,565</b>	<b>290,948</b>	<b>945,000</b>
85011 Engineering	370,309	-	-	506,290
<b>Total Construction in Progress</b>	<b>370,309</b>	<b>-</b>	<b>-</b>	<b>506,290</b>
91350 To Gen Capital Proj Fund	242,576	-	-	-
91401 To G O I S	710,933	789,753	789,753	851,400
<b>Total Transfers Out</b>	<b>953,509</b>	<b>789,753</b>	<b>789,753</b>	<b>851,400</b>
99001 Contingencies	(82,667)	497,178	-	322,987
<b>Total Contingencies Out</b>	<b>(82,667)</b>	<b>497,178</b>	<b>-</b>	<b>322,987</b>
<b>Total Expenditures</b>	<b>\$ 2,270,415</b>	<b>\$ 2,270,915</b>	<b>\$ 1,587,141</b>	<b>\$ 3,141,922</b>

20701 FIRE CONTROL PREVENTION & EMERGENCY MEDICAL SERVICES DISTRICT FCPMSD - BUDGET NOTES

Acct #	Account Name	Amount
<b>7100</b>	<b><u>Personnel Services</u></b>	
71002	Regular Wages	\$ 267,731
	(1) Battalion Chief	
	(1) Fire Lieutenant	
	(1) Senior Administrative Support Specialist	
71021	Health Insurance	35,925
71022	TMRS	49,950
71023	FICA	21,491
71028	Workers Compensation	4,218
71041	Allowances	13,200
	<b>TOTAL PERSONNEL SERVICES</b>	<b>392,515</b>
<b>7200</b>	<b><u>Supplies</u></b>	
72026	Cleaning & Janitorial Sup	1,500
72031	Chemical Supplies	16,000
72007	Wearing Apparel	15,565
	<b>TOTAL SUPPLIES</b>	<b>33,065</b>
<b>7300</b>	<b><u>Maintenance</u></b>	
73011	Buildings Maintenance	22,500
73042	Machinery & Equip Maint	37,965
	<b>TOTAL MAINTENANCE</b>	<b>60,465</b>
<b>7400</b>	<b><u>Services</u></b>	
74070	Elections	30,000
74280	Bonds	200
	<b>TOTAL SERVICES</b>	<b>30,200</b>

<b>20701 FIRE CONTROL PREVENTION &amp; EMERGENCY MEDICAL SERVICES DISTRICT FCPEMSD - BUDGET NOTES</b>
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<b>Acct #</b>	<b>Account Name</b>	<b>Amount</b>
<b>8000</b>	<b><u>Capital Outlay</u></b>	
<b>84043</b>	<b>Motor Vehicles</b>	945,000
	Fire Engine Pmts (1 prior year & 2 current year)	700,000
	Ambulance	245,000
<b>85011</b>	<b>Engineering</b>	506,290
	Funding for Completion of Project for Training Facility - Phase III	506,290
	<b>TOTAL CAPITAL OUTLAY</b>	<b><u>1,451,290</u></b>
<b>9100</b>	<b><u>Transfers Out</u></b>	
<b>91401</b>	<b>To G O I S</b>	851,400
	Principal & Interest Payment for Series 2018 CO Bond for Training Facility – Phase III	
	<b>TOTAL TRANSFERS OUT</b>	<b><u>851,400</u></b>
<b>9900</b>	<b><u>Contingency</u></b>	
<b>99001</b>	<b>Contingencies</b>	322,987
	<b>TOTAL CONTINGENCY</b>	<b><u>322,987</u></b>
	<b>TOTAL FCPEMSD</b>	<b><u>\$ 3,141,922</u></b>

RESOLUTION NO. 65

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020, IN ACCORDANCE WITH CHAPTER 344 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE ALTERNATIVE PROCEDURES ADOPTED BY THE DISTRICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

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WHEREAS, the General Manager of the Baytown Fire Control, Prevention, and Emergency Medical Services District (the "District") has submitted to the District a budget estimate of the revenues of the District and the expense of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, being the four of five years of the sales and use tax authorization, and which said estimate contains all information as required by Chapter 344 of the Texas Local Government Code; and

WHEREAS, the Board of Directors of the District (the "Board") has received the General Manager's estimate and held a public hearing thereon as provided by both Chapter 344 of the Texas Local Government Code and the alternative procedures adopted thereunder; and

WHEREAS, after full and final consideration of the information contained in the proposed budget and the input received at the public hearing, it is the opinion of the Board that the budget attached hereto should be approved and adopted; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN FIRE CONTROL, PREVENTION, AND EMERGENCY MEDICAL SERVICES DISTRICT:

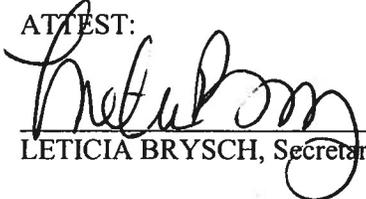
Section 1: That the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District hereby adopts the budget, which is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes for the District's 2019-20 fiscal year.

Section 2: That the Secretary of the Baytown Fire Control, Prevention, and Emergency Medical Services District is hereby ordered to submit for and on behalf of the Board of Directors the budget adopted in Section 1 to the City Council of the City of Baytown not later than the tenth (10<sup>th</sup>) day after the date hereof.

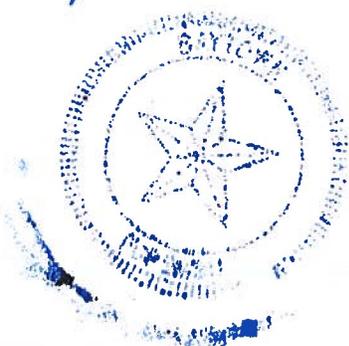
Section 3: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District.

INTRODUCED, READ and PASSED by the affirmative vote of the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District, this the 16<sup>th</sup> day of July, 2019.

  
BRENDA BRADLEY SMITH, President

ATTEST:  
  
LETICIA BRYSCH, Secretary

APPROVED AS TO FORM:  
  
IGNACIO RAMIREZ, SR., General Counsel





# ***MUNICIPAL DEVELOPMENT DISTRICT***

On May 5, 2001, in the general election, the citizens of the City of Baytown voted to authorize the creation of the Baytown Municipal Development District and the imposition of a sales and use tax at the rate of one-half of one percent for the purpose of financing economic development projects that provide economic benefit and diversify the economic base of the community.

**BAYTOWN  
MUNICIPAL  
DEVELOPMENT DISTRICT  
(MDD)**

**ADOPTED PROJECTS BUDGET  
2019-20**



BAYTOWN  
**MUNICIPAL DEVELOPMENT  
DISTRICT (MDD)**  
**DIRECTORS**

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BRANDON CAPETILLO, President

CHRIS PRESLEY, Vice President

LAURA ALVARADO, Secretary

CITY CLERK, Assistant Secretary

SUHEY RIOS-ALVAREZ, Director

HEATHER BETANCOURTH, Director

GARY ENGLERT, Director

MARY HERNANDEZ, Director

DAVID HIMSEL, Director

ROBERT C. HOSKINS, Director

DAVID P. JIRRELS, Director

CHARLES JOHNSON, Director

**MUNICIPAL DEVELOPEMENT DISTRICT  
MAJOR BUDGET ISSUES  
FISCAL YEAR 2019-20**

On May 5, 2001, in the general election, the citizens of the City of Baytown voted to authorize the creation of the Baytown Municipal Development District (MDD) and the imposition of a sales and use tax at the rate of one-half of one percent for the purpose of financing economic development and parks projects that provide economic benefit, diversify the economic base of the community and improve our quality of life. The board is composed of the Mayor, six council members and four at-large resident members.

**REVENUES** – Sales tax revenue is budgeted at \$6,866,908, which is consistent with the 2018-19 estimated collections. Along with other miscellaneous revenues, the total revenues for 2019-20 are projected at \$6,837,091.

**EXPENDITURES** – Included in this year’s program are ongoing economic development expenditures as well as improvements in the areas of streets, sidewalks, signalization, utilities and parks. Generally, project costs may include functions such as services, construction or debt service on long-term construction projects.

**FY20 NEW PROJECTS:**

Citizens Bank Building \$1,200,000

This allocation provides funding for renovation of Citizens Bank. The building will be renovated in a manner that will allow for adaptable space. The Citizens Bank building will contribute to the success of the Texas Avenue development. The building renovation will strengthen the current structure using a modern design so the space could be used for events or office space.

*Annual Operating Impact: Operating and maintenance costs have no impact.*

Park Development (Russell Park) \$300,000

This allocation will put funds aside for future development of Gene and Loretta Russell Park, consisting of 17 acres on Wallisville Road east of North Main Street.

*Annual Operating Impact: Operating and maintenance costs have no impact.*

**MUNICIPAL DEVELOPEMENT DISTRICT  
MAJOR BUDGET ISSUES  
FISCAL YEAR 2019-20**

Goose Creek Trail Phase VI & VII \$150,000

The Goose Creek Trail currently runs from Bayland Island at the South end to the Hutto Parkway and Baker Road. The proposed 1.47 additional miles will extend the Goose Creek trail north to intersect with the Santavy Trail and connections to the San Jacinto Blvd. Trail. The first or Phase VII of the two sections would connect the Goose Creek Stream Trail to Cedar Bayou Lynchburg road using the CenterPoint transmission corridor. This request would also tie sidewalks to the trail from Country Club Manor neighborhood and to Garth Road. The trail would connect to the Eddie Huron park trail and to the Home Depot Parking Lot. The second or Phase VIII will take the trail from Cedar Bayou Lynchburg north to the Santavy street 10 foot wide trail near the new Krogers. Both sections will follow the CenterPoint transmission corridor and will have to gain permission to do so. CenterPoint is currently under construction along the corridor and will not be completed until after the start of 2020. This request will allow for the surveys and construction drawing needed for the CenterPoint easement and permit. The consultants will be tasked with crossing Cedar Bayou Lynchburg as well. Construction will be during FY 2021. When complete, the Goose Creek Trail will stretch 7.35 miles from Bayland Park to the San Jacinto Mall.

***Annual Operating Impact:*** *Operating and maintenance costs have no impact.*

**MUNICIPAL DEVELOPMENT DISTRICT (MDD) PROGRAM FUND  
BUDGET SUMMARY for Fiscal Year 2019-20**

	Actual 2017-18	Total Allocation 2018-19	Estimated 2018-19	Total Allocation 2019-20
<b>Beginning working capital</b>	\$ 5,451,334	\$ 5,464,674	\$ 5,464,674	\$ 3,228,350
<b>Revenues</b>				
Sales Taxes	7,214,578	6,946,455	6,699,423	6,866,908
Rebates	-	(84,456)	(84,456)	(84,510)
Investment Interest	83,259	40,941	86,731	43,603
Miscellaneous	-	-	-	-
Loan Repayments	11,090	11,200	11,200	11,090
Interest on Loans	2,714	2,603	-	-
<b>Total MDD Revenues</b>	<b>7,311,641</b>	<b>6,916,743</b>	<b>6,712,898</b>	<b>6,837,091</b>
<b>Expenditures</b>				
<b>Economic Development Projects</b>				
Development of New and Expansion of Existing Businesses and Industry	95,357	262,861	58,895	203,966
Econ Development Foundation - Basic Economic Development Services Development Director	250,000	250,000	250,000	250,000
Econ Development Foundation - Special Economic Development Projects	101,760	144,000	98,467	143,857
Economic Development - 123 W. Defee	15,696	212,715	35,000	177,715
Economic Incentive - San Jacinto Mall	-	75,000	-	75,000
Economic Incentive - HEB	500,000	-	-	-
Brunson Redevelopment	-	450,000	300,000	300,000
Convention Center Debt Service	404,896	1,232,659	1,665,547	-
Property Acquisition for Economic Development	1,350,000	1,154,975	1,154,975	1,154,975
Citizens Bank Building	-	592,113	315,989	421,431
Texas Ave (Block 100) Development	-	-	-	1,200,000
Subtotal	2,717,709	4,374,323	3,883,873	4,196,944
<b>Streets, Drainage, Sidewalks &amp; Signalization Projects</b>				
Land Acquisition for New Thoroughfares	-	161,710	-	161,710
Land for San Jacinto Blvd	100,000	24,880	-	-
Downtown Infrastructure	10,702	589,298	245,706	360,000
Subtotal	110,702	775,888	245,706	521,710
<b>Utility Projects</b>				
Economic Dev. Cost Share with Developers to Upsize New Utilities	-	205,250	-	55,250
I-10 Lift Station	-	251,439	-	251,439
NE WW Treatment Plant Debt Service (60% 2010 & 2013 CO's & 2014, 2015 & 2016 GO's Refunding)	986,352	991,723	991,723	996,144
Tri City Beach Road Sewer	-	70,000	-	70,000
Subtotal	986,352	1,518,412	991,723	1,372,833
<b>Parks Projects</b>				
Aquatics Master Plan Phase 1 & 2 Construction (Debt Svc on \$6mm)	426,338	437,538	437,538	419,238
Pirates Bay Waterpark Expansion (Debt Service on \$5.5mm)	376,292	373,554	373,554	367,221
Completed and closed projects	986,520	-	-	-
Baytown Sports League Improvements	20,594	79,406	67,572	50,000
Rent/Purchase of Ice Rink for Town Square	52,279	125,000	99,128	100,000
Goose Creek Trail - Phase VI	11,038	31,310	8,500	-
Land Acquisition - Future Parks (Ginger Creek)	-	397,839	-	210,000

**MUNICIPAL DEVELOPMENT DISTRICT (MDD) PROGRAM FUND  
BUDGET SUMMARY for Fiscal Year 2019-20**

	Actual 2017-18	Total Allocation 2018-19	Estimated 2018-19	Total Allocation 2019-20
Repair Fire Fighter Memorial	-	61,872		61,872
Evergreen Park Land	425,000	425,000	425,000	-
Evergreen Park Bldg Rehab	835,694	425,733	600,733	-
Goose Creek Stream Clean Up	-	20,000		20,000
Jenkins Park	43,455	6,545	6,545	-
City Gateway Project III	6,328	63,672	25,593	38,079
Park Operations Center	-	1,500,000	459,218	1,040,782
Dredging - Bayland Marina & Channels	-	760,000	300,000	460,000
Ward Road Walking Loop Trail	-	145,000	129,640	15,360
EPA Tree Planting Project	-	100,000	100,000	100,000
Goose Creek Trail Heads	-	50,000	50,000	-
Jenkins Park Drainage and Water Line	-	100,000	100,000	-
Holloway Park Tennis Courts	-	13,000	13,000	-
Central Heights Park Basketball Cover	-	76,000	76,000	-
City Wide Landscaping	-	100,000	50,952	49,048
Lighting for Jenkins Dog Park	-	109,000	71,947	37,053
Crocket & Baybrook Connect Trail	-	158,000	158,000	-
JC Holloway Parking Lot Improvements	-	225,000	100,000	125,000
Park Development (Russell Park)	-	-	-	300,000
Goose Creek Trail Phase VI & VII	-	-	-	150,000
Subtotal	3,183,538	5,783,469	3,652,920	3,543,653
Total MDD Projects	6,998,301	12,452,092	8,774,222	9,635,140
<b>Other</b>				
Project Administration and Overhead	300,000	300,000	175,000	425,000
Unforeseen/New Initiatives	-	392,000	-	5,301
Subtotal	300,000	692,000	175,000	430,301
<b>Total MDD Expenditures</b>	7,298,301	13,144,092	8,949,222	10,065,441
<b>Revenues over (under) expenses</b>	13,340	(6,227,349)	(2,236,324)	(3,228,350)
<b>Ending working capital</b>	\$ 5,464,674	\$ (762,675)	\$ 3,228,350	\$ -

**SUPPLEMENTAL INFORMATION  
INCLUDED FOR PLANNING  
PURPOSES**

**MUNICIPAL DEVELOPMENT DISTRICT (MDD) PROGRAM FUND  
BUDGET SUMMARY - PROJECTED WORKING CAPITAL**

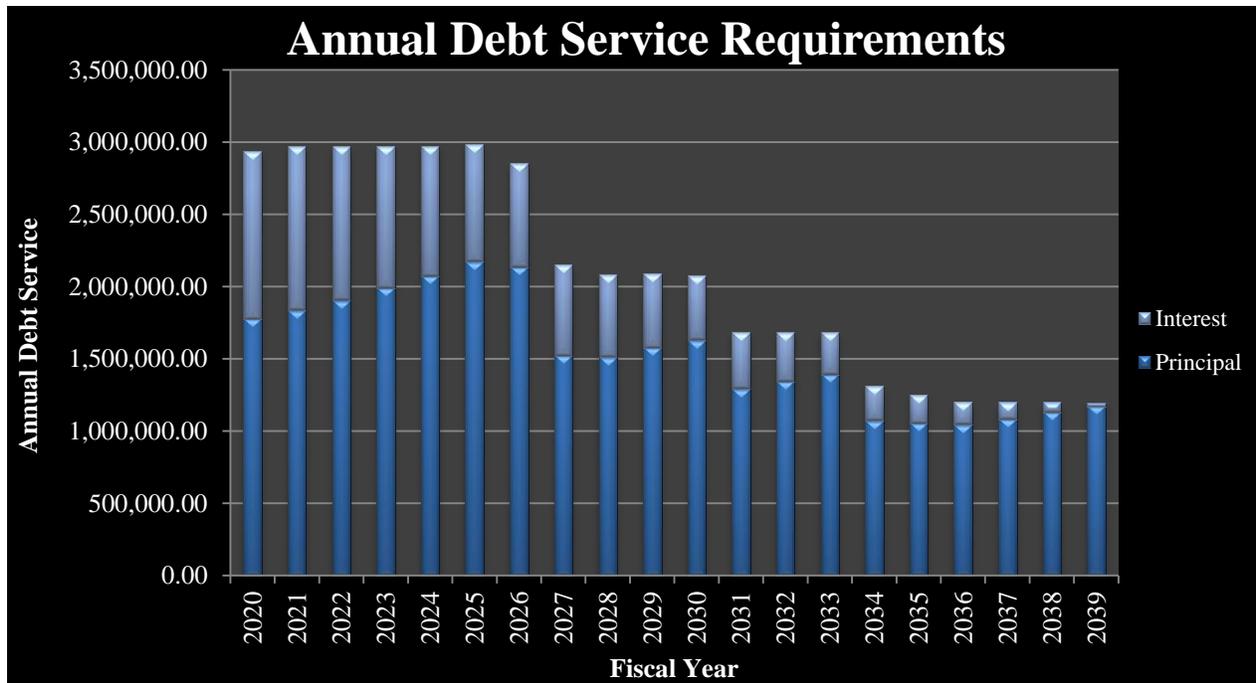
Fiscal Year 2019-20

Estimated revenue growth for projected years: 2.0%

		Estimated Expenditures 2018-19	Total Allocation 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25
<b>Revenues</b>								
	Sales Taxes	6,699,423	6,866,908	7,004,000	7,144,000	7,287,000	7,433,000	7,582,000
	Rebates	(84,456)	(84,510)	(86,000)	(88,000)	(90,000)	(92,000)	(94,000)
	Investment Interest	86,731	43,603	44,000	45,000	46,000	47,000	48,000
	Miscellaneous	-	-	-	-	-	-	-
	Loan Repayments	11,200	11,090	11,000	11,000	11,000	11,000	11,000
	Interest on Loans	-	-	-	-	-	-	-
	<b>Total MDD Revenues</b>	<b>6,712,898</b>	<b>6,837,091</b>	<b>6,973,000</b>	<b>7,112,000</b>	<b>7,254,000</b>	<b>7,399,000</b>	<b>7,547,000</b>
<b>Expenditures</b>								
<b>Economic Development Projects</b>								
	Development of New and Expansion of Existing Businesses and Industry	58,895	203,966	300,000	300,000	300,000	300,000	300,000
	Econ Development Foundation - Basic Economic Development Services	250,000	250,000	250,000	250,000	250,000	250,000	250,000
	Development Director	98,467	143,857	149,000	152,000	155,000	158,000	161,000
	Econ Development Foundation - Special Economic Development Projects	35,000	177,715	100,000	100,000	100,000	100,000	100,000
	Economic Development - 123 W. Defee	-	75,000	-	-	-	-	-
	Economic Incentive - San Jacinto Mall	-	-	-	-	-	-	-
	Economic Incentive - HEB	300,000	300,000	150,000	150,000	150,000	150,000	150,000
	Brunson Redevelopment	1,665,547	-	-	-	-	-	-
	Convention Center Debt Service	1,154,975	1,154,975	1,209,862	1,209,398	1,208,916	1,208,414	1,207,892
	Property Acquisition for Economic Development	315,989	421,431	100,000	100,000	300,000	300,000	300,000
	Citizens Bank Building	-	1,200,000	-	-	-	-	-
	Texas Ave (Block 100) Development	5,000	270,000	-	-	-	-	-
	Subtotal	3,883,873	4,196,944	2,258,862	2,261,398	2,463,916	2,466,414	2,468,892
<b>Streets, Drainage, Sidewalks &amp; Signalization Projects</b>								
	Land Acquisition for New Thoroughfares	-	161,710	100,000	100,000	100,000	100,000	100,000
	Land for San Jacinto Blvd	-	-	-	-	-	-	-
	Downtown Infrastructure	245,706	360,000	-	-	-	-	-
	Subtotal	245,706	521,710	100,000	100,000	100,000	100,000	100,000
<b>Utility Projects</b>								
	Economic Dev. Cost Share with Developers to Upsize New Utilities	-	55,250	150,000	150,000	150,000	150,000	150,000
	I-10 Lift Station	-	251,439	-	-	-	-	-
	NE WW Treatment Plant Debt Service (60% 2010 & 2013 CO's & 2014, 2015 & 2016 GO's Refunding)	991,723	996,144	980,101	985,037	989,013	995,006	999,354
	Tri City Beach Road Sewer	-	70,000	-	-	-	-	-
	Subtotal	991,723	1,372,833	1,130,101	1,135,037	1,139,013	1,145,006	1,149,354
<b>Parks Projects</b>								
	Aquatics Master Plan Phase 1 & 2 Construction (Debt Svc on \$6mm)	437,538	419,238	419,263	408,931	412,956	406,038	408,338
	Pirates Bay Waterpark Expansion (Debt Service on \$5.5mm)	373,554	367,221	362,388	360,900	362,754	362,754	365,704
	Completed and closed projects	-	-	-	-	-	-	-
	Baytown Sports League Improvements	67,572	50,000	50,000	50,000	50,000	50,000	50,000
	Rent/Purchase of Ice Rink for Town Square	99,128	100,000	50,000	50,000	50,000	50,000	50,000
	Goose Creek Trail - Phase VI	8,500	-	500,000	500,000	500,000	500,000	500,000
	Land Acquisition - Future Parks (Ginger Creek)	-	210,000	50,000	50,000	50,000	50,000	50,000
	Repair Fire Fighter Memorial	-	61,872	-	-	-	-	-
	Evergreen Park Land	425,000	-	425,000	-	-	-	-
	Evergreen Park Bldg Rehab	600,733	-	-	-	-	-	-
	Goose Creek Stream Clean Up	-	20,000	-	-	-	-	-
	Jenkins Park	6,545	-	-	-	-	-	-
	City Gateway Project III	25,593	38,079	-	-	-	-	-
	Park Operations Center	459,218	1,040,782	-	-	-	-	-
	Dredging - Bayland Marina & Channels	300,000	460,000	-	-	-	-	-
	Ward Road Walking Loop Trail	129,640	15,360	-	-	-	-	-
	EPA Tree Planting Project	100,000	100,000	-	-	-	-	-
	Goose Creek Trail Heads	50,000	-	-	-	-	-	-
	Jenkins Park Drainage and Water Line	100,000	-	-	-	-	-	-
	Holloway Park Tennis Courts	13,000	-	-	-	-	-	-
	Central Heights Park Basketball Cover	76,000	-	-	-	-	-	-
	City Wide Landscaping	50,952	49,048	-	-	-	-	-
	Lighting for Jenkins Dog Park	71,947	37,053	-	-	-	-	-
	Crocket & Baybrook Connect Trail	158,000	-	-	-	-	-	-
	JC Holloway Parking Lot Improvements	100,000	125,000	-	-	-	-	-
	Park Development (Russell Park)	-	300,000	-	-	-	-	-
	Goose Creek Trail Phase VI & VII	-	150,000	-	-	-	-	-
	Future Projects	-	-	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
	Subtotal	3,652,920	3,543,653	3,106,651	2,669,831	2,675,710	2,668,792	2,674,042
<b>Total MDD Projects</b>		<b>8,774,222</b>	<b>9,635,140</b>	<b>6,595,614</b>	<b>6,166,267</b>	<b>6,378,640</b>	<b>6,380,212</b>	<b>6,392,288</b>
<b>Other</b>								
	Project Administration and Overhead	175,000	425,000	300,000	300,000	300,000	300,000	300,000
	Unforeseen/New Initiatives	-	5,301	75,000	500,000	500,000	500,000	500,000
	Subtotal	175,000	430,301	375,000	800,000	800,000	800,000	800,000
<b>Total MDD Expenditures</b>		<b>8,949,222</b>	<b>10,065,441</b>	<b>6,970,614</b>	<b>6,966,267</b>	<b>7,178,640</b>	<b>7,180,212</b>	<b>7,192,288</b>
Revenues over (under) expenditures		(2,236,324)	(3,228,350)	2,386	145,733	75,360	218,788	354,712
<b>Ending working capital</b>		<b>3,228,350</b>	<b>-</b>	<b>2,386</b>	<b>148,119</b>	<b>223,479</b>	<b>442,267</b>	<b>796,979</b>

**BAYTOWN**  
**BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT**  
**ANNUAL REQUIREMENT TO AMORTIZE BONDED DEBT**

<b>Fiscal Year</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>
2020	1,776,829	570,304	588,037	1,158,340	2,935,169
2021	1,834,780	588,037	549,135	1,137,172	2,971,951
2022	1,906,885	549,135	510,348	1,059,483	2,966,369
2023	1,991,686	510,348	469,589	979,937	2,971,624
2024	2,073,952	469,589	426,657	896,246	2,970,198
2025	2,172,225	426,657	384,314	810,971	2,983,196
2026	2,137,957	384,314	329,165	713,479	2,851,436
2027	1,523,435	329,165	299,397	628,562	2,151,998
2028	1,511,159	299,397	270,334	569,731	2,080,890
2029	1,579,030	270,334	239,641	509,975	2,089,005
2030	1,627,619	239,641	207,790	447,431	2,075,049
2031	1,292,874	207,790	183,344	391,133	1,684,007
2032	1,344,796	183,344	157,797	341,141	1,685,937
2033	1,393,384	157,797	131,117	288,914	1,682,298
2034	1,072,340	131,117	109,670	240,787	1,313,127
2035	1,053,503	109,670	88,600	198,270	1,251,773
2036	1,045,000	88,600	67,700	156,300	1,201,300
2037	1,085,000	67,700	46,000	113,700	1,198,700
2038	1,130,000	46,000	23,400	69,400	1,199,400
2039	1,170,000	23,400	-	23,400	1,193,400
<b>\$</b>	<b>30,722,454</b>	<b>\$ 5,652,338</b>	<b>\$ 5,082,035</b>	<b>\$ 10,734,373</b>	<b>\$ 41,456,827</b>



**BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT  
DETAIL DEBT AMORTIZATION SCHEDULES**

<b>Series 2013</b>		<b>Date of Issue: May 26, 2013</b>					<b>\$ 5,500,000</b>	
<b>Tax &amp; Revenue Certificate of Obligation: MDD Allocation Only</b>							<b>Term: 20 Years</b>	
<b>Fiscal Year</b>	<b>Interest Rate</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>	
2013	4.000%	\$ -	\$ 69,177	\$ 64,377	\$ 133,554	\$ 133,554	\$ 5,500,000	
2014	2.000%	216,667	81,031	78,865	159,896	376,563	5,283,333	
2015	2.000%	220,000	78,865	76,665	155,529	375,529	5,063,333	
2016	2.000%	225,000	76,665	74,415	151,079	376,079	4,838,333	
2017	2.000%	230,000	74,415	72,115	146,529	376,529	4,608,333	
2018	2.500%	235,000	72,115	69,177	141,292	376,292	4,373,333	
2019	4.000%	240,000	69,177	64,377	133,554	373,554	4,133,333	
2020	4.000%	243,333	64,377	59,510	123,888	367,221	3,890,000	
2021	4.000%	248,333	59,510	54,544	114,054	362,388	3,641,667	
2022	2.500%	255,000	54,544	51,356	105,900	360,900	3,386,667	
2023	2.500%	263,333	51,356	48,065	99,421	362,754	3,123,333	
2024	2.500%	270,000	48,065	44,690	92,754	362,754	2,853,333	
2025	2.625%	280,000	44,690	41,015	85,704	365,704	2,573,333	
2026	3.000%	286,667	41,015	36,715	77,729	364,396	2,286,667	
2027	3.000%	295,000	36,715	32,290	69,004	364,004	1,991,667	
2028	3.125%	305,000	32,290	27,524	59,814	364,814	1,686,667	
2029	3.125%	315,000	27,524	22,602	50,126	365,126	1,371,667	
2030	3.250%	325,000	22,602	17,321	39,923	364,923	1,046,667	
2031	3.250%	336,667	17,321	11,850	29,171	365,838	710,000	
2032	3.300%	350,000	11,850	6,075	17,925	367,925	360,000	
2033	3.375%	360,000	6,075	-	6,075	366,075	-	
		<b>\$ 5,500,000</b>	<b>\$ 1,039,376</b>	<b>\$ 953,545</b>	<b>\$ 1,992,921</b>	<b>\$ 7,492,921</b>		

Call Option: Bonds maturing on 02/01/2023 to 02/01/2033 callable in whole or in part on any date beginning 02/01/22 @ par.

<b>Series 2014</b>		<b>Date of Issue: April 1, 2014</b>					<b>\$ 2,100,283</b>	
<b>General Obligation and Refunding Bonds: MDD Allocation Only</b>							<b>Term: 20 Years</b>	
<b>Fiscal Year</b>	<b>Interest Rate</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>	
2014		\$ -	\$ -	\$ 21,885	\$ 21,885	\$ 21,885	\$ 2,100,283	
2015	2.000%	115,291	37,163	36,023	73,186	188,477	1,984,992	
2016	3.000%	174,064	36,023	33,412	69,434	243,498	1,810,928	
2017	3.000%	152,720	33,412	31,121	64,532	217,252	1,658,208	
2018	3.000%	135,056	31,121	29,095	60,216	195,272	1,523,152	
2019	3.000%	140,208	29,095	26,992	56,087	196,295	1,382,944	
2020	4.000%	145,728	26,992	24,077	51,069	196,797	1,237,216	
2021	4.000%	130,272	24,077	21,472	45,549	175,821	1,106,944	
2022	4.000%	135,792	21,472	18,756	40,228	176,020	971,152	
2023	4.000%	142,048	18,756	15,915	34,671	176,719	829,104	
2024	4.000%	148,304	15,915	12,949	28,864	177,168	680,800	
2025	4.000%	154,560	12,949	9,858	22,807	177,367	526,240	
2026	4.000%	131,744	9,858	7,223	17,081	148,825	394,496	
2027	3.250%	43,424	7,223	6,517	13,740	57,164	351,072	
2028	3.375%	44,896	6,517	5,760	12,277	57,173	306,176	
2029	3.500%	46,368	5,760	4,948	10,708	57,076	259,808	
2030	3.500%	48,208	4,948	4,105	9,053	57,261	211,600	
2031	3.750%	50,048	4,105	3,166	7,271	57,319	161,552	
2032	3.750%	51,888	3,166	2,193	5,359	57,247	109,664	
2033	4.000%	53,728	2,193	1,119	3,312	57,040	55,936	
2034	4.000%	55,936	1,119	-	1,119	57,055	-	
		<b>\$ 2,100,283</b>	<b>\$ 331,863</b>	<b>\$ 316,585</b>	<b>\$ 648,448</b>	<b>\$ 2,748,731</b>		

Call Option: Bonds maturing on 02/01/2025 to 02/01/2034 callable in whole or in part on any date beginning 02/01/24 @ par.

**BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT  
DETAIL DEBT AMORTIZATION SCHEDULES**

<b>Series 2015</b>		<b>Date of Issue: July 7, 2015</b>					<b>\$ 1,770,131</b>	
<b>General Obligation and Refunding Bonds: MDD Allocation Only</b>								<b>Term: 20 Years</b>
<b>Fiscal Year</b>	<b>Interest Rate</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>	
2016	0	\$ 21,331	\$ 47,057	\$ 41,308	\$ 88,365	\$ 109,696	\$ 1,748,800	
2017	5.000%	101,060	41,308	38,781	80,089	181,150	1,647,739	
2018	5.000%	107,705	38,781	36,089	74,870	182,575	1,540,035	
2019	5.000%	114,349	36,089	33,230	69,319	183,667	1,425,686	
2020	5.000%	121,692	33,230	30,188	63,418	185,110	1,303,994	
2021	5.000%	129,385	30,188	26,953	57,141	186,526	1,174,609	
2022	5.000%	137,079	26,953	23,526	50,479	187,558	1,037,530	
2023	5.000%	145,821	23,526	19,881	43,407	189,227	891,709	
2024	5.000%	154,913	19,881	16,008	35,888	190,801	736,797	
2025	5.000%	164,704	16,008	11,890	27,898	192,602	572,093	
2026	5.000%	95,116	11,890	9,512	21,402	116,518	476,977	
2027	5.000%	100,011	9,512	7,012	16,524	116,536	376,965	
2028	3.375%	41,263	7,012	6,316	13,328	54,591	335,702	
2029	3.500%	42,662	6,316	5,569	11,885	54,547	293,040	
2030	3.625%	44,411	5,569	4,764	10,333	54,744	248,629	
2031	3.625%	46,159	4,764	3,927	8,692	54,851	202,470	
2032	3.750%	47,908	3,927	3,029	6,957	54,864	154,563	
2033	3.750%	49,656	3,029	2,098	5,127	54,783	104,907	
2034	4.000%	51,404	2,098	1,070	3,168	54,573	53,502	
2035	4.000%	53,503	1,070	-	1,070	54,573	-	
		<b>\$ 1,770,131</b>	<b>\$ 368,208</b>	<b>\$ 321,151</b>	<b>\$ 689,359</b>	<b>\$ 2,459,490</b>		

Call Option: Bonds maturing on 02/01/2026 to 02/01/2035 callable in whole or in part on any date beginning 02/01/25 @ par.

<b>Series 2016</b>		<b>Date of Issue: July 19, 2016</b>					<b>\$ 4,493,018</b>	
<b>General Obligation and Refunding Bonds: MDD Allocation Only</b>								<b>Term: 12 Years</b>
<b>Fiscal Year</b>	<b>Interest Rate</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>	
2016		\$ -	\$ -	\$ 7,811	\$ 7,811	\$ 7,811	\$ 4,493,018	
2017	4.000%	113,441	117,158	114,889	232,047	345,488	4,379,577	
2018	4.000%	386,455	114,889	107,160	222,049	608,505	3,993,122	
2019	5.000%	407,631	107,160	96,969	204,129	611,761	3,585,490	
2020	5.000%	431,076	96,969	86,192	183,162	614,237	3,154,415	
2021	5.000%	456,789	86,192	74,773	160,965	617,754	2,697,626	
2022	5.000%	484,015	74,773	62,672	137,445	621,460	2,213,611	
2023	5.000%	510,484	62,672	49,910	112,583	623,067	1,703,127	
2024	5.000%	540,735	49,910	36,392	86,302	627,037	1,162,392	
2025	4.000%	567,961	36,392	25,033	61,424	629,386	594,431	
2026	4.000%	594,431	25,033	-	25,033	619,463	-	
		<b>\$ 4,493,018</b>	<b>\$ 771,149</b>	<b>\$ 661,802</b>	<b>\$ 1,432,950</b>	<b>\$ 5,925,968</b>		

**BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT  
DETAIL DEBT AMORTIZATION SCHEDULES**

<b>Series 2019</b>							<b>Date of Issue: May 2, 2019</b>		<b>\$ 3,595,000</b>
<b>General Obligation and Refunding Bonds: MDD Allocation Only</b>								<b>Term: 12 Years</b>	
<b>Fiscal Year</b>	<b>Interest Rate</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>		
2019		\$ -	\$ -	\$ 48,046	\$ 48,046	\$ 48,046	\$ 3,595,000		
2020	3.5%	280,000	72,069	67,169	139,238	419,238	3,315,000		
2021	3.5%	290,000	67,169	62,094	129,263	419,263	3,025,000		
2022	3.6%	290,000	62,094	56,838	118,931	408,931	2,735,000		
2023	3.8%	305,000	56,838	51,119	107,956	412,956	2,430,000		
2024	4.0%	310,000	51,119	44,919	96,038	406,038	2,120,000		
2025	4.0%	325,000	44,919	38,419	83,338	408,338	1,795,000		
2026	4.1%	325,000	38,419	31,716	70,134	395,134	1,470,000		
2027	4.3%	350,000	31,716	24,278	55,994	405,994	1,120,000		
2028	4.3%	355,000	24,278	16,734	41,013	396,013	765,000		
2029	4.4%	380,000	16,734	8,422	25,156	405,156	385,000		
2030	4.4%	385,000	8,422	-	8,422	393,422	-		
		<b>\$ 3,595,000</b>	<b>\$ 473,775</b>	<b>\$ 449,752</b>	<b>\$ 923,527</b>	<b>\$ 4,518,527</b>			

<b>Series 2020</b>							<b>Date of Issue: 9/1/2019</b>		<b>\$ 16,600,000</b>
<b>General Obligation: Convention Center</b>								<b>Term - 20 Years</b>	
<b>Fiscal Year</b>	<b>Interest Rate</b>	<b>Principal Due 02/01</b>	<b>Interest Due 02/01</b>	<b>Interest Due 08/01</b>	<b>Total Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>		
2020	4.00%	555,000	276,667	320,900	597,567	1,152,567	16,045,000		
2021	4.00%	580,000	320,900	309,300	630,200	1,210,200	15,465,000		
2022	4.00%	605,000	309,300	297,200	606,500	1,211,500	14,860,000		
2023	4.00%	625,000	297,200	284,700	581,900	1,206,900	14,235,000		
2024	4.00%	650,000	284,700	271,700	556,400	1,206,400	13,585,000		
2025	4.00%	680,000	271,700	258,100	529,800	1,209,800	12,905,000		
2026	4.00%	705,000	258,100	244,000	502,100	1,207,100	12,200,000		
2027	4.00%	735,000	244,000	229,300	473,300	1,208,300	11,465,000		
2028	4.00%	765,000	229,300	214,000	443,300	1,208,300	10,700,000		
2029	4.00%	795,000	214,000	198,100	412,100	1,207,100	9,905,000		
2030	4.00%	825,000	198,100	181,600	379,700	1,204,700	9,080,000		
2031	4.00%	860,000	181,600	164,400	346,000	1,206,000	8,220,000		
2032	4.00%	895,000	164,400	146,500	310,900	1,205,900	7,325,000		
2033	4.00%	930,000	146,500	127,900	274,400	1,204,400	6,395,000		
2034	4.00%	965,000	127,900	108,600	236,500	1,201,500	5,430,000		
2035	4.00%	1,000,000	108,600	88,600	197,200	1,197,200	4,430,000		
2036	4.00%	1,045,000	88,600	67,700	156,300	1,201,300	3,385,000		
2037	4.00%	1,085,000	67,700	46,000	113,700	1,198,700	2,300,000		
2038	4.00%	1,130,000	46,000	23,400	69,400	1,199,400	1,170,000		
2039	4.00%	1,170,000	23,400	-	23,400	1,193,400	-		
		<b>16,600,000</b>	<b>3,858,667</b>	<b>3,582,000</b>	<b>7,440,667</b>	<b>24,040,667</b>			

RESOLUTION NO. 377

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

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BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT:

Section 1: That the budget estimate of the revenues of the Baytown Municipal Development District and the expenses of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, as finally submitted to the Board of Directors by the General Manager of said District is hereby adopted and approved as the budget estimate of all the current expenses as well as the fixed charges against said District for the fiscal year beginning October 1, 2019, and ending September 30, 2020. A copy of the budget is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes.

Section 2: This resolution shall take effect immediately from and after its passage by the Board of Directors of the Baytown Municipal Development District.

INTRODUCED, READ, and PASSED by the affirmative vote of the Board of Directors of the Baytown Municipal Development District this the 1<sup>st</sup> day of August, 2019.

  
BRANDON CAPETILLO, President

ATTEST:

  
LETICIA BRYSCH, Assistant Secretary



APPROVED AS TO FORM:

  
IGNACIO RAMIREZ, SR., General Counsel



***BAYTOWN  
REINVESTMENT  
ZONE #1***

**BAYTOWN TAX REINVESTMENT ZONE #1 FUND 216  
BUDGET SUMMARY**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Sources of Funding</b>				
TIRZ Increment - City	2,104,076	2,007,210	2,128,033	2,181,234
TIRZ Increment - County	557,288	647,335	571,220	585,501
Chevron Phillips	2,764,725	2,269,977	2,833,843	2,904,689
Escrow earnings	-	100	100	100
Total Sources	<u>5,426,089</u>	<u>4,924,622</u>	<u>5,533,196</u>	<u>5,671,524</u>
<b>Uses of Funding</b>				
Zone Adm. & Project Mgmt.	5,315	17,000	8,000	17,000
Legal Services	1,826	8,000	2,500	8,000
Data Base Management	2,475	2,700	2,700	2,700
Accounting Services	-	3,500	-	3,500
Developer Payments	-	-	-	-
Chevron Phillips	2,764,725	2,269,977	2,833,843	2,904,689
Street projects-City	-	1,900,000	400,000	-
Street projects-County	671,773	600,000	600,000	-
TIRZ Improvements	-	1,200,000	2,837,636	1,200,000
TIRZ Fees (rooftops)	85,600	86,600	86,600	88,800
Debt Service	145,000	150,000	150,000	155,000
Interest on Bonds	64,400	56,063	56,063	47,438
Fiscal Agent Fees	2,500	2,500	2,500	2,500
City Services	100,051	100,361	100,361	102,870
CO Debt Service-County	619,925	647,335	647,335	585,501
CO Debt Service-City	583,906	559,521	559,521	628,606
Total Uses	<u>5,047,496</u>	<u>7,603,557</u>	<u>8,287,059</u>	<u>5,746,603</u>
<b>Excess (Deficit) Sources Over Uses</b>	<u>378,593</u>	<u>(2,678,935)</u>	<u>(2,753,863)</u>	<u>(75,079)</u>
<b>Working Capital - Beginning:</b>				
Harris County	1,373,777	639,367	639,367	(36,748)
City of Baytown	1,123,927	2,236,930	2,236,930	159,182
Total	<u>2,497,704</u>	<u>2,876,297</u>	<u>2,876,297</u>	<u>122,434</u>
<b>Working Capital - Ending:</b>				
Harris County	639,367	39,367	(36,748)	(36,748)
City of Baytown	2,236,930	370,819	159,182	84,103
Total	<u>2,876,297</u>	<u>410,186</u>	<u>122,434</u>	<u>47,355</u>

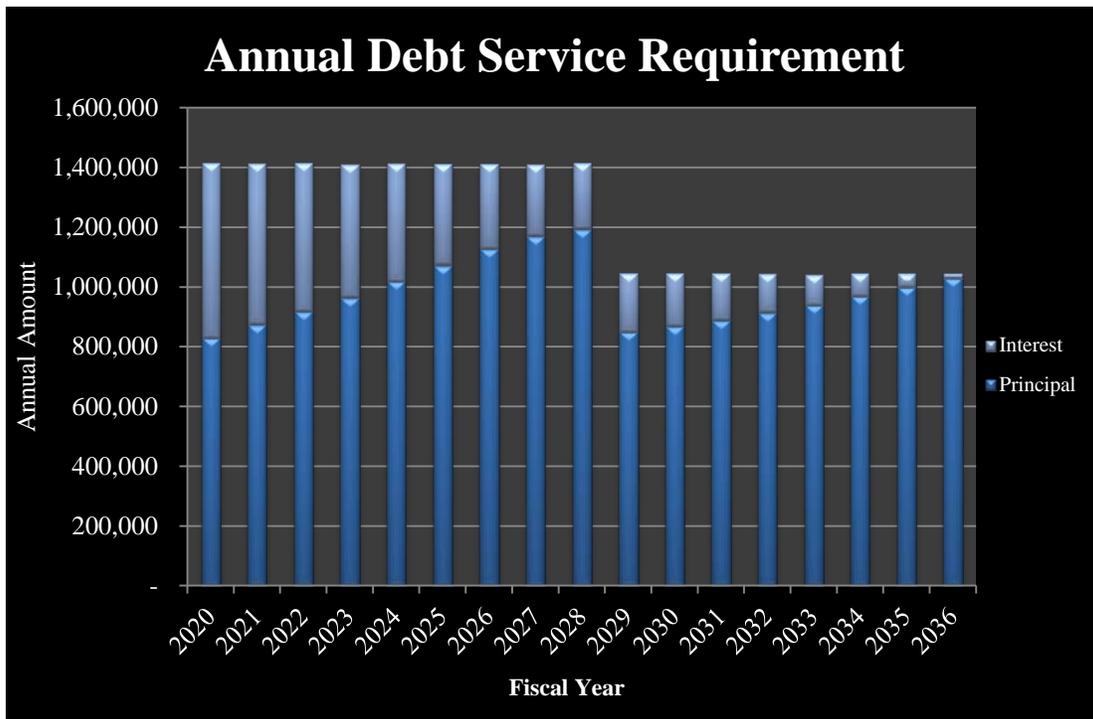
**Baytown Tax Reinvestment Zone #1 - Fund 216****Schedule of Compliance Elements - Harris County Increment  
Inception Through Fiscal Year Ended 09.30.20**

	<u>Totals</u>	<u>FY-08</u>	<u>FY-09</u>	<u>FY-10</u>	<u>FY-11</u>
Reserve forward		\$ -	\$ 52,696	\$ 152,567	\$250,080
County Increment	\$ 3,912,687	52,696	99,871	97,513	121,463
County Increment-Sjolander	<u>10,368,555</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds available - County	<u>14,281,242</u>	<u>52,696</u>	<u>152,567</u>	<u>250,080</u>	<u>371,543</u>
Cost allocation:					
Wanamaker (Hunt Rd)	294,142	-	-	-	-
Chevron	10,368,555	-	-	-	-
Debt service - CO Series 2016 (San Jacinto Blvd)	2,307,405	-	-	-	-
(1) Extending John Martin to Hunt Road	671,773	-	-	-	-
Street Projects	<u>600,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total costs allocated	<u>14,241,875</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net	<u>\$ 39,367</u>	<u>\$52,696</u>	<u>\$ 152,567</u>	<u>\$ 250,080</u>	<u>\$371,543</u>

<b><u>FY-12</u></b>	<b><u>FY-13</u></b>	<b><u>FY-14</u></b>	<b><u>FY-15</u></b>	<b><u>FY-16</u></b>	<b><u>FY-17</u></b>	<b><u>FY-18</u></b>	<b>Estimated <u>FY-19</u></b>	<b>Budgeted <u>FY-20</u></b>
\$ 371,543	\$ 531,975	\$ 666,502	\$ 805,083	\$ 1,035,806	\$ 1,373,777	\$ 1,373,777	\$ 639,367	\$ 39,367
160,432	195,548	231,339	322,471	386,586	454,644	557,288	647,335	585,501
-	-	40,862	197,877	485,831	1,140,728	2,764,725	2,833,843	2,904,689
<u>531,975</u>	<u>727,523</u>	<u>938,703</u>	<u>1,325,431</u>	<u>1,908,223</u>	<u>2,969,149</u>	<u>4,695,790</u>	<u>4,120,545</u>	<u>3,529,557</u>
-	61,021	92,758	91,748	48,615	-	-	-	-
-	-	40,862	197,877	485,831	1,140,728	2,764,725	2,833,843	2,904,689
-	-	-	-	-	454,644	619,925	647,335	585,501
-	-	-	-	-	-	671,773	-	-
-	-	-	-	-	-	-	600,000	-
-	61,021	133,620	289,625	534,446	1,595,372	4,056,423	4,081,178	3,490,190
<u>\$ 531,975</u>	<u>\$ 666,502</u>	<u>\$ 805,083</u>	<u>\$ 1,035,806</u>	<u>\$ 1,373,777</u>	<u>\$ 1,373,777</u>	<u>\$ 639,367</u>	<u>\$ 39,367</u>	<u>\$ 39,367</u>

**BAYTOWN TAX REINVESTMENT ZONE #1 FUND 216  
ANNUAL REQUIREMENT TO AMORTIZE BONDED DEBT**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual Requirement</b>	<b>Principal Outstanding</b>	
2020	830,000	586,544	1,416,544	15,815,000	
2021	875,000	542,881	1,417,881	14,940,000	
2022	920,000	496,931	1,416,931	14,020,000	
2023	965,000	448,694	1,413,694	13,055,000	
2024	1,020,000	397,919	1,417,919	12,035,000	
2025	1,075,000	339,856	1,414,856	10,960,000	
2026	1,130,000	284,731	1,414,731	9,830,000	
2027	1,170,000	244,781	1,414,781	8,660,000	
2028	1,195,000	220,384	1,415,384	7,465,000	
2029	850,000	198,125	1,048,125	6,615,000	
2030	870,000	178,231	1,048,231	5,745,000	
2031	890,000	156,775	1,046,775	4,855,000	
2032	915,000	131,925	1,046,925	3,940,000	
2033	940,000	104,100	1,044,100	3,000,000	
2034	970,000	75,450	1,045,450	2,030,000	
2035	1,000,000	45,900	1,045,900	1,030,000	
2036	1,030,000	15,450	1,045,450	-	
<b>\$</b>	<b>17,430,000</b>	<b>\$</b>	<b>5,096,597</b>	<b>\$</b>	<b>22,526,597</b>



**BAYTOWN TAX REINVESTMENT ZONE #1 FUND 216  
DETAIL DEBT AMORTIZATION SCHEDULE**

Series 2008		Date of Issue -October 20, 2008					\$ 2,200,000	
Tzx Increment Contract Revenue							Term - 15 Years	
Fiscal Year	Interest Rate	Principal Due 9/15	Interest Due 3/15	Interest Due 9/15	Total Interest	Annual Requirement	Principal Outstanding	
							\$ 2,200,000	
2009	5.75%	\$ 100,000	\$ 63,250	\$ 63,250	\$ 126,500	\$ 226,500	2,100,000	
2010	5.75%	105,000	60,375	60,375	120,750	225,750	1,995,000	
2011	5.75%	110,000	57,356	57,356	114,713	224,713	1,885,000	
2012	5.75%	115,000	54,194	54,194	108,388	223,388	1,770,000	
2013	5.75%	120,000	50,888	50,888	101,775	221,775	1,650,000	
2014	5.75%	125,000	47,438	47,438	94,875	219,875	1,525,000	
2015	5.75%	130,000	43,844	43,844	87,688	217,688	1,395,000	
2016	5.75%	135,000	40,106	40,106	80,213	215,213	1,260,000	
2017	5.75%	140,000	36,225	36,225	72,450	212,450	1,120,000	
2018	5.75%	145,000	32,200	32,200	64,400	209,400	975,000	
2019	5.75%	150,000	28,031	28,031	56,063	206,063	825,000	
2020	5.75%	155,000	23,719	23,719	47,438	202,438	670,000	
2021	5.75%	160,000	19,263	19,263	38,525	198,525	510,000	
2022	5.75%	165,000	14,663	14,663	29,325	194,325	345,000	
2023	5.75%	170,000	9,919	9,919	19,838	189,838	175,000	
2024	5.75%	175,000	5,031	5,031	10,063	185,063	-	
		\$ 2,200,000	\$ 586,500	\$ 586,500	\$ 1,173,000	\$ 3,373,000		

Call Option: Bonds maturing on 09/01/2019 to 09/01/2024 callable in whole or in part on any date beginning 09/01/2018 @ par.

Certificates of Obligation		Funding: TIRZ					\$ 17,635,000	
Series 2016		Date of Issue - July 19, 2016					Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding	
2017	5.00%	570,000	335,163	299,966	635,129	1,205,129	17,065,000	
2018	2.00%	610,000	299,966	293,866	593,831	1,203,831	16,455,000	
2019	5.00%	635,000	293,866	277,991	571,856	1,206,856	15,820,000	
2020	5.00%	675,000	277,991	261,116	539,106	1,214,106	15,145,000	
2021	5.00%	715,000	261,116	243,241	504,356	1,219,356	14,430,000	
2022	5.00%	755,000	243,241	224,366	467,606	1,222,606	13,675,000	
2023	5.00%	795,000	224,366	204,491	428,856	1,223,856	12,880,000	
2024	5.00%	845,000	204,491	183,366	387,856	1,232,856	12,035,000	
2025	5.00%	1,075,000	183,366	156,491	339,856	1,414,856	10,960,000	
2026	5.00%	1,130,000	156,491	128,241	284,731	1,414,731	9,830,000	
2027	2.00%	1,170,000	128,241	116,541	244,781	1,414,781	8,660,000	
2028	2.13%	1,195,000	116,541	103,844	220,384	1,415,384	7,465,000	
2029	2.25%	850,000	103,844	94,281	198,125	1,048,125	6,615,000	
2030	2.38%	870,000	94,281	83,950	178,231	1,048,231	5,745,000	
2031	2.50%	890,000	83,950	72,825	156,775	1,046,775	4,855,000	
2032	3.00%	915,000	72,825	59,100	131,925	1,046,925	3,940,000	
2033	3.00%	940,000	59,100	45,000	104,100	1,044,100	3,000,000	
2034	3.00%	970,000	45,000	30,450	75,450	1,045,450	2,030,000	
2035	3.00%	1,000,000	30,450	15,450	45,900	1,045,900	1,030,000	
2036	3.00%	1,030,000	15,450	-	15,450	1,045,450	-	
		\$ 17,635,000	\$ 3,229,735	\$ 2,894,572	\$ 5,218,351	\$ 23,759,307		

Call Option: Bonds maturing on 02/01/2027 to 02/01/2036 callable in whole or in part on any date beginning 02/01/2027 @ par.

CITY OF BAYTOWN  
**CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2019-20

The Capital Improvement Program (CIP) Budget is the City's multi-year plan for the acquisition and construction of municipal public improvements. Projects included in the CIP program are usually street & sidewalk improvements, public utilities, drainage projects, recreational facilities and economic development projects. Projects within the CIP are intended to reflect the community's values and goals, and also the overall policy goals of the City Council, including existing city-wide long range plans.

***Capital Planning***

The Capital Planning process is an ongoing assessment of the needs of the community. The City has developed a comprehensive plan that provides the roadmap for new development and expansion. The departments submit capital project proposals that include both the cost of construction and recurring operational impact of the project to the operating budget. The projects are prioritized and ranked according to established criteria weighing such factors as public safety and welfare, regulatory compliance, economic development impact, and community needs and support.

The CIP program is designed to maintain the City's infrastructure in accordance with the Texas Commission on Environmental Quality (TCEQ) guidelines and the City's objective to maintain infrastructure to a high standard. The public improvement projects will normally have a construction cycle or period from twelve to thirty-six months. Therefore, any impact to the operating budgets may not occur until the period(s) following the period in which construction was started.

***Capital Funding***

Funding for the capital projects is provided primarily from three sources: 1) issuance of General Obligation (GO) bonds, supported or repaid by ad valorem property taxes, 2) issuance of Revenue bonds or Certificates of Obligation (CO), supported or repaid by water and wastewater utility revenue, and 3) sales tax revenue from the Municipal Development District (MDD). Secondly, projects may be funded on a pay-as-you-go basis, with funding derived from other funds such as the Fire Control Prevention and Emergency Medical Services District (FCPEMSD), intergovernmental revenues, grants, developer contributions and interest income.

***Capital Budgeting***

The CIP project summary and attached narratives are provided for informational purposes only. These projects are part of the overall comprehensive CIP program, which include utility system projects and other general public improvements projects. Projects funded either entirely or partially by the Municipal Development District (MDD) have been submitted to the MDD board for review and approval. Projects funded by Tax Increment Reinvestment Zone #1 have been submitted to the TIRZ board for review and approval.

The CIP Budget process is designed to include an annual review of the development and continuing maintenance of the City's infrastructure. The relationship between assessed valuation, outstanding debt, annual debt service requirements and general government expenditures as illustrated provide a basis of project consideration and funding. Revisions and amendments may be incorporated into the plan as desired by City Council.

During the budget process, the staff reviewed the current and future capital improvements and included additional items in the CIP.

CITY OF BAYTOWN  
**CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2019-20

**Capital Improvement Program Project Summaries**

**ECONOMIC DEVELOPMENT**

Economic Development Services \$850,000

This allocation provides funding for the infrastructure necessary to support the redevelopment of the Brunson Theatre to include the parking surrounding the Citizens Bank Building and on South Jones Street.

**Funding Source:** Municipal Development District (MDD) Fund

**Operating Impact:** *No significant operating costs are anticipated.*

Citizens Bank Building \$1,200,000

This allocation provides funding for renovation of Citizens Bank. The building will be renovated in a manner that will allow for adaptable space. The Citizens Bank building will contribute to the success of the Texas Avenue development. The building renovation will strengthen the current structure using a modern design so the space could be used for events or office space.

**Funding Source:** Municipal Development District (MDD) Fund

Texas Ave (Block 100) Development \$275,000

This allocation provides funding for the redevelopment of Texas Avenue specifically the 100 block area to encourage economic development.

**Funding Source:** Municipal Development District (MDD) Fund

**STREET & SIDEWALK IMPROVEMENTS**

Street Improvements \$8,069,804

Ongoing annual street rehabilitation program and a physical condition survey of the City streets. The survey will determine the streets in the worst physical condition and will assist in determining the next streets to be rehabilitated.

**Funding Source:** Capital Improvement Program Fund

**Operating Impact:** *Operating maintenance costs are projected to be \$16,000.*

Mill and Overlay \$1,475,958

Milling and overlay of streets that have been identified by the PCI rating.

**Funding Source:** Street Maintenance Sales Tax Fund

**Operating Impact:** *General Fund operating and maintenance costs are projected at \$19,800.*

Land acquisition for new thoroughfares \$261,710

Funding for San Jacinto, Garth Road and others.

**Funding Source:** Municipal Development District (MDD) Fund

**Operating Impact:** *Annual operating maintenance costs are projected at \$21,000.*

Completion of Hunt Road from H-E-B to Main Street \$4,500,000

Funding for the completion of Hunt Road from H-E-B to Main Street.

**Funding Source:** Certificate of Obligation Bond Funds

**Operating Impact:** *Annual operating maintenance costs are projected at \$68,000.*

Completion of the I-10 On & Off Ramps to San Jacinto Boulevard \$4,500,000

Funding for the completion of the I-10 On & Off Ramps to San Jacinto Boulevard.

**Funding Source:** Certificate of Obligation Bond Funds

**Operating Impact:** *Annual operating maintenance costs are projected at \$45,000.*

CITY OF BAYTOWN  
**CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2019-20

Garth Road Improvements \$4,300,000

Funding for additional Garth Road improvements.

**Funding Source:** Certificate of Obligation Bond Funds

**Operating Impact:** Annual operating maintenance costs are projected at \$43,000.

**PUBLIC SAFETY IMPROVEMENTS**

Industrial Training Facility \$7,500,000

Fire training facility upgrade to provide industrial fire simulations.

**Funding Source:** Fire Control Prevention and Emergency Medical Services District (FCPEMSD) Fund

**Operating impact.** Operating and maintenance costs are estimated \$320,000.

**PARKS, RECREATION & BEAUTIFICATION IMPROVEMENTS**

Dredging – Bayland Marina & Channels \$760,000

This allocation provides funding for Dredging – Bayland Marina & Channels. Due to the impacts of Hurricane Harvey the need to dredge Bayland Marina has become an urgent priority.

**Funding Source:** Municipal Development District (MDD) Fund

**Annual Operating Impact:** Operating and maintenance costs have no impact.

Park Development (Russell Park) \$300,000

This allocation will put funds aside for future development of Gene and Loretta Russell Park, consisting of 17 acres on Wallisville Road east of North Main Street.

**Funding Source:** Municipal Development District (MDD) Fund

**Annual Operating Impact:** Operating and maintenance costs have no impact.

Goose Creek Trail Phase VI & VII \$150,000

The Goose Creek Trail currently runs from Bayland Island at the South end to the Hutto Parkway and Baker Road. The proposed 1.47 additional miles will extend the Goose Creek trail north to intersect with the Santavy Trail and connections to the San Jacinto Blvd. Trail. The first or Phase VII of the two sections would connect the Goose Creek Stream Trail to Cedar Bayou Lynchburg road using the CenterPoint transmission corridor. This request would also tie sidewalks to the trail from Country Club Manor neighborhood and to Garth Road. The trail would connect to the Eddie Huron park trail and to the Home Depot Parking Lot. The second or Phase VIII will take the trail from Cedar Bayou Lynchburg north to the Santavy street 10 foot wide trail near the new Kroger's. Both sections will follow the CenterPoint transmission corridor and will have to gain permission to do so. CenterPoint is currently under construction along the corridor and will not be completed until after the start of 2020. This request will allow for the surveys and construction drawing needed for the CenterPoint easement and permit. The consultants will be tasked with crossing Cedar Bayou Lynchburg as well. Construction will be during FY 2021. When complete, the Goose Creek Trail will stretch 7.35 miles from Bayland Park to the San Jacinto Mall.

**Funding Source:** Municipal Development District (MDD) Fund

**Annual Operating Impact:** Operating and maintenance costs have no impact.

City Wide Landscaping \$100,000

Each year these funds are requested to enable the Parks and Recreation Department to address landscaping and irrigation needs in parks, on thoroughfares and at other public facilities as needed or requested.

**Funding Source:** Municipal Development District (MDD) Fund

**Annual Operating Impact:** Operating and maintenance costs are projected at \$6,000

CITY OF BAYTOWN  
**CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2019-20

Parks Operations Center \$1,500,000

This allocation provides funding for Parks Operations Center. The Parks and Recreation Department recently celebrated 50 years in existence and during the last 46 years the Parks Division called the Park Service Center located at 1210 Park Street home.

**Funding Source:** Municipal Development District (MDD) Fund

**Annual Operating Impact:** *Operating and maintenance costs are projected at \$3,000*

**UTILITY PROJECTS**

Miscellaneous Rehabilitation and Emergencies \$1,000,000

Provides funding for an annual program for rehabilitation and emergency sewer repairs throughout the City as well as Pruett Estates.

**Funding Source:** Water & Sewer Capital Improvement Program Fund

**Operating Impact:** *No impact to the annual operating budget.*

Water System Rehabilitation \$1,000,000

The replacement of existing cast iron, galvanized and asbestos cement pipes.

**Funding Source:** Water & Sewer Capital Improvement Program Fund

**Operating Impact:** *Additional operating and maintenance costs are anticipated at \$193,000.*

Garth Road Lift Station \$3,300,000

Install new pumps, piping, control panel, and rehabilitation of existing wet well.

**Funding Source:** Water & Sewer Capital Improvement Program Fund and Certificate of Obligation Bond Funds

**Operating Impact:** *Additional maintenance costs are anticipated to be \$97,700.*

Craigmont Lift Station \$250,000

Provides funding for design of the new pumps and rehabilitation of existing wet well.

**Funding Source:** Water & Sewer Capital Improvement Program Fund

**Operating Impact:** *Operating and maintenance costs are projected at \$48,000*

Diversion Project – I-10 area to Northeast WWTP \$4,350,000

This project will divert sanitary sewer flows from WDWTP to NEWWTP by constructing additional gravity and force main sewer lines with ancillary pumping facilities.

**Funding Source:** Water & Sewer Capital Improvement Program Fund

**Operating Impact:** *No significant operating costs are anticipated.*

Craigmont LS (SSOI) - Construction \$2,500,000

Rehab existing wet well, install new submersible pumps, piping, control panel and generator.

**Funding Source:** Certificate of Obligation Bond Funds

**Annual Operating Impact:** *Operating and maintenance costs are projected at \$48,000*

Cedar Bayou Lynchburg LS - (Goose Creek LS) Design (SSOI) \$300,000

Provides funding for the design of the replacement or rehab of the existing lift station.

**Funding Source:** Certificate of Obligation Bond Funds

**Annual Operating Impact:** *No significant operating cost are anticipated.*

West Baytown/Ward-Eva Maude/Quail Hollow Pipebursting \$1,554,000

Rehab old wastewater lines in the West Baytown, Ward-Eva Maude, and Quail Hollow area using pipe bursting.

**Funding Source:** Certificate of Obligation Bond Funds

**Annual Operating Impact:** *Maintenance and operation costs are negligible.*

CITY OF BAYTOWN  
**CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2019-20

Barkuloo Area Water Line \$1,594,350

Design and install new Water Lines in the annexation area of Barkuloo road.

**Funding Source:** Certificate of Obligation Bond Funds

**Annual Operating Impact:** Maintenance and operation costs are negligible.

Barkuloo Area Wastewater Line \$ 1,881,750

Design and install new Wastewater Lines in the annexation area of Barkuloo road.

**Funding Source:** Certificate of Obligation Bond Funds

**Annual Operating Impact:** Maintenance and operation costs are negligible.

West District WWTP - 2nd Feed Construction \$ 2,750,000

Design and construction of rerouting of the force mains from Steinman and Goose Creek lift stations.

**Funding Source:** Impact Fees

**Annual Operating Impact:** Maintenance and operation costs are negligible.

**CITY OF BAYTOWN**  
**CAPITAL IMPROVEMENT PROGRAM FUND (CIPF) 351**  
**BUDGET SUMMARY**

	<b>Actual</b>	<b>Total</b>	<b>Estimated</b>	<b>Total</b>
	<b>2017-18</b>	<b>Allocation</b>	<b>2018-19</b>	<b>Allocation</b>
		<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Revenues</b>				
Interest on Investments	126,029	78,823	120,000	51,125
Transfer in for Capital Improvements	3,082,100	4,690,000	4,690,000	6,390,000
Contributed Capital	899,962	-	35,000	-
Contributions from Special Districts	425,000	425,000	425,000	425,000
Total Revenues	<u>4,533,091</u>	<u>5,193,823</u>	<u>5,270,000</u>	<u>6,866,125</u>
<b>Expenditures</b>				
CIP Project Management	328,490	440,000	392,367	440,000
Demolition of Buildings	300,662	365,654	297,109	68,545
San Jacinto Mall Project	4,323,270	-	-	-
Street Projects	10,000	4,826,311	651,668	8,069,804
Fire Training Grounds - (FCPEMSD)	64,686	28,227	28,227	-
Completed and closed projects	1,169,926	-	-	-
Park Street Property Number 1106	27,529	96,252	96,252	-
Revitalization of Downtown Match	-	103,094	-	103,094
Traffic Signal - N. Main and Hunt	119,027	121,355	121,355	-
Traffic Signal Unallocated	-	113,259	-	-
San Jacinto Blvd	54,199	602,064	35,000	-
Highway 146 Corridor Study	-	25,000	-	-
Comprehensive Plan	-	100,000	-	100,000
Cedar Bayou Crossing	-	440,000	-	440,000
Russell Park	13,392	228,909	9,634	219,275
Sidewalks near Bus Stations	144,317	34,277	-	34,277
Paint Bridge Overpasses	-	35,913	49,051	-
Trak Software	24,700	53,460	53,460	-
Police Master Plan	72,622	6,578	-	-
Marina Overdredging Costs - Harvey	90,400	23,600	23,600	-
Citizens Bank Building	12,048	487,952	130,815	357,137
Texas Ave Drainage - Grant Match	-	300,000	-	300,000
Stormwater Vehicles	-	-	200,429	-
Market Street Study	-	-	22,100	-
Brunson Theater	-	-	67,000	-
Traffic Signal - Stonehedge and Bush	-	-	113,259	-
Santavy Sidewalks	-	-	104,839	-
Garth Road Improvements	-	-	-	602,064
East WWTP & Raccoon Lift Station Mi	-	-	-	1,200,000
Roseland Park Pavilion	-	-	-	750,000
New Capital Project Initiatives	-	463,647	-	150,980
Total Expenditures	<u>6,755,266</u>	<u>8,895,552</u>	<u>2,396,164</u>	<u>12,835,176</u>
<b>Excess (Deficit) Revenues Over</b>				
<b>Expenditures</b>	(2,222,175)	(3,701,729)	2,873,836	(5,969,051)
<b>Working Capital - Beginning</b>	<u>6,259,436</u>	<u>4,037,261</u>	<u>4,037,261</u>	<u>6,911,096</u>
<b>Working Capital - Ending</b>	<u>\$ 4,037,261</u>	<u>\$ 335,532</u>	<u>\$ 6,911,096</u>	<u>\$ 942,045</u>

**CITY OF BAYTOWN**  
**WATER & SEWER - CAPITAL IMPROVEMENT PROGRAM FUND (CIPF) 527**  
**BUDGET SUMMARY**

	<b>Actual 2017-18</b>	<b>Total Allocation 2018-19</b>	<b>Estimated 2018-19</b>	<b>Total Allocation 2019-20</b>
<b>Revenues</b>				
Interest on Investments	\$ 165,986	\$ 97,800	\$ 150,000	\$ 80,000
Developers Contribution	77,680	-	129,901	-
Transfer from Water & Sewer Fund	2,474,203	2,000,000	2,000,000	2,661,488
Total Revenues	<u>2,717,869</u>	<u>2,097,800</u>	<u>2,279,901</u>	<u>2,741,488</u>
<b>Expenditures</b>				
Utility Project Management	248,030	240,743	251,880	254,169
Sewer Rehab and Emergencies	876,065	1,123,935	574,242	636,400
Hugh Wood Lift Station	2,340	33,644	-	-
Water System Rehabilitation	729,716	1,270,284	1,140,937	1,129,682
Completed and Closed Projects	1,046,500	-	-	-
Little Missouri Lift Station	-	248,721	-	-
Lakewood Area Pipebursting	563	249,437	229,135	-
East District WWTP	-	220,893	-	220,893
Meter Testing and Parts	-	53,227	-	-
Diversion to NEWWTP	370,543	3,586,438	3,003,049	583,389
Garth Road Lift Station	-	538,017	441,842	96,175
McKinney Lift Station	106,563	634,700	634,700	-
Relocate Utilities - SH99	-	321,758	-	321,758
Craigmont Lift Station	58,541	191,459	40,917	150,542
Sludge Removal Central District WWTP	-	-	415,394	-
Waterline alongside John Martin Road	-	-	247,151	-
NEWWTP - Bio Testing	-	-	36,500	-
Pruett Pipe Bursting	315	279,685	159,803	-
New Capital Project Initiatives	-	2,592,924	-	1,824,029
Total Expenditures	<u>3,439,176</u>	<u>11,585,865</u>	<u>7,175,550</u>	<u>5,217,037</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	(721,307)	(9,488,065)	(4,895,649)	(2,475,549)
<b>Working Capital - Beginning</b>	<u>8,153,801</u>	<u>\$ 7,432,494</u>	<u>\$ 7,432,494</u>	<u>\$ 2,536,845</u>
<b>Working Capital - Ending</b>	<u>\$ 7,432,494</u>	<u>\$ (2,055,571)</u>	<u>\$ 2,536,845</u>	<u>\$ 61,296</u>

**MUNICIPAL DEVELOPMENT DISTRICT (MDD) PROGRAM FUND  
BUDGET SUMMARY - PROJECTED WORKING CAPITAL**

Fiscal Year 2019-20

Estimated revenue growth for projected years: 2.0%

		Estimated Expenditures 2018-19	Total Allocation 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25
<b>Revenues</b>								
	Sales Taxes	6,699,423	6,866,908	7,004,000	7,144,000	7,287,000	7,433,000	7,582,000
	Rebates	(84,456)	(84,510)	(86,000)	(88,000)	(90,000)	(92,000)	(94,000)
	Investment Interest	86,731	43,603	44,000	45,000	46,000	47,000	48,000
	Miscellaneous	-	-	-	-	-	-	-
	Loan Repayments	11,200	11,090	11,000	11,000	11,000	11,000	11,000
	Interest on Loans	-	-	-	-	-	-	-
	<b>Total MDD Revenues</b>	<b>6,712,898</b>	<b>6,837,091</b>	<b>6,973,000</b>	<b>7,112,000</b>	<b>7,254,000</b>	<b>7,399,000</b>	<b>7,547,000</b>
<b>Expenditures</b>								
<b>Economic Development Projects</b>								
	Development of New and Expansion of Existing Businesses and Industry	58,895	203,966	300,000	300,000	300,000	300,000	300,000
	Econ Development Foundation - Basic Economic Development Services	250,000	250,000	250,000	250,000	250,000	250,000	250,000
	Development Director	98,467	143,857	149,000	152,000	155,000	158,000	161,000
	Econ Development Foundation - Special Economic Development Projects	35,000	177,715	100,000	100,000	100,000	100,000	100,000
	Economic Development - 123 W. Defee	-	75,000	-	-	-	-	-
	Economic Incentive - San Jacinto Mall	-	-	-	-	-	-	-
	Economic Incentive - HEB	300,000	300,000	150,000	150,000	150,000	150,000	150,000
	Brunson Redevelopment	1,665,547	-	-	-	-	-	-
	Convention Center Debt Service	1,154,975	1,154,975	1,209,862	1,209,398	1,208,916	1,208,414	1,207,892
	Property Acquisition for Economic Development	315,989	421,431	100,000	100,000	300,000	300,000	300,000
	Citizens Bank Building	-	1,200,000	-	-	-	-	-
	Texas Ave (Block 100) Development	5,000	270,000	-	-	-	-	-
	Subtotal	3,883,873	4,196,944	2,258,862	2,261,398	2,463,916	2,466,414	2,468,892
<b>Streets, Drainage, Sidewalks &amp; Signalization Projects</b>								
	Land Acquisition for New Thoroughfares	-	161,710	100,000	100,000	100,000	100,000	100,000
	Land for San Jacinto Blvd	-	-	-	-	-	-	-
	Downtown Infrastructure	245,706	360,000	-	-	-	-	-
	Subtotal	245,706	521,710	100,000	100,000	100,000	100,000	100,000
<b>Utility Projects</b>								
	Economic Dev. Cost Share with Developers to Upsize New Utilities	-	205,250	150,000	150,000	150,000	150,000	150,000
	I-10 Lift Station	-	251,439	-	-	-	-	-
	NE WW Treatment Plant Debt Service (60% 2010 & 2013 CO's & 2014, 2015 & 2016 GO's Refunding)	991,723	996,144	980,101	985,037	989,013	995,006	999,354
	Tri City Beach Road Sewer	-	70,000	-	-	-	-	-
	Subtotal	991,723	1,522,833	1,130,101	1,135,037	1,139,013	1,145,006	1,149,354
<b>Parks Projects</b>								
	Aquatics Master Plan Phase 1 & 2 Construction (Debt Svc on \$6mm)	437,538	419,238	419,263	408,931	412,956	406,038	408,338
	Pirates Bay Waterpark Expansion (Debt Service on \$5.5mm)	373,554	367,221	362,388	360,900	362,754	362,754	365,704
	Completed and closed projects	-	-	-	-	-	-	-
	Baytown Sports League Improvements	67,572	50,000	50,000	50,000	50,000	50,000	50,000
	Rent/Purchase of Ice Rink for Town Square	99,128	100,000	50,000	50,000	50,000	50,000	50,000
	Goose Creek Trail - Phase VI	8,500	-	500,000	500,000	500,000	500,000	500,000
	Land Acquisition - Future Parks (Ginger Creek)	-	210,000	50,000	50,000	50,000	50,000	50,000
	Repair Fire Fighter Memorial	-	61,872	-	-	-	-	-
	Evergreen Park Land	425,000	-	425,000	-	-	-	-
	Evergreen Park Bldg Rehab	600,733	-	-	-	-	-	-
	Goose Creek Stream Clean Up	-	20,000	-	-	-	-	-
	Jenkins Park	6,545	-	-	-	-	-	-
	City Gateway Project III	25,593	38,079	-	-	-	-	-
	Park Operations Center	459,218	1,040,782	-	-	-	-	-
	Dredging - Bayland Marina & Channels	300,000	460,000	-	-	-	-	-
	Ward Road Walking Loop Trail	129,640	15,360	-	-	-	-	-
	EPA Tree Planting Project	100,000	100,000	-	-	-	-	-
	Goose Creek Trail Heads	50,000	-	-	-	-	-	-
	Jenkins Park Drainage and Water Line	100,000	-	-	-	-	-	-
	Holloway Park Tennis Courts	13,000	-	-	-	-	-	-
	Central Heights Park Basketball Cover	76,000	-	-	-	-	-	-
	City Wide Landscaping	50,952	49,048	-	-	-	-	-
	Lighting for Jenkins Dog Park	71,947	37,053	-	-	-	-	-
	Crocket & Baybrook Connect Trail	158,000	-	-	-	-	-	-
	JC Holloway Parking Lot Improvements	100,000	125,000	-	-	-	-	-
	Park Development (Russell Park)	-	300,000	-	-	-	-	-
	Future Projects	-	-	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
	Subtotal	3,652,920	3,393,653	3,106,651	2,669,831	2,675,710	2,668,792	2,674,042
<b>Total MDD Projects</b>		<b>8,774,222</b>	<b>9,635,140</b>	<b>6,595,614</b>	<b>6,166,267</b>	<b>6,378,640</b>	<b>6,380,212</b>	<b>6,392,288</b>
<b>Other</b>								
	Project Administration and Overhead	175,000	425,000	300,000	300,000	300,000	300,000	300,000
	Unforeseen/New Initiatives	-	5,301	75,000	500,000	500,000	500,000	500,000
	Subtotal	175,000	430,301	375,000	800,000	800,000	800,000	800,000
<b>Total MDD Expenditures</b>		<b>8,949,222</b>	<b>10,065,441</b>	<b>6,970,614</b>	<b>6,966,267</b>	<b>7,178,640</b>	<b>7,180,212</b>	<b>7,192,288</b>
Revenues over (under) expenditures		(2,236,324)	(3,228,350)	2,386	145,733	75,360	218,788	354,712
<b>Ending working capital</b>		<b>3,228,350</b>	<b>-</b>	<b>2,386</b>	<b>148,119</b>	<b>223,479</b>	<b>442,267</b>	<b>796,979</b>

## **CITY OF BAYTOWN MISCELLANEOUS FUNDS OVERVIEW**

This section consists of various funds designated for a single purpose. The presentation is a matter of information. Authorization is received by a grant, contractual arrangement, legislative requirement or budget appropriation in other funds. The funds presented are as follows:

- **Street Maintenance Sales Tax (Fund 211)**

In 2001 the Texas Legislature passed House Bill 445, which allows cities to raise their local sales tax rate by 0.25 percent if the funds are dedicated to street maintenance and repair. On May 15, 2004, in the general election, the citizens of the City of Baytown voted to authorize the imposition of a street maintenance sales tax. This sales tax must be reapproved every four years by voters or it will expire. The tax was overwhelmingly reauthorized by voters in May 2008, November 2011 and November 2015. This fund will account for the revenues collected from this sales tax and may only be used to maintain and repair municipal streets or sidewalks existing on the date of the election to adopt the tax. Sidewalks were added as an approved use in the 84<sup>th</sup> Texas Legislative Session.

- **Community Development Block Grant Fund (Fund 270)**

CDBG is funded through grants from the Department of Housing and Urban Development under its Entitlement Program and is used to carryout the initiatives of developing viable communities within the City of Baytown. The City's initiatives under this program are to provide decent housing, suitable living environment, and expanding economic opportunities for low- and moderate-income persons within the CDBG targeted areas.

- **Water & Sewer Impact Fee Fund (Fund 529)**

On May 8, 2014, City Council adopted Ordinance number 12,540, updating the impact fee for the City. The fee is intended to ensure the provision of adequate public facilities to serve new development in the service area by requiring each such development to pay its pro rata share of the costs of water and wastewater capital improvements necessitated by and attributable to such new development.

- **Capital Replacement Fund (Fund 350)**

The Capital Replacement Fund (CRF) was established to improve and maintain the City's non-infrastructure capital, including, but not limited to, such items as vehicles, equipment, computer software and hardware. Items included in the CRF are usually expensive, non-recurring items that have a useful life that spans more than one year. Funding is provided through capital lease payments from other funds and interest income.

- **Bayland Island Operations Fund (Fund 540)**

The activity relating to the leasing of facilities at Bayland Island is recorded in the Bayland Island Operations Fund. These funds are used to maintain the facilities and service the Alternate Minimum Tax (AMT) debt issued in 1992. A lease for the operation of the marina was executed in 2002 and revised in 2012.

- **Medical Benefits Fund (Fund 560)**

The Internal Service Risk Management Fund for medical benefits includes premium payments and claims for the City's self-funded health and dental program. The City fully funds a reserve for claims incurred but not reported and maintains adequate reserves to cover unexpected spikes in plan costs. The target reserve level for the Medical Benefits fund is to maintain between a 90 to 120 days reserve to cover unexpected spikes in plan costs.

# CITY OF BAYTOWN MISCELLANEOUS FUNDS OVERVIEW

- **Workers Compensation Fund (Fund 561)**

The Internal Service Risk Management fund for workers compensation includes activities associated with the administration of the City's self-funded workers compensation program. The target reserve level for the Workers Compensation Risk Management fund is to maintain between a 90 to 120 days reserve to cover unexpected spikes in plan costs. The City funds a reserve for claims incurred but not reported.

- **Other Miscellaneous Funds**

This section includes other funds with restricted uses. These are budgeted for the use of all available funds received to date. As new monies are received throughout the budget year, they will be presented to Council for acceptance and appropriation.

- ❖ ***Municipal Court Special Revenue Fund (Fund 201)***

**Municipal Court Building Security**

SB 182 amended §102.107 of the Texas Code of Criminal Procedure to allow the Municipal Court to impose a \$3.00 fee on all misdemeanor convictions in order to cover the costs of providing building security. This fee provides funding for personnel services for the bailiff in the City of Baytown's Municipal Court.

**Municipal Court Technology**

SB 601 amended §102.0172 of the Texas Code of Criminal Procedure to allow the Municipal Court to impose a \$4.00 fee on all misdemeanor offenses in order to purchase computer enhancements, such as computer systems; computer networks; imaging systems; electronic kiosks; electronic ticket writers; and docket management systems. This fee provides funding for the purchase of technological enhancements for the City of Baytown's Municipal Court.

**RAP Program**

This program is funded by a \$25 mandated fee which is added to all municipal court cases in which the defendant takes over thirty days to pay for assessed fines. Half of the twenty five dollar fee is retained by the city, the other half is sent to the state. The City of Baytown has primarily used their portion of the payment to fund our juvenile alternative sentencing program (R.A.P.). The R.A.P. program which stands for Responsibility, Accountability, and Pride is a community service program. Juveniles are supervised and perform community service (clean-up, graffiti, trash pickup, mowing of yards, washing cars) in lieu of payment of assessed fines.

**Juvenile Case Manager**

The Juvenile Case Manager is vital to our organization in which it opens up communication with the courts and opportunities relating to juveniles. This is a self-funded position by which a \$5.00 fee is added to each citation that is processed through the Municipal Court. The funds allocated from these fees must go to specific causes such as salary, training, and supplies associated with this position.

- ❖ ***Parks and Recreation Special Revenue Fund (Fund 209)***

This fund accounts for special contributions from individual and corporate groups dedicated to special programs within the Parks and Recreation Department that are not part of the normal operating budget.

# CITY OF BAYTOWN MISCELLANEOUS FUNDS OVERVIEW

❖ ***Hazmat/Homeland Security Special Revenue (Fund 210)***

**Weapons of Mass Destruction/Hazardous Materials**

This program will account for expenses and revenues associated with responses to incidents involving hazardous material spills outside the City or on behalf of non-residents.

❖ ***Police Forfeitures (Fund 225)***

Special funds designated for programs outside the normal operating police budget. Funds are received through forfeitures of seized funds and contributions.

❖ ***Family/Youth Programs (Fund 226)***

**Drug Awareness Resistance Education (D.A.R.E.) Project**

This program provides Gangs and Drugs educational training to middle school students within the local independent school district. This educational training is provided by officers from the City of Baytown's Police Department and is funded 50/50 through an intergovernmental partnership with the Goose Creek Consolidated Independent School District and the City of Baytown. Child Safety Fees and DARE Donations help to offset the City's share for this project. Pursuant to Article 102.014 of the Texas Code of Criminal Procedure, the County assesses a Child Safety Fee in the amount of \$25 against drivers that receive violations in school zones and remits the fee to the City monthly.

**Victims of Crime Act (VOCA)**

This grant program funds 80% of two domestic violence-counseling positions within the Police Department. The City provides 20% matching funds for other expenses through local funds. The counselors assist domestic violence victims by responding to the crime scenes, providing immediate counseling and referral services and if needed, hospital accompaniment. Additionally, guidance is given to victims on the various legal steps within the criminal justice system such as crime victims' compensation issues, protective orders, and court accompaniment.

❖ ***Police Academy Fund (Fund 228)***

The academy provides in-service firearms training to City of Baytown police officers as well as providing training to new recruits and officers from other agencies at the Sgt. P.E. Badillo Firearms Training Center. This program is funded by fees charged to the Drug Enforcement Agency (DEA) for their use of the Firearms Training Center.

❖ ***Odd Trust and Agency Fund (Fund 231)***

This fund accounts for several miscellaneous programs including funds received from the local industrial plants and districts for the City to provide fire fighting and rescue services that are not included as a part of the Fire Department's operating budget, municipal beautification efforts and the public community improvement program funded by a portion of industrial district agreement revenues.

❖ ***High Intensive Drug Trafficking Area Fund (Fund 241)***

HIDTA is a multi-jurisdictional law enforcement program, funded by grants from the Office of National Drug Control Policy (ONDCP), which operates under the direction of the City of Baytown's Police Department. The City of Baytown serves as the Administrator of HIDTA funds to the Director's office. The Director's office ensures program compliance with ONDCP guidelines. While the City does not have operational control or responsibility over the Director's activities, it does maintain critical oversight and management accountability of designated HIDTA funds.

## **CITY OF BAYTOWN MISCELLANEOUS FUNDS OVERVIEW**

❖ ***Library Grant Fund (Fund 266)***

This fund accounts for local grant funds pass-through the State of Texas Library and the Texas State Library & Archives Commission (TSLAC). The grant funds are restricted to provide funds to maintain, improve, and enhance local library services, and to provide Texans who are not residents of a particular local community access to and services from the many participating public libraries in Texas. Contributions and donations fund special library programs, not a part of the normal operating budget.

❖ ***Summer Youth Job Program Fund (Fund 280)***

This fund is to account for funds received from local businesses and individuals in support of the Mayor's Summer Job Program. The primary use of these funds is to provide funding for the Mayor's initiatives to support the students who participate in the summer job program within the City.

❖ ***Baytown Nature Center Fund (Fund 296)***

The Baytown Nature Center is 420-acre special use facility designed for passive recreation. It is a nature preserve to be used for fishing, birding, hiking, picnicking and environmental education, and consists of upland wooded areas, salt marshes, trails, fishing piers and educational pavilions. Funding is provided by user-fees and donated funds for special purposes.

❖ ***Wetlands Education and Recreation Center Operating Fund (Fund 298)***

Lee College, Goose Creek ISD, local industry, private contributions, and the City of Baytown fund this Parks and Recreation Department's initiative. It provides environmental education and recreation to both youth and adult citizens.

❖ ***Wetlands Education and Recreation Center Fund - Special Projects (Fund 299)***

Special contributions from Industry or other groups dedicated for the Wetlands Education and Recreation Center for improvements or activities.

**CITY OF BAYTOWN**  
**STREET MAINTENANCE TAX FUND 211**  
**FY2019-20 BUDGET SUMMARY**

	<b>Actual</b> <b>2017-18</b>	<b>Total</b> <b>Allocation</b> <b>2018-19</b>	<b>Estimated</b> <b>2018-19</b>	<b>Total</b> <b>Allocation</b> <b>2019-20</b>
<b>Revenues</b>				
Sales Tax	\$ 4,305,560	\$ 3,845,400	\$ 4,041,582	\$ 4,083,683
Interest on Investments	53,759	36,000	63,700	31,550
Total Revenues	<u>4,359,319</u>	<u>3,881,400</u>	<u>4,105,282</u>	<u>4,115,233</u>
<b>Expenditures</b>				
Asphalt Mill & Overlay	829,861	978,952	1,054,997	1,515,624
Crack Seal Crew	311,078	485,649	964,310	1,043,309
Concrete Street Repair	628,281	1,193,719	1,161,789	956,082
Street Striping	240,858	383,066	304,401	45,599
Evergreen Road	980,975	-	-	-
Street Reconstruction	16,570	3,073,430	2,760,153	750,000
Bay Oaks Harbor Streets	611,883	43,117	43,117	-
McKinney Road	-	215,000	347,566	-
Slurry Seal (Micro Paver)	374,330	432,179	302,750	97,250
Asphalt Crew	122,444	156,256	156,256	-
Seal Coat	-	124,000	49,000	-
Full Depth Repair	-	241,000	241,000	-
Other Capital Project Initiatives	-	150,000	-	129,006
Total Expenditures	<u>4,116,280</u>	<u>7,476,368</u>	<u>7,385,339</u>	<u>4,536,870</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	243,039	(3,594,968)	(3,280,057)	(421,637)
<b>Working Capital - Beginning</b>	<u>\$ 3,458,655</u>	<u>\$ 3,701,694</u>	<u>\$ 3,701,694</u>	<u>\$ 421,637</u>
<b>Working Capital - Ending</b>	<u>\$ 3,701,694</u>	<u>\$ 106,726</u>	<u>\$ 421,637</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND 270  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
CDBG - Entitlement	\$ 662,635	\$ 788,086	\$ 615,533	\$ 708,584
Program Income	7,390	5,000	82,689	55,000
Total Revenues	<u>670,025</u>	<u>793,086</u>	<u>698,222</u>	<u>763,584</u>
<b>Expenditures</b>				
CDBG Administration	129,646	132,462	132,462	132,717
Substandard Structures Abatement (Demolition)	90,739	100,731	100,731	151,000
CD Housing Program	296,020	356,931	256,931	363,277
Senior/Disabled Transportation	53,899	70,000	70,000	-
Neighborhood Improvement Program	3,990	17,000	17,000	20,000
Homebuyers' Assistance Program	130	-	-	-
Baytown Housing Authority	-	82,000	82,000	-
2014 Baytown Village, Ltd	-	1,500	1,500	-
Love Network of Baytown	-	-	-	5,000
Baytown Resource Center	10,430	10,000	10,000	83,440
Bergeron Park	8,399	-	1,620	-
Bay Area Homeless Services	4,030	7,100	7,100	3,250
Central Heights Park	3,793	-	-	-
Hotel Sheltering Program	75	4,000	4,000	3,700
Baytown Evening Optimist	2,750	4,000	4,000	1,200
Communities in Schools	5,000	7,362	7,362	-
Pelly Park	17,744	-	-	-
Unidad Park	43,380	-	3,516	-
Total Expenditures	<u>670,025</u>	<u>793,086</u>	<u>698,222</u>	<u>763,584</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	-	-	-	-
<b>Fund Balance-Beginning</b>				
	-	-	-	-
<b>Fund Balance-Ending</b>				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**WATER & SEWER - IMPACT FEES 529**  
**BUDGET SUMMARY**

	<b>Actual</b> <b>2017-18</b>	<b>Total</b> <b>Allocation</b> <b>2018-19</b>	<b>Estimated</b> <b>2018-19</b>	<b>Total</b> <b>Allocation</b> <b>2019-20</b>
<b>Revenues</b>				
Impact Fees	\$ 1,873,856	\$ 1,159,227	\$ 1,250,000	\$ 1,159,227
Interest Earnings	-	-	36,500	5,000
Total Revenues	<u>1,873,856</u>	<u>1,159,227</u>	<u>1,286,500</u>	<u>1,164,227</u>
<b>Expenditures</b>				
San Jacinto Lift Station	173,367	69,485	69,485	-
Water / Wastewater Master Plan	147,238	-	-	-
West District WWTP - Second Feed	-	2,915,000	350,000	2,565,000
New Capital Project Initiatives	-	1,377,654	-	5,028,600
Total Expenditures	<u>320,605</u>	<u>4,362,139</u>	<u>419,485</u>	<u>7,593,600</u>
<b>Revenues Over (Under) Expenditures</b>	1,553,251	(3,202,912)	867,015	(6,429,373)
<b>Working Capital - Beginning</b>	4,009,107	\$ 5,562,358	\$ 5,562,358	\$ 6,429,373
<b>Working Capital - Ending</b>	<u>\$ 5,562,358</u>	<u>\$ 2,359,446</u>	<u>\$ 6,429,373</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**CAPITAL REPLACEMENT FUND (CRF) 350**  
**BUDGET SUMMARY**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Projected 2018-19</b>	<b>Adopted 2019-20</b>
<b>Sources</b>				
Operating transfers - GF	\$ 4,063,226	\$ 3,160,634	\$ 3,160,634	\$ 2,460,634
Operating transfers - FCPEMSD	242,576	-	-	-
Operating transfers - Sanitation	15,000	15,000	15,000	-
Operating transfers - From WWIS	115,995	-	-	-
Operating transfers - Storm Water Utility	228,833	228,833	228,833	155,500
Total Sources	<u>4,665,630</u>	<u>3,404,467</u>	<u>3,404,467</u>	<u>2,616,134</u>
Transfers to - Storm Water Utility	777,500	-	-	-
Fire Department (1)	-	-	-	-
Fire-bunker gear, air pacs, etc.	-	-	-	-
Police shoothouse	-	110,000	110,000	110,000
Parks and recreation	-	-	-	-
Court HVAC	-	-	-	-
Technology funding	710,093	6,600,000	650,500	8,231,937
Traffic bucket truck (R-account)	140,070	-	-	-
Streets - Dump truck (R-account)	103,294	-	-	-
Streets - Sweeper	-	-	-	-
Public Works Land Purchase	-	-	-	-
JCI Capital Lease Pmt	362,824	-	-	-
FEMA settlement - DR 1791	849,277	-	849,277	-
Assignable (Rolling stock, ITS, Systems)	-	-	-	-
Total Uses	<u>2,943,057</u>	<u>6,710,000</u>	<u>1,609,777</u>	<u>8,341,937</u>
<b>Net source (use) of resources</b>	1,722,573	(3,305,533)	1,794,690	(5,725,803)
<b>Working capital - beginning</b>	<u>2,208,540</u>	<u>3,931,113</u>	<u>3,931,113</u>	<u>5,725,803</u>
<b>Working capital - ending</b>	<u>\$ 3,931,113</u>	<u>\$ 625,580</u>	<u>\$ 5,725,803</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
CAPITAL REPLACEMENT FUND (CRF) 350  
SCHEDULE OF FUNDING**

Fund/Division	Description	Actual 2017-18	Budget 2018-19	Projected 2018-19	Adopted 2019-20
<b>101</b>	<b><u>General Fund</u></b>				
90010	Traffic	\$ 36,800	\$ 36,800	\$ 36,800	\$ 36,800
90010	Shoot house	26,500	26,500	26,500	26,500
90010	Court HVAC	55,315	-	-	-
90010	Streets	35,667	35,667	35,667	35,667
90010	Traffic	61,667	61,667	61,667	61,667
90010	GF	3,000,000	3,000,000	3,000,000	2,300,000
90010	FEMA	847,277	-	-	-
	Totals	4,063,226	3,160,634	3,160,634	2,460,634
<b>207</b>	<b><u>Fire/EMS Spec Dist.</u></b>				
20701	Fire	242,576	-	-	-
<b>500</b>	<b><u>Sanitation Fund</u></b>				
32010	PW	15,000	15,000	15,000	-
<b>552</b>	<b><u>WWIS</u></b>				
90020	Water and Sewer	115,995	-	-	-
<b>505</b>	<b><u>Storm Water Utility</u></b>				
30930	Community Svc	73,333	73,333	73,333	-
30920	Community Svc	4,000	4,000	4,000	4,000
30920	Community Svc	28,000	28,000	28,000	28,000
30920	Community Svc	8,400	8,400	8,400	8,400
30920	Community Svc	12,000	12,000	12,000	12,000
30930	Storm Water	48,000	48,000	48,000	48,000
30930	Storm Water	28,300	28,300	28,300	28,300
30930	Storm Water	26,800	26,800	26,800	26,800
	Totals	228,833	228,833	228,833	155,500
<b>Total</b>		\$ 4,665,630	\$ 3,404,467	\$ 3,404,467	\$ 2,616,134

**CITY OF BAYTOWN  
BAYLAND ISLAND OPERATIONS FUND 540  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Lease of Facilities	\$ 56,238	\$ 55,041	\$ 55,041	\$ 55,041
Total Revenues	<u>56,238</u>	<u>55,041</u>	<u>55,041</u>	<u>55,041</u>
<b>Expenditures</b>				
Supplies	-	1,500	750	1,500
Maintenance	19,861	26,667	22,996	31,247
Services	11,184	5,225	5,324	5,225
Total Operating	<u>31,045</u>	<u>33,392</u>	<u>29,070</u>	<u>37,972</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	25,193	21,649	25,971	17,069
<b>Working Capital - Beginning</b>				
	<u>102,138</u>	<u>127,331</u>	<u>127,331</u>	<u>153,302</u>
<b>Working Capital - Ending</b>				
	<u>\$ 127,331</u>	<u>\$ 148,980</u>	<u>\$ 153,302</u>	<u>\$ 170,371</u>

**CITY OF BAYTOWN  
MEDICAL BENEFITS FUND 560  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Dept Billings	\$ 14,601,697	\$ 11,528,440	\$ 14,167,862	\$ 15,158,178
Dept Billings - Dental	333,475	345,187	342,057	345,187
Dept Billings - Vision	100,433	105,879	99,320	105,879
Stop Loss	1,080,463	600,000	1,247,036	915,458
Retiree Insurance	611,351	673,324	761,349	655,255
Employee Insurance Premium	4,350	2,431,603	10,041	12,500
Miscellaneous	27,732	20,000	672	10,000
Total Revenues	<u>16,759,501</u>	<u>15,704,433</u>	<u>16,628,337</u>	<u>17,202,457</u>
<b>Expenditures</b>				
Supplies	-	800	750	800
Maintenance	950	2,400	2,400	2,400
Services	634,212	697,800	544,308	733,315
Claim Payments	12,516,940	13,826,403	14,415,594	15,146,175
Administrative Fees	2,726,459	2,722,248	2,725,619	3,087,825
Total Operating	<u>15,878,561</u>	<u>17,249,651</u>	<u>17,688,671</u>	<u>18,970,515</u>
Unforeseen/New Initiative	-	130,000	110,000	150,000
Total Expenditures	<u>15,878,561</u>	<u>17,379,651</u>	<u>17,798,671</u>	<u>19,120,515</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	<u>880,941</u>	<u>(1,675,218)</u>	<u>(1,170,334)</u>	<u>(1,918,058)</u>
GAAP to budget basis adjustment				
<b>Fund Balance - Beginning</b>	<u>6,373,867</u>	<u>7,254,807</u>	<u>7,254,807</u>	<u>6,084,473</u>
<b>Fund Balance - Ending</b>	<u>\$ 7,254,807</u>	<u>\$ 5,579,589</u>	<u>\$ 6,084,473</u>	<u>\$ 4,166,415</u>

**CITY OF BAYTOWN**  
**WORKERS COMPENSATION FUND 561**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Departmental Billings	\$ 1,028,112	\$ 1,072,812	\$ 1,081,828	\$ 1,089,146
Total Revenues	<u>1,028,112</u>	<u>1,072,812</u>	<u>1,081,828</u>	<u>1,089,146</u>
<b>Expenditures</b>				
Personnel Services	92,266	93,083	95,380	96,371
Supplies	19,876	34,400	34,613	34,800
Services	10,217	46,150	45,949	46,150
Claim Payments	1,346,110	450,000	392,620	390,000
Administrative Fees	120,998	130,800	183,773	190,180
Unforeseen/New Initiatives	-	50,000	50,000	500,000
Total Expenditures	<u>1,589,467</u>	<u>804,433</u>	<u>802,334</u>	<u>1,257,501</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	<u>(561,355)</u>	<u>268,379</u>	<u>279,494</u>	<u>(168,355)</u>
<b>Fund Balance - Beginning</b>				
	<u>1,211,445</u>	<u>649,615</u>	<u>649,615</u>	<u>929,109</u>
GAAP to budget basis adjustment	(475)			
<b>Fund Balance - Ending</b>				
	<u>\$ 649,615</u>	<u>\$ 917,994</u>	<u>\$ 929,109</u>	<u>\$ 760,754</u>

# ***OTHER MISCELLANEOUS FUNDS***

This section includes other funds with restricted uses. These are budgeted for the use of all available funds received to date. As new monies are received throughout the budget year, they will be presented to Council for acceptance and appropriation.

**CITY OF BAYTOWN**  
**MUNICIPAL COURT SPECIAL REVENUE FUND 201**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Miscellaneous	\$ 795	\$ 800	\$ 853	\$ 800
Charges for Services	180,458	182,001	182,001	182,001
Interest on Investments	1,914	1,438	1,438	1,438
Transfers in	22,033	58,087	47,640	61,710
Total Revenues	<u>205,200</u>	<u>242,326</u>	<u>231,932</u>	<u>245,949</u>
<b>Expenditures</b>				
Building Security	58,786	88,773	82,435	94,221
MUC Technology	46,461	67,769	61,167	90,020
RAP Program	10,328	15,421	11,312	13,596
Marshal Training Program	490	800	905	1,053
Juvenile Case Manager	74,553	117,209	19,937	178,342
Vital Stat Training	2,367	10,956	1,375	14,123
Total Expenditures	<u>192,985</u>	<u>300,928</u>	<u>177,131</u>	<u>391,355</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	12,215	(58,602)	54,801	(145,406)
<b>Working Capital - Beginning</b>	<u>78,390</u>	<u>90,605</u>	<u>90,605</u>	<u>145,406</u>
<b>Working Capital - Ending</b>	<u>\$ 90,605</u>	<u>\$ 32,003</u>	<u>\$ 145,406</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**PARKS & RECREATION ESCROW SPECIAL REVENUE FUND 209**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Contribution	\$ 217,572	\$ 378,850	\$ 223,750	\$ 221,672
Total Revenues	<u>217,572</u>	<u>378,850</u>	<u>223,750</u>	<u>221,672</u>
<b>Expenditures</b>				
Supplies	23,291	375,100	18,600	17,100
Services	1,579	2,100	2,100	2,100
Unforeseen / New Initiatives	-	194,873	-	189,515
Total Operating	<u>24,870</u>	<u>572,073</u>	<u>20,700</u>	<u>208,715</u>
Capital Outlay	-	-	400,000	200,000
Total Expenditures	<u>24,870</u>	<u>572,073</u>	<u>420,700</u>	<u>408,715</u>
<b>Excess (Deficit) Revenues</b>				
Over Expenditures	192,702	(193,223)	(196,950)	(187,043)
Working Capital - Beginning	<u>191,291</u>	<u>383,993</u>	<u>383,993</u>	<u>187,043</u>
Working Capital - Ending	<u>\$ 383,993</u>	<u>\$ 190,770</u>	<u>\$ 187,043</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**HAZMAT/HOMELAND SECURITY SPECIAL REVENUE FUND 210**  
**BUDGET SUMMARY BY FUND**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
HazMat Billings	\$ 68,860	\$ 20,000	\$ 20,000	\$ -
Miscellaneous Contributions	1,028	1,000	-	-
Miscellaneous Billings	971	-	910	900
Total Revenues	<u>70,859</u>	<u>21,000</u>	<u>20,910</u>	<u>900</u>
<b>Expenditures</b>				
Supplies	5,076	11,500	6,500	11,500
Maintenance	11,424	15,000	4,100	15,000
Services	6,063	7,867	7,867	1,535
Unforeseen / New Initiatives	-	280,739	-	338,290
Total Operating	<u>22,563</u>	<u>315,106</u>	<u>18,467</u>	<u>366,325</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	48,296	(294,106)	2,443	(365,425)
<b>Working Capital - Beginning</b>	<u>314,686</u>	<u>362,982</u>	<u>362,982</u>	<u>365,425</u>
<b>Working Capital - Ending</b>	<u>\$ 362,982</u>	<u>\$ 68,876</u>	<u>\$ 365,425</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
POLICE FORFEITURES FUND 225  
CANINE PROGRAM - 20008**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
49022 Miscellaneous Contributions	9,462	-	3,118	-
<b>Total Revenues</b>	<u>9,462</u>	<u>-</u>	<u>3,118</u>	<u>-</u>
<b>Expenditures</b>				
84061 Other Equipment	-	5,078	10,500	-
<b>Capital Outlay</b>	<u>-</u>	<u>5,078</u>	<u>10,500</u>	<u>-</u>
99002 Unforeseen / New Initiatives	-	-	-	6,158
<b>Total Expenditures</b>	<u>-</u>	<u>5,078</u>	<u>10,500</u>	<u>6,158</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	9,462	(5,078)	(7,382)	(6,158)
<b>Working Capital - Beginning</b>	<u>4,078</u>	<u>-</u>	<u>13,540</u>	<u>6,158</u>
<b>Working Capital - Ending</b>	<u>\$ 13,540</u>	<u>\$ (5,078)</u>	<u>\$ 6,158</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
FAMILY & YOUTH PROGRAM FUND 226  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Bureau of Justice Assistance	\$ 129,841	\$ 144,014	\$ 150,198	\$ 152,172
GCCISD	131,767	135,836	109,377	100,000
Child Safety Seat Fines	86,942	87,853	85,000	85,000
Contributions	300	-	300	-
Transfers In	90,057	99,525	358,639	430,872
Total Revenues	<u>438,907</u>	<u>467,228</u>	<u>703,514</u>	<u>768,044</u>
<b>Expenditures</b>				
DARE	263,534	271,671	522,154	529,835
VOCA	139,688	180,018	187,747	190,215
Special Police Programs	18,606	-	165	-
Child Safety Programs	13,487	38,177	27,009	38,177
Unforeseen / New Initiatives	-	10,415	-	9,817
Total Operating	<u>435,315</u>	<u>500,281</u>	<u>737,075</u>	<u>768,044</u>
Total Expenditures	<u>435,315</u>	<u>500,281</u>	<u>737,075</u>	<u>768,044</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	3,592	(33,053)	(33,561)	-
<b>Working Capital - Beginning</b>	<u>29,969</u>	<u>33,561</u>	<u>33,561</u>	<u>-</u>
<b>Working Capital - Ending</b>	<u>\$ 33,561</u>	<u>\$ 508</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
POLICE ACADEMY FUND 228  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Drug Enforcement Agency	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Miscellaneous	10,579	10,500	10,625	10,500
Operating Transfer from General Fund	-	-	-	-
Total Revenues	<u>35,579</u>	<u>35,500</u>	<u>35,625</u>	<u>35,500</u>
<b>Expenditures</b>				
Maintenance	32,500	-	650	-
Services	18,784	14,833	10,844	10,500
Unforeseen / New Initiatives	-	50,204	-	74,555
Total Operating	<u>51,284</u>	<u>65,037</u>	<u>11,494</u>	<u>85,055</u>
Capital Outlay	-	-	-	-
Contingency	-	-	-	-
Total Expenditures	<u>51,284</u>	<u>65,037</u>	<u>11,494</u>	<u>85,055</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	(15,705)	(29,537)	24,131	(49,555)
<b>Working Capital - Beginning</b>	<u>41,129</u>	<u>25,424</u>	<u>25,424</u>	<u>49,555</u>
<b>Working Capital - Ending</b>	<u>\$ 25,424</u>	<u>\$ (4,113)</u>	<u>\$ 49,555</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**ODD TRUST & AGENCY FUND 231**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Cable Franchise Fees	\$ 168,213	\$ 178,696	\$ 178,696	\$ 168,365
Department of Health	-	1,486	1,486	-
Miscellaneous	297,616	253,000	266,018	308,000
Transfers In	-	-	-	-
Total Revenues	<u>465,829</u>	<u>433,182</u>	<u>446,200</u>	<u>476,365</u>
<b>Expenditures</b>				
Supplies	-	-	2,529	-
Services	156,145	23,317	23,317	23,317
Total Operating	<u>156,145</u>	<u>23,317</u>	<u>25,846</u>	<u>23,317</u>
Capital Outlay	183,143	8,000	178,031	8,000
Unforeseen / New Initiatives	-	1,368,080	-	862,539
Transfers Out	-	156,145	156,145	500,000
Total Expenditures	<u>339,288</u>	<u>1,555,542</u>	<u>360,022</u>	<u>1,393,856</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	126,541	(1,122,360)	86,178	(917,491)
<b>Working Capital - Beginning</b>	<u>704,772</u>	<u>831,313</u>	<u>831,313</u>	<u>917,491</u>
<b>Working Capital - Ending</b>	<u>\$ 831,313</u>	<u>\$ (291,047)</u>	<u>\$ 917,491</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) FUND 241  
BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Office of National Drug Control Policy	\$ -	\$ -	\$ -	\$ 1,538,916
Total Revenues	-	-	-	1,538,916
<b>Expenditures</b>				
Personnel Services	-	-	-	23,685
Supplies	-	-	-	207,000
Maintenance	-	-	-	3,204
Services	-	-	-	1,305,027
Total Operating	-	-	-	1,538,916
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	-	-	-	-
<b>Fund Balance - Beginning</b>				
	-	-	-	-
<b>Fund Balance - Ending</b>				
	\$ -	\$ -	\$ -	\$ -

**CITY OF BAYTOWN**  
**LIBRARY SPECIAL REVENUE FUND 266**  
**BUDGET SUMMARY BY FUND**

	Actual 2017-18	Budget 2018-19	Estimated 2018-19	Adopted 2019-20
<b>Revenues</b>				
Intergovernmental Revenue	\$ 14,348	\$ -	\$ -	\$ -
Misc Contribution	105,440	99,000	99,000	99,000
Total Revenues	<u>119,788</u>	<u>99,000</u>	<u>99,000</u>	<u>99,000</u>
<b>Expenditures</b>				
Supplies	21,357	33,000	38,000	33,000
Services	57,137	46,000	61,419	46,000
Unforeseen	-	80,940	-	136,816
Total Operating	<u>78,494</u>	<u>159,940</u>	<u>99,419</u>	<u>215,816</u>
Capital Outlay	-	20,000	-	-
Total Expenditures	<u>78,494</u>	<u>179,940</u>	<u>99,419</u>	<u>215,816</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	41,294	(80,940)	(419)	(116,816)
<b>Working Capital - Beginning</b>	<u>75,941</u>	<u>117,235</u>	<u>117,235</u>	<u>116,816</u>
<b>Working Capital - Ending</b>	<u>\$ 117,235</u>	<u>\$ 36,295</u>	<u>\$ 116,816</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
SUMMER YOUTH JOB PROGRAM FUND 280  
BUDGET SUMMARY BY FUND\***

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Misc Contributions	\$ 56,705	\$ 50,000	\$ 51,000	\$ 50,000
Total Revenues	<u>56,705</u>	<u>50,000</u>	<u>51,000</u>	<u>50,000</u>
<b>Expenditures</b>				
Personnel Services	50,610	39,293	35,000	37,724
Supplies	-	1,300	1,300	1,300
Services	1,437	11,000	11,000	11,000
Unforeseen / New Initiatives	-	13,779	-	25,299
Total Operating	<u>52,047</u>	<u>65,372</u>	<u>47,300</u>	<u>75,323</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	4,658	(15,372)	3,700	(25,323)
<b>Working Capital - Beginning</b>	<u>16,965</u>	<u>21,623</u>	<u>21,623</u>	<u>25,323</u>
<b>Working Capital - Ending</b>	<u>\$ 21,623</u>	<u>\$ 6,251</u>	<u>\$ 25,323</u>	<u>\$ -</u>

\* Restricted funds for summer youth job program.

**CITY OF BAYTOWN**  
**BAYTOWN NATURE CENTER FUND 296**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
User Fees	\$ 179,524	\$ 190,728	\$ 190,728	\$ 166,568
Overages/Shortages	32	-	40	51
Total Revenues	<u>179,556</u>	<u>190,728</u>	<u>190,768</u>	<u>166,619</u>
<b>Expenditures</b>				
Personnel	153,245	162,317	150,660	149,601
Supplies	6,920	13,300	6,800	13,300
Maintenance	1,189	2,000	2,000	2,000
Services	2,329	4,086	2,830	4,084
Unforeseen / New Initiatives	-	162,058	-	161,129
Total Operating	<u>163,683</u>	<u>343,761</u>	<u>162,290</u>	<u>330,114</u>
Capital Outlay	6,957	-	-	-
Total Expenditures	<u>170,640</u>	<u>343,761</u>	<u>162,290</u>	<u>330,114</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	8,916	(153,033)	28,478	(163,495)
<b>Working Capital - Beginning</b>				
	<u>126,101</u>	<u>-</u>	<u>135,017</u>	<u>163,495</u>
<b>Working Capital - Ending</b>				
	<u>\$ 135,017</u>	<u>\$ (153,033)</u>	<u>\$ 163,495</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**WETLANDS EDUCATION AND RECREATION CENTER FUND 298**  
**OPERATIONS**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Revenues</b>				
Goose Creek CISD	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Lee College	15,000	15,000	15,000	15,000
Contributions	11,906	10,000	10,000	11,422
Transfer In - General Fund	218,195	249,262	229,747	287,256
Total Revenues	<u>285,101</u>	<u>314,262</u>	<u>294,747</u>	<u>353,678</u>
<b>Expenditures</b>				
Personnel Services	251,780	270,422	253,611	267,470
Supplies	7,887	10,900	9,900	10,900
Maintenance	3,601	4,980	5,200	12,480
Services	21,994	27,960	25,875	27,828
Total Operating	<u>285,262</u>	<u>314,262</u>	<u>294,586</u>	<u>318,678</u>
Capital Outlay	-	-	-	35,000
Total Expenditures	<u>285,262</u>	<u>314,262</u>	<u>294,586</u>	<u>353,678</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	(161)	-	161	-
<b>Working Capital - Beginning</b>				
	-	(161)	(161)	-
<b>Working Capital - Ending</b>				
	<u>\$ (161)</u>	<u>\$ (161)</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**WETLANDS EDUCATION AND RECREATION CENTER FUND 299**  
**SPECIAL PROJECTS**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2017-18</b>	<b>Budget 2018-19</b>	<b>Estimated 2018-19</b>	<b>Adopted 2019-20</b>
<b>Funding Sources</b>				
Contributions	\$ 158,897	\$ 121,434	\$ 121,434	\$ 133,946
Total Revenues	<u>158,897</u>	<u>121,434</u>	<u>121,434</u>	<u>133,946</u>
<b>Expenditures</b>				
Personnel Services	80,629	111,738	74,263	100,626
Supplies	37,080	64,481	40,580	76,620
Maintenance	79	13,700	9,111	1,200
Services	7,280	20,534	20,534	20,534
Sundry	-	12,234	12,234	12,234
Unforeseen / New Initiatives	-	117,843	-	159,328
Total Operating	<u>125,068</u>	<u>340,530</u>	<u>156,722</u>	<u>370,542</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	33,829	(219,096)	(35,288)	(236,596)
<b>Funds Available - Beginning</b>				
	<u>238,055</u>	<u>271,884</u>	<u>271,884</u>	<u>236,596</u>
<b>Funds Available - Ending</b>				
	<u>\$ 271,884</u>	<u>\$ 52,788</u>	<u>\$ 236,596</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) POSITIONS BY FUND/DEPARTMENT**

Fund Department	Adopted 2017-18		Adopted 2018-19		Adopted 2019-20	
101 - General Fund						
General Administration	9.00	A	11.00	a	11.00	1
Fiscal Operations	17.90	B	17.90	b	17.90	2
Legal Services	6.00	C	6.00		6.00	
Information Technology Services (ITS)	14.00		14.00		15.00	3
Planning & Development Services	27.00	D	27.00		29.00	4
Human Resources	8.00	E	8.00		9.00	5
City Clerk	6.00		6.00		7.00	6
Court of Record	16.00		16.00		17.00	7
City Facilities	4.00	F	5.00	c	6.00	8
Police	232.00	G	232.00	d	233.00	9
Fire & EMS	169.00	H	170.00	e	176.00	10
Public Works Administration	4.00	I	4.00		4.00	
Streets	17.00		17.00		17.00	
Traffic Control	10.50	J	12.00	f	12.00	11
Engineering	10.00		10.00		11.00	12
Public Health	30.00	K	35.00	g	36.00	13
Parks & Recreation	50.00	L	54.00	h	57.00	14
Sterling Municipal Library	20.00	M	20.00		20.00	
Total General Fund	<u>650.40</u>		<u>664.90</u>		<u>683.90</u>	
232 - Hotel/Motel Fund	3.00	N	3.00		3.00	
502 - Aquatics Fund	4.00		5.00	i	5.00	
520 - Water & Sewer Fund						
Utility Billing & Collections	20.85	O	20.85	j	20.85	15
General Overhead	1.50	P	1.50	k	1.50	16
Water Operations	39.10	Q	39.10	l	44.10	17
Wastewater Operations	43.40	R	43.40	m	44.40	18
Utility Construction	20.00	S	20.00	n	20.00	19
Total Water & Sewer Fund	<u>124.85</u>		<u>124.85</u>		<u>130.85</u>	
500 - Sanitation Fund	13.50	T	13.00	o	13.00	20
505 - Storm Water Utility Fund	21.00	U	21.00		21.00	
Central Services:						
550 - Garage Fund	8.00	V	8.00		8.00	
552 - Warehouse Operations Fund	4.00		4.00		4.00	
Total Central Services	<u>12.00</u>		<u>12.00</u>		<u>12.00</u>	
Total Operating Funds	<u>828.75</u>		<u>843.75</u>		<u>868.75</u>	
<u>Miscellaneous Funds</u>						
201 - Municipal Court Special Revenue Fund	2.00		2.00		2.00	
206 - Crime Control and Prevention District (CCPD)	15.00		15.00		15.00	
207 - Fire Control, Prevention & Emergency Medical Services District (FCPEMSD)	3.00		3.00	p	3.00	
211 - Street Maintenance Fund	13.00	W	14.00	q	14.00	
215 - Municipal Development District (MDD) Fund	1.00		1.00		1.00	
226 - Miscellaneous Police Fund	4.00		4.00		4.00	
241 - High Intensity Drug Trafficking Area (HIDTA)	0.25	X	0.25	r	0.25	21
270 - Community Development Block Grant (CDBG) Fund	4.00		4.00	s	4.00	
296 - Baytown Nature Center Fund	1.00		1.00		1.00	
298 - Wetlands Education and Recreation Center Fund	2.00		2.00		2.00	
351 - Capital Improvement Program Fund	4.00	Y	4.00		4.00	22
527 - Utility Capital Improvement Program Fund	2.00		2.00		3.00	23
561 - Workers Compensation Fund	1.00		1.00		1.00	
Total Miscellaneous Funds	<u>52.25</u>		<u>53.25</u>		<u>54.25</u>	
<b>Total All Funds</b>	<b><u>881.00</u></b>		<b><u>897.00</u></b>		<b><u>923.00</u></b>	

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20	
<b>1010 - General Administration</b>				
101 1010	1.00	1.00	1.00	
101 1010	1.00	1.00	1.00	
101 1010	1.00	1.00	1.00	
101 1010	1.00	1.00	1.00	
101 1010	-	1.00 a	1.00	
101 1010	1.00	1.00	1.00	1
101 1010	1.00	1.00	1.00	
101 1010	-	1.00 a	1.00	
101 1010	1.00	1.00	1.00	
101 1010	1.00 A	1.00	1.00	
101 1010	1.00	1.00	1.00	
	<b>Total General Administration</b>	<b>9.00</b>	<b>11.00</b>	<b>11.00</b>
<b>1030 - Fiscal Operations</b>				
101 1030	1.00	1.00	1.00	
101 1030	1.00	1.00	1.00	
101 1030	1.00	1.00	1.00	
101 1030	1.00 B	1.00	1.00	2
101 1030	1.00	1.00	1.00	2
101 1030	1.00	1.00	1.00	
101 1030	0.15 B	0.15 b	0.15	2
101 1030	1.00	1.00	1.00	
101 1030	2.75 B	2.75 b	2.75	2
101 1030	1.00	1.00	1.00	
101 1030	2.00	2.00	2.00	
101 1030	1.00	1.00	1.00	
101 1030	1.00	1.00	1.00	
101 1030	1.00	1.00	1.00	
101 1030	2.00	2.00	2.00	
	<b>Total Fiscal Operations</b>	<b>17.90</b>	<b>17.90</b>	<b>17.90</b>
<b>1060 - Legal Services</b>				
101 1060	1.00	1.00	1.00	
101 1060	1.00	1.00	1.00	
101 1060	1.00	1.00	1.00	
101 1060	1.00	1.00	1.00	
101 1060	1.00 C	1.00	1.00	
101 1060	1.00	1.00	1.00	
	<b>Total Legal Services</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>1070 - Information Technology Services (ITS)</b>				
101 1070	1.00	1.00	1.00	
101 1070	4.00	4.00	4.00	
101 1070	3.00	3.00	3.00	3
101 1070	3.00	3.00	3.00	
101 1070	2.00	2.00	3.00	3
101 1070	1.00	1.00	1.00	
	<b>Total Information Technology Services (ITS)</b>	<b>14.00</b>	<b>14.00</b>	<b>15.00</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20	
<b>1080 - Planning &amp; Development Services</b>				
101 1080	1.00	1.00	1.00	
101 1080	-	-	1.00	4
101 1080	1.00	1.00	1.00	
101 1080	1.00	1.00	1.00	
101 1080	1.00	1.00	1.00	
101 1080	9.00	D 9.00	9.00	
101 1080	-	-	1.00	4
101 1080	1.00	1.00	1.00	
101 1080	3.00	3.00	3.00	
101 1080	1.00	1.00	1.00	
101 1080	2.00	D 2.00	2.00	
101 1080	1.00	1.00	1.00	
101 1080	1.00	1.00	1.00	
101 1080	2.00	D 2.00	2.00	
101 1080	3.00	3.00	3.00	
	<b>Total Planning &amp; Development Services</b>	<b>27.00</b>	<b>27.00</b>	<b>29.00</b>
<b>1140 - Human Resources</b>				
101 1140	1.00	1.00	1.00	
101 1140	2.00	2.00	2.00	
101 1140	1.00	E 1.00	2.00	5
101 1140	2.00	2.00	2.00	
101 1140	1.00	1.00	1.00	
101 1140	1.00	1.00	1.00	5
	<b>Total Human Resources</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>
<b>1170 - City Clerk</b>				
101 1170	1.00	1.00	1.00	
101 1170	1.00	1.00	1.00	
101 1170	1.00	1.00	1.00	
101 1170	1.00	1.00	1.00	
101 1170	1.00	1.00	2.00	6
101 1170	1.00	1.00	1.00	
	<b>Total City Clerk</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>
<b>1171 - Court of Record</b>				
101 1171	1.00	1.00	1.00	
101 1171	1.00	1.00	1.00	
101 1171	2.00	2.00	2.00	
101 1171	1.00	1.00	1.00	
101 1171	3.00	3.00	3.00	
101 1171	8.00	8.00	9.00	7
	<b>Total Court of Record</b>	<b>16.00</b>	<b>16.00</b>	<b>17.00</b>
<b>1180 - City Facilities</b>				
101 1180	1.00	F 1.00	1.00	
101 1180	-	-	1.00	8
101 1180	3.00	F 4.00	c 4.00	
	<b>Total City Facilities</b>	<b>4.00</b>	<b>5.00</b>	<b>6.00</b>
<b>2000 - Police</b>				
101 2000	3.00	3.00	3.00	
101 2000	9.00	9.00	9.00	
101 2000	17.00	18.00	d 18.00	

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

<b>Fund Dept.</b>			<b>Adopted 2017-18</b>		<b>Adopted 2018-19</b>		<b>Adopted 2019-20</b>	
<b>2000 - Police (Cont.)</b>								
101	2000	Patrol Officer	128.00	G	127.00	d	127.00	
101	2000	Police Chief	1.00		1.00		1.00	
101	2000	Communications Manager	1.00		1.00		1.00	
101	2000	Communications Training Coordinator	-		-		1.00	
101	2000	Mechanic Supervisor	1.00		1.00		1.00	
101	2000	Telecommunications Supervisor	4.00		4.00		4.00	9
101	2000	Jail Supervisor	6.00		6.00		6.00	
101	2000	Crime Analyst	1.00		1.00		1.00	
101	2000	Records Supervisor	1.00		1.00		1.00	
101	2000	Property Room Supervisor	1.00		1.00		1.00	
101	2000	Senior Mechanic	1.00		1.00		1.00	
101	2000	Facilities Coordinator	-	G	-		-	
101	2000	Police Accounting Analyst	1.00		1.00		1.00	
101	2000	Mechanic	1.00		1.00		2.00	9
101	2000	Administrative Assistant	5.00		5.00		5.00	
101	2000	Open Records Specialist	2.00		2.00		2.00	
101	2000	Telecommunicator/Trainee	21.00		21.00		20.00	9
101	2000	Detention Officer/Trainee	14.00		14.00		14.00	
101	2000	Open Records Assistant	1.00	G	1.00		1.00	
101	2000	Property Room Technician	2.00		2.00		2.00	
101	2000	Senior Admin Support Specialist	2.00	G	2.00		2.00	
101	2000	Police Records Technician	3.00		3.00		3.00	
101	2000	Facilities Assistant	-	G	-		-	
101	2000	Community Service Officer	6.00		6.00		6.00	
<b>Total Police</b>			<b>232.00</b>		<b>232.00</b>		<b>233.00</b>	
<b>2020 - Fire &amp; EMS</b>								
101	2020	Assistant Fire Chief	4.00		4.00		4.00	
101	2020	Battalion Chief	5.00		5.00		5.00	
101	2020	Fire Lieutenant	33.00	H	33.00		33.00	
101	2020	Fire Equipment Operator	24.00		25.00	e	25.00	
101	2020	Firefighter	88.00		88.00		94.00	10
101	2020	Non-Fire Paramedic	2.00		2.00		2.00	
101	2020	Fire Chief	1.00		1.00		1.00	
101	2020	Emergency Mgmt. & Prep Coordinator	1.00		1.00		1.00	
101	2020	Deputy Emergency Management Coordinator	1.00		1.00		1.00	
101	2020	Fire/EMS Admin Coordinator	1.00		1.00		1.00	
101	2020	Mechanic Supervisor	1.00		1.00		1.00	
101	2020	Mechanic	2.00		2.00		2.00	
101	2020	Administrative Assistant	2.00		2.00		2.00	
101	2020	Senior Admin Support Specialist	4.00		4.00		4.00	
<b>Total Fire &amp; EMS</b>			<b>169.00</b>		<b>170.00</b>		<b>176.00</b>	
<b>3000 - Public Works Administration</b>								
101	3000	Assistant Director Public Works	1.00		1.00		1.00	
101	3000	Asset Manager	1.00	I	1.00		1.00	
101	3000	Administrative Assistant	1.00		1.00		1.00	
101	3000	Senior Admin Support Specialist	1.00		1.00		1.00	
<b>Total Public Works Administration</b>			<b>4.00</b>		<b>4.00</b>		<b>4.00</b>	

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20	
<b>3010 - Streets</b>				
101 3010 Superintendent	1.00	1.00	1.00	
101 3010 Foreman	1.00	1.00	1.00	
101 3010 Quality Control Inspector	1.00	1.00	1.00	
101 3010 Crew Chief	2.00	2.00	2.00	
101 3010 Heavy Equipment Operator II/I	4.00	4.00	4.00	
101 3010 Concrete Finisher	4.00	4.00	4.00	
101 3010 Equipment Operator	3.00	3.00	3.00	
101 3010 Concrete Worker	1.00	1.00	1.00	
<b>Total Streets</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	
<b>3020 - Traffic Control</b>				
101 3020 Superintendent	0.50 J	1.00 f	1.00	
101 3020 Foreman	1.00	1.00	1.00	
101 3020 Traffic Signal Technician	9.00 J	10.00 f	10.00	11
<b>Total Traffic Control</b>	<b>10.50</b>	<b>12.00</b>	<b>12.00</b>	
<b>3030 - Engineering</b>				
101 3030 Director Engineering	1.00	1.00	1.00	
101 3030 Assistant Director Engineering	1.00	1.00	1.00	
101 3030 Senior Project Coordinator	1.00	1.00	1.00	
101 3030 Survey/GPS Coordinator	1.00	1.00	1.00	
101 3030 Senior Construction Inspector	1.00	1.00	1.00	
101 3030 Construction Inspector	1.00	1.00	1.00	
101 3030 CAD/GIS Technician	1.00	1.00	1.00	
101 3030 Engineering Coordinator	1.00	1.00	1.00	
101 3030 Right of Way Inspector	-	-	1.00	12
101 3030 Administrative Assistant	1.00	1.00	1.00	
101 3030 Survey/GPS Technician	1.00	1.00	1.00	
<b>Total Engineering</b>	<b>10.00</b>	<b>10.00</b>	<b>11.00</b>	
<b>4000 - Public Health</b>				
101 4000 Director Health	1.00	1.00	1.00	
101 4000 Assistant Director Health	1.00	1.00	1.00	
101 4000 Animal Control Manager	1.00	1.00 g	1.00	13
101 4000 Environmental Health Specialist II/Senior	4.00	4.00	4.00	13
101 4000 Neighborhood Protection Coordinator	1.00	1.00	1.00	
101 4000 Mosquito Control Coordinator	1.00	1.00	1.00	
101 4000 Community Service Coordinator	1.00	1.00	1.00	
101 4000 Neighborhood Protection Officer II/I	5.00	5.00	5.00	
101 4000 Senior Animal Control Officer	2.00	2.00	2.00	
101 4000 Community Service Supervisor	3.00 K	3.00	3.00	
101 4000 Administrative Assistant	1.00	2.00 g	1.00	13
101 4000 Animal Control Officer	7.00	11.00 g	11.00	
101 4000 Mosquito Control Technician	-	-	1.00	13
101 4000 Senior Admin Support Specialist	2.00	2.00	3.00	13
<b>Total Public Health</b>	<b>30.00</b>	<b>35.00</b>	<b>36.00</b>	
<b>5000 - Parks &amp; Recreation</b>				
101 5000 Director Parks & Recreation	1.00	1.00	1.00	
101 5000 Superintendent of Parks	1.00	1.00	1.00	
101 5000 Superintendent of Recreation	1.00	1.00	1.00	
101 5000 Parks Project Coordinator	1.00	1.00	1.00	
101 5000 Foreman	4.00	4.00	4.00	

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20
<b>5000 - Parks &amp; Recreation (Cont.)</b>			
101 5000 Building Maintenance Supervisor	1.00	1.00	1.00
101 5000 Athletics Manager	1.00	1.00	1.00
101 5000 Outdoor Event Marketing Coordinator	-	1.00 h	1.00
101 5000 Recreation Specialist	1.00	1.00	1.00
101 5000 Crewleader	12.00 L	12.00	12.00
101 5000 Administrative Assistant	1.00	1.00	1.00
101 5000 Heavy Equipment Operator I	8.00	8.00	8.00
101 5000 Facilities Specialist	1.00	2.00 h	2.00
101 5000 Equipment Operator	4.00	4.00	4.00
101 5000 Construction Worker	2.00	2.00	2.00
101 5000 Groundskeeper	-	-	-
101 5000 Caretaker	11.00 L	13.00 h	16.00
<b>Total Parks &amp; Recreation</b>	<b>50.00</b>	<b>54.00</b>	<b>57.00</b> 14
<b>6000 - Sterling Municipal Library</b>			
101 6000 City Librarian	1.00	1.00	1.00
101 6000 Lead Librarian II/I	3.00	3.00	3.00
101 6000 Librarian II/I	5.00	5.00	5.00
101 6000 Library PC Technician	1.00	1.00	1.00
101 6000 Support Services Specialist	1.00	1.00	1.00
101 6000 Circulation Services Supervisor	1.00	1.00	1.00
101 6000 Administrative Assistant	1.00	1.00	1.00
101 6000 Senior Library Technician	1.00	1.00	1.00
101 6000 Senior Customer Service Specialist	1.00	1.00	1.00
101 6000 Customer Service Specialist	3.00	3.00	3.00
101 6000 Library Technician	1.00 M	1.00	1.00
101 6000 Custodian	1.00	1.00	1.00
<b>Total Sterling Municipal Library</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
<b>Total General Fund</b>	<b>650.40</b>	<b>664.90</b>	<b>683.90</b>
<b>232 - Hotel/Motel Fund</b>			
232 1010 Tourism Coordinator	1.00	1.00	1.00
232 1010 Tourism Marketing Specialist	1.00	1.00	1.00
232 1010 Visitor Outreach Specialist	1.00	1.00	1.00
101 5000 Crewleader	-	-	-
101 5000 Caretaker	-	-	-
<b>Total Hotel/Motel Fund</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>502 - Aquatics Fund</b>			
502 5000 Superintendent of Aquatics	1.00	1.00	1.00
502 5000 Aquatics Operations Coordinator	1.00	1.00	1.00
502 5000 Aquatics Business Coordinator	1.00	1.00	1.00
502 5000 Aquatics Maintenance Coordinator	1.00	1.00	1.00
502 5000 Chief Aquatics Maintenance Operator	-	1.00 i	1.00
<b>Total Aquatics Fund</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>
<b>1030- Utility Billing &amp; Collections</b>			
520 1030 Utility Billing Manager	1.00	1.00	1.00
520 1030 Accountant II	0.85 O	0.85 j	0.85
520 1030 Billing Coordinator	1.00	1.00	1.00
520 1030 Billing Analyst	1.00	1.00	1.00
520 1030 Collections Manager	1.00	1.00	1.00

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20	
<b>1030- Utility Billing &amp; Collections (Cont.)</b>				
520 1030	Meter Operations Coordinator	1.00	1.00	1.00
520 1030	Administrative Assistant	1.00	1.00	1.00
520 1030	Crew Chief	1.00	1.00	1.00
520 1030	Senior Customer Service Representative	2.00	2.00	2.00
520 1030	Senior Collections Representative	-	-	1.00
520 1030	Meter Technician II/I	4.00	4.00	4.00
520 1030	Customer Service Representative	4.00	4.00	4.00
520 1030	Collections Representative	3.00	3.00	2.00
	<b>Total Utility Billing &amp; Collections</b>	<b>20.85</b>	<b>20.85</b>	<b>20.85</b>
<b>1190 - General Overhead</b>				
520 1090	Project Manager - SCADA	0.50	0.50	0.50
520 1090	GIS Coordinator	1.00	1.00	1.00
	<b>Total General Overhead</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>3040 - Water Operations</b>				
520 3040	Director Public Works/Engineering	0.60	0.60	0.60
520 3040	BAWA Superintendent	1.00	1.00	1.00
520 3040	BAWA Operations Coordinator	1.00	1.00	1.00
520 3040	Foreman	1.00	1.00	2.00
520 3040	Maintenance Technician - Instrumental & Electronics	1.00	1.00	2.00
520 3040	Valve & Hydrant Personnel	-	-	2.00
520 3040	Crew Chief	1.00	1.00	1.00
520 3040	Water Plant Operator II/Trainee	9.00	9.00	10.00
520 3040	Maintenance Technician - Mechanical	2.00	2.00	2.00
520 3040	Chief Laboratory Technician	1.00	1.00	1.00
520 3040	Heavy Equipment Operator II/I	2.00	2.00	2.00
520 3040	Administrative Assistant	1.00	1.00	1.00
520 3040	Project Manager - SCADA	0.50	0.50	0.50
520 3040	Laboratory Technician	1.00	1.00	1.00
520 3040	Concrete Finisher	1.00	1.00	1.00
520 3040	Equipment Operator	1.00	1.00	1.00
520 3040	Concrete Worker	1.00	1.00	1.00
520 3040	Laborer	2.00	2.00	2.00
520 3040	Utility Maintenance Technician	12.00	12.00	12.00
	<b>Total Water Operations</b>	<b>39.10</b>	<b>39.10</b>	<b>44.10</b>
<b>3050 - Wastewater Operations</b>				
520 3050	Director Public Works/Engineering	0.40	0.40	0.40
520 3050	Assistant Director Utilities	1.00	1.00	1.00
520 3050	Superintendent	1.00	1.00	1.00
520 3050	Wastewater Coordinator	1.00	1.00	1.00
520 3050	Foreman	5.00	5.00	5.00
520 3050	Maintenance Technician - Instrumental & Electronics	1.00	1.00	1.00
520 3050	Chief Laboratory Technician	1.00	1.00	1.00
520 3050	Laboratory Technician	1.00	1.00	1.00
520 3050	Wastewater Operator III/II/I	20.00	20.00	20.00
520 3050	Wastewater Operator II/I - Lift Station	3.00	3.00	-
520 3050	Administrative Assistant	1.00	1.00	1.00

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20	
<b>3050 - Wastewater Operations (Cont.)</b>				
520 3050 Senior Pollution Control Technician	1.00	1.00	1.00	
520 3050 Pollution Control Technician	2.00	2.00	3.00	18
520 3050 Senior Admin Support Specialist	1.00	1.00	1.00	
520 3050 Maintenance Technician - Mechanical III/II/I	4.00	4.00	7.00	18
<b>Total Wastewater Operations</b>	<b>43.40</b>	<b>43.40</b>	<b>44.40</b>	
<b>3060 - Utility Construction</b>				
520 3060 Utility Maintenance Technician	17.00	17.00	17.00	19
520 3060 Superintendent	1.00	1.00	1.00	
520 3060 Foreman	1.00	1.00	1.00	
520 3060 Crew Chief	1.00	1.00	1.00	
<b>Total Utility Construction</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	
<b>Total Water &amp; Sewer Fund</b>	<b>124.85</b>	<b>124.85</b>	<b>130.85</b>	
<b>500 - Sanitation Fund</b>				
500 3200 Superintendent	0.50	-	-	20
500 3200 Foreman	1.00	1.00	1.00	
500 3200 Crew Chief	1.00	1.00	1.00	
500 3200 Heavy Equipment Operator II/I	8.00	8.00	8.00	
500 3200 Equipment Operator	3.00	3.00	3.00	
500 3200 Laborer	-	-	-	
<b>Total Sanitation Fund</b>	<b>13.50</b>	<b>13.00</b>	<b>13.00</b>	
<b>505 - Storm Water Utility Fund</b>				
505 4000 Storm Water Engineer	1.00	1.00	1.00	
505 4000 Storm Water Coordinator	1.00	1.00	1.00	
505 4000 Storm Water Specialist	1.00	1.00	1.00	
505 4000 Mosquito Control Technician	1.00	1.00	1.00	
<b>Total Storm Water Utility</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	
505 3050 Foreman	1.00	1.00	1.00	
505 3050 Grade Chief	3.00	3.00	3.00	
505 3050 Heavy Equipment Operator II/I	6.00	6.00	6.00	
505 3050 Equipment Operator	6.00	6.00	6.00	
505 3050 Concrete Worker	1.00	1.00	1.00	
<b>Total Storm Water Maintenance</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	
<b>Total Storm Water Utility Fund</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	
<b>Central Services:</b>				
<b>550 - Garage Fund</b>				
550 7010 Superintendent of Equipment Services	1.00	1.00	1.00	
550 7010 Mechanic Supervisor	-	-	-	
550 7010 Senior Mechanic	1.00	1.00	1.00	
550 7010 Mechanic	5.00	5.00	5.00	
550 7010 Administrative Assistant	1.00	1.00	1.00	
<b>Total Garage Fund</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	
<b>552 - Warehouse Fund</b>				
552 7010 Warehouse Manager	1.00	1.00	1.00	
552 7010 Warehouse Assistant	1.00	1.00	1.00	
552 7010 Warehouse Helper	2.00	2.00	2.00	
<b>Total Warehouse Fund</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	
<b>Total Central Services</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Adopted 2017-18	Adopted 2018-19	Adopted 2019-20
<b>201 - Municipal Court Special Revenue Fund</b>			
201 1171 Bailiff	1.00	1.00	1.00
201 1171 Juvenile Case Manager	1.00	1.00	1.00
<b>Total Municipal Court Special Revenue Fund</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>206 - Crime Control and Prevention District (CCPD) Fund</b>			
206 2000 Police Sergeant	1.00	1.00	1.00
206 2000 Patrol Officer	14.00	14.00	14.00
<b>Total CCPD Fund</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>
<b>207 - Fire Control, Prevention &amp; Emergency Medical Services District (FCPEMSD) Fund</b>			
207 2020 Battalion Chief	-	1.00 p	1.00
207 2020 Fire Lieutenant	2.00	1.00 p	1.00
207 2020 Quality Assurance/Quality Improvement Coordinator	-	-	-
207 2020 Senior Admin Support Specialist	1.00	1.00	1.00
<b>Total FCPEMSD Fund</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>211 - Street Maintenance Fund</b>			
211 3010 Foreman	1.00 W	1.00	1.00
211 3010 Crew Chief	1.00	1.00	1.00
211 3010 Heavy Equipment Operator II/I	4.00 W	4.00	4.00
211 3010 Concrete Finisher	2.00 W	2.00	2.00
211 3010 Equipment Operator	5.00 W	6.00 q	6.00
<b>Total Street Maintenance Fund</b>	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>
<b>215 - Municipal Development District (MDD) Fund</b>			
215 5000 Development Manager	1.00	1.00	1.00
<b>Total MDD Fund</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>226 - Miscellaneous Police Fund</b>			
226 2000 Patrol Officer	2.00	2.00	2.00
226 2000 Domestic Violence Coordinator	1.00	1.00	1.00
226 2000 Domestic Violence Caseworker	1.00	1.00	1.00
<b>Total Miscellaneous Police Fund</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>241 - High Intensity Drug Trafficking Area (HIDTA) Fund</b>			
241 1030 Accountant I	0.25 X	0.25 r	0.25 21
<b>Total HIDTA Fund</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>
<b>270 - Community Development Block Grant (CDBG) Fund</b>			
270 1080 Community Development Manager	1.00	1.00 s	1.00
270 1080 Demo/Housing Inspector	1.00	1.00	1.00
270 1080 Community Development Generalist	1.00	1.00 s	1.00
270 1080 Community Outreach Specialist	1.00	1.00 s	1.00
<b>Total CDBG Fund</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>296 - Baytown Nature Center (BNC) Fund</b>			
296 5000 BNC Naturalist	1.00	1.00	1.00
<b>Total Baytown Nature Center Fund</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>298 - Wetlands Education &amp; Recreation Center Fund</b>			
298 5000 Superintendent of Natural Resources	1.00	1.00	1.00
298 5000 Education Specialist	1.00	1.00	1.00
<b>Total Wetlands Education &amp; Recreation Center Fund</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

<b>Fund Dept.</b>	<b>Adopted 2017-18</b>	<b>Adopted 2018-19</b>	<b>Adopted 2019-20</b>	
<b>351 - General Capital Improvement Fund (CIPF)</b>				
351 3030 Senior Engineer	1.00	1.00	1.00	22
351 3030 Civil Design Engineer/Engineer In Training (EIT)	2.00	Y 2.00	2.00	
351 3030 Construction Inspector	1.00	1.00	1.00	
<b>Total General CIPF Fund</b>	<b><u>4.00</u></b>	<b><u>4.00</u></b>	<b><u>4.00</u></b>	
<b>527 - Utility Capital Improvement Fund (CIPF)</b>				
527 3030 Civil Design Engineer/Engineer In Training (EIT)	2.00	2.00	2.00	
527 3030 Construction Inspector	-	-	1.00	23
<b>Total Utility CIPF Fund</b>	<b><u>2.00</u></b>	<b><u>2.00</u></b>	<b><u>3.00</u></b>	
<b>561 - Workers' Compensation Fund</b>				
561 1140 Risk Administrator	1.00	1.00	1.00	
<b>Total Worker's Compensation Fund</b>	<b><u>1.00</u></b>	<b><u>1.00</u></b>	<b><u>1.00</u></b>	
	<b><u>881.00</u></b>	<b><u>897.00</u></b>	<b><u>923.00</u></b>	

**CITY OF BAYTOWN**  
**ENDNOTES FOR 2017-18 PERSONNEL CHANGES**

Ref #	Department	Description of Change	Positions
<b><u>101 - General Fund</u></b>			
A	Administration	<ul style="list-style-type: none"> <li>● One Management Analyst added.</li> </ul>	1
B	Fiscal Operations	<ul style="list-style-type: none"> <li>● Accountant II is funded 15% in General Fund and 85% in Water &amp; Sewer Fund.</li> <li>● One Accountant I is funded 75% by General Fund and 25% HIDTA.</li> <li>● Reorganization/Title Change in Department.</li> </ul>	
C	Legal Services	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
D	Planning & Development Services	<ul style="list-style-type: none"> <li>● Two Inspectors added.</li> <li>● One Plans Examiner added.</li> <li>● One Administrative Assistant added.</li> </ul>	2 1 1
E	Human Resources	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
F	Facilities Maintenance	<ul style="list-style-type: none"> <li>● One Facilities assistant added.</li> <li>● Reorganization/Title Change in Department.</li> </ul>	1
G	Police	<ul style="list-style-type: none"> <li>● Four Patrol Officers added.</li> <li>● Reorganization/Title Change in Department.</li> </ul>	4
H	Fire	<ul style="list-style-type: none"> <li>● One Fire Lieutenant added.</li> </ul>	1
I	Public Works Administration	<ul style="list-style-type: none"> <li>● One Asset Manager added.</li> </ul>	1
J	Traffic Control	<ul style="list-style-type: none"> <li>● Superintendent of Traffic Control/Solid Waste/Rest is funded by 50% General Fund and 50% by Sanitation Fund.</li> <li>● Reorganization/Title Change in Department.</li> <li>● Skilled Based Pay (SBP)</li> </ul>	
K	Public Health	<ul style="list-style-type: none"> <li>● Two Community Service Supervisors added.</li> </ul>	2
L	Parks & Recreations	<ul style="list-style-type: none"> <li>● One Crewleader added.</li> <li>● One Caretaker added.</li> <li>● Reorganization/Position transfers from HOT Fund to Parks &amp; Recreation.</li> </ul>	1 1 2
M	Library	<ul style="list-style-type: none"> <li>● Eliminated Library Technician position.</li> </ul>	(1)
<b><u>232 - Hotel/Motel Fund</u></b>			
N	Hotel/Motel	<ul style="list-style-type: none"> <li>● Reorganization/Position transfers from HOT Fund to Parks &amp; Recreation.</li> </ul>	(2)
<b><u>520 - Water and Sewer Fund</u></b>			
O	Utility Billing	<ul style="list-style-type: none"> <li>● Accountant II is funded 15% in General Fund and 85% in Water &amp; Sewer Fund.</li> </ul>	
P	General Overhead	<ul style="list-style-type: none"> <li>● One Project Manager - SCADA funded by 50% General Overhead and 50% Water Operations.</li> </ul>	
Q	Water Operations	<ul style="list-style-type: none"> <li>● Director of Public Works/Utilities is funded 40% in the Water Operations Department and 60% in the Wastewater Operations Department in Water &amp; Sewer Fund.</li> <li>● One Project Manager - SCADA funded by 50% General Overhead and 50% Water Operations.</li> <li>● Skilled Based Pay (SBP)</li> </ul>	
R	Wastewater Operations	<ul style="list-style-type: none"> <li>● Director of Public Works/Utilities is funded 40% in the Water Operations Department and 60% in the Wastewater Operations Department in Water &amp; Sewer Fund.</li> <li>● Skilled Based Pay (SBP)</li> </ul>	
S	Utility Construction	<ul style="list-style-type: none"> <li>● Skilled Based Pay (SBP)</li> </ul>	
<b><u>500 - Sanitation Fund</u></b>			
T	Sanitation	<ul style="list-style-type: none"> <li>● Superintendent of Traffic Control/Solid Waste/Rest is funded by 50% General Fund and 50% by Sanitation Fund.</li> <li>● Reorganization/Title Change in Department.</li> </ul>	

**CITY OF BAYTOWN**  
**ENDNOTES FOR 2017-18 PERSONNEL CHANGES**

Ref # Department	Description of Change	Positions
<b><u>505 - Storm Water Utility Fund</u></b>		
U Storm Water Maintenance	<ul style="list-style-type: none"> <li>● One Grade Chief added.</li> <li>● Two Heavy Equipment Operator I/II added.</li> <li>● Two Equipment Operators added.</li> </ul>	<p>1</p> <p>2</p> <p>2</p>
<b><u>550 - Garage Fund</u></b>		
V Garage	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
<b><u>211 - Street Maintenance Fund</u></b>		
W Street Maintenance	<ul style="list-style-type: none"> <li>● One Crew Chief added.</li> <li>● One Heavy Equipment Operator II added.</li> <li>● Two Equipment Operators added.</li> <li>● Two Concrete Finishers added.</li> <li>● Reorganization/Title Change in Department.</li> </ul>	<p>1</p> <p>1</p> <p>2</p> <p>2</p>
<b><u>241 - High Intensity Drug Trafficking Area (HIDTA)</u></b>		
X HIDTA	<ul style="list-style-type: none"> <li>● Accountant I is funded 75% by General Fund and 25% HIDTA.</li> </ul>	
<b><u>527 - Utility Capital Improvement Fund (CIPF)</u></b>		
Y CIPF	<ul style="list-style-type: none"> <li>● One Engineer in Training (EIT) added.</li> </ul>	<p>1</p> <hr style="border: 1px solid black;"/> <p>27</p> <hr style="border: 1px solid black;"/>

**CITY OF BAYTOWN**  
**ENDNOTES FOR 2018-19 PERSONNEL CHANGES**

Ref #	Department	Description of Change	Positions
<b><u>101 - General Fund</u></b>			
a	Administration	<ul style="list-style-type: none"> <li>● One Director of Public Affairs added.</li> </ul>	1
b	Fiscal Operations	<ul style="list-style-type: none"> <li>● One Neighborhood Outreach &amp; Volunteer Coordinator added.</li> <li>● Accountant II is funded 15% in General Fund and 85% in Water &amp; Sewer Fund.</li> </ul>	1
c	Facilities Maintenance	<ul style="list-style-type: none"> <li>● One Accountant I is funded 75% by General Fund and 25% HIDTA.</li> <li>● One Facilities assistant added.</li> </ul>	1
d	Police	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
e	Fire	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> <li>● One Fire Inspector/Equipment Operator added.</li> </ul>	1
f	Traffic Control	<ul style="list-style-type: none"> <li>● Superintendent of Traffic is funded by 100%.</li> <li>● One Traffic Signal Technician added.</li> </ul>	1
g	Public Health	<ul style="list-style-type: none"> <li>● Skilled Based Pay (SBP)</li> <li>● Reorganization/Title Change in Department.</li> <li>● Four Animal Control Officers added.</li> </ul>	4
h	Parks & Recreations	<ul style="list-style-type: none"> <li>● One Administrative Assistant added.</li> <li>● One Outdoor Events Marketing Coordinator added.</li> <li>● Upgraded Part Time Facilities Specialist to Full Time.</li> <li>● Two Caretaker added.</li> </ul>	1 1 1 2
<b><u>502 - Aquatics Fund</u></b>			
i	Aquatics	<ul style="list-style-type: none"> <li>● Upgraded Part Time Maintenance Manager to Full Time.</li> </ul>	1
<b><u>520 - Water and Sewer Fund</u></b>			
j	Utility Billing	<ul style="list-style-type: none"> <li>● Accountant II is funded 15% in General Fund and 85% in Water &amp; Sewer Fund.</li> </ul>	
k	General Overhead	<ul style="list-style-type: none"> <li>● One Project Manager - SCADA funded by 50% General Overhead and 50% Water Operations.</li> </ul>	
l	Water Operations	<ul style="list-style-type: none"> <li>● Director of Public Works/Utilities is funded 40% in the Water Operations Department and 60% in the Wastewater Operations Department in Water &amp; Sewer Fund.</li> <li>● One Project Manager - SCADA funded by 50% General Overhead and 50% Water Operations.</li> </ul>	
m	Wastewater Operations	<ul style="list-style-type: none"> <li>● Skilled Based Pay (SBP)</li> <li>● Director of Public Works/Utilities is funded 40% in the Water Operations Department and 60% in the Wastewater Operations Department in Water &amp; Sewer Fund.</li> </ul>	
n	Utility Construction	<ul style="list-style-type: none"> <li>● Skilled Based Pay (SBP)</li> </ul>	
<b><u>500 - Sanitation Fund</u></b>			
o	Sanitation	<ul style="list-style-type: none"> <li>● Superintendent of Traffic is funded by 100%.</li> </ul>	
<b><u>207 - Fire Control, Prevention &amp; Emergency Medical Services District (FCPEMSD) Fund</u></b>			
p	FCPEMSD	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
<b><u>211 - Street Maintenance Fund</u></b>			
q	Street Maintenance	<ul style="list-style-type: none"> <li>● One Equipment Operators added.</li> </ul>	1
<b><u>241 - High Intensity Drug Trafficking Area (HIDTA)</u></b>			
r	HIDTA	<ul style="list-style-type: none"> <li>● Accountant I is funded 75% by General Fund and 25% HIDTA.</li> </ul>	
<b><u>270 - Community Development Block Grant (CDBG) Fund</u></b>			
s	CDBG	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	

**CITY OF BAYTOWN**  
**ENDNOTES FOR 2019-20 PERSONNEL CHANGES**

Ref #	Department	Description of Change	Positions
<b><u>101 - General Fund</u></b>			
1	Administration	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
2	Fiscal Operations	<ul style="list-style-type: none"> <li>● Accountant II is funded 15% in General Fund and 85% in Water &amp; Sewer Fund.</li> <li>● Reorganization/Title Change in Department.</li> <li>● One Accountant I is funded 75% by General Fund and 25% HIDTA.</li> </ul>	
3	Information Technology Services (ITS)	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> </ul>	
4	Planning & Development Services	<ul style="list-style-type: none"> <li>● One E-Business &amp; Web Technician position added.</li> <li>● One Assistant Director position added.</li> <li>● One Plan Review Manager position added.</li> </ul>	1 1 1
5	Human Resources	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> <li>● One HR Generalist position added.</li> </ul>	1
6	City Clerk	<ul style="list-style-type: none"> <li>● One Vital Statistics Assistant position added.</li> </ul>	1
7	Court of Record	<ul style="list-style-type: none"> <li>● One Municipal Court Clerk position added.</li> </ul>	1
8	City Facilities	<ul style="list-style-type: none"> <li>● One Administrative Assistant position added.</li> </ul>	1
9	Police	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> <li>● One Mechanic position added.</li> </ul>	1 6
10	Fire & EMS	<ul style="list-style-type: none"> <li>● Six Firefighter positions added.</li> </ul>	6
11	Traffic Control	<ul style="list-style-type: none"> <li>● Skilled Based Pay (SBP)</li> </ul>	
12	Engineering	<ul style="list-style-type: none"> <li>● One Right of Way Inspector position added.</li> </ul>	1
13	Public Health	<ul style="list-style-type: none"> <li>● Reorganization/Title Change in Department.</li> <li>● One Mosquito Control Technician position added.</li> <li>● Three Caretaker positions added.</li> </ul>	1 3
14	Parks & Recreations		
<b><u>520 - Water and Sewer Fund</u></b>			
15	Utility Billing	<ul style="list-style-type: none"> <li>● Accountant II is funded 15% in General Fund and 85% in Water &amp; Sewer Fund.</li> <li>● Reorganization/Title Change in Department.</li> </ul>	
16	General Overhead	<ul style="list-style-type: none"> <li>● One Project Manager - SCADA funded by 50% General Overhead and 50% Water Operations.</li> </ul>	
17	Water Operations	<ul style="list-style-type: none"> <li>● Director of Public Works/Utilities is funded 40% in the Water Operations Department and 60% in the Wastewater Operations Department in Water &amp; Sewer Fund.</li> <li>● One Project Manager - SCADA funded by 50% General Overhead and 50% Water Operations.</li> <li>● One Foreman position added.</li> <li>● One Maintenance Technician - Instrumental &amp; Electronics position added.</li> </ul>	1 1 1
18	Wastewater Operations	<ul style="list-style-type: none"> <li>● Two Valve &amp; Hydrant Personnel positions added.</li> <li>● One Laborer position added.</li> <li>● Skilled Based Pay (SBP)</li> <li>● Director of Public Works/Utilities is funded 40% in the Water Operations Department and 60% in the Wastewater Operations Department in Water &amp; Sewer Fund.</li> <li>● Reorganization/Title Change in Department.</li> <li>● One Pollution Control Technician position added.</li> <li>● Skilled Based Pay (SBP)</li> </ul>	2 1 1 1
19	Utility Construction		
<b><u>500 - Sanitation Fund</u></b>			
20	Sanitation	<ul style="list-style-type: none"> <li>● Superintendent of Traffic is funded by 100%.</li> </ul>	1

**CITY OF BAYTOWN**  
**ENDNOTES FOR 2019-20 PERSONNEL CHANGES**

Ref #	Department	Description of Change	Positions
<b><u>241 - High Intensity Drug Trafficking Area (HIDTA)</u></b>			
21	HIDTA	<ul style="list-style-type: none"> <li>• Accountant I is funded 75% by General Fund and 25% HIDTA.</li> </ul>	
<b><u>351 -General Capital Improvement Fund</u></b>			
22	General Capital Improvement	<ul style="list-style-type: none"> <li>• Reorganization/Title Change in Department.</li> </ul>	
<b><u>527 - Utility Capital Improvement Fund (CIPF)</u></b>			
23	CIPF	<ul style="list-style-type: none"> <li>• One Construction Inspector position added.</li> </ul>	<hr style="width: 100%;"/> 1 <hr style="width: 100%;"/> 26 <hr style="width: 100%;"/>

# CITY OF BAYTOWN

## Certification Pay Schedule

Effective October 2017

<b><u>Public Works</u></b>	<b><u>Monthly</u></b>		<b><u>Monthly</u></b>
Ground Water Treatment B	\$ 90.00	Water Distribution C	\$ 60.00
Ground Water Treatment C	\$ 60.00		
Surface Water Treatment A	\$ 120.00	Wastewater Treatment A	\$ 120.00
Surface Water Treatment B	\$ 90.00	Wastewater Treatment B	\$ 90.00
Surface Water Treatment C	\$ 60.00	Wastewater Treatment C	\$ 60.00
		Wastewater Collection III	\$ 90.00
		Wastewater Collection II	\$ 60.00
Tool Allowance:			
Mechanics	\$ 75.00	CDL - DOT Hazmat Endorsement	\$ 30.00
Mechanic Helper	\$ 37.50		
IMSA A	\$ 120.00	Level 3 (Field Tech) + Level 1 (Roadway Lighting) + Level 1 (Signs and Markings)	
IMSA B	\$ 90.00	Level 2 (Field Tech) + Level 1 (Roadway Lighting) + Level 1 (Signs and Markings)	
IMSA C	\$ 60.00	Level 1 (Field Tech) + Level 1 (Roadway Lighting) + Level 1 (Signs and Markings)	
IMSA D	\$ 30.00	Level 1 (Roadway Lighting or Signs and Markings)	
<b><u>Police</u></b>			
Intermediate	\$ 92.08	FTO Pay	\$ 100.00
Advanced	\$ 157.08		
Master	\$ 212.33	Communications - Intermediate	\$ 100.00
		Communications - Advanced	\$ 200.00
		Communications - Master	\$ 300.00
<b><u>Fire</u></b>			
Intermediate	\$ 83.33	HazMat Certification Pay	\$ 50.00
Advanced	\$ 133.33	HazMat Assignment	\$ 75.00
Master	\$ 190.00		
Administrative Assignment Pay:		EMT-P FTO Assignment Pay	\$ 50.00
Assistant Chief	\$ 100.00	Paramedic Certification Pay	\$ 400.00
Lieutenant	\$ 350.00		
Battalion Chief	\$ 350.00		
<b><u>Planning &amp; Community Development</u></b>			
Texas Plumbing Inspectors License	\$ 108.33		
One (1) ICC Certification	\$ 54.17		
Two (2) ICC Certification	\$ 108.33		
Three (3) ICC Certifications	\$ 162.50		
Four (4) ICC Certifications	\$ 216.67		
<b><u>Emergency Response</u></b>			
Bilingual Incentive Pay - Emergency Response	\$ 50.00	(Fire, Police, EMS)	
Bilingual Incentive Pay - Court Interpreter	\$ 100.00		



**FY20 Fire Salary Schedule**

*Effective: October 1, 2019*

	Annual Salary	On Shift	80 Hours	Non Fire Cert
<b>Probationary Fire Fighter</b>	\$65,321.91	24.300	\$31.400	\$19.630

**Fire Fighter Paramedic**

Years in Rank	Annual Salary	On Shift
1	\$ 67,281	25.030
2	\$ 69,297	25.780
3	\$ 71,366	26.550
4	\$ 73,517	27.350
5	\$ 75,721	28.170
6	\$ 78,006	29.020
7	\$ 80,344	29.890

**Equipment Operator**

Tier	Years in Rank	Annual Salary	On Shift	80 Hours
1	0-6 mos	\$ 84,376	31.390	40.560
2	6 mos+	\$ 89,430	33.270	42.990

**Lieutenant**

Tier	Years in Rank	Annual Salary	On Shift	80 Hours
1	0	\$ 96,714	35.980	46.500
2	1+	\$ 101,553	37.780	48.820

**Battalion Chief**

Tier	Years in Rank	Annual Salary	On Shift	80 Hours
1	0	\$ 111,955	41.650	\$ 53.820
2	1+	\$ 117,573	43.740	\$ 56.520

**Assistant Chief**

Tier	Years in Rank	Annual Salary	80 Hours
1	0	\$ 128,134	61.603
2	1+	\$ 134,540	64.683

After completion of probationary period, Fire Fighter will move to Tier 1. Thereafter, Fire Fighter will move to next tier on their anniversary of completion of probation. Annual salary does not include longevity or seniority pay and nothing in the annual salary column shall move with the employee when he/she steps up pursuant to 143.038(b).

\*Non-Fire Paramedics compensation shall be referenced from the Collective Bargaining Agreement.



## **FY20 Police Salary Schedule**

*Effective: October 1, 2019*

### **Police Officer**

Year in Rank	
Probationary	\$ 62,844
1	\$ 66,918
2	\$ 68,926
3	\$ 70,993
4	\$ 73,123
5	\$ 75,682
6	\$ 78,331
7	\$ 81,073
8	\$ 83,910
9	\$ 87,464

### **Sergeant**

Year in Rank	
1-2	\$ 95,678
3-4	\$ 98,548
5+	\$ 101,533

### **Lieutenant**

Year in Rank	
1-2	\$ 112,163
3-4	\$ 114,406
5+	\$ 116,695

### **Assistant Chief**

Year in Rank	
1-2	\$ 139,462
3-4	\$ 143,645
5+	\$ 147,955



## Maintenance Technician & Traffic Control Technician Salary Plan

Effective 09/30/2019

### Utility Maintenance Technician

Experience	Class Code	DBM	Job Title	HOURLY	ANNUALLY	Skill Based Top
0-6 Months	Entry	B21	Utility Maintenance Technician	\$ 15.990	\$ 33,259.20	
6-12 Months	1	B21	Utility Maintenance Technician	\$ 16.550	\$ 34,423.27	
12-18 Months	2	B21	Utility Maintenance Technician	\$ 17.129	\$ 35,628.09	
18-24 Months	3	B21	Utility Maintenance Technician	\$ 17.728	\$ 36,875.07	
2+ Years	4	B21	Utility Maintenance Technician	\$ 18.349	\$ 38,165.70	
3+ Years	5	B22	Utility Maintenance Technician	\$ 19.542	\$ 40,646.47	
4+ Years	6	B22	Utility Maintenance Technician	\$ 20.812	\$ 43,288.49	
5+ Years	7	B22	Utility Maintenance Technician	\$ 22.269	\$ 46,318.68	
6+ Years	8	B22	Utility Maintenance Technician	\$ 23.827	\$ 49,560.99	\$ 27.177

### Traffic Control Technician

Experience	Class Code	DBM	Job Title	HOURLY	ANNUALLY	Skill Based Top
6 Months	Entry	B21	Traffic Control Technician	\$ 15.990	\$ 33,259.20	
6 Months	1	B21	Traffic Control Technician	\$ 16.310	\$ 33,924.38	
6 Months	2	B21	Traffic Control Technician	\$ 16.718	\$ 34,772.49	
6 Months	3	B21	Traffic Control Technician	\$ 17.219	\$ 35,815.67	
1 Year	4	B21	Traffic Control Technician	\$ 17.736	\$ 36,890.14	
1 Year	5	B22	Traffic Control Technician	\$ 18.622	\$ 38,734.65	
1 Year	6	B22	Traffic Control Technician	\$ 19.647	\$ 40,865.05	
1 Year	7	B22	Traffic Control Technician	\$ 20.825	\$ 43,316.95	
1+ Year	8	B22	Traffic Control Technician	\$ 22.179	\$ 46,132.56	
1+ Year	9	B22	Traffic Control Technician	\$ 23.732	\$ 49,361.83	\$ 27.177



**Grade & Title Structure**

**Effective: 09/30/2019**

Grade	Min	Min Hrly	Mid	Mid Hrly	Max	Max Hrly
A12	\$25,408	\$12.216	\$30,490	\$14.659	\$35,572	\$17.102
A13	\$30,019	\$14.432	\$36,023	\$17.319	\$42,027	\$20.205
B21	\$33,258	\$15.990	\$41,573	\$19.987	\$49,887	\$23.984
B22	\$37,685	\$18.118	\$47,106	\$22.647	\$56,527	\$27.177
B23	\$42,111	\$20.246	\$52,639	\$25.307	\$63,167	\$30.369
B24/B31	\$47,654	\$22.911	\$59,568	\$28.638	\$71,482	\$34.366
B25/B32	\$54,301	\$26.106	\$67,876	\$32.633	\$81,451	\$39.159
C41	\$51,290	\$24.659	\$64,112	\$30.823	\$76,935	\$36.988
C42	\$57,406	\$27.599	\$71,758	\$34.499	\$86,110	\$41.399
C43	\$63,523	\$30.540	\$79,404	\$38.175	\$95,284	\$45.810
C44/C51	\$71,182	\$34.222	\$88,978	\$42.778	\$106,774	\$51.333
C45	\$80,366	\$38.638	\$100,458	\$48.297	\$120,550	\$57.957
D61	\$84,640	\$40.692	\$110,032	\$52.900	\$135,424	\$65.108
D63	\$96,403	\$46.348	\$125,324	\$60.252	\$154,245	\$74.156
E81	\$119,963	\$57.675	\$155,952	\$74.977	\$191,941	\$92.279
E82	\$125,845	\$60.502	\$163,598	\$78.653	\$201,351	\$96.804
E83	\$131,726	\$63.330	\$171,244	\$82.329	\$210,761	\$101.328
E91	\$139,091	\$66.871	\$180,818	\$86.932	\$222,545	\$106.993
F101	\$164,792	\$79.227	\$214,230	\$102.995	\$263,667	\$126.763

Title Structure by Grade
A: Technician
B: Specialist   Inspector   Supervisor
C: Coordinator   Manager
D: Assistant Director
E: Director
F: City Manager

# ***STATISTICAL SECTION***

The Statistical Section, lifted from the CAFR, presents multi-year data for expenditures, revenues, property tax levies and collections, property tax rates and valuations for overlapping governments, ratios of bonded debt, legal debt margin, overlapping debt, ratio of debt service to general expenditures, revenue bond coverage, property value/construction, principal taxpayers and miscellaneous statistics.

# CITY OF BAYTOWN, TEXAS

## NET POSITION BY COMPONENT

Last Ten Fiscal Years

(Accrual Basis of Accounting)

	Fiscal Year			
	2009	2010	2011	2012
<b>Governmental Activities</b>				
Net investment in capital assets	\$ 119,146,529	\$ 128,029,500	\$ 101,431,576	\$ 103,140,238
Restricted	29,680,983	22,354,718	15,805,828	15,805,828
Unrestricted	(3,124,300)	(5,377,969)	(2,797,904)	(1,993,410)
<b>Total Governmental Activities Net Position</b>	<b>145,703,212</b>	<b>145,006,249</b>	<b>114,439,500</b>	<b>116,952,656</b>
 <b>Business-Type Activities</b>				
Net investment in capital assets	76,775,912	81,095,248	111,514,790	133,432,737
Restricted	6,461,098	7,584,718	5,405,286	5,023,851
Unrestricted	18,406,182	17,058,527	20,394,613	20,790,018
<b>Total Business-Type Activities Net Position</b>	<b>101,643,192</b>	<b>105,738,493</b>	<b>137,314,689</b>	<b>159,246,606</b>
 <b>Primary Government</b>				
Net investment in capital assets	195,922,441	209,124,748	212,946,366	236,572,975
Restricted	36,142,081	29,939,436	21,211,114	20,829,679
Unrestricted	15,281,882	11,680,558	17,596,709	18,796,608
<b>Total Primary Government Net Position</b>	<b>\$ 247,346,404</b>	<b>\$ 250,744,742</b>	<b>\$ 251,754,189</b>	<b>\$ 276,199,262</b>

<b>Fiscal Year</b>					
<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$ 108,585,824	\$ 105,468,075	\$ 109,961,720	\$ 124,672,382	\$ 132,729,930	\$ 145,445,182
32,167,392	35,688,185	23,773,394	23,871,650	23,942,473	27,132,868
(20,474,460)	(26,434,814)	(40,715,091)	(49,911,857)	(88,264,838)	(87,917,695)
<u>120,278,756</u>	<u>114,721,446</u>	<u>93,020,023</u>	<u>98,632,175</u>	<u>68,407,565</u>	<u>84,660,355</u>
136,434,868	152,339,260	158,442,675	174,117,286	187,741,777	191,309,418
5,364,616	5,873,007	4,612,543	1,489,416	2,276,610	2,096,080
18,736,201	18,371,116	16,349,137	12,602,126	2,301,381	3,414,173
<u>160,535,685</u>	<u>176,583,383</u>	<u>179,404,355</u>	<u>188,208,828</u>	<u>192,319,768</u>	<u>196,819,671</u>
245,020,692	257,807,335	268,404,395	298,789,668	320,471,707	336,754,600
37,532,008	41,561,192	28,385,937	25,361,066	26,219,083	29,228,948
(1,738,259)	(8,063,698)	(24,365,954)	(37,309,731)	(85,963,457)	(84,503,522)
<u>\$ 280,814,441</u>	<u>\$ 291,304,829</u>	<u>\$ 272,424,378</u>	<u>\$ 286,841,003</u>	<u>\$ 260,727,333</u>	<u>\$ 281,480,026</u>

# CITY OF BAYTOWN, TEXAS

## CHANGES IN NET POSITION

Last Ten Fiscal Years

(Accrual Basis of Accounting)

	Fiscal Year			
	2009	2010	2011	2012
<b>Expenses</b>				
Governmental activities:				
General government	\$ 34,694,738	\$ 22,893,640	\$ 23,768,225	\$ 23,539,249
Public safety	35,863,793	38,814,830	38,294,806	38,976,626
Public works	7,248,788	8,605,802	8,982,131	8,522,846
Public health	2,461,251	2,894,089	2,730,527	2,465,254
Parks, recreation, and culture	7,781,634	8,689,530	8,588,907	8,949,422
Interest and fiscal agent fees on long-term debt	3,243,597	2,894,723	2,888,909	3,229,968
<b>Total Governmental Activities Expenses</b>	<u>91,293,801</u>	<u>84,792,614</u>	<u>85,253,505</u>	<u>85,683,365</u>
Business-type activities:				
Water and sewer	25,510,584	28,893,005	29,453,795	30,344,693
Sanitation	3,832,013	4,340,682	4,400,433	4,396,725
Bayland Island development	44,307	84,280	96,401	146,375
Aquatics	-	-	1,504,850	2,051,620
Storm water utility	380,125	463,602	410,723	467,170
<b>Total Business-Type Activities Expenses</b>	<u>29,767,029</u>	<u>33,781,569</u>	<u>35,866,202</u>	<u>37,406,583</u>
<b>Total Primary Government Expenses</b>	<u>\$ 121,060,830</u>	<u>\$ 118,574,183</u>	<u>\$ 121,119,707</u>	<u>\$ 123,089,948</u>
<b>Program Revenues</b>				
Governmental activities:				
Charges for services:				
General government	\$ 137,321	\$ 145,936	\$ 151,742	\$ 162,242
Public safety	3,277,872	3,483,521	3,622,132	3,872,740
Public works	979,087	1,040,514	1,081,917	1,156,772
Public health	458,338	487,094	506,476	541,518
Parks, recreation, and culture	315,036	334,801	348,123	372,209
Operating grants and contributions	13,202,642	9,181,350	8,451,134	17,002,961
Capital grants and contributions	233,993	-	53,643	1,537,175
<b>Total Governmental Activities Program Revenues</b>	<u>18,604,289</u>	<u>14,673,216</u>	<u>14,215,167</u>	<u>24,645,617</u>
Business-type activities:				
Charges for services:				
Water and sewer	29,054,280	32,602,743	36,025,403	35,400,103
Sanitation	3,396,485	3,767,543	4,546,742	4,678,089
Bayland Island development	4,509	3,005	17,302	7,716
Aquatics	-	-	1,725,900	1,796,262
Storm water	506,359	511,404	641,826	1,174,477
Operating grants and contributions	125,683	-	-	2,531,225
Capital grants and contributions	1,120,920	839,464	4,834,355	-
<b>Total Business-Type Activities Program Revenues</b>	<u>34,208,236</u>	<u>37,724,159</u>	<u>47,791,528</u>	<u>45,587,872</u>
<b>Total Primary Government Program Revenues</b>	<u>52,812,525</u>	<u>52,397,375</u>	<u>62,006,695</u>	<u>70,233,489</u>
<b>Net (Expense)/Revenue</b>				
Governmental activities	(72,689,512)	(70,119,398)	(71,038,338)	(61,037,748)
Business-type activities	4,441,207	3,942,590	11,925,326	8,181,289
<b>Total Primary Government Net Expense</b>	<u>\$ (68,248,305)</u>	<u>\$ (66,176,808)</u>	<u>\$ (59,113,012)</u>	<u>\$ (52,856,459)</u>

**Fiscal Year**

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$	22,049,401	\$ 22,600,531	\$ 22,256,413	\$ 24,398,812	\$ 29,020,563	\$ 35,811,336
	39,297,052	44,295,623	47,791,009	50,793,309	57,510,237	59,520,128
	8,881,876	8,869,974	8,967,472	10,539,608	13,257,500	15,100,450
	2,431,619	2,554,462	2,696,850	2,866,441	3,338,793	3,317,250
	8,739,612	9,339,424	9,553,806	9,904,352	12,156,291	12,697,314
	3,749,173	4,111,811	3,989,720	4,561,801	4,546,195	4,841,986
	<u>85,148,733</u>	<u>91,771,825</u>	<u>95,255,270</u>	<u>103,064,323</u>	<u>119,829,579</u>	<u>131,288,464</u>
	31,539,964	32,762,226	34,320,794	35,865,094	38,149,024	38,422,378
	4,685,496	4,742,268	4,709,577	4,677,436	4,831,088	5,648,915
	208,078	200,308	265,349	251,084	242,443	212,956
	2,245,949	2,917,055	3,052,435	3,393,046	3,873,789	4,161,320
	436,934	448,681	483,028	1,734,694	1,657,138	1,907,273
	<u>39,116,421</u>	<u>41,070,538</u>	<u>42,831,183</u>	<u>45,921,354</u>	<u>48,753,482</u>	<u>50,352,842</u>
\$	<u>\$ 124,265,154</u>	<u>\$ 132,842,363</u>	<u>\$ 138,086,453</u>	<u>\$ 148,985,677</u>	<u>\$ 168,583,061</u>	<u>\$ 181,641,306</u>
\$	159,520	\$ 183,147	\$ 632,295	\$ 710,604	\$ 708,990	\$ 1,946,717
	3,807,789	4,371,773	4,692,058	4,507,258	5,043,397	4,780,753
	1,137,371	1,305,831	1,620,206	2,067,310	2,079,076	2,604,862
	532,436	611,297	195,057	202,134	205,779	206,039
	365,967	420,172	132,271	135,180	124,862	94,772
	7,903,949	8,007,514	5,946,639	4,920,154	5,944,003	12,307,936
	<u>73,000</u>	<u>-</u>	<u>-</u>	<u>11,230,528</u>	<u>12,396,215</u>	<u>8,394,369</u>
	<u>13,980,032</u>	<u>14,899,734</u>	<u>13,218,526</u>	<u>23,773,168</u>	<u>26,502,322</u>	<u>30,335,448</u>
	34,022,544	35,990,349	39,201,196	40,811,009	40,998,750	43,301,862
	4,589,026	4,618,491	4,737,391	4,758,805	5,027,666	5,830,109
	16,327	49,086	51,052	54,443	54,442	56,238
	2,056,711	2,903,853	3,274,726	3,353,347	3,351,968	3,813,735
	1,217,580	1,226,741	1,245,325	1,556,404	1,937,162	2,597,711
	-	-	3,143,274	-	-	1,362,643
	<u>2,241,040</u>	<u>4,517,598</u>	<u>1,400,484</u>	<u>1,674,116</u>	<u>2,354,725</u>	<u>77,680</u>
	<u>44,143,228</u>	<u>49,306,118</u>	<u>53,053,448</u>	<u>52,208,124</u>	<u>53,724,713</u>	<u>57,039,978</u>
	<u>58,123,260</u>	<u>64,205,852</u>	<u>66,271,974</u>	<u>75,981,292</u>	<u>80,227,035</u>	<u>87,375,426</u>
	(71,168,701)	(76,872,091)	(82,036,744)	(79,291,155)	(93,327,257)	(100,953,016)
	<u>5,026,807</u>	<u>8,235,580</u>	<u>10,222,265</u>	<u>6,287,770</u>	<u>4,971,231</u>	<u>6,687,136</u>
\$	<u>\$ (66,141,894)</u>	<u>\$ (68,636,511)</u>	<u>\$ (71,814,479)</u>	<u>\$ (73,003,385)</u>	<u>\$ (88,356,026)</u>	<u>\$ (94,265,880)</u>

# CITY OF BAYTOWN, TEXAS

## CHANGES IN NET POSITION (Continued)

Last Ten Fiscal Years

(Accrual Basis of Accounting)

	Fiscal Year			
	2009	2010	2011	2012
<b>General Revenues and Other Changes in Net Position</b>				
Governmental activities:				
Taxes:				
Property taxes	\$ 20,864,156	\$ 20,531,721	\$ 18,470,910	\$ 20,121,463
Sales and hotel/motel taxes	16,185,851	14,948,919	15,576,815	17,343,951
Franchise taxes	4,265,055	3,485,310	3,994,547	3,800,997
Industrial district payments	21,129,127	23,026,843	25,496,842	27,403,488
Investment earnings	962,771	434,687	431,038	238,038
Miscellaneous income	2,481,973	1,978,083	2,472,446	1,496,293
Transfers, net	2,399,719	2,902,580	(16,088,839)	(16,735,496)
<b>Total Governmental Activities</b>	<u>68,288,652</u>	<u>67,308,143</u>	<u>50,353,759</u>	<u>53,668,734</u>
Business-type activities:				
Investment earnings	870,575	339,306	422,355	154,808
Miscellaneous	3,331,218	2,948,592	-	-
Transfers, net	(2,399,719)	(2,902,580)	16,088,839	16,735,496
<b>Total Business-Type Activities</b>	<u>1,802,074</u>	<u>385,318</u>	<u>16,511,194</u>	<u>16,890,304</u>
<b>Total Primary Government</b>	<u>70,090,726</u>	<u>67,693,461</u>	<u>66,864,953</u>	<u>70,559,038</u>
<b>Changes in Net Position</b>				
Governmental activities	(4,400,860)	(2,811,255)	(20,684,579)	(7,369,014)
Business-type activities	6,243,281	4,327,908	28,436,520	25,071,593
<b>Total Primary Government</b>	<u>1,842,421</u>	<u>1,516,653</u>	<u>7,751,941</u>	<u>17,702,579</u>
<b>Changes in Net Position</b>	<u>\$ 1,842,421</u>	<u>\$ 1,516,653</u>	<u>\$ 7,751,941</u>	<u>\$ 17,702,579</u>

**Fiscal Year**

<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$ 21,128,244	\$ 21,788,376	\$ 22,991,938	\$ 24,824,084	\$ 27,274,068	\$ 30,235,501
18,558,609	20,494,629	22,460,619	22,790,624	24,050,819	26,273,237
3,825,432	4,053,895	4,155,898	4,233,571	4,359,389	4,317,509
28,339,356	29,379,711	31,675,333	32,136,165	39,991,747	48,772,964
628,564	699,761	332,705	378,067	753,425	1,722,482
1,777,705	2,469,911	5,209,956	2,601,488	1,544,848	3,369,646
2,750,047	(7,571,502)	3,170,393	(2,060,692)	(3,948,300)	2,514,467
<u>77,007,957</u>	<u>71,314,781</u>	<u>89,996,842</u>	<u>84,903,307</u>	<u>94,025,996</u>	<u>117,205,806</u>
265,092	240,616	77,540	135,215	182,128	327,234
-	-	364,508	320,796	-	-
(2,750,047)	7,571,502	(3,170,393)	2,060,692	3,948,300	(2,514,467)
<u>(2,484,955)</u>	<u>7,812,118</u>	<u>(2,728,345)</u>	<u>2,516,703</u>	<u>4,130,428</u>	<u>(2,187,233)</u>
<u>74,523,002</u>	<u>79,126,899</u>	<u>87,268,497</u>	<u>87,420,010</u>	<u>98,156,424</u>	<u>115,018,573</u>
5,839,256	(5,557,310)	7,960,098	5,612,152	698,739	16,252,790
2,541,852	16,047,698	7,493,920	8,804,473	9,101,659	4,499,903
<u>\$ 8,381,108</u>	<u>\$ 10,490,388</u>	<u>\$ 15,454,018</u>	<u>\$ 14,416,625</u>	<u>\$ 9,800,398</u>	<u>\$ 20,752,693</u>

**CITY OF BAYTOWN, TEXAS**  
**TAX REVENUES BY SOURCE, GOVERNMENTAL ACTIVITIES**  
**Last Ten Fiscal Years**  
**(Accrual Basis of Accounting)**

<b>Function</b>	<b>Fiscal Year</b>			
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Property taxes	\$ 20,864,156	\$ 20,531,721	\$ 18,470,910	\$ 20,121,463
Sales and hotel/motel taxes	16,185,851	14,948,919	15,576,815	17,343,951
Franchise taxes	4,265,055	3,485,310	3,994,547	3,800,997
Industrial in-lieu-of-taxes	21,129,127	23,026,843	25,496,842	27,403,488
<b>Total</b>	<b>\$ 62,444,189</b>	<b>\$ 61,992,793</b>	<b>\$ 63,539,114</b>	<b>\$ 68,669,899</b>

**Fiscal Year**

<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$ 21,128,244	\$ 21,788,376	\$ 22,991,938	\$ 24,824,084	\$ 27,274,068	\$ 30,235,501
18,558,609	20,494,629	22,460,619	22,790,624	24,050,819	26,273,237
3,825,432	4,053,895	4,155,898	4,233,571	4,359,389	4,317,509
28,339,356	29,379,711	31,675,333	32,136,165	39,991,747	48,772,964
<u>\$ 71,851,641</u>	<u>\$ 75,716,611</u>	<u>\$ 81,283,788</u>	<u>\$ 83,984,444</u>	<u>\$ 95,676,023</u>	<u>\$ 109,599,211</u>

**CITY OF BAYTOWN, TEXAS**  
**FUND BALANCES, GOVERNMENTAL FUNDS**  
**Last Ten Fiscal Years**  
**(Modified Accrual Basis of Accounting)**

	Fiscal Year			
	2009	2010	2011	2012
<b>General fund:</b>				
Nonspendable	\$ 936	\$ 169,624	\$ 2,235	\$ 220,522
Unassigned	16,679,153	17,854,264	19,387,708	21,942,516
<b>Total General Fund</b>	<u>\$ 16,680,089</u>	<u>\$ 18,023,888</u>	<u>\$ 19,389,943</u>	<u>\$ 22,163,038</u>
 <b>All Other Governmental Funds:</b>				
Nonspendable and restricted	\$ 41,517,086	\$ 30,637,159	\$ 25,357,611	\$ 29,983,278
Unassigned, reported in special revenue funds	(4,484,253)	(705,793)	(2,144,485)	-
<b>Total All Other Governmental Funds</b>	<u>\$ 37,032,833</u>	<u>\$ 29,931,366</u>	<u>\$ 23,213,126</u>	<u>\$ 29,983,278</u>

**Fiscal Year**

<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
\$ 2,432	\$ 5,651	\$ 3,109	\$ 3,475	\$ 2,926	\$ 1,531
23,644,132	24,401,167	23,823,197	18,130,265	17,568,823	21,278,127
<u>\$ 23,646,564</u>	<u>\$ 24,406,818</u>	<u>\$ 23,826,306</u>	<u>\$ 18,133,740</u>	<u>\$ 17,571,749</u>	<u>\$ 21,279,658</u>
\$ 32,422,912	\$ 35,690,127	\$ 43,613,527	\$ 52,172,068	\$ 36,709,833	\$ 55,134,251
-	-	-	-	-	-
<u>\$ 32,422,912</u>	<u>\$ 35,690,127</u>	<u>\$ 43,613,527</u>	<u>\$ 52,172,068</u>	<u>\$ 36,709,833</u>	<u>\$ 55,134,251</u>

**CITY OF BAYTOWN, TEXAS**  
**CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS**  
Last Ten Fiscal Years  
(Modified Accrual Basis of Accounting)

	Fiscal Year			
	2009	2010	2011	2012
<b>Revenues</b>				
Taxes	\$ 61,987,534	\$ 61,847,746	\$ 63,803,207	\$ 68,613,205
Licenses and permits	1,066,981	1,196,580	923,871	1,261,683
Charges for services	2,014,938	694,539	1,951,435	2,167,437
Fines and forfeitures	2,085,735	3,600,747	2,835,084	2,676,361
Intergovernmental	13,436,635	9,181,350	8,504,777	17,002,961
Investment earnings	899,362	412,651	413,708	228,271
Other revenues	2,481,973	1,978,083	2,472,446	1,496,293
<b>Total Revenues</b>	<b>83,973,158</b>	<b>78,911,696</b>	<b>80,904,528</b>	<b>93,446,211</b>
<b>Expenditures</b>				
General government	27,823,804	19,864,495	16,305,601	18,086,658
Public safety	31,091,963	32,695,166	33,030,194	34,759,167
Public works	4,265,955	5,524,041	7,620,588	6,041,762
Public health	1,816,595	2,093,632	2,025,190	2,097,100
Parks, recreation, and culture	6,341,923	6,892,095	6,797,043	7,287,529
Capital outlay	24,603,366	18,874,965	21,213,893	24,026,301
Debt service:				
Principal	5,985,256	6,534,952	7,179,657	7,025,465
Payment to bond escrow agent	-	-	-	-
Interest	3,325,192	2,851,170	2,803,734	3,207,221
Issuance costs	88,555	211,222	252,760	306,526
<b>Total Expenditures</b>	<b>105,342,609</b>	<b>95,541,738</b>	<b>97,228,660</b>	<b>102,837,729</b>
<b>(Deficiency) of Revenues</b>				
<b>(Under) Expenditures</b>	<b>(21,369,451)</b>	<b>(16,630,042)</b>	<b>(16,324,132)</b>	<b>(9,391,518)</b>
<b>Other Financing Sources (Uses)</b>				
Transfers in	4,499,671	8,631,417	5,838,266	10,884,230
Transfers out	(2,879,831)	(5,911,765)	(6,384,844)	(15,871,347)
Debt issued	5,630,293	10,000,000	-	-
Refunding debt issued	-	7,933,100	22,390,000	30,225,000
Premium on refunded bonds	-	107,342	766,072	2,204,993
Premium on bonds	-	-	-	-
Payment to bond escrow agent	-	(8,069,794)	(5,312,193)	(8,508,111)
<b>Total Other Financing Sources</b>	<b>7,250,133</b>	<b>12,690,300</b>	<b>17,297,301</b>	<b>18,934,765</b>
<b>Net Change in Fund Balances</b>	<b>\$ (14,119,318)</b>	<b>\$ (3,939,742)</b>	<b>\$ 973,169</b>	<b>\$ 9,543,247</b>
<b>Debt service as a percentage</b>				
<b>of noncapital expenditures</b>	11.10%	12.49%	10.75%	11.18%

**Fiscal Year**

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$	71,412,597	\$ 76,037,374	\$ 81,863,957	\$ 84,037,378	\$ 95,832,195	\$ 109,311,548
	1,487,239	1,665,982	1,721,765	2,144,150	2,144,845	2,660,921
	1,862,802	2,446,596	2,643,569	2,786,220	2,951,385	4,122,263
	2,653,042	2,779,642	2,906,553	2,692,116	3,065,874	2,849,959
	7,976,949	8,007,514	5,946,639	13,094,923	16,164,410	15,617,715
	628,564	699,601	166,132	378,067	753,425	1,722,482
	1,777,705	2,469,911	6,192,512	2,601,488	1,544,848	3,369,646
	<u>87,798,898</u>	<u>94,106,620</u>	<u>101,441,127</u>	<u>107,734,342</u>	<u>122,456,982</u>	<u>139,654,534</u>
	22,112,626	22,052,424	20,882,865	23,036,419	27,118,110	34,201,834
	35,931,532	40,149,536	44,126,002	46,447,222	49,986,911	53,384,757
	12,140,511	7,567,629	9,095,480	6,564,222	8,327,323	9,808,883
	2,157,928	2,211,409	2,345,425	2,501,379	2,907,596	3,016,332
	7,232,586	7,737,412	8,088,039	8,348,940	10,134,050	11,415,502
	14,699,587	15,379,097	18,538,657	27,415,269	29,924,675	19,386,069
	5,720,963	6,607,061	7,906,112	8,914,526	10,052,613	11,152,299
	-	9,593,273	-	752,503	-	-
	3,561,552	3,801,444	4,027,127	4,428,640	4,888,606	5,196,902
	278,160	325,255	226,570	349,520	-	169,700
	<u>103,835,445</u>	<u>115,424,540</u>	<u>115,236,277</u>	<u>128,758,640</u>	<u>143,339,884</u>	<u>147,732,278</u>
	(16,036,547)	(21,317,920)	(13,795,150)	(21,024,298)	(20,882,902)	(8,077,744)
	9,207,896	20,118,032	8,098,158	14,963,268	12,783,144	15,500,232
	(5,131,440)	(24,142,524)	(4,834,270)	(10,213,657)	(8,464,042)	(12,825,287)
	16,800,000	2,579,696	17,735,000	-	-	25,375,000
	-	28,520,000	-	25,972,324	-	-
	-	-	-	-	-	-
	283,150	1,864,050	1,322,838	2,673,873	-	2,159,700
	-	(3,593,865)	-	(8,965,535)	-	-
	<u>21,159,606</u>	<u>25,345,389</u>	<u>22,321,726</u>	<u>24,430,273</u>	<u>4,319,102</u>	<u>30,209,645</u>
\$	<u>5,123,059</u>	<u>4,027,469</u>	<u>8,526,576</u>	<u>3,405,975</u>	<u>(16,563,800)</u>	<u>22,131,901</u>
	11.34%	10.44%	12.78%	12.83%	12.52%	12.70%

**CITY OF BAYTOWN, TEXAS**  
**TAX REVENUES BY SOURCE, GOVERNMENTAL ACTIVITIES**  
**Last Ten Fiscal Years**  
**(Modified Accrual Basis of Accounting)**

<b>Function</b>	<b>Fiscal Year</b>			
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Property taxes	\$ 20,407,501	\$ 20,386,674	\$ 18,735,003	\$ 20,064,769
Sales and hotel taxes	16,185,851	16,185,851	15,576,815	17,343,951
Franchise taxes	4,265,055	4,265,055	3,994,547	3,800,997
Industrial in-lieu-of-taxes	21,129,127	21,129,127	25,496,842	27,403,488
<b>Total</b>	<b>\$ 61,987,534</b>	<b>\$ 61,966,707</b>	<b>\$ 63,803,207</b>	<b>\$ 68,613,205</b>

**Fiscal Year**

<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$ 20,694,270	\$ 22,109,139	\$ 23,572,107	\$ 24,877,018	\$ 27,430,240	\$ 29,947,838
18,558,609	20,494,629	22,460,619	22,790,624	24,050,819	26,273,237
3,825,432	4,053,895	4,155,898	4,233,571	4,359,389	4,317,509
28,334,286	29,379,711	31,675,333	32,136,165	39,991,747	48,772,964
<u>\$ 71,412,597</u>	<u>\$ 76,037,374</u>	<u>\$ 81,863,957</u>	<u>\$ 84,037,378</u>	<u>\$ 95,832,195</u>	<u>\$ 109,311,548</u>

**CITY OF BAYTOWN, TEXAS**  
**ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY**  
**Last Ten Fiscal Years**

	<b>Fiscal Year</b>			
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Real assessed value	\$ 3,113,666,103	\$ 3,065,166,229	\$ 3,015,384,493	\$ 2,926,000,599
Personal assessed value	546,159,699	555,950,392	350,698,140	411,118,921
Total assessed value (1)	3,659,825,802	3,621,116,621	3,366,082,633	3,337,119,520
Less: real property exemptions	(967,105,346)	(972,555,660)	(924,359,699)	(928,173,569)
<b>Taxable Value</b>	<b>\$ 2,692,720,456</b>	<b>\$ 2,648,560,961</b>	<b>\$ 2,441,722,934</b>	<b>\$ 2,408,945,951</b>
<b>Taxable value as a percentage of assessed value</b>	73.6%	73.1%	72.5%	72.2%
Total tax rate	\$ 0.78703	\$ 0.78703	\$ 0.78703	\$ 0.82203

(1) Assessed valuations are considered to be 100 percent of actual valuations.

**Fiscal Year**

<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
\$ 2,939,825,902	\$ 3,014,917,703	\$ 3,183,226,576	\$ 3,543,467,674	\$ 3,920,519,981	\$ 4,463,767,737
<u>436,801,409</u>	<u>503,811,955</u>	<u>481,129,714</u>	<u>477,839,010</u>	<u>488,232,942</u>	<u>421,789,587</u>
3,376,627,311	3,518,729,658	3,664,356,290	4,021,306,684	4,408,752,923	4,885,557,324
<u>(886,164,075)</u>	<u>(898,967,084)</u>	<u>(901,716,167)</u>	<u>(994,698,219)</u>	<u>(1,074,967,955)</u>	<u>(1,205,507,599)</u>
<u>\$ 2,490,463,236</u>	<u>\$ 2,619,762,574</u>	<u>\$ 2,762,640,123</u>	<u>\$ 3,026,608,465</u>	<u>\$ 3,333,784,968</u>	<u>\$ 3,680,049,725</u>
73.8%	74.5%	75.4%	75.3%	75.6%	75.3%
\$ 0.82203	\$ 0.82203	\$ 0.82203	\$ 0.82203	\$ 0.82203	\$ 0.82203

**CITY OF BAYTOWN, TEXAS**  
**PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
City of Baytown by fund				
General fund	\$ 0.45700	\$ 0.45700	\$ 0.45700	\$ 0.42578
Debt service fund	0.33003	0.33003	0.33003	0.39625
<b>Total</b>	<u>\$ 0.78703</u>	<u>\$ 0.78703</u>	<u>\$ 0.78703</u>	<u>\$ 0.82203</u>
Harris County	\$ 0.38923	\$ 0.39224	\$ 0.38805	\$ 0.39117
Harris County Flood Control District	0.03086	0.02922	0.02923	0.02809
Port of Houston Authority	0.01773	0.01636	0.02054	0.01856
Harris County Hospital District	0.19216	0.19216	0.19216	0.19216
Harris County Dept. of Education	0.00584	0.00605	0.00658	0.00568
Goose Creek Independent School District	1.28213	1.28213	1.30213	1.33213
Lee Junior College District	0.20588	0.22120	0.25200	0.25200
<b>Total Direct and Overlapping Rates</b>	<u>\$ 2.91086</u>	<u>\$ 2.92639</u>	<u>\$ 2.97772</u>	<u>\$ 3.04182</u>

Tax rates per \$100 of assessed valuation  
Source: Harris County Appraisal District

**Fiscal Year**

<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
\$ 0.43658	\$ 0.43713	\$ 0.445620	\$ 0.450010	\$ 0.470060	\$ 0.455430
0.38545	0.384900	0.376410	0.372020	0.351970	0.366600
<u>\$ 0.82203</u>	<u>\$ 0.82203</u>	<u>\$ 0.82203</u>	<u>\$ 0.822030</u>	<u>\$ 0.822030</u>	<u>\$ 0.822030</u>
\$ 0.40021	\$ 0.41455	\$ 0.417310	\$ 0.419230	\$ 0.416560	\$ 0.418010
0.02809	0.02827	0.027360	0.027330	0.028290	0.028310
0.19216	0.17160	0.015310	0.013420	0.013340	0.012560
0.18216	0.17000	0.170000	0.170000	0.171790	0.171100
0.00662	0.00636	0.005999	0.005422	0.005200	0.005195
1.33213	1.38679	1.431890	1.431890	1.431890	1.431890
0.24100	0.26070	0.260700	0.250200	0.245300	0.250400
<u>\$ 3.20440</u>	<u>\$ 3.26030</u>	<u>\$ 3.150599</u>	<u>\$ 3.139522</u>	<u>\$ 3.134400</u>	<u>\$ 3.139495</u>



# CITY OF BAYTOWN, TEXAS

## PRINCIPAL PROPERTY TAXPAYERS

Current Year and Nine Years Ago

Property Taxpayer	Fiscal Year					
	2018			2009		
	Taxable Assessed Value	Rank	% of Taxable Assessed Value	Taxable Assessed Value	Rank	% of Taxable Assessed Value
CenterPoint Energy Inc.	\$ 50,750,747	1	1.38%	\$ 47,758,002	2	1.77%
RC 2015 I TX Properties	41,500,000	2	1.13%	-	-	n/a
LCY Elastomers LP	30,209,996	3	0.82%	32,053,431	3	1.19%
Stanmore Adef Baytown				-	-	n/a
Delaware LL	29,457,835	4	0.80%	-	-	n/a
SI Group Inc	24,886,114	5	0.68%	-	-	n/a
EGW Rollingbrook Investments	23,000,000	6	0.62%	-	-	n/a
Drever Watercolor PR	22,739,154	7	0.62%	-	-	n/a
Advenir The Preserve	21,675,047	8	0.59%	-	-	
619 Rollingbrook Street LP	19,789,771	9	0.54%	-	-	n/a
Kroger Texas LP	18,023,076	10	0.49%	-	-	n/a
Exxon Mobil Corp.	-	-	n/a	172,478,912 *	1	6.41%
Wal Mart	-	-	n/a	20,742,934	4	0.77%
Camden Property Trust	-	-	n/a	16,317,372	5	0.61%
Banc of America Leasing	-	-	n/a	13,896,776	6	n/a
Verizon Southwest	-	-	n/a	13,846,569	7	0.51%
Lowes Home Center	-	-	n/a	12,030,156	8	0.45%
BRE/LQ TX Properties LP	-	-	n/a	11,473,044	9	0.43%
Car Son Bay LP	-		n/a	10,951,170	10	0.41%
<b>Subtotal</b>	<b>282,031,740</b>		<b>7.66%</b>	<b>351,548,366</b>		<b>12.54%</b>
<b>Other Taxpayers</b>	<b>3,398,017,985</b>		<b>92.34%</b>	<b>2,341,172,090</b>		<b>87.46%</b>
<b>Total</b>	<b>\$ 3,680,049,725</b>		<b>100.00%</b>	<b>\$ 2,692,720,456</b>		<b>100.00%</b>

Source: Goose Creek Independent School District Tax Office

\*A significant portion of Exxon Mobil Corporation's property was disannexed in fiscal year 2010 and the tax revenue the City receives on such property is now accounted for as industrial district agreement revenue, not property tax revenue.

**CITY OF BAYTOWN, TEXAS**  
**PROPERTY TAX LEVIES AND COLLECTIONS**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
Tax levy	\$ 20,372,656	\$ 20,334,038	\$ 18,410,303	\$ 19,729,244
Current tax collected	19,456,285	19,434,269	17,632,942	18,940,167
Percentage of current tax collections	95.50%	95.58%	95.78%	96.00%
Delinquent tax collections (1)	<u>820,161</u>	<u>757,950</u>	<u>646,942</u>	<u>628,839</u>
<b>Total Tax Collections</b>	<b><u>\$ 20,276,446</u></b>	<b><u>\$ 20,192,219</u></b>	<b><u>\$ 18,279,884</u></b>	<b><u>\$ 19,569,006</u></b>
Total collections as a percentage of current levy	99.53%	99.30%	99.29%	99.19%
Outstanding delinquent taxes (2)	\$ 96,210	\$ 141,819	\$ 130,419	\$ 160,238
Outstanding delinquent taxes as percentage of current levy	0.47%	0.70%	0.71%	0.81%

(1) Total amount of tax collections received in subsequent years.

(2) Outstanding delinquent taxes based on the current levy.

**Fiscal Year**

<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$ 20,166,530	\$ 21,200,763	\$ 22,423,830	\$ 24,611,681	\$ 27,001,086	\$ 29,685,764
19,387,454	20,487,419	21,865,661	23,892,720	26,416,758	28,878,775
96.14%	96.64%	97.51%	97.08%	97.84%	97.28%
631,590	560,099	356,014	431,691	185,016	-
<u>\$ 20,019,044</u>	<u>\$ 21,047,518</u>	<u>\$ 22,221,675</u>	<u>\$ 24,324,411</u>	<u>\$ 26,601,774</u>	<u>\$ 28,878,775</u>
99.27%	99.28%	99.10%	98.83%	98.52%	97.28%
\$ 147,486	\$ 153,245	\$ 202,155	\$ 282,955	\$ 399,312	\$ 806,989
0.73%	0.72%	0.90%	1.15%	1.48%	2.72%

**CITY OF BAYTOWN, TEXAS**  
**RATIOS OF OUTSTANDING DEBT BY TYPE**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
<b>Governmental Activities:</b>				
General obligation bonds	\$ 52,615,000	\$ 52,343,100	\$ 62,836,800	\$ 78,939,100
Certificates of obligation	8,690,000	12,850,000	12,785,000	13,140,000
Alternative minimum tax bonds	1,065,000	725,000	375,000	-
Capital leases	3,538,763	3,353,811	3,150,454	2,874,038
Premiums	6,791	106,638	860,245	3,014,470
<b>Business-Type Activities:</b>				
Revenue bonds	7,985,000	11,431,900	8,268,200	5,650,900
General obligation bonds	-	-	-	-
Certificates of obligation	105,165,000	94,820,000	87,030,000	73,120,000
Discounts	(33,263)	-	-	-
Premiums	-	103,491	91,077	78,663
<b>Total Primary Government</b>	<b>\$ 179,032,291</b>	<b>\$ 175,733,940</b>	<b>\$ 175,396,776</b>	<b>\$ 176,817,171</b>
Percentage of personal income	9.8%	11.2%	11.3%	10.3%
Per capita	\$ 2,392	\$ 2,320	\$ 2,425	\$ 2,409

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

**Fiscal Year**

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
\$	92,419,850	\$ 104,834,650	\$ 109,014,950	\$ 100,829,041	\$ 92,604,605	\$ 84,852,517
	10,945,000	10,320,000	16,275,000	33,015,000	31,510,000	53,815,000
	-	-	-	-	-	-
	2,667,325	2,579,696	2,273,274	1,956,981	1,633,804	1,303,593
	3,077,237	4,702,742	5,698,278	7,978,804	7,408,272	8,757,473
	4,145,150	-	-	-	-	-
	-	2,695,350	16,090,050	42,425,959	40,325,395	36,947,483
	85,315,000	83,940,000	62,525,000	26,710,000	24,270,000	23,115,000
	-	-	-	-	-	-
	473,537	866,564	2,363,321	6,487,181	6,000,949	5,514,717
<b>\$</b>	<b>199,043,099</b>	<b>\$ 209,939,002</b>	<b>\$ 214,239,873</b>	<b>\$ 219,402,966</b>	<b>\$ 203,753,025</b>	<b>\$ 214,305,783</b>
	12.5%	11.5%	13.1%	12.4%	10.7%	11.4%
\$	2,692	\$ 2,783	\$ 2,814	\$ 2,770	\$ 2,434	\$ 2,413

**CITY OF BAYTOWN, TEXAS**  
**RATIO OF GENERAL BONDED DEBT OUTSTANDING**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
<b>Net Taxable Assessed Value</b>				
All property	\$ 2,692,720,456	\$ 2,648,560,961	\$ 2,441,722,934	\$ 2,408,945,951
<b>Net Bonded Debt</b>				
Gross bonded debt	62,376,791	66,024,738	76,857,045	95,093,570
Less debt service funds	786,092	488,131	292,736	1,229,116
<b>Total Net Bonded Debt</b>	<u>\$ 61,590,699</u>	<u>\$ 65,536,607</u>	<u>\$ 76,564,309</u>	<u>\$ 93,864,454</u>
<b>Ratio of Net Bonded Debt to Assessed Value</b>	2.29%	2.47%	3.14%	3.90%
<b>Population</b>	74,845	75,743	72,339	73,413
<b>Net Bonded Debt per Capita</b>	\$ 823	\$ 865	\$ 1,058	\$ 1,279

**Fiscal Year**

<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
\$ 2,490,463,236	\$ 2,619,762,574	\$ 2,762,640,123	\$ 3,026,608,465	\$ 3,333,784,968	\$ 3,680,049,725
106,442,087	119,857,392	130,988,228	141,822,845	131,522,877	147,424,990
3,715,519	5,418,953	4,895,113	2,940,258	2,632,347	3,816,355
<u>\$ 102,726,568</u>	<u>\$ 114,438,439</u>	<u>\$ 126,093,115</u>	<u>\$ 138,882,587</u>	<u>\$ 128,890,530</u>	<u>\$ 143,608,635</u>
4.12%	4.37%	4.56%	4.59%	3.87%	3.90%
72,418	73,972	76,127	79,215	83,724	88,830
\$ 1,419	\$ 1,547	\$ 1,656	\$ 1,753	\$ 1,539	\$ 1,617



**CITY OF BAYTOWN, TEXAS**  
**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT**  
For the Year Ended September 30, 2018

<b>Governmental Unit</b>	<b>Net Bonded Debt Outstanding</b>	<b>Estimated Percentage Applicable (1)</b>	<b>Estimated Share of Overlapping Debt</b>
<b>Debt repaid with property taxes</b>			
Harris County (2)	\$ 2,050,758,022	0.84%	\$ 17,226,367
Harris County Dept. of Education	6,555,000	0.84%	55,062
Harris County MUD #459	7,275,000	100.00%	7,275,000
Harris County Flood Control	83,075,000	0.84%	697,830
Harris County Hospital District	59,490,000	0.84%	499,716
Goose Creek Independent School District	451,675,000	28.51%	128,772,543
Lee College District	42,750,000	28.32%	12,106,800
Port of Houston Authority	593,754,397	0.84%	4,987,537
Chambers County (2)	48,805,000	1.95%	951,698
Subtotal, overlapping debt	3,344,137,419		172,572,552
<b>City direct debt</b>	<b>148,728,583</b>	<b>100.00%</b>	<b>148,728,583</b>
<b>Total Direct and Overlapping Debt</b>			<b>\$ 321,301,135</b>

Source: Harris County

- (1) Estimated percentage applicable obtained from Municipal Advisory Council of Texas. The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the City's taxable assessed value that is within the City's boundaries and dividing it by the City's total taxable assessed value.
- (2) The City of Baytown is located within two counties. A resident would either live in Harris County or Chambers County, not both.

**CITY OF BAYTOWN, TEXAS**  
**PLEDGED REVENUE COVERAGE (WATER AND SEWER FUND)**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
<b>Gross Revenues</b>	\$ 28,951,379	\$ 30,793,030	\$ 33,456,570	\$ 35,369,368
<b>Operating Expenses (1)</b>	16,760,578	18,838,982	20,866,590	22,553,420
<b>Net Revenues Available for Debt Service</b>	<u>\$ 12,190,801</u>	<u>\$ 11,954,048</u>	<u>\$ 12,589,980</u>	<u>\$ 12,815,948</u>
<b>Debt Service Requirements (2)</b>				
Principal	\$ 6,510,000	\$ 3,163,700	\$ 2,617,300	\$ 1,505,750
Interest	4,733,526	4,198,917	4,025,737	3,274,771
<b>Total</b>	<u>\$ 11,243,526</u>	<u>\$ 7,362,617</u>	<u>\$ 6,643,037</u>	<u>\$ 4,780,521</u>
<b>Coverage</b>	1.08	1.62	1.90	2.68

- (1) Total operating expenses less depreciation  
(2) Includes revenue bonds only

**Fiscal Year**

<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
\$ 34,022,544	\$ 35,990,349	\$ 39,044,709	\$ 40,811,009	\$ 40,998,750	\$ 43,301,862
22,570,370	23,234,448	24,953,929	25,981,703	28,327,663	28,264,773
\$ 11,452,174	\$ 12,755,901	\$ 14,090,780	\$ 14,829,306	\$ 12,671,087	\$ 15,037,089
\$ 1,620,000	\$ -	\$ -	\$ -	\$ -	\$ -
3,123,765	-	-	-	-	-
\$ 4,743,765	\$ -	\$ -	\$ -	\$ -	\$ -
2.41	N/A	N/A	N/A	N/A	N/A

**CITY OF BAYTOWN, TEXAS**  
**DEMOGRAPHIC AND ECONOMIC STATISTICS**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
Population (1)	74,845	75,743	72,339	73,413
Personal income	\$ 1,513,740,125	\$ 1,575,984,601	\$ 1,546,318,464	\$ 1,709,495,118
Per capita personal income (2)	\$ 20,225	\$ 20,807	\$ 21,376	\$ 23,286
Median age (3)	31.0	31.0	31.0	31.0
Education level in years of schooling (3)	14.8	14.8	14.8	14.8
School enrollment (4)	20,839	21,136	21,516	21,793
Unemployment rate (5)	11.50%	11.00%	11.60%	9.50%

Data sources:

- (1) Proir years from either Census or City Planning Department. FY-17 provided by Applied Geographic Solutions (AGS).
- (2) City of Baytown's per capita personal income in Houston-Sugarland-Baytown MSA figures for years 2001 to 2008. Years 2009 to 2017 - American FactFinder. FY18 US Census Bureau (Quickfacts)
- (3) Wikipedia - Baytown, Texas
- (4) Texas Education Agency
- (5) Texas Workforce Commission

<b>Fiscal Year</b>					
<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
73,950	75,424	76,127	79,215	83,724	88,830
\$1,588,963,650	\$1,822,625,836	\$1,631,325,483	\$1,773,069,345	\$1,912,591,056	\$1,875,937,700
\$ 21,487	\$ 24,165	\$ 21,429	\$ 22,383	\$ 22,844	\$ 24,425
31.0	31.0	31.0	31.0	32.9	32.4
14.8	14.8	19.5	14.8	14.8	14.8
21,663	21,723	22,915	22,320	23,748	23,795
8.60%	6.40%	6.00%	6.40%	10.40%	8.10%



# CITY OF BAYTOWN, TEXAS

## PRINCIPAL EMPLOYERS

Current Fiscal Year and Nine Years Ago

Employer	Fiscal Year					
	2018			2009		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Exxon Mobil-Baytown Complex	3,785	1	11.99%	1,800	2	6.13%
Goose Creek Consolidated Independent School District	3,012	2	9.54%	2,400	1	8.17%
San Jacinto Methodist Hospital	1,687	3	5.35%	1,357	3	4.62%
Bayer Corporation	1,100	4	3.49%	1,050	5	3.57%
JW Steel	800	5	2.54%	-	n/a	-
Chevron Phillips Chemical Company	685	6	2.17%	585	9	1.99%
Wal-Mart Distribution Center	600	7	1.90%	875	6	2.98%
Home Depot Distribution Center	325	8	1.03%	-	n/a	-
TMK-IPSCO	245	9	0.78%	-	n/a	-
Excel Logistics	200	10	0.63%	-	n/a	-
City of Baytown	-	n/a	-	732	8	2.49%
Lee College	-	n/a	-	386	10	1.31%
Exxon Mobil-Baytown Chemical	-	n/a	-	1,132	4	3.85%
Exxon Mobil/BTEC - East & West	-	n/a	-	850	7	2.89%
<b>Total</b>	<u>12,439</u>		<u>39.42%</u>	<u>11,167</u>		<u>26.78%</u>

Sources: Baytown Economic Development Foundation, City of Baytown, and Lee College.

**CITY OF BAYTOWN, TEXAS**  
**FULL-TIME EQUIVALENT CITY EMPLOYEES BY FUNCTION**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2009	2010	2011	2012
<b>General Fund:</b>				
General government	87.65	91.40	91.40	92.40
Public safety				
Police				
Officers	129.00	129.00	129.00	131.00
Civilians	52.00	51.00	51.00	49.00
Fire				
Firefighters and officers	101.00	101.00	106.00	106.00
Civilians	6.00	6.00	6.00	6.00
Other public safety	50.00	50.00	50.00	49.00
Public works	50.50	49.50	49.50	44.50
Public health	23.00	23.00	23.00	22.00
Parks, recreation, and culture	64.00	65.00	65.00	64.00
<b>General Fund Total</b>	<u>563.15</u>	<u>565.90</u>	<u>570.90</u>	<u>563.90</u>
<b>Hotel/Motel Fund</b>	0.50	-	-	1.00
<b>Enterprise Fund:</b>				
Aquatics	-	-	-	2.00
Water and sewer	113.85	113.85	113.85	116.85
Sanitation	9.50	12.50	12.50	12.50
Storm water utility	2.00	3.00	3.00	4.00
Internal service	12.00	12.00	12.00	12.00
<b>Enterprise Fund Total</b>	<u>137.35</u>	<u>141.35</u>	<u>141.35</u>	<u>147.35</u>
<b>Program Funds:</b>				
Emergency management	-	-	-	-
Community development block grant	4.75	4.50	4.50	4.50
High intensity drug trafficking area	0.25	0.25	0.25	0.25
Miscellaneous police	3.00	3.00	3.00	4.00
Street maintenance	-	-	-	-
Crime control and prevention district	15.00	15.00	15.00	15.00
Fire control, prevention, and emergency medical services district	1.00	1.00	1.00	1.00
Municipal court special revenue	1.00	1.00	1.00	-
Wetlands education and recreation center	2.00	2.00	2.00	2.00
Capital improvement program	3.00	3.00	3.00	3.00
CIPF-water and sewer	-	-	-	-
MDD	-	-	-	-
Baytown Nature Center	-	-	-	-
Workers' compensation	1.00	1.00	1.00	1.00
<b>Program Funds Total</b>	<u>31.00</u>	<u>30.75</u>	<u>30.75</u>	<u>30.75</u>
<b>Total</b>	<u><u>732.00</u></u>	<u><u>738.00</u></u>	<u><u>743.00</u></u>	<u><u>743.00</u></u>

<b>Fiscal Year</b>					
<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
92.40	93.40	94.90	96.90	99.90	107.90
137.00	143.00	150.00	150.00	153.00	157.00
49.00	50.00	49.00	49.00	51.00	49.00
112.00	140.00	147.00	147.00	155.00	156.00
6.00	10.00	9.00	9.00	13.00	13.00
53.00	26.00	26.00	26.00	26.00	26.00
44.50	43.50	43.50	40.50	40.50	41.50
23.00	23.00	23.00	25.00	28.00	30.00
64.00	64.00	63.00	64.00	67.00	70.00
<u>580.90</u>	<u>592.90</u>	<u>605.40</u>	<u>607.40</u>	<u>633.40</u>	<u>650.40</u>
1.00	2.00	2.00	2.00	5.00	3.00
2.00	3.00	4.00	4.00	4.00	4.00
117.85	122.85	122.85	120.85	124.85	124.85
12.50	13.50	13.50	13.50	13.50	13.50
4.00	4.00	4.00	16.00	16.00	21.00
12.00	12.00	12.00	12.00	12.00	12.00
<u>148.35</u>	<u>155.35</u>	<u>156.35</u>	<u>166.35</u>	<u>170.35</u>	<u>175.35</u>
-	-	-	-	-	-
4.50	4.50	4.00	4.00	4.00	4.00
0.25	0.25	0.25	0.25	0.25	0.25
4.00	4.00	4.00	4.00	4.00	4.00
-	-	-	5.00	7.00	13.00
15.00	15.00	15.00	15.00	15.00	15.00
2.00	2.00	2.00	2.00	3.00	3.00
2.00	2.00	2.00	2.00	2.00	2.00
2.00	2.00	2.00	2.00	2.00	2.00
3.00	3.00	3.00	3.00	3.00	4.00
-	1.00	1.00	2.00	2.00	2.00
2.00	3.00	3.00	-	1.00	1.00
1.00	1.00	1.00	1.00	1.00	1.00
1.00	1.00	1.00	1.00	1.00	1.00
<u>36.75</u>	<u>38.75</u>	<u>38.25</u>	<u>41.25</u>	<u>45.25</u>	<u>52.25</u>
<u>767.00</u>	<u>789.00</u>	<u>802.00</u>	<u>817.00</u>	<u>854.00</u>	<u>881.00</u>

**CITY OF BAYTOWN, TEXAS**  
**OPERATING INDICATORS BY FUNCTION**  
 Last Ten Fiscal Years

Function	Fiscal Year			
	2009	2010	2011	2012
<b>Police:</b>				
Arrests	5,925	7,347	6,880	6,806
Accident reports	2,335	2,047	1,900	1,899
Citations	14,378	15,401	15,186	16,120
Offense reports	13,717	13,680	13,352	14,800
Calls for service	48,789	49,573	49,024	46,175
<b>Fire:</b>				
Medical responses	2,896	3,376	3,224	3,700
Fire/rescue incidents	1,977	1,965	1,868	1,596
<b>Response times:</b>				
One minute for turnout time	*	*	*	*
Four minutes or less for the arrival of the first arriving engine company for a fire	*	*	*	*
Eight minutes or less for the deployment of a full first alarm assignment at a fire suppression incident	*	*	*	*
Five minutes or less for the arrival of the first arriving engine company for a fire	74.00%	74.00%	66.60%	69.65%
Nine minutes or less for the deployment of a full first alarm assignment at a fire suppression incident	69.00%	69.00%	72.54%	86.36%
<b>Water:</b>				
Number of water customers	21,678	21,804	21,903	22,104
Source	Trinity River	Trinity River	Trinity River	Trinity River
Average daily water usage (millions of gallons)	11.90	12.29	12.92	12.01
Number of million gallons of surface water pumped	3.15	4.49	5.26	5.14
Number of million gallons of well water pumped	1.10	0.11	8.06	0.60
Peak daily consumption (millions of gallons)	18.36	22.07	24.63	20.92
<b>Sewer:</b>				
Number of sewer connections	20,918	21,011	21,086	21,241
Average daily treatment (millions of gallons)	10.57	11.40	10.30	9.53
Total consumption (billions of gallons)	3.71	4.16	3.76	3.48
Peak daily consumption (millions of gallons)	40.00	40.23	35.39	35.39

Data source: various City departments

\* In 2009, the new reporting software calculates the response times using the National Fire Protection Association 1710.

**Fiscal Year**

<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
5,877	5,717	5,637	5,584	5,589	5,121
1,980	2,207	2,594	2,676	2,619	2,402
21,731	17,904	20,144	23,817	25,878	26,714
15,144	14,911	14,788	15,014	14,226	14,217
48,988	55,045	67,765	70,236	71,448	72,639
5,039	9,577	9,999	10,568	8,992	10,933
2,097	2,301	2,513	2,345	3,189	2,602
*	*	*	*	*	*
*	*	*	*	*	*
*	*	*	*	*	*
65.86%	61.81%	59.82%	59.70%	54.72%	51.60%
91.03%	85.44%	86.21%	83.52%	84.00%	84.40%
22,212	22,417	22,599	21,398	21,731	21,912
Trinity River					
12.58	12.70	11.11	11.55	11.61	12.12
4.26	4.64	4.07	4.23	5.41	5.13
0.53	2.13	0.19	0.58	0.48	0.52
18.55	17.11	16.69	18.71	17.37	17.52
21,316	21,513	21,705	20,553	20,887	21,043
12.23	10.44	13.28	13.07	11.99	11.67
4.460	3.81	4.75	4.77	4.34	4.04
40.16	35.95	56.06	55.49	41.2	39.19

**CITY OF BAYTOWN, TEXAS**  
**CAPITAL ASSET STATISTICS BY FUNCTION**  
**Last Ten Fiscal Years**

Function	Fiscal Year			
	2009	2010	2011	2012
Police:				
Stations	5	5	3	3
Patrol units	78	83	83	87
Fire stations	5	5	6	6
Other public works:				
Streets (miles)	408	408	409	429
Streetlights	4,921	4,726	4,641	4,728
Parks and recreation:				
Parks	45	47	47	47
Parks acreage	985	1,084	1,084	1,084
Parks - developed	490	967	967	967
Parks - undeveloped	495	117	117	117
Swimming pools	1	-	1	-
Spraygrounds	1	1	2	4
Baseball/softball diamonds	22	22	22	22
Tennis courts	6	7	7	4
Community centers	1	1	1	1
Water parks	-	1	2	2
Quick soccer courts	-	-	-	2
Water:				
Water mains (miles)	362	378	383	385
Fire hydrants	1,780	1,810	1,860	1,896
System capacity (millions of gallons)	26 MGD	26 MGD	26 MGD	26 MGD
Sewer:				
Sanitary sewers (miles)	352	365	366	367
Storm sewers (miles)	173	173	169	172
Treatment plant capacity (millions of gallons)	20.2 MGD	20.2 MGD	20.2 MGD	20.2 MGD

Data source: various City departments

Fiscal Year					
2013	2014	2015	2016	2017	2018
3	3	3	3	3	3
87	93	94	100	100	104
6	7	7	8	8	8
429	431	447	468	471	484
5,098	4,911	5,124	5,443	5,504	5,617
47	50	50	52	53	53
1,084	1,151	1,151	1,290	1,292	1,292
967	972	972	1,120	1,122	1,122
117	179	179	179	170	170
-	-	-	-	-	-
4	5	5	5	6	6
22	22	22	22	2	22
4	4	4	4	4	4
1	1	1	1	1	1
2	2	2	2	2	2
2	2	2	2	2	2
390	398	399	400	402	403
1,937	2,003	2,431	2,545	2,618	2,637
26 MGD	26 MGD	26MGD	26MGD	26MGD	26MGD
372	377	382	384	400	397
173	174	175	180	183	186
20.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD



## CITY OF BAYTOWN GLOSSARY OF TERMS

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the document.

**Accrual Basis.** The basis of accounting under which transactions are recognized in the period benefited regardless of the timing of related cash flows.

**Accrued Expenses.** Expenses incurred but not due until a later date.

**Ad Valorem Taxes. (Current)** All property (real, personal, mixed, tangible, intangible, annexations, additions, and improvements to property) located within the taxing unit's jurisdiction, which are subject to taxation and valued on January 1 of the current budget year. Each year, by ordinance, the City Council exempts taxes on automobiles and other items from the tax levy. Following the final passage of the appropriations ordinance, City Council sets the tax rate and levy for the fiscal year beginning October 1 and continuing through the following September 30th.

**Ad Valorem Taxes. (Delinquent)** All taxes are due on receipt of bill and are delinquent if not paid before February 1 of the fiscal year in which it is imposed, except when the taxing unit postpones the delinquency date due to late mail out of tax bills.

**Ad Valorem Taxes. (Interest)** A delinquent tax incurs interest of one (1%) percent of the amount of tax for the first calendar month it is delinquent, plus one (1%) percent for each additional month or portion of the month the tax remains unpaid.

**Ad Valorem Taxes. (Penalty)** A delinquent tax incurs a penalty of six (6%) percent of the amount of the tax for the first calendar month it is delinquent, plus one (1%) percent for each additional month or portion of the month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, the delinquent tax on July 1 incurs a total penalty of twelve (12%) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent.

**Administrative Transfer.** An interfund transfer designed to recover expenditures incurred or conducted in behalf of other funds.

**Appropriation.** A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

**Appropriation Ordinance.** The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

**Assessed Valuation.** A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Harris County Appraisal District.)

**Asset.** Property owned by the City for which a monetary value has been established.

**Balanced Budget.** A budget in which revenues equal or exceed expenditures.

**Basis of Accounting.** Refers to when revenues, expenses, expenditures and transfers are recognized and reported. The budgetary basis accounting for all the funds is modified accrual. For GAAP purposes, the basis of accounting is accrual for all Enterprise Funds and Internal Service Funds, while the modified accrual basis is used for the General Fund and Special Revenue Funds.

**Baytown Area Water Authority (BAWA).** A water authority created by Texas Legislature to purchase and distribute surface and/or underground supplies for the City and surrounding communities. The City accounts for approximately 90% of BAWA's annual sales. BAWA is a component unit of the City of Baytown.

## CITY OF BAYTOWN GLOSSARY OF TERMS

- Bond.** A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets and bridges.
- Budget.** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. In practice, the term "budget" is used in two senses. In one sense, it designates the financial plan presented to the appropriating body for adoption and, in the other, designates the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether the appropriating body has approved it.
- Budget Adjustments.** A legal procedure utilized by the City staff and City Council to revise a budget appropriation. The City of Baytown's City Charter requires City Council approval through the adoption of a supplemental appropriation ordinance (which specifies both the source of revenue and the appropriate expenditure account) for any inter-departmental or inter-fund adjustments. City staff has the prerogative to adjust expenditures within a departmental budget.
- Budget Calendar.** The schedule of key dates or milestones, which the City departments follow in the preparation, adoption, and administration of the budget.
- Budget Document.** The instrument used by the budget-making authority to present a comprehensive financial program to the City Council.
- Budget Message.** The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.
- Budgetary Basis.** The basis of accounting used to estimate financing sources and used in the budget.
- Budgeted Funds.** Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The budget document that is submitted for Council approval is composed of budgeted funds.
- CAFR.** The Comprehensive Annual Financial Report.
- Capital Improvement Program (CIP).** The City's plan for the acquisition and construction of municipal public improvements for the City of Baytown. Projects included in the CIP program are usually expensive, non-recurring projects, which have a useful life spanning more than ten years.
- Capital Improvements Program Fund (CIPF).** A fund for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount and the method of financing.
- Capital/Major Project Expenditure/Expense.** An expenditure/expense that results in the acquisition or addition of a fixed asset or the improvement to an existing fixed asset.
- Capital Outlay.** Expenditures for the acquisition of fixed assets which by definition have a useful life of more than one year and purchase price at least \$5,000. Included in this category is the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.
- Cash Basis.** A basis of accounting under which transactions are recognized only when cash changes hands.

## CITY OF BAYTOWN GLOSSARY OF TERMS

**Cash Management.** The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

**Central Services. Garage Fund.** To account for the cost of operating and maintaining vehicles and other equipment used by City departments. Service charges are billed to departments on a monthly basis to cover all expenses of the fund.

**Central Services. Warehouse Operations Fund.** To account for the supplies, materials and fuel inventories and to take advantage of volume purchasing. Inventories used are allocated respectively to departments on a monthly basis to cover inventory cost.

**Certificate of Obligation (CO).** A debt instrument that is issued by the City and has the same legal status as a general obligation bond. Proceeds from the issuance of the certificates may be used for construction of public works; purchase of materials, supplies, equipment, machinery, builds, land, and right a ways for authorized needs and purposes; or payment of contractual obligations for professional services. However, certificates of obligation are not authorized by the voters.

**Chambers County Appraisal District (CCAD).** Responsible for local property tax appraisal and exemption administration for Chambers County.

**Contingency.** A budgetary reserve set aside for emergencies or unforeseen expenditures.

**Cost.** (1) The amount of money or other consideration exchanged for property or services. (2) Expense.

**Cost Accounting.** That method of accounting, which provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operations, or to complete a unit of work or a specific job.

**Crime Control and Prevention District (CCPD).** On May 14, 2011, citizens voted to continue the Baytown Crime Control and Prevention District dedicated to crime reduction programs and the adoption of a local sales and use tax at a rate of one-eighth of one percent (1/8%).

**Current Taxes.** Taxes that are levied and due within one year.

**Debt Services.** The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**Deficit.** (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

**Delinquent Taxes.** Taxes that remains unpaid on and after the date on which a penalty for non-payment is attached.

**Department.** An administrative segment of the City, which indicates management responsibility for an operation, or a group of related activities within a functional area. Departments are the basic units of the budget.

**Depreciation.** The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

**Encumbrances.** Commitments related to unperformed (executory) contracts for goods or services.

## CITY OF BAYTOWN GLOSSARY OF TERMS

**Enterprise Fund.** A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. Examples of Enterprise Funds are water, sewer, and sanitation, utilities, Bayland Island and Baytown Area Water Authority.

**Expenditure.** The outflow of funds paid or to be paid for an asset or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not expenditure. An encumbrance reserves funds to be expended.

**Expenses.** Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.

**Fire Control, Prevention and Emergency Medical Services District (FCPEMSD).** On May 14, 2011, citizens voted to continue the Baytown Fire Control, Prevention, and Emergency Medical Services District dedicated to fire safety and emergency medical services and the adoption of a local sales and use tax at a rate of one-eighth of one percent (1/8%).

**Fiscal Year.** The time period designated by the City which is signifying the beginning and ending period for recording financial transactions. The City of Baytown has specified October 1 to September 30 as its fiscal year.

**Fixed Assets.** Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**Franchise Tax.** A charge paid for the use of City streets and public right of way and is in lieu of all other municipal charges, fees, street rentals, pipe taxes or rentals, easement or other like franchise taxes, inspections fees, and/or charges of every kind except only Ad Valorem and special assessment taxes for public improvements (e.g., gas, telephone, and cable tv).

**Full-Time Equivalent (FTE).** Full-time position.

**Fund.** An accounting entity that has a set of self-balancing accounts and records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds and special assessment funds.

**Fund Balance.** For Governmental Funds, fund balance is the difference between assets over liabilities. Also known as surplus funds.

**Furniture & Equipment < \$5,000.** The purchase of furniture or equipment less than \$5,000.

**General Debt Service Fund.** A fund established to account for the City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**General Fund.** The fund used to account for all financial resources except those required to be accounted for in another fund.

**General Obligation (GO) Bonds.** Bonds that finance a variety of public projects such as streets, buildings, and improvements. The repayment of these bonds is usually made from property taxes and is backed by the full faith and credit of the issuing government.

**Generally Accepted Accounting Principles (GAAP).** Uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

## CITY OF BAYTOWN GLOSSARY OF TERMS

**Goals.** A purpose or benefit the department plans to provide to the community and/or organizations. Goals identify the end result the organization desires to achieve with its activities. Some of the goals are ongoing and may not be achieved in one year.

**Governmental Funds.** Funds through which most governmental functions of the City are financed. The acquisition, use and balances of the City's expendable financial resources and the related liabilities (except those accounted for in Proprietary Funds) are accounted for in the Governmental Funds.

**Grants.** Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

**Harris County Appraisal District (HCAD).** Responsible for local property tax appraisal and exemption administration for nearly 500 jurisdictions (taxing units) in America's third most populous county, Harris County.

**Hotel/Motel Fund.** Fund to account for the accumulation of resources from the Hotel/Motel Tax assessment levied by the City. These monies are to be spent to promote the progress, development or growth of the City within the guidelines set forth on disposition of revenues collected under the authority of the Texas Hotel Occupancy Tax Act (Article 1269; Vernon's Texas Civil Statutes.)

**Hotel/Motel Occupancy Tax (HOT).** A tax levied upon the cost of occupancy of any room or space furnished by any hotel where such costs of occupancy are at the rate of two (\$2.00) dollars or more per day. The law authorizes a room tax of not more than seven (7%) percent of the consideration paid by the occupant of such room to the hotel.

**Hybrid Zero - Based/Program-Oriented Budgeting.** The City of Baytown's budget process combines a method of zero-based budgeting in which all expenditures must be justified each new fiscal year and a program-oriented method of budgeting expenditures to meet programmatic objectives.

**Income.** A term used in proprietary fund type accounting to represent (1) revenues or (2) the excess of revenue over expenses.

**Industrial District Agreement (IDA).** An agreement the City enters into with industries located within its extraterritorial jurisdiction. The contracts specify payments to be made to the City in lieu of ad valorem taxes in exchange for limited immunity from annexation of specific properties during the seven-year terms of the agreements.

**Intergovernmental Revenue.** Contributions received from the State and Federal Government in the form of grants and shared revenues.

**Internal Service Fund.** Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis, for example, the Garage Fund.

**Investments.** Securities held for the production of revenues in the form of interest or lease payments.

**Levy.** (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

**Long-Term Debt.** Debt with a maturity of more than one year after the date of issuance.

**Miscellaneous Funds.** Funds used to account for miscellaneous special revenue sources, which are required to finance specific activities.

**Mixed Beverage Tax.** A tax rate of ten (10%) percent imposed on the gross receipt of a Licensee for the sale, preparation, or service of mixed beverages or from the sale of ice or non-alcoholic beverages and consumed on the premises of the permittee.

## CITY OF BAYTOWN GLOSSARY OF TERMS

**Modified Accrual Basis.** The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; and (4) principal and interest on long-term debt which are generally recognized when due.

**Municipal Development District (MDD).** On May 5, 2001, in the general election, the citizens of the City of Baytown voted to authorize the creation of the Baytown Municipal Development District and the imposition of a sales and use tax at the rate of one-half of one percent for the purpose of financing economic development projects that provide economic benefit and diversify the economic base of the community.

**Object Code.** Expenditure classification according to the types of items purchased or services obtained; for example, personal services, supplies, maintenance and capital.

**Objectives.** Quantifiable steps toward accomplishing the stated goals. Each will have a specific time frame or measurable achievement. Objectives should be reached or completed within the fiscal year.

**Operating Budget.** Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even where not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

**Operating Expenses.** Proprietary fund expenses which are directly related to the fund's primary service activities.

**Operating Grants.** Grants which the grantor to operating purposes restricts or which may be used for either capital or operating purposes at the discretion of the grantee.

**Operating Income.** The excess of proprietary fund operating revenues over operating expenses.

**Operating Revenues.** Proprietary fund revenues, which are directly related to the fund's primary service activities. They consist primarily of user charges for services.

**Operating Transfers.** All interfund transfers other than residual equity transfers.

**Ordinance.** A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions, which must be by ordinance and those, which may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**Other Financing Sources.** Governmental fund general long-term debt proceeds, operating transfers out, and material proceeds of fixed asset dispositions. Such amounts are classified separately from revenues.

**Overlapping Debt.** The proportionate share of the debts of local governments located wholly or in part within the limits of the reporting government, which must be borne by property within each government.

**Performance Measures.** Specific quantitative and qualitative measures of work performed as an objective of the department.

**Personnel Costs.** Costs related to compensating employees, including salaries, wages, insurance, payroll taxes and retirement contributions.

## CITY OF BAYTOWN GLOSSARY OF TERMS

***Productivity Measures.*** Criteria used to reflect how well a program is performing its activities to meet the needs of the public and the organization. They should measure productivity, effectiveness, efficiency or the impact of a service provided. While activity measures indicate "how much" activity the division/department is performing, productivity measures identify "how well" the division/department is performing.

***Program Description.*** Describe the nature of service delivery provided at this level of funding. It clearly explains how service delivery will be different from the prior budget year.

***Program Goals.*** Describes the purpose or benefit the division/department plans to provide to the community and/or organizations it serves. Goals identify the end result the division/department desires to achieve with its activities. Goals are often ongoing and may not be achieved in one year.

***Program Objectives.*** Quantifiable steps toward accomplishing stated goals having a specific time frame or measurable achievement. Objectives should be able to be reached or completed within the current fiscal year. Objective statements are not required for every activity performed, but should focus on the major steps necessary for achieving established goals.

***Property Tax.*** Taxes levied on both real and personal property according to the property's valuation and the tax rate.

***Proprietary Funds.*** Funds accounted for on a flow of economic resources measurement focus. The accounting objectives are a determination of net income, financial position and changes in cash flow. All assets and liabilities associated with a Proprietary Fund's activities are included on its balance sheet. Proprietary Fund equity is segregated into contributed capital and retained earnings.

***Reserve.*** An account to use to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

***Reserve for Encumbrances.*** An account used to set aside a portion of fund balance for obligations from the previous fiscal year.

***Residual Equity Transfers.*** Non-recurring or non-routine transfers of equity between funds.

***Resolution.*** A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

***Revenue Bonds.*** Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

***Revenues.*** (1) Increases in government fund type net current assets from other than expenditure refunds and residual equity transfers. Under NCGA Statement 1, general long-term debt proceeds and operating transfers in are classified as "other financing sources" rather than revenues. (2) Increases in proprietary fund type net total assets from other than expense refunds, capital contributions, and residual equity transfers. Under NCGA Statement 1, operating transfers in are classified separately from revenues.

***Risk Management Fund.*** To account for the operation of a self-insured retention fund for health services for all City employees and that relate to workers' compensation claims. Claims are primarily administered by an outside agency.

***Sales Tax.*** A general "sales tax" is levied on persons and businesses selling merchandise or services in the city limits on a retail basis. The categories for taxation are defined by state law. Monies collected under authorization of this tax are for the use and benefit of the City.

***Sanitation Fund.*** Fund used to account for the provision of services to the residents of the City. All activities necessary to provide such services are accounted for in the fund, including, but not limited to, administration, operations, maintenance, and financing and related debt service.

***Special Revenue Funds.*** Funds which account for revenues from specific taxes or other revenue sources which by law, or other agreement such as a Trust, are designated to finance particular functions or activities of government and which, therefore, cannot be diverted to other uses.

## CITY OF BAYTOWN GLOSSARY OF TERMS

***Storm Water Utility Fund.*** The Clean Water Act (CWA) was enacted in 1972 to protect surface waters, such as lakes, rivers, and coastal areas. National Pollutant Discharge Elimination System (NPDES) permits were introduced to increase accountability for protecting water quality. This required industrial and municipal wastewater dischargers of pollutants into the waters of the US from a point source to obtain a NPDES permit. The final Phase II regulations that affect smaller communities, such as Baytown, were signed in October 1999. Small municipal separate storm sewer systems (MS4s) programs, such as Baytown's, are required to participate. These MS4 programs should be developed and implemented in phases over the next five years. An advance from the General Fund to provide funds for start-up costs associated with the program was provided in 2003. First year costs included funding for a storm water utility feasibility study. Future funding is proposed from developing storm water utility fees to provide a dedicated funding source for the program. The Texas Legislature provided the procedures necessary to establish a storm water utility fee in Chapter 402 of the Local Government Code. Cities were required to file an application for a permit from the Texas Commission on Environmental Quality by December 2003.

***Street Maintenance Tax.*** In 2001 the Texas Legislature passed House Bill 445, which allows cities to raise their local sales tax rate by 0.25 percent if the funds are dedicated to street maintenance and repair. On May 15, 2004, in the general election, the citizens of the City of Baytown voted to authorize the imposition of a street maintenance sales tax. This sales tax must be reapproved every four years by voters or it will expire. In November 2011, reauthorized early due to Senate Bill 100, Baytown citizens overwhelmingly reapproved the sales tax in order to continue this beneficial program. This fund will account for the revenues collected from this sales tax and may only be used to maintain and repair municipal streets that exist when the tax is adopted.

***Tax Increment Reinvestment Zone (TIRZ).*** A financing tool created by the state legislative to promote, develop, encourage and maintain housing, educational facilities, employment, commerce and economic development in the City.

***Tax Levy.*** The total amount to be raised by general property taxes for operating and debt service purposes.

***Tax Rate.*** The amount of tax stated in terms of a unit of the tax base, for example, \$.50 per \$100 (one hundred dollars) assessed valuation of taxable property.

***Tax Rate Limit.*** The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

***Tax Roll.*** The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

***Taxes.*** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

***Technical Adjustments.*** Represents adjustments made by the City Council to the Proposed Budget for the Final Adopted Budget.

***Texas Commission on Environmental Quality (TCEQ).*** The environmental agency for the State of Texas.

***Transfers In/Out.*** Amounts transferred from one fund to another to assist in financing the services of the recipient fund.

***Transmittal Letter.*** A general discussion of the proposed budget presented in writing as a part of the budget document. The transmittal letter explains the principal budget issues and presents the recommendations made by the City Manager.

***Unencumbered Balance.*** The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

## CITY OF BAYTOWN GLOSSARY OF TERMS

***Unreserved Fund Balance.*** The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

***Water and Sewer Fund.*** Fund used to account for the rendering of water and sewer services to the residents of the City. Activities of the fund include the administration, operation and maintenance of the water and sewer system, and billing and collection activities. The fund also accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest for revenue bonds and obligations under capital leases. All costs are financed through charges made to utility customers with rates reviewed regularly and adjusted if necessary to ensure the integrity of the fund.

***Water and Wastewater Interest and Sinking (WWIS) Fund.*** A fund established to account for the City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

***Working Capital.*** The amount by which total current assets exceed total current liabilities.

***Workload Measures.*** Reflects major activities of the division/department. They indicate the amount of work that has been done in the past and projected workload levels for the current and next years. Workload measures should be able to be tracked with a reasonable amount of time and effort.

ORDINANCE NO. 14,150

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BAYTOWN, TEXAS, ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020, IN ACCORDANCE WITH THE CHARTER AND ORDINANCES OF THE CITY OF BAYTOWN; AND PROVIDING FOR THE PUBLICATION AND EFFECTIVE DATE THEREOF.

\*\*\*\*\*

WHEREAS, the City Manager of the City of Baytown has submitted to the City Council a budget estimate of the revenues of said City and the expenses of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, and which said estimate has been compiled from detailed information obtained from the several departments, divisions, and offices of the City containing all information as required by the Charter of the City of Baytown; and

WHEREAS, the City Council has received said City Manager's estimate and held a public hearing thereon as provided by Section 44 of the Charter and Section 102.006 of the Texas Local Government Code; and

WHEREAS, after full and final consideration of the public hearing and after certain revisions to the proposed budget, it is the opinion of the Council that the budget, as revised, should be approved and adopted; NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAYTOWN, TEXAS:

Section 1: That the budget estimate of the revenues of the City of Baytown and the expenses of conducting the affairs thereof for the ensuing fiscal year, beginning October 1, 2019, and ending September 30, 2020, as finally submitted to the City Council by the City Manager of said City (a copy of which is on file in the City Clerk's office) be, and the same is in all things, adopted and approved as the budget estimate of all the current expenses as well as the fixed charges against said City for the fiscal year beginning October 1, 2019, and ending September 30, 2020.

Section 2: That the sum of ONE HUNDRED THIRTEEN MILLION FIVE HUNDRED SIXTY-FIVE THOUSAND ONE HUNDRED AND NO/100 DOLLARS (\$113,565,100.00) is hereby appropriated out of the General Fund for the payment of Operating Expenses and Capital Outlay of the City Government.

Section 3: That the sum of TWENTY-TWO MILLION FIVE HUNDRED TWO THOUSAND FIVE HUNDRED THIRTEEN AND NO/100 DOLLARS (\$22,502,513.00) is hereby appropriated out of the General Debt Service Fund for the purpose of paying the accruing interest and redeeming the bonds and debts as they mature on the General Debt Service Fund.

Section 4: That the sum of FOUR MILLION NINE HUNDRED NINETY-THREE THOUSAND FOUR HUNDRED SIXTEEN AND NO/100 DOLLARS (\$4,993,416.00) is hereby

appropriated out of the Hotel/Motel Fund for the payment of Operating Expenses and Capital Outlay of the City Government.

Section 5: That the sum of FOUR MILLION THREE HUNDRED FIFTEEN THOUSAND FOUR HUNDRED THIRTY-NINE AND NO/100 DOLLARS (\$4,315,439.00) is hereby appropriated out of the Aquatics Fund for the payment of Operating Expenses and Capital Outlay of the City Government.

Section 6: That the sum of FORTY-THREE MILLION FIFTY-EIGHT THOUSAND SEVEN HUNDRED FIFTY-SIX AND NO/100 DOLLARS (\$43,058,756.00) is hereby appropriated out of the Water and Sewer Fund for Operating Expenses and Capital Outlay Costs.

Section 7: That the sum of FIVE MILLION FIVE HUNDRED NINETY-TWO THOUSAND TWO HUNDRED FIFTEEN AND NO/100 DOLLARS (\$5,592,215.00) is hereby appropriated out of the Water and Wastewater Interest and Sinking Fund for the purpose of paying the accruing interest and redeeming the bonds and debts as they mature.

Section 8: That the sum of SIX MILLION SIX HUNDRED SEVENTY-NINE THOUSAND SIX HUNDRED THIRTY AND NO/100 DOLLARS (\$6,679,630.00) is hereby appropriated out of the Sanitation Fund for the Operating Expenses and Capital Outlay of the municipally owned Solid Waste Collection System.

Section 9: That the sum of THREE MILLION EIGHT HUNDRED ONE THOUSAND FOUR HUNDRED FORTY-TWO AND NO/100 DOLLARS (\$3,801,442.00) is hereby appropriated out of the Storm Water Utility Fund for payment of Operating Expenses and Capital Outlay of the City Government.

Section 10: That the sum of TWO MILLION THREE HUNDRED SIXTEEN THOUSAND THREE HUNDRED TWENTY-FIVE AND NO/100 DOLLARS (\$2,316,325.00) is hereby appropriated out of the Garage Fund for the Operating Expenses and Capital Outlay for Municipal Garage Services System and Activities.

Section 11: That the sum of TWO HUNDRED NINETY-THREE THOUSAND FORTY-THREE AND NO/100 DOLLARS (\$293,043.00) is hereby appropriated out of the Warehouse Operations Fund for the Operating Expenses and Capital Outlay for Central Warehouse Activities.

Section 12: That the City Manager is hereby authorized to transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditures within an office, department or agency, in accordance with Section 68 of the Charter.

Section 13: That the City Manager shall have the authority to increase a department's line item budget by the amount equal to outstanding purchase orders as of September 30, 2019, to be appropriated out of the Fund Balance.

Section 14: This ordinance shall be and remain in full force and effect from and after its passage and approval of the City Council, and it shall be published once each week for two (2) consecutive weeks in the official newspaper of the City of Baytown.

INTRODUCED, READ and PASSED by the affirmative vote of the City Council of the City of Baytown this the 22<sup>nd</sup> day of August, 2019.

  
BRANDON CAPETILLO, Mayor

ATTEST:

  
LETICIA BRYSCH, City Clerk

APPROVED AS TO FORM:

  
IGNACIO RAMIREZ, SR., City Attorney



ORDINANCE NO. 14,219

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BAYTOWN, TEXAS, ADOPTING THE RATE AND TAX LEVY FOR GENERAL FUND MAINTENANCE AND OPERATIONS AND DEBT SERVICE FOR THE CITY OF BAYTOWN FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020, UPON ALL TAXABLE PROPERTY IN SAID CITY OF BAYTOWN IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS AND THE CHARTER PROVISIONS AND ORDINANCES OF SAID CITY; PROVIDING A REPEALING CLAUSE; CONTAINING A SAVINGS CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

\*\*\*\*\*

WHEREAS, the City's tax rate consists of the following two components:

1. the rate that, if applied to the total taxable value, will impose the amount of taxes needed to pay debt service; and
2. the rate that, if applied to the total taxable value, will impose the amount of taxes needed to fund maintenance and operations expenditures of the City for the next year; and

WHEREAS, the proposed tax rate of \$0.46093 per \$100 valuation for maintenance and operations, together with the proposed tax rate of \$0.34110 per \$100 valuation for debt service, exceeds the effective tax rate; and

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

WHEREAS, THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.43 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$3.29; and

WHEREAS, having posted, published and held the requisite public hearings, the City, in accordance with Chapter 26 of the Texas Tax Code, desires to adopt the tax rate for maintenance and operations and the tax rate for debt service for the fiscal year ending September 30, 2020; NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAYTOWN, TEXAS:

Section 1: That the facts and matters set forth in the recitals of this Ordinance are hereby found to be true and correct and are adopted by the City Council.

Section 2: That the City Council of the City of Baytown hereby adopts and sets for the fiscal year ending September 30, 2020, an ad valorem tax rate of \$0.46093 for each ONE HUNDRED AND NO/100 DOLLARS (\$100.00) of assessed value of property located within the city limits of the City of Baytown on January 1, 2019, made taxable by law, which said taxes, when collected, shall be apportioned among funds and departments of City Government of the City of Baytown for the purpose of General Fund Maintenance and Operations.

Section 3: That the ad valorem tax rate of \$0.46093, as set forth in Section 2, is hereby levied and shall be assessed and collected on one hundred percent (100%) of each ONE HUNDRED AND NO/100 DOLLARS (\$100.00) worth of property located within the city limits of the City of Baytown on January 1, 2019, as valued by the Harris County Appraisal District or the Chambers County Appraisal District and made taxable by law.

Section 4: That the City Council of the City of Baytown hereby adopts and sets for the fiscal year ending September 30, 2020, an ad valorem tax rate of \$0.34110 for each ONE HUNDRED AND NO/100 DOLLARS (\$100.00) of assessed value of property located within the city limits of the City of Baytown on January 1, 2019, made taxable by law, which said taxes, when collected, shall be apportioned among funds and departments of City Government of the City of Baytown for the purpose of Debt Service.

Section 5: That the ad valorem tax rate of \$0.34110, as set forth in Section 4, is hereby levied and shall be assessed and collected on one hundred percent (100%) of each ONE HUNDRED AND NO/100 DOLLARS (\$100.00) worth of property located within the city limits of the City of Baytown on January 1, 2019, as valued by the Harris County Appraisal District or the Chambers County Appraisal District and made taxable by law.

Section 6: That the Tax Assessor and Collector of the City of Baytown is hereby directed to assess, extend and enter upon the Tax Rolls of the City of Baytown, Texas, for the current year the amounts and rates herein levied, and to keep a current account of same. All collection of such taxes, as well as collection of taxes owed for prior years, to include penalty and interest thereof, shall be deposited in the official depository of the City of Baytown to be distributed between the General Fund and the Debt Service on a basis determined by the percentage that each bear to the total tax rate.

Section 7: All ordinances or parts of ordinances inconsistent with the terms of this ordinance are hereby repealed; provided, however, that such repeal shall be only to the extent of such inconsistency; and in all other respects, this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

Section 8: If any provision, section, exception, subsection, paragraph, sentence, clause or phrase of this ordinance or the application of same to any person or set of circumstances shall for any reason be held unconstitutional, void or invalid, such invalidity shall not affect the validity of the remaining provisions of this ordinance or their application to other persons or sets of circumstances; and to this end, all provisions of this ordinance are declared to be severable.

Section 9: This ordinance shall take effect immediately from and after its passage by the City Council of the City of Baytown.

INTRODUCED, READ and PASSED by the affirmative vote of the City Council of the City of Baytown this the 3<sup>rd</sup> day of October, 2019.

  
BRANDON CAPETILLO, Mayor

ATTEST:

  
LETICIA BRYSCH, City Clerk



APPROVED AS TO FORM:

  
IGNACIO RAMIREZ, SR., City Attorney

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