

---

# *Seize the Bay*

---



**CITY OF BAYTOWN**

2021-2022 Adopted Budget

Fiscal Year Ending

September 30, 2022



**CITY OF BAYTOWN, TEXAS  
ANNUAL PROGRAM OF SERVICES  
FISCAL YEAR 2021-22**

***ADOPTED BUDGET***



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



City of Baytown, Texas  
2021-2022 Budget  
Adopted August 26, 2021

---

This budget will raise more revenue from property taxes than last year's budget by an amount of \$84,496, which is a 0.24 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$869,927.

**RECORD VOTE ON BUDGET**

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

**FOR:**

Mayor Brandon Capetillo  
Councilwoman Laura Alvarado  
Councilman Charles Johnson  
Councilman Mike Lester

Councilman Jacob Powell  
Councilman Chris Presley

**AGAINST:**

**PRESENT** (and not voting):

**ABSENT:**

Councilwoman Heather Betancourth

**PROPERTY TAX RATE COMPARISON**

	<b><u>2021-2022</u></b>	<b><u>2020-2021</u></b>
Property Tax Rate:	\$0.78500/\$100	\$0.79515/\$100
No New Revenue Tax Rate:	\$0.82557/\$100	\$0.84881/\$100
No New Revenue Maintenance & Operations Tax Rate:	\$0.50428/\$100	\$0.49239/\$100
Voter Approval Tax Rate:	\$0.81761/\$100	\$0.82077/\$100
Debt Rate:	\$0.29569/\$100	\$0.31115/\$100

**MUNICIPAL DEBT OBLIGATIONS**

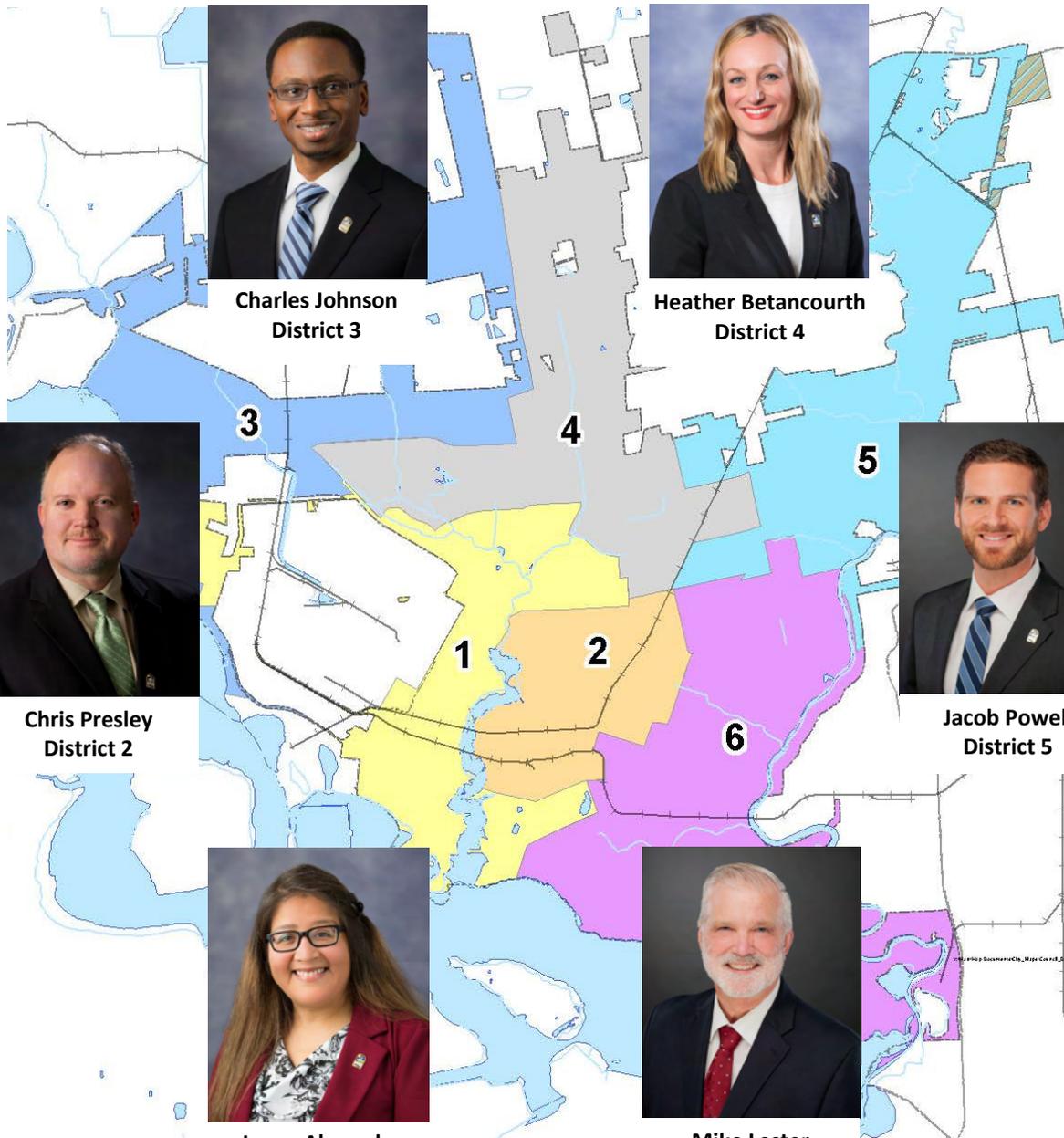
The total amount of City of Baytown, Texas debt obligations secured by property tax is \$15,295,176.

# City of Baytown Mayor and Council

## Fiscal Year 2022



**Brandon Capetillo**  
Mayor



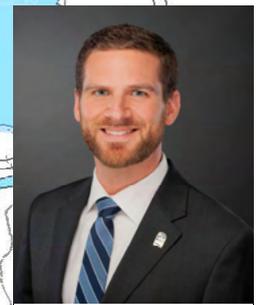
**Charles Johnson**  
District 3



**Heather Betancourth**  
District 4



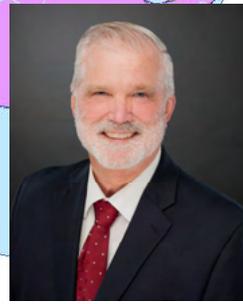
**Chris Presley**  
District 2



**Jacob Powell**  
District 5



**Laura Alvarado**  
District 1



**Mike Lester**  
District 6

# CITY OF BAYTOWN PRINCIPAL CITY OFFICIALS

Richard L. Davis	City Manager
Kevin Troller	Assistant City Manager
Nick Woolery	Assistant City Manager
Karen Horner	City Attorney
Julie Escalante	Municipal Court Judge
Victor Brownlees	Director of Finance
John Stringer	Police Chief
Kenneth Dobson	Fire Chief
Thomas Reeves	Director of Public Affairs
Frank Simoneaux	Director of Public Works & Engineering
Martin Scribner	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 Service
Jamie Eustace	City Librarian
Angela Jackson	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

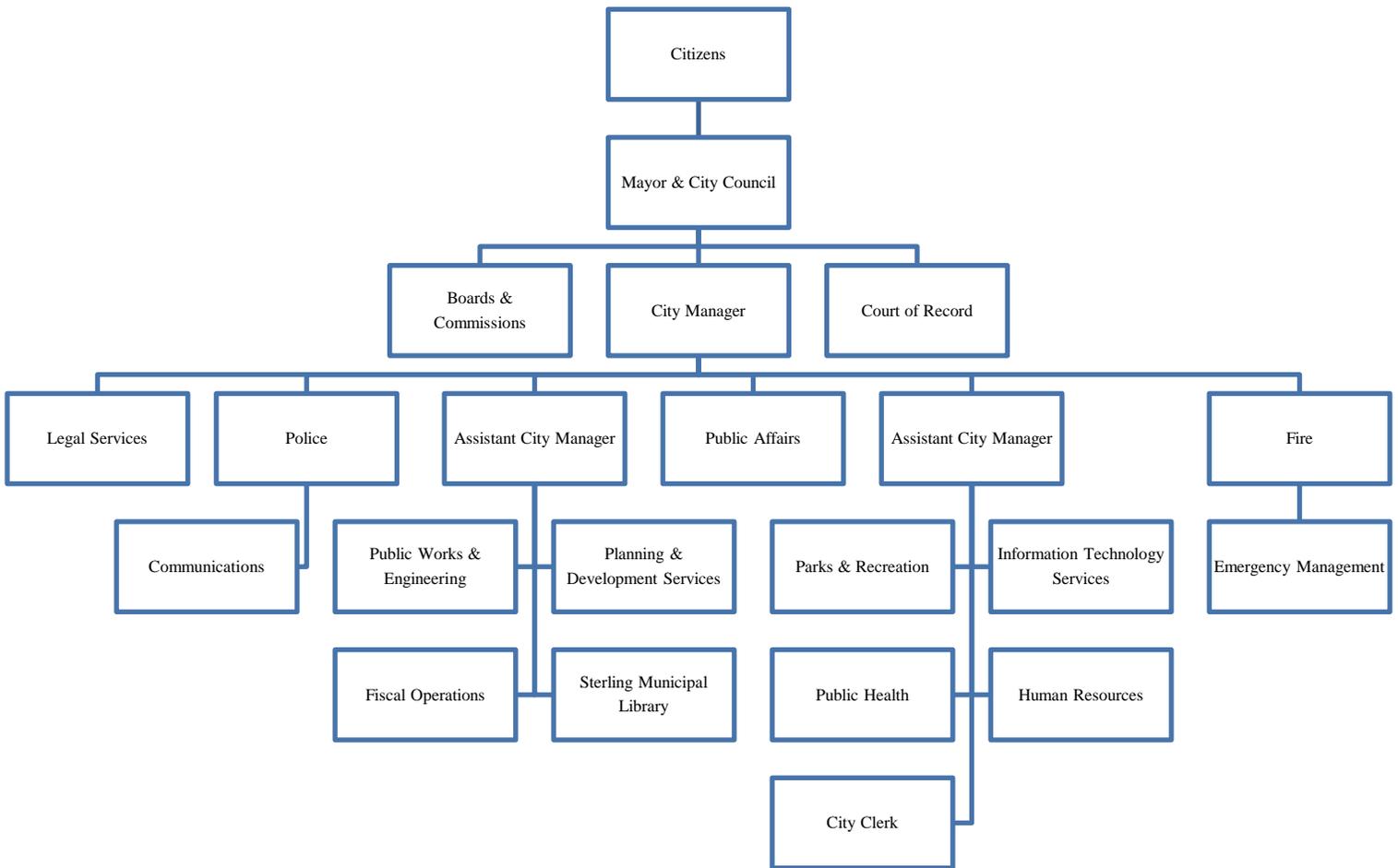


Community Center

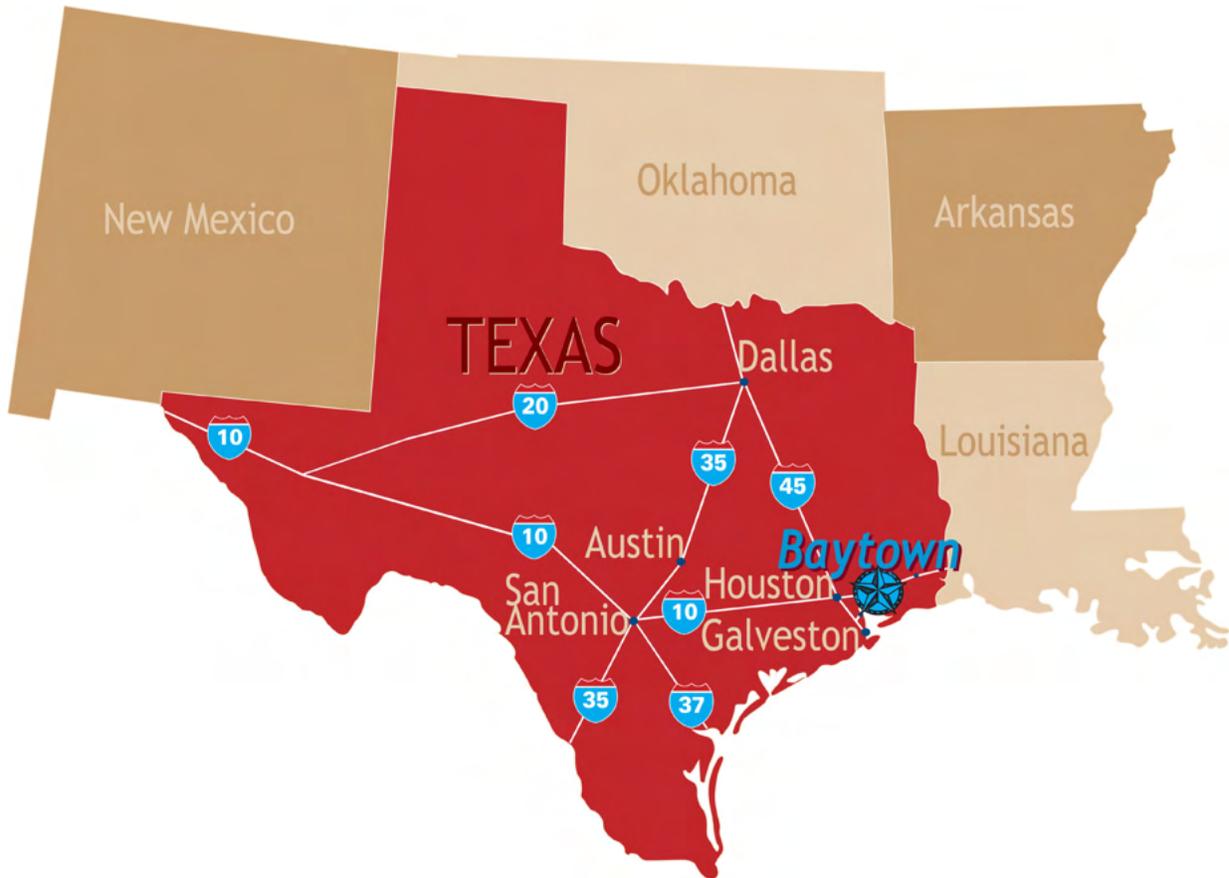
Adopted Budget



# CITY OF BAYTOWN ORGANIZATION CHART



# 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 01, 2020**

*Christopher P. Morill*

**Executive Director**



**CITY OF BAYTOWN  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
MAYOR & COUNCIL	i
PRINCIPAL CITY OFFICIALS	ii
OUR VISION, OUR MISSION, OUR FOUNDATION FOR SUCCESS	iii
ORGANIZATION CHART	iv
MAP OF THE CITY OF BAYTOWN, TEXAS	v
GOVERNMENT OFFICERS ASSOCIATION AWARD	vi
<hr/> <b>TRANSMITTAL LETTER</b> <hr/>	
LETTER FROM THE CITY MANAGER	1
<hr/> <b>READER'S GUIDE</b> <hr/>	
CITY OF BAYTOWN COMMUNITY PROFILE	3
READER'S GUIDE	8
BUDGET CALENDAR	12
FINANCIAL POLICIES	13
<hr/> <b>MAJOR BUDGET ISSUES REPORT</b> <hr/>	
MAJOR BUDGET ISSUES REPORT	17
COUNCIL GOALS IMPLEMENTATION PLAN	21
FUNDED SUPPLEMENTAL REQUESTS LIST	35
<hr/> <b>BUDGET SUMMARIES</b> <hr/>	
EXPENDITURE BUDGET SUMMARY COMPARISON	37
BUDGET SUMMARY COMPARISON—CONSOLIDATED SUMMARY OF FUND BALANCE/WORKING CAPITAL	38
SUMMARY OF ALL FUND TYPES – COMPARATIVE SCHEDULE OF BUDGETS	39
SUMMARY OF GOVERNMENTAL FUND TYPES – COMPARATIVE SCHEDULE OF BUDGETS	40
GOVERNMENTAL FUND EXPENDITURE DETAIL	41
SUMMARY OF PROPRIETARY FUND TYPES – COMPARATIVE SCHEDULE OF BUDGETS	45
PROPRIETARY FUND EXPENDITURE DETAIL	46
<hr/> <b>GENERAL FUND</b> <hr/>	
GENERAL FUND BUDGET SUMMARY BY TYPE OF EXPENDITURE	49
GENERAL FUND BUDGET SUMMARY BY FUNCTION OF EXPENDITURE	50
GENERAL FUND REVENUE SUMMARY	51
GENERAL FUND REVENUE DETAIL	52
GENERAL FUND BUDGET SUMMARY BY DEPARTMENT	55
GENERAL FUND BUDGET SUMMARY BY ACCOUNT	56
GENERAL FUND DEPARTMENT BUDGETS	
GENERAL ADMINISTRATION	60
FISCAL OPERATIONS	62
PUBLIC AFFAIRS	64
LEGAL SERVICES	66

**CITY OF BAYTOWN  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<hr/> <b>GENERAL FUND (CONTINUED)</b> <hr/>	
INFORMATION TECHNOLOGY SERVICES	68
PLANNING AND DEVELOPMENT SERVICES	70
HUMAN RESOURCES	72
CITY CLERK	74
COURT OF RECORD	76
CITY FACILITIES	78
GENERAL OVERHEAD	79
POLICE	81
FIRE	85
PUBLIC WORKS ADMINISTRATION	89
STREETS	91
TRAFFIC CONTROL	93
ENGINEERING	95
PUBLIC HEALTH	97
PARKS AND RECREATION	100
STERLING MUNICIPAL LIBRARY	104
TRANSFERS OUT	106
<hr/> <b>GENERAL DEBT SERVICE FUND</b> <hr/>	
GENERAL DEBT SERVICE FUND BUDGET SUMMARY	107
ANNUAL REQUIREMENT TO AMORTIZE GENERAL OBLIGATION DEBT	108
STATEMENT OF BONDED INDEBTEDNESS FISCAL YEAR 2021-22	109
<hr/> <b>HOTEL/MOTEL FUND</b> <hr/>	
HOTEL/MOTEL FUND BUDGET SUMMARY	117
HOTEL/MOTEL FUND PROGRAM SUMMARY	118
HOTEL/MOTEL FUND SERVICE LEVEL BUDGET	119
<hr/> <b>AQUATICS FUND</b> <hr/>	
AQUATICS FUND BUDGET SUMMARY	121
AQUATICS FUND PROGRAM SUMMARY	122
AQUATICS FUND SERVICE LEVEL BUDGET	123
<hr/> <b>WATER &amp; SEWER FUND</b> <hr/>	
WATER & SEWER FUND BUDGET SUMMARY BY TYPE OF EXPENDITURE	125
WATER & SEWER FUND BUDGET SUMMARY EXPENDITURE BY FUNCTION	126
WATER & SEWER FUND REVENUE DETAIL	127
WATER & SEWER FUND BUDGET SUMMARY BY DEPARTMENT	128
WATER & SEWER FUND BUDGET SUMMARY BY ACCOUNT	129
WATER & SEWER FUND DEPARTMENT BUDGETS	
UTILITY BILLING & COLLECTIONS	131
WATER & SEWER GENERAL OVERHEAD	133

**CITY OF BAYTOWN  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<hr/> <b>WATER &amp; SEWER FUND (CONTINUED)</b> <hr/>	
WATER OPERATIONS	134
WASTEWATER OPERATIONS	136
UTILITY CONSTRUCTION	138
TRANSFERS OUT	140
 <hr/> <b>WATER &amp; WASTEWATER INTEREST &amp; SINKING (WWIS) FUND</b> <hr/>	
WWIS FUND BUDGET SUMMARY	141
SUMMARY OF FISCAL YEAR 2021-22 DEBT REQUIREMENTS	142
ANNUAL REQUIREMENT OF AMORTIZE WATER & SEWER DEBT	143
DETAIL DEBT AMORTIZATION SCHEDULES	144
 <hr/> <b>SANITATION FUND</b> <hr/>	
SANITATION FUND BUDGET SUMMARY	147
SANITATION FUND PROGRAM SUMMARY	148
SANITATION FUND SERVICE LEVEL BUDGET	149
 <hr/> <b>STORM WATER UTILITY FUND</b> <hr/>	
STORM WATER UTILITY FUND BUDGET SUMMARY	151
STORM WATER UTILITY FUND PROGRAM SUMMARY	152
STORM WATER UTILITY FUND SERVICE LEVEL BUDGET	153
 <hr/> <b>CENTRAL SERVICES</b> <hr/>	
GARAGE FUND BUDGET SUMMARY	155
GARAGE OPERATIONS PROGRAM SUMMARY	156
GARAGE OPERATIONS SERVICE LEVEL BUDGET	157
WAREHOUSE FUND BUDGET SUMMARY	158
WAREHOUSE OPERATIONS PROGRAM SUMMARY	159
WAREHOUSE OPERATIONS SERVICE LEVEL BUDGET	160
 <hr/> <b>COMPONENT UNITS</b> <hr/>	
BAYTOWN AREA WATER AUTHORITY (BAWA) BUDGET	161
BAWA BOARD OF DIRECTORS	163
BAWA ORGANIZATION CHART	164
BAWA MAJOR BUDGET ISSUES REPORT	165
BAWA PROGRAM SUMMARY	167
BAWA BUDGET SUMMARY	168
BAWA SERVICE LEVEL BUDGET	169
BAWA CAPITAL IMPROVEMENT PROGRAM FUND BUDGET SUMMARY	170
BAWA REVENUE BONDS LONG TERM DEBT AMORTIZATION SCHEDULES	171
BAWA REVENUE BONDS DETAIL DEBT AMORTIZATION SCHEDULES	172

**CITY OF BAYTOWN  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<b>COMPONENT UNITS (CONTINUED)</b>	
CITY OF HOUSTON UNTREATED WATER RATES TABLE	174
TREATED WATER RATES TABLE	175
CITY OF HOUSTON’S NOTIFICATION OF WATER RATE ADJUSTMENT	176
BAWA RESOLUTION	177
CRIME CONTROL AND PREVENTION DISTRICT (CCPD) BUDGET	179
CCPD BOARD OF DIRECTORS	181
CCPD BUDGET SUMMARY	182
CCPD BUDGET NOTES	183
CCPD RESOLUTION	184
FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICE DISTRICT (FCPEMSD) BUDGET	186
FCPEMSD BOARD OF DIRECTORS	188
FCPEMSD BUDGET SUMMARY	189
FCPEMSD SPECIAL DISTRICT – FIRE/EMS – 20701	190
FCPEMSD BUDGET NOTES	191
FCPEMSD RESOLUTION	193
MUNICIPAL DEVELOPMENT DISTRICT (MDD) BUDGET	195
MDD BOARD OF DIRECTORS	197
MDD MAJOR BUDGET ISSUES REPORT	198
MDD PROGRAM FUND BUDGET SUMMARY	200
MDD PROGRAM FUND BUDGET SUMMARY – PROJECTED WORKING CAPITAL	202
MDD ANNUAL REQUIREMENT TO AMORTIZE BONDED DEBT	203
MDD DETAIL DEBT AMORTIZATION SCHEDULES	204
MDD RESOLUTION	207
BAYTOWN TAX REINVESTMENT ZONE (TIRZ) #1	209
TIRZ #1 BUDGET SUMMARY	210
TIRZ #1 ANNUAL REQUIREMENT OF AMORTIZE BONDED DEBT	211
TIRZ #1 DETAIL DEBT AMORTIZATION SCHEDULE	212
<b>CAPITAL PROJECTS</b>	
CAPITAL IMPROVEMENT PROGRAM	213
GENERAL CAPITAL IMPROVEMENT PROGRAM FUND (CIPF) BUDGET SUMMARY	216
WATER & SEWER CAPITAL IMPROVEMENT PROGRAM FUND (CIPF) BUDGET SUMMARY	217
<b>MISCELLANEOUS FUNDS</b>	
MISCELLANEOUS FUNDS OVERVIEW	219
STREET MAINTENANCE TAX FUND BUDGET SUMMARY	223
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND BUDGET SUMMARY	224
WATER & SEWER IMPACT FEES FUND BUDGET SUMMARY	225
CAPITAL REPLACEMENT FUND BUDGET SUMMARY	226
CAPITAL REPLACEMENT FUND SCHEDULE OF FUNDING	227
BAYLAND ISLAND FUND BUDGET SUMMARY	228
MEDICAL BENEFITS FUND BUDGET SUMMARY	229
WORKERS COMPENSATION FUND BUDGET SUMMARY	230
OTHER MISCELLANEOUS FUNDS	231

**CITY OF BAYTOWN  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<b>MISCELLANEOUS FUNDS (CONTINUED)</b>	
MUNICIPAL COURT SPECIAL REVENUE FUND BUDGET SUMMARY	232
PARKS & RECREATION ESCROW SPECIAL REVENUE FUND BUDGET SUMMARY	233
HAZMAT/HOMELAND SECURITY SPECIAL REVENUE FUND BUDGET SUMMARY	234
POLICE FORFEITURES FUND BUDGET SUMMARY	235
FAMILY & YOUTH PROGRAM FUND BUDGET SUMMARY	236
POLICE ACADEMY FUND BUDGET SUMMARY	237
ODD TRUST & AGENCY FUND BUDGET SUMMARY	238
HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) FUND BUDGET SUMMARY	239
LIBRARY SPECIAL REVENUE FUND BUDGET SUMMARY	240
SUMMER YOUTH JOB PROGRAM FUND BUDGET SUMMARY	241
BAYTOWN NATURE CENTER FUND BUDGET SUMMARY	242
WETLANDS EDUCATION AND RECREATION CENTER FUND BUDGET SUMMARY	243
WETLANDS EDUCATION AND RECREATION CENTER SPECIAL PROJECTS FUND BUDGET SUMMARY	244
<b>SALARY SCHEDULES</b>	
SUMMARY OF FULL-TIME POSITION BY FUND & DEPARTMENT	245
CERTIFICATE PAY SCHEDULE	253
FIRE SALARY SCHEDULE	254
POLICE SALARY SCHEDULE	255
SKILL BASED PAY SALARY SCHEDULES	256
GRADE AND TITLE STRUCTURE	258
<b>STATISTICAL SECTION</b>	
NET POSITION BY COMPONENT LAST TEN FISCAL YEARS	260
CHANGES IN NET POSITION LAST TEN FISCAL YEARS	262
TAX REVENUES BY SOURCE, GOVERNMENTAL ACTIVITIES LAST TEN FISCAL YEARS	266
FUND BALANCES, GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS	268
CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS	270
TAX REVENUES BY SOURCE, GOVERNMENTAL ACTIVITIES LAST TEN FISCAL YEARS	272
ASSESSED VALUE & ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY LAST TEN FISCAL YEARS	274
PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS LAST TEN FISCAL YEARS	276
PRINCIPAL PROPERTY TAXPAYERS CURRENT YEAR AND NINE YEARS AGO	279
PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN FISCAL YEARS	280
RATIOS OF OUTSTANDING DEBT BY TYPE LAST TEN YEARS	282
RATIOS OF GENERAL BONDED DEBT OUTSTANDING LAST TEN YEARS	284
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT AS OF SEPTEMBER 30, 2020	287
PLEGGED REVENUES COVERAGE (WATER AND SEWER FUND) LAST TEN YEARS	288
DEMOGRAPHIC AND ECONOMIC STATISTICS LAST TEN FISCAL YEARS	290
PRINCIPAL EMPLOYERS CURRENT FISCAL YEAR AND NINE YEARS AGO	293
FULL-TIME EQUIVALENT CITY EMPLOYEES BY FUNCTION/PROGRAM LAST TEN FISCAL YEARS	294
OPERATING INDICATORS BY FUNCTION/PROGRAM LAST TEN FISCAL YEARS	296
CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM LAST TEN FISCAL YEARS	298

**CITY OF BAYTOWN  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<hr/> <b>GLOSSARY</b>	
GLOSSARY OF TERMS	301
<hr/> <b>ORDINANCES</b>	
ORDINANCE ADOPTING BUDGET	311
RATE AND TAX LEVY ORDINANCE	314

## Office of the City Manager

RICHARD L. DAVIS, ICMA-CM

---



July 22, 2021

**Mayor Brandon Capetillo  
and the Baytown City Council**

Dear Mayor and Council:

I am honored and pleased to present the annual budget proposal for the City of Baytown's 2021/2022 Fiscal Year. This year's budget theme follows that of our community marketing campaign, "Seize the Bay!" I recognize and am grateful for the contributions of our excellent Finance Department, Department Directors, and of course you our Elected Officials.

Our theme accurately and I believe appropriately parallels the fundamental nature of this budget proposal; as we emerge from a very trying 2020 full of optimism, prepared to embark upon the most aggressive capital investment endeavor in our community's history. Equally unprecedented, we propose doing so while concurrently building our fund reserves, lowering the property tax rate yet again, and continuing to support the programs and initiatives that have lifted Baytown's quality of life.

This budget proposal is based upon citizen priorities identified as part of Baytown's Community Based Strategic Plan. This proposed budget addresses the fifth and final year of implementation and fully addresses your Year 5 goals, initiatives, and strategies. Specifically, this proposal suggests continuing to provide property tax relief, aggressively funding critical infrastructure, investing in quality of life initiatives, implementing technology and process improvements that significantly lift customer experience, and reserving the ability of the City to address possible emerging issues and needs.

We enter the coming budget year with an eye on a very bright horizon. Bolstering our optimism is the realization that our City enjoys the strongest financial position in its history. At its core, this proposal communicates that the future is bright and that our best days are ahead. It is an honor and privilege to submit this proposal for your consideration.

Respectfully,

A handwritten signature in blue ink that reads "R. Davis".

Richard L. Davis, ICMA-CM  
City Manager



# CITY OF BAYTOWN COMMUNITY PROFILE



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.



## CITY OF BAYTOWN COMMUNITY PROFILE

The Baytown complex is staffed by approximately 3,800 ExxonMobil employees and 6,000 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 10 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***

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, constructed a PDH unit in Industrial District #2, which produces 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 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.



## **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 2019-20, 27<sup>th</sup> year to receive the award
  - GFOA Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR)
  - Financial Transparency Star Award – Traditional Finances Star
- Insurance Services Office (ISO) Public Protection Classification 1 Rating – Baytown Fire Department
- Texas Public Pool Council – 2020 Waterpark of the Year Award (Pirates Bay Waterpark)
- Texas Recreation and Park Society – East Region- 2020 Parks Professional of the Year – Tony Sorola
- The Houston Chronicle – 2021 Best of the Best Houston Award – Pirates Bay Waterpark
- International City/County Management Association (ICMA) – Certificate of Distinction in Performance Management

## **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 Hyatt Regency Hotel Chain, is 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 in 2019. 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 different paving technique to ensure a smoother driving surface. 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 TIRZ.

Major road projects completed in recent years include: expansion of Hunt Road from two lanes to four lanes beyond the H-E-B grocery super center, and extending it west to John Martin Road; extending Santavy Road both east and west; and entrance and exit ramp rebuilds at I-10 and Garth Road.

Slated for construction in the coming years is the reconstruction and widening of Garth Road from I-10 to Archer Road, the reconstruction and widening of Cedar Bayou Lynchburg from Garth to John Martin, the revitalization of Market Street (including the conversion of four traffic signals to round-a-bouts and the reconstruction of sections of Texas Avenue), traffic improvements to I-10 intersections, and the reconstruction of residential roadways.

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. Thousands of multi-family and single-family units have been built over the past five years and thousands more are scheduled for construction over the next five years.

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 completed 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

Creating art on roadways, bridges, storm drains, and other public infrastructure is a wonderful way for residents to experience art on a daily basis while driving around the community. By combining storm drain education and public art, the City reminds residents of the connection between neighborhoods and our local waterways while encouraging the City’s efforts to keep the storm drains clean. 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 locations around the City.

In April, the City announced a call for artists for original art that would be displayed on traffic control cabinets across the city. Eleven art pieces were chosen by the Public Art Visioning Committee with installation to begin in late summer 2021. Asphalt art is another great fun initiative that allowed community and staff participation while taking the art of the street.



Similar to the Mini Mural Program created in 2018, the City currently displays the creative artwork of Magdalena Esparza on six splash pad control panels around the City.



The City provides many opportunities for the citizens of Baytown to engage and be part of the decisions that shape our community. The Baytown Civic Academy is one of the unique opportunities for people who live and work in Baytown to learn about and interact with their local government. Participants meet city employees as well as go behind-the-scenes to see their government in action. We pride ourselves on communicating with our citizens to discuss our strategic plans, building trust within our community and engaging our youth in their local government.



**Strategic Planning Advisory Committee**



**Baytown Police Advisory Workshop**



**Teen Round Table Work**

# CITY OF BAYTOWN READER'S GUIDE

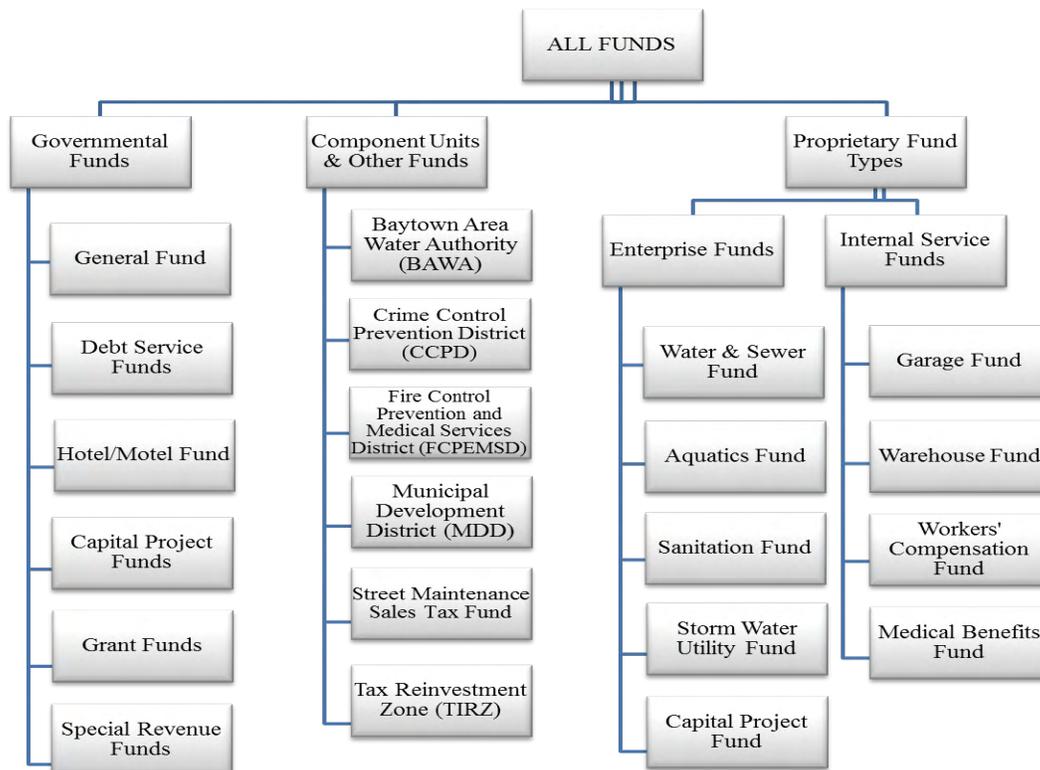
The Reader's Guide provides an overview of the City of Baytown's budget process and budget documents. The City of Baytown has prepared a budget designed to meet the highest standards of performance in municipal budgeting. Various financial summaries, statistical information and detailed revenue sources 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	Public Health	Public Works & Engineering	Parks & Recreation	Library
General Fund	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; imaging, traffic, park safety and capital improvements.

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***

The Adopted Budget represents a modified version of the Proposed Budget after the public hearing and the City Council's review in August. 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.

# CITY OF BAYTOWN READER'S GUIDE

## 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, Finance 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, Finance reviews and compiles a preliminary draft of the Proposed Budget. The Director of Finance, City Manager, Assistant City Managers 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 mid July 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 July or August 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 August. 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 Finance. 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 Finance.

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**  
**2021-22 BUDGET CALENDAR**

<u>Date</u>	<u>Day</u>	<u>Governing Body</u>	<u>Activity</u>
December 14-15	M/T	Mayor & Council	Council Retreat
March 19	Friday	Mayor & Council	Council Retreat
TBD	TBD	Council & Staff	Council/Staff Retreat
March 08	Monday	Depts.	Budget Kickoff Meeting
March 08	Tuesday	Depts.	Begin Departmental Budget Entry
March 26	Friday	Depts.	Deadline for Departmental Budget Entry and Meeting with Respective City Manager
March 26	Friday	Component Units	CCPD, FCPEMSD, MDD & BAWA Budgets Due
March 29	Monday	Finance & Depts.	Departmental Budget Meetings w/ Finance Staff
April 23	Friday	Finance & Depts.	Finalize Departmental Budget Meetings w/ Finance Staff
April 26	Monday	Component Units	CCPD, FCPEMSD, MDD & BAWA Budget Meetings w/ Finance
April 30	Friday	Component Units	Finalize CCPD, FCPEMSD, MDD & BAWA Meetings w/ Finance
May 03	Monday	Admin & Finance	Budget Meetings w/ Administration
May 19	Wednesday	Admin & Finance	Discuss CIP Budget w/ Administration
May 26	Wednesday	Admin & Finance	Finalize Budget Meetings w/ Administration
June 03	Thursday	MDD	MDD Board receives MDD Proposed Budget at MDD Board Meeting & Set a Public Hearing
June 08	Tuesday	CCPD	CCPD Board receives CCPD Proposed Budget & Set two Public Hearings
June 15	Tuesday	FCPEMSD	FCPEMSD Board receives FCPEMSD Proposed Budget & Set a Public Hearing
June 16	Wednesday	BAWA	BAWA Board receives BAWA Proposed Budget & Set a Public Hearing
June 17	Thursday	MDD	Publish notice of the MDD Public Hearing on the Proposed MDD Budget (no later than 10 days before public hearing)
July 01	Thursday	CCPD	Publish notice of two CCPD Public Hearings on Proposed Budget (no later than 10 days before public hearings)
July 01	Thursday	MDD	Conduct Public Hearing & Consider Adoption of the Proposed MDD Budget (MDD Budget does not need to be approved by Council)
July 08	Thursday	FCPEMSD	Publish notice of FCPEMSD Public Hearings on Proposed Budget (no later than 10 days before public hearing)
July 08	Thursday	BAWA	Publish notice of the BAWA Public Hearing on the Proposed BAWA Budget
July 13	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 20	Tuesday	FCPEMSD	Conduct a Public Hearing & Consider Adoption of the Proposed FCPEMSD Budget (no later than 60 days before October 1st). (only one public hearing is required)
July 21	Wednesday	BAWA	Conduct Public Hearing & Consider Adoption of the Proposed BAWA Budget
July 22	Thursday	Council	Receive the CCPD Budget as adopted by CCPD Board (no later than 10 days after CCPD approves the budget)
July 22	Thursday	Council	Receive FCPEMSD Budget as adopted by FCPEMSD Board (no later than 10 days after FCPEMSD approves the budget)
July 22	Thursday	Council	Receive the City's Proposed Budget submitted by City Manager & Set Budget Work Session Date & Public Hearing Date
July 29	Thursday	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 05	Thursday	Council	City Council Budget Work Session – Component Units/Special Districts (Special Council Meeting)
August 12	Thursday	Council	Conduct Public Hearing on the Proposed Budgets of the CCPD and FCPEMSD (no later than 45 days before October 1st)
August 12	Thursday	Council	Publish notice of the City Council Public Hearing on the Proposed City Budget
August 19	Thursday	Council	City Council Budget Work Session – General Fund (Special Council Meeting)
August 26	Thursday	Council	City Council approves Special District Budgets: CCPD, FCPEMSD and BAWA (but no later than 30 days before October 1st)
August 26	Thursday	Council	Conduct Public Hearing on the Proposed City Budget & Consider adopting or postponing the adoption of the Budget.
September 09	Thursday	Council	Consider adopting or postponing the adoption of the Budget.
September 23	Thursday	Council	Final Day to Consider Adoption of the Proposed City Budget ( <i>if needed</i> )

\* Note: Publishing Notice and Public Hearing are more than 10 days to accommodate the publication dates for The Baytown Sun of only Tuesday, Thursday and Sunday.

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

**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 DEVELOPMENT**

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

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

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 to 90 days operating expenditures.

<b>407 DEBT POLICY</b>
------------------------

- 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.)

<b>408 CAPITAL POLICY</b>
---------------------------

- 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.

<b>409 CAPITAL IMPROVEMENT POLICY</b>
---------------------------------------

- 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 2021-22**

**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 \$126,173,506 which is an increase of \$8,522,837 or 7.1% more than the 2020-21 budget. The budgeted increase is primarily attributed to increases in Industrial District Payments (\$1,976,828), Property Taxes (\$3,250,000), Taxes – Sales & Franchise (\$2,631,168), and Transfers In (\$48,454). The primary revenue decrease is in Fines & Forfeitures (\$727,648) for the current budget year.

**Property Tax**

Ad valorem taxes represent 18% (\$22,750,000) of total revenue for the General Fund. The adopted tax rate of \$0.785 per \$100 of assessed value represents a 1.015 cent reduction on the previous year and a 3.703 cent reduction on the rate in 2017-18. The proposed budget maintains both the \$60,000 exemption for the over-65s and disabled and the maximum 20% general homestead exemption for all residential taxpayers. 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.

**Sales & Use Taxes**

Sales and use taxes provide 14.7% (\$18,678,559) of total revenues and are 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 1%, the Municipal Development District (MDD) receives 0.5%, the Street Maintenance Fund (SMF) receives 0.25%, and the Baytown Crime Control and Prevention District (CCPD) and the Baytown Fire Control, Prevention and Emergency Medical Services District (FCPEMSD) receive 0.125% each.

**Industrial District Payments (IDAs)/Economic Development Agreement (EDA)**

These are the largest source of revenue for the General Fund, comprising 53% of total revenues. The 2021-22 budget includes revenues of \$66,775,000 from 82 IDAs and one EDA. These derive from contracts with industries located in the City's extraterritorial jurisdiction that specify payments in lieu of ad valorem taxes in exchange for limited immunity from annexation for the life of those contracts. All current IDA contracts are for 7 year terms.

In 2019 the City entered into a 35 year EDA with Enterprise Products that not only provides significant annual revenues to the General Fund but funded the \$66M construction of the City's new public safety facility.

**Other revenue sources**

- Franchise Taxes - \$4,640,917 an increase of \$708,087
- Licenses & Permits - \$3,058,768, an increase of \$854,770
- Intergovernmental revenues - \$1,134,282, an increase of \$265,234
- Charges for services (primarily ambulance related) - \$2,608,270, an increase of \$259,402
- Fines and Forfeitures - \$1,478,673, a decrease of \$727,648
- Income from Investment Interest, Rental of Land, Industrial District Public Community Improvement and other sources - \$1,162,789, a decrease of \$195,500
- Operating Transfers In - \$3,143,516 an increase of \$48,454 much of which arises from the budgeted repayment to the General Fund from the Aquatics Fund for the significant subsidy provided in 2022 due to the effects of the COVID-19 pandemic

**EXPENDITURES**

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 2021-22 budget are \$136,918,411, an increase of \$18,612,637 which includes \$13,500,000 transfer amount to CIP for a net increase of \$5,112,637 over the 2020-21 budget.

**CITY OF BAYTOWN**  
**MAJOR BUDGET ISSUES**  
**FISCAL YEAR 2021-22**

**Personnel Services**

The 1% increase in personnel services in the 2021-22 budget reflect several factors – the addition of 38 new positions; pay increases for public safety personnel pursuant to established pay schedules and existing agreements; an allowance for inflation-related pay adjustments for non-public safety staff; and assumed savings from staff turnover during the year.

**Recurring expenditures**

Other costs are forecast to rise in line with relevant inflation indices and pursuant to any relevant contracts for service.

**Non-Recurring Expenditures**

The City Council is committed to maintaining and improving City facilities and infrastructure in the interest of economic and community development. Thus, an extensive Capital Improvement Program Fund (CIPF) totaling over \$26.3M is budgeted to receive direct support from the General Fund of \$13,500,000 in 2021-22.

**CONTINGENCY & RESERVE LEVELS**

Budget contingencies are used routinely to provide insurance against non-emergency related fluctuations in anticipated revenues and expenditures and to protect the overall financial position. The City Charter allows for an annual budgeted contingency of up to 3% of total General Fund expenditures; in 2021-22 budget this was increased from \$1,169,763 to \$2,919,720 (2.5% of expenditures).

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 (e.g. COVID-19), and advice from the City’s financial advisor for fiscal planning. The Government Finance Officers Association (GFOA) recommends maintaining unrestricted reserves equivalent to a minimum of 60 days of operating expenditures and the City has over recent years an established practice of maintaining a fund balance equivalent to at least 90 days, but has regularly exceeded this minimum. In the course of recent bond transactions our credit rating agencies (S&P and Moodys) have recommended that the City to continue maintaining reserves at around 120 days. Consequently, the projected ending balance of \$37,631,840 for the 2021-22 budget represents 121 days of operating expenditures.

**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 2021-22 is \$ 25,276,519 consisting of \$17,820,000 in principal, \$6,403,519 in interest, \$830,000 in other debt payments and \$223,000 in issuance and associated costs.

**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. Revenues in 2020-21 remained strong, despite the COVID pandemic, and are forecast to continue rising in the year 2021-22.

**AQUATICS FUND**

The 2020 season was significantly impacted by the effects of the COVID pandemic and the Aquatics Fund relied upon a subsidy of over \$2M from the General Fund in fiscal year 2020-21. Staff have worked diligently to produce a budget for 2021-22 that not only covers core operating costs but begins to repay the General Fund for this subsidy (\$250,000 per year) as well as paying for its utility usage.

**CITY OF BAYTOWN  
MAJOR BUDGET ISSUES  
FISCAL YEAR 2021-22**

**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. This budget does not propose any increase in charges on City customers for usage.

**SANITATION FUND**

The Sanitation Fund accounts for collection of residential refuse, brush and white goods, the yard waste management program, and recycling activities. This budget does not propose any increase in charges on City customers for usage.

**STORM WATER UTILITY FUND**

The Storm Water Utility Fund was established to ensure that the City complies with the Federal Clean Water Act (CWA) and meets the standards set by the Texas Commission on Environmental Quality (TCEQ). This budget proposes a \$1 per month increase to the residential customer fee together with a commensurate increase in the fee levied on commercial premises.

**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.

**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 recovery basis.



# City of Baytown Council Goals Implementation Plan Fiscal Year 2021/2022



Submitted by  
Richard L. Davis, ICMA-CM  
City Manager

## INTRODUCTION TO THE CITY OF BAYTOWN'S 2021/2022 COUNCIL GOALS & IMPLEMENTATION PLAN

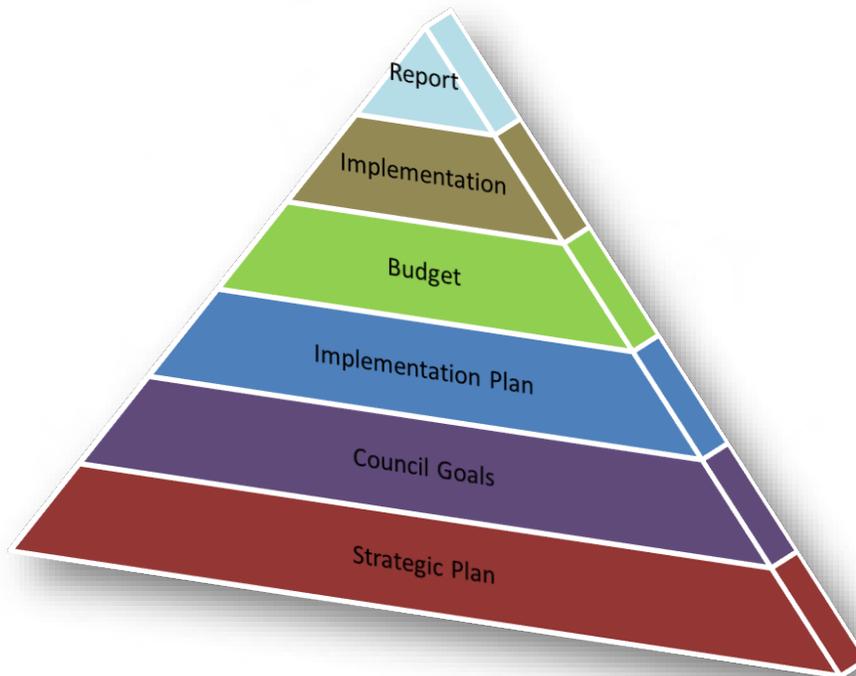
We have the great benefit of having a citizen-based five-year strategic plan that was ratified by the City Council earlier this year. This strategic plan, which is the product of over 4,000 citizen conversations, identifies five primary citizen priorities or strategic directives. These are:

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

On December 15, 2020 the City Council, Mayor, Administration met for a goal setting retreat at Southshore Harbor Resort. Elected officials led discussions on each of the five areas or directives. Their task was first to begin the identification of initiatives/ideas that could move each directive forward. These initiatives were presented to the general group for discussion. In a subsequent February retreat, the Mayor and Council prioritized these initiatives.

### 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

**Department Directors** – This plan not only identifies Council Goals, but also 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 refocus resources on those things that are of primary importance to the Council and citizens.

**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 2021/2022 fiscal year. Both Administration and the elected body may also identify conditions, circumstances, and opportunities that failed to surface at the December and February 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.

# Community Reputation & Image



## **Council Goal Statement**

Elevate Baytown's reputation and image by enhancing the appearance of our City, promoting our community assets, inspiring quality development, and sustaining a culture of inclusion.

## **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. It is also our ambition to continue combining energy and resources with community partners to effectively market Baytown as a desirable and inclusive place to live, work, 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 decisions, resident buying decisions, and the general evolution/development of Baytown. At the same time, our citizens deserve to live in a place they are proud to call home; an inclusive and safe place that celebrates the contributions of all.

## **Critical Outcomes**

- Successful recruitment of higher-end residential projects.
- Baytown's infrastructure projects a positive image of the community.
- Elevated aesthetics and cleanliness.
- Increasing number of people who work in Baytown also live here.
- Improvements in brand and reputation observed in annual citizen survey.
- Greater code compliance.

## **Initiatives and Strategies**

### **Initiative 1 – Enhance the appearance of public infrastructure and neighborhoods.**

- Reengage with TXDOT to forge/implement agreement to clean and repaint overpasses in Baytown.
- Begin to systematically paint bridge railings and semaphores.
- Continue program of strict and proactive code enforcement.
- Continue to coordinate small area/local neighborhood clean-ups.
- Address and enforce business landscape requirements.
- Increase attention to curb degradation, as well as median enhancements.
- Analyze Adopt A Street program and develop methods for expanding this program and/or making it more effective.

### **Initiative 2 – Continue to effectively market Baytown assets.**

- Continue to produce and disseminate annual mailer highlighting City accomplishments.
- Develop and execute second phase of “Seize the Bay” community marketing campaign, utilizing citizens in this endeavor.
- Develop and administer a survey of commuters to identify limitations to relocating to Baytown.
- Expand opportunities for college students to experience working for the City.
- Seek opportunities with community partners to co-brand the City.

### **Initiative 3 – Create and sustain an environment of inclusion and safety.**

- Begin implementation of plan, developed by City Manager’s Police Strategic Planning Committee, to elevate trust between our Police Department and the public.
- Provide for a celebration marking Emancipation such as Juneteenth.
- Consider opportunities for other events that celebrate our liberty and cultural diversity.
- Develop and implement methods for communicating with populations who do not enjoy access to social and other electronic based media. (i.e. – Alternative information delivery.).
- Continue to implement park measures designed to enhance safety.
- Maintain Police substations/presence in older parts of town.
- Encourage in all interactions a city-wide environment of inclusion, encouraging new participation in the Chamber, EDF, service organizations, and City committees.

### **Initiative 4 – Promote and encourage quality development that meets the needs of citizens and neighborhoods and generally elevates the image of Baytown.**

- Consider overlays of corridors, inclusive of areas in vicinity of the Grand Parkway, to better ensure the development of quality retail, hospitality, and residential elements.
- Employ all means to encourage the development of owner-occupied condos/townhomes.
- Continue to look for opportunities to capitalize on Neighborhood Empowerment Zone.
- Promote the development and redevelopment of areas within older areas to accommodate quality affordable housing.

# Infrastructure & Mobility



## Council Goal Statement

Expand and enhance pedestrian and vehicular mobility by safely connecting citizens to points of interest.

## 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 transportation infrastructure in Baytown plays a critical role in not only safeguarding community health and safety, but also in elevating and maintaining economic development and an exceptional quality of life. We therefore aggressively plan for, fund, construct, and maintain the highest quality transportation infrastructure that address both vehicular, cycling, and pedestrian needs.

## Why This Is Important

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

## Critical Outcomes

- Greater connectivity to points of interest.
- Expanding trail system.
- Increased usage and safety of sidewalks and trails.
- Multi-modal transportation options.

## Initiatives and Strategies

### Initiative 1 – Encourage use of sidewalks and trails as means of citizen mobility.

- Seek and pursue opportunities to connect trails and sidewalks to unincorporated Harris and Chambers Counties areas.
- Begin to address trail connectivity between Bayway and Historic West Baytown.
- Encourage multi-modal transportation options (bicycle/pedestrian) along Grand Parkway.
- Improve pedestrian mobility from Jenkins to Blue Heron.
- Develop and pilot method for utilizing open ditches for pedestrian mobility.
- Address Allenbrook, Crestmont, and West Baker (north side) sidewalk repair.
- Investigate and pursue trail connectivity north of I-10.
- Participate in Rails to Trails program.
- Pursue better accommodations for bicycles (i.e. – protected lanes, more bike racks, etc.).

### Initiative 2 – Address neighborhood infrastructure quality issues

- Begin advocacy and prioritization of new 146/I-10 interchange.
- Perform feasibility study of Hutto to 330.
- Begin to acquire right of way for Hunt to 146.
- Begin advocacy and prioritization of new Cedar Bayou crossing on Hunt corridor.
- Advocate TXDOT completion of 146/Ferry Rd. project and other projects to enhance safety and mobility along 146.
- Continue advocacy of San Jacinto Bridge.
- Continue to pursue funding for future phases of Garth Road.
- Work with County and TXDOT to identify means of improving traffic flow at Wade and 330.

### Initiative 3 – Accomplish street and lighting projects that improve mobility and safety.

- Develop and begin execution of plan to address mobility and safety needs on Alexander, inclusive of side streets.
- Reconstruct Airhart from railroad crossing to Market.
- Petition County to address lighting needs on Wallisville, Wade, and John Martin.
- Address mobility and lighting on North Main from Cedar Bayou to Sterling and Defee.
- Evaluate feasibility of conversion of Defee into two-way traffic flow.

#### **Council Goal Statement**

Continue to pursue critical storm and wastewater management initiatives by identifying, planning for and completing projects that enhance neighborhood quality and safety.

### 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 basis for neighborhood quality is functional infrastructure. How we manage mother nature’s challenges is increasingly critical and defining of our progress as a community. The management of and investment in adequate storm drainage and waste water systems is a City imperative.

### Why This Is Important

Quality of life is many times defined by the quality and functionality of our neighborhood infrastructure. Overflows and flooding are disruptive and destructive. The City over the last five years executed millions of dollars of improvements to drainage and waste water infrastructure. While such has helped to answer many challenges, we must continue to invest in these critical systems.

### Critical Outcomes

- Reduced occurrence of street flooding.
- Reduced occurrence of overflows.
- More intelligent use of space to accommodate stormwater detention.
- Greater regional protection from the impacts of storms.

## **Initiatives and Strategies**

### **Initiative 1 – Continue to prioritize and pursue opportunities for regional detention and storm mitigation.**

- Support TIRZ in implementation of regional detention plan for acreage north of Cedar Bayou Lynchburg and between Garth and John Martin.
- Identify regional detention opportunities north of I-10.
- Support all efforts to bring coastal spine project to fruition

### **Initiative 2 – Aggressively address existing drainage issues and prioritize additional project by utilizing the storm drain master plan.**

- Use PCI type approach in prioritizing and addressing storm ditch maintenance.
- Continue to address Bayou Oaks drainage issue.
- Address Cary Bayou bank erosion.
- Continue to secure funding for and address drainage issues in West Baytown, Pelly and Allman streets.
- Continue to address drainage needs on Main and Texas Avenue, Danubina, and Fayle.

### **Initiative 3 – Continue to address sanitary overflow issues.**

- Continue refining PSLIP program and begin residential lateral improvement as funds become available.
- Continue to complete TCEQ Sanitary Sewer Overflow Initiative projects.

# Community Amenities



## Council Goal Statement

Build upon Baytown’s array of natural assets and park amenities by enhancing existing public spaces and pursuing new initiatives that benefit residents and visitors alike.

## Connection to Strategic Plan

Strategic Directive Tree: “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 holding 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. We accomplish this by playing to our strengths – particularly our extraordinary natural assets and our significant developed park system.

## Critical Outcomes

- Enhanced access and enjoyment of waterfront amenities.
- Expanding dining and entertainment options.
- More attractions for visitors.
- Increased recreational opportunities.
- Park improvements that appeal to citizens of all ages and abilities.

## **Initiatives and Strategies**

### **Initiative 1 – Pursue economic development opportunities that draw visitors and provide citizens with entertainment and recreation options.**

- Develop concepts and plans associated with facilitating pop-up retail and restaurants.
- Begin planning for future sports-oriented facilities that will draw tournaments to Baytown (i.e. – indoor sports venue, baseball complex).
- Continue recruitment of family-oriented entertainment establishments.
- Support efforts to bring the Battleship Texas to Baytown.
- Utilize broker to promote co-utilization of Brunson.

### **Initiative 2 – Continue to expand and enhance quality park experiences.**

- Identify future park locations along Kilgore in Chambers County.
- Invest in WiFi connectivity at parks.
- Forge relationship and agreement with Harris County for the development of Russell Park.
- Develop park facilities/amenities for dogs.
- Fund and develop park amenities for the elderly, toddlers, and special needs.
- Revisit golf course concept.
- Fund redevelopment of Newcastle Park Phase II.
- Pursue additional trail lighting.

### **Initiative 3 – Expand opportunities for residents and visitors to interact with Baytown’s natural beauty.**

- Create more access to Cedar Bayou for kayaking, fishing, birdwatching, etc.
- Investigate and if possible move forward with zip line attraction at Nature Center. Develop more ideas for amenities at Nature Center.
- Effectively promote via Tourism Baytown’s opportunities to connect with nature.
- Move into design and first phase of the Arboretum development (tranquility park concept).

### **Initiative 4 – Enhance neighborhood life by improving beauty, amenities, and activities.**

- Begin creation of neighborhood-based performing venues.
- Pursue the development of a gazebo and gathering place at the Minnesota Triangle.
- Diversify and decentralize community activities.
- Provide for neighborhood park enhancements.
- Commit to comprehensive plan for aesthetic improvements along Alexander.
- Place public art (sculptures) in parks.
- Re-master plan Baytown Museum.

# Neighborhood Quality



## Council Goal Statement

Partner with citizens to improve safety, decrease blight, and aesthetically contribute to the quality of our neighborhoods.

## 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 dialogues 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 ensuring that staffing, financial resources, and infrastructure are sufficient to realize this ambition, while endeavoring to minimize the fiscal impact on residents.

## Why This Is Important

Neighborhoods are where people live. While simplistic and obvious, such 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 and aesthetics.

## Critical Outcomes

- Neighborhoods which are well lit, clean, and in good repair.
- Vacant and substandard homes have decreased in Baytown.
- Baytown has improved its aesthetic appeal by eliminating litter, enhancing landscaping, and generally elevating curb appeal of properties.
- Baytown’s neighborhood infrastructure is well maintained and visually appealing.
- Motorists protect the safety of neighborhoods by adhering to traffic laws.
- Baytown attracts and retains residents who contribute to the community’s quality of life and who express pride in their community.

## **Initiatives and Strategies**

### **Initiative 1 – Elevate neighborhood safety by addressing lighting, law enforcement presence, traffic calming, pedestrian mobility, and vagrancy.**

- Develop and implement a revisit of the City traffic calming policy and strategies.
- Perform a comprehensive audit of community lighting needs and develop a strategy for addressing those needs. (Special attention to intersections and the minimization of light pollution).
- Begin implementation of sidewalk master plan and existing sidewalk rehabilitation. (Attention to ADA accommodations).
- Address neighborhood speeding. (i.e. – Allenbrook.).
- Partner with community organizations and non-profits to develop strategy addressing vagrancy and homelessness. Utilize best practices.
- Curb Texas Avenue street racing and exhibitions of speed.
- Work with school district to identify methods for better aligning bus stops with existing traffic controls.
- Improve connectivity to Wade Road, Morelos, and Afton.

### **Initiative 2 – Empower citizens to make a difference in neighborhood quality.**

- Expand the neighborhood empowerment grant initiative.
- Identify and implement process and policy improvements that facilitate citizen compliance with permit requirements. (Consider permit amnesty period. See “Operational Excellence”)
- Develop and implement program to incentivize the acquisition and development of vacant lots.
- Continue CEC outreach to established neighborhoods in effort to engage citizens, assist neighborhood associations, and enhance communications.
- Engage volunteers in assisting less able residents to comply with code requirements.
- Advocate with WiFi providers better access in older parts of town.
- Rehabilitate median on LaFevre.

### **Initiative 3 – Address neighborhood blight and elevate aesthetics.**

- Maintain curbs and sidewalks in good repair.
- Continue to invest in better signage city-wide.
- Continue to demand development standards (i.e. – street width, lot size, driveway depth, etc.) that enhance neighborhood life.
- Implement first phase of Bayway Plan.
- Reimplement vacant building registration process and apply requirements to empty structures.
- Develop entryway signage for Texas Avenue and Historic West End.

### **Initiative 4 – Continue investment in public art.**

- Continue traffic cabinet wrap initiative.
- Create additional “umbrella alley” concept.
- Pursue citizen involvement in the creation of public art (i.e. – murals, sidewalk art, etc.).
- Place public art in parks and new medians.
- Take advantage of new construction to place public art.



## **Initiatives and Strategies**

### **Initiative 1 – Elevate staff engagement and satisfaction.**

- Continue the administration of a staff engagement survey.
- Develop and implement incentives associated with employees moving to and/or living in Baytown.
- Continue to build upon success of P.I.P.E. Academy and Baytown yoU with roll out of new and expanded curriculum.
- Continue to share publicly staff success stories and accomplishments.
- Promote programs that bring to light the extraordinary capabilities of our City staff (i.e. – 5 days to fix a pothole, etc.)

### **Initiative 2 – Continue refining the development process.**

- Develop defined process and supporting code to support, facilitate, and incentivize the rehabilitation of older buildings.
- Implement a system of regular customer service satisfaction evaluation. (i.e. – survey of those obtaining permits, possible website survey, etc.).
- Schedule and hold regular interactions with development, trades, and building contractor communities.
- Fully implement EnerGov and regularly report progress to stakeholder groups and Council.

### **Initiative 2 – Develop and implement technology and process improvement that lift customer service and enhance compliance.**

- Refine utility services hours to better accommodate customers.
- Ensure that Animal Services enjoys access to best possible technology.
- Reexamine City app to ensure highest level of citizen satisfaction and responsiveness.
- Develop and congregate videos that can be accessed via the website or QR code that explain basic and recurring processes and projects.
- Create a grace period for those who have neglected to obtain a permit for a past project.

FUNDED SUPPLEMENTAL REQUESTS - FY 22

Division Name	Description	Adopted Amount
Public Affairs	ANNUAL CITIZENS MAILER	\$ 105,310
Human Resources	COMPENSATION MANAGEMENT SOFTWARE	20,000
Municipal Court	CUBICLE REPLACEMENT FOR STAFF	42,986
General Overhead	ADA SELF EVALUATION & TRANSITION PLAN	400,000
Municipal Court	UPGRADE TELECONFERENCING AUDIO SYSTEM	23,773
Planning & Comm Dev	DEMOLITION OF STRUCTURES	200,000
Engineering	REPLACEMENT (SURVEYING) TOTAL STATION	30,000
Parks	SAN JACINTO MEDIANS/WINTER FREEZE PLANT REPLACEMENT	200,000
Traffic Control	NEW (2) MESSAGE BOARDS	40,000
Recreation	CLUBHOUSE @ ROSELAND PARK START UP	75,000
Recreation	NEW PROGRAMS (MOVIE NIGHT, LEAGUE PLAY & OTHER RECREATION)	96,236
Parks	ALAMO INTERSTATER RETROFIT ATTACHMENT	22,000
Planning & Comm Dev	ULDC UPDATE	150,000
Recreation	EVENT ADVERTISING	16,000
Traffic Control	CWT CUT WORK TABLE	19,000
		<u>\$ 1,440,304</u>
CCPD (Police)	HC LAW ENFORCEMENT NETWORK SEARCH (LENS) - CCPD	\$ 165,000
		<u>\$ 165,000</u>
FCPEMSD	PORTABLE 800 RADIOS	\$ 277,234
		<u>\$ 277,234</u>
Parks Projects - MDD	BNC KAYAK LAUNCH REPLACEMENT /RESTORATION	\$ 54,076
Parks Projects - MDD	GINGER CREEK ESTATE PARK PHASE II	50,000
Parks Projects - MDD	NEWCASTLE PARK PHASE II	221,000
Parks Projects - MDD	TOWN SQUARE ICE RINK CHILLER RENTAL & MISC. REPLACEMENT	100,000
Parks Projects - MDD	BAYTOWN NATURE CENTER WETLANDS OVERLOOK WALKWAY	155,774
Parks Projects - MDD	GOOSE CREEK TRAIL PHASE 7B	350,000
Parks Projects - MDD	EVERGREEN WATERFALL REPAIR REPLACEMENT AND DECKING	250,000
Parks Projects - MDD	SPORTS YOUTH LEAGUE PARK IMPROVEMENTS	70,000
Parks Projects - MDD	ART IN THE PARK	50,000
Parks Projects - MDD	DUKE HILL COURTS PAINT AND DISC GOLF COURSE	22,700
		<u>\$ 1,323,550</u>
Hotel Motel	CONSULTANT FOR BAYTOWN HISTORICAL MUSEUM	\$ 80,000
		<u>\$ 80,000</u>
BAWA Operations	NEW TOC ANALYZER FOR BAWA's MAIN PLANT	\$ 25,194
		<u>\$ 25,194</u>
Utility Billing	ADVANCE METERING INFRASTRUCTURE (AMI) PILOT PROGRAM (2 Connectors)	\$ 19,000
Wastewater Treatment	REPLACEMENT WEST DISTRICT BELT PRESS REPAIRS	25,000
Wastewater Treatment	WWT DIGESTER CLEANING WEST DISTRICT	260,000
Wastewater Treatment	RECOAT CLARIFIERS AT NE DISTRICT	60,000
		<u>\$ 364,000</u>
Garage Operations	(2) MOBILE COLUMN LIFTS 72K CAPACITY SETS	\$ 90,500
		<u>\$ 90,500</u>
WC Self Insurance	RISK MANAGEMENT INFORMATION SYSTEM IMPLEMENTATION	\$ 50,000
		<u>\$ 50,000</u>
Technology Fund	CISCO NETWORK ACCESS CONTROL	\$ 100,000
Technology Fund	FINANCIAL REPORTING SOFTWARE	35,000
Technology Fund	PARKS WIFI	100,000
		<u>\$ 235,000</u>
Enterprise Fund	REFURBISH ANTIQUE FIRE TRUCK	\$ 100,000
		<u>\$ 100,000</u>

**FUNDED SUPPLEMENTAL REQUESTS - FY 22  
NEW POSITIONS**

Division Name	Description	Adopted Amount
Planning & Community Dev	BUILDING SERVICE INSPECTOR I (CODE ENFORCEMENT-A)	\$ 47,106
Planning & Community Dev	PERMIT CASE SPECIALIST	43,311
Police Operations	PUBLIC SAFETY IT SYSTEM ADMIN	52,639
Police Operations	PUBLIC SAFETY INFORMATION SPECIALIST	52,639
Fire Admin & Support	MECHANIC	47,106
Communications	COMMUNICATION DISPATCHERS (2)	94,212
Streets	CONCRETE CURB & SIDEWALK CREW	225,000
Traffic Control	(2) TRAFFIC TECHNICIANS	66,518
Engineering	CAD SPECIALIST	52,639
Animal Control	SHELTER VETERINARIAN	99,000
Animal Control	VETERINARIAN TECHNICIAN	41,573
Animal Control	ANIMAL CARE SPECIALIST	30,490
Animal Control	FOSTER SPECIALIST	41,573
Parks	COMBO CREW BUNDLE (2) UPGRADES HE TO CREW LEADER (2) FT TECH (2) PT SEASONAL	121,642
Library	COMMUNITY ENGAGEMENT SPECIALIST	47,106
Street Maintenance	CONCRETE CRACK SEAL CREW (1) LEADER (1) HES II (3) HES I	222,000
Storm Water Maintenance	DITCH MAINTENANCE CREW (1) LEADER (1) HES II (1) GRADE SPECIALIST (2) HES I	228,000
Utility Billing	CUSTOMER SERVICE REPRESENTATIVE	41,573
Project Manager Utility - CIPF	BUSINESS ANALYST	52,639
Project Manager Utility - CIPF	ENGINEER	79,404
Project Manager Utility - CIPF	PROJECT COORDINATOR	64,112
Project Manager Utility - CIPF	PROJECT MANAGER	64,112
Project Manager Utility - CIPF	PROJECT MANAGER	64,112
Garage Operations	MECHANIC I	47,106
		<u>\$ 1,925,612</u>

**CITY OF BAYTOWN**  
**EXPENDITURE BUDGET SUMMARY COMPARISON**  
**Expenditure/Expense Comparison of 2021 Budget to 2022 Adopted**

	<b>Budget 2020-21</b>	<b>Adopted 2021-22</b>	<b>Amount of Incr. (Decr.)</b>	<b>Percent of Incr. (Decr.)</b>
<b><u>Governmental Fund Types:</u></b>				
General Fund	\$ 118,305,774	\$ 136,918,411	\$ 18,612,637	15.7%
Debt Service Fund	24,965,028	25,276,519	311,490	1.2%
Hotel/Motel Tax Fund	2,292,704	4,609,715	2,317,011	101.1%
Total	145,563,507	166,804,646	21,241,139	14.6%
<b><u>Enterprise Fund Types:</u></b>				
Aquatics Fund	4,205,801	4,185,245	(20,556)	(0.5%)
Water & Sewer Fund	47,235,187	49,970,753	2,735,565	5.8%
WWIS Fund	8,869,380	9,297,047	427,667	4.8%
Sanitation Fund	6,942,617	7,055,802	113,185	1.6%
Storm Water Utility Fund	2,976,249	4,996,290	2,020,041	67.9%
Total	70,229,235	75,505,137	5,275,902	7.5%
<b><u>Central Services Fund Types:</u></b>				
Garage Fund	2,406,694	2,619,760	213,066	8.9%
Warehouse Fund	305,970	353,937	47,967	15.7%
Total	2,712,664	2,973,697	261,034	9.6%
<b>Total All Fund Types</b>	\$ 218,505,405	\$ 245,283,480	\$ 26,778,075	12.3%

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

	Estimated Fund Balance/ Working Capital* at 10/01/21	Adopted Revenues	Adopted Expenditures or Expenses	Revenues Over (Under) Expenses/ Expenditures	Projected Fund Balance/ Working Capital* at 09/30/22
<b><u>Governmental Fund Types:</u></b>					
General Fund	\$ 48,376,745	\$ 126,173,506	\$ 136,918,411	\$ (10,744,905)	\$ 37,631,840
Debt Service Fund	3,249,299	23,710,019	25,276,519	(1,566,500)	1,682,799
Hotel/Motel Tax Fund	5,225,493	1,341,032	4,609,715	(3,268,683)	1,956,810
Total	<u>56,851,537</u>	<u>151,224,557</u>	<u>166,804,646</u>	<u>(15,580,088)</u>	<u>41,271,448</u>
<b><u>Enterprise Fund Types*:</u></b>					
Aquatics Fund	199,210	4,328,600	4,185,245	143,355	342,564
Water & Sewer Fund	10,984,044	46,024,301	49,970,753	(3,946,452)	7,037,592
WWIS Fund	4,288,333	9,381,145	9,297,047	84,099	4,372,431
Sanitation Fund	524,100	7,125,651	7,055,802	69,848	593,948
Storm Water Utility Fund	1,801,508	3,896,904	4,996,290	(1,099,386)	702,122
Total	<u>17,797,194</u>	<u>70,756,601</u>	<u>75,505,137</u>	<u>(4,748,536)</u>	<u>13,048,658</u>
<b><u>Internal Service Fund Types*:</u></b>					
Garage Fund	722,427	2,291,804	2,619,760	(327,956)	394,471
Warehouse Fund	137,910	428,546	353,937	74,608	212,518
Total	<u>860,337</u>	<u>2,720,350</u>	<u>2,973,697</u>	<u>(253,348)</u>	<u>606,990</u>
<b>Total All Funds</b>	<u>\$ 75,509,068</u>	<u>\$ 224,701,508</u>	<u>\$ 245,283,480</u>	<u>\$ (20,581,972)</u>	<u>\$ 54,927,096</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 2022**

	<b>Governmental Fund Types</b>	<b>Proprietary Fund Types</b>	<b>Combined 2022</b>
<b>Revenues</b>			
Taxes	\$ 129,305,907	\$ -	\$ 129,305,907
Licenses & Permits	3,058,768	-	3,058,768
Intergovernmental	1,134,282	1,985,739	3,120,022
Charges for Services	2,608,270	59,819,048	62,427,318
Fines & Forfeitures	1,478,673	973,185	2,451,858
Miscellaneous	1,260,872	145,833	1,406,705
Operating Transfers-in	12,377,785	10,553,145	22,930,930
Total Revenues	<u>151,224,557</u>	<u>73,476,950</u>	<u>224,701,508</u>
<b>Expenditures by Classification</b>			
Personnel Services	84,141,087	17,013,989	101,155,076
Supplies	4,790,527	17,261,866	22,052,393
Maintenance	7,553,880	3,611,910	11,165,790
Services	13,667,955	10,028,666	23,696,621
Sundry	215,544	-	215,544
Miscellaneous	12,000	-	12,000
Operating Transfers Out	4,069,451	-	4,069,451
Total Operating	<u>114,450,444</u>	<u>47,916,432</u>	<u>162,366,876</u>
Capital Outlay	2,159,069	1,474,700	3,633,769
Debt Requirements	25,276,519	11,278,241	36,554,760
Transfers Out	20,366,964	17,434,462	37,801,426
Contingency	4,551,650	375,000	4,926,650
Total Expenditures	<u>166,804,646</u>	<u>78,478,834</u>	<u>245,283,480</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	<b>(15,580,088)</b>	<b>(5,001,884)</b>	<b>(20,581,972)</b>
<b>Fund Balance - Beginning</b>	<u>56,851,537</u>	<u>18,657,532</u>	<u>75,509,068</u>
<b>Fund Balance - Ending</b>	<u><u>\$ 41,271,448</u></u>	<u><u>\$ 13,655,648</u></u>	<u><u>\$ 54,927,096</u></u>

**CITY OF BAYTOWN**  
**SUMMARY OF GOVERNMENTAL FUND TYPES**  
**COMPARATIVE SCHEDULE OF BUDGETS FOR 2022**

	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Hotel/Motel Fund</b>	<b>Combined 2022</b>
<b>Revenues</b>				
Taxes	\$ 113,587,208	\$ 14,400,000	\$ 1,318,699	\$ 129,305,907
Licenses & Permits	3,058,768	-	-	3,058,768
Intergovernmental	1,134,282	-	-	1,134,282
Charges for Services	2,608,270	-	-	2,608,270
Fines & Forfeitures	1,478,673	-	-	1,478,673
Miscellaneous	1,162,789	75,750	22,333	1,260,872
Operating Transfers-in	3,143,516	9,234,269	-	12,377,785
Total Revenues	<u>126,173,506</u>	<u>23,710,019</u>	<u>1,341,032</u>	<u>151,224,557</u>
<b>Expenditures by Classification</b>				
Personnel Services	83,845,937	-	295,150	84,141,087
Supplies	4,739,027	-	51,500	4,790,527
Maintenance	7,503,880	-	50,000	7,553,880
Services	13,162,819	-	505,136	13,667,955
Sundry	89,544	-	126,000	215,544
Miscellaneous	12,000	-	-	12,000
Operating Transfers Out	4,069,451	-	-	4,069,451
Total Operating	<u>113,422,658</u>	<u>-</u>	<u>1,027,786</u>	<u>114,450,444</u>
Capital Outlay	559,069	-	1,600,000	2,159,069
Debt Requirements	-	25,276,519	-	25,276,519
Transfers Out	20,016,964	-	350,000	20,366,964
Contingency	2,919,720	-	1,631,930	4,551,650
Total Expenditures	<u>136,918,411</u>	<u>25,276,519</u>	<u>4,609,715</u>	<u>166,804,646</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	<b>(10,744,905)</b>	<b>(1,566,500)</b>	<b>(3,268,683)</b>	<b>(15,580,088)</b>
<b>Fund Balance - Beginning</b>	<u>48,376,745</u>	<u>3,249,299</u>	<u>5,225,493</u>	<u>56,851,537</u>
<b>Fund Balance - Ending</b>	<u>\$ 37,631,840</u>	<u>\$ 1,682,799</u>	<u>\$ 1,956,810</u>	<u>\$ 41,271,448</u>

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2022**

<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	\$ 53,127,057	\$ -	\$ 202,161	\$ 53,329,218
71003	Part Time Wages	1,158,911	-	-	1,158,911
71009	Overtime	2,241,831	-	-	2,241,831
71021	Health Insurance	9,351,728	-	39,518	9,391,246
71011	Extra Help/Temporary	5,120	-	-	5,120
71022	TMRS	9,858,781	-	36,753	9,895,534
71023	FICA	4,254,110	-	15,465	4,269,575
71028	Workers Compensation	880,853	-	1,253	882,106
71041	Allowances	834,800	-	-	834,800
71081	Retired Employee Benefits	2,132,747	-	-	2,132,747
	<b>Total Personnel Services</b>	<b>83,845,937</b>	<b>-</b>	<b>295,150</b>	<b>84,141,087</b>
72001	Office Supplies	237,358	-	2,250	239,608
72002	Postage Supplies	123,978	-	1,300	125,278
72004	Printing Supplies	186,285	-	8,000	194,285
72005	Animal Feed Supplies	30,332	-	-	30,332
72006	Clothing Allowance	40,020	-	-	40,020
72007	Wearing Apparel	535,861	-	1,000	536,861
72011	Disaster Supplies	15,120	-	-	15,120
72016	Motor Vehicle Supplies	1,031,833	-	-	1,031,833
72019	Supplies Purch For Resale	39,000	-	2,000	41,000
72021	Minor Tools	354,156	-	-	354,156
72022	Fuel For Generators	12,000	-	-	12,000
72023	Library Materials	245,000	-	-	245,000
72026	Cleaning & Janitorial Sup	187,812	-	17,600	205,412
72031	Chemical Supplies	294,793	-	-	294,793
72032	Medical Supplies	297,094	-	-	297,094
72036	Identification Supplies	82,925	-	-	82,925
72041	Educational Supplies	639,487	-	19,350	658,837
72045	Computer Software Supply	79,649	-	-	79,649
72046	Botanical Supplies	239,949	-	-	239,949
72056	Street Marking Supplies	50,000	-	-	50,000
72061	Meeting Supplies	16,375	-	-	16,375
	<b>Total Supplies</b>	<b>4,739,027</b>	<b>-</b>	<b>51,500</b>	<b>4,790,527</b>
73001	Land Maintenance	711,121	-	-	711,121
73011	Buildings Maintenance	1,137,925	-	-	1,137,925
73012	Docks & Piers Maintenance	5,400	-	-	5,400
73013	Recreation Equip Maint	102,400	-	-	102,400
73022	Sanitary Sewers Maint	1,600	-	-	1,600

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2022**

<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	779,056	-	-	779,056
73027	Heat & Cool Sys Maint	213,077	-	-	213,077
73028	Electrical Maintenance	184,655	-	-	184,655
73041	Furniture/Fixtures Maint	202,062	-	-	202,062
73042	Machinery & Equip Maint	2,371,731	-	-	2,371,731
73043	Motor Vehicles Maint	950,040	-	-	950,040
73044	Street Signs Maint	205,300	-	50,000	255,300
73045	Radio & Testing Equipment	73,000	-	-	73,000
73046	Books - Maintenance	73,663	-	-	73,663
73048	Signal Systems Maint	198,000	-	-	198,000
73049	Barricades Maint	38,350	-	-	38,350
73055	Maintenance On Computers	256,500	-	-	256,500
	<b>Total Maintenance</b>	<b>7,503,880</b>	<b>-</b>	<b>50,000</b>	<b>7,553,880</b>
74001	Communication	944,600	-	-	944,600
74002	Electric Service	927,900	-	-	927,900
74003	Street Lighting	1,116,035	-	-	1,116,035
74004	Water & Sewer	2,500	-	-	2,500
74005	Natural Gas	111,400	-	-	111,400
74007	TWC Claims Paid	75,000	-	-	75,000
74011	Equipment Rental	905,823	-	32,366	938,189
74020	Outside Contracts	171,013	-	-	171,013
74021	Special Services	3,911,190	65,000	190,650	4,166,840
74022	Audits	128,092	-	-	128,092
74023	Industrial Appraisal	42,000	-	-	42,000
74026	Janitorial Services	172,439	-	-	172,439
74029	Service Awards	72,000	-	-	72,000
74031	Wrecker Service	6,000	-	-	6,000
74036	Advertising	249,110	-	235,000	484,110
74042	Education & Training	1,077,610	-	19,000	1,096,610
74045	In-State Investigatv Trvl	5,038	-	-	5,038
74047	Support Of Prisoners	62,562	-	-	62,562
74051	Non City Facility Rental	38,340	-	-	38,340
74054	Council Reimbursables	1,000	-	-	1,000
74056	Vacant Lot Cleaning	200,000	-	-	200,000
74058	Landfill Fees	167,749	-	-	167,749
74061	Demolition Of Structures	500,000	-	-	500,000
74070	Elections	551,000	-	-	551,000
74071	Association Dues	127,019	-	28,120	155,139
74072	Legislative Services	70,000	-	-	70,000
74082	Confidential	25,000	-	-	25,000
74123	Instructor Fees	30,000	-	-	30,000
74210	General Liability Ins	35,000	-	-	35,000
74211	K-9 Insurance	6,000	-	-	6,000
74220	Errors & Omissions	50,000	-	-	50,000
74230	Law Enforcement Liability	60,000	-	-	60,000
74240	Auto Liability	237,000	-	-	237,000

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2022**

<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>
74241	Auto Collision	220,000	-	-	220,000
74242	Auto Catastrophic	47,500	-	-	47,500
74271	Mobile Equipment	40,000	-	-	40,000
74272	Real & Personal Property	450,000	-	-	450,000
74277	Flood Insurance	95,000	-	-	95,000
74280	Bonds	500	-	-	500
74281	Employee Fraud	5,439	-	-	5,439
74290	Misc Liability	41,000	-	-	41,000
74295	Deductibles	135,000	-	-	135,000
74999	Perf Cont Energy Savings	49,960	-	-	49,960
	<b>Total Services</b>	<b>13,162,819</b>	<b>65,000</b>	<b>505,136</b>	<b>13,732,955</b>
75051	Court Cost	18,244	-	-	18,244
75061	Medical - Preemployment	7,300	-	-	7,300
75064	Medical Services	64,000	-	-	64,000
77106	Little League Light Contr	12,000	-	6,000	18,000
77111	Grant Partnerships	-	-	120,000	120,000
	<b>Total Sundry &amp; Other</b>	<b>101,544</b>	<b>-</b>	<b>126,000</b>	<b>227,544</b>
	<b>Total Operating</b>	<b>109,353,207</b>	<b>65,000</b>	<b>1,027,786</b>	<b>110,445,993</b>
80001	Furniture & Equip <\$10000	31,194	-	1,600,000	1,631,194
84042	Machinery & Equipment	173,540	-	-	173,540
	<b>Total Capital Outlay</b>	<b>559,069</b>	<b>-</b>	<b>1,600,000</b>	<b>2,159,069</b>

**CITY OF BAYTOWN  
GOVERNMENTAL FUND EXPENDITURE DETAIL  
FOR FISCAL YEAR 2022**

Acct.#	Account Description	General Fund	Debt Service Fund	Hotel/Motel Fund	Combined Total
89001	Bond Principal	-	17,820,000	-	17,820,000
89002	Other Debt Payments	-	830,000	-	830,000
89011	Interest On Bonds	-	6,403,519	-	6,403,519
89021	Fiscal Agent Fees	-	8,000	-	8,000
89026	Issuance Cost	-	150,000	-	150,000
	Total Principal & Interest	-	25,211,519	-	25,211,519
91201	To Municipal Ct Security	164,272	-	-	164,272
91226	To Miscellaneous Police	416,750	-	-	416,750
91298	To Wetland Research Ctr	236,909	-	-	236,909
91350	To Gen Capital Proj Fund	6,266,964	-	-	6,266,964
91351	To Capital Improvemnt Prg	13,500,000	-	-	13,500,000
91401	To G O I S	-	-	350,000	350,000
91450	To Accrued Leave-General	2,851,520	-	-	2,851,520
91500	To Solid Waste Fund	250,000	-	-	250,000
91550	To Internal Service Fnd	325,000	-	-	325,000
91552	To Warehouse Operations	75,000	-	-	75,000
	Total Other Financing Uses	24,086,415	-	350,000	24,436,415
99002	Unforeseen/New Initiative	2,919,720	-	1,631,930	4,551,650
	Total Contingencies	2,919,720	-	1,631,930	4,551,650
	<b>TOTAL EXPENDITURES</b>	<b>\$ 136,918,411</b>	<b>\$ 25,276,519</b>	<b>\$ 4,609,715</b>	<b>\$ 166,804,646</b>

**CITY OF BAYTOWN**  
**SUMMARY OF PROPRIETARY FUND TYPES**  
**COMPARATIVE SCHEDULE OF BUDGETS FOR 2022**

	Enterprise Funds					Internal Service Funds		Combined 2022
	Aquatics Fund	Water & Sewer Fund	WWIS Fund	Sanitation Fund	Storm Water Utility Fund	Garage Fund	Warehouse Operations Fund	
<b>Revenues</b>								
Intergovernmental	\$ -	\$ 1,985,739	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,985,739
Charges for Services	4,328,600	42,956,379	-	6,875,651	3,896,904	1,707,987	53,528	59,819,048
Fines & Forfeitures	-	973,185	-	-	-	-	-	973,185
Miscellaneous	-	48,997	13,000	-	-	83,818	18	145,833
Operating Transfers-in	-	60,000	9,368,145	250,000	-	500,000	375,000	10,553,145
<b>Total Revenues</b>	<b>4,328,600</b>	<b>46,024,301</b>	<b>9,381,145</b>	<b>7,125,651</b>	<b>3,896,904</b>	<b>2,291,804</b>	<b>428,546</b>	<b>73,476,950</b>
<b>Expenditures by Classification</b>								
Personnel Services	2,238,670	10,784,800	-	977,307	1,967,315	773,309	272,587	17,013,989
Supplies	590,440	14,833,975	-	66,100	81,300	1,629,451	60,600	17,261,866
Maintenance	748,913	2,456,247	-	97,000	290,000	11,000	8,750	3,611,910
Services	151,168	3,858,428	-	5,915,395	37,175	54,500	12,000	10,028,666
<b>Total Operating</b>	<b>3,729,191</b>	<b>31,933,451</b>	<b>-</b>	<b>7,055,802</b>	<b>2,375,790</b>	<b>2,468,260</b>	<b>353,937</b>	<b>47,916,432</b>
Capital Outlay	-	384,200	-	-	1,000,000	90,500	-	1,474,700
Debt Requirements	-	8,036,191	3,242,050	-	-	-	-	11,278,241
Transfers Out	381,054	9,566,911	6,054,997	-	1,370,500	61,000	-	17,434,462
Unforeseen/New Initiatives	75,000	50,000	-	-	250,000	-	-	375,000
<b>Total Expenditures</b>	<b>4,185,245</b>	<b>49,970,753</b>	<b>9,297,047</b>	<b>7,055,802</b>	<b>4,996,290</b>	<b>2,619,760</b>	<b>353,937</b>	<b>78,478,834</b>
<b>Excess (Deficit) Revenues Over Expenditures</b>	<b>143,355</b>	<b>(3,946,452)</b>	<b>84,099</b>	<b>69,848</b>	<b>(1,099,386)</b>	<b>(327,956)</b>	<b>74,608</b>	<b>(5,001,884)</b>
<b>Working Capital- Beginning</b>	<b>199,210</b>	<b>10,984,044</b>	<b>4,288,333</b>	<b>524,100</b>	<b>1,801,508</b>	<b>722,427</b>	<b>137,910</b>	<b>18,657,532</b>
<b>Working Capital - Ending</b>	<b>\$ 342,564</b>	<b>\$ 7,037,592</b>	<b>\$ 4,372,431</b>	<b>\$ 593,948</b>	<b>\$ 702,122</b>	<b>\$ 394,471</b>	<b>\$ 212,518</b>	<b>\$ 13,655,648</b>

**CITY OF BAYTOWN  
 PROPRIETARY FUND EXPENDITURE DETAIL  
 FOR FISCAL YEAR 2022**

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	\$ 333,581	\$ 5,963,064	-	\$ 585,941	\$ 1,273,492	\$ 482,866	\$ 168,770	\$ 8,807,715
71003	Part Time Wages	1,609,055	-	-	-	-	-	-	1,609,055
71009	Overtime	15,000	322,661	-	35,000	27,000	35,000	3,000	437,661
71021	Health Insurance	65,863	1,693,303	-	171,243	289,795	118,553	52,690	2,391,447
71022	TMRS	61,081	1,043,559	-	106,524	233,157	88,767	30,682	1,563,771
71023	FICA	148,795	456,707	-	44,825	98,111	37,352	12,911	798,700
71028	Workers Compensation	2,896	109,812	-	33,414	36,760	5,372	4,534	192,788
71041	Allowances	2,400	7,096	-	360	9,000	5,400	-	24,256
71081	Retired Employee Benefits	-	1,188,597	-	-	-	-	-	1,188,597
	<b>Total Personnel Services</b>	<b>2,238,670</b>	<b>10,784,800</b>	<b>-</b>	<b>977,307</b>	<b>1,967,315</b>	<b>773,310</b>	<b>272,587</b>	<b>17,013,990</b>
72001	Office Supplies	5,000	31,000	-	-	3,500	-	1,000	40,500
72002	Postage Supplies	-	194,399	-	-	500	-	-	194,899
72004	Printing Supplies	-	700	-	-	2,000	-	-	2,700
72007	Wearing Apparel	32,490	43,100	-	6,000	9,000	4,000	1,500	96,090
72015	Meter Purchase For Resale	-	-	-	-	-	-	50,000	50,000
72016	Motor Vehicle Supplies	-	180,500	-	55,000	42,800	7,000	4,000	289,300
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	216,000	-	-	-	-	8,000	-	224,000
72021	Minor Tools	2,500	49,684	-	3,000	7,500	20,000	4,000	86,684
72022	Fuel For Generators	-	20,000	-	-	-	-	-	20,000
72026	Cleaning & Janitorial Sup	27,000	10,000	-	-	-	2,000	-	39,000
72028	Swimming Pool Supplies	77,412	-	-	-	-	-	-	77,412
72031	Chemical Supplies	130,000	429,462	-	1,100	1,000	-	-	561,562
72032	Medical Supplies	8,965	400	-	-	-	200	100	9,665
72041	Educational Supplies	17,074	-	-	1,000	6,500	-	-	24,574
72045	Computer Software Supply	56,999	-	-	-	8,500	-	-	65,499
72046	Botanical Supplies	17,000	-	-	-	-	-	-	17,000
72052	Treated Water Supplies	-	13,814,730	-	-	-	-	-	13,814,730
72055	Laboratory Supplies	-	60,000	-	-	-	-	-	60,000
	<b>Total Supplies</b>	<b>590,440</b>	<b>14,833,975</b>	<b>-</b>	<b>66,100</b>	<b>81,300</b>	<b>1,629,450</b>	<b>60,600</b>	<b>17,261,865</b>
73001	Land Maintenance	34,710	63,386	-	2,000	30,000	-	-	130,096
73011	Buildings Maintenance	581,963	-	-	-	-	-	-	581,963
73022	Sanitary Sewers Maint	-	80,000	-	-	-	-	-	80,000
73023	Water Distrib Sys Maint	-	425,630	-	-	-	-	-	425,630
73024	Reservoirs & Wells Maint	-	20,000	-	-	-	-	-	20,000
73025	Streets Sidewalks & Curbs	-	36,775	-	-	-	-	-	36,775
73026	Storm Drains Maint	-	-	-	-	185,000	-	-	185,000
73028	Electrical Maintenance	65,840	-	-	-	-	-	-	65,840
73042	Machinery & Equip Maint	66,400	851,350	-	-	-	5,000	6,000	928,750
73043	Motor Vehicles Maint	-	337,000	-	95,000	75,000	6,000	2,750	515,750
73047	Meters & Settings Maint	-	593,980	-	-	-	-	-	593,980
73055	Maintenance On Computers	-	48,126	-	-	-	-	-	48,126
	<b>Total Maintenance</b>	<b>748,913</b>	<b>2,456,247</b>	<b>-</b>	<b>97,000</b>	<b>290,000</b>	<b>11,000</b>	<b>8,750</b>	<b>3,611,910</b>

**CITY OF BAYTOWN  
 PROPRIETARY FUND EXPENDITURE DETAIL  
 FOR FISCAL YEAR 2022**

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	-	1,727,000	-	-	-	-	-	1,727,000
74011	Equipment Rental	-	35,000	-	-	-	-	-	35,000
74020	Outside Contracts	-	-	-	-	-	40,000	-	40,000
74021	Special Services	45,196	1,511,621	-	420,000	11,000	6,500	10,000	2,004,317
74026	Janitorial Services	-	7,200	-	-	-	-	-	7,200
74029	Service Awards	3,790	-	-	-	-	-	-	3,790
74034	Household Garbage Contract	-	-	-	5,067,600	-	-	-	5,067,600
74036	Advertising	92,280	-	-	1,500	2,500	-	-	96,280
74040	Recycling Services	-	-	-	82,400	-	-	-	82,400
74042	Education & Training	7,062	74,205	-	4,500	17,850	8,000	2,000	113,617
74050	Disposal Services	-	502,000	-	339,395	-	-	-	841,395
74051	Non City Facility Rental	-	-	-	-	5,000	-	-	5,000
74071	Association Dues	840	1,402	-	-	825	-	-	3,067
	Total Services	151,168	3,858,428	-	5,915,395	37,175	54,500	12,000	10,028,666
	Total Operating	3,729,191	31,933,451	-	7,055,802	2,375,790	2,468,260	353,937	47,916,432
84042	Machinery & Equipment	-	297,000	-	-	1,000,000	90,500	-	1,387,500
	Total Capital Outlay	-	384,200	-	-	1,000,000	90,500	-	1,474,700
89001	Bond Principal	-	-	1,975,000	-	-	-	-	1,975,000
89011	Interest On Bonds	-	-	1,231,050	-	-	-	-	1,231,050
89021	Fiscal Agent Fees	-	-	36,000	-	-	-	-	36,000
89027	Amortize Issuance Costs	-	-	50,000	-	-	-	-	50,000
	Total Principal & Interest	-	-	3,292,050	-	-	-	-	3,292,050

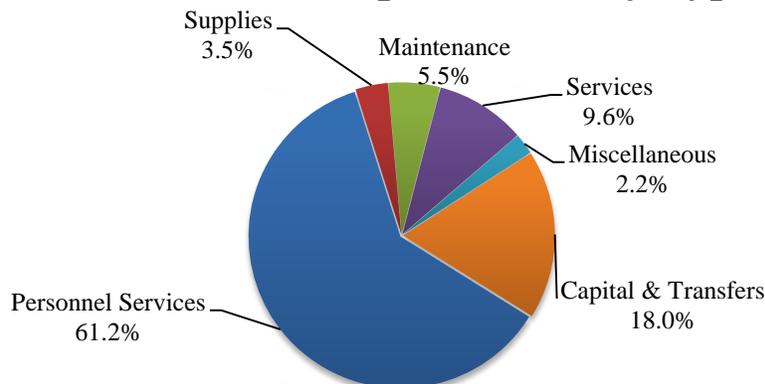
**CITY OF BAYTOWN  
 PROPRIETARY FUND EXPENDITURE DETAIL  
 FOR FISCAL YEAR 2022**

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	250,000	147,896	-	-	-	-	-	397,896
91350	To Gen Capital Proj Fund	-	645,000	-	-	470,500	61,000	-	1,176,500
91401	To G O I S	-	-	5,881,739	-	-	-	-	5,881,739
91450	To Accrued Leave-General	-	448,800	-	-	-	-	-	448,800
91520	To Water And Sewer Fund	60,000	-	-	-	-	-	-	60,000
91522	To W W I S	71,054	8,036,191	-	-	900,000	-	-	9,007,245
91527	To CIPF - Water&Sewer	-	7,850,215	-	-	-	-	-	7,850,215
91550	To Internal Service Fnd	-	175,000	-	-	-	-	-	175,000
91552	To Warehouse Operations	-	300,000	-	-	-	-	-	300,000
92510	Expense - BAWA Fund	-	-	123,258	-	-	-	-	123,258
	Total Other Financing Uses	381,054	17,603,102	6,004,997	-	1,370,500	61,000	-	25,420,653
99001	Contingencies	-	50,000	-	-	-	-	-	50,000
99002	Unforeseen/New Initiative	75,000	-	-	-	250,000	-	-	325,000
	Total Contingencies	75,000	50,000	-	-	250,000	-	-	375,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ 4,185,245</b>	<b>\$ 49,970,753</b>	<b>\$ 9,297,047</b>	<b>\$ 7,055,802</b>	<b>\$ 4,996,290</b>	<b>\$ 2,619,760</b>	<b>\$ 353,937</b>	<b>\$ 78,478,834</b>

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

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Taxes - Property	\$ 18,663,390	\$ 19,500,000	\$ 21,900,000	\$ 22,750,000
Taxes - Sales & Franchise	19,461,432	20,688,308	22,552,661	23,319,476
Payment In Lieu of Taxes	112,348	342,348	421,088	435,826
Special Assessments	200,434	240,255	297,967	306,906
Industrial District Taxes	65,535,421	64,798,172	65,533,336	66,775,000
Total Taxes	<u>103,973,025</u>	<u>105,569,083</u>	<u>110,705,053</u>	<u>113,587,208</u>
Licenses & Permits	2,653,882	2,203,998	2,969,677	3,058,768
Intergovernmental	1,327,247	869,048	955,937	1,134,282
Charges for Services	2,078,390	2,348,868	2,238,141	2,608,270
Fines & Forfeitures	1,397,624	2,206,321	1,435,605	1,478,673
Miscellaneous	2,217,917	1,358,289	1,124,838	1,162,789
Transfers In	2,646,019	3,095,062	3,142,312	3,143,516
Total Revenues	<u>116,294,103</u>	<u>117,650,668</u>	<u>122,571,563</u>	<u>126,173,506</u>
<b>Recurring Expenditures by Type</b>				
Personnel Services	73,928,391	83,037,873	77,421,561	83,845,937
Supplies	3,284,017	4,016,983	3,878,448	4,739,027
Maintenance	5,354,140	6,439,211	6,431,308	7,503,880
Services	8,538,458	11,163,145	9,708,163	13,162,819
Sundry	51,772	126,544	50,513	89,544
Miscellaneous	12,000	12,000	12,000	12,000
Operating Transfers Out	-	3,577,532	3,557,718	4,069,451
Total Operating	<u>91,168,779</u>	<u>108,373,287</u>	<u>101,059,710</u>	<u>113,422,658</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	1,998,517	494,439	208,789	559,069
Transfers Out	16,487,888	8,268,285	8,268,285	20,016,964
Contingency	-	1,169,763	1,169,763	2,919,720
Total Expenditures	<u>109,655,184</u>	<u>118,305,774</u>	<u>110,706,547</u>	<u>136,918,411</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	6,638,919	(655,106)	11,865,016	(10,744,905)
<b>Fund Balance - Beginning</b>	30,353,366	36,511,729	36,511,729	48,376,745
<b>Fund Balance - Ending</b>	<u>\$ 36,511,729</u>	<u>\$ 35,856,623</u>	<u>\$ 48,376,745</u>	<u>\$ 37,631,840</u>
<b>Days of Operating Expenditures</b>	146	121	175	121

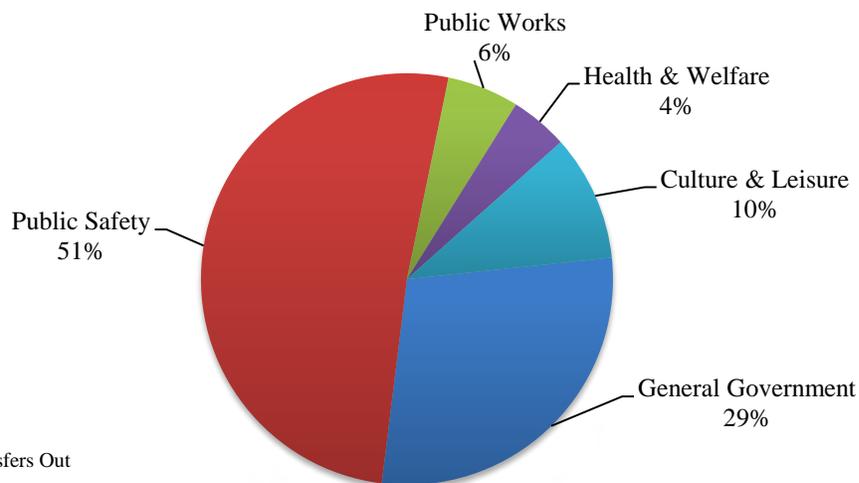
**General Fund Expenditures by Type**



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

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Taxes - Property	\$ 18,663,390	\$ 19,500,000	\$ 21,900,000	\$ 22,750,000
Taxes - Sales & Franchise	19,461,432	20,688,308	22,552,661	23,319,476
Payment In Lieu of Taxes	112,348	342,348	421,088	435,826
Special Assessments	200,434	240,255	297,967	306,906
Industrial District Taxes	65,535,421	64,798,172	65,533,336	66,775,000
Total Taxes	<u>103,973,025</u>	<u>105,569,083</u>	<u>110,705,053</u>	<u>113,587,208</u>
Licenses & Permits	2,653,882	2,203,998	2,969,677	3,058,768
Intergovernmental	1,327,247	869,048	955,937	1,134,282
Charges for Services	2,078,390	2,348,868	2,238,141	2,608,270
Fines & Forfeitures	1,397,624	2,206,321	1,435,605	1,478,673
Miscellaneous	2,217,917	1,358,289	1,124,838	1,162,789
Transfers In	2,646,019	3,095,062	3,142,312	3,143,516
Total Revenues	<u>116,294,103</u>	<u>117,650,668</u>	<u>122,571,563</u>	<u>126,173,506</u>
<b>Expenditures by Function</b>				
General Government	20,633,210	28,209,777	24,384,432	32,135,385
Public Safety	51,094,687	56,922,771	54,875,545	57,574,005
Public Works	6,740,930	6,369,468	5,765,445	6,338,420
Health & Welfare	3,490,329	4,128,152	3,904,991	5,083,297
Culture & Leisure	9,209,623	10,335,350	9,741,342	11,141,821
Capital	1,998,517	494,439	208,789	559,069
Transfers Out	16,487,888	11,845,817	11,826,003	24,086,415
Total Expenditures	<u>109,655,184</u>	<u>118,305,774</u>	<u>110,706,547</u>	<u>136,918,411</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	6,638,919	(655,106)	11,865,016	(10,744,905)
<b>GAAP to budget basis adjustment</b>				
<b>Fund Balance - Beginning</b>	<u>24,979,479</u>	<u>36,511,729</u>	<u>36,511,729</u>	<u>48,376,745</u>
<b>Fund Balance - Ending</b>	<u>\$ 36,511,729</u>	<u>\$ 35,856,623</u>	<u>\$ 48,376,745</u>	<u>\$ 37,631,840</u>

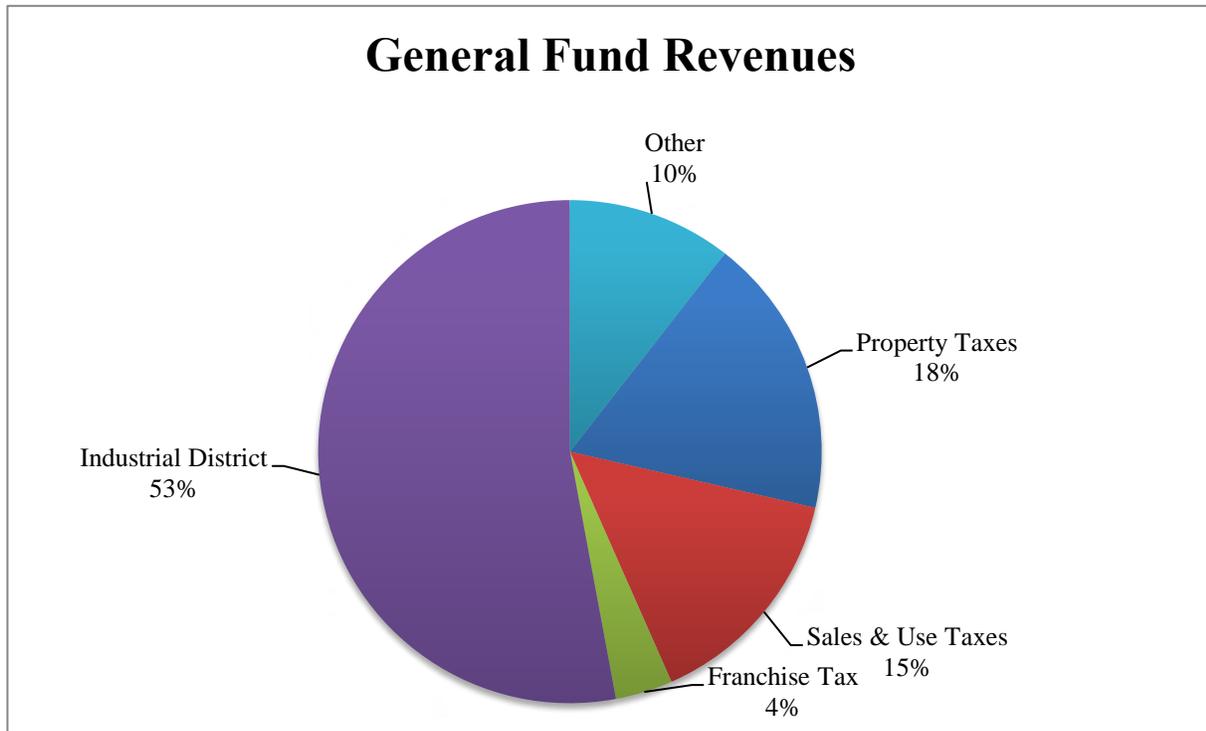
**General Fund Expenditures by Function\***



\* Excludes Capital and Transfers Out

**CITY OF BAYTOWN  
GENERAL FUND REVENUE SUMMARY**

Revenue	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
Property Taxes	\$ 18,663,390	\$ 19,500,000	\$ 21,900,000	\$ 22,750,000
Sales & Use Taxes	15,089,370	16,755,478	18,046,916	18,678,559
Franchise Tax	4,372,062	3,932,830	4,505,745	4,640,917
Payment In Lieu of Taxes	112,348	342,348	421,088	435,826
Special Assessments	200,434	240,255	297,967	306,906
Industrial District	65,535,421	64,798,172	65,533,336	66,775,000
Licenses & Permits	2,653,882	2,203,998	2,969,677	3,058,768
Intergovernmental	1,327,247	869,048	955,937	1,134,282
Charges For Services	2,078,390	2,348,868	2,238,141	2,608,270
Fines & Forfeitures	1,397,624	2,206,321	1,435,605	1,478,673
Miscellaneous	2,217,917	1,358,289	1,124,838	1,162,789
Transfers	2,646,019	3,095,062	3,142,312	3,143,516
<b>TOTAL REVENUES</b>	<b>\$ 116,294,103</b>	<b>\$ 117,650,668</b>	<b>\$ 122,571,563</b>	<b>\$ 126,173,506</b>



**CITY OF BAYTOWN**  
**GENERAL FUND REVENUE DETAIL**

Revenue	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Property Taxes</b>				
41101 Current Yr Property Taxes	\$ 17,905,291	\$ 18,849,848	\$ 21,200,000	\$ 22,000,000
41102 Prior Year Property Taxes	276,174	350,000	375,000	400,000
41103 Penalty And Interest	481,729	300,000	325,000	350,000
41104 Bankruptcy Interest	196	152	-	-
Total Property Tax	18,663,390	19,500,000	21,900,000	22,750,000
<b>Sales &amp; Use Taxes</b>				
41201 Sales Tax	16,387,675	17,455,633	17,979,302	18,608,578
41202 Mixed Drink Tax	186,949	242,400	227,856	235,831
41203 Bingo Tax	70	44	-	-
41250 Rebates (CONTRA)	(1,485,323)	(942,600)	(160,242)	(165,850)
Total Sales & Use Tax	15,089,370	16,755,478	18,046,916	18,678,559
<b>Franchise Tax</b>				
41301 Electric Franchise Fees	2,566,627	2,557,830	2,557,830	2,634,565
41302 Nat. Gas Franchise Fees	353,737	300,000	439,752	452,945
41303 Telephone Franchise Fees	257,993	25,000	157,830	162,565
41304 Cable Franchise Fees	853,569	750,000	963,814	992,728
41312 Solid Waste - Commercial	340,137	300,000	386,519	398,115
Total Franchise Tax	4,372,062	3,932,830	4,505,745	4,640,917
<b>Payment in Lieu of Taxes</b>				
41500 Payment In Lieu Of Taxes	112,348	342,348	421,088	435,826
45101 Principal - Special Assmt	200,434	240,255	297,967	306,906
Total Payment in Lieu of Taxes	312,782	582,603	719,055	742,732
<b>Industrial District Tax</b>				
41501 ED Revenue	-	8,783,781	8,554,246	9,175,000
41400 ID Revenue	65,535,421	56,014,391	56,979,090	57,600,000
<b>TOTAL TAXES</b>	103,973,025	105,569,083	110,705,053	113,587,208
<b>Licenses &amp; Permits</b>				
42001 Building	1,836,009	1,479,127	1,919,901	1,977,498
42002 Plumbing	109,405	135,312	128,032	131,873
42003 Mech & Air Conditioning	71,111	65,410	112,554	115,931
42005 Multi-Family Dwellings	63,945	61,002	91,698	94,449
42006 Electrical	121,978	118,614	221,821	228,476
42007 Demolition	3,806	2,660	3,356	3,456
42008 Mobile Homes	14,830	8,242	10,949	11,277
42009 Sign Operating	99,167	25,046	45,620	46,989
42010 Contractor Registratn Fee	11,757	12,028	13,650	14,060
42012 GIS Fee	14,475	30,664	-	-
42014 Garage Sale Permit	7,870	10,787	10,890	11,217
42021 Health	200,086	177,273	294,114	302,937
42031 Alcoholic Beverage	45,375	31,192	42,114	43,377
42032 Taxi Cab	(75)	64	-	-
42036 Waste Collection Permit	2,040	1,275	2,850	2,936
42041 Pipeline Fees	31,525	44,710	55,070	56,722
42043 Credit Access Bus. Fee	400	340	525	541
42045 OEM Permit Fees	1,775	255	1,013	1,043
42091 Miscellaneous	18,403	-	15,522	15,987
Total Licenses & Permits	2,653,882	2,203,998	2,969,677	3,058,768

**CITY OF BAYTOWN  
GENERAL FUND REVENUE DETAIL**

Revenue	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Intergovernmental</b>				
43208 Dept Of Transportation	110,695	47,600	38,066	39,208
43301 Emergency Svcs. Revenue	1,216,552	783,198	917,870	1,095,074
43315 H-GAC	-	38,250	-	-
Total Intergovernmental	1,327,247	869,048	955,937	1,134,282
<b>Charges for Services</b>				
44112 Recovery Of Damages	2,764	15,763	5,113	5,267
44113 Subdivision Filing Fee	67,380	45,707	110,221	113,528
44114 Vital Statistics	76,725	59,585	108,408	111,661
44115 Animal Control Fees	26,358	40,622	27,352	28,173
44116 Weed Mowing	133,264	106,145	161,145	165,979
44121 Ambulance	1,588,601	1,822,211	1,634,113	1,683,136
44125 Mun Ct Cr Card Proc Fee	(5,808)	(8,746)	(3,013)	(3,104)
44137 False Alarm Reg. & Fees	14,775	19,890	488	502
44141 Curbs & Drainage	3,696	500	4,572	4,709
44305 Other Academy Fees-Outside	8,335	10,757	15,533	15,998
Total Charges for Services	1,916,089	2,112,433	2,063,931	2,125,849
<b>Cultural &amp; Recreational</b>				
44201 Facility Rental	38,401	85,000	39,458	125,641
44202 Special Events Revenue	33,027	77,484	908	78,419
44205 Leisure Programs	7,467	25,500	1,911	27,468
44207 Athletics Fees	52,029	27,200	83,630	156,139
44215 Concessions	31,376	21,250	48,304	94,753
Total Cultural & Recreational	162,300	236,434	174,210	482,420
<b>TOTAL SERVICES CHARGES</b>	2,078,390	2,348,868	2,238,141	2,608,270
<b>Fines &amp; Forfeitures</b>				
45001 Municipal Court	1,307,304	2,029,478	1,340,135	1,380,340
45002 Library Fees And Fines	13,045	22,814	11,544	11,891
45005 Motor Carrier Violations	77,275	154,029	83,926	86,443
Total Fines & Forfeitures	1,397,624	2,206,321	1,435,605	1,478,673
<b>Miscellaneous</b>				
46023 Fire Inspections Fees	42,802	22,019	41,789	43,042
49001 Sale Of City Property	312,850	21,250	381,231	392,668
49003 Investment Interest	1,079,001	700,000	183,256	188,754
49004 Interest On Receivables	373	425	768	791
49009 Rental Of Land	110,026	89,534	120,736	124,359
49010 Phone Commissions	9,556	9,633	43,978	45,297
49021 Contributions for E M S	42,634	-	-	-
49022 Contributions - Misc.	100	4,250	-	4,250
49028 Industrial District PCI	296,841	250,000	78,364	80,715
49044 Towing Agreement	10,000	-	-	-

**CITY OF BAYTOWN  
GENERAL FUND REVENUE DETAIL**

Revenue	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
49091 Miscellaneous	313,707	261,178	274,674	282,914
49093 Overages And Shortages	26	-	43	-
Total Miscellaneous	2,217,917	1,358,289	1,124,838	1,162,789
<b>TOTAL REVENUES</b>	113,648,084	114,555,606	119,429,251	123,029,990
<b>Transfers</b>				
61207 From FCPEMSD Fund	-	300,000	300,000	-
61231 From Odd Trust & Agency	500,000	500,000	547,250	500,000
61298 From Wetland Center Fund	-	-	-	420
61502 From Aquatics Fund	150,387	250,000	250,000	250,000
61520 From Water And Sewer Fund	1,153,962	1,153,962	1,153,962	1,501,996
62215 Revenue From MDD Fund	300,000	300,000	300,000	300,000
61216 From TIRZ	191,670	-	-	-
62216 Transfer From TIRZ	-	241,100	241,100	241,100
62510 Revenue-BAWA	350,000	350,000	350,000	350,000
Total Other Financing Sources	2,646,019	3,095,062	3,142,312	3,143,516
<b>TOTAL REVENUES &amp; TRANSFERS</b>	\$ 116,294,103	\$ 117,650,668	\$ 122,571,563	\$ 126,173,506

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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>General Government</b>				
1010 General Administration	\$ 1,254,538	\$ 1,345,374	\$ 1,262,212	\$ 1,399,711
1030 Fiscal Operations	2,305,786	2,641,986	2,388,009	2,698,579
1040 Public Affairs	421,812	752,324	683,050	964,596
1060 Legal Services	957,476	1,222,743	1,088,206	1,242,581
1070 ITS	3,426,532	3,875,404	3,755,834	4,959,874
1080 Planning and Development Services	2,632,523	4,681,672	4,192,920	5,048,046
1140 Human Resources	1,199,728	1,493,289	1,328,662	1,572,059
1170 City Clerk	1,035,379	1,274,155	1,148,703	1,653,075
1171 Court of Record	1,592,308	1,782,016	1,634,392	1,794,742
1190 General Overhead	5,807,128	8,196,449	5,889,292	7,997,188
Total General Government	20,633,210	27,265,413	23,371,281	29,330,450
<b>Public Safety</b>				
2000 Police	28,940,854	30,695,851	29,598,047	31,502,162
2020 Fire	22,153,832	26,226,920	25,277,499	26,071,842
Total Public Safety	51,094,687	56,922,771	54,875,545	57,574,005
<b>Public Works</b>				
3000 Public Works Administration	515,390	565,368	558,997	515,714
3010 Streets & Drainage	2,390,873	2,247,492	2,418,392	2,719,492
3020 Traffic Control	1,785,586	1,700,726	1,652,230	1,747,903
3030 Engineering	1,222,807	1,855,882	1,135,827	1,355,312
1180 City Facilities	826,274	944,364	1,013,151	2,804,935
Total Public Works	6,740,930	7,313,833	6,778,596	9,143,355
<b>Health &amp; Welfare</b>				
4000 Health & Welfare	3,490,329	4,128,152	3,904,991	5,083,297
<b>Culture &amp; Leisure</b>				
5000 Parks & Recreation	6,732,334	7,537,108	7,141,042	8,333,915
6000 Library	2,477,289	2,798,241	2,600,300	2,807,906
Total Culture & Leisure	9,209,623	10,335,350	9,741,342	11,141,821
<b>Capital</b>	1,998,517	494,439	208,789	559,069
<b>Transfers Out</b>	16,487,888	11,845,817	11,826,003	24,086,415
<b>General Fund Total</b>	\$ 109,655,184	\$ 118,305,774	\$ 110,706,547	\$ 136,918,411

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

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 46,618,140	\$ 52,104,382	\$ 50,767,352	\$ 53,127,057
71003	Part Time Wages	886,768	1,019,475	952,581	1,158,911
71009	Overtime	1,410,256	2,232,708	1,052,402	2,241,831
71011	Extra Help/Temporary	60,758	40,000	44,800	5,120
71013	Accrual Pay	-	747,237	-	-
71021	Health Insurance	8,396,357	9,232,703	8,222,769	9,351,728
71022	TMRS	9,241,182	9,225,520	9,302,106	9,858,781
71023	FICA	3,857,393	4,183,731	3,934,552	4,254,110
71028	Workers Compensation	676,065	867,175	815,149	880,853
71041	Allowances	791,571	868,015	801,371	834,800
71043	Employee Incentives	-	384,180	-	-
71081	Retired Employee Benefits	2,038,045	2,132,747	1,858,587	2,132,747
71091	Prsnl Svcses Reimbursed	(48,144)	-	(330,108)	-
	Total Personnel Services	73,928,391	83,037,873	77,421,561	83,845,937
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	188,596	221,287	201,203	237,358
72002	Postage Supplies	98,778	90,788	85,669	123,978
72004	Printing Supplies	45,069	102,770	84,103	186,285
72005	Animal Feed Supplies	10,974	25,432	24,932	30,332
72006	Clothing Allowance	21,557	39,400	38,920	40,020
72007	Wearing Apparel	596,022	500,343	487,173	535,861
72011	Disaster Supplies	4,802	15,120	15,120	15,120
72016	Motor Vehicle Supplies	723,622	1,009,183	1,006,313	1,031,833
72019	Supplies Purch For Resale	26,917	30,000	33,124	39,000
72021	Minor Tools	284,586	328,137	304,130	354,156
72022	Fuel For Generators	730	12,000	12,000	12,000
72023	Library Materials	214,248	235,000	235,000	245,000
72026	Cleaning & Janitorial Sup	126,942	139,343	132,246	187,812
72031	Chemical Supplies	231,760	270,293	252,500	294,793
72032	Medical Supplies	193,015	236,869	243,469	297,094
72036	Identification Supplies	63,220	83,102	83,102	82,925
72041	Educational Supplies	355,071	526,472	496,344	639,487
72045	Computer Software Supply	31,630	44,895	37,074	79,649
72046	Botanical Supplies	47,171	39,949	39,949	239,949
72056	Street Marking Supplies	9,965	50,000	50,000	50,000
72061	Meeting Supplies	9,341	16,600	16,076	16,375
	Total Supplies	3,284,017	4,016,983	3,878,448	4,739,027

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

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	418,259	664,947	691,925	711,121
73011	Buildings Maintenance	883,598	875,028	854,571	1,137,925
73012	Docks & Piers Maintenance	187	3,350	2,500	5,400
73013	Recreation Equip Maint	39,063	89,900	95,000	102,400
73022	Sanitary Sewers Maint	-	1,600	1,000	1,600
73025	Streets Sidewalks & Curbs	745,168	629,056	779,056	779,056
73027	Heat & Cool Sys Maint	157,360	164,097	185,650	213,077
73028	Electrical Maintenance	138,709	177,361	122,822	184,655
73041	Furniture/Fixtures Maint	86,999	158,420	155,805	202,062
73042	Machinery & Equip Maint	1,263,351	1,950,905	1,944,080	2,371,731
73043	Motor Vehicles Maint	1,035,369	931,660	875,553	950,040
73044	Street Signs Maint	153,623	205,300	205,000	205,300
73045	Radio & Testing Equipment	57,303	73,000	70,500	73,000
73046	Books - Maintenance	58,637	71,737	66,846	73,663
73048	Signal Systems Maint	124,187	198,000	128,000	198,000
73049	Barricades Maint	7,239	28,350	38,000	38,350
73053	Vehicle Repair-Collision	33,062	-	-	-
73055	Maintenance On Computers	152,026	216,500	215,000	256,500
	Total Maintenance	5,354,140	6,439,211	6,431,308	7,503,880

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

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7400</b>	<b>Services</b>				
74001	Communication	761,924	940,328	766,228	944,600
74002	Electric Service	901,829	702,000	652,548	927,900
74003	Street Lighting	551,772	1,016,035	1,016,035	1,116,035
74004	Water & Sewer	1,551	2,500	2,500	2,500
74005	Natural Gas	89,657	99,900	70,882	111,400
74007	TWC Claims Paid	118,041	75,000	-	75,000
74011	Equipment Rental	895,109	891,790	809,557	905,823
74020	Outside Contracts	121,911	124,313	124,313	171,013
74021	Special Services	2,491,091	3,396,229	2,817,138	3,911,190
74022	Audits	120,311	128,092	83,092	128,092
74023	Industrial Appraisal	35,000	42,000	35,000	42,000
74026	Janitorial Services	122,992	144,232	143,732	172,439
74029	Service Awards	74,793	72,000	25,000	72,000
74031	Wrecker Service	3,804	6,000	6,000	6,000
74036	Advertising	85,101	206,721	171,230	249,110
74042	Education & Training	439,888	901,306	686,956	1,077,610
74045	In-State Investigatv Trvl	-	5,038	5,038	5,038
74047	Support Of Prisoners	40,872	62,562	62,562	62,562
74051	Non City Facility Rental	25,369	37,840	39,964	38,340
74054	Council Reimbursables	-	1,000	200	1,000
74056	Vacant Lot Cleaning	172,003	50,000	50,000	200,000
74061	Demolition Of Structures	-	300,000	300,000	500,000
74058	Landfill Fees	134,241	142,749	140,249	167,749
74070	Elections	64,937	170,000	235,000	551,000
74071	Association Dues	69,526	106,110	97,004	127,019
74072	Legislative Services	10,000	70,000	70,000	70,000
74082	Confidential	12,920	21,000	21,000	25,000
74123	Instructor Fees	16,937	26,800	9,564	30,000
74210	General Liability Ins	28,869	40,306	28,370	35,000
74211	K-9 Insurance	5,426	6,569	5,398	6,000
74220	Errors & Omissions	44,859	61,718	45,414	50,000
74230	Law Enforcement Liability	49,394	65,564	53,729	60,000
74240	Auto Liability	211,026	288,240	221,886	237,000
74241	Auto Collision	192,582	203,000	205,835	220,000
74242	Auto Catastrophic	42,737	45,000	45,762	47,500
74271	Mobile Equipment	32,329	36,522	37,152	40,000
74272	Real & Personal Property	359,372	385,782	385,782	450,000
74277	Flood Insurance	90,792	95,000	95,000	95,000
74280	Bonds	444	500	500	500
74281	Employee Fraud	4,541	5,439	4,541	5,439
74290	Misc Liability	143	3,000	3,000	41,000
74295	Deductibles	114,366	135,000	135,000	135,000
74999	Perf Cont Energy Savings	-	49,960	-	49,960
	<b>Total Services</b>	<b>8,538,458</b>	<b>11,163,145</b>	<b>9,708,163</b>	<b>13,162,819</b>

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

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7500</b>	<b>Sundry</b>				
75051	Court Cost	7,414	20,244	12,662	18,244
75061	Medical - Preemployment	4,930	7,300	7,349	7,300
75064	Medical Services	21,347	99,000	30,502	64,000
75086	Interest Expense	18,082	-	-	-
77106	Little League Light Contr	12,000	12,000	12,000	12,000
	Total Sundry & Other	63,772	138,544	62,513	101,544
	Total Operating	91,168,779	104,795,755	97,501,992	109,353,207
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	(153,626)	10,189	10,189	31,194
82011	Building & Improvements	11,097	40,000	39,875	-
83027	Heating & Cooling System	18,200	-	-	-
84042	Machinery & Equipment	114,603	99,250	38,250	173,540
84043	Motor Vehicles	1,650,568	-	-	354,335
84048	Signal Systems	-	245,000	20,475	-
84061	Other Equipment	-	100,000	100,000	-
85001	Construction	12,933	-	-	-
86011	Capital Lease Payment	344,742	-	-	-
	Total Capital Only	1,998,517	494,439	208,789	559,069
<b>9000</b>	<b>Other Financing Uses</b>				
91201	To Municipal Ct Security	84,267	115,814	101,285	164,272
91226	To Miscellaneous Police	420,744	423,717	418,432	416,750
91298	To Wetland Research Ctr	296,276	286,481	286,481	236,909
91350	To Gen Capital Proj Fund	2,460,634	1,876,285	1,876,285	6,266,964
91351	To Capital Improvemnt Prg	6,942,000	6,142,000	6,142,000	13,500,000
91450	To Accrued Leave-General	2,351,520	2,351,520	2,351,520	2,851,520
91500	To Solid Waste Fund	670,000	250,000	250,000	250,000
91502	To Aquatics	2,500,000	-	-	-
91550	To Internal Service Fnd	588,011	350,000	350,000	325,000
91552	To Warehouse Operations	174,436	50,000	50,000	75,000
	Total Other Financing Uses	16,487,888	11,845,817	11,826,003	24,086,415
<b>9900</b>	<b>Contingencies</b>				
99002	Unforeseen/New Initiative	-	1,169,763	1,169,763	2,919,720
	Total Contingencies	-	1,169,763	1,169,763	2,919,720
	<b>TOTAL EXPENDITURES</b>	\$ 109,655,184	\$ 118,305,774	\$ 110,706,547	\$ 136,918,411

## 1010 GENERAL ADMINISTRATION – PROGRAM SUMMARY

---

---

### Program Description

---

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

---

- 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

---

- 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**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 821,506	\$ 828,805	\$ 827,698	\$ 864,038
71003	Part Time Wages	60,515	73,106	56,903	88,000
71021	Health Insurance	75,197	79,036	60,317	79,035
71022	TMRS	146,906	149,595	150,097	160,354
71023	FICA	54,421	71,062	59,790	74,208
71028	Workers Compensation	1,219	1,222	1,175	1,276
71041	Allowances	17,225	27,000	17,852	18,000
	Total Personnel Services	1,176,989	1,229,824	1,173,832	1,284,911
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	6,646	5,500	7,000	8,700
72002	Postage Supplies	66	600	580	600
72004	Printing Supplies	-	2,000	200	2,000
72007	Wearing Apparel	1,049	900	1,400	3,000
	Total Supplies	7,761	9,000	9,180	14,300
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	207	2,500	1,500	2,500
	Total Maintenance	207	2,500	1,500	2,500
<b>7400</b>	<b>Services</b>				
74021	Special Services	5,108	13,650	13,500	13,650
74042	Education & Training	41,772	62,800	36,000	53,850
74054	Council Reimbursables	-	1,000	200	1,000
74071	Association Dues	22,701	26,600	28,000	29,500
	Total Services	69,581	104,050	77,700	98,000
	Total Operating	1,254,538	1,345,374	1,262,212	1,399,711
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,254,538</b>	<b>\$ 1,345,374</b>	<b>\$ 1,262,212</b>	<b>\$ 1,399,711</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 accurately reported in a timely manner and comply with relevant local, state, federal and international standards and controls.
- Provide timely and accurate financial information to assist with management decision making, strategy development and policy formulation.
- Provide quality budget development and analysis to foster financial accountability and the responsible use of City funds.
- Promote a better understanding of financial policies and procedures amongst internal and external customers.
- Improve purchasing practices within user departments to optimize the use of resources and increase the efficiency and effectiveness of city operations.
- Review and improve cash collection procedures throughout the City.
- Actively manage the City's investment portfolio to help further City policy objectives taking account of prevailing market conditions and the general economic and regulatory environments.

### **Major Objectives**

- Develop financial policies that promote financial stability and sustainability in a changing political and economic environment.
- Achieve efficiencies in accounting and reporting activities through greater use of technology.
- Promote staff development to maintain a motivated team, create opportunities for professional growth and provide a succession plan.
- Continue to receive external recognition for excellence, e.g. the GFOA Distinguished Budget Presentation Award, the GFOA Certificate of Achievement for Excellence in Financial Reporting, etc.
- Review and refine the City's investment policies to stay in compliance with PFIA and respond effectively to evolving economic conditions.

### **Services Provided**

- Financial planning and oversight of all financial applications.
- 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 – purchasing and contracting.
- General financial support and assistance to City Administration, City Departments and component units.

**1030 FISCAL OPERATIONS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,138,935	\$ 1,319,946	\$ 1,237,867	\$ 1,320,985
71003	Part Time Wages	32,595	39,150	10,668	39,150
71009	Overtime	452	16,586	97	16,586
71021	Health Insurance	219,680	235,790	207,145	235,788
71022	TMRS	200,942	233,235	221,658	242,119
71023	FICA	85,798	105,072	94,636	104,877
71028	Workers Compensation	1,568	1,806	1,646	1,803
71041	Allowances	11,561	14,400	10,711	10,800
	Total Personnel Services	1,691,530	1,965,986	1,784,428	1,972,107
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	17,110	14,300	14,866	18,743
72002	Postage Supplies	6,704	9,740	9,132	11,020
72004	Printing Supplies	1,282	1,950	3,326	3,000
72007	Wearing Apparel	1,080	2,150	1,931	2,100
72041	Educational Supplies	(1,331)	750	750	750
	Total Supplies	24,844	28,890	30,005	35,613
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	-	-	-	12,344
73041	Furniture/Fixtures Maint	3,724	7,000	6,601	10,200
	Total Maintenance	3,724	7,000	6,601	22,544
<b>7400</b>	<b>Services</b>				
74011	Equipment Rental	7,542	8,544	7,542	8,544
74021	Special Services	400,171	422,533	420,833	428,681
74022	Audits	120,311	128,092	83,092	128,092
74023	Industrial Appraisal	35,000	42,000	35,000	42,000
74036	Advertising	7,273	5,101	6,000	12,000
74042	Education & Training	14,376	30,610	11,869	39,418
74071	Association Dues	1,015	3,230	2,639	9,580
	Total Services	585,687	640,110	566,975	668,315
	Total Operating	2,305,786	2,641,986	2,388,009	2,698,579
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,305,786</b>	<b>\$ 2,641,986</b>	<b>\$ 2,388,009</b>	<b>\$ 2,698,579</b>

## 1040 PUBLIC AFFAIRS –PROGRAM SUMMARY

---

---

### Program Description

---

The Public Affairs Department is the primary communicator of the City of Baytown Government story. The City recognizes the value of citizen engagement that includes a proactive approach. Public Affairs is responsible for media relations, City messaging, marketing, video production, public channel 16, social media, event planning and implementation, special projects, oversight of content on the official City website and oversight of the Tourism Division. The office curates and crafts content about various departments, employees, programs, and initiatives within the organization and works collaboratively with community partners.

### Major Goals

---

- Providing transparent information to establish and maintain trust with the community.
- Building awareness of local government initiatives and programs.
- Creating interest in the community via marketing campaigns and storytelling.
- Improve the reputation and image of the City by sharing positive information with the community and surrounding areas.
- Improve awareness of Baytown's resources and amenities to potential visitors and residents.

### Major Objectives

---

- Market Baytown as a top destination to live, work and play.
- Drive positive coverage of the City of Baytown by pushing out information and positive stories about the organization, community and community partners.
- Develop marketing and promotional campaigns that effectively cultivate an appreciation for the natural environment, arts and culture, community amenities, job and educational opportunities.
- Attract new residents by promoting community amenities and resources.
- Actively promote the community through statewide and nationwide networking initiatives.
- Support strategic initiatives by promoting information about programs, positive outcomes, projects and accolades.

**1040 PUBLIC AFFAIRS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 249,160	\$ 361,638	\$ 307,041	\$ 426,860
71003	Part Time Wages	-	-	7,752	-
71009	Overtime	465	500	5,682	500
71021	Health Insurance	36,160	52,691	39,198	52,690
71022	TMRS	43,540	64,263	56,214	78,476
71023	FICA	18,990	28,124	24,772	33,022
71028	Workers Compensation	300	483	585	568
71041	Allowances	4,681	6,000	2,380	4,800
	Total Personnel Services	353,297	513,699	443,625	596,916
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	1,481	2,300	2,300	2,300
72002	Postage Supplies	22,427	2,500	2,500	32,550
72004	Printing Supplies	2,400	20,000	20,000	86,060
72016	Motor Vehicle Supplies	90	-	800	2,000
72041	Educational Supplies	-	4,000	4,000	4,000
72045	Computer Software Supply	-	100	100	600
	Total Supplies	26,398	28,900	29,700	127,510
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	-	500	500	1,000
	Total Maintenance	-	500	500	1,000
<b>7400</b>	<b>Services</b>				
74021	Special Services	36,350	83,950	83,950	104,250
74036	Advertising	3,846	108,000	108,000	108,000
74042	Education & Training	1,922	14,810	14,810	25,200
74071	Association Dues	-	2,465	2,465	1,720
	Total Services	42,118	209,225	209,225	239,170
	Total Operating	421,812	752,324	683,050	964,596
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	-	-	-	5,900
	Total Capital Outlay	-	-	-	5,900
	<b>TOTAL DEPARTMENT</b>	\$ 421,812	\$ 752,324	\$ 683,050	\$ 970,496

## 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), the Baytown Municipal Development District (MDD), and the Baytown Hospitality Public Facilities Corporation (PFC), 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, MDD, and PFC 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 teams for 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, MDD, and PFC and protect their prospective interests.
  - Ensure court-imposed deadlines are met.
- Legal documentation
  - Ensure all contracts accomplish the intended purposes while providing sufficient protections.
  - Maintain all written memorandum opinions issued by the department.

**1060 LEGAL SERVICES - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 586,726	\$ 654,152	\$ 537,415	\$ 621,122
71003	Part Time Wages	3,754	-	-	-
71009	Overtime	-	5,180	2,580	5,160
71011	Extra Help/Temporary	-	-	4,800	5,120
71021	Health Insurance	72,320	79,036	65,730	79,035
71022	TMRS	104,911	116,391	97,411	114,720
71023	FICA	40,975	50,938	40,416	48,273
71028	Workers Compensation	729	876	713	830
71041	Allowances	10,951	11,700	9,818	9,900
	Total Personnel Services	820,365	918,272	758,883	884,160
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	2,670	3,775	3,775	4,375
72002	Postage Supplies	453	1,000	450	800
72045	Computer Software Supply	-	3,000	2,698	3,000
	Total Supplies	3,124	7,775	6,923	8,175
<b>7300</b>	<b>Maintenance</b>				
73046	Books - Maintenance	38,584	40,017	39,800	42,943
	Total Maintenance	38,584	40,017	39,800	42,943
<b>7400</b>	<b>Services</b>				
74021	Special Services	87,077	213,500	255,000	263,500
74042	Education & Training	3,911	30,800	18,600	31,024
74071	Association Dues	2,419	3,879	3,500	4,279
	Total Services	93,407	248,179	277,100	298,803
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	1,995	8,500	5,500	8,500
	Total Sundry & Other	1,995	8,500	5,500	8,500
	Total Operating	957,476	1,222,743	1,088,206	1,242,581
	<b>TOTAL DEPARTMENT</b>	<b>\$ 957,476</b>	<b>\$ 1,222,743</b>	<b>\$ 1,088,206</b>	<b>\$ 1,242,581</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

- Transition Verizon M2M to NetMotion enterprise VPN
- Implement Tyler Munis Utility Billing system
- Perform bottom up review of Versaterm CAD and reimplement noted areas of improvement
- Partner with Harris County Universal Services to implement the Law Enforcement Network Search (LENS) capability

Supported Sites:	Site Address:	Supported Sites:	Site Address:
911 Center	7800 N Main Street	Parks Evergreen Warehouse	1799 Tri City Beach Road
BAWA	7425 Thompson Road	Parks N.C. Foote Park	2428 West Main
BAWA-East	5339 E. Grand Parkway S.	Parks Nature Center	6213 Bayway Drive
Brunson	311 W. Texas Avenue	Parks Service Center I	1210 Park Street
City Hall	2401 Market Street	Parks Service Center II	1000 Park Street
Emergency Management	205 E. Wye Drive	Parks Town Square	213 W. Texas Ave
Facilities	2101 Market Street	Parks Wetlands Center	1724 Market Street
Fire Administration	201 E. Wye Drive	Pirate's Bay Water Park	5300 East Road
Fire Station 1	4123 Garth Road	Police Academy	203 E. Wye Drive
Fire Station 2	2323 Market Street	Police Administration	3200 N. Main Street
Fire Station 3	3311 Massey Tompkins Road	Police Annex	3300 N. Main Street
Fire Station 4	910 E. Fayle	Police CVT	307 S. Main Street
Fire Station 5	7722 Bayway Drive	Police Gun Range	3307 McLean Road
Fire Station 6	10166 Pinehurst Drive	Police Jail	3100 N. Main Street
Fire Station 7	7215 Eastpoint Blvd.	Police Substation	3530 Market Street
South Command	109 S. Main Street	Public Works Administration	2123 Market Street
Fire Training Facility	7022 Bayway Drive	Public Works Central Plant	1709 W. Main Street
Health Administration	220 W. Defee	Public Works East Plant	3030 Ferry Road
Health Animal Services	705 N. Robert Lanier Drive	Public Works Northeast Plant	8808 Needlepoint Road
Health Mosquito Control	806 W. Nazro Street	Public Works Traffic	2103 Market Street
Library	1009 W. Sterling Avenue	Public Works West Plant	1510 I-10 East
Municipal Court	3120 N. Main Street	Tech Garage	2511 ½ Cedar Bayou Road
Parks Administration	2407 Market Street	Utility Billing	2505 Market Street
Parks Evergreen Clubhouse	1530 Evergreen Road	<i>Future Utility Billing</i>	315 W. Texas Avenue

*Employee Wellness Center 4002 Garth Road turned over to Concentra January 2021*

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

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,021,777	\$ 1,063,832	\$ 1,060,065	\$ 1,098,971
71009	Overtime	2,663	20,000	1,335	20,000
71021	Health Insurance	181,154	197,590	183,351	197,588
71022	TMRS	190,270	196,708	199,231	210,974
71023	FICA	77,627	86,088	82,628	88,776
71028	Workers Compensation	3,796	7,437	6,680	7,616
71041	Allowances	59,929	61,500	60,993	61,500
	Total Personnel Services	1,537,216	1,633,154	1,594,284	1,685,424
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	9,779	10,000	9,000	10,000
72002	Postage Supplies	22	250	50	250
72021	Minor Tools	3,175	4,000	3,500	4,000
	Total Supplies	12,977	14,250	12,550	14,250
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	3,132	19,500	19,000	-
73011	Buildings Maintenance	108,230	90,000	89,000	60,500
73027	Heat & Cool Sys Maint	33,270	31,000	43,000	-
73042	Machinery & Equip Maint	903,146	1,108,500	1,100,000	1,374,100
73045	Radio & Testing Equipment	56,966	67,500	65,000	67,500
73055	Maintenance On Computers	152,026	216,500	215,000	256,500
	Total Maintenance	1,256,770	1,533,000	1,531,000	1,758,600
<b>7400</b>	<b>Services</b>				
74001	Communication	-	-	-	906,600
74002	Electric Service	45,301	90,000	48,000	-
74011	Equipment Rental	535,535	485,000	480,000	485,000
74021	Special Services	16,093	50,000	40,000	40,000
74042	Education & Training	22,641	70,000	50,000	70,000
	Total Services	619,570	695,000	618,000	1,501,600
	Total Operating	3,426,532	3,875,404	3,755,834	4,959,874
	<b>TOTAL DEPARTMENT</b>	<b>\$ 3,426,532</b>	<b>\$ 3,875,404</b>	<b>\$ 3,755,834</b>	<b>\$ 4,959,874</b>

## 1080 PLANNING & DEVELOPMENT SERVICES – PROGRAM SUMMARY

---

---

### Program Description

---

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

---

- Implement the new online permitting system and continue to improve workflows as appropriate.
- Propose amendments to the Unified Land Development Code as necessary.
- Begin to implement the Bayway Drive Corridor plan.
- 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.
- Complete the comprehensive plan update, which will be a significant effort to include meetings with City Council, Planning and Zoning commission, citizens, developers and neighborhoods.
- Propose amendments to City code to encourage redevelopment in older parts of the city.
- Develop performance metrics to evaluate current review processes.

### Major Objectives

---

- 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.
- Continually improve the online permitting system.
- Conduct regular builder/developer forums to improve communication with external customers.
- Implement customer service satisfaction survey to evaluate the review process.

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

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,689,589	\$ 2,150,033	\$ 1,820,105	\$ 2,030,081
71009	Overtime	8,388	15,000	3,869	-
71021	Health Insurance	362,073	421,524	359,845	408,348
71022	TMRS	302,856	381,699	329,066	374,523
71023	FICA	120,945	167,048	137,094	157,596
71028	Workers Compensation	3,058	5,269	4,412	5,325
71041	Allowances	27,956	33,600	29,229	30,000
	Total Personnel Services	2,514,865	3,174,172	2,683,620	3,005,873
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	5,785	6,000	6,000	6,500
72002	Postage Supplies	9,209	9,500	9,500	11,550
72004	Printing Supplies	5,767	7,000	8,800	10,210
72007	Wearing Apparel	3,560	4,130	4,130	4,348
72016	Motor Vehicle Supplies	9,377	14,640	14,640	19,640
72021	Minor Tools	1,065	1,300	1,300	1,700
72041	Educational Supplies	1,617	1,000	1,000	1,500
	Total Supplies	36,381	43,570	45,370	55,448
<b>7300</b>	<b>Maintenance</b>				
73041	Furniture/Fixtures Maint	10,988	14,195	14,195	14,000
73043	Motor Vehicles Maint	9,729	12,000	12,000	15,580
	Total Maintenance	20,717	26,195	26,195	29,580
<b>7400</b>	<b>Services</b>				
74003	Street Lighting	-	1,016,035	1,016,035	1,116,035
74021	Special Services	16,368	44,000	44,000	250,000
74036	Advertising	20,416	25,620	25,620	27,110
74042	Education & Training	19,268	39,490	39,490	48,340
74061	Demolition Of Structures	-	300,000	300,000	500,000
74071	Association Dues	4,509	12,590	12,590	15,660
	Total Services	60,561	1,437,735	1,437,735	1,957,145
	Total Operating	2,632,523	4,681,672	4,192,920	5,048,046
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	1,128	3,395	3,395	4,000
84043	Motor Vehicles	29,048	-	-	91,600
	Total Capital Outlay	30,175	3,395	3,395	95,600
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,662,698</b>	<b>\$ 4,685,067</b>	<b>\$ 4,196,315</b>	<b>\$ 5,143,646</b>

## 1140 HUMAN RESOURCES – PROGRAM SUMMARY

---

---

### Program Description

Human Resources is committed to building an engaged workplace of belonging through inclusion and respect that fosters growth and innovation. Through partnerships and collaboration, Human Resources provide solution-focused services to attract, develop, reward, and retain a high performing workforce. 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

---

- Develop and implement a comprehensive approach to identify and utilize key sources to recruit talent.
- Develop the City employment brand as an employer of choice.
- Deliver a high-quality candidate experience.
- Provide training and tools for the recruitment and hiring process.
- Identify the internal structure and implement the framework for BaytownU.
- Provide “just in time” talent management resources.
- Incorporate individual development plans into performance management.
- Continually develop of Human Resources staff to meet today's and tomorrow's needs.
- Promote and improve solutions focused customer service.
- Increase efficiency in Human Resources processes/workflows.
- Develop the Human Resources brand.
- Review Health Benefits Program to determine potential cost-effective measures.
- Continue to develop Wellness Initiatives for employees to increase well-being and engagement.
- Continue to evaluate overall compensation to maintain market competitiveness.
- 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.
- Participate in Collective Bargaining and Meet and Confer negotiations as needed.

### Major Objectives

---

- Transition our organization from performance evaluation to ongoing performance management
- Develop the organizational culture as defined in the City's Core Values
- Create opportunities to increase employee engagement

**1140 HUMAN RESOURCES - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 726,532	\$ 768,575	\$ 759,409	\$ 795,927
71003	Part Time Wages	412	6,900	155	6,900
71009	Overtime	98	1,000	-	1,000
71021	Health Insurance	130,358	131,726	130,127	131,725
71022	TMRS	128,533	136,017	136,467	146,445
71023	FICA	49,375	62,614	54,441	61,623
71028	Workers Compensation	893	1,076	1,003	1,059
71041	Allowances	9,679	9,600	9,521	9,600
	Total Personnel Services	1,045,880	1,117,509	1,091,124	1,154,279
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	6,212	7,400	5,070	7,400
72002	Postage Supplies	1,455	2,100	2,000	2,100
72041	Educational Supplies	32,444	43,100	43,100	73,100
	Total Supplies	40,110	52,600	50,170	82,600
<b>7300</b>	<b>Maintenance</b>				
73042	Machinery & Equip Maint	410	2,800	2,000	2,800
	Total Maintenance	410	2,800	2,000	2,800
<b>7400</b>	<b>Services</b>				
74021	Special Services	75,422	121,000	90,000	120,000
74029	Service Awards	-	25,000	25,000	25,000
74036	Advertising	11,322	13,000	11,917	13,000
74042	Education & Training	11,269	68,300	34,000	118,300
74071	Association Dues	2,444	5,580	5,400	5,580
	Total Services	100,457	232,880	166,317	281,880
<b>7500</b>	<b>Sundry Charges</b>				
75061	Medical - Preemployment	-	-	49	-
75064	Medical Services	12,871	87,500	19,002	50,500
	Total Sundry & Other	12,871	87,500	19,051	50,500
	Total Operating	1,199,728	1,493,289	1,328,662	1,572,059
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,199,728</b>	<b>\$ 1,493,289</b>	<b>\$ 1,328,662</b>	<b>\$ 1,572,059</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 Federal, State and local laws.

### 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 & FCPEMSD).
- 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.
- 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 the position of Mayor At-Large, as well as, proposed charter amendments and the reauthorization of the Municipal Sales and Used Tax for Street Maintenance (SMST).
  - 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 Finance, Engineering, and Planning and Development Services, in support of the City's new software program Tyler Technologies Energov.
  - Migrate all paper processes related to licenses and permits administered by the City Clerk to electronic using the City's new software program Tyler Technologies Energov.
  - Complete the re-organization of staff and duties for operational efficiencies and succession planning.
  - 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 and web presence.
  - Complete the migration of vital statistics application process and electronic records management process, in order to increase customer service and promote best practices.
-

**1170 CITY CLERK - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 433,018	\$ 473,892	\$ 465,378	\$ 492,631
71003	Part Time Wages	59,151	28,037	29,192	32,021
71009	Overtime	3,051	7,500	7,500	7,500
71011	Extra Help/Temporary	29,863	40,000	40,000	-
71021	Health Insurance	84,178	92,208	68,001	92,208
71022	TMRS	77,157	83,432	84,088	90,815
71023	FICA	36,739	45,726	35,926	38,214
71028	Workers Compensation	601	786	659	657
71041	Allowances	4,811	3,600	6,843	6,900
	Total Personnel Services	728,570	775,181	737,587	760,946
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	13,343	11,000	11,000	13,000
72002	Postage Supplies	3,051	4,000	4,000	2,000
72004	Printing Supplies	2,861	5,000	4,637	5,000
	Total Supplies	19,255	20,000	19,637	20,000
<b>7300</b>	<b>Maintenance</b>				
73042	Machinery & Equip Maint	-	1,700	1,725	1,900
73046	Books - Maintenance	12,840	23,650	20,000	23,650
	Total Maintenance	12,840	25,350	21,725	25,550
<b>7400</b>	<b>Services</b>				
74021	Special Services	170,192	237,463	100,000	237,463
74036	Advertising	17,697	17,000	14,298	17,000
74042	Education & Training	8,041	11,000	5,000	25,450
74051	Non City Facility Rental	13,585	13,740	13,740	13,740
74070	Elections	64,937	170,000	235,000	551,000
74071	Association Dues	96	1,421	716	926
	Total Services	274,548	450,624	368,754	845,579
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	166	3,000	1,000	1,000
	Total Sundry & Other	166	3,000	1,000	1,000
	Total Operating	1,035,379	1,274,155	1,148,703	1,653,075
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,035,379</b>	<b>\$ 1,274,155</b>	<b>\$ 1,148,703</b>	<b>\$ 1,653,075</b>

## 1171 COURT OF RECORD – PROGRAM SUMMARY

---

---

### Program Description

---

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

---

- 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. Activate license plate reader software.
- Improve and implement court procedures to comply with OCA best practices for opening Court to in-person post COVID-19.
- Implement measures and increase technology capacity to allow greater access remotely (ie. Search warrant signatures/Adobe).
- Implement internal program for increased communication efficiency for staff (ie. Slack/Microsoft Teams).

### Major Objectives

---

- 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
- Proper retention and destruction of electronically filed cases prior to 2012 which are currently in a “closed status” as stored on INCODE.
- Review and upgrade of fines and costs.
- Comprehensive system clean-up of old cases (including those with judgments as allowed by recent legislative initiatives) which remain open but are deemed as uncollectible.
- Implement jury module for online participation and enrollment
- Improve physical environment – including cubicle replacement, lobby upgrades and landscaping
- Incorporate messaging system for more effective and efficient communication on a daily basis
- Implement software for project management i.e. Monday.
- Complete and implement employee policy and procedures manual
- Implement e-filing system for defendants and attorney.
- Implement e-signature capabilities for defendants and attorneys

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

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 877,864	\$ 955,437	\$ 878,876	\$ 985,289
71009	Overtime	12,027	20,000	11,064	20,000
71021	Health Insurance	215,170	223,935	202,875	223,933
71022	TMRS	157,137	167,954	157,693	180,107
71023	FICA	63,468	73,504	64,731	75,788
71028	Workers Compensation	2,777	4,981	4,274	5,074
71041	Allowances	5,444	5,400	5,355	5,400
	Total Personnel Services	1,333,888	1,451,210	1,324,869	1,495,591
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	11,120	13,000	13,371	13,000
72002	Postage Supplies	22,421	22,500	19,377	22,500
72004	Printing Supplies	5,396	13,000	12,582	13,000
72007	Wearing Apparel	2,640	3,550	2,805	4,000
72016	Motor Vehicle Supplies	3,686	4,500	3,351	5,000
72021	Minor Tools	2,420	3,000	2,710	4,000
72026	Cleaning & Janitorial Sup	3,015	2,500	2,831	3,000
72041	Educational Supplies	897	1,205	1,806	1,205
	Total Supplies	51,596	63,255	58,833	65,705
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	48,698	77,525	77,698	-
73027	Heat & Cool Sys Maint	-	2,000	-	-
73041	Furniture/Fixtures Maint	7,709	11,000	10,106	60,603
73043	Motor Vehicles Maint	426	5,000	2,564	5,000
	Total Maintenance	56,833	95,525	90,368	65,603
<b>7400</b>	<b>Services</b>				
74001	Communication	3,367	3,228	3,228	1,000
74002	Electric Service	18,716	32,000	23,923	-
74011	Equipment Rental	12,604	12,298	12,538	12,538
74021	Special Services	82,160	75,141	78,525	105,467
74026	Janitorial Services	13,586	13,586	13,586	13,586
74042	Education & Training	10,730	23,525	17,254	23,525
74051	Non City Facility Rental	6,203	5,100	7,224	5,100
74071	Association Dues	2,373	3,404	2,883	2,883
	Total Services	149,739	168,282	159,161	164,098
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	252	3,744	1,162	3,744
	Total Sundry & Other	252	3,744	1,162	3,744
	Total Operating	1,592,308	1,782,016	1,634,392	1,794,742
<b>TOTAL DEPARTMENT</b>		<b>\$ 1,592,308</b>	<b>\$ 1,782,016</b>	<b>\$ 1,634,392</b>	<b>\$ 1,794,742</b>

**1180 CITY FACILITIES - SERVICE LEVEL BUDGET**

This cost center provides funding to maintain city facilities.

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 248,656	\$ 262,293	\$ 269,210	\$ 273,168
71009	Overtime	932	6,000	6,000	6,000
71021	Health Insurance	72,203	79,036	66,903	79,035
71022	TMRS	43,778	45,849	48,410	49,662
71023	FICA	17,856	20,065	20,357	20,897
71028	Workers Compensation	2,108	4,371	2,521	4,529
	Total Personnel Services	385,533	417,614	413,401	433,292
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	2,055	3,000	5,000	5,000
72007	Wearing Apparel	2,229	3,700	4,200	3,700
72016	Motor Vehicle Supplies	3,773	7,000	7,000	15,000
72021	Minor Tools	9,996	24,000	24,000	24,000
72022	Fuel For Generators	730	12,000	12,000	12,000
72026	Cleaning & Janitorial Sup	7,289	9,050	9,050	9,050
	Total Supplies	26,072	58,750	61,250	68,750
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	68,597	60,000	97,000	-
73011	Buildings Maintenance	219,062	265,500	265,500	957,006
73027	Heat & Cool Sys Maint	32,834	35,000	65,000	213,077
73043	Motor Vehicles Maint	2,783	8,000	8,000	10,500
	Total Maintenance	323,276	368,500	435,500	1,180,583
<b>7400</b>	<b>Services</b>				
74002	Electric Service	-	-	-	927,900
74005	Natural Gas	25,418	25,000	25,000	111,400
74021	Special Services	33,800	20,000	20,000	20,000
74026	Janitorial Services	26,003	46,000	46,000	47,010
74042	Education & Training	6,072	8,000	11,000	15,000
74071	Association Dues	100	500	1,000	1,000
	Total Services	91,393	99,500	103,000	1,122,310
	Total Operating	826,274	944,364	1,013,151	2,804,935
<b>8000</b>	<b>Capital Outlay</b>				
83027	Heating & Cooling System	18,200	-	-	-
	Total Capital Outlay	18,200	-	-	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 844,474</b>	<b>\$ 944,364</b>	<b>\$ 1,013,151</b>	<b>\$ 2,804,935</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 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71013	Accrual Pay	\$ -	\$ 747,237	\$ -	\$ -
71043	Employee Incentives	-	384,180	-	-
71081	Retired Employee Benefits	2,038,045	2,132,747	1,858,587	2,132,747
	Total Personnel Services	2,038,045	3,264,164	1,858,587	2,132,747
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	4,454	14,500	-	14,500
72002	Postage Supplies	1,358	1,500	1,500	1,500
72004	Printing Supplies	-	1,500	1,500	1,500
	Total Supplies	5,812	17,500	3,000	17,500
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	54,283	-	8,573	-
	Total Maintenance	54,283	-	8,573	-
<b>7400</b>	<b>Services</b>				
74001	Communication	741,832	906,600	742,000	-
74003	Street Lighting	551,772	-	-	-
74007	TWC Claims Paid	118,041	75,000	-	75,000
74011	Equipment Rental	181,082	154,572	90,000	154,572
74021	Special Services	803,454	1,061,250	650,000	1,051,250
74029	Service Awards	74,793	47,000	-	47,000
74042	Education & Training	30,861	2,000	30,000	50,000
74071	Association Dues	2,190	7,000	-	7,000
74072	Legislative Services	10,000	70,000	70,000	70,000
74210	General Liability Ins	28,869	40,306	28,370	35,000
74211	K-9 Insurance	5,426	6,569	5,398	6,000
74220	Errors & Omissions	44,859	61,718	45,414	50,000
74230	Law Enforcement Liability	49,394	65,564	53,729	60,000
74240	Auto Liability	211,026	288,240	221,886	237,000
74241	Auto Collision	192,582	203,000	205,835	220,000
74242	Auto Catastrophic	42,737	45,000	45,762	47,500
74271	Mobile Equipment	32,329	36,522	37,152	40,000
74272	Real & Personal Property	359,372	385,782	385,782	450,000
74277	Flood Insurance	90,792	95,000	95,000	95,000
74280	Bonds	444	500	500	500
74281	Employee Fraud	4,541	5,439	4,541	5,439
74290	Misc Liability	143	3,000	3,000	41,000
74295	Deductibles	114,366	135,000	135,000	135,000
74999	Perf Cont Energy Savings	-	49,960	-	49,960
	Total Services	3,690,906	3,745,022	2,849,369	2,927,221

**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 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
	Total Operating	5,789,046	7,026,686	4,719,529	5,077,468
<b>7500</b>	<b>Sundry Charges</b>				
75086	Interest Expense	18,082	-	-	-
	Total Sundry Charges	18,082	-	-	-
<b>8000</b>	<b>Capital Outlay</b>				
86011	Capital Lease Payment	344,742	-	-	-
	Total Capital Outlay	344,742	-	-	-
<b>9900</b>	<b>Other Financing Uses</b>				
99002	Unforeseen/New Initiative	-	1,169,763	1,169,763	2,919,720
	Total Contingencies/Other	-	1,169,763	1,169,763	2,919,720
	<b>TOTAL DEPARTMENT</b>	<b>\$ 6,151,870</b>	<b>\$ 8,196,449</b>	<b>\$ 5,889,292</b>	<b>\$ 7,997,188</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 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 Street Crimes Unit.

**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.

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 18,549,195	\$ 18,812,044	\$ 18,552,196	\$ 19,360,466
71003	Part Time Wages	89,695	176,496	124,943	136,173
71009	Overtime	459,567	697,590	278,497	712,590
71021	Health Insurance	2,850,882	3,135,088	2,801,602	3,148,232
71022	TMRS	3,340,210	3,291,282	3,341,171	3,570,284
71023	FICA	1,378,136	1,440,407	1,403,839	1,501,210
71028	Workers Compensation	297,119	339,008	326,825	348,677
71041	Allowances	14,221	16,800	13,091	13,200
71091	Prsnl Svcses Reimbursed	(21,827)	-	53	-
	Total Personnel Services	26,957,198	27,908,715	26,842,216	28,790,833
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	26,311	27,758	27,758	29,258
72002	Postage Supplies	11,961	13,000	13,000	13,000
72004	Printing Supplies	2,755	7,200	6,700	6,700
72005	Animal Feed Supplies	6,992	11,432	11,432	11,932
72006	Clothing Allowance	19,776	34,000	34,000	35,100
72007	Wearing Apparel	126,445	171,015	171,015	171,665
72016	Motor Vehicle Supplies	407,146	542,160	540,160	542,160
72021	Minor Tools	124,990	164,281	163,781	178,470
72026	Cleaning & Janitorial Sup	15,233	13,360	13,580	15,580
72032	Medical Supplies	282	1,600	1,600	1,600
72036	Identification Supplies	62,788	82,502	82,502	82,325
72041	Educational Supplies	124,482	150,441	150,441	156,041
72045	Computer Software Supply	3,623	1,445	1,445	1,445
72061	Meeting Supplies	7,588	13,200	12,676	12,975
	Total Supplies	940,372	1,233,394	1,230,090	1,258,251
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	37,466	40,835	40,835	40,953
73011	Buildings Maintenance	75,883	84,100	84,100	4,140
73027	Heat & Cool Sys Maint	29,516	20,147	20,147	-
73041	Furniture/Fixtures Maint	9,578	9,500	9,500	9,500
73042	Machinery & Equip Maint	121,945	443,311	450,111	523,837
73043	Motor Vehicles Maint	261,711	266,500	266,000	266,000
73046	Books - Maintenance	1,820	2,070	2,070	2,070
73053	Vehicle Repair-Collision	33,062	-	-	-
	Total Maintenance	570,982	866,463	872,763	846,500
<b>7400</b>	<b>Services</b>				
74002	Electric Service	101,148	106,000	106,000	-
74004	Water & Sewer	1,551	2,500	2,500	2,500
74005	Natural Gas	3,087	4,300	4,300	-
74011	Equipment Rental	81,861	99,970	99,970	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 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
74021	Special Services	15,073	18,933	18,933	18,933
74026	Janitorial Services	51,237	48,487	48,487	50,538
74031	Wrecker Service	3,804	6,000	6,000	6,000
74036	Advertising	2,648	3,000	3,000	3,000
74042	Education & Training	138,566	281,026	247,065	301,226
74045	In-State Investigatv Trvl	-	5,038	5,038	5,038
74047	Support Of Prisoners	40,872	62,562	62,562	62,562
74071	Association Dues	6,129	9,663	9,323	11,011
74082	Confidential	12,920	21,000	21,000	25,000
74123	Instructor Fees	-	-	-	-
	<b>Total Services</b>	<b>458,897</b>	<b>668,479</b>	<b>634,178</b>	<b>585,778</b>
<b>7500</b>	<b>Sundry Charges</b>				
75061	Medical - Preemployment	4,930	7,300	7,300	7,300
75064	Medical Services	8,476	11,500	11,500	13,500
	<b>Total Sundry Charges</b>	<b>13,406</b>	<b>18,800</b>	<b>18,800</b>	<b>20,800</b>
	<b>Total Operating</b>	<b>28,940,854</b>	<b>30,695,851</b>	<b>29,598,047</b>	<b>31,502,162</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	(88,388)	-	-	-
84043	Motor Vehicles	1,305,576	-	-	-
	<b>Total Capital Outlay</b>	<b>1,217,188</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 30,158,042</b>	<b>\$ 30,695,851</b>	<b>\$ 29,598,047</b>	<b>\$ 31,502,162</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.

The Fire Chief serves as the Director and has overall responsibility of all Fire Department functions. The Emergency Management (EM) Division is also assigned to the Fire Department under the direction of the Fire Chief. The 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.

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. Administration provides EMS medical oversight and quality assurance / quality improvement, medical director liaison, protocol development and review, Texas Department of State Health Services provider license, DEA compliance, HIPAA compliance, medical supply procurement, medical field training oversight, hospital relations and Regional Advisory Council participation. 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. Also assigned to Planning is the Training Division which is responsible for developing career specific Knowledge, Skills, and Abilities to ensure all department members can perform at a competent level in all disciplines that we provide while at the same time reducing preventable injuries. The 2020 training plan will incorporate numerous of training elements such as monthly hands on and computer-based training, officer development, specialized training, operational scenarios, certification courses and promotional preparedness center.

Logistics is responsible for 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/equipment, and capital projects.

## 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 Fire and Emergency Services 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 \*\***

\*\* 2030 Emergency Management division reorganized under Fire Department during FY2016.

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 12,221,964	\$ 15,675,679	\$ 15,815,561	\$ 15,556,080
71003	Part Time Wages	-	12,000	-	12,000
71009	Overtime	715,754	1,027,833	415,285	1,032,833
71021	Health Insurance	2,167,539	2,357,902	2,161,502	2,344,709
71022	TMRS	3,060,611	2,814,901	2,985,290	2,981,644
71023	FICA	1,261,979	1,231,922	1,241,042	1,254,652
71028	Workers Compensation	274,008	277,852	275,931	282,213
71041	Allowances	575,714	617,215	591,538	594,600
71091	Prsnl Svcses Reimbursed	(26,317)	-	(330,161)	-
	Total Personnel Services	20,251,254	24,015,305	23,155,988	24,058,729
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	12,421	19,028	16,028	18,028
72002	Postage Supplies	5,996	7,050	6,550	7,050
72004	Printing Supplies	2,890	5,300	3,300	5,000
72006	Clothing Allowance	1,781	5,400	4,920	4,920
72007	Wearing Apparel	409,352	259,120	259,370	287,670
72011	Disaster Supplies	4,802	15,120	15,120	15,120
72016	Motor Vehicle Supplies	109,762	180,000	180,000	180,000
72021	Minor Tools	56,759	36,960	35,210	35,210
72026	Cleaning & Janitorial Sup	17,764	20,500	20,500	20,500
72031	Chemical Supplies	7,957	18,000	18,000	10,000
72032	Medical Supplies	173,683	219,869	219,869	219,869
72036	Identification Supplies	431	600	600	600
72041	Educational Supplies	42,114	81,600	66,600	76,600
72045	Computer Software Supply	1,079	700	-	-
72061	Meeting Supplies	591	1,200	1,200	1,200
	Total Supplies	847,382	870,447	847,267	881,767
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	16,407	17,305	17,305	17,305
73011	Buildings Maintenance	90,242	113,500	107,000	700
73027	Heat & Cool Sys Maint	7,344	25,350	15,000	-
73041	Furniture/Fixtures Maint	34,148	34,200	34,200	34,200
73042	Machinery & Equip Maint	201,630	343,944	342,444	340,944
73043	Motor Vehicles Maint	307,384	277,000	274,000	277,000
73045	Radio & Testing Equipment	337	5,500	5,500	5,500
73048	Signal Systems Maint	20,300	28,000	28,000	28,000
	Total Maintenance	677,792	844,799	823,449	703,649
<b>7400</b>	<b>Services</b>				
74001	Communication	6,305	17,500	8,000	9,000
74002	Electric Service	90,603	101,000	101,000	-

**2020 FIRE - SERVICE LEVEL BUDGET \*\***

\*\* 2030 Emergency Management division reorganized under Fire Department during FY2016.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
74005	Natural Gas	14,995	17,400	17,400	-
74011	Equipment Rental	3,038	3,400	3,200	3,400
74020	Outside Contracts	121,911	124,313	124,313	171,013
74021	Special Services	79,943	87,176	87,176	91,676
74026	Janitorial Services	15,590	18,159	18,159	18,159
74042	Education & Training	30,009	112,875	76,300	112,875
74071	Association Dues	15,010	14,547	15,247	21,574
	<b>Total Services</b>	<b>377,405</b>	<b>496,370</b>	<b>450,795</b>	<b>427,697</b>
	<b>Total Operating</b>	<b>22,153,832</b>	<b>26,226,920</b>	<b>25,277,499</b>	<b>26,071,842</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	(63,247)	-	-	-
82011	Building & Improvements	6,147	-	-	-
84042	Machinery & Equipment	-	38,250	38,250	40,000
84043	Motor Vehicles	-	-	-	100,000
84061	Other Equipment	-	100,000	100,000	-
	<b>Total Capital Outlay</b>	<b>(57,101)</b>	<b>138,250</b>	<b>138,250</b>	<b>140,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 22,096,732</b>	<b>\$ 26,365,171</b>	<b>\$ 25,415,749</b>	<b>\$ 26,211,842</b>

## **3000 PUBLIC WORKS ADMINISTRATION – PROGRAM SUMMARY**

---

---

### **Program Description**

---

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 does not exceed contract amounts.

### **Major Goals**

---

- 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**

---

- 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**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 255,147	\$ 258,074	\$ 260,007	\$ 266,010
71009	Overtime	1,029	1,500	1,975	1,500
71021	Health Insurance	54,159	52,691	52,051	52,690
71022	TMRS	45,590	45,741	47,142	49,015
71023	FICA	18,256	20,018	19,609	20,625
71028	Workers Compensation	326	344	343	355
71041	Allowances	3,630	3,600	3,570	3,600
	Total Personnel Services	378,135	381,968	384,697	393,795
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	19,392	23,000	23,000	23,000
72002	Postage Supplies	2,340	2,000	2,000	2,000
72007	Wearing Apparel	1,582	2,000	2,000	2,000
72021	Minor Tools	58	-	-	-
72026	Cleaning & Janitorial Sup	8,542	11,000	11,000	11,000
72032	Medical Supplies	-	400	-	-
72041	Educational Supplies	-	250	-	-
	Total Supplies	31,913	38,650	38,000	38,000
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	3,045	12,395	3,000	3,000
73011	Buildings Maintenance	20,962	14,605	24,000	14,605
73027	Heat & Cool Sys Maint	9,111	8,000	8,000	-
	Total Maintenance	33,118	35,000	35,000	17,605
<b>7400</b>	<b>Services</b>				
74002	Electric Service	34,202	40,000	40,000	-
74005	Natural Gas	3,168	4,900	4,900	-
74011	Equipment Rental	1,300	5,400	5,400	5,400
74021	Special Services	6,820	30,000	30,000	30,000
74026	Janitorial Services	10,938	11,000	11,000	12,463
74042	Education & Training	15,795	18,000	10,000	18,000
74071	Association Dues	-	450	-	450
	Total Services	72,224	109,750	101,300	66,313
	Total Operating	515,390	565,368	558,997	515,714
<b>8000</b>	<b>Capital Outlay</b>				
85001	Construction	12,933	-	-	-
	Total Capital Outlay	12,933	-	-	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 528,323</b>	<b>\$ 565,368</b>	<b>\$ 558,997</b>	<b>\$ 515,714</b>

## **3010 STREETS – PROGRAM SUMMARY**

---

---

### **Program Description**

---

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**

---

- 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**

---

- 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**

\*The Drainage division has been merged into the Storm Water Utility Fund during FY16.

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 884,373	\$ 812,397	\$ 894,204	\$ 1,021,932
71009	Overtime	59,717	75,000	45,177	75,000
71021	Health Insurance	216,086	223,935	215,297	277,179
71022	TMRS	165,706	142,007	166,632	144,882
71023	FICA	68,400	62,148	70,060	95,390
71028	Workers Compensation	14,958	32,004	35,022	51,109
	Total Personnel Services	1,409,241	1,347,492	1,426,392	1,665,492
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	5	-	-	-
72007	Wearing Apparel	10,554	10,000	10,000	10,000
72016	Motor Vehicle Supplies	42,002	60,000	60,000	60,000
72021	Minor Tools	8,806	7,000	7,000	7,000
72031	Chemical Supplies	897	1,000	1,000	1,000
	Total Supplies	62,263	78,000	78,000	78,000
<b>7300</b>	<b>Maintenance</b>				
73025	Streets Sidewalks & Curbs	724,090	590,000	740,000	740,000
73043	Motor Vehicles Maint	121,904	150,000	100,000	100,000
	Total Maintenance	845,995	740,000	840,000	840,000
<b>7400</b>	<b>Services</b>				
74011	Equipment Rental	-	12,000	6,000	6,000
74021	Special Services	62,044	60,000	60,000	120,000
74042	Education & Training	11,330	10,000	8,000	10,000
	Total Services	73,374	82,000	74,000	136,000
	Total Operating	2,390,873	2,247,492	2,418,392	2,719,492
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,390,873</b>	<b>\$ 2,247,492</b>	<b>\$ 2,418,392</b>	<b>\$ 2,719,492</b>

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

---

---

### **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**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 611,564	\$ 616,272	\$ 651,905	\$ 677,292
71009	Overtime	27,399	35,000	32,486	45,000
71021	Health Insurance	144,994	158,072	150,233	184,415
71022	TMRS	112,139	107,724	121,410	123,132
71023	FICA	46,999	47,145	51,229	51,813
71028	Workers Compensation	11,863	13,714	14,467	15,190
	Total Personnel Services	954,958	977,926	1,021,730	1,096,842
<b>7200</b>	<b>Supplies</b>				
72007	Wearing Apparel	6,185	6,000	6,000	6,000
72016	Motor Vehicle Supplies	14,467	20,000	20,000	20,000
72021	Minor Tools	9,784	18,300	8,000	18,000
72026	Cleaning & Janitorial Sup	536	500	500	500
72056	Street Marking Supplies	9,965	50,000	50,000	50,000
	Total Supplies	40,937	94,800	84,500	94,500
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	12,132	5,000	5,000	-
73028	Electrical Maintenance	97,283	120,000	120,000	120,000
73042	Machinery & Equip Maint	1,011	3,000	3,000	3,000
73043	Motor Vehicles Maint	21,979	20,000	20,000	20,000
73044	Street Signs Maint	138,628	185,000	185,000	185,000
73048	Signal Systems Maint	103,887	170,000	100,000	170,000
73049	Barricades Maint	4,728	10,000	20,000	20,000
	Total Maintenance	379,647	513,000	453,000	518,000
<b>7400</b>	<b>Services</b>				
74002	Electric Service	380,788	80,000	80,000	-
74021	Special Services	1,216	15,000	1,000	15,000
74026	Janitorial Services	-	-	-	3,561
74042	Education & Training	28,039	20,000	12,000	20,000
	Total Services	410,043	115,000	93,000	38,561
	Total Operating	1,785,586	1,700,726	1,652,230	1,747,903
<b>8000</b>	<b>Capital Outlay</b>				
84042	Machinery & Equipment	45,940	-	-	95,500
84048	Signal Systems	-	245,000	20,475	-
	Total Capital Outlay	45,940	245,000	20,475	95,500
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,831,526</b>	<b>\$ 1,945,726</b>	<b>\$ 1,672,705</b>	<b>\$ 1,843,403</b>

## 3030 ENGINEERING – PROGRAM SUMMARY

### Program Description

The Engineering Division of Public Works and Engineering Department is composed of two branches: Development and Capital Improvement Program. The duties and responsibilities of the Development Engineering Branch include: Long Range Planning, Floodplain Management and Stormwater Management, Engineering Development Review, Traffic Engineering and Interagency Coordination. The duties and responsibilities of the Capital Improvement Program Branch include the delivery of capital improvement projects from design to construction and warranty.

The Development Engineering branch provides professional engineering services and design standards for the oversight of public and private development, such as engineering design criteria, standards, Floodplain Management including the compliance with the National Flood Insurance Program and oversight of the City's Municipal Stormwater permit compliance. Also, the branch provides long range planning for growth of the City, development activity, and provides information to the public and other City departments as requested.

The Capital Improvement Program (CIP) branch provides professional project management to plan, program, design, and manage the construction of capital improvement projects to maintain, recapitalize and expand the City's infrastructure to meet current and future growth. This includes developing and analyzing courses of action for project scope and recommending the best strategy for construction and engineering of the CIP. The branch also provides field inspection support to ensure City standards are met for private and commercial development within City right of way, such as subdivision construction, franchise utility construction.

### Major Goals

- Provide a thorough review of floodplain considerations, construction drawings and plats submitted for approval through the Development Review Committee in a timely manner.
- Seek funding and partnership opportunities for projects that provide solutions to flooding, traffic congestion and quality of life.
- Improve the project management of Capital Improvement Projects to ensure quality design and construction; and that projects are 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.
- Implement improvements in Stormwater Management to comprehensively manage compliance for all development – both on private or City property and within the public right of way.
- Implement technology solutions in plan review, engineering design standards compliance, and construction management to reap the benefits of cost/time savings, and increased productivity.
- Provide long range planning that provides for future growth of the City and improves the quality of life for the citizens.
- 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

- Implement and management of the National Pollution Discharge Elimination System (NPDES), Phase II storm water management program and permitting process.
- Manage the National Flood Insurance Program and Community Rating System to reduce the cost of flood insurance to the citizens of Baytown.
- Continue to improve the review of development drawing and plat review through process improvements and the Development Review Process.  
Implement updated engineering design criteria, approved products and standard details to reflect technological advances in materials and methods of construction (ongoing).
  - ❖ 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.
- Implement both the Permit review and CIP design process review– including checklists, and standards integration into the City's Community Development software.
- Conduct informational meetings with contractors and sub-contractors.
- Continue to plan, develop and maintain a 5 Year Capital Improvement Program (CIP) and seek funding for projects from federal, state and county sources.

**3030 ENGINEERING - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 812,783	\$ 1,138,053	\$ 648,090	\$ 762,253
71009	Overtime	2,580	12,000	1,606	6,000
71021	Health Insurance	132,784	197,590	110,022	131,725
71022	TMRS	144,385	201,239	116,433	140,650
71023	FICA	60,587	88,071	49,153	59,184
71028	Workers Compensation	1,353	2,672	1,249	1,553
71041	Allowances	7,573	13,200	6,412	11,400
	Total Personnel Services	1,162,045	1,652,825	932,965	1,112,766
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	9,500	8,925	8,900	4,850
72002	Postage Supplies	135	750	750	1,750
72004	Printing Supplies	2,248	1,945	1,900	6,040
72007	Wearing Apparel	1,887	4,650	4,650	3,650
72016	Motor Vehicle Supplies	10,267	18,750	18,750	18,750
72021	Minor Tools	67	1,550	1,550	1,550
72045	Computer Software Supply	7,075	7,425	7,425	15,019
72061	Meeting Supplies	1,163	2,200	2,200	2,200
	Total Supplies	32,342	46,195	46,125	53,809
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	1,432	12,500	12,500	-
73041	Furniture/Fixtures Maint	5,805	5,310	5,310	17,310
73042	Machinery & Equip Maint	2,075	-	-	-
73043	Motor Vehicles Maint	8,597	12,500	12,500	12,500
	Total Maintenance	17,908	30,310	30,310	29,810
<b>7400</b>	<b>Services</b>				
74021	Special Services	924	100,000	100,000	130,000
74042	Education & Training	6,457	23,125	23,000	25,500
74071	Association Dues	3,132	3,427	3,427	3,427
	Total Services	10,512	126,552	126,427	158,927
	Total Operating	1,222,807	1,855,882	1,135,827	1,355,312
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	-	-	-	14,500
84043	Motor Vehicles	31,193	-	-	-
	Total Capital Outlay	31,193	-	-	14,500
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,254,001</b>	<b>\$ 1,855,882</b>	<b>\$ 1,135,827</b>	<b>\$ 1,369,812</b>

## 4000 PUBLIC HEALTH – PROGRAM SUMMARY

---

---

### Program Description

---

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

---

- Overall improvement of the Animal Services program; retain adequate and competent staff, timely response to the public, and provide quality care of the animals along with maximizing positive outcomes.
- 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 Department infrastructure and resources to effectively meet the needs of the community.

### Major Objectives

---

- Provide quality animal services involving Animal Control field operations and operations at the Animal Control Shelter and Adoption Center.
- Continuation of standardized risk assessment and inspection programs 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.

**4000 PUBLIC HEALTH - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,684,105	\$ 1,983,193	\$ 1,914,897	\$ 2,392,851
71003	Part Time Wages	47,860	48,598	77,400	142,880
71009	Overtime	24,870	67,328	37,568	56,898
71011	Extra Help/Temporary	30,894	-	-	-
71021	Health Insurance	427,073	474,215	424,291	566,418
71022	TMRS	302,900	351,114	348,394	437,966
71023	FICA	128,386	175,306	148,798	193,203
71028	Workers Compensation	5,563	15,736	15,587	21,832
71041	Allowances	24,216	28,500	18,361	16,200
	Total Personnel Services	2,675,867	3,143,990	2,985,295	3,828,248
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	24,779	27,500	26,250	32,000
72002	Postage Supplies	6,590	8,600	8,600	8,600
72004	Printing Supplies	5,100	7,300	6,625	10,400
72005	Animal Feed Supplies	3,982	14,000	13,500	18,400
72007	Wearing Apparel	10,100	9,200	7,300	10,800
72016	Motor Vehicle Supplies	31,318	42,550	42,250	49,700
72021	Minor Tools	25,460	27,212	19,700	27,692
72026	Cleaning & Janitorial Sup	14,764	24,400	24,900	61,400
72031	Chemical Supplies	136,133	164,000	146,500	196,500
72032	Medical Supplies	19,051	15,000	22,000	75,625
72045	Computer Software Supply	11,179	20,900	20,900	47,460
	Total Supplies	288,456	360,662	338,525	538,577
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	-	150,000	150,000	120,000
73011	Buildings Maintenance	81,719	58,100	52,500	-
73027	Heat & Cool Sys Maint	7,814	7,600	6,100	-
73041	Furniture/Fixtures Maint	-	10,000	10,000	5,000
73042	Machinery & Equip Maint	3,810	5,500	7,800	9,000
73043	Motor Vehicles Maint	29,456	36,250	30,000	40,000
	Total Maintenance	122,798	267,450	256,400	174,000
<b>7400</b>	<b>Services</b>				
74001	Communication	-	-	-	15,000
74002	Electric Service	35,938	28,000	33,971	-
74005	Natural Gas	4,580	5,700	5,500	-
74011	Equipment Rental	3,651	5,000	5,000	5,000
74021	Special Services	39,831	81,000	57,000	89,000
74026	Janitorial Services	5,637	7,000	6,500	27,122
74042	Education & Training	17,045	31,200	21,500	32,200
74051	Non City Facility Rental	3,843	19,000	19,000	19,500
74056	Vacant Lot Cleaning	172,003	50,000	50,000	200,000
74058	Landfill Fees	112,723	119,000	116,500	144,000
74071	Association Dues	2,957	5,150	4,800	5,650
	Total Services	398,208	351,050	319,771	537,472

**4000 PUBLIC HEALTH - SERVICE LEVEL BUDGET**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7500</b>	<b>Sundry Charges</b>				
75051	Court Cost	5,000	5,000	5,000	5,000
	Total Sundry & Other	5,000	5,000	5,000	5,000
	Total Operating	3,490,329	4,128,152	3,904,991	5,083,297
<b>8000</b>	<b>Capital Outlay</b>				
82011	Building & Improvements	4,950	-	-	-
84043	Motor Vehicles	137,121	-	-	82,735
	Total Capital Outlay	142,071	-	-	82,735
	<b>TOTAL DEPARTMENT</b>	<b>\$ 3,632,400</b>	<b>\$ 4,128,152</b>	<b>\$ 3,904,991</b>	<b>\$ 5,166,032</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 consists of four divisions, Recreation, Parks, Environmental Education and Aquatics. 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.

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, the Baytown Nature Center and the future George and Freda Chandler Arboretum. 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, Juneteenth 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 Eddie Gray 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 maintain and beautify the City's medians.
- Continue to expand the City's trails, linking parks to neighborhood, schools and commercial areas where possible.

## 5000 PARKS & RECREATION – PROGRAM SUMMARY

---

---

### **Major Objectives**

---

- 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**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 2,613,522	\$ 2,742,175	\$ 2,669,895	\$ 2,866,694
71003	Part Time Wages	424,608	405,188	455,568	472,447
71009	Overtime	91,128	224,691	201,681	235,264
71021	Health Insurance	700,756	764,013	669,868	777,179
71022	TMRS	468,475	480,968	481,999	523,128
71023	FICA	229,763	277,225	234,323	256,271
71028	Workers Compensation	49,852	148,434	116,017	125,340
71041	Allowances	8,839	10,800	10,639	33,800
	Total Personnel Services	4,586,943	5,053,494	4,839,989	5,290,122
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	7,372	14,301	13,406	16,704
72002	Postage Supplies	401	698	680	708
72004	Printing Supplies	13,375	29,375	13,333	29,375
72007	Wearing Apparel	19,359	22,428	11,025	25,428
72016	Motor Vehicle Supplies	91,527	119,083	119,083	119,083
72019	Supplies Purch For Resale	26,917	30,000	33,124	39,000
72021	Minor Tools	36,210	30,534	30,368	42,534
72026	Cleaning & Janitorial Sup	52,430	50,033	42,215	58,782
72031	Chemical Supplies	86,773	87,293	87,000	87,293
72041	Educational Supplies	153,120	233,126	222,226	315,291
72045	Computer Software Supply	8,675	11,325	4,506	12,125
72046	Botanical Supplies	47,171	39,949	39,949	239,949
	Total Supplies	543,330	668,145	616,914	986,272
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	274,287	344,912	345,000	509,863
73011	Buildings Maintenance	118,131	88,708	89,133	78,930
73012	Docks & Piers Maintenance	187	3,350	2,500	5,400
73013	Recreation Equip Maint	39,063	89,900	95,000	102,400
73022	Sanitary Sewers Maint	-	1,600	1,000	1,600
73025	Streets Sidewalks & Curbs	21,077	39,056	39,056	39,056
73027	Heat & Cool Sys Maint	3,280	5,000	5,403	-
73028	Electrical Maintenance	41,426	57,361	2,822	64,655
73041	Furniture/Fixtures Maint	12,897	57,215	57,215	39,249
73042	Machinery & Equip Maint	7,763	15,150	10,000	89,150
73043	Motor Vehicles Maint	271,058	142,910	150,000	201,660
73044	Street Signs Maint	14,995	20,300	20,000	20,300
73049	Barricades Maint	2,512	18,350	18,000	18,350
	Total Maintenance	806,675	883,812	835,129	1,170,613
<b>7400</b>	<b>Services</b>				
74002	Electric Service	140,902	170,000	169,462	-

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

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
74005	Natural Gas	28,073	27,600	10,382	-
74011	Equipment Rental	55,877	93,327	88,587	113,720
74021	Special Services	483,987	513,582	519,221	602,257
74036	Advertising	21,900	35,000	2,395	67,000
74042	Education & Training	8,907	24,745	9,327	32,802
74051	Non City Facility Rental	1,738	-	-	-
74058	Landfill Fees	21,518	23,749	23,749	23,749
74071	Association Dues	3,549	4,854	4,324	5,379
74123	Instructor Fees	16,937	26,800	9,564	30,000
	<b>Total Services</b>	<b>783,386</b>	<b>919,657</b>	<b>837,011</b>	<b>874,907</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>6,732,334</b>	<b>7,537,108</b>	<b>7,141,042</b>	<b>8,333,915</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	(3,118)	6,794	6,794	6,794
84042	Machinery & Equipment	68,663	61,000	-	38,040
84043	Motor Vehicles	147,630	-	-	80,000
	<b>Total Capital Outlay</b>	<b>213,175</b>	<b>67,794</b>	<b>6,794</b>	<b>124,834</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 6,945,510</b>	<b>\$ 7,604,902</b>	<b>\$ 7,147,836</b>	<b>\$ 8,458,749</b>

## 6000 STERLING MUNICIPAL LIBRARY – PROGRAM SUMMARY

---

---

### Program Description

---

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

---

- 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.
- The Community Engagement staff will promote resident engagement by connecting with neighborhoods, promoting avenues to volunteerism, creating community art, and soliciting community input.

### Major Objectives

---

- 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**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,191,724	\$ 1,227,893	\$ 1,197,533	\$ 1,314,407
71003	Part Time Wages	168,178	230,000	190,000	229,340
71009	Overtime	135	-	-	-
71021	Health Insurance	253,592	276,625	254,410	289,795
71022	TMRS	205,138	215,401	213,301	239,886
71023	FICA	98,692	131,248	101,706	118,487
71028	Workers Compensation	3,974	9,104	6,042	5,849
71041	Allowances	5,142	5,100	5,058	5,100
	Total Personnel Services	1,926,573	2,095,371	1,968,051	2,202,864
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	8,161	10,000	8,479	10,000
72002	Postage Supplies	4,189	5,000	5,000	6,000
72004	Printing Supplies	995	1,200	1,200	8,000
72007	Wearing Apparel	-	1,500	1,348	1,500
72016	Motor Vehicle Supplies	207	500	279	500
72021	Minor Tools	5,796	10,000	7,012	10,000
72023	Library Materials	214,248	235,000	235,000	245,000
72026	Cleaning & Janitorial Sup	7,370	8,000	7,670	8,000
72041	Educational Supplies	1,728	11,000	6,421	11,000
	Total Supplies	242,694	282,200	272,409	300,000
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	15,326	20,000	19,785	20,000
73011	Buildings Maintenance	52,825	65,490	39,567	9,700
73027	Heat & Cool Sys Maint	34,190	30,000	23,000	-
73041	Furniture/Fixtures Maint	1,942	7,000	6,678	8,500
73042	Machinery & Equip Maint	21,562	27,000	27,000	27,000
73043	Motor Vehicles Maint	343	1,500	489	1,800
73046	Books - Maintenance	5,393	6,000	4,976	5,000
	Total Maintenance	131,581	156,990	121,495	72,000
<b>7400</b>	<b>Services</b>				
74001	Communication	10,419	13,000	13,000	13,000
74002	Electric Service	54,231	55,000	50,193	-
74005	Natural Gas	10,335	15,000	3,400	-
74011	Equipment Rental	12,620	12,279	11,321	11,679
74021	Special Services	75,058	148,051	148,000	180,063
74036	Advertising	-	-	-	2,000
74042	Education & Training	12,875	19,000	11,741	24,900
74071	Association Dues	903	1,350	690	1,400
	Total Services	176,441	263,680	238,345	233,042
	Total Operating	2,477,289	2,798,241	2,600,300	2,807,906
<b>8000</b>	<b>Capital Outlay</b>				
82011	Building & Improvements	-	40,000	39,875	-
	Total Capital Outlay	-	40,000	39,875	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,477,289</b>	<b>\$ 2,838,241</b>	<b>\$ 2,640,175</b>	<b>\$ 2,807,906</b>

**9010 TRANSFERS OUT - SERVICE LEVEL BUDGET**

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

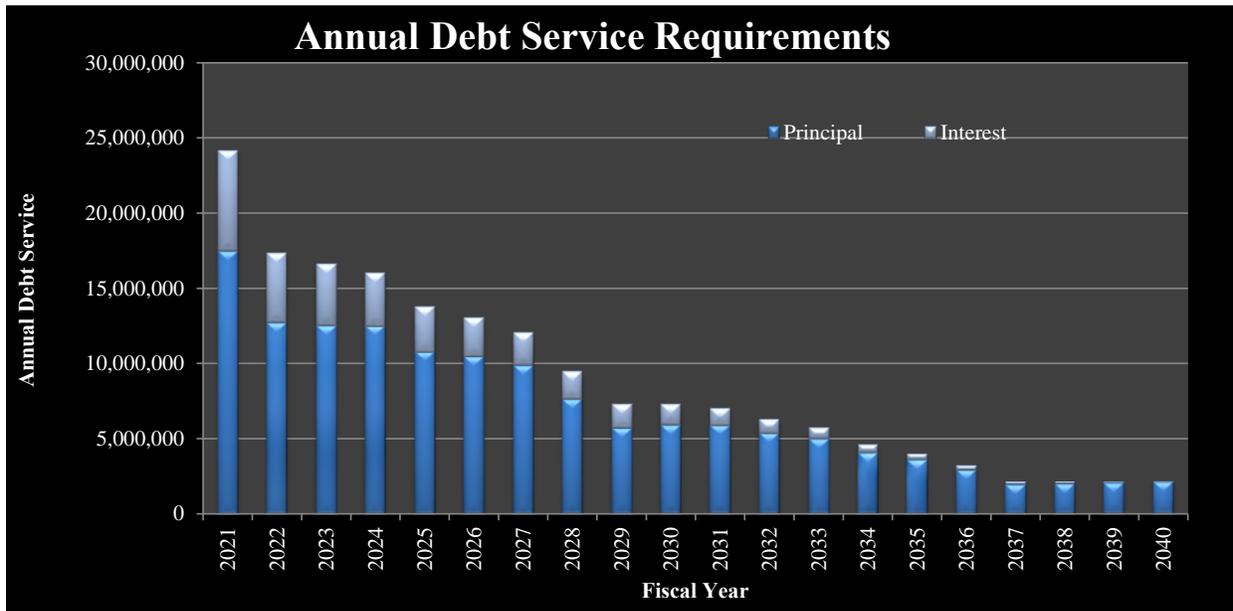
<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>9000</b>	<b>Other Financing Uses</b>				
91201	To Municipal Ct Security	\$ 84,267	\$ 115,814	\$ 101,285	164,272
91226	To Miscellaneous Police	420,744	423,717	418,432	416,750
91298	To Wetland Research Ctr	296,276	286,481	286,481	236,909
91350	To Gen Capital Proj Fund	2,460,634	1,876,285	1,876,285	6,266,964
91351	To Capital Improvemnt Prg	6,942,000	6,142,000	6,142,000	13,500,000
91450	To Accrued Leave-General	2,351,520	2,351,520	2,351,520	2,851,520
91500	To Solid Waste Fund	670,000	250,000	250,000	250,000
91502	To Aquatics	2,500,000	-	-	-
91550	To Internal Service Fnd	588,011	350,000	350,000	325,000
91552	To Warehouse Operations	174,436	50,000	50,000	75,000
	Total Other Financing Uses	16,487,888	11,845,817	11,826,003	24,086,415
	<b>TOTAL DEPARTMENT</b>	<b>\$ 16,487,888</b>	<b>\$ 11,845,817</b>	<b>\$ 11,826,003</b>	<b>\$ 24,086,415</b>
		<b>\$ 109,655,184</b>	<b>\$ 118,305,774</b>	<b>\$ 110,706,547</b>	<b>\$ 136,918,411</b>

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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>BEGINNING FUND BALANCE</b>	\$ 5,050,333	\$ 6,268,425	\$ 6,268,425	\$ 3,249,299
<b>Add:</b>				
Current Yr Property Taxes	13,250,374	15,072,270	13,600,000	14,000,000
Prior Year Property Taxes	216,149	277,750	250,000	300,000
Penalty And Interest	-	-	100,000	100,000
Investment Interest	146,200	75,750	-	75,750
Miscellaneous	1,982	-	-	-
From FCPMSD Fund	851,400	851,300	851,300	782,125
From Hotel/Motel Fund	-	350,000	-	-
From W W I S	831,656	5,454,839	5,454,839	5,881,738
Revenue From MDD Fund	1,574,213	1,348,663	1,348,663	1,347,799
Transfer From TIRZ	1,214,106	1,219,356	1,219,356	1,222,606
Refunding Bond Proceeds	9,530,000	-	16,555,000	-
Premium On Bonds Sold	1,265,299	-	2,595,279	-
Total Revenues	<u>28,881,378</u>	<u>24,649,929</u>	<u>41,974,437</u>	<u>23,710,019</u>
<b>FUNDS AVAILABLE FOR DEBT SERVICE</b>	33,931,711	30,918,353	48,242,862	26,959,317
<b>Deduct:</b>				
Bond Principal	11,392,753	17,510,000	17,220,000	17,820,000
Other Debt Payments	660,000	830,000	19,696,881	830,000
Interest On Bonds	4,629,761.94	6,432,028	6,548,254	6,403,519
Special Services	17,655	35,000	56,000	65,000
Fiscal Agent Fees	5,500	8,000	2,000	8,000
Issuance Cost	182,137	150,000	1,470,428	150,000
Advanced Refunding Escrow	10,775,480	-	-	-
Total Expenditures	<u>27,663,287</u>	<u>24,965,028</u>	<u>44,993,563</u>	<u>25,276,519</u>
<b>ENDING FUND BALANCE</b>	<u>\$ 6,268,425</u>	<u>\$ 5,953,325</u>	<u>\$ 3,249,299</u>	<u>\$ 1,682,799</u>

**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>
2021	\$ 17,480,000	\$ 3,287,138	\$ 3,405,388	\$ 6,692,526	\$ 24,172,526
2022	12,727,701	2,447,221	2,170,684	4,617,906	17,345,607
2023	12,547,603	2,170,684	1,892,707	4,063,391	16,610,994
2024	12,505,206	1,892,707	1,617,121	3,509,828	16,015,034
2025	10,787,808	1,617,121	1,391,085	3,008,206	13,796,014
2026	10,476,437	1,391,085	1,171,915	2,562,999	13,039,436
2027	9,890,110	1,171,915	982,961	2,154,875	12,044,985
2028	7,620,528	982,961	850,442	1,833,402	9,453,930
2029	5,720,459	850,442	737,768	1,588,210	7,308,669
2030	5,935,986	737,768	632,595	1,370,363	7,306,349
2031	5,891,511	632,595	526,008	1,158,603	7,050,114
2032	5,352,038	526,008	420,735	946,743	6,298,781
2033	5,002,564	420,735	321,446	742,181	5,744,745
2034	4,066,995	321,446	242,756	564,202	4,631,197
2035	3,606,558	242,756	175,625	418,381	4,024,939
2036	2,915,000	175,625	122,475	298,100	3,213,100
2037	1,950,000	122,475	93,225	215,700	2,165,700
2038	2,010,000	93,225	63,075	156,300	2,166,300
2039	2,070,000	63,075	32,025	95,100	2,165,100
2040	2,135,000	32,025	-	32,025	2,167,025
	<b>\$ 140,691,504</b>	<b>\$ 19,179,007</b>	<b>\$ 16,850,035</b>	<b>\$ 36,029,043</b>	<b>\$ 176,720,547</b>



**CITY OF BAYTOWN**  
**GENERAL DEBT SERVICE FUND**  
**STATEMENT OF BONDED INDEBTEDNESS**  
 Fiscal Year 2021-22

General Obligation		Funding: GOIS						\$ 16,800,000
Series 2013		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.

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS  
Fiscal Year 2021-22**

General Obligation & Refunding		Funding: GOIS-WWIS-MDD						\$ 28,520,000
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		\$ -	\$ -	\$ 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%	1,441,130	227,876	199,054	426,930	1,868,060	13,598,870	
2023	4.000%	1,507,523	199,054	168,903	367,957	1,875,480	12,091,347	
2024	4.000%	1,573,917	168,903	137,425	306,328	1,880,245	10,517,430	
2025	4.000%	1,640,310	137,425	104,619	242,043	1,882,353	8,877,120	
2026	4.000%	1,398,169	104,619	76,655	181,274	1,579,443	7,478,951	
2027	3.250%	460,849	76,655	69,166	145,822	606,671	7,018,102	
2028	3.375%	476,471	69,166	61,126	130,292	606,763	6,541,631	
2029	3.500%	492,093	61,126	52,514	113,640	605,733	6,049,538	
2030	3.500%	511,621	52,514	43,561	96,075	607,696	5,537,917	
2031	3.750%	531,148	43,561	33,602	77,163	608,311	5,006,769	
2032	3.750%	550,676	33,602	23,277	56,879	607,555	4,456,093	
2033	4.000%	570,203	23,277	11,873	35,150	605,353	3,885,890	
2034	4.000%	593,636	11,873	-	11,873	605,509	3,292,254	
		\$ 25,227,746	\$ 4,170,013	\$ 4,026,289	\$ 8,196,302	\$ 33,424,048		

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.

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%	862,292	169,548	147,991	317,538	1,179,830	15,932,708	
2023	5.000%	917,285	147,991	125,058	273,049	1,190,334	15,015,423	
2024	5.000%	974,477	125,058	100,696	225,755	1,200,232	14,040,946	
2025	5.000%	1,036,070	100,696	74,795	175,491	1,211,561	13,004,876	
2026	5.000%	598,325	74,795	59,837	134,631	732,956	12,406,551	
2027	5.000%	629,121	59,837	44,109	103,945	733,066	11,777,430	
2028	3.375%	259,567	44,109	39,728	83,837	343,404	11,517,863	
2029	3.500%	268,366	39,728	35,032	74,760	343,126	11,249,497	
2030	3.625%	279,365	35,032	29,968	65,000	344,365	10,970,132	
2031	3.625%	290,363	29,968	24,706	54,674	345,037	10,679,769	
2032	3.750%	301,362	24,706	19,055	43,761	345,123	10,378,407	
2033	3.750%	312,361	19,055	13,198	32,253	344,614	10,066,046	
2034	4.000%	323,359	13,198	6,731	19,930	343,289	9,742,687	
2035	4.000%	336,558	6,731	-	6,731	343,289	9,406,129	
		\$ 15,903,871	\$ 4,131,216	\$ 3,674,211	\$ 7,805,427	\$ 23,709,298		

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 2021-22**

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.

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%	704,279	116,522	98,915	215,438	919,717	22,955,721			
2023	5.000%	742,795	98,915	80,345	179,261	922,056	22,212,926			
2024	5.000%	786,812	80,345	60,675	141,021	927,833	21,426,114			
2025	4.000%	826,428	60,675	44,147	104,822	931,250	20,599,686			
2026	4.000%	864,943	44,147	26,848	70,994	935,937	19,734,743			
2027	4.000%	885,140	26,848	9,145	35,993	921,133	18,849,603			
2028	2.000%	914,490	9,145	-	9,145	923,635	17,935,113			
		\$ 17,594,887	\$ 3,890,172	\$ 3,545,063	\$ 7,435,236	\$ 25,030,123				

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.

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS  
Fiscal Year 2021-22**

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			

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

**CITY OF BAYTOWN**  
**GENERAL DEBT SERVICE FUND**  
**STATEMENT OF BONDED INDEBTEDNESS**  
 Fiscal Year 2021-22

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

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%	200,000	33,575	31,575	65,150	265,150	4,820,000		
2023	3.0%	195,000	31,575	28,650	60,225	255,225	4,625,000		
2024	3.0%	210,000	28,650	25,500	54,150	264,150	4,415,000		
2025	3.0%	205,000	25,500	22,425	47,925	252,925	4,210,000		
2026	4.0%	225,000	22,425	17,925	40,350	265,350	3,985,000		
2027	4.0%	225,000	17,925	13,425	31,350	256,350	3,760,000		
2028	4.0%	240,000	13,425	8,625	22,050	262,050	3,520,000		
2029	4.0%	240,000	8,625	3,825	12,450	252,450	3,280,000		
2030	3.0%	255,000	3,825	-	3,825	258,825	3,025,000		
		\$ 2,940,000	\$ 371,175	\$ 373,440	\$ 744,615	\$ 3,684,615			

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS**

Fiscal Year 2021-22

General Obligation & Refunding		Funding: GOIS-WWIS(Tax Supported Portion)						\$ 7,995,000	
Series 2019A		Date of Issue - November 14, 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	3.0%	\$ -	\$ 74,230	\$ 173,525	\$ 247,755	\$ 247,755	7,995,000		
2021	2.0%	1,160,000	173,525	150,325	323,850	1,483,850	6,835,000		
2022	4.0%	1,210,000	150,325	126,125	276,450	1,486,450	5,625,000		
2023	5.0%	510,000	126,125	113,375	239,500	749,500	5,115,000		
2024	5.0%	535,000	113,375	100,000	213,375	748,375	4,580,000		
2025	5.0%	565,000	100,000	85,875	185,875	750,875	4,015,000		
2026	5.0%	595,000	85,875	71,000	156,875	751,875	3,420,000		
2027	5.0%	625,000	71,000	55,375	126,375	751,375	2,795,000		
2028	5.0%	655,000	55,375	39,000	94,375	749,375	2,140,000		
2029	5.0%	690,000	39,000	21,750	60,750	750,750	1,450,000		
2030	3.0%	715,000	21,750	11,025	32,775	747,775	735,000		
2031	3.0%	735,000	11,025	-	11,025	746,025	-		
		\$ 7,995,000	\$ 1,021,605	\$ 947,375	\$ 1,968,980	\$ 9,963,980			

Certificates of Obligation		Funding: GOIS						\$ 6,925,000	
Series 2019A		Date of Issue - November 14, 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	3.0%	\$ 625,000	\$ 54,723	\$ 118,550	\$ 173,273	\$ 798,273	6,300,000		
2021	2.0%	1,490,000	118,550	96,200	214,750	1,704,750	4,810,000		
2022	4.0%	1,540,000	96,200	65,400	161,600	1,701,600	3,270,000		
2023	4.0%	1,605,000	65,400	33,300	98,700	1,703,700	1,665,000		
2024	4.0%	1,665,000	33,300	-	33,300	1,698,300	-		
		\$ 6,925,000	\$ 368,173	\$ 313,450	\$ 681,623	\$ 7,606,623			

**CITY OF BAYTOWN  
GENERAL DEBT SERVICE FUND  
STATEMENT OF BONDED INDEBTEDNESS**

Fiscal Year 2021-22

General Obligation & Refunding		Funding: GOIS-WWIS						\$ 8,065,000	
Series 2020		Date of Issue - November 18, 2020						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		
2021		\$ -	\$ 75,383	\$ 185,875	\$ 261,258	\$ 261,258	8,065,000		
2022	5.0%	1,555,000	185,875	147,000	332,875	1,887,875	6,510,000		
2023	5.0%	1,630,000	147,000	106,250	253,250	1,883,250	4,880,000		
2024	5.0%	1,070,000	106,250	79,500	185,750	1,255,750	3,810,000		
2025	5.0%	400,000	79,500	69,500	149,000	549,000	3,410,000		
2026	5.0%	425,000	69,500	58,875	128,375	553,375	2,985,000		
2027	5.0%	445,000	58,875	47,750	106,625	551,625	2,540,000		
2028	5.0%	470,000	47,750	36,000	83,750	553,750	2,070,000		
2029	5.0%	495,000	36,000	23,625	59,625	554,625	1,575,000		
2030	3.0%	510,000	23,625	15,975	39,600	549,600	1,065,000		
2031	3.0%	525,000	15,975	8,100	24,075	549,075	540,000		
2032	3.0%	540,000	8,100	-	8,100	548,100	-		
		\$ 8,065,000	\$ 853,833	\$ 778,450	\$ 1,632,283	\$ 9,697,283			

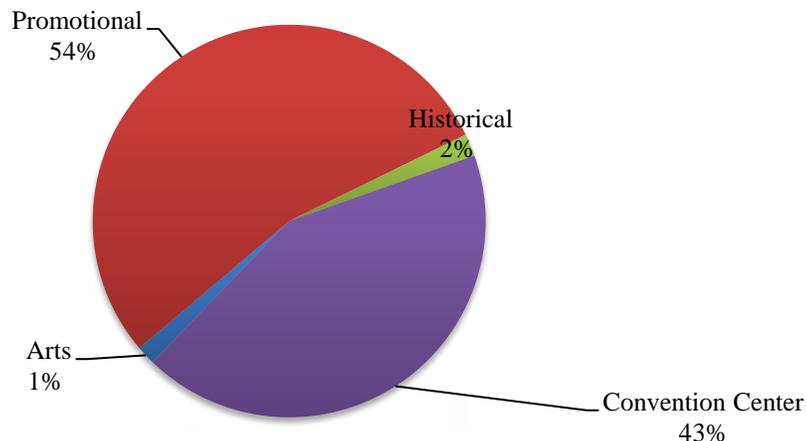
Certificates of Obligation		Funding: GOIS-WWIS						\$ 30,260,000	
Series 2020		Date of Issue - November 18, 2020						Term - 20 Years	
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2021	5.0%	\$ 1,285,000	\$ 262,668	\$ 615,550	\$ 878,218	\$ 2,163,218	28,975,000		
2022	5.0%	960,000	615,550	591,550	1,207,100	2,167,100	28,015,000		
2023	5.0%	1,010,000	591,550	566,300	1,157,850	2,167,850	27,005,000		
2024	5.0%	1,060,000	566,300	539,800	1,106,100	2,166,100	25,945,000		
2025	5.0%	1,115,000	539,800	511,925	1,051,725	2,166,725	24,830,000		
2026	5.0%	1,170,000	511,925	482,675	994,600	2,164,600	23,660,000		
2027	5.0%	1,230,000	482,675	451,925	934,600	2,164,600	22,430,000		
2028	5.0%	1,295,000	451,925	419,550	871,475	2,166,475	21,135,000		
2029	5.0%	1,360,000	419,550	385,550	805,100	2,165,100	19,775,000		
2030	5.0%	1,430,000	385,550	349,800	735,350	2,165,350	18,345,000		
2031	5.0%	1,505,000	349,800	312,175	661,975	2,166,975	16,840,000		
2032	5.0%	1,580,000	312,175	272,675	584,850	2,164,850	15,260,000		
2033	5.0%	1,660,000	272,675	231,175	503,850	2,163,850	13,600,000		
2034	4.0%	1,740,000	231,175	196,375	427,550	2,167,550	11,860,000		
2035	4.0%	1,810,000	196,375	160,175	356,550	2,166,550	10,050,000		
2036	4.0%	1,885,000	160,175	122,475	282,650	2,167,650	8,165,000		
2037	3.0%	1,950,000	122,475	93,225	215,700	2,165,700	6,215,000		
2038	3.0%	2,010,000	93,225	63,075	156,300	2,166,300	4,205,000		
2039	3.0%	2,070,000	63,075	32,025	95,100	2,165,100	2,135,000		
2040	3.0%	2,135,000	32,025	-	32,025	2,167,025	-		
		\$ 30,260,000	\$ 6,660,668	\$ 6,398,000	\$ 13,058,668	\$ 43,318,668			



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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Hotel/Motel Occupancy Tax	\$ 1,185,498	\$ 1,105,000	\$ 1,246,240	\$ 1,318,699
Interest Income	91,253	20,000	25,511	20,083
Miscellaneous	-	-	-	2,250
Total Revenues	<u>1,276,751</u>	<u>1,125,000</u>	<u>1,271,751</u>	<u>1,341,032</u>
<b>Expenditures</b>				
Personnel Services	261,194	284,031	269,626	295,150
Supplies	20,382	63,250	35,100	51,500
Maintenance	13,783	275,000	278,723	50,000
Services	483,409	1,179,423	364,732	505,136
Grant Partnerships	65,100	111,000	86,000	126,000
Total Operating	<u>843,868</u>	<u>1,912,704</u>	<u>1,034,181</u>	<u>1,027,786</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	-	-	-	1,600,000
Transfers Out	-	350,000	204,167	350,000
Contingency	-	30,000	-	1,631,930
Total Expenditures	<u>843,868</u>	<u>2,292,704</u>	<u>1,238,348</u>	<u>4,609,715</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	432,884	(1,167,704)	33,403	(3,268,683)
<b>Fund Balance - Beginning</b>	4,759,206	5,192,090	5,192,090	5,225,493
<b>Fund Balance - Ending</b>	<u>\$ 5,192,090</u>	<u>\$ 4,024,386</u>	<u>\$ 5,225,493</u>	<u>\$ 1,956,810</u>
<b>Days of Operating Expenditures</b>	2,246	768	1,844	695

**Hotel/Motel Fund Expenditures by Function**



## 5030 HOTEL/MOTEL –PROGRAM SUMMARY

---

---

### Program Description

---

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

---

- 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

---

- 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 Visitor Information Center, located at 311 W. Texas Ave.
- Actively promote the community through statewide and nationwide networking initiatives.

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

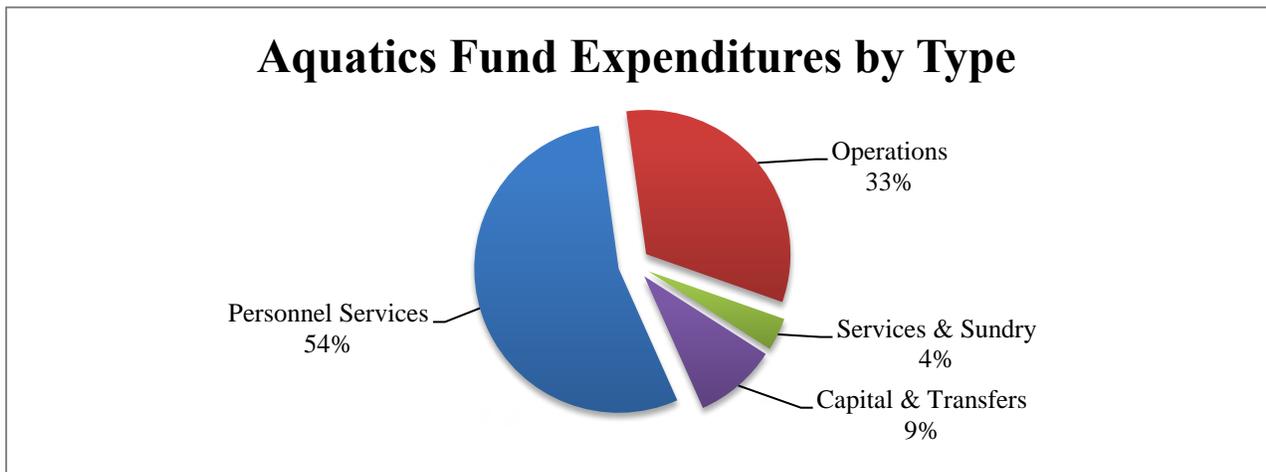
Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 189,211	\$ 195,202	\$ 188,063	\$ 202,161
71021	Health Insurance	24,584.63	39,517.92	33,118.38	39,518
71022	TMRS	33,219.61	34,121.39	33,379.64	36,753
71023	FICA	13,804.69	14,932.99	14,012.64	15,465
71028	Workers Compensation	256.23	256.69	1,053.14	1,253
	Total Personnel Services	261,194	284,031	269,626	295,150
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	1,977	2,250	1,500	2,250
72002	Postage Supplies	347	1,700	1,000	1,300
72004	Printing Supplies	6,311	7,600	6,600	8,000
72007	Wearing Apparel	949	1,300	1,000	1,000
72019	Supplies Purch For Resale	-	4,000	-	2,000
72026	Cleaning & Janitorial Sup	-	16,800	2,000	17,600
72041	Educational Supplies	10,797	29,600	23,000	19,350
	Total Supplies	20,382	63,250	35,100	51,500
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	11,833	-	16,000	-
73044	Street Signs Maint	1,950	275,000	262,723	50,000
	Total Maintenance	13,783	275,000	278,723	50,000
<b>7400</b>	<b>Services</b>				
74002	Electric Service	25,817	25,900	24,500	-
74005	Natural Gas	1,628	3,000	1,200	-
74011	Equipment Rental	30,258	31,562	34,932	32,366
74021	Special Services	199,925	853,911	91,100	190,650
74036	Advertising	182,183	215,000	180,000	235,000
74042	Education & Training	8,527	22,000	8,000	19,000
74051	Non City Facility Rental	641	-	-	-
74071	Association Dues	34,429	28,050	25,000	28,120
	Total Services	483,409	1,179,423	364,732	505,136
<b>7700</b>	<b>Sundry &amp; Other</b>				
77106	Little League Light Contr	-	6,000	6,000	6,000
77111	Grant Partnerships	65,100	105,000	80,000	120,000
	Total Sundry & Other	65,100	111,000	86,000	126,000
	Total Operating	843,868	1,912,704	1,034,181	1,027,786
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	-	-	-	1,600,000
	Total Capital Outlay	-	-	-	1,600,000
<b>9000</b>	<b>Other Financing Uses</b>				
91401	To G O I S	-	350,000	204,167	350,000
	Total Other Financing Uses	-	350,000	204,167	350,000
<b>9900</b>	<b>Contingencies</b>				
99002	Unforeseen/New Initiative	-	30,000	-	1,631,930
	Total Contingencies	-	30,000	-	1,631,930
	<b>TOTAL DEPARTMENT</b>	\$ 843,868	\$ 2,292,704	\$ 1,238,348	\$ 4,609,715



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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Facility Rental	\$ 2,045	\$ 105,020	\$ 105,020	\$ 120,000
Aquatics	11,800	3,934,330	2,927,900	3,786,600
Concessions	3,804	220,384	242,000	367,000
Rentals-Miscellaneous	(2,118)	50,000	10,000	50,000
Miscellaneous	140	3,000	5,000	5,000
From General Fund	2,500,000	-	-	-
Total Revenues	<u>2,515,672</u>	<u>4,312,734</u>	<u>3,289,920</u>	<u>4,328,600</u>
<b>Expenditures</b>				
Personnel Services	841,642	2,287,423	2,170,024	2,238,670
Supplies	307,765	593,585	525,486	590,440
Maintenance	411,316	530,501	575,059	748,913
Services	195,988	338,204	318,499	151,168
Total Operating	<u>1,756,711</u>	<u>3,749,713</u>	<u>3,589,068</u>	<u>3,729,191</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay*	-	-	-	-
Transfers Out	221,441	381,088	381,088	381,054
Contingency	-	75,000	-	75,000
Total Expenditures	<u>1,978,151</u>	<u>4,205,801</u>	<u>3,970,156</u>	<u>4,185,245</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	537,521	106,933	(680,236)	143,355
Budget to GAAP Adjustment	(265,541)			
<b>Working Capital - Beginning</b>	<u>607,466</u>	<u>879,446</u>	<u>879,446</u>	<u>199,210</u>
<b>Working Capital - Ending</b>	<u>\$ 879,446</u>	<u>\$ 986,379</u>	<u>\$ 199,210</u>	<u>\$ 342,564</u>
<b>Days of Operating Expenditures</b>	183	96	20	34

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



## 5000 AQUATICS – PROGRAM SUMMARY

### Program Description

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 2020 World Waterpark Leading Edge award and was named the 2020 Waterpark of the Year by Texas Public Pool Council. It is operated by the Baytown Parks and Recreation Department, the family-friendly resort styled park opened June 21, 2010. Pirates Bay features attractions for everyone with two zero beach entries, 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 programs such as swim lessons and lifeguard training. Above this pool and new in 2020 you will find the first NinjaCross course in North America. Two concession stands provide BBQ, 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/meeting room is available year-round for rentals for family reunions and company outings. The park also offers five party tents, 6 family shade umbrellas, and one large pavilion 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 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 slide tower with a body slide. This pool is also used for swim lessons and other group activities. Calypso Cove also features large sunbrellas, picnic tables, lounge chairs and a bathhouse.

The Aquatics Division has five full time employees and over 400 part time employees included in the budget.

### Major Goals

- 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

- Continue to expand the proposed 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

- Group Swim Lessons – 6 months to adults
- Flowrider Lessons – group and private
- Ninja Lessons
- Ninja and Water Fitness Classes
- Dive In Movies
- Itty Bitty Beach Parties
- Pirate Party Special Event Nights
- Special Pirate Celebration
- Full Park Rentals
- Birthday Party Packages

**5000 AQUATICS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 291,110	\$ 313,267	\$ 300,678	\$ 333,581
71003	Part Time Wages	372,813	1,813,152	1,700,000	1,609,055
71009	Overtime	3,065	18,000	18,000	15,000
71021	Health Insurance	62,709	65,863	61,771	65,863
71022	TMRS	50,145	55,179	53,819	61,081
71023	FICA	50,460	18,400	27,350	148,795
71028	Workers Compensation	8,920	1,162	6,026	2,896
71041	Allowances	2,420	2,400	2,380	2,400
	Total Personnel Services	841,642	2,287,423	2,170,024	2,238,670
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	50,354	-	79	5,000
72004	Printing Supplies	1,488	-	-	-
72007	Wearing Apparel	32,823	34,490	32,100	32,490
72019	Supplies Purch For Resale	43,971	216,300	216,000	216,000
72021	Minor Tools	5,564	2,500	2,500	2,500
72026	Cleaning & Janitorial Sup	6,822	27,000	26,530	27,000
72028	Swimming Pool Supplies	65,160	85,000	84,985	77,412
72031	Chemical Supplies	17,438	150,000	121,126	130,000
72032	Medical Supplies	5,997	11,268	11,231	8,965
72041	Educational Supplies	14,191	9,685	9,685	17,074
72045	Computer Software Supply	60,884	52,342	16,250	56,999
72046	Botanical Supplies	3,074	5,000	5,000	17,000
	Total Supplies	307,765	593,585	525,486	590,440
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	6,553	21,962	21,960	34,710
73011	Buildings Maintenance	351,651	377,579	483,308	581,963
73027	Heat & Cool Sys Maint	4,127	5,500	5,500	-
73028	Electrical Maintenance	22,675	25,460	12,862	65,840
73042	Machinery & Equip Maint	26,310	100,000	51,429	66,400
	Total Maintenance	411,316	530,501	575,059	748,913
<b>7400</b>	<b>Services</b>				
74001	Communication	-	2,000	2,000	2,000
74002	Electric Service	79,347	150,000	150,000	-
74005	Natural Gas	430	1,600	1,600	-
74021	Special Services	17,174	48,880	48,800	45,196
74029	Service Awards	4,340	3,792	3,792	3,790
74036	Advertising	88,566	125,000	105,375	92,280
74042	Education & Training	5,870	6,168	6,168	7,062
74071	Association Dues	260	764	764	840
	Total Services	195,988	338,204	318,499	151,168
	Total Operating	1,756,711	3,749,713	3,589,068	3,729,191

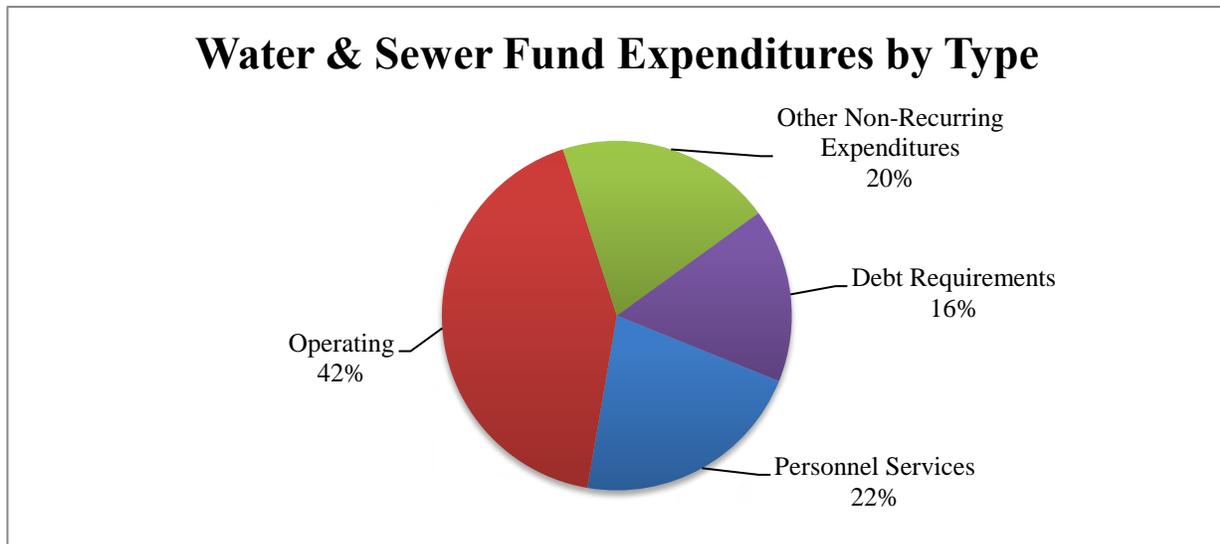
<b>5000 AQUATICS - SERVICE LEVEL BUDGET</b>
---

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>9000</b>	<b>Other Financing Uses</b>				
91101	To General Fund	150,387	250,000	250,000	250,000
91522	To W W I S	71,054	71,088	71,088	71,054
91520	To Water And Sewer Fund	-	60,000	60,000	60,000
	Total Other Financing Uses	221,441	381,088	381,088	381,054
<b>9900</b>	<b>Contingency</b>				
99002	Unforeseen/New Initiative	-	75,000	-	75,000
	Total Contingency	-	75,000	-	75,000
	<b>TOTAL DEPARTMENT</b>	\$ 1,978,151	\$ 4,205,801	\$ 3,970,156	\$ 4,185,245

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

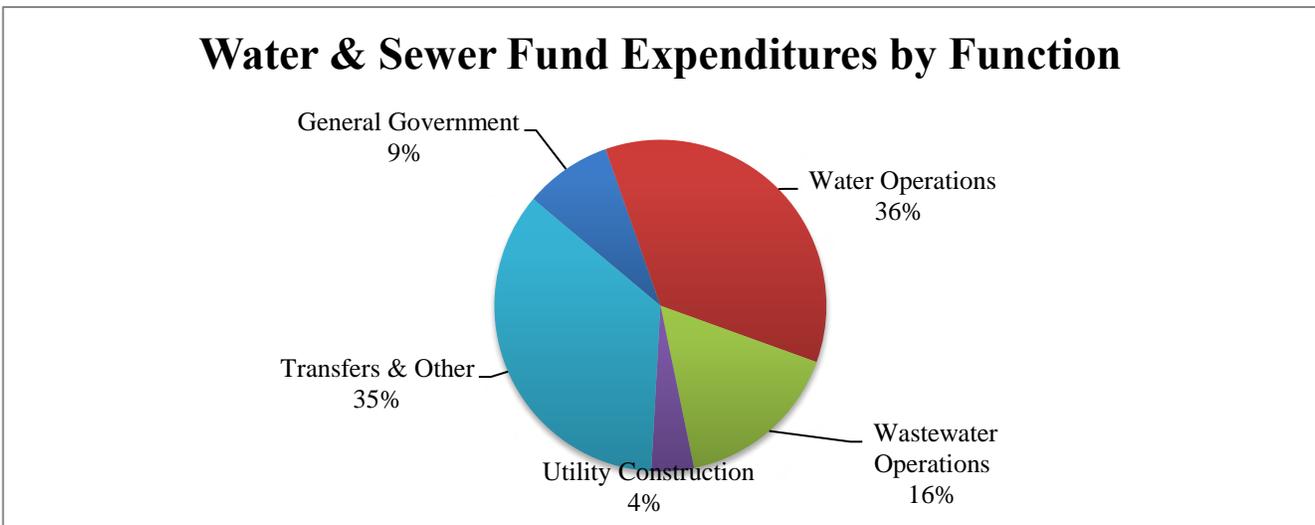
**CITY OF BAYTOWN  
WATER & SEWER FUND 520  
BUDGET SUMMARY BY FUND**

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Intergovernmental	\$ 1,534,472	\$ 1,931,124	\$ 1,333,291	\$ 1,985,739
Operating Revenues	41,291,617	40,458,077	43,001,551	42,956,379
Non-operating Revenues	791,182	917,482	972,397	973,185
Miscellaneous	172,798	62,850	23,618	48,997
Transfers In	-	60,000	60,000	60,000
Total Revenues	<u>43,790,069</u>	<u>43,429,533</u>	<u>45,390,857</u>	<u>46,024,301</u>
<b>Expenditures by Type:</b>				
Personnel Services	9,346,973	10,419,960	10,246,360	10,784,800
Supplies	13,304,529	13,719,940	13,876,714	14,833,975
Maintenance	1,837,556	2,622,446	2,494,878	2,456,247
Services	2,819,072	3,783,995	2,788,763	3,858,428
Total Operating	<u>27,308,131</u>	<u>30,546,341</u>	<u>29,406,716</u>	<u>31,933,451</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	22,493	60,428	-	384,200
Debt Requirements	7,586,009	8,783,378	8,783,378	8,036,191
Transfers Out	5,202,084	7,795,040	7,795,040	9,566,911
Contingency	-	50,000	-	50,000
Total Expenditures	<u>40,118,716</u>	<u>47,235,187</u>	<u>45,985,134</u>	<u>49,970,753</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	3,671,353	(3,805,655)	(594,277)	(3,946,452)
Budget to GAAP Adjustment	231,525			
<b>Working Capital - Beginning</b>	<u>7,675,444</u>	<u>11,578,322</u>	<u>11,578,322</u>	<u>10,984,044</u>
<b>Working Capital - Ending</b>	<u>\$ 11,578,322</u>	<u>\$ 7,772,667</u>	<u>\$ 10,984,044</u>	<u>\$ 7,037,592</u>
<b>Days of Operating Expenditures</b>	155	93	136	80



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

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Intergovernmental	\$ 1,534,472	\$ 1,931,124	\$ 1,333,291	\$ 1,985,739
Operating Revenues	41,291,617	40,458,077	43,001,551	42,956,379
Non-operating Revenues	791,182	917,482	972,397	973,185
Miscellaneous	172,798	62,850	23,618	48,997
Transfers In	-	60,000	60,000	60,000
Total Revenues	<u>43,790,069</u>	<u>43,429,533</u>	<u>45,390,857</u>	<u>46,024,301</u>
<b>Expenditures by Function</b>				
General Government	2,770,395	3,918,906	3,219,634	4,264,294
Water Operations	16,227,134	16,912,380	17,272,693	17,927,100
Wastewater Treatment	6,353,388	7,774,572	6,953,946	8,106,311
Utility Construction	1,933,310	2,050,910	1,960,442	2,069,946
Total Operating	<u>27,284,228</u>	<u>30,656,769</u>	<u>29,406,716</u>	<u>32,367,651</u>
Transfer to Debt Service	7,586,009	8,783,378	8,783,378	8,036,191
Transfer to Other Funds	5,202,084	7,795,040	7,795,040	9,566,911
	<u>12,788,093</u>	<u>16,578,418</u>	<u>16,578,418</u>	<u>17,603,102</u>
Total Expenditures	<u>40,072,320</u>	<u>47,235,187</u>	<u>45,985,134</u>	<u>49,970,753</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
Budget to GAAP Adjustment	185,131			
Working Capital - Beginning	<u>7,675,444</u>	<u>11,578,322</u>	<u>11,578,322</u>	<u>10,984,046</u>
Working Capital - Ending	<u>\$ 11,578,322</u>	<u>7,772,667</u>	<u>\$ 10,984,046</u>	<u>\$ 7,037,592</u>

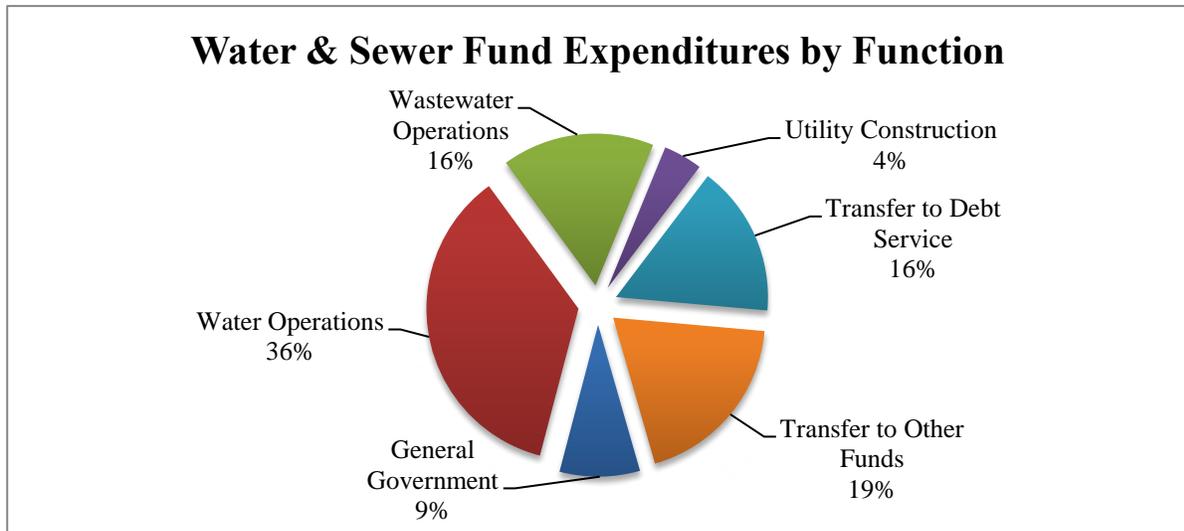


**CITY OF BAYTOWN  
WATER & SEWER FUND REVENUE DETAIL**

<b>Revenue</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
BAWA - Contract Services	\$ 1,534,472	\$ 1,931,124	\$ 1,333,291	\$ 1,985,739
Total Intergovernmental	<u>1,534,472</u>	<u>1,931,124</u>	<u>1,333,291</u>	<u>1,985,739</u>
Sale Of Water	20,924,794.31	20,993,458	23,568,563	21,770,156
Sewer Service	19,083,563.45	18,076,728	18,182,582	19,854,539
Penalties	590,319.23	705,670	617,876	614,168
Pollution Control Fees	535,597.75	523,543	475,542	557,236
PSLIP Program	154,056.00	158,679	156,988	160,280
Water Sales - Others	3,286	-	-	-
Operating Revenues	<u>41,291,617</u>	<u>40,458,077</u>	<u>43,001,551</u>	<u>42,956,379</u>
Turn-On Fees	489,452	626,533	750,386	689,827
Water Tap Fees	274,530	268,206	194,511	252,047
Sewer Tap Fees	27,200	22,743	27,500	31,311
OT Turn-On Fees	-	-	-	-
Non-operating Revenues	<u>791,182</u>	<u>917,482</u>	<u>972,397</u>	<u>973,185</u>
Investment Interest	179,895	56,600	29,268	42,137
Interest On Receivables	-	-	232	-
Recovered A/R (Ub W-11)	(14,605)	-	(11,891)	-
Miscellaneous	7,655	6,250	6,028	6,860
Overages And Shortages	(147)	-	(19)	-
Total Miscellaneous	<u>172,798</u>	<u>62,850</u>	<u>23,618</u>	<u>48,997</u>
From Aquatics Fund	-	60,000	60,000	60,000
Total Transfers In	<u>-</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
<b>Total Revenues</b>	<u><u>\$ 43,790,069</u></u>	<u><u>\$ 43,429,533</u></u>	<u><u>\$ 45,390,857</u></u>	<u><u>\$ 46,024,301</u></u>

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

Department Name	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>General Government</b>				
Fiscal Operations	\$ 1,285,307	\$ 2,261,682	\$ 2,003,733	\$ 2,563,081
General Overhead	1,485,088	1,657,225	1,215,901	1,701,212
Total General Government	<u>2,770,395</u>	<u>3,918,907</u>	<u>3,219,634</u>	<u>4,264,293</u>
<b>Water Operations</b>				
Utility Transmission	2,093,287	2,327,334	2,577,531	2,113,657
Treated Water	12,559,655	12,653,923	13,032,764	13,814,730
Water Treatment	1,574,193	1,931,124	1,662,398	1,998,713
Total Water Operations	<u>16,227,134</u>	<u>16,912,380</u>	<u>17,272,693</u>	<u>17,927,100</u>
<b>Wastewater Operations</b>				
Wastewater Treatment	5,841,141	7,226,043	6,421,277	7,528,834
Pollution Control	512,247	548,529	532,670	577,477
Total Wastewater Operations	<u>6,353,388</u>	<u>7,774,572</u>	<u>6,953,946</u>	<u>8,106,311</u>
<b>Utility Construction</b>				
Construction	1,933,310	2,050,910	1,960,442	2,069,946
Total Utility Construction	<u>1,933,310</u>	<u>2,050,910</u>	<u>1,960,442</u>	<u>2,069,946</u>
<b>Total Operations</b>	24,513,833	26,737,863	26,187,082	28,103,357
<b>Transfers Out</b>				
Transfer to Debt Service	7,586,009	8,783,378	8,783,378	8,036,191
Transfer to Other Funds	5,202,084	7,795,040	7,795,040	9,566,911
Total Transfers	<u>12,788,093</u>	<u>16,578,418</u>	<u>16,578,418</u>	<u>17,603,102</u>
<b>Water &amp; Sewer Fund Total</b>	<u>\$ 40,072,320</u>	<u>\$ 47,235,187</u>	<u>\$ 45,985,134</u>	<u>\$ 49,970,753</u>



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

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 4,920,072	\$ 5,761,415	\$ 5,874,937	\$ 5,963,064
71009	Overtime	214,091	311,750	339,218	322,661
71021	Health Insurance	1,541,237	1,636,042	1,241,856	1,693,303
71022	TMRS	1,063,393	1,008,270	1,103,216	1,043,559
71023	FICA	434,926	441,262	445,480	456,707
71028	Workers Compensation	63,611	106,098	103,190	109,812
71041	Allowances	12,233	6,720	10,550	7,096
71081	Retired Employee Benefits	1,097,409	1,148,403	1,127,912	1,188,597
	Total Personnel Services	<u>9,346,973</u>	<u>10,419,960</u>	<u>10,246,360</u>	<u>10,784,800</u>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	23,651	30,500	30,500	31,000
72002	Postage Supplies	144,956	121,576	19,376	194,399
72004	Printing Supplies	1,371	1,100	1,100	700
72007	Wearing Apparel	43,011	47,466	48,266	43,100
72016	Motor Vehicle Supplies	149,594	180,500	135,500	180,500
72021	Minor Tools	58,961	47,275	48,006	49,684
72022	Fuel For Generators	13,688	20,000	20,000	20,000
72026	Cleaning & Janitorial Sup	7,455	9,500	7,751	10,000
72031	Chemical Supplies	301,816	547,700	473,052	429,462
72032	Medical Supplies	371	400	400	400
72052	Treated Water Supplies	12,559,655	12,653,923	13,032,764	13,814,730
72055	Laboratory Supplies	-	60,000	60,000	60,000
	Total Supplies	<u>13,304,529</u>	<u>13,719,940</u>	<u>13,876,714</u>	<u>14,833,975</u>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	41,705	63,060	46,468	63,386
73011	Buildings Maintenance	29,387	27,500	22,665	-
73022	Sanitary Sewers Maint	46,198	80,000	75,000	80,000
73023	Water Distrib Sys Maint	283,438	420,250	390,000	425,630
73024	Reservoirs & Wells Maint	4,820	75,000	70,000	20,000
73025	Streets Sidewalks & Curbs	41,644	35,875	40,000	36,775
73027	Heat & Cool Sys Maint	29,928	30,000	10,000	-
73042	Machinery & Equip Maint	443,358	1,004,000	984,000	851,350
73043	Motor Vehicles Maint	292,161	336,000	314,500	337,000
73047	Meters & Settings Maint	586,439	514,395	519,395	593,980
73055	Maintenance On Computers	6,305	36,366	22,851	48,126
	Total Maintenance	<u>1,805,383</u>	<u>2,622,446</u>	<u>2,494,878</u>	<u>2,456,247</u>
<b>7400</b>	<b>Services</b>				
74001	Communication	779	-	-	-
74002	Electric Service	1,391,503	1,727,000	1,227,000	1,727,000
74005	Natural Gas	1,765	7,500	900	-
74011	Equipment Rental	25,744	35,000	32,500	35,000
74021	Special Services	1,023,433	1,432,058	1,005,958	1,511,621
74026	Janitorial Services	7,143	7,200	7,200	7,200

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

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
74042	Education & Training	48,031	71,955	54,985	74,205
74050	Disposal Services	315,261	502,000	459,000	502,000
74071	Association Dues	604	1,282	1,220	1,402
	<b>Total Services</b>	<b>2,814,263</b>	<b>3,783,995</b>	<b>2,788,763</b>	<b>3,858,428</b>
	<b>Total Operating</b>	<b>27,271,148</b>	<b>30,546,341</b>	<b>29,406,716</b>	<b>31,933,451</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	13,079	-	-	87,200
83039	Other Improvements	-	20,792	-	-
84042	Machinery & Equipment	-	39,636	-	297,000
	<b>Total Capital Outlay</b>	<b>13,079</b>	<b>60,428</b>	<b>-</b>	<b>384,200</b>
<b>9000</b>	<b>Other Financing Uses</b>				
91101	To General Fund	1,153,962	1,153,962	1,153,962	147,896
91350	To General Cap Project Fund	-	143,000	143,000	645,000
91450	To Accrued Leave-General	448,800	448,800	448,800	448,800
91522	To W W I S	7,586,009	8,783,378	8,783,378	8,036,191
91527	To CIPF - Water&Sewer	2,992,682	5,674,278	5,674,278	7,850,215
91545	To 2014 COs	194,158	-	-	-
91550	To Internal Service Fnd	205,860	175,000	175,000	175,000
91552	To Warehouse Operations	206,622	200,000	200,000	300,000
	<b>Total Other Financing Uses</b>	<b>12,788,093</b>	<b>16,578,418</b>	<b>16,578,418</b>	<b>17,603,102</b>
<b>9900</b>	<b>Contingencies</b>				
99001	Contingencies	-	50,000	-	50,000
	<b>Total Contingencies</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 40,072,320</b>	<b>\$ 47,235,187</b>	<b>\$ 45,985,134</b>	<b>\$ 49,970,753</b>

## 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 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ -	\$ 991,890	\$ 933,860	\$ 1,026,607
71009	Overtime	8,938	15,000	7,848	15,525
71021	Health Insurance	251,443	276,625	227,876	286,307
71022	TMRS	163,152	173,382	167,195	179,451
71023	FICA	65,996	75,880	66,545	78,535
71028	Workers Compensation	3,354	6,506	6,203	6,734
71041	Allowances	1,538	-	1,734	-
	<b>Total Personnel Services</b>	<b>494,421</b>	<b>1,539,284</b>	<b>1,411,260</b>	<b>1,593,159</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	8,348	10,000	10,000	10,500
72002	Postage Supplies	135,663	111,576	11,576	184,399
72004	Printing Supplies	1,371	1,100	1,100	700
72007	Wearing Apparel	2,755	3,366	3,366	4,100
72016	Motor Vehicle Supplies	9,422	16,500	16,500	16,500
72021	Minor Tools	3,444	6,000	6,706	8,409
72026	Cleaning & Janitorial Sup	2,512	3,000	1,251	3,000
	<b>Total Supplies</b>	<b>163,516</b>	<b>151,542</b>	<b>50,498</b>	<b>227,608</b>
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	2,713	10,000	3,665	-
73043	Motor Vehicles Maint	13,241	11,000	11,000	12,000
73047	Meters & Settings Maint	463,360	389,395	389,395	468,605
73055	Maintenance On Computers	6,305	36,366	22,851	48,126
	<b>Total Maintenance</b>	<b>485,619</b>	<b>446,761</b>	<b>426,911</b>	<b>528,731</b>
<b>7400</b>	<b>Services</b>				
74002	Electric Service	6,337	7,000	7,000	7,000
74021	Special Services	123,293	98,958	98,958	101,126
74026	Janitorial Services	7,143	7,200	7,200	7,200
74042	Education & Training	4,474	10,455	1,485	10,455
74071	Association Dues	504	482	420	602
	<b>Total Services</b>	<b>141,751</b>	<b>124,095</b>	<b>115,063</b>	<b>126,383</b>
	<b>Total Operating</b>	<b>1,285,307</b>	<b>2,261,682</b>	<b>2,003,733</b>	<b>2,475,881</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	-	-	-	87,200
	<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>87,200</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,285,307</b>	<b>\$ 2,261,682</b>	<b>\$ 2,003,733</b>	<b>\$ 2,563,081</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 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 71,225	\$ 72,768	\$ 70,115	\$ 75,314
71021	Health Insurance	17,963	13,173	-	13,634
71022	TMRS	12,499	12,720	12,426	13,165
71023	FICA	5,439	5,567	5,356	5,762
71028	Workers Compensation	92	96	92	99
71081	Retired Employee Benefits	1,097,409	1,148,403	1,127,912	1,188,597
	Total Personnel Services	1,204,628	1,252,725	1,215,901	1,296,712
<b>7400</b>	<b>Services</b>				
74001	Communication	779	-	-	-
74021	Special Services	279,681	354,500	-	354,500
	Total Services	280,460	354,500	-	354,500
	Total Operating	1,485,088	1,607,225	1,215,901	1,651,212
<b>9900</b>	<b>Contingencies</b>				
99001	Contingencies	-	50,000	-	50,000
	Total Contingencies	-	50,000	-	50,000
	<b>TOTAL DEPARTMENT</b>	\$ 1,485,088	\$ 1,657,225	\$ 1,215,901	\$ 1,701,212

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

---

### **Program Description**

---

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**

---

- 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**

---

- 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**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,983,515	\$ 2,023,752	\$ 2,079,538	\$ 2,094,584
71009	Overtime	89,425	123,750	160,078	128,081
71021	Health Insurance	507,912	582,231	443,583	602,609
71022	TMRS	363,696	354,297	397,585	366,698
71023	FICA	147,899	155,056	160,190	160,483
71028	Workers Compensation	28,000	51,566	55,339	53,371
71041	Allowances	5,245	3,120	3,915	3,229
	<b>Total Personnel Services</b>	<b>3,125,691</b>	<b>3,293,772</b>	<b>3,300,229</b>	<b>3,409,054</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	1,681	1,200	1,200	1,200
72007	Wearing Apparel	10,035	12,050	12,500	9,500
72016	Motor Vehicle Supplies	46,008	55,000	50,000	55,000
72021	Minor Tools	35,632	17,050	17,050	17,050
72031	Chemical Supplies	1,865	1,500	1,250	4,200
72032	Medical Supplies	330	200	200	200
72052	Treated Water Supplies	12,559,655	12,653,923	13,032,764	13,814,730
	<b>Total Supplies</b>	<b>12,655,207</b>	<b>12,740,923</b>	<b>13,114,964</b>	<b>13,901,880</b>
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	13,521	13,060	13,000	13,386
73011	Buildings Maintenance	500	500	2,000	-
73023	Water Distrib Sys Maint	161,076	215,250	215,000	220,630
73024	Reservoirs & Wells Maint	4,820	75,000	70,000	20,000
73025	Streets Sidewalks & Curbs	41,098	35,875	40,000	36,775
73042	Machinery & Equip Maint	1,556	243,000	225,000	30,000
73043	Motor Vehicles Maint	94,797	110,000	110,000	110,000
73047	Meters & Settings Maint	1,551	15,000	20,000	15,375
	<b>Total Maintenance</b>	<b>318,919</b>	<b>707,685</b>	<b>695,000</b>	<b>446,166</b>
<b>7400</b>	<b>Services</b>				
74002	Electric Service	21,759	20,000	20,000	20,000
74011	Equipment Rental	-	15,000	12,500	15,000
74021	Special Services	95,931	120,000	120,000	120,000
74042	Education & Training	9,627	15,000	10,000	15,000
	<b>Total Services</b>	<b>127,318</b>	<b>170,000</b>	<b>162,500</b>	<b>170,000</b>
	<b>Total Operating</b>	<b>16,227,134</b>	<b>16,912,380</b>	<b>17,272,693</b>	<b>17,927,100</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 16,227,134</b>	<b>\$ 16,912,380</b>	<b>\$ 17,272,693</b>	<b>\$ 17,927,100</b>

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

---

---

### **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 84 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 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 1,990,156	\$ 1,888,535	\$ 1,970,658	\$ 1,954,633
71009	Overtime	60,346	93,000	111,045	96,255
71021	Health Insurance	522,891	513,733	390,213	531,714
71022	TMRS	360,743	330,745	369,854	342,321
71023	FICA	147,586	144,748	149,705	149,815
71028	Workers Compensation	14,525	28,783	27,501	29,790
71041	Allowances	5,451	3,600	4,901	3,726
	Total Personnel Services	3,101,697	3,003,144	3,023,877	3,108,254
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	11,335	17,300	17,300	17,300
72002	Postage Supplies	9,293	10,000	7,800	10,000
72007	Wearing Apparel	17,521	20,000	19,900	20,000
72016	Motor Vehicle Supplies	50,262	54,000	29,000	54,000
72021	Minor Tools	8,806	15,600	15,600	15,600
72022	Fuel For Generators	13,688	20,000	20,000	20,000
72026	Cleaning & Janitorial Sup	4,942	6,500	6,500	7,000
72031	Chemical Supplies	280,092	521,200	446,802	400,262
72055	Laboratory Supplies	-	60,000	60,000	60,000
	Total Supplies	395,938	724,600	622,902	604,162
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	28,184	50,000	33,468	50,000
73011	Buildings Maintenance	26,174	17,000	17,000	-
73027	Heat & Cool Sys Maint	29,928	30,000	10,000	-
73042	Machinery & Equip Maint	440,627	714,000	714,000	801,350
73043	Motor Vehicles Maint	76,340	65,000	43,500	65,000
	Total Maintenance	601,253	876,000	817,968	916,350
<b>7400</b>	<b>Services</b>				
74002	Electric Service	1,363,406	1,700,000	1,200,000	1,700,000
74005	Natural Gas	1,765	7,500	900	-
74011	Equipment Rental	25,744	15,000	15,000	15,000
74021	Special Services	520,739	851,600	780,000	928,995
74042	Education & Training	24,545	33,500	33,500	33,750
74050	Disposal Services	315,261	502,000	459,000	502,000
74071	Association Dues	100	800	800	800
	Total Services	2,251,559	3,110,400	2,489,200	3,180,545
	Total Operating	6,350,447	7,714,144	6,953,946	7,809,311
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	2,941	-	-	-
83039	Other Improvements	-	20,792	-	-
84042	Machinery & Equipment	-	39,636	-	297,000
	Total Capital Outlay	2,941	60,428	-	297,000
	<b>TOTAL DEPARTMENT</b>	\$ 6,353,388	\$ 7,774,572	\$ 6,953,946	\$ 8,106,311

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

---

---

### **Program Description**

---

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**

---

- 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**

---

- 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**

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 875,175	\$ 784,470	\$ 820,765	\$ 811,926
71009	Overtime	55,382	80,000	60,248	82,800
71021	Health Insurance	241,029	250,280	180,183	259,040
71022	TMRS	163,303	137,125	156,156	141,925
71023	FICA	68,006	60,012	63,685	62,112
71028	Workers Compensation	17,640	19,148	14,056	19,818
	<b>Total Personnel Services</b>	<b>1,420,536</b>	<b>1,331,035</b>	<b>1,295,092</b>	<b>1,377,621</b>
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	2,287	2,000	2,000	2,000
72007	Wearing Apparel	12,700	12,050	12,500	9,500
72016	Motor Vehicle Supplies	43,902	55,000	40,000	55,000
72021	Minor Tools	11,078	8,625	8,650	8,625
72031	Chemical Supplies	19,859	25,000	25,000	25,000
72032	Medical Supplies	41	200	200	200
	<b>Total Supplies</b>	<b>89,868</b>	<b>102,875</b>	<b>88,350</b>	<b>100,325</b>
<b>7300</b>	<b>Maintenance</b>				
73022	Sanitary Sewers Maint	46,198	80,000	75,000	80,000
73023	Water Distrib Sys Maint	122,362	205,000	175,000	205,000
73025	Streets Sidewalks & Curbs	546	-	-	-
73042	Machinery & Equip Maint	1,175	47,000	45,000	20,000
73043	Motor Vehicles Maint	107,784	150,000	150,000	150,000
73047	Meters & Settings Maint	121,528	110,000	110,000	110,000
	<b>Total Maintenance</b>	<b>399,593</b>	<b>592,000</b>	<b>555,000</b>	<b>565,000</b>
<b>7400</b>	<b>Services</b>				
74011	Equipment Rental	-	5,000	5,000	5,000
74021	Special Services	3,790	7,000	7,000	7,000
74042	Education & Training	9,386	13,000	10,000	15,000
	<b>Total Services</b>	<b>13,175</b>	<b>25,000</b>	<b>22,000</b>	<b>27,000</b>
	<b>Total Operating</b>	<b>1,923,171</b>	<b>2,050,910</b>	<b>1,960,442</b>	<b>2,069,946</b>
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	10,138	-	-	-
	<b>Total Capital Outlay</b>	<b>10,138</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL DEPARTMENT</b>	<b>\$ 1,933,310</b>	<b>\$ 2,050,910</b>	<b>\$ 1,960,442</b>	<b>\$ 2,069,946</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 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>9000</b>	<b>Other Financing Uses</b>				
91101	To General Fund	\$ 1,153,962	\$ 1,153,962	\$ 1,153,962	\$ 147,896
91350	To General Cap Project Fund	-	143,000	143,000	645,000
91450	To Accrued Leave-General	448,800	448,800	448,800	448,800
91522	To W W I S	7,586,009	8,783,378	8,783,378	8,036,191
91527	To CIPF - Water&Sewer	2,992,682	5,674,278	5,674,278	7,850,215
91545	To 2014 COs	194,158	-	-	-
91550	To Internal Service Fnd	205,860	175,000	175,000	175,000
91552	To Warehouse Operations	206,622	200,000	200,000	300,000
	Total Other Financing Uses	12,788,093	16,578,418	16,578,418	17,603,102
	<b>TOTAL DEPARTMENT</b>	<b>\$ 12,788,093</b>	<b>\$ 16,578,418</b>	<b>\$ 16,578,418</b>	<b>\$ 17,603,102</b>

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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>BEGINNING CASH BALANCE</b>	\$ 3,717,286	\$ 3,966,558	\$ 3,966,558	\$ 4,288,333
<b>Add:</b>				
Investment Interest	50,935	22,704	10,834	13,000
From Aquatics Fund	71,054	71,088	71,088	71,054
Revenue From MDD Fund	1,363,365	362,387	362,387	360,900
From Water And Sewer Fund	7,586,009	8,783,378	8,783,378	8,036,191
From Storm Water Fund	-	-	-	900,000
Total Revenues	<u>9,071,363</u>	<u>9,239,557</u>	<u>9,227,687</u>	<u>9,381,145</u>
<b>FUNDS AVAILABLE FOR DEBT SERVICE</b>				
	12,788,649	13,206,116	13,194,245	13,669,478
<b>Deduct:</b>				
Bond Principal	1,640,000	1,915,000	1,915,000	1,975,000
Interest On Bonds	1,585,626	1,296,313	1,296,312	1,231,050
Fiscal Agent Fees	4,250	36,000	36,000	36,000
Issuance Cost	-	-	36,534	-
Amortize Issuance Costs	-	50,000	50,000	50,000
To G O I S	5,481,179	5,454,839	5,454,839	5,881,739
Expense - BAWA Fund	111,036	117,227	117,227	123,258
Total Deductions	<u>8,822,091</u>	<u>8,869,380</u>	<u>8,905,913</u>	<u>9,297,047</u>
<b>ENDING CASH BALANCE</b>	<u>\$ 3,966,558</u>	<u>\$ 4,336,736</u>	<u>\$ 4,288,333</u>	<u>\$ 4,372,431</u>

**CITY OF BAYTOWN  
WATER AND SEWER SYSTEM  
SUMMARY OF FY 2021-22 DEBT REQUIREMENTS**

Series	Obligation	Amount of Issue	Principal Outstanding Oct. 1, 2021	Principal & Interest Requirements for 2021-22			Principal Outstanding Sept. 30, 2022
				Principal	Interest	Total	
2013	Certificates of Obligation	<sup>1</sup> \$ 16,500,000	\$ 10,925,000	\$ 765,000	\$ 317,700	\$ 1,082,700	\$ 10,160,000
2014	Certificates of Obligation	<sup>2</sup> 11,715,000	8,555,000	520,000	312,406	832,406	8,035,000
2019	Certificates of Obligation	<sup>3</sup> 18,440,000	17,340,000	690,000	600,944	1,290,944	16,650,000
	Subtotal	46,655,000	36,820,000	1,975,000	1,231,050	3,206,050	34,845,000
<b><u>Transfer to GOIS:</u></b>							
2014	General Obligation & Refunding	<sup>3</sup> 6,242,624	2,185,312	268,079	79,417	347,496	1,917,234
2015	General Obligation & Refunding	<sup>3</sup> 13,218,231	8,231,520	960,630	353,751	1,314,381	7,270,890
2016	General Obligation & Refunding	<sup>3</sup> 22,699,658	15,237,487	2,011,706	582,105	2,593,811	13,225,781
2019A	General Obligation & Refunding	<sup>3</sup> 1,535,000	1,315,000	230,000	53,150	283,150	1,085,000
	Subtotal	43,695,513	26,969,319	3,470,414	1,068,424	4,538,838	23,498,905
<b><u>Transfer to BAWA:</u></b>							
2006	Revenue Bonds	1,000,000	113,750	113,750	9,508	123,258	-
Total Water & Sewer Debt		\$ 91,350,513	\$ 63,903,069	\$ 5,559,164	\$ 2,308,981	\$ 7,868,145	\$ 58,343,905

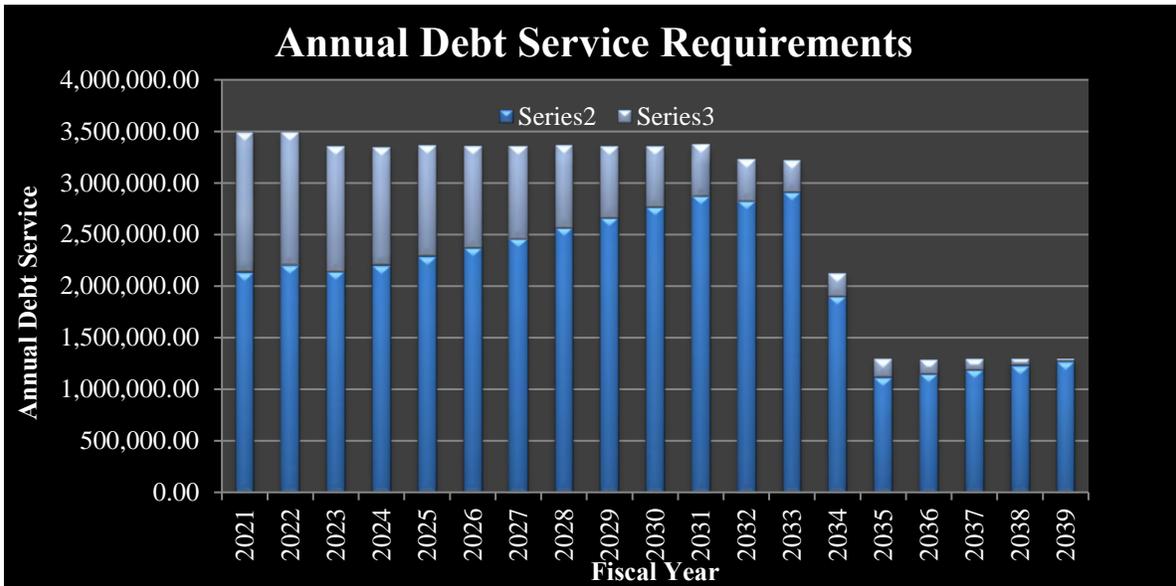
<sup>1</sup> Includes MDD portion

<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>
2021	\$ 2,135,000	\$ 698,906	\$ 659,556	\$ 1,358,462	\$ 3,493,462
2022	2,205,000	659,556	624,644	1,284,200	3,489,200
2023	2,140,000	624,644	590,819	1,215,463	3,355,463
2024	2,205,000	590,819	555,969	1,146,788	3,351,788
2025	2,290,000	555,969	519,169	1,075,138	3,365,138
2026	2,370,000	519,169	471,569	990,738	3,360,738
2027	2,460,000	471,569	424,432	896,001	3,356,001
2028	2,565,000	424,432	374,207	798,639	3,363,639
2029	2,665,000	374,207	321,503	695,710	3,360,710
2030	2,765,000	321,503	272,285	593,788	3,358,788
2031	2,875,000	272,285	225,178	497,463	3,372,463
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>\$ 40,270,000</b>	<b>\$ 6,343,832</b>	<b>\$ 5,644,927</b>	<b>\$ 11,988,759</b>	<b>\$ 52,258,759</b>	



**CITY OF BAYTOWN  
WATER AND SEWER SYSTEM  
SUMMARY OF FY 2021-22 DEBT REQUIREMENTS**

Certificates of Obligation		Funding: WSIS-MDD					\$ 16,500,000	
Series 2013		Date of Issue - May 26, 2013			2019-20		2020-21	
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	\$ 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	400,662	1,120,662	12,400,000	
2020	4.000%	730,000	193,131	178,531	371,662	1,101,662	11,670,000	
2021	4.000%	745,000	178,531	163,631	342,162	1,087,162	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	\$ 2,910,599	\$2,799,856	\$5,710,455	\$ 22,210,455		

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	\$ 11,715,000	
2015	3.000%	410,000	211,653	207,553	419,206	829,206	11,305,000.00	
2016	3.000%	425,000	207,553	201,178	408,731	833,731	10,880,000.00	
2017	3.000%	435,000	201,178	194,653	395,831	830,831	10,445,000.00	
2018	3.000%	450,000	194,653	187,903	382,556	832,556	9,995,000.00	
2019	3.000%	460,000	187,903	181,005	368,908	828,908	9,535,000.00	
2020	4.000%	480,000	181,003	171,403	352,406	832,406	9,055,000.00	
2021	4.000%	500,000	171,403	161,403	332,806	832,806	8,555,000.00	
2022	4.000%	520,000	161,403	151,003	312,406	832,406	8,035,000.00	
2023	4.000%	540,000	151,003	140,203	291,206	831,206	7,495,000.00	
2024	4.000%	560,000	140,203	129,003	269,206	829,206	6,935,000.00	
2025	4.000%	585,000	129,003	117,303	246,306	831,306	6,350,000.00	
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  
SUMMARY OF FY 2021-22 DEBT REQUIREMENTS**

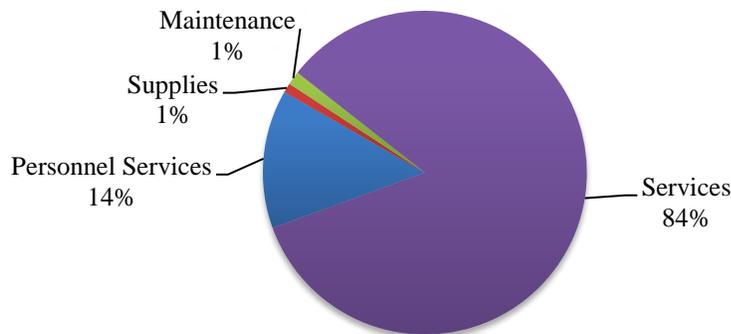
Certificates of Obligation		Funding: WSIS						\$ 18,440,000	
Series 2019		Date of Issue - March 26, 2019							
Fiscal Year	Interest Rate	Principal Due 02/01	Interest Due 02/01	Interest Due 08/01	Total Interest	Annual Requirement	Principal Outstanding		
2020	3.000%	\$ 430,000	\$ 545,860	\$ 315,697	\$ 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**

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Solid Waste and Recycling Collections	\$ 5,947,022	\$ 5,963,140	\$ 6,080,712	\$ 6,162,774
Recycling Revenue	53,851	41,218	42,043	46,661
Residential Recycling	659,023	643,599	656,471	666,216
Miscellaneous	15,651	-	3,336	-
Transfers In	670,000	250,000	250,000	250,000
Total Revenues	<u>7,345,547</u>	<u>6,897,958</u>	<u>7,032,561</u>	<u>7,125,651</u>
<b>Expenditures</b>				
Personnel Services	1,022,023	970,357	948,160	977,307
Supplies	53,305	65,750	67,000	66,100
Maintenance	107,903	32,873	124,500	97,000
Services	5,652,055	5,635,510	6,054,900	5,915,395
Total Operating	<u>6,835,287</u>	<u>6,704,490</u>	<u>7,194,560</u>	<u>7,055,802</u>
<b>Non-Recurring Expenditures</b>				
Transfers Out	-	186,500	186,500	-
Total Expenditures	<u>6,835,287</u>	<u>6,942,617</u>	<u>7,381,060</u>	<u>7,055,802</u>
<b>Excess (Deficit) Revenues</b>				
Over Expenditures	510,260	(44,660)	(348,498)	69,848
GAAP adjustment	2,075			
Working Capital - Beginning	<u>360,263</u>	<u>872,598</u>	<u>872,598</u>	<u>524,100</u>
Working Capital - Ending	<u>\$ 872,598</u>	<u>\$ 827,938</u>	<u>\$ 524,100</u>	<u>\$ 593,948</u>
Days of Operating Expenditures	47	45	27	31

**Sanitation Fund Expenditures by Type**



## 3200 SANITATION – PROGRAM SUMMARY

---

---

### Program Description

---

Sanitation is responsible for the daily residential solid waste and recycling management, brush collection, Baytown Green Center 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

---

- 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

---

- 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.

**3200 SANITATION - SERVICE LEVEL BUDGET**

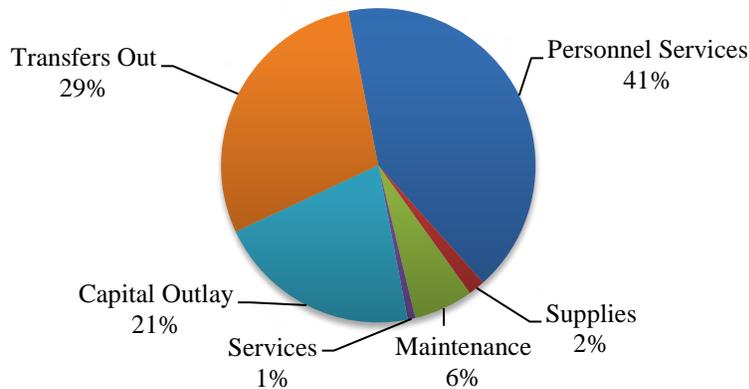
<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 631,628	\$ 576,035	\$ 571,753	\$ 585,941
71009	Overtime	48,383	45,000	45,000	35,000
71021	Health Insurance	157,786	171,244	149,567	171,243
71022	TMRS	119,344	100,754	105,457	106,524
71023	FICA	49,374	44,094	44,447	44,825
71028	Workers Compensation	15,508	32,870	31,937	33,414
71041	Allowances	-	360	-	360
	Total Personnel Services	1,022,023	970,357	948,160	977,307
<b>7200</b>	<b>Supplies</b>				
72007	Wearing Apparel	6,793	6,000	7,000	6,000
72016	Motor Vehicle Supplies	40,558	55,000	55,000	55,000
72021	Minor Tools	3,225	3,000	3,000	3,000
72031	Chemical Supplies	2,729	750	2,000	1,100
72041	Educational Supplies	-	1,000	-	1,000
	Total Supplies	53,305	65,750	67,000	66,100
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	1,488	2,000	2,000	2,000
73011	Buildings Maintenance	8,690	2,500	2,500	-
73042	Machinery & Equip Maint	505	-	-	-
73043	Motor Vehicles Maint	97,221	28,373	120,000	95,000
	Total Maintenance	107,903	32,873	124,500	97,000
<b>7400</b>	<b>Services</b>				
74021	Special Services	268,396	300,000	300,000	420,000
74034	Household Garbage Contract	4,941,207	4,920,000	4,920,000	5,067,600
74036	Advertising	654	1,500	-	1,500
74040	Recycling Services	33,224	80,000	80,000	82,400
74042	Education & Training	3,227	4,500	4,900	4,500
74050	Disposal Services	405,347	329,510	750,000	339,395
	Total Services	5,652,055	5,635,510	6,054,900	5,915,395
	Total Operating	6,835,287	6,704,490	7,194,560	7,055,802
<b>9000</b>	<b>Other Financing Uses</b>				
91350	To Gen Capital Proj Fund	-	186,500	186,500	-
	Total Other Financing Uses	-	186,500	186,500	-
	<b>TOTAL DEPARTMENT</b>	<b>\$ 6,835,287</b>	<b>\$ 6,942,617</b>	<b>\$ 7,381,060</b>	<b>\$ 7,055,802</b>



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

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Storm Drainage Fees	\$ 2,673,488	\$ 2,599,575	\$ 2,896,366	\$ 3,896,904
Total Revenues	<u>2,673,488</u>	<u>2,599,575</u>	<u>2,896,366</u>	<u>3,896,904</u>
<b>Expenditures</b>				
Personnel Services	1,457,768	1,656,024	1,592,472	1,967,315
Supplies	134,665	155,897	155,900	81,300
Maintenance	321,664	364,653	340,000	290,000
Services	364,888	157,175	114,300	37,175
Total Operating	<u>2,278,985</u>	<u>2,333,749</u>	<u>2,202,672</u>	<u>2,375,790</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	206,242	237,000	-	1,000,000
Transfers Out	155,500	155,500	155,500	1,370,500
Contingency	-	250,000	-	250,000
Total Expenditures	<u>2,640,727</u>	<u>2,976,249</u>	<u>2,358,172</u>	<u>4,996,290</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	32,761	(376,674)	538,194	(1,099,386)
Budget to GAAP Adjustment	(462,940)			
<b>Working Capital - Beginning</b>	<u>1,693,493</u>	<u>1,263,314</u>	<u>1,263,314</u>	<u>1,801,508</u>
<b>Working Capital - Ending</b>	<u>\$ 1,263,314</u>	<u>\$ 886,640</u>	<u>\$ 1,801,508</u>	<u>\$ 702,122</u>
<b>Days of Operating Expenditures</b>	202	139	299	108

**Storm Water Utility Fund Expenditures by Type**



## 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**

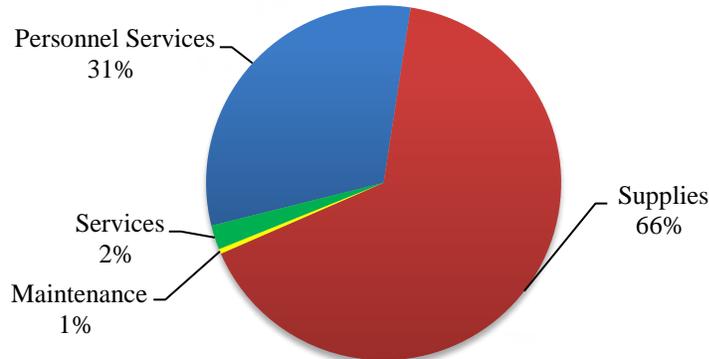
Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 920,074	\$ 1,029,791	\$ 1,007,380	\$ 1,273,492
71003	Part Time Wages	-	12,000	-	-
71009	Overtime	25,430	33,000	31,000	27,000
71021	Health Insurance	253,592	276,625	252,806	289,795
71022	TMRS	167,547	181,581	182,898	233,157
71023	FICA	68,705	79,467	76,690	98,111
71028	Workers Compensation	13,346	34,560	33,049	36,760
71041	Allowances	9,074	9,000	8,649	9,000
	Total Personnel Services	1,457,768	1,656,024	1,592,472	1,967,315
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	2,428	3,500	3,000	3,500
72002	Postage Supplies	-	500	300	500
72004	Printing Supplies	1,639	2,000	1,200	2,000
72007	Wearing Apparel	5,455	9,000	9,600	9,000
72016	Motor Vehicle Supplies	37,726	42,800	42,800	42,800
72021	Minor Tools	5,481	7,500	7,500	7,500
72026	Cleaning & Janitorial Sup	553	-	-	-
72031	Chemical Supplies	75,384	75,597	76,500	1,000
72041	Educational Supplies	-	6,500	6,500	6,500
72045	Computer Software Supply	6,000	8,500	8,500	8,500
	Total Supplies	134,665	155,897	155,900	81,300
<b>7300</b>	<b>Maintenance</b>				
73001	Land Maintenance	12,576	30,000	20,000	30,000
73026	Storm Drains Maint	222,475	184,653	185,000	185,000
73042	Machinery & Equip Maint	10	75,000	75,000	
73043	Motor Vehicles Maint	86,603	75,000	60,000	75,000
	Total Maintenance	321,664	364,653	340,000	290,000
<b>7400</b>	<b>Services</b>				
74021	Special Services	343,329	131,000	101,000	11,000
74036	Advertising	-	2,500	2,500	2,500
74042	Education & Training	4,511	17,850	10,000	17,850
74051	Non City Facility Rental	16,568	5,000	-	5,000
74071	Association Dues	480	825	800	825
	<b>Total Services</b>	364,888	157,175	114,300	37,175
	Total Operating	2,278,985	2,333,749	2,202,672	2,375,790
<b>8000</b>	<b>Capital Outlay</b>				
80001	Furniture & Equip <\$10000	206,242	-	-	-
84042	Machinery & Equipment	-	237,000	-	1,000,000
	Total Capital Outlay	206,242	237,000	-	1,000,000
<b>9000</b>	<b>Other Financing Uses</b>				
91350	To Gen Capital Proj Fund	155,500	155,500	155,500	470,500
91522	To W W I S	-	-	-	900,000
	Total Other Financing Uses	155,500	155,500	155,500	1,370,500
<b>9900</b>	<b>Contingency</b>				
99002	Unforeseen/New Initiative	-	250,000	-	250,000
	Total Other Financing Uses	-	250,000	-	250,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,640,727</b>	<b>\$ 2,976,249</b>	<b>\$ 2,358,172</b>	<b>\$ 4,996,290</b>



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

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Departmental Billings - Fuel	\$ 854,006	\$ 1,107,321	\$ 1,067,480	\$ 1,031,452
Departmental Billings - Repairs	616,753	661,284	746,124	676,534
State Fuel Tax Refund	1,048	866	-	-
Contributions - Misc	167,635	-	-	83,818
Transfer In - General Fund	588,011	350,000	350,000	325,000
Transfer In - Water & Sewer Fund	205,860	175,000	175,000	175,000
Total Revenues	<u>2,433,313</u>	<u>2,294,471</u>	<u>2,338,604</u>	<u>2,291,804</u>
<b>Expenditures</b>				
Personnel Services	703,700	684,444	704,797	773,309
Supplies	1,376,262	1,634,950	1,632,950	1,629,451
Maintenance	44,582	32,800	34,500	11,000
Services	48,796	54,500	54,500	54,500
Total Operating	<u>2,173,339</u>	<u>2,406,694</u>	<u>2,426,747</u>	<u>2,468,260</u>
<b>Non-Recurring Expenditures</b>				
Capital Outlay	-	-	-	90,500
Transfers Out - Capital Improvement	-	-	-	61,000
Total Expenditures	<u>2,173,339</u>	<u>2,406,694</u>	<u>2,426,747</u>	<u>2,619,760</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	259,974	(112,223)	(88,143)	(327,956)
Budget to GAAP Adjustment	(141,800)			
<b>Working Capital - Beginning</b>	<u>692,396</u>	<u>810,571</u>	<u>810,571</u>	<u>722,427</u>
<b>Working Capital - Ending</b>	<u>810,571</u>	<u>\$ 698,348</u>	<u>\$ 722,427</u>	<u>\$ 394,471</u>

**Garage Fund Expenditures by Type**



## 7010 GARAGE OPERATIONS – PROGRAM SUMMARY

---

---

### **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**

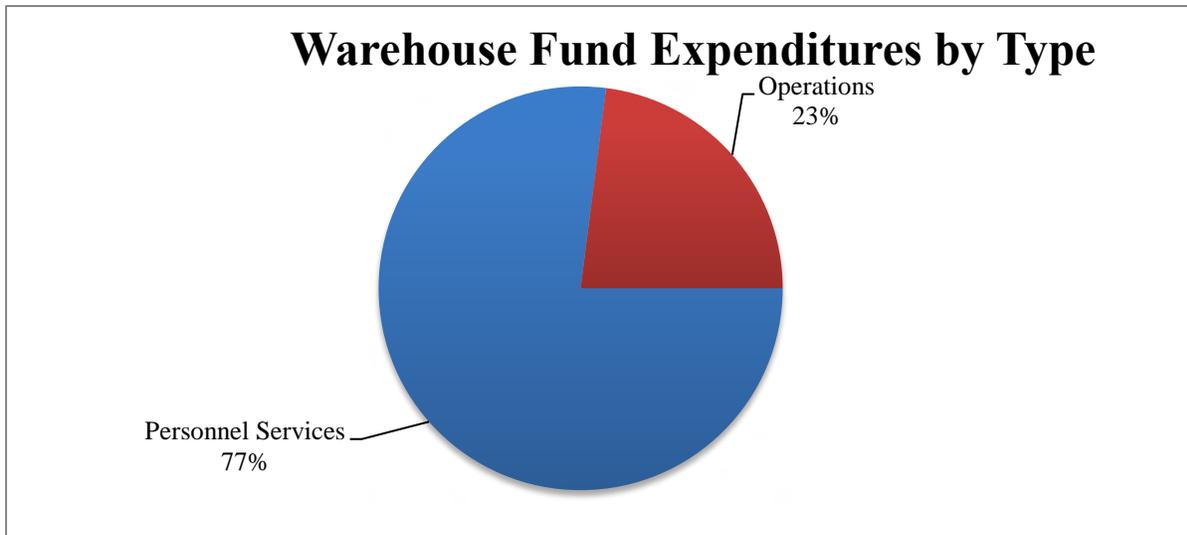
- Coordinate with departmental supervisors to facilitate sufficient availability of equipment for their duties.
- Reduce downtime and increase “mean-time-between-failure” for vehicles and equipment maintained by the garage.
- Reduce rate of returns for unscheduled repairs with an aggressive preventative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

**7010 GARAGE OPERATIONS - SERVICE LEVEL BUDGET**

Acct#	Acct Description	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 449,900	\$ 425,745	\$ 444,688	\$ 482,866
71009	Overtime	24,757	35,000	35,000	35,000
71021	Health Insurance	103,260	105,381	98,182	118,553
71022	TMRS	84,200	75,364	82,407	88,767
71023	FICA	34,152	32,983	34,441	37,352
71028	Workers Compensation	2,339	4,571	4,785	5,372
71041	Allowances	5,093	5,400	5,294	5,400
	Total Personnel Services	703,700	684,443	704,796	773,309
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	19	-	-	-
72007	Wearing Apparel	2,626	6,500	6,500	4,000
72016	Motor Vehicle Supplies	21,733	12,000	7,000	7,000
72017	Parts Purchase For Resale	463,873	438,250	438,250	438,250
72018	Fuel Purchase For Resale	848,996	1,150,000	1,150,000	1,150,000
72019	Supplies Purch For Resale	7,965	7,000	7,000	8,000
72021	Minor Tools	3,476	20,000	23,000	20,000
72026	Cleaning & Janitorial Sup	1,179	1,000	1,000	2,000
72032	Medical Supplies	27	200	200	200
72098	Inventory Adjustments	26,369	-	-	-
	Total Supplies	1,376,262	1,634,951	1,632,951	1,629,451
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	19,771	23,000	23,000	-
73027	Heat & Cool Sys Maint	-	800	2,000	-
73042	Machinery & Equip Maint	22,530	5,000	3,500	5,000
73043	Motor Vehicles Maint	2,281	4,000	6,000	6,000
	Total Maintenance	44,582	32,800	34,500	11,000
<b>7400</b>	<b>Services</b>				
74020	Outside Contracts	32,732	40,000	40,000	40,000
74021	Special Services	5,386	6,500	6,500	6,500
74042	Education & Training	10,678	8,000	8,000	8,000
	Total Services	48,796	54,500	54,500	54,500
<b>8000</b>	<b>Capital Outlay</b>				
84042	Machinery & Equipment	-	-	-	90,500
	Total Capital Outlay	-	-	-	90,500
<b>9000</b>	<b>Other Financing Uses</b>				
91350	To Gen Capital Proj Fund	-	-	-	61,000
	Total Other Financing Uses	-	-	-	61,000
	<b>TOTAL DEPARTMENT</b>	<b>\$ 2,173,339</b>	<b>\$ 2,406,694</b>	<b>\$ 2,426,747</b>	<b>\$ 2,619,760</b>

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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Water Meter Sales	\$ 35,927	\$ 78,526	\$ 27,410	\$ 47,856
Dept Billing-Vehicle Repr	34	-	22,620	5,672
Investment Interest	7	38	11	18
From General Fund	174,436	50,000	50,000	75,000
From Water And Sewer Fund	206,622	200,000	200,000	300,000
Total Revenues	<u>417,026</u>	<u>328,564</u>	<u>300,041</u>	<u>428,546</u>
<b>Expenditures</b>				
Personnel Services	259,211	266,620	255,646	272,587
Supplies	19,692	30,600	24,690	60,600
Maintenance	7,019	5,750	4,900	8,750
Services	12,465	3,000	-	12,000
Total Operating	<u>298,385</u>	<u>305,970</u>	<u>285,236</u>	<u>353,937</u>
Total Expenditures	<u>298,385</u>	<u>305,970</u>	<u>285,236</u>	<u>353,937</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	(11,787)	22,594	14,805	74,608
Budget to GAAP Adjustment	121,395			
<b>Working Capital - Beginning</b>	<u>13,497</u>	<u>123,105</u>	<u>123,105</u>	<u>137,910</u>
<b>Working Capital - Ending</b>	<u>\$ 123,105</u>	<u>\$ 145,699</u>	<u>\$ 137,910</u>	<u>\$ 212,518</u>



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

---

---

### **Program Description**

---

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**

---

- 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**

---

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

<b>7010 WAREHOUSE OPERATIONS - SERVICE LEVEL BUDGET</b>
---

<b>Acct#</b>	<b>Acct Description</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>7100</b>	<b>Personnel Services</b>				
71002	Regular Wages	\$ 165,413	\$ 164,260	\$ 167,312	\$ 168,770
71009	Overtime	2,140	3,000	2,865	3,000
71021	Health Insurance	48,135	52,691	40,211	52,690
71022	TMRS	29,401	28,713	30,208	30,682
71023	FICA	11,772	12,566	12,590	12,911
71028	Workers Compensation	2,352	5,391	2,461	4,534
	Total Personnel Services	259,211	266,620	255,646	272,587
<b>7200</b>	<b>Supplies</b>				
72001	Office Supplies	980	1,000	700	1,000
72007	Wearing Apparel	1,342	1,500	1,000	1,500
72015	Meter Purchase For Resale	37,204	20,000	19,000	50,000
72016	Motor Vehicle Supplies	2,244	4,000	2,500	4,000
72021	Minor Tools	4,112	4,000	1,400	4,000
72026	Cleaning & Janitorial Supplies	15,950	-	-	-
72032	Medical Supplies	75	100	90	100
72098	Inventory Adjustments	(42,215)	-	-	-
	Total Supplies	19,692	30,600	24,690	60,600
<b>7300</b>	<b>Maintenance</b>				
73011	Buildings Maintenance	5,975	3,000	2,400	-
73042	Machinery & Equipment Maint	-	-	-	6,000
73043	Motor Vehicles Maint	1,043	2,750	2,500	2,750
	Total Maintenance	7,019	5,750	4,900	8,750
<b>7400</b>	<b>Services</b>				
74021	Special Services	9,481	-	-	10,000
74042	Education & Training	2,984	3,000	-	2,000
	Total Services	12,465	3,000	-	12,000
	Total Operating	298,385	305,970	285,236	353,937
	<b>TOTAL DEPARTMENT</b>	<b>\$ 298,385</b>	<b>\$ 305,970</b>	<b>\$ 285,236</b>	<b>\$ 353,937</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  
2021-22**

*ADOPTED BUDGET*



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

---

**BRENDA BRADLEY SMITH, President**

**MIKE WILSON, Vice President**

**FRANK McKAY III, Secretary**

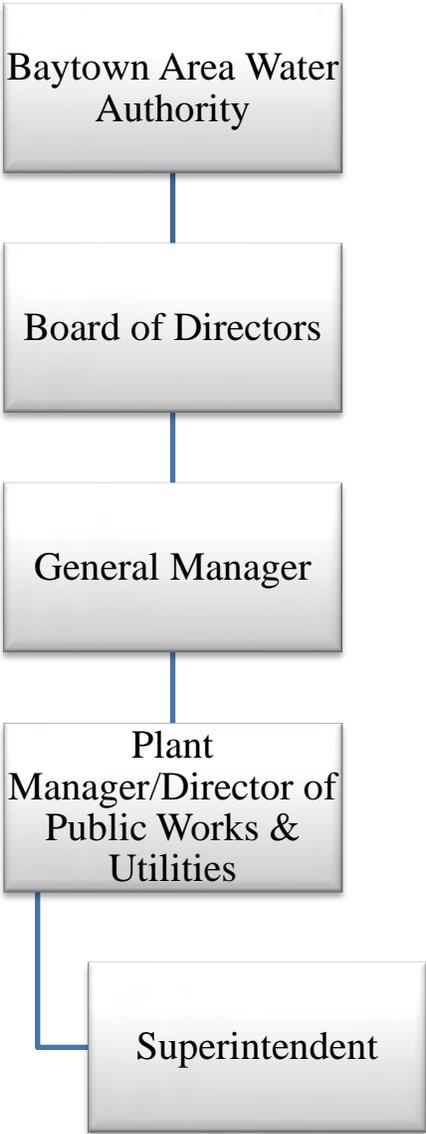
**CITY CLERK, Assistant Secretary**

**BRANDON BENOIT, Director**

**VACANT, Director**

# BAYTOWN AREA WATER AUTHORITY (BAWA)

## ORGANIZATION CHART



**BAYTOWN AREA WATER AUTHORITY  
MAJOR BUDGET ISSUES  
FISCAL YEAR 2021-22**

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 2021-22 proposed budget estimates sales of \$15,342,698 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 \$2.90 per 1,000 gallons for the City of Baytown and \$2.95 per 1,000 gallons for customers outside the city. The rates will consist of a 6% bump to \$3.08 per 1,000 gallons for the City of Baytown and \$3.12 per 1,000 gallons for customers outside the city for the 2021-22 budget.

**EXPENDITURES**

Total operating expenditures for the proposed 2021-22 budget are \$9,698,301 which is an increase of \$546,186 from the 2020-21 budget. An increase of \$1,196,069 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	\$ 54,615
• Increase in supplies	183,861
• Increase in maintenance	39,150
• Increase in services	268,560
• Decrease in capital outlay	(172,806)
• Increase to transfers out-debt service	896,335

**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 (1.5%) from \$0.7460 to \$0.7573 on April 1, 2021. 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.

**BAYTOWN AREA WATER AUTHORITY**  
**MAJOR BUDGET ISSUES**  
**FISCAL YEAR 2021-22**

**Debt Service** – The transfer to cover the debt service requirement for the proposed 2021-22 budget is \$4,411,705. 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 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 Plant Engineering \$150,000

The Baytown Area Water Authority (BAWA) Engineer record contract. Amount needed is for continued work until project is closed out.

BAWA East Plant Sanitary Sewer \$160,000

This project entails the installation of a sanitary sewer line (gravity or force main) from BAWA East Surface Water Plant to CCID #1 to treat the plant's sanitary sewer. This line will connect into the CCID No. 1 sanitary sewer system located in the vicinity of the undeveloped property to the south of the plant. These costs represent the project design and construction costs.

**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 2021-22 proposed budget, BAWA's working capital level at year end is projected to represent 131 days of operating expenditures plus we are able to transfer out \$3,000,000 to BAWA's Capital Improvement Project Fund (CIPF) which will be available for funding future capital projects.

## 3070 BAYTOWN AREA WATER AUTHORITY – PROGRAM SUMMARY

---

---

### Program Description

---

BAWA operates and maintains a 31.898 Million Gallon per Day (MGD) surface water treatment facilities. 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.

### Major Goals

---

- Maintain water quality to be classified as "Meeting Optimum Corrosion Control" by TCEQ.
- Maintain "Superior Public Water System" status.
- Maintain 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.

### 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.

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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Sale of Water - Baytown	\$ 12,559,655	\$ 12,653,923	\$ 13,032,764	\$ 13,814,730
Sale of Water - Other	1,479,575	1,725,673	1,432,027	1,527,968
Interest Revenue	31,260	65,000	1,576	10,000
Miscellaneous	244	-	-	-
Transfers In From WWIS Fund	111,036	117,227	117,227	123,258
Total Revenues	<u>14,181,770</u>	<u>14,561,823</u>	<u>14,583,595</u>	<u>15,475,955</u>
<b>Expenditures</b>				
Personnel Services	1,534,473	1,931,124	1,333,291	1,985,739
Supplies	4,847,147	5,975,996	4,676,037	6,159,857
Maintenance	234,884	267,500	271,400	306,650
Services	712,617	977,495	914,624	1,246,055
Total Operating	<u>7,329,120</u>	<u>9,152,115</u>	<u>7,195,353</u>	<u>9,698,301</u>
Capital Outlay	51,801	198,000	191,224	25,194
Transfers Out - Debt Service	3,740,760	3,515,370	3,515,370	4,411,705
Transfers Out - Capital Improvement	2,878,023	2,258,192	2,258,192	3,000,000
Transfers Out - General Fund	350,000	350,000	350,000	350,000
Contingency	-	-	-	250,000
Total Expenditures	<u>14,349,705</u>	<u>15,473,677</u>	<u>13,510,139</u>	<u>17,735,200</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	(167,934)	(911,853)	1,073,456	(2,259,245)
GAAP to budget basis adjustment	(135,963)	-	-	-
<b>Working Capital - Beginning</b>	<u>4,970,747</u>	<u>4,666,850</u>	<u>4,666,850</u>	<u>5,740,306</u>
<b>Working Capital - Ending</b>	<u>\$ 4,666,850</u>	<u>\$ 3,754,996</u>	<u>\$ 5,740,306</u>	<u>\$ 3,481,061</u>
<b>Days of Operating Expenditures</b>	232	150	291	131

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

2019-2	2020-21	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>7100 Personnel Services</b>					
71031	Contract Personnel BAWA	\$ 1,534,473	\$ 1,931,124	\$ 1,333,291	\$ 1,985,739
	Total Personnel Services	1,534,473	1,931,124	1,333,291	1,985,739
<b>7200 Supplies</b>					
72001	Office Supplies	5,599	6,500	6,500	6,500
72002	Postage Supplies	354	400	370	400
72007	Wearing Apparel	7,663	13,400	13,200	10,000
72016	Motor Vehicle Supplies	3,877	10,000	8,000	10,000
72021	Minor Tools	3,037	4,000	4,000	4,000
72022	Fuel For Generators	8,865	10,000	31,000	10,000
72026	Cleaning & Janitorial Sup	5,695	4,400	4,400	4,620
72031	Chemical Supplies	709,304	1,210,508	1,102,000	1,410,508
72032	Medical Supplies	1,001	1,600	1,567	1,760
72041	Educational Supplies	1,742	2,000	2,000	2,000
72051	Untreated Water Supplies	4,028,429	4,680,188	3,460,000	4,656,069
72055	Laboratory Supplies	71,580	33,000	43,000	44,000
	Total Supplies	4,847,147	5,975,996	4,676,037	6,159,857
<b>7300 Maintenance</b>					
73011	Buildings Maintenance	5,656	10,500	12,500	10,500
73027	Heat & Cool Sys Maint	3,316	13,000	13,000	13,000
73028	Electrical Maintenance	43,002	52,000	52,000	65,200
73041	Furniture/Fixtures Maint	762	2,000	2,400	2,750
73042	Machinery & Equip Maint	178,483	182,000	182,000	205,200
73043	Motor Vehicles Maint	3,664	8,000	9,500	10,000
	Total Maintenance	234,884	267,500	271,400	306,650
<b>7400 Services</b>					
74001	Communication	-	-	-	-
74002	Electric Service	410,540	650,000	600,450	840,000
74011	Equipment Rental	5,075	20,000	25,000	20,000
74021	Special Services	287,925	271,543	271,543	344,971
74022	Audits	-	16,352	-	16,352
74026	Janitorial Services	-	6,000	4,140	8,280
74036	Advertising	627	600	3,491	2,052
74042	Education & Training	8,450	12,800	10,000	14,200
74280	Bonds	-	200	-	200
	Total Services	712,617	977,495	914,624	1,246,055
	Total Operating	7,329,120	9,152,115	7,195,353	9,698,301
<b>8000 Capital Outlay</b>					
80001	Furniture & Equip <\$10000	51,801	-	-	-
84042	Machinery & Equipment	(610)	93,000	93,000	25,194
84043	Motor Vehicles	610	105,000	98,224	-
	Total Capital Outlay	51,801	198,000	191,224	25,194
<b>9000 Other Financing Uses</b>					
91511	To BAWA Debt Service	3,740,760	3,515,370	3,515,370	4,411,705
91518	To BAWA CIPF Fund	2,878,023	2,258,192	2,258,192	3,000,000
92101	Expense - General Fund	350,000	350,000	350,000	350,000
	Total Other Financing Uses	6,968,783	6,123,562	6,123,562	7,761,705
<b>9900 Contingencies</b>					
99001	Contingencies	-	-	-	250,000
	Total Contingencies	-	-	-	250,000
<b>TOTAL DEPARTMENT</b>		<b>\$ 14,349,705</b>	<b>\$ 15,473,677</b>	<b>\$ 13,510,139</b>	<b>\$ 17,735,200</b>

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

	<b>Actual</b>	<b>Total Allocation</b>	<b>Estimated</b>	<b>Total Allocation</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2021-22</b>
<b>Revenues</b>				
Transfer In from Operating Fund	\$ 2,878,023	\$ 2,258,192.00	\$ 2,258,192	\$ 3,000,000
Interest Revenue	126,853	50,000	2,301	5,000
<b>Total Revenues</b>	<b>3,004,876</b>	<b>2,308,192</b>	<b>2,260,493</b>	<b>3,005,000</b>
<b>Expenditures</b>				
Completed Projects thru 2020	345,555	-	-	-
BAWA East Plant Engineering	2,673,759	150,000	-	150,000
East Plant - 2017	3,960,577	1,279,428	4,524,233	-
High Service Pumps	996,451	-	-	-
Chemical Systems-Replace Bulk Tanks	1,881,467	2,813,811	1,411,298	-
Ground Storage Tanks Valve Replacement	68,367	-	-	-
Filter Scour	160,461	-	130,552	-
BAWA East Plant Sanitary Sewer	-	160,000	-	160,000
BAWA Raw Water Rehabilitation	-	200,000	200,000	-
BAWA CIPF	193,509	-	89,779	-
New Capital Project Initiatives	-	27,678	-	3,883,199
<b>Total Expenditures</b>	<b>10,280,146</b>	<b>4,630,917</b>	<b>6,355,862</b>	<b>4,193,198.98</b>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	<b>(7,275,270)</b>	<b>(2,322,725)</b>	<b>(4,095,369)</b>	<b>(1,188,199)</b>
<b>Working Capital - Beginning</b>	<b>13,863,663</b>	<b>5,283,568</b>	<b>5,283,568</b>	<b>1,188,199</b>
<b>Working Capital - Ending</b>	<b>\$ 5,283,568</b>	<b>\$ 2,960,843</b>	<b>\$ 1,188,199</b>	<b>\$ -</b>

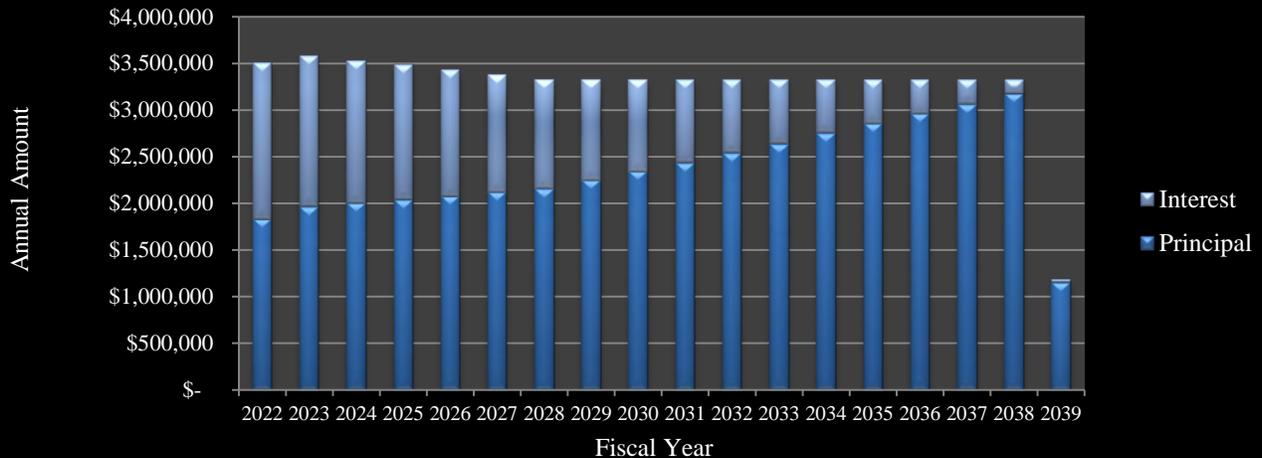
**BAYTOWN AREA WATER AUTHORITY REVENUE BONDS  
LONG TERM DEBT AMORTIZATION SCHEDULES**

Revenue Bonds	Amount of Issue	Principal Outstanding Oct. 1, 2021	Principal & Interest Requirements for 2021-22			Principal Outstanding Sept. 30, 2022
			Principal	Interest	Total	
Series 2006	\$ 9,975,000	\$ 690,000	\$ 690,000	\$ 20,356	\$ 710,356	\$ -
Series 2012	8,315,000	3,735,000	295,000	115,400	410,400	3,440,000
Series 2018	22,040,000	21,905,000	205,000	999,900	1,204,900	21,700,000
Series 2019	17,315,000	16,055,000	645,000	541,050	1,186,050	15,410,000
		<u>\$ 42,385,000</u>	<u>\$ 1,835,000</u>	<u>\$ 1,676,706</u>	<u>\$ 3,511,706</u>	<u>\$ 40,550,000</u>

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

Fiscal Year	Principal 5/01	Total Interest	Total Requirement
2022	\$ 1,835,000	\$ 1,676,706	\$ 3,511,706
2023	1,970,000	1,613,294	3,583,294
2024	2,005,000	1,528,994	3,533,994
2025	2,040,000	1,442,668	3,482,668
2026	2,080,000	1,354,218	3,434,218
2027	2,120,000	1,264,268	3,384,268
2028	2,160,000	1,172,400	3,332,400
2029	2,250,000	1,078,588	3,328,588
2030	2,345,000	980,888	3,325,888
2031	2,440,000	887,250	3,327,250
2032	2,540,000	789,226	3,329,226
2033	2,640,000	686,850	3,326,850
2034	2,755,000	574,150	3,329,150
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>	<u>\$ 42,385,000</u>	<u>\$ 16,340,300</u>	<u>\$ 58,725,300</u>

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



**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 Due 11/01	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%	-	503,325	503,325	1,006,650	1,006,650	22,040,000	
2021	5.00%	135,000	503,325	503,325	1,006,650	1,141,650	21,905,000	
2022	5.00%	205,000	499,950	499,950	999,900	1,204,900	21,700,000	
2023	5.00%	1,000,000	494,825	494,825	989,650	1,989,650	20,700,000	
2024	5.00%	1,000,000	469,825	469,825	939,650	1,939,650	19,700,000	
2025	5.00%	1,000,000	444,825	444,825	889,650	1,889,650	18,700,000	
2026	5.00%	1,000,000	419,825	419,825	839,650	1,839,650	17,700,000	
2027	5.00%	1,000,000	394,825	394,825	789,650	1,789,650	16,700,000	
2028	5.00%	1,000,000	369,825	369,825	739,650	1,739,650	15,700,000	
2029	5.00%	1,040,000	344,825	344,825	689,650	1,729,650	14,660,000	
2030	5.00%	1,095,000	318,825	318,825	637,650	1,732,650	13,565,000	
2031	5.00%	1,145,000	291,450	291,450	582,900	1,727,900	12,420,000	
2032	5.00%	1,210,000	262,825	262,825	525,650	1,735,650	11,210,000	
2033	5.00%	1,675,000	232,575	232,575	465,150	2,140,150	9,535,000	
2034	4.00%	1,760,000	190,700	190,700	381,400	2,141,400	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	\$ 6,564,921	\$ 6,650,275	\$ 13,215,196	\$ 35,255,196		

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 Due 11/01	Interest Due 5/01	Total Interest	Annual Requirement	Principal Outstanding	
2020	4.00%	\$ 640,000	\$ 248,080	\$ 295,725	\$ 543,805	\$ 1,183,805	\$ 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	\$ 3,175,355	\$ 3,223,000	\$ 6,398,355	\$ 23,713,355		

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 20.00 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.
4/19	.7208 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
4/20	.7460 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MINIMUM.
4/21	.7573 UP TO 20.0 MGD. IF WE GO OVER, THEN 5% ADDED TO ANYTHING OVER. BAWA EAST (2nd TAKE POINT) 6 MGD MAXIMUM.

**TREATED WATER RATES**

<b>Year</b>	<b>City Rate/1,000 gallons</b>	<b>Other Rate/1,000 Gallons</b>	<b>Increase-City</b>	<b>Increase-Other</b>	<b>Comments</b>
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.
2020-2021	\$2.90	\$2.95	\$0.08	\$0.09	Funding for City of Houston rate increase.
2021-2022	\$3.08	\$3.12	\$0.18	\$0.17	Per the 2020 BAWA rate study.



## IMPORTANT NOTICE

### NOTIFICATION OF WATER RATE ADJUSTMENT

Effective April 1, 2021, water and sewer rates are adjusting upward by 1.5%. 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 2021 billing which you will receive in May 2021.

### NEW RATES AND CHARGES

Classification	Rate
Contract Treated Water	P x \$3.310 plus (P-M) x \$0.820* Airgap P x \$4.040 plus (P-M) x \$0.820* Non-Airgap
Untreated Water Rates where there is no contract	
0 - 10,000,000 gallons	\$1.8946 per 1,000 gallons
11,000,000 - 20,000,000 gallons	\$1.7024 per 1,000 gallons
21,000,000 - 50,000,000 gallons	\$1.6056 per 1,000 gallons
51,000,000 -150,000,000 gallons	\$1.5086 per 1,000 gallons
151,000,000 & up gallons	\$1.4602 per 1,000 gallons
Untreated Water Rates under written contracts	\$0.7573 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. 2021-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN AREA WATER AUTHORITY ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; 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, 2021, and ending September 30, 2022; 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 2021-2022 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 July, 2021.

*Brenda Bradley Smith*  
BRENDA BRADLEY SMITH, President

ATTEST:

*Angela Jackson*  
ANGELA JACKSON, Interim Assistant Secretary



APPROVED AS TO FORM:

*Karen L. Horner*  
KAREN L. HORNER, General Counsel



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

On November 3, 2020 the citizens voted to continue the Baytown Crime Control and Prevention District dedicated to crime reduction programs and the adoption of a proposed 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  
2021-22

*ADOPTED BUDGET*



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

## **BOARD OF DIRECTORS**

---

**RIKKI WHEELER, President**

**RANDALL B. STRONG, Vice President**

**CITY CLERK, Secretary**

**STEELE ARTHUR, Director**

**JAMES COKER, Director**

**LLOYD J. HERRERA, Director**

**DR. CHRIS L. WARFORD, Director**

**VACANT, Director**



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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Sales Tax	\$ 1,961,959	\$ 1,615,389	\$ 1,938,467	\$ 2,006,313
Interest Income	2,220	500	165	171
<b>Total Revenues</b>	<u>1,964,179</u>	<u>1,615,889</u>	<u>1,938,632</u>	<u>2,006,484</u>
<b>Expenditures</b>				
Personnel	1,542,620	1,481,857	1,557,583	1,667,307
Supplies	13,360	-	-	139,000
Maintenance	334,823	-	412,069	-
Services	50,319	60,200	60,000	60,200
<b>Total Operating</b>	<u>1,941,122</u>	<u>1,542,057</u>	<u>2,029,652</u>	<u>1,866,507</u>
Capital Outlay	351,425	-	-	165,000
Unforeseen/New Initiatives	-	73,832	-	35,769
<b>Total Expenditures</b>	<u>2,292,547</u>	<u>1,615,889</u>	<u>2,029,652</u>	<u>2,067,276</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	(328,368)	-	(91,021)	(60,792)
<b>Fund Balance - Beginning</b>	480,181	151,813	151,813	60,792
<b>Fund Balance - Ending</b>	<u>\$ 151,813</u>	<u>\$ 151,813</u>	<u>\$ 60,792</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>	\$ 1,150,002
	(14) Patrol Officers	
	(1) Police Sergeant	
<b>71009</b>	<b>Overtime</b>	
<b>71021</b>	<b>Health Insurance</b>	197,588
<b>71022</b>	<b>TMRS</b>	209,070
<b>71023</b>	<b>FICA</b>	87,975
<b>71028</b>	<b>Workers Compensation</b>	22,672
	<b>TOTAL PERSONNEL SERVICES</b>	<b><u>1,667,307</u></b>
<b><u>SUPPLIES</u></b>		
<b>72007</b>	<b>Wearing Apparel</b>	139,000
	<b>TOTAL SUPPLIES</b>	<b><u>139,000</u></b>
<b><u>SERVICES</u></b>		
<b>74070</b>	<b>Elections</b>	60,000
<b>74280</b>	<b>Bonds</b>	200
	<b>TOTAL SERVICES</b>	<b><u>60,200</u></b>
	<b>TOTAL OPERATING</b>	<b><u>1,866,507</u></b>
<b><u>CAPITAL OUTLAY</u></b>		
<b>80001</b>	<b>Furniture &amp; Equip &lt;\$10000</b>	165,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b><u>165,000</u></b>
<b><u>CONTINGENCY</u></b>		
<b>99002</b>	<b>Unforeseen/New Initiative</b>	35,769
	<b>TOTAL CONTINGENCY</b>	<b><u>35,769</u></b>
	<b>TOTAL CCPD</b>	<b><u>\$ 2,067,276</u></b>

RESOLUTION NO. 74

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, 2021, AND ENDING SEPTEMBER 30, 2022, 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, 2021, and ending September 30, 2022, being the first 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 2021-2022 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 13<sup>th</sup> day of July, 2021.

  
RIKKI WHEELER, President

ATTEST:

  
ANGELA JACKSON, Interim Secretary



APPROVED AS TO FORM:

  
KAREN L. HORNER, General Counsel



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

On November 3, 2020 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 proposed 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  
2021-22**

*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**

**BARRY L. HAWKINS, Director**

**MAURICE WATTS, Director**

**VACANT, Director**



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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Sales Tax	\$ 1,919,117	\$ 1,626,391	\$ 1,870,350	\$ 1,935,812
Investment Interest	9,380	2,000	600	621
<b>Total Revenues</b>	<u>1,928,497</u>	<u>1,628,391</u>	<u>1,870,950</u>	<u>1,936,433</u>
<b>Expenditures</b>				
Personnel	388,049	402,841	352,399	415,420
Supplies	4,406	17,500	17,500	17,500
Maintenance	46,101	22,500	22,500	22,500
Services	55,412	60,200	60,200	15,200
<b>Total Operating</b>	<u>493,968</u>	<u>503,041</u>	<u>452,599</u>	<u>470,620</u>
Capital Outlay	750,178	245,000	240,000	1,063,501
Construction in Progress	132,833	-	-	-
Transfers Out	1,086,575	1,151,300	1,151,300	782,125
Unforeseen/New Initiatives	-	162,854	-	294,579
<b>Total Expenditures</b>	<u>2,463,554</u>	<u>2,062,195</u>	<u>1,843,899</u>	<u>2,610,825</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	(535,057)	(433,804)	27,051	(674,392)
<b>Fund Balance - Beginning</b>	1,182,396	647,339	647,339	674,392
<b>Fund Balance - Ending</b>	<u>\$ 647,339</u>	<u>\$ 213,535</u>	<u>\$ 674,392</u>	<u>\$ -</u>

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

	<b>Actual</b>		<b>Budget</b>		<b>Estimated</b>		<b>Adopted</b>
	<b>2019-20</b>		<b>2019-20</b>		<b>2020-21</b>		<b>2021-22</b>
<b>Expenditures</b>							
71002 Regular Wages	\$ 262,921	\$	272,369	\$	242,340	\$	294,484
71009 Overtime	1,065		-		2,202		-
71021 Health Insurance	36,809		39,516		24,379		26,345
71022 TMRS	48,879		50,127		45,884		56,155
71023 FICA	19,811		21,938		19,331		23,630
71028 Workers Compensation	4,045		4,491		4,466		406
71041 Allowances	14,519		14,400		13,797		14,400
<b>Personnel</b>	<b>388,049</b>		<b>402,841</b>		<b>352,399</b>		<b>415,420</b>
72026 Cleaning & Janitorial Sup	225		1,500		1,500		1,500
72031 Chemical Supplies	4,181		16,000		16,000		16,000
<b>Supplies</b>	<b>4,406</b>		<b>17,500</b>		<b>17,500</b>		<b>17,500</b>
73011 Buildings Maintenance	2,891		22,500		22,500		-
73042 Machinery & Equip Maint	43,210		-		-		-
<b>Maintenance</b>	<b>46,101</b>		<b>22,500</b>		<b>22,500</b>		<b>-</b>
74070 Elections	51,363		60,000		60,000		15,000
74280 Bonds	-		200		200		200
<b>Services</b>	<b>55,412</b>		<b>60,200</b>		<b>60,200</b>		<b>15,200</b>
<b>Total Operating</b>	<b>493,968</b>		<b>503,041</b>		<b>452,599</b>		<b>448,120</b>
80001 Furniture & Equip <\$10000	-		-		-		277,234
84042 Machinery & Equipment	50,219		-		-		87,980
84043 Motor Vehicles	699,959		245,000		240,000		698,287
<b>Total Capital</b>	<b>750,178</b>		<b>245,000</b>		<b>240,000</b>		<b>1,063,501</b>
85011 Engineering	132,833		-		-		-
<b>Total Construction in Progress</b>	<b>132,833</b>		<b>-</b>		<b>-</b>		<b>-</b>
91350 To Gen Capital Proj Fund	235,175		-		-		-
91401 To G O I S	851,400		851,300		851,300		782,125
91101 To General Fund	-		300,000		300,000		-
<b>Total Transfers Out</b>	<b>1,086,575</b>		<b>1,151,300</b>		<b>1,151,300</b>		<b>782,125</b>
99001 Contingencies	-		162,854		-		317,079
<b>Total Contingencies Out</b>	<b>-</b>		<b>162,854</b>		<b>-</b>		<b>317,079</b>
<b>Total Expenditures</b>	<b>\$ 2,463,554</b>	\$	<b>2,062,195</b>	\$	<b>1,843,899</b>	\$	<b>2,610,825</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	<b>Regular Wages</b>	\$ 294,484
	(1) Battalion Chief	
	(1) Fire Lieutenant	
	(1) Senior Administrative Support Specialist	
71021	<b>Health Insurance</b>	26,345
71022	<b>TMRS</b>	56,155
71023	<b>FICA</b>	23,630
71028	<b>Workers Compensation</b>	406
71041	<b>Allowances</b>	14,400
	<b>TOTAL PERSONNEL SERVICES</b>	<b>415,420</b>
<b>7200</b>	<b><u>Supplies</u></b>	
72026	<b>Cleaning &amp; Janitorial Sup</b>	1,500
72031	<b>Chemical Supplies</b>	16,000
	<b>TOTAL SUPPLIES</b>	<b>17,500</b>
<b>7400</b>	<b><u>Services</u></b>	
74070	<b>Elections</b>	15,000
74280	<b>Bonds</b>	200
	<b>TOTAL SERVICES</b>	<b>15,200</b>
<b>8000</b>	<b><u>Capital Outlay</u></b>	
80001	<b>Furniture &amp; Equip &lt;\$10000</b>	277,234
	Portable Radios(64)	277,234
84042	<b>Machinery &amp; Equipment</b>	87,980
	Payment #2 Lease/Purchase Propane Tank	87,980
84043	<b>Motor Vehicles</b>	698,287
	Ambulance	245,000
	Payment #2 for E-3	423,287
	Small SUV	30,000
	<b>TOTAL CAPITAL OUTLAY</b>	<b>1,063,501</b>
<b>9100</b>	<b><u>Transfers Out</u></b>	
91401	<b>To GO IS</b>	782,125
	Principal & Interest Payment for Series 2020 GO Ref Bond for Training Facility – Phase III	
	<b>TOTAL TRANSFERS OUT</b>	<b>782,125</b>

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

---

---

<b>Acct #</b>	<b>Account Name</b>	<b>Amount</b>
---------------	---------------------	---------------

<b>9900</b>	<b><u>Contingency</u></b>	
<b>99001</b>	<b>Contingencies</b>	317,079

	<b>TOTAL CONTINGENCY</b>	<u>317,079</u>
--	--------------------------	----------------

	<b>TOTAL FCPEMSD</b>	<u>\$ 2,610,825</u>
--	----------------------	---------------------

RESOLUTION NO. 83

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, 2021, AND ENDING SEPTEMBER 30, 2022, 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.

\*\*\*\*\*

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, 2021, and ending September 30, 2022, being the first 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:

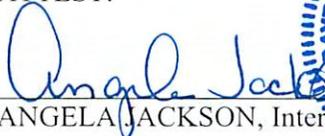
Section 1: That the Board of Directors of the Baytown Fire Control, Prevention, and Emergency Medical Services District hereby adopts the budget, which is attached hereto as Exhibit "A" and incorporated herein for all intents and purposes for the District's 2021-2022 fiscal year.

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 20<sup>th</sup> day of July, 2021.

ATTEST:

  
ANGELA JACKSON, Interim Secretary



  
BRENDA BRADLEY SMITH, President

APPROVED AS TO FORM:

  
KAREN L. HORNER, 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  
2021-22**



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

---

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 P. JIRRELS, Director

CHARLES JOHNSON, Director

MIKE LESTER, Director

JACOB POWELL, Director

BAYTOWN  
MUNICIPAL DEVELOPMENT DISTRICT  
MAJOR BUDGET ISSUES  
FISCAL YEAR 2021-22

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 \$6,702,577. Along with other miscellaneous revenues, the total revenues for 2021-22 are projected at \$6,637,866.

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

**FY22 NEW PROJECTS:**

BNC - Kayak Launch Replacement/Restoration \$55,000

The BNC received 23 Kayaks from Chevron Phillips Chemical to promote activity on the bay. The BNC lost the kayak launch during Hurricane Harvey and was never replaced. This allocation provides funding to replace the kayak launch and enhance activity on the bay from additional programming and individual or family fun as well as with restoration of the old area.

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

Ginger Creek Estate Park Phase II \$50,000

This allocation provides funding for the second phase which will include the construction of a half basketball court, benches, exercise equipment and small shelter.

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

Newcastle Park Phase II & III \$221,000

This allocation provides funding for completion all remaining phases of the Newcastle Park Master Plan Concept proposed for the park. Phase II will include the construction of a basketball court, exercise equipment, small shade structure, shade picnic shelter, benches, and portacan enclosure.

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

Wayne Gray Parking Enhancements \$300,000

This allocation provides funding for enhancements to improve parking.

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

BNC - Wetlands Overlook Walkway \$160,000

The current lookout walkway at the BNC is in current need of repair. The slopes have begun to fall and slide and is undermining the walkway. This allocation provides funding to make repairs to the facility and place gutters on the shelter to protect the new walkway.

BAYTOWN  
MUNICIPAL DEVELOPMENT DISTRICT  
MAJOR BUDGET ISSUES  
FISCAL YEAR 2021-22

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

Goose Creek Trail Phase 7b \$540,765

This allocation will provide funding for the completion of Phase 7 and finish the remaining portion of trail for 7a that stopped at Manor Drive. Phase 7a was installed with a portion of funding allocated previously in 2021 budget in regards to the remaining 10 ft wide concrete trail and provide a shared use path that connects to McElroy Park, existing neighborhood sidewalks, and the existing trail system from Baker Road to Cedar Bayou Lynchburg utilizing the Centerport Utility Corridor.

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

Evergreen Waterfall Repair Replacement and Decking \$250,000

This allocation will provide funding to repair the waterfall feature and construct a patio/deck and viewing area to function as an additional rentable space, paired with existing Evergreen Clubhouse as well as enhance park usership and community health within the community.

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

Art in The Park \$50,000

This allocation will provide funding to create visual art pieces in the park for people to enjoy and also become a destination place for visitors. Park themes are entrance feature for Wayne Gray Sports Facility, Unidad Park, and McElroy Park.

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

Duke Hill Courts Paint and Disc Golf Course \$25,000

This allocation will provide funding to refinish and resurface the existing soccer/tennis courts and install a 9 hole Disc Golf Course at Duke Hill Park. This will help improve a park that is under utilized on the westside of the park.

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

Town Square Green Space Improvements \$600,000

This allocation will provide funding to remove and replace the grass with all-weather turf to support the special events hosted at the Town Square and the Market Street business and arts district, along with providing shade structures.

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

**MUNICIPAL DEVELOPMENT DISTRICT (MDD) PROGRAM FUND  
BUDGET SUMMARY for Fiscal Year 2021-22**

	Actual 2019-20	Total Allocation 2020-21	Estimated 2020-21	Total Allocation 2021-22
<b>Beginning working capital</b>	\$ 3,994,598	\$ 5,573,395	\$ 5,573,395	\$ 3,152,626
<b>Revenues</b>				
Sales Taxes	6,856,399	5,396,600	6,475,920	6,702,577
Rebates	(97,137)	(59,842)	(67,023)	(69,369)
Investment Interest	37,016	15,000	4,500	4,658
Miscellaneous	198,757	-	-	-
<b>Total MDD Revenues</b>	<b>6,995,035</b>	<b>5,351,758</b>	<b>6,413,397</b>	<b>6,637,866</b>
<b>Expenditures</b>				
<b>Economic Development Projects</b>				
Development of New and Expansion of Existing Businesses and Industry	414,781	375,250	375,250	500,000
Econ Development Foundation - Basic Economic Development Services	310,550	250,000	250,000	250,000
Economic Development Manager	158,366	156,544	160,429	167,424
Econ Development Foundation - Special Economic Development Projects	-	150,000	150,000	150,000
Economic Incentive - HEB	150,000	150,000	150,000	150,000
Brunson Redevelopment	984	-	-	-
Convention Center Debt Service	1,154,975	1,382,647	1,382,647	1,600,000
Hotel/Convention Center Reimbursement	50,000	217,353	217,353	-
Property Acquisition for Economic Development	-	400,000	244,967	400,000
Citizens Bank Building	-	1,400,000	1,400,000	-
Business Improvement Grant Program	-	50,000	50,000	200,000
Baytown Revolving Loan Fund	-	100,000	100,000	50,000
Subtotal	<b>2,239,656</b>	<b>4,631,794</b>	<b>4,480,646</b>	<b>3,467,424</b>
<b>Utility Projects</b>				
Economic Dev. Cost Share with Developers to Upsize New Utilities	-	-	-	400,000
I-10 Lift Station	-	251,439	-	751,439
NE WW Treatment Plant Debt Service (60% 2014, 2015 & 2016 GO's Refunding) Year 7 of 21	996,144	953,813	953,813	958,750
Subtotal	<b>996,144</b>	<b>1,205,252</b>	<b>953,813</b>	<b>2,110,189</b>
<b>Parks Projects</b>				
Aquatics Master Plan Phase 1 & 2 Construction (Debt Svc on \$6mm) Year 3 of 12	419,238	394,850	394,850	389,050
Pirates Bay Waterpark Expansion (Debt Service on \$5.5mm) Year 9 of 20	367,221	362,387	362,387	360,900
Baytown Sports League Improvements	22,102	50,000	50,690	70,000
Rent/Purchase of Ice Rink for Town Square	101,120	100,000	99,304	100,000
Land Acquisition - Future Parks (Ginger Creek)	3	-	-	-
Repair Fire Fighter Memorial	12,650	-	-	-
City Gateway Project III	35,245	6,447	6,447	80,000
Park Operations Center	132,401	912,366	912,366	-
Dredging - Bayland Marina & Channels	388,307	-	8,750	-
Ward Road Walking Loop Trail	4,727	10,633	10,633	-
EPA Tree Planting Project	100,000	79,000	79,000	-
Median Beautification	-	50,000	50,000	-
Crocket & Baybrook Connect Trail	195,301	-	-	-
Park Development (Russell Park)	-	300,000	-	300,000

**MUNICIPAL DEVELOPMENT DISTRICT (MDD) PROGRAM FUND  
BUDGET SUMMARY for Fiscal Year 2021-22**

	Actual 2019-20	Total Allocation 2020-21	Estimated 2020-21	Total Allocation 2021-22
Goose Creek Trail Phase VII	36,504	75,000	34,235	540,765
Newcastle Park	-	350,000	350,000	221,000
Ginger Creek Park	65,618	54,663	54,663	50,000
"Perfect Trail" Pilot Bundle - Jenkins Park (lighting, signage & security cameras)	-	350,000	350,000	-
Park Security	-	50,000	-	100,000
Basketball Shelters	-	190,000	190,000	-
BNC Kayak Launch Replacement/Restoration	-	-	-	55,000
Baytown Nature Center Wetlands Overlook Walkway	-	-	-	160,000
Evergreen Waterfall Repair, Replacement & Decking	-	-	-	250,000
Art in The Park	-	-	-	50,000
Duke Hill Courts Paint and Disc Golf Course	-	-	-	25,000
Wayne Gray Parking Enhancements	-	-	-	300,000
Town Square Green Space Improvements	-	-	-	600,000
Subtotal	1,880,438	3,335,346	2,953,325	3,651,715
Total MDD Projects	5,116,238	9,172,392	8,387,784	9,229,328
<b>Other</b>				
Project Administration and Overhead	300,000	300,000	300,000	300,000
Unforeseen/New Initiatives	-	146,382	146,382	261,164
Subtotal	300,000	446,382	446,382	561,164
<b>Total MDD Expenditures</b>	5,416,238	9,618,774	8,834,166	9,790,492
<b>Revenues over (under) expenses</b>	1,578,797	(4,267,016)	(2,420,769)	(3,152,626)
<b>Ending working capital</b>	\$ 5,573,395	\$ 1,306,378	\$ 3,152,626	\$ -

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

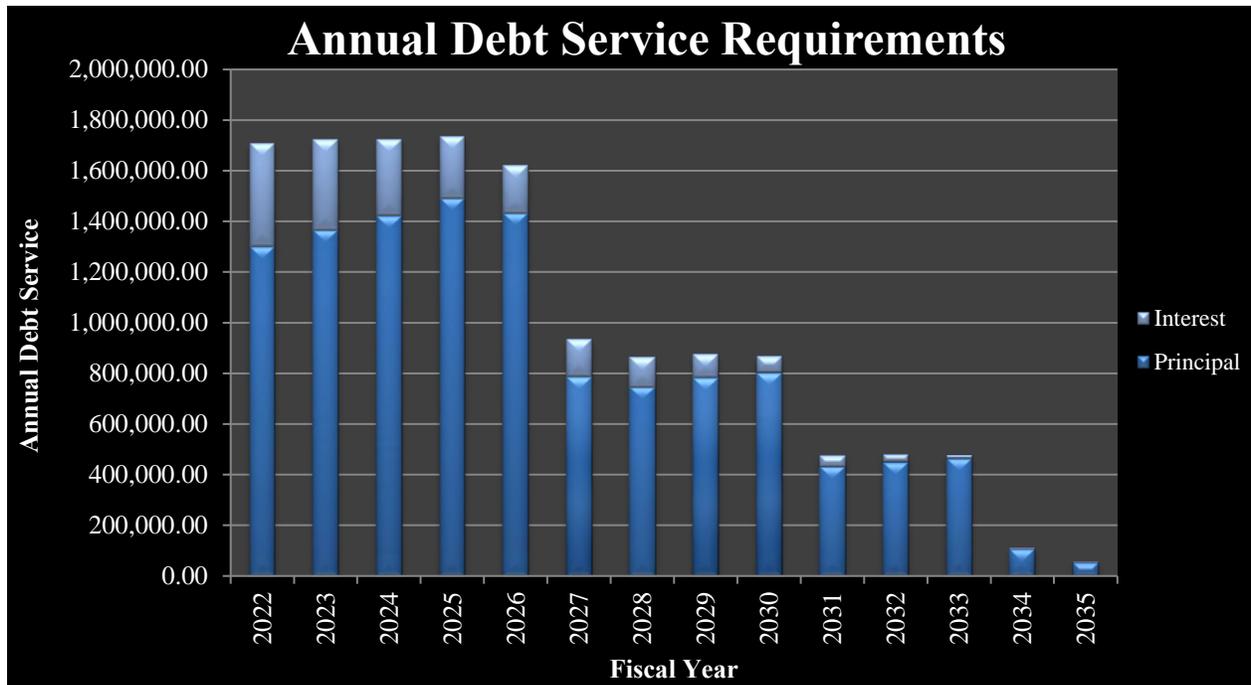
Fiscal Year 2020-21

Estimated revenue growth for projected years: 2.0%

		Estimated Expenditures 2020-21	Total Allocation 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26	Projected 2026-27
<b>Revenues</b>								
	Sales Taxes	6,475,920	6,702,577	6,837,000	6,980,054	7,213,823	7,358,000	7,505,000
	Rebates	(67,023)	(69,369)	(71,000)	(72,000)	(73,000)	(74,000)	(75,000)
	Investment Interest	4,500	4,658	5,000	5,000	5,000	5,000	5,000
	<b>Total MDD Revenues</b>	<b>6,413,397</b>	<b>6,637,866</b>	<b>6,771,000</b>	<b>6,913,054</b>	<b>7,145,823</b>	<b>7,289,000</b>	<b>7,435,000</b>
<b>Expenditures</b>								
<b>Economic Development Projects</b>								
	Development of New and Expansion of Existing Businesses and Industry	375,250	500,000	500,000	500,000	500,000	500,000	500,000
	Econ Development Foundation - Basic Economic Development Services	250,000	250,000	250,000	250,000	250,000	250,000	250,000
	Economic Development Manager	160,429	167,424	170,772	174,000	177,000	181,000	185,000
	Econ Development Foundation - Special Economic Development Projects	150,000	150,000	150,000	150,000	150,000	150,000	150,000
	Economic Incentive - HEB	150,000	150,000	150,000	150,000	150,000	150,000	150,000
	Convention Center Debt Service	1,382,647	1,600,000	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000
	Hotel/Convention Center Reimbursement	217,353	-	-	-	-	-	-
	Property Acquisition for Economic Development	244,967	400,000	400,000	400,000	400,000	400,000	400,000
	Citizens Bank Building	1,400,000	-	-	-	-	-	-
	Business Improvement Grant Program	50,000	200,000	200,000	200,000	200,000	200,000	200,000
	Baytown Revolving Loan Fund	100,000	50,000	50,000	50,000	50,000	50,000	50,000
	Subtotal	4,480,646	3,467,424	3,270,772	3,274,000	3,277,000	3,281,000	3,285,000
<b>Utility Projects</b>								
	Economic Dev. Cost Share with Developers to Upsize New Utilities	-	400,000	400,000	400,000	400,000	400,000	400,000
	I-10 Lift Station	-	751,439	250,000	250,000	250,000	250,000	250,000
	NE WW Treatment Plant Debt Service (60% 2014, 2015 & 2016 GO's Refunding) Year 7 of 21	953,813	958,750	962,726	968,718	973,066	871,663	173,699
	Subtotal	953,813	2,110,189	1,612,726	1,618,718	1,623,066	1,521,663	823,699
<b>Parks Projects</b>								
	Aquatics Master Plan Phase 1 & 2 Construction (Debt Svc on \$6mm) Year 3 of 12	394,850	389,050	396,575	392,350	397,825	386,450	397,950
	Pirates Bay Waterpark Expansion (Debt Service on \$5.5mm) Year 9 of 20	362,387	360,900	362,753	362,754	365,704	364,396	364,004
	Baytown Sports League Improvements	50,690	70,000	50,000	50,000	50,000	50,000	50,000
	Rent/Purchase of Ice Rink for Town Square	99,304	100,000	100,000	100,000	100,000	100,000	100,000
	City Gateway Project III	6,447	80,000	-	-	-	-	-
	Park Operations Center	912,366	-	-	-	-	-	-
	Dredging - Bayland Marina & Channels	8,750	-	-	-	-	-	-
	Ward Road Walking Loop Trail	10,633	-	-	-	-	-	-
	EPA Tree Planting Project	79,000	-	-	-	-	-	-
	Median Beautification	50,000	-	-	-	-	-	-
	Park Development (Russell Park)	-	300,000	-	-	-	-	-
	Goose Creek Trail Phase VII	34,235	540,765	-	-	-	-	-
	Newcastle Park	350,000	221,000	-	-	-	-	-
	Ginger Creek Park	54,663	50,000	-	-	-	-	-
	signage & security cameras)	350,000	-	-	-	-	-	-
	Park Security	-	100,000	-	-	-	-	-
	Basketball Shelters	190,000	-	-	-	-	-	-
	BNC Kayak Launch Replacement/Restoration	-	55,000	-	-	-	-	-
	Walkway	-	160,000	-	-	-	-	-
	Decking	-	250,000	-	-	-	-	-
	Art in The Park	-	50,000	-	-	-	-	-
	Duke Hill Courts Paint and Disc Golf Course	-	25,000	-	-	-	-	-
	Wayne Gray Parking Enhancements	-	300,000	-	-	-	-	-
	Town Square Green Space Improvements	-	600,000	-	-	-	-	-
	Future Projects	-	-	500,000	500,000	750,000	1,000,000	1,500,000
	Subtotal	2,953,325	3,651,715	1,409,328	1,405,104	1,663,529	1,900,846	2,411,954
	<b>Total MDD Projects</b>	<b>8,387,784</b>	<b>9,229,328</b>	<b>6,292,826</b>	<b>6,297,823</b>	<b>6,563,595</b>	<b>6,703,509</b>	<b>6,520,654</b>
<b>Other</b>								
	Project Administration and Overhead	300,000	300,000	300,000	300,000	300,000	300,000	300,000
	Unforeseen/New Initiatives	146,382	261,164	76,174	211,232	176,227	177,491	504,346
	Subtotal	446,382	561,164	376,174	511,232	476,227	477,491	804,346
	<b>Total MDD Expenditures</b>	<b>8,834,166</b>	<b>9,790,492</b>	<b>6,669,000</b>	<b>6,809,054</b>	<b>7,039,823</b>	<b>7,181,000</b>	<b>7,325,000</b>
	Revenues over (under) expenditures	(2,420,769)	(3,152,626)	102,000,0000	104,000.00	106,000.00	108,000.00	110,000.00
	<b>Ending working capital</b>	<b>3,152,626</b>	<b>-</b>	<b>102,000.00</b>	<b>206,000.00</b>	<b>312,000.00</b>	<b>420,000.00</b>	<b>530,000.00</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>
2022	\$ 1,301,885	\$ 215,572	\$ 191,242	\$ 406,814	\$ 1,708,699
2023	1,366,686	191,242	164,126	355,368	1,722,054
2024	1,423,952	164,126	135,744	299,871	1,723,822
2025	1,492,225	135,744	108,626	244,370	1,736,595
2026	1,432,957	108,626	80,925	189,551	1,622,508
2027	788,435	80,925	66,294	147,219	935,654
2028	746,159	66,294	52,974	119,268	865,427
2029	784,030	52,974	38,894	91,869	875,899
2030	802,619	38,894	26,190	65,084	867,702
2031	432,874	26,190	18,944	45,133	478,007
2032	449,796	18,944	11,297	30,241	480,037
2033	463,384	11,297	3,217	14,514	477,898
2034	107,340	3,217	1,070	4,287	111,627
2035	53,503	1,070	-	1,070	54,573
	<b>\$ 11,645,846</b>	<b>\$ 1,115,115</b>	<b>\$ 899,543</b>	<b>\$ 2,014,658</b>	<b>\$ 13,660,504</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		\$ 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	83,825	73,048	156,874	587,949	3,154,415	
2021	5.000%	456,789	73,048	61,629	134,677	591,466	2,697,626	
2022	5.000%	484,015	61,629	49,528	111,157	595,172	2,213,611	
2023	5.000%	510,484	49,528	36,766	86,295	596,779	1,703,127	
2024	5.000%	540,735	36,766	23,248	60,014	600,749	1,162,392	
2025	4.000%	567,961	23,248	11,889	35,136	603,097	594,431	
2026	4.000%	594,431	11,889	-	11,889	606,319	-	
		<b>\$ 4,493,018</b>	<b>\$ 679,141</b>	<b>\$ 582,938</b>	<b>\$ 1,262,078</b>	<b>\$ 5,755,096</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	58,075	53,875	111,950	391,950	3,315,000	
2021	3.5%	290,000	53,875	50,975	104,850	394,850	3,025,000	
2022	3.6%	290,000	50,975	48,075	99,050	389,050	2,735,000	
2023	3.8%	305,000	48,075	43,500	91,575	396,575	2,430,000	
2024	4.0%	310,000	43,500	38,850	82,350	392,350	2,120,000	
2025	4.0%	325,000	38,850	33,975	72,825	397,825	1,795,000	
2026	4.1%	325,000	33,975	27,475	61,450	386,450	1,470,000	
2027	4.3%	350,000	27,475	20,475	47,950	397,950	1,120,000	
2028	4.3%	355,000	20,475	13,375	33,850	388,850	765,000	
2029	4.4%	380,000	13,375	5,775	19,150	399,150	385,000	
2030	4.4%	385,000	5,775	-	5,775	390,775	-	
		<b>\$ 3,595,000</b>	<b>\$ 394,425</b>	<b>\$ 384,396</b>	<b>\$ 778,821</b>	<b>\$ 4,373,821</b>		

RESOLUTION NO. 418

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BAYTOWN MUNICIPAL DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

\*\*\*\*\*

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, 2021, and ending September 30, 2022, 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, 2021, and ending September 30, 2022. 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 5<sup>th</sup> day of August, 2021.

CHRIS PRESLEY, Vice President

ATTEST:

ANGELA JACKSON, Interim Assistant Secretary



APPROVED AS TO FORM:

KAREN L. HORNER, General Counsel

R:\Karen Anderson\RESOLUTIONS\MDD\2021.08.05\Resolution - Adopt Budget.docx



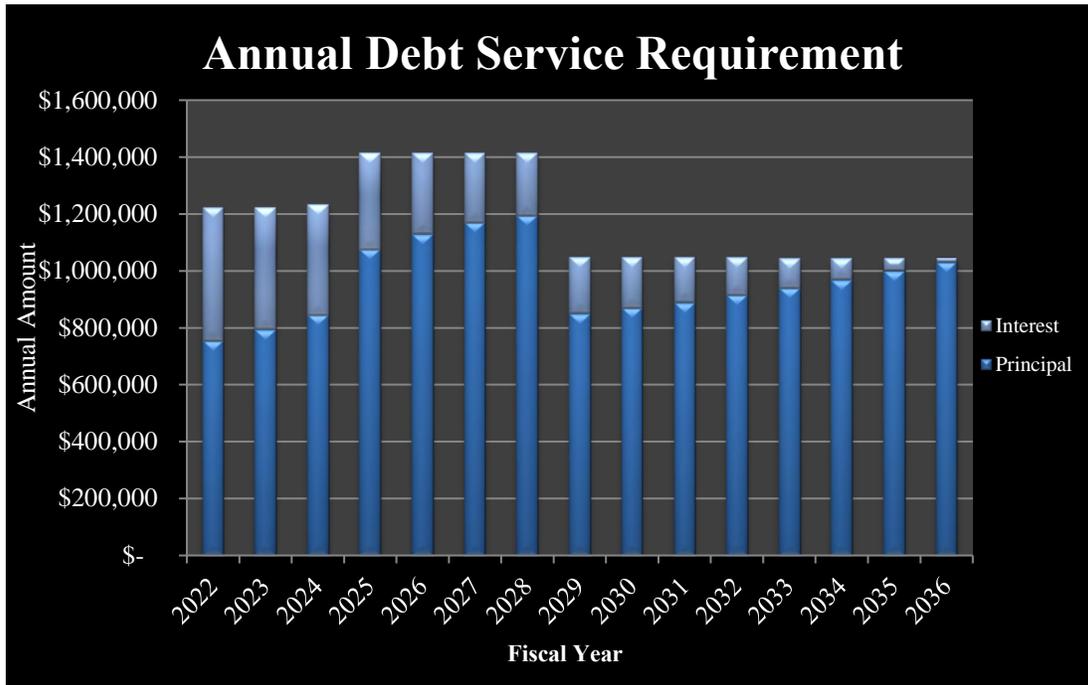
***BAYTOWN  
REINVESTMENT  
ZONE #1***

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

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Sources of Funding</b>				
TIRZ Increment - City	\$ 2,309,759	\$ 2,250,000	\$ 2,507,727	\$ 2,600,000
TIRZ Increment - Harris County	969,310	550,000	739,472	700,000
TIRZ Increment - Chambers County	-	88,812	-	-
Total Sources	<u>3,279,069</u>	<u>2,888,812</u>	<u>3,247,199</u>	<u>3,300,000</u>
<b>Uses of Funding</b>				
Zone Adm. & Project Mgmt.	-	8,000	33,918	10,000
Legal Services	13,824	12,000	12,000	12,500
Data Base Management	1,575	2,700	2,700	2,800
Land Maintenance	53,588	160,000	208,969	250,000
Advertising	533	-	-	-
TIRZ Improvements	-	500,000	136,000	3,500,000
TIRZ Fees (rooftops)	88,800	128,600	128,600	128,600
Debt Service	825,000	-	-	-
Interest on Bonds	28,676	-	-	-
Fiscal Agent Fees	3,500	-	-	-
City Services	102,870	112,500	112,500	130,000
CO Debt Service-County	969,310	550,000	739,472	1,222,606
CO Debt Service-City	244,796	669,356	479,884	-
Total Uses	<u>2,332,472</u>	<u>2,143,156</u>	<u>1,854,043</u>	<u>5,256,506</u>
<b>Excess (Deficit) Sources Over Uses</b>	<u>946,597</u>	<u>745,656</u>	<u>1,393,156</u>	<u>(1,956,506)</u>
<b>Working Capital - Beginning:</b>				
Harris County	90,322	1,060,293	1,060,293	1,060,293
Chambers County	-	-	-	-
City of Baytown	1,466,364	1,442,991	1,442,991	2,836,146
Total	<u>1,556,686</u>	<u>2,503,283</u>	<u>2,503,283</u>	<u>3,896,439</u>
<b>Working Capital - Ending:</b>				
Harris County	1,060,293	1,060,293	1,060,293	537,686
Chambers County	-	88,812	-	-
City of Baytown	1,442,991	2,099,835	2,836,146	1,402,246
Total	<u>\$ 2,503,283</u>	<u>\$ 3,248,939</u>	<u>\$ 3,896,439</u>	<u>\$ 1,939,933</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>
2022	\$ 755,000	\$ 467,606	\$ 1,222,606	\$ 13,675,000
2023	795,000	428,856	1,223,856	12,880,000
2024	845,000	387,856	1,232,856	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>\$ 14,430,000</b>	<b>\$ 3,280,028</b>	<b>\$ 17,710,028</b>	



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

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  
**BETTER BAYTOWN CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2021-22

The Capital Improvement Program (CIP) is the City's multi-year plan for the acquisition and construction of municipal public improvements. Projects included in the CIP 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 Project Planning***

The Capital Project Planning process is an ongoing assessment of the physical needs of the community. The City has developed a 5-year plan inclusive of all functions within the City organization. Projects are placed in the CIP based on a variety of factors: maintenance of existing infrastructure, compliance with regulatory requirements, management of community growth, execution of city-wide or asset-specific master plans, or response to natural disasters. The highlighted projects below are funded in the FY22 budget. An appendix to the budget document will show the entire 5-Year CIP, which includes funded and unfunded projects and will be used to develop longer-range strategies to execute the various projects.

***Capital Project Budgeting***

Funding for CIP projects is provided primarily from the following sources: General Obligation (GO) bonds, Certificates of Obligation (CO) bonds, sales tax revenue from the Municipal Development District (MDD), Street Maintenance Sales Tax (SMST), and Fire Control, Prevention, and Emergency Medical Services District (FCPEMSD), grants or loans from FEMA, CDBG, Harris County, Harris County Flood Control District, H-GAC, and the Texas Water Development Board, General Fund and Water & Sewer Fund CIP cash, Water & Sewer Impact Fees, Baytown Area Water Authority (BAWA), Hotel Occupancy Tax, Economic Development Agreements, and Baytown Tax Increment Reinvestment Zone #1 (TIRZ). A summary of FY22 CIP projects is listed below for informational purposes only. Projects funded either entirely or partially by the Municipal Development District (MDD) have been approved by the MDD Board. Similarly, projects funded by the TIRZ and BAWA have been approved by those governing boards. The relationship between assessed valuation, outstanding debt, annual debt service requirements and general government expenditures provide a basis of project consideration and funding. In addition to refining the future project needs, City staff will continue to work with City Council's Finance Committee and the entire Council to look at long-term financial projections, the ability to fund projects, and the timing of funding for projects in the 5-year CIP plan. This will not only result in a debt management policy, but will allow for a more comprehensive Capital Improvement Program leading into FY23.

***Credit Ratings***

One objective of the City of Baytown is to help source favorable credit ratings in order to minimize borrowing costs and preserve access to the credit markets. In general, a credit rating is an independent summary judgement on the willingness and ability of a dept issuer to make full and timely debt service payments to investors. The City's debt is rated by Mood's Investor Service and Standard & Poor's Rating Services. The credit ratings as of September 30, 2021 are:

- Moody's Investors Service – Aa2
- Standard & Poor's Ratings Services – AA

CITY OF BAYTOWN  
**BETTER BAYTOWN CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2021-22

**CIP Projects in Design**

- Russell Park Site Work and Phase 1 (Including Equestrian)
- American Little League Park Improvements
- Wayne Gray Sports Complex Improvements
- Garth Road Reconstruction and Widening – Phases A&B
- Residential Street Reconstruction
- Market Street Revitalization
- Cedar Bayou Lynchburg (Garth to John Martin) Reconstruction and Widening
- Cedar Bayou Crossing Alignment Study
- John Martin (I-10 to Wallisville) Reconstruction and Widening Preliminary Engineering
- Baker Road Railroad Crossing Safety Improvements
- I-10 Intersection Improvements (Sjolander, N. Main, Garth, John Martin, Thompson)
- I-10 Lift Station #1 Improvements
- Lannie Lift Station Improvements
- Texas Avenue Lift Station Improvements
- Winterization of Utility Assets
- Elevated Storage Tank Rehabilitation and Painting
- East District Wastewater Treatment Plant – Phase 2 Rehab
- Wastewater Treatment Plant SCADA Installation and Rehab
- Bayway Transite Waterline Replacement & Corridor Pedestrian Enhancements
- BAWA Raw Water Rehabilitation
- BAWA Ground Storage Tank Rehabilitation
- W. Texas Avenue Drainage Improvements
- West Baytown Area Drainage Improvements – Phase 1

**CIP Projects in Construction**

- S. Main Drainage Improvements – Phase 2
- Lincoln Cedars Drainage Improvements
- Julie Ann Villa Drainage Improvements
- Bayou Oaks/Trailwood Area Drainage Improvements
- Robert E. Lee High School Drainage Re-Route
- Citizens Bank Renovation
- Public Safety Facility
- Bayland Island Hotel and Convention Center
- Animal Services and Adoption Center
- Newcastle Park Improvements
- Ginger Creek Park Development

- Roseland Pavilion
- Goose Creek Trail – Phase 7
- Town Square Greenspace Improvements
- Flamingo, Egret, Bluebill and Angelfish (Bay Oaks Harbor) Street Reconstruction
- Allenbrook and Edgebrook Street Reconstruction
- Colby and Narcille Street Reconstruction
- Fairway Street Reconstruction
- Savell Street Reconstruction
- Sidewalk Master Plan Implementation
- Traffic Signal Modernization
- Traffic Signal Communication System Improvements
- Traffic Signal Intersection Re-wiring
- Harris County Transit Sidewalk Partnership Projects
- Chambers Commons Lift Station and Gravity Relief Interceptors
- Baker Road Lift Station
- West District Wastewater Treatment Plant Second Feed
- Water and Sewer Utilities for Annexed Areas (Sjolander, Crosby Cedar Bayou, Barkuloo, Connally)
- East District Wastewater Treatment Plant – Phase 1 Rehab
- BAWA Filter Scour Improvements

**CIP Projects Seeking Outside Funding**

- Danubina Area Drainage Improvements
- E. James Area Drainage Improvements
- West Baytown Area Drainage Improvements – Phase 2
- N. Alexander Area Drainage Improvements
- Fire Station #8 (Chambers County ETJ)
- Garth Road Reconstruction and Widening – Phases C-F
- Russell Park – Phase 1

**CITY OF BAYTOWN**  
**CAPITAL IMPROVEMENT PROGRAM FUND (CIPF) 351**  
**BUDGET SUMMARY**

	<b>Actual</b> 2019-20	<b>Total</b> <b>Allocation</b> 2020-21	<b>Estimated</b> 2020-21	<b>Total</b> <b>Allocation</b> 2021-22
<b>Revenues</b>				
Interest on Investments	\$ 89,500	\$ 36,500	\$ 7,463	\$ 36,500
Transfer in for Capital Improvements	6,942,000	6,142,000	6,142,000	13,500,000
Contributions from Special Districts	407,586	-	-	-
Total Revenues	<u>7,439,086</u>	<u>6,178,500</u>	<u>6,149,463</u>	<u>13,536,500</u>
<b>Expenditures</b>				
CIP Project Management	300,401	503,822	573,162	695,257
Signal - Annual Modernization Project	-	475,000	179,329	475,000
Signal - Annual Communication Project	-	300,000	300,000	300,000
Intersection Rewiring Program	-	200,000	77,653	122,347
Comprehensive Plan	-	100,000	-	100,000
Cedar Bayou Crossing	-	515,000	-	600,000
Parks Planning	-	232,667	-	400,000
Citizens Bank / Utility Service Building	72,464	610,000	97,752	712,248
Market Street Revitalization	-	5,240,000	-	7,228,000
Roseland Park Pavilion	3,860	450,000	107,340	692,660
South Main & Republic Drainage Improvements	-	493,104	-	-
Municipal Court Renovation	-	105,000	-	105,000
Goose Creek Trail Phase 7	-	503,000	-	-
Street Reconstruction Design (Residential)	-	440,000	-	600,000
John Martin Widening PER	-	200,000	-	200,000
Sidewalk Master Plan Implementation	-	200,000	-	400,000
Danubina Area Drainage System	25,071	18,129	18,129	-
Texas Ave Drainage	12,955	13,445	13,445	1,000,000
North Alexander Drainage Impro	14,105	9,735	9,735	-
Grant Match (Including HC Transit)	322,347	500,000	-	750,000
IH-10 Intersection Improvements TR2106	-	299,000	-	299,000
PWE Building Renovation	-	400,000	194,261	325,739
Garth Road Design	-	4,000,000	4,000,000	2,700,000
North Alexander Traffic Signal Relocation Prgm	-	-	-	790,000
Emergency Traffic Signal Equipment Replacement	-	-	-	350,000
W. Baker PER	-	-	-	500,000
Cedar Bayou Lynchburg	-	-	-	2,700,000
City Facility PER	-	-	-	1,000,000
Fire Station Fencing	-	-	-	225,000
Equipment Storage	-	-	-	300,000
Relocation of Traffic/Sign Shop	-	-	-	470,000
New Capital Project Initiatives	-	652,127	-	2,265,037
Total Expenditures	<u>2,097,737</u>	<u>17,427,154</u>	<u>6,452,931</u>	<u>26,305,288</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	5,341,348	(11,248,654)	(303,468)	(12,768,788)
<b>Working Capital - Beginning</b>	7,730,907	13,072,255	13,072,255	12,768,788
<b>Working Capital - Ending</b>	<u>\$ 13,072,255</u>	<u>\$ 1,823,601</u>	<u>\$ 12,768,787</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**WATER & SEWER - CAPITAL IMPROVEMENT PROGRAM FUND (CIPF) 527**  
**BUDGET SUMMARY**

	<b>Actual</b>	<b>Total</b>	<b>Estimated</b>	<b>Total</b>
	<b>2019-20</b>	<b>Allocation</b>	<b>2020-2021</b>	<b>Allocation</b>
		<b>2020-21</b>		<b>2021-22</b>
<b>Revenues</b>				
Interest on Investments	\$ 52,312	\$ 16,500	\$ 10,898	\$ 11,000
American Rescue Plan Award Funds	-	-	-	15,000,000
Transfer from Water & Sewer Fund	2,992,682	5,674,278	5,674,278	7,850,215
Total Revenues	<u>3,044,994</u>	<u>5,690,778</u>	<u>5,685,176</u>	<u>22,861,215</u>
<b>Expenditures</b>				
Completed and Closed Projects	(175,000)	-	-	-
Utility Project Management	369,422	455,845	475,512	878,026
Utility Project Management Spec Serv	-	200,000	388,509	200,000
Relocate Utilities - SH99	-	321,758	321,758	-
NEWWTP - Copper & Zinc Study	39,312	-	42,696	-
Lannie LS Imp. & WW Model & Targeted Strategic Plan	-	300,000	1,179	298,821
Texas Ave. Lift Station Improvements	-	360,000	-	390,000
EDWWTP Phase 2 Rehabilitation	-	50,000	49,647	-
Citizen Bank/Utility Services Bldg	-	440,000	-	440,000
Annual Waterline Rehabilitation	1,087,749	1,022,964	1,051,442	1,000,000
Annual Sewer Sanitary Rehabilitation	361,055	1,006,873	1,493,165	1,000,000
EDWWTP Phase 1 Rehabilitation	48,750	1,056,174	276,250	779,924
WDWWTP - Second Feed	-	2,826,000	248,866	3,297,934
Plumwood Subdivision SS Rehab	-	-	-	446,000
Craigmont Lift Station	13,149	-	-	-
Garth Road Lift Station	196,922	-	-	-
Lift Station Upgrades & Winterization	-	-	-	100,000
Annual Lift Station Rehabilitation	-	-	-	500,000
Bayway Waterline & Pedestrian Mobility Design	-	-	-	700,000
Elevated Storage Tank Painting and Repairs	-	-	-	250,000
PSLIP Partnership Program	-	-	-	250,000
ARP-WWTP & Water Well Winterization Analysis & Design	-	-	-	1,000,000
ARP-WWTP SCADA Install and Upgrades	-	-	-	10,000,000
ARP-WDWWTP Building Upgrades	-	-	-	2,000,000
ARP-CDWWTP Equipment and Operations Efficiency Project	-	-	-	2,000,000
New Capital Project Initiatives	-	-	-	2,046,820
Total Expenditures	<u>1,941,360</u>	<u>8,039,614</u>	<u>4,349,025</u>	<u>27,577,524</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	1,103,635	(2,348,836)	1,336,153	(4,716,309)
<b>Working Capital - Beginning</b>	<u>2,276,523</u>	<u>3,380,158</u>	<u>3,380,158</u>	<u>4,716,309</u>
<b>Working Capital - Ending</b>	<u>\$ 3,380,158</u>	<u>\$ 1,031,322</u>	<u>\$ 4,716,309</u>	<u>\$ -</u>



# 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 major'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  
FY2021-22 BUDGET SUMMARY**

	<b>Actual 2019-20</b>	<b>Total Allocation 2020-21</b>	<b>Estimated 2020-21</b>	<b>Total Allocation 2021-22</b>
<b>Revenues</b>				
Sales Tax	\$ 4,096,919	\$ 3,491,127	\$ 3,840,240	\$ 3,974,648
Interest on Investments	14,622	15,150	3,000	3,105
Total Revenues	<u>4,111,540</u>	<u>3,506,277</u>	<u>3,843,240</u>	<u>3,977,753</u>
<b>Expenditures</b>				
Asphalt Mill & Overlay	365,830	950,000	1,950,000	700,000
Crack Seal Crew	367,847	643,309	806,213	1,002,000
Concrete Street Repair	1,297,567	1,268,619	1,548,180	1,200,000
Street Striping	160,926	50,000	402,318	300,000
Slurry Seal (Micro Paver)	-	400,000	456,813	900,000
Asphalt Crew	172,215	61,096	224,162	249,442
Seal Coat	-	-	-	40,000
Full Depth Repair	35,630	-	-	75,000
Capital Dump Truck purchase	-	115,000	-	303,000
Concrete PM	-	-	-	400,000
Other Capital Project Initiatives	-	2,249,212	-	400,315
Total Expenditures	<u>2,400,016</u>	<u>5,737,236</u>	<u>5,387,686</u>	<u>5,569,757</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	1,711,525	(2,230,959)	(1,544,446)	(1,592,004)
<b>Working Capital - Beginning</b>	<u>1,424,926</u>	<u>2,230,959</u>	<u>3,136,451</u>	<u>1,592,004</u>
<b>Working Capital - Ending</b>	<u>\$ 3,136,451</u>	<u>\$ -</u>	<u>\$ 1,592,004</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND 270  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
CDBG - Entitlement	\$ 854,383	\$ 782,075	\$ 602,012	\$ 752,604
Program Income	25,287	5,000	1,516	5,000
Total Revenues	<u>879,670</u>	<u>787,075</u>	<u>603,529</u>	<u>757,604</u>
<b>Expenditures</b>				
CDBG Administration	125,875	136,415	136,415	128,625
Substandard Structures Abatement (Demolition)	111,577	125,000	106,250	120,000
CD Housing Program	543,848	401,960	281,372	360,000
TBD	-	-	-	9,478
Neighborhood Improvement Program	13,739	20,000	15,000	20,000
Love Network of Baytown	927	10,000	1,832	5,000
Baytown Resource Center	83,109	76,000	53,200	78,175
Baytown Soccer Complex	-	-	-	27,326
Patsy's Destiny Wheelchair Playground	-	-	-	5,000
Bay Area Homeless Services	595	4,000	2,000	4,000
Hotel Sheltering Program	-	2,500	-	-
Baytown Evening Optimist	-	1,200	960	-
Communities in Schools	-	5,000	4,000	-
Bay Area Turning Point	-	5,000	2,500	-
Total Expenditures	<u>879,670</u>	<u>787,075</u>	<u>603,529</u>	<u>757,604</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>Total</b>	<b>Estimated</b>	<b>Total Allocation</b>
	<b>2019-20</b>	<b>Allocation</b>	<b>2020-21</b>	<b>2021-22</b>
		<b>2020-21</b>	<b>2020-21</b>	<b>2021-22</b>
<b>Revenues</b>				
Impact Fees - Water & Sewer	\$ 2,441,659	\$ 1,182,412	\$ 1,322,805	\$ 1,698,384
Interest Earnings	-	5,050	-	7,250
Total Revenues	<u>2,441,659</u>	<u>1,187,462</u>	<u>1,322,805</u>	<u>1,705,634</u>
<b>Expenditures</b>				
West District WWTP - Second Feed	53,435	-	-	-
I-10 #1 Lift Station Improvements	50,050	460,000	40,950	2,803,611
Sjolander/Crosby, Cedar Bayou, Barkuloo Utilitie	-	1,767,100	1,511,066	256,034
BAWA East- Far North Transmission Line	-	1,539,924	-	1,539,924
Water & Sewer Impact Fees	14,995	70,920	70,920	-
New Capital Project Initiatives	-	3,676,844	-	5,919,554
Total Expenditures	<u>118,480</u>	<u>7,514,788</u>	<u>1,622,936</u>	<u>10,519,123</u>
<b>Revenues Over (Under) Expenditures</b>	2,323,179	(6,327,326)	(300,132)	(8,813,489)
<b>Working Capital - Beginning</b>	<u>6,790,442</u>	<u>9,113,621</u>	<u>9,113,621</u>	<u>8,813,489</u>
<b>Working Capital - Ending</b>	<u>\$ 9,113,621</u>	<u>\$ 2,786,294.48</u>	<u>\$ 8,813,489</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
CAPITAL REPLACEMENT FUND (CRF) 350  
BUDGET SUMMARY**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Projected 2020-21</b>	<b>Adopted 2021-22</b>
<b>Sources</b>				
Operating transfers - GF	\$ 2,460,634	\$ 1,876,285	\$ 1,876,285	\$ 5,756,964
Operating transfers - Street Maintenance	-	36,500	36,500	-
Operating transfers - General CIP	-	36,500	36,500	40,000
Operating transfers - Sanitation	-	186,500	186,500	510,000
Operating transfers - W&S	-	143,000	143,000	645,000
Operating transfers - Warehouse	-	-	-	61,000
Operating transfers - Storm Water Utility	155,500	155,500	155,500	470,500
Total Sources	<u>2,616,134</u>	<u>2,434,285</u>	<u>2,434,285</u>	<u>7,483,464</u>
Fire Department (1)	-	357,424	-	357,424
Police shoothouse	-	136,500	-	163,000
Court HVAC	-	55,315	-	55,315
Technology funding	2,037,005	5,213,871	1,200,746	6,513,125
Traffic bucket truck (2)	-	345,635	-	345,635
Streets - Dump truck (R-account)	-	107,001	-	107,001
Streets - Sweeper	-	220,000	-	220,000
Public Works Land Purchase	-	60,000	-	60,000
Vehicle Replacement	-	2,252,285	2,252,285	3,301,464
ADA Upgrades	-	-	-	500,000
Roof & HVAC Upgrades	-	-	-	1,000,000
New Initiatives	-	-	-	1,113,584
Total Uses	<u>2,037,005</u>	<u>8,748,031</u>	<u>3,453,031</u>	<u>13,736,548</u>
<b>Net source (use) of resources</b>	579,129	(6,313,746)	(1,018,746)	(6,253,084)
<b>Working capital - beginning</b>	<u>6,692,701</u>	<u>7,271,830</u>	<u>7,271,830</u>	<u>6,253,084</u>
<b>Working capital - ending</b>	<u>\$ 7,271,830</u>	<u>\$ 958,084</u>	<u>\$ 6,253,084</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
CAPITAL REPLACEMENT FUND (CRF) 350  
SCHEDULE OF FUNDING**

Fund/Division	Description	Actual 2019-20	Budget 2020-21	Projected 2020-21	Adopted 2021-22
<b>101</b>	<b><u>General Fund</u></b>				
90010 Shoot house	Range improvements	\$ 26,500	\$ 26,500	\$ 26,500	\$ 26,500
90010 GF	Advance funding Rolling stock/ITS/Systems	2,434,134	-	-	2,500,000
90010 GF	ADA Upgrades	-	-	-	500,000
90010 GF	Roof & HVAC Upgrades	-	-	-	1,000,000
90010 Vehicle Replacement	Vehicle Replacement	-	1,849,785	1,849,785	1,730,464
Totals		<u>2,460,634</u>	<u>1,876,285</u>	<u>1,876,285</u>	<u>5,756,964</u>
<b>211</b>	<b><u>Street Maintenance</u></b>				
21121 Vehicle Replacement	Vehicle Replacement	-	36,500	36,500	-
<b>351</b>	<b><u>General CIPF</u></b>				
35100 Vehicle Replacement	Vehicle Replacement	-	36,500	36,500	40,000
<b>500</b>	<b><u>Sanitation Fund</u></b>				
32010 Vehicle Replacement	Vehicle Replacement	-	186,500	186,500	510,000
		-	186,500	186,500	510,000
<b>520</b>	<b><u>W&amp;S</u></b>				
30410 Vehicle Replacement	Vehicle Replacement	-	36,500	36,500	250,000
30520 Vehicle Replacement	Vehicle Replacement	-	35,000	35,000	80,000
30530 Vehicle Replacement	Vehicle Replacement	-	35,000	35,000	-
30610 Vehicle Replacement	Vehicle Replacement	-	36,500	36,500	315,000
		-	143,000	143,000	645,000
<b>505</b>	<b><u>Storm Water Utility</u></b>				
30920 Community Svc	Equipment-CS crew (payment 5 of 5)	4,000	4,000	4,000	4,000
30920 Community Svc	Vac unit-CS crew (payment 5 of 5)	28,000	28,000	28,000	28,000
30920 Community Svc	1 ton van/trailer-CS crew (payment 5 of 5)	8,400	8,400	8,400	8,400
30920 Community Svc	2 ton truck/trailer-CS crew (payment 5 of 5)	12,000	12,000	12,000	12,000
30930 Storm Water	Sweeper (payment 5 of 5)	48,000	48,000	48,000	48,000
30930 Storm Water	Excavator (payment 5 of 5)	28,300	28,300	28,300	28,300
30930 Storm Water	Pickup & Dump Truck (payment 5 of 5)	26,800	26,800	26,800	26,800
30930 Vehicle Replacement	Vehicle Replacement	-	-	-	315,000
Totals		<u>155,500</u>	<u>155,500</u>	<u>155,500</u>	<u>470,500</u>
<b>552</b>	<b><u>Warehouse</u></b>				
21121 Vehicle Replacement	Vehicle Replacement	-	-	-	61,000
<b>Total</b>		<u>\$ 2,616,134</u>	<u>\$ 2,434,285</u>	<u>\$ 2,434,285</u>	<u>\$ 7,483,464</u>

**CITY OF BAYTOWN  
BAYLAND ISLAND OPERATIONS FUND 540  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Lease of Facilities	\$ 54,444	\$ 55,041	\$ 55,041	\$ 60,342
Total Revenues	<u>54,444</u>	<u>55,041</u>	<u>55,041</u>	<u>60,342</u>
<b>Expenditures</b>				
Supplies	988	1,500	1,050	1,500
Maintenance	15,574	31,521	27,784	35,570
Services	8,700	225	346	225
Total Operating	<u>25,262</u>	<u>33,246</u>	<u>29,180</u>	<u>37,295</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	29,182	21,795	25,861	23,047
<b>Working Capital - Beginning</b>				
	<u>161,087</u>	<u>190,269</u>	<u>190,269</u>	<u>216,130</u>
<b>Working Capital - Ending</b>				
	<u>\$ 190,269</u>	<u>\$ 212,064</u>	<u>\$ 216,130</u>	<u>\$ 239,178</u>

**CITY OF BAYTOWN  
MEDICAL BENEFITS FUND 560  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Dept Billings	\$ 16,191,084	\$ 17,132,347	\$ 15,806,287	\$ 15,971,780
Dept Billings - Dental	339,928	372,922	363,270	378,552
Dept Billings - Vision	100,430	120,750	109,408	120,750
Stop Loss	1,834,131	1,332,442	1,149,026	1,200,000
Retiree Insurance	661,943	750,000	855,897	750,000
Employee Insurance Premium	657	3,965	600	3,965
Miscellaneous	44,831	3,500	8,653	22,500
Total Revenues	<u>19,173,005</u>	<u>19,715,927</u>	<u>18,293,141</u>	<u>18,447,547</u>
<b>Expenditures</b>				
Supplies	73	800	352	800
Maintenance	8	2,400	2,016	-
Services	614,886	791,040	573,774	788,040
Claim Payments	11,981,783	14,024,000	11,710,266	11,690,000
Administrative Fees	3,138,503	3,759,514	3,670,783	4,361,614
Total Operating	<u>15,735,253</u>	<u>18,577,754</u>	<u>15,957,191</u>	<u>16,840,454</u>
Total Expenditures	<u>15,735,253</u>	<u>18,577,754</u>	<u>15,957,191</u>	<u>16,840,454</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	<u>3,437,751</u>	<u>1,138,173</u>	<u>2,335,950</u>	<u>1,607,093</u>
<b>Fund Balance - Beginning</b>				
	<u>7,787,310</u>	<u>11,414,806</u>	<u>11,414,806</u>	<u>13,750,756</u>
<b>Fund Balance - Ending</b>				
	<u>\$ 11,414,806</u>	<u>\$ 12,552,979</u>	<u>\$ 13,750,756</u>	<u>\$ 15,357,849</u>

**CITY OF BAYTOWN  
WORKERS COMPENSATION FUND 561  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Departmental Billings	\$ 818,817	\$ 1,135,590	\$ 1,094,167	\$ 1,073,513
Total Revenues	<u>818,817</u>	<u>1,135,590</u>	<u>1,094,167</u>	<u>1,073,513</u>
<b>Expenditures</b>				
Personnel Services	99,506	101,589	100,570	105,083
Supplies	22,535	34,800	23,800	45,800
Services	11,398	46,150	13,500	56,150
Claim Payments	222,469	390,000	390,000	390,000
Administrative Fees	167,688	200,680	200,680	204,300
Unforeseen/New Initiatives	-	500,000	-	500,000
Total Expenditures	<u>523,596</u>	<u>1,273,219</u>	<u>728,550</u>	<u>1,301,333</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	<u>295,222</u>	<u>(137,629)</u>	<u>365,617</u>	<u>(227,820)</u>
<b>Fund Balance - Beginning</b>	<u>1,570,535</u>	<u>1,865,757</u>	<u>1,865,757</u>	<u>2,231,374</u>
GAAP to budget basis adjustment				
<b>Fund Balance - Ending</b>	<u>\$ 1,865,757</u>	<u>\$ 1,728,128</u>	<u>\$ 2,231,374</u>	<u>\$ 2,003,554</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 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Miscellaneous	\$ 852	\$ 833	\$ 790	\$ 832
Charges for Services	103,659	154,368	114,393	125,165
Interest on Investments	1,904	2,412	267	1,938
Transfers in	54,622	115,814	101,285	164,272
Total Revenues	<u>161,037</u>	<u>273,428</u>	<u>216,735</u>	<u>292,206</u>
<b>Expenditures</b>				
Building Security	77,403	92,458	67,769	91,710
MUC Technology	67,650	98,595	88,181	97,853
RAP Program	6,599	17,289	9,231	26,519
Marshal Training Program	600	1,139	450	1,677
Juvenile Case Manager	104,199	129,245	70,130	89,921
Vital Stat Training	7,249	8,759	200	16,534
Jury Fund	-	639	-	1,196
Total Expenditures	<u>263,699</u>	<u>348,124</u>	<u>235,961</u>	<u>325,410</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	(102,662)	(74,697)	(19,226)	(33,204)
<b>Working Capital - Beginning</b>	<u>155,091</u>	<u>52,429</u>	<u>52,429</u>	<u>33,203</u>
<b>Working Capital - Ending</b>	<u>\$ 52,429</u>	<u>\$ (22,268)</u>	<u>\$ 33,203</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
PARKS & RECREATION ESCROW SPECIAL REVENUE FUND 209  
BUDGET SUMMARY BY FUND**

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Contribution	\$ 732,961	\$ 173,958	\$ 10,224	\$ 8,090
From General Fund	4,316	-	-	-
Deferred Revenue Recognized	17,989	-	2	-
Total Revenues	<u>755,266</u>	<u>173,958</u>	<u>10,225</u>	<u>8,090</u>
<b>Expenditures</b>				
Wearing Apparel	2,763	5,343	534	1,430
Minor Tools	2,225	-	5,289	-
Education	-	1,000	-	-
Botanical	5,547	7,000	-	-
Supplies	<u>10,535</u>	<u>13,343</u>	<u>5,823</u>	<u>1,430</u>
Service Awards	-	500	-	-
Other Professional Fees	(2,550)	1,600	-	-
Services	<u>(2,550)</u>	<u>2,100</u>	<u>-</u>	<u>-</u>
Total Operating Expenses	<u>7,985</u>	<u>15,443</u>	<u>5,823</u>	<u>1,430</u>
Furniture & Fixtures < \$5000	985,060	-	-	-
Constuction	125,257	738,318	214,336	-
Total Capital Outlay	<u>1,110,317</u>	<u>738,318</u>	<u>214,336</u>	<u>-</u>
Unforeseen / New Initiatives	-	188,590	16,530	201,755
Total Expenditures	<u>1,118,302</u>	<u>942,351</u>	<u>236,690</u>	<u>203,185</u>
<b>Excess (Deficit) Revenues</b>				
Over Expenditures	(363,035)	(768,393)	(226,465)	(195,095)
Working Capital - Beginning	784,596	421,560	421,560	195,095
Working Capital - Ending	<u>\$ 421,560</u>	<u>\$ (346,833)</u>	<u>\$ 195,095</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**HAZMAT/HOMELAND SECURITY SPECIAL REVENUE FUND 210**  
**BUDGET SUMMARY BY FUND**

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
HazMat Billings	\$ 59,254	\$ -	\$ -	\$ -
Miscellaneous Billings	1,019	900	1,000	900
Total Revenues	60,273	900	1,000	900
<b>Expenditures</b>				
Supplies	3,465	11,500	6,200	10,500
Maintenance	16,229	15,000	38,045	15,000
Services	1,206	1,019	2,750	3,388
Sundry	86,262	-	-	-
Unforeseen / New Initiatives	-	342,749	-	259,072
Total Operating	107,162	370,268	46,995	287,960
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	(46,888)	(369,368)	(45,995)	(287,060)
<b>Working Capital - Beginning</b>	379,943	333,055	333,055	287,060
<b>Working Capital - Ending</b>	\$ 333,055	\$ (36,313)	\$ 287,060	\$ -

**CITY OF BAYTOWN  
POLICE FORFEITURES FUND 225  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Investment Interest	\$ 7,700	\$ 9,258	\$ 765	\$ 6,687
Forfeited Revenue	148,153	-	71,937	-
Miscellaneous Contributions	15,137	-	9,092	3,923
Total Revenues	<u>170,990</u>	<u>9,258</u>	<u>81,794</u>	<u>10,610</u>
<b>Expenditures</b>				
Supplies	35,367	-	-	-
Maintenance	11,865	-	-	-
Services	2,990	-	6,160	-
Unforeseen / New Initiatives	-	415,458	-	385,345
Total Operating	<u>50,222</u>	<u>415,458</u>	<u>6,160</u>	<u>385,345</u>
Furniture & Fixtures < \$5000	17,500	-	-	-
Motor Vehicles	196,084	-	(31,938)	-
Capital Outlay	<u>213,584</u>	<u>-</u>	<u>(31,938)</u>	<u>-</u>
Total Expenditures	<u>263,806</u>	<u>415,458</u>	<u>(25,778)</u>	<u>385,345</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	(92,816)	(406,200)	107,572	(374,735)
<b>Working Capital - Beginning</b>				
	<u>359,979</u>	<u>267,163</u>	<u>267,163</u>	<u>374,735</u>
<b>Working Capital - Ending</b>				
	<u>\$ 267,163</u>	<u>\$ (139,037)</u>	<u>\$ 374,735</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
FAMILY & YOUTH PROGRAM FUND 226  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
GCCISD	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000
Child Safety Seat Fines	77,203	81,118	76,706	79,683
Contributions	300	-	-	-
Transfers In	420,744	423,717	418,432	416,750
Total Revenues	<u>573,247</u>	<u>604,835</u>	<u>595,138</u>	<u>596,433</u>
<b>Expenditures</b>				
DARE	536,404	557,856	556,961	558,256
Special Police Programs	987	-	3,000	-
Child Safety Programs	36,844	38,177	38,177	38,177
Unforeseen / New Initiatives	-	8,802	-	5,815
Total Operating	<u>574,235</u>	<u>604,835</u>	<u>598,138</u>	<u>602,248</u>
Total Expenditures	<u>574,235</u>	<u>604,835</u>	<u>598,138</u>	<u>602,248</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	(987)	-	(3,000)	(5,815)
<b>Working Capital - Beginning</b>				
	<u>9,802</u>	<u>8,815</u>	<u>8,815</u>	<u>5,815</u>
<b>Working Capital - Ending</b>				
	<u>\$ 8,815</u>	<u>\$ 8,815</u>	<u>\$ 5,815</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
POLICE ACADEMY FUND 228  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Drug Enforcement Agency	\$ 50,000	\$ 25,000	\$ -	\$ 25,000
Miscellaneous	10,353	10,500	-	10,500
Total Revenues	<u>60,353</u>	<u>35,500</u>	<u>-</u>	<u>35,500</u>
<b>Expenditures</b>				
Services	4,259	10,500	2,166	10,500
Unforeseen / New Initiatives	-	74,906	-	103,982
Total Operating	<u>4,259</u>	<u>85,406</u>	<u>2,166</u>	<u>114,482</u>
Total Expenditures	<u>4,259</u>	<u>85,406</u>	<u>2,166</u>	<u>114,482</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	56,095	(49,906)	(2,166)	(78,982)
<b>Working Capital - Beginning</b>	<u>25,053</u>	<u>81,148</u>	<u>81,148</u>	<u>78,982</u>
<b>Working Capital - Ending</b>	<u>\$ 81,148</u>	<u>\$ 31,242</u>	<u>\$ 78,982</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**ODD TRUST & AGENCY FUND 231**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Cable Franchise Fees	\$ 170,714	\$ 182,758	\$ 192,762	\$ 178,700
Department of Transportation	348,415	-	108,158	-
Local Grant	1,500	-	-	-
Miscellaneous	338,110	356,224	439,350	355,221
Transfers In	87,104	-	27,040	-
Total Revenues	<u>945,843</u>	<u>538,982</u>	<u>767,310</u>	<u>533,921</u>
<b>Expenditures</b>				
Supplies	4,998	-	-	-
Services	12,174	23,317	5,500	-
Sundry	-	-	33,975	-
Total Operating	<u>17,172</u>	<u>23,317</u>	<u>39,475</u>	<u>-</u>
Furniture & Fixtures < \$5000	33,252	-	53,500	-
Motor Vehicles	6,773	-	-	-
Engineering	428,746	-	135,198	-
Capital Outlay	<u>468,771</u>	<u>-</u>	<u>188,698</u>	<u>-</u>
Unforeseen / New Initiatives	-	933,725	-	1,040,084
Interfund Transfers	500,000	500,000	547,250	417,902
Total Expenditures	<u>985,943</u>	<u>1,457,042</u>	<u>775,423</u>	<u>1,457,986</u>
<b>Excess (Deficit) Revenues</b>				
<b>Over Expenditures</b>	(40,100)	(918,060)	(8,113)	(924,065)
<b>Working Capital - Beginning</b>	<u>972,278</u>	<u>932,178</u>	<u>932,178</u>	<u>924,065</u>
<b>Working Capital - Ending</b>	<u>\$ 932,178</u>	<u>\$ 14,118</u>	<u>\$ 924,065</u>	<u>\$ -</u>

**CITY OF BAYTOWN  
HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) FUND 241  
BUDGET SUMMARY BY FUND**

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Office of National Drug Control Policy	\$ -	\$ -	\$ -	\$ 1,087,176
Total Revenues	-	-	-	1,087,176
<b>Expenditures</b>				
Personnel Services	-	-	-	20,365
Supplies	-	-	-	75,000
Maintenance	-	-	-	1,700
Services	-	-	-	990,111
Total Operating	-	-	-	1,087,176
<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**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
Misc Contribution	\$ 46,127	\$ 99,000	\$ 42,752	\$ 56,362
Total Revenues	<u>46,127</u>	<u>99,000</u>	<u>42,752</u>	<u>56,362</u>
<b>Expenditures</b>				
Supplies	30,822	33,000	12,000	33,000
Services	30,121	46,000	28,284	33,000
Unforeseen	-	133,330	-	86,061
Total Operating	<u>60,944</u>	<u>212,330</u>	<u>40,284</u>	<u>152,061</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	(14,817)	(113,330)	2,468	(95,699)
<b>Working Capital - Beginning</b>	<u>108,049</u>	<u>93,232</u>	<u>93,231</u>	<u>95,699</u>
<b>Working Capital - Ending</b>	<u>\$ 93,231</u>	<u>\$ (20,098)</u>	<u>\$ 95,699</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**SUMMER YOUTH JOB PROGRAM FUND 280**  
**BUDGET SUMMARY BY FUND\***

	Actual 2019-20	Budget 2020-21	Estimated 2020-21	Adopted 2021-22
<b>Revenues</b>				
Misc Contributions	\$ -	\$ 50,000	\$ -	\$ 50,000
Total Revenues	<u>-</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
<b>Expenditures</b>				
Personnel Services	-	37,724	-	37,724
Supplies	-	1,300	-	1,300
Services	-	11,000	-	11,000
Unforeseen / New Initiatives	-	20,599	-	16,899
Total Operating	<u>-</u>	<u>70,623</u>	<u>-</u>	<u>66,923</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	-	(20,623)	-	(16,923)
<b>Working Capital - Beginning</b>	<u>16,923</u>	<u>16,923</u>	<u>16,923</u>	<u>16,923</u>
<b>Working Capital - Ending</b>	<u>\$ 16,923</u>	<u>\$ (3,700)</u>	<u>\$ 16,923</u>	<u>\$ -</u>

\* Restricted funds for summer youth job program.

**CITY OF BAYTOWN  
BAYTOWN NATURE CENTER FUND 296  
BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Revenues</b>				
User Fees	\$ 225,838	\$ 167,281	\$ 201,902	\$ 193,497
Overages/Shortages	117	70	90	110
Total Revenues	<u>225,955</u>	<u>167,351</u>	<u>201,992</u>	<u>193,607</u>
<b>Expenditures</b>				
Personnel	200,487	186,542	178,642	180,792
Supplies	3,761	13,300	6,700	13,450
Maintenance	11,150	2,500	1,000	2,000
Services	1,816	4,084	3,530	4,280
Unforeseen / New Initiatives	-	34,347	-	115,986
Total Operating	<u>217,214</u>	<u>240,773</u>	<u>189,872</u>	<u>316,508</u>
Total Expenditures	<u>217,214</u>	<u>240,773</u>	<u>189,872</u>	<u>316,508</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	8,741	(73,422)	12,120	(122,901)
<b>Working Capital - Beginning</b>				
	<u>102,040</u>	<u>110,781</u>	<u>110,781</u>	<u>122,901</u>
<b>Working Capital - Ending</b>				
	<u>\$ 110,781</u>	<u>\$ 37,359</u>	<u>\$ 122,901</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**WETLANDS EDUCATION AND RECREATION CENTER FUND 298**  
**OPERATIONS**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</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	6,526	11,422	3,486	6,703
Transfer In - General Fund	296,276	286,481	286,481	236,909
Total Revenues	<u>357,802</u>	<u>352,903</u>	<u>344,967</u>	<u>298,612</u>
<b>Expenditures</b>				
Personnel Services	297,479	310,666	277,862	321,743
Supplies	4,153	8,900	5,850	8,900
Maintenance	8,600	5,012	2,400	635
Services	16,798	28,325	18,960	6,809
Total Operating	<u>327,029</u>	<u>352,903</u>	<u>305,072</u>	<u>338,087</u>
Transfers Out	30,610	-	-	420
Total Expenditures	<u>357,639</u>	<u>352,903</u>	<u>305,072</u>	<u>338,507</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>				
	162	-	39,895	(39,895)
<b>Working Capital - Beginning</b>				
	<u>(162)</u>	-	-	<u>39,895</u>
<b>Working Capital - Ending</b>				
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 39,895</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**WETLANDS EDUCATION AND RECREATION CENTER FUND 299**  
**SPECIAL PROJECTS**  
**BUDGET SUMMARY BY FUND**

	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Estimated 2020-21</b>	<b>Adopted 2021-22</b>
<b>Funding Sources</b>				
Contributions	\$ 86,182	\$ 134,728	\$ 86,306	\$ 88,013
Total Revenues	<u>86,182</u>	<u>134,728</u>	<u>86,306</u>	<u>88,013</u>
<b>Expenditures</b>				
Personnel Services	42,250	83,354	43,566	83,670
Supplies	20,020	84,000	37,000	74,500
Maintenance	-	1,200	400	1,200
Services	1,619	27,498	8,810	23,998
Sundry	-	12,234	-	12,000
Unforeseen / New Initiatives	-	241,497	-	198,808
Total Operating	<u>63,890</u>	<u>449,783</u>	<u>89,776</u>	<u>394,176</u>
<b>Excess (Deficit) Revenues Over Expenditures</b>	22,292	(315,055)	(3,470)	(306,163)
<b>Funds Available - Beginning</b>	<u>287,341</u>	<u>309,633</u>	<u>309,633</u>	<u>306,163</u>
<b>Funds Available - Ending</b>	<u>\$ 309,633</u>	<u>\$ (5,422)</u>	<u>\$ 306,163</u>	<u>\$ -</u>

**CITY OF BAYTOWN**  
**SUMMARY OF FULL-TIME EQUIVALENT (FTE) POSITIONS BY FUND**

A total of 970 full-time equivalent (FTE) positions are included in the adopted budget for Fiscal Year 2022. The adopted budget shows an increase of 40 FTE positions from the previous fiscal year. This increase is made up of 38 new FTE positions, 1 FTE position adjustment that resulted in a decrease, and 3 part-time positions were upgraded to FTE positions.

The following table lists the budgeted FTE positions by Fund for Fiscal Year 2020 through Fiscal Year 2022.

<b>Fund Department</b>	<b>Adopted 2019-20</b>	<b>Adopted 2020-21</b>	<b>Adopted 2021-22</b>
101 - General Fund			
General Administration	11.00	10.00	6.00
Fiscal Operations	17.90	17.90	17.90
Public Affairs	-	-	3.00
Legal Services	6.00	6.00	6.00
Information Technology Services (ITS)	15.00	15.00	15.00
Planning & Development Services	29.00	29.00	31.00
Human Resources	9.00	10.00	10.00
City Clerk	7.00	7.00	9.00
Court of Record	17.00	17.00	17.00
City Facilities	6.00	6.00	6.00
Police	233.00	233.00	237.00
Fire & EMS	176.00	177.00	177.00
Public Works Administration	4.00	4.00	4.00
Streets	17.00	17.00	21.00
Traffic Control	12.00	12.00	14.00
Engineering	12.00	12.00	11.00
Public Health	36.00	36.00	41.00
Parks & Recreation	57.00	57.00	59.00
Sterling Municipal Library	20.00	20.00	22.00
<b>Total General Fund</b>	<b>684.90</b>	<b>685.90</b>	<b>706.90</b>
232 - Hotel/Motel Fund	3.00	3.00	3.00
502 - Aquatics Fund	5.00	5.00	5.00
520 - Water & Sewer Fund			
Utility Billing & Collections	20.85	20.85	21.85
General Overhead	1.50	1.50	1.50
Water Operations	46.10	46.10	46.10
Wastewater Operations	44.40	44.40	44.40
Utility Construction	20.00	20.00	20.00
<b>Total Water &amp; Sewer Fund</b>	<b>132.85</b>	<b>132.85</b>	<b>133.85</b>
500 - Sanitation Fund	13.00	13.00	13.00
505 - Storm Water Utility Fund	21.00	21.00	22.00
Central Services:			
550 - Garage Fund	8.00	8.00	9.00
552 - Warehouse Operations Fund	4.00	4.00	4.00
<b>Total Central Services</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>
<b>Total Operating Funds</b>	<b>871.75</b>	<b>872.75</b>	<b>896.75</b>
<b>Miscellaneous Funds</b>			
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	2.00	2.00
211 - Street Maintenance Fund	18.00	18.00	23.00
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	0.25	0.25
270 - Community Development Block Grant (CDBG) Fund	4.00	4.00	4.00
296 - Baytown Nature Center Fund	1.00	1.00	1.00
298 - Wetlands Education and Recreation Center Fund	2.00	2.00	3.00
351 - Capital Improvement Program Fund	4.00	4.00	7.00
527 - Utility Capital Improvement Program Fund	3.00	3.00	10.00
561 - Workers Compensation Fund	1.00	1.00	1.00
<b>Total Miscellaneous Funds</b>	<b>58.25</b>	<b>57.25</b>	<b>73.25</b>
<b>Total All Funds</b>	<b>930.00</b>	<b>930.00</b>	<b>970.00</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Grade	Adopted	Adopted	Changes	Requests/	New	Adopted
		2019-20	2020-21	2020-21	Reductions	Positions	2021-22
<b>1010 - General Administration</b>							
101 10120	City Manager	F101	1.00	1.00			1.00
101 10120	Deputy City Manager	E91	1.00	-			-
101 10120	Assistant City Manager	E91	1.00	2.00			2.00
101 10120	Assistant to City Manager	C44	1.00	1.00			1.00
101 10120	Grant Coordinator	C41	1.00	1.00			1.00
101 10120	Talent Management Specialist	B23	1.00	-			-
101 10120	Executive Assistant	B23	1.00	1.00			1.00
101 10130	Director of Public Affairs	E81	1.00	1.00	(1.00)		-
101 10130	Strategic Communications Manager	C51	1.00	1.00	(1.00)		-
101 10130	Neighborhood Outreach & Volunteer Coordinator	C42	1.00	1.00	(1.00)		-
101 10130	Multimedia Specialist	C41	1.00	1.00	(1.00)		-
<b>Total General Administration</b>			<b>11.00</b>	<b>10.00</b>	<b>(4.00)</b>		<b>6.00</b>
<b>1030 - Fiscal Operations</b>							
101 10320	Director of Finance	E82	1.00	1.00			1.00
101 10320	Assistant Director of Finance	D61	1.00	1.00			1.00
101 10320	Controller	C51	1.00	1.00			1.00
101 10320	Treasurer	C44	1.00	1.00			1.00
101 10320	Budget & Payroll Manager	C43	1.00	1.00			1.00
101 10320	Accountant II	C42	0.15	0.90			0.90
101 10320	Accountant I	C41	2.75	2.00			2.00
101 10320	Treasury Analyst	B24	1.00	1.00			1.00
101 10320	Payroll Specialist	B24	1.00	1.00			1.00
101 10320	Accounting Specialist III	B23	-	-		1.00	1.00
101 10320	Administrative Assistant	B22	1.00	1.00			1.00
101 10320	Accounting Specialist II	B22	1.00	2.00		(1.00)	1.00
101 10320	Accounting Specialist I	B21	2.00	1.00			1.00
101 10340	Puchasing Coordinator	C43	1.00	1.00			1.00
101 10340	Contract Coordinator	C42	1.00	1.00			1.00
101 10340	Buyer	B22	2.00	2.00			2.00
<b>Total Fiscal Operations</b>			<b>17.90</b>	<b>17.90</b>	<b>-</b>	<b>-</b>	<b>17.90</b>
<b>1040 - Public Affairs</b>							
101 10130	Director of Public Affairs	E81	-	-	1.00		1.00
101 10130	Strategic Communications Manager	C51	-	-	1.00		1.00
101 10130	Multimedia Specialist	C41	-	-	1.00		1.00
<b>Total Public Affairs</b>			<b>-</b>	<b>-</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>
<b>1060 - Legal Services</b>							
101 10610	City Attorney	E83	1.00	1.00			1.00
101 10610	First Assistant City Attorney	D63	1.00	1.00			1.00
101 10610	Asst. City Attorney/Civil Svc Adv.	C45	1.00	1.00			1.00
101 10610	Asst. City Attorney Municipal Court	C45	1.00	1.00			1.00
101 10610	Paralegal	B23	1.00	1.00			1.00
101 10610	Legal Assistant II	B22	1.00	1.00			1.00
<b>Total Legal Services</b>			<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>-</b>	<b>6.00</b>
<b>1070 - Information Technology Services (ITS)</b>							
101 10710	Director of ITS	E82	1.00	1.00			1.00
101 10710	Enterprise Architect	C45	4.00	1.00			1.00
101 10710	Network System Coord. IV/III - Network System Spec. II/I	C43/C42/B23/B22	3.00	3.00			3.00
101 10710	Computer System Coord. IV/III - Computer System Spec. II/I	C43/C42/B23/B22	-	3.00			3.00
101 10710	E-Business Systems Coord. IV/III - E-Business Systems Spec. II/I	C42/C41/B23/B22	3.00	2.00			2.00
101 10710	Geographic Inf. Coord. IV/III - Geographic Inf. Spec. II/I	C42/C41/B23/B22	-	1.00			1.00
101 10710	Comp User Support Specialist III/II/I	B23/B22/B21	3.00	3.00			3.00
101 10710	Radio & Cell Equip Specialist III/II/I	B23/B22/B21	1.00	1.00			1.00
<b>Total Information Technology Services (ITS)</b>			<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>-</b>	<b>15.00</b>
<b>1080 - Planning &amp; Development Services</b>							
101 10810	Director of Plan & DS	E83	1.00	1.00			1.00
101 10810	Assistant Director of Plan & DS	D61	1.00	1.00			1.00
101 10810	Planning Manager	C51	1.00	1.00			1.00
101 10810	Principal Planning Manager	C51	1.00	1.00			1.00
101 10810	Chief Building Official	C45	1.00	1.00			1.00
101 10810	Deputy Chief Building Official	C43	1.00	1.00			1.00
101 10810	Long Range Planner	C42	1.00	1.00	(1.00)		-
101 10810	Planner II/I	C42/C41	3.00	3.00	1.00		4.00
101 10810	Code Enforcement Supervisor	B32	1.00	1.00			1.00
101 10810	Plans Review Specialist	B24	2.00	2.00			2.00
101 10810	Building Service Inspector IV/III/II/I	B24/B23/B22	9.00	9.00		1.00	10.00
101 10810	Development Services Specialist	B23	1.00	1.00			1.00
101 10810	Planning Specialist	B23	1.00	1.00			1.00
101 10810	Administrative Assistant	B22	2.00	2.00			2.00
101 10810	Permit Specialist II/I	B21	3.00	3.00		1.00	4.00
<b>Total Planning &amp; Development Services</b>			<b>29.00</b>	<b>29.00</b>	<b>-</b>	<b>2.00</b>	<b>31.00</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund	Dept.	Grade	Adopted	Adopted	Changes	Requests/	New	Adopted
			2019-20	2020-21	2020-21	Reductions	Positions	2021-22
<b>1140 - Human Resources</b>								
101	11410	Director Human Resources/CS	E82	1.00	1.00			1.00
101	11410	Talent Development Manager	C44	-	-	1.00		1.00
101	11410	HR Manager	C44	2.00	2.00	(1.00)	1.00	2.00
101	11410	HR Generalist	C41	2.00	1.00		(1.00)	-
101	11410	HR Specialist II	B24	-	2.00			2.00
101	11410	Talent Management Specialist	B24	-	1.00			1.00
101	11410	HR Specialist I	B23	2.00	2.00			2.00
101	11410	Administrative Assistant	B22	1.00	-			-
101	11410	Administrative Specialist	B21	1.00	1.00			1.00
<b>Total Human Resources</b>				<b>9.00</b>	<b>10.00</b>	<b>-</b>	<b>-</b>	<b>10.00</b>
<b>1170 - City Clerk</b>								
101	11710	City Clerk	E81	1.00	1.00			1.00
101	11710	Deputy City Clerk	C44	1.00	1.00			1.00
101	11710	Clerk Admin Specialist	B23	1.00	1.00			1.00
101	11710	Records Specialist	B23	1.00	1.00			1.00
101	11710	Open Government Specialist	B22	1.00	1.00			1.00
101	11710	Vital Statistics Specialist	B22	2.00	2.00	(1.00)		1.00
101	11710	Administrative Specialist	B21	-	-	1.00		1.00
101	11710	Records Technician	A12	-	-		2.00	2.00
<b>Total City Clerk</b>				<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>2.00</b>	<b>9.00</b>
<b>1171 - Court of Record</b>								
101	11730	Court Administrator	C42	1.00	1.00			1.00
101	11730	Senior Court Clerk	B31	3.00	3.00			3.00
101	11730	Court Clerk Interpreter	B22	-	1.00	(1.00)		-
101	11730	Municipal Court Clerk	B21	9.00	8.00	1.00		9.00
101	11731	Senior Marshall	B32	1.00	1.00			1.00
101	11731	City Marshall	B24	2.00	2.00			2.00
101	11732	Municipal Court Judge	E81	1.00	1.00			1.00
<b>Total Court of Record</b>				<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>-</b>	<b>17.00</b>
<b>1180 - City Facilities</b>								
101	11810	Facilities Supervisor	B32	1.00	1.00			1.00
101	11810	Administrative Assistant	B22	1.00	1.00			1.00
101	11810	Facilities Specialist	B21	4.00	4.00			4.00
<b>Total City Facilities</b>				<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>-</b>	<b>6.00</b>
<b>2000 - Police</b>								
101	20000	Police Chief	E83	1.00	1.00			1.00
101	20000	Assistant Police Chief	CSH	3.00	3.00			3.00
101	20000	Police Lieutenant	CSH	9.00	9.00			9.00
101	20000	Police Sergeant	CSH	17.00	17.00			17.00
101	20000	Patrol Officer	CSH	126.00	124.00			124.00
101	20000	Domestic Violence Coordinator	C41	-	1.00			1.00
101	20000	Crime Analyst	C41	1.00	1.00			1.00
101	20000	Public Information Coordinator	C41	-	-		1.00	1.00
101	20000	Mechanic Supervisor	B31	1.00	1.00			1.00
101	20000	Detention Supervisor	B31	6.00	6.00			6.00
101	20000	Police Records Supervisor	B31	1.00	1.00			1.00
101	20000	Property Room Supervisor	B31	1.00	1.00			1.00
101	20000	Police Computer Systems Specialist	B23	-	-		1.00	1.00
101	20000	Mechanic II	B23	1.00	1.00			1.00
101	20000	Mechanic I	B22	2.00	2.00			2.00
101	20000	Administrative Assistant	B22	5.00	5.00			5.00
101	20000	Police Accounting Specialist	B22	1.00	1.00			1.00
101	20000	Open Records Specialist II	B22	2.00	2.00			2.00
101	20000	Community Service Specialist	B22	6.00	6.00			6.00
101	20000	Detention Officer/Trainee	B21	14.00	14.00			14.00
101	20000	Administrative Specialist	B21	2.00	2.00			2.00
101	20000	Domestic Violence Specialist	B21	-	1.00			1.00
101	20000	Open Records Specialist I	B21	1.00	1.00			1.00
101	20000	Property Room Specialist	B21	2.00	2.00			2.00
101	20000	Police Records Technician	B21	3.00	3.00			3.00
101	20310	Communications Manager	C44	1.00	1.00			1.00
101	20310	Telecommunications Supervisor	B31	4.00	4.00			4.00
101	20310	Telecommunications Training Coordinator	B25	1.00	1.00			1.00
101	20310	Telecommunicator/Trainee	B22/B21	20.00	20.00		2.00	22.00
101	20065	Police Sergeant	CSH	1.00	1.00			1.00
101	20065	Patrol Officer	CSH	1.00	1.00			1.00
<b>Total Police</b>				<b>233.00</b>	<b>233.00</b>	<b>-</b>	<b>4.00</b>	<b>237.00</b>
<b>2020 - Fire &amp; EMS</b>								
101	20210	Fire Chief	E83	1.00	1.00			1.00
101	20210	Assistant Fire Chief	CSJ	4.00	4.00			4.00
101	20210	Battalion Chief	CSJ	1.00	1.00			1.00

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund	Dept.	Grade	Adopted	Adopted	Changes	Requests/	New	Adopted	
			2019-20	2020-21	2020-21	Reductions	Positions	2021-22	
<b>2020 - Fire &amp; EMS (Cont.)</b>									
101	20210	Public Information & Education Coordinator	C41	-	1.00			1.00	
101	20210	Mechanic Supervisor	B31	1.00	1.00			1.00	
101	20210	Administrative Supervisor	B31	1.00	1.00			1.00	
101	20210	Mechanic I	B22	2.00	2.00		1.00	3.00	
101	20210	Administrative Assistant	B22	2.00	2.00			2.00	
101	20210	Administrative Specialist	B21	4.00	4.00			4.00	
101	20220	Battalion Chief	CSJ	1.00	1.00			1.00	
101	20220	Fire Lieutenant	CSJ	2.00	2.00			2.00	
101	20220	Investigator/Inspector Equipment Operator	CSJ	1.00	1.00			1.00	
101	20230	Battalion Chief	CSJ	3.00	3.00			3.00	
101	20230	Fire Lieutenant	CSJ	31.00	31.00	(1.00)		30.00	
101	20230	Fire Equipment Operator	CSJ	24.00	24.00			24.00	
101	20230	Firefighter	CSJ	94.00	94.00			94.00	
101	20230	Non-Fire Cert Paramedic/Non-Fire Paramedic	NFP	2.00	2.00			2.00	
101	20305	Emergency Mgmt. & Prep Coordinator	C45	1.00	1.00			1.00	
101	20305	Deputy Emergency Management Coordinator	C43	1.00	1.00			1.00	
<b>Total Fire &amp; EMS</b>				<b>176.00</b>	<b>177.00</b>	<b>(1.00)</b>		<b>1.00</b>	<b>177.00</b>
<b>3000 - Public Works Administration</b>									
101	30010	Assistant Director Public Works	D61	1.00	1.00			1.00	
101	30010	Asset Coordinator	C42	1.00	1.00			1.00	
101	30010	Administrative Assistant	B22	1.00	1.00			1.00	
101	30010	Administrative Technician	A13	1.00	1.00			1.00	
<b>Total Public Works Administration</b>				<b>4.00</b>	<b>4.00</b>	<b>-</b>		<b>-</b>	<b>4.00</b>
<b>3010 - Streets</b>									
101	30110	Superintendent	C44	1.00	1.00			1.00	
101	30110	Field Supervisor	B32	1.00	1.00			1.00	
101	30110	Construction Inspector II	B23	1.00	1.00			1.00	
101	30110	Crew Leader	B23	2.00	2.00		1.00	3.00	
101	30110	Concrete Specialist	B22	4.00	4.00		2.00	6.00	
101	30110	Heavy Equipment Specialist II/I	B22/B21	4.00	4.00		1.00	5.00	
101	30110	Equipment Specialist	B21	3.00	3.00			3.00	
101	30110	Concrete Technician	A12	1.00	1.00			1.00	
<b>Total Streets</b>				<b>17.00</b>	<b>17.00</b>	<b>-</b>		<b>4.00</b>	<b>21.00</b>
<b>3020 - Traffic Control</b>									
101	30210	Superintendent	C44	1.00	1.00			1.00	
101	30210	Field Supervisor	B32	1.00	1.00			1.00	
101	30210	Traffic Control Specialist I/II/III	SBPP	10.00	10.00		2.00	12.00	
<b>Total Traffic Control</b>				<b>12.00</b>	<b>12.00</b>	<b>-</b>		<b>2.00</b>	<b>14.00</b>
<b>3030 - Engineering</b>									
101	30310	Assistant Director/City Engineer	D61	1.00	1.00			1.00	
101	30310	Assistant Director Capital Assets	D61	1.00	1.00	(1.00)		-	
101	30310	Sr. Engineer/Engineer/Associate Eng. II/I	C44/C43/C42/C41	1.00	1.00	4.00		5.00	
101	30310	Construction Manager	C42	1.00	1.00	(1.00)		-	
101	30310	Survey/GPS Coordinator	C41	1.00	1.00			1.00	
101	30310	Construction Inspector III	B24	1.00	1.00	(1.00)		-	
101	30310	Engineering Specialist	B23	1.00	1.00	(1.00)		-	
101	30310	Construction Inspector I	B22	1.00	2.00	(2.00)		-	
101	30310	CAD/GIS Specialist	B22	1.00	1.00			1.00	
101	30310	CAD Specialist	B22	-	-	1.00		1.00	
101	30310	Right of Way Inspector	B22	1.00	-			-	
101	30310	Program Specialist	B22	1.00	1.00			1.00	
101	30310	Survey/GPS Specialist	B21	1.00	1.00			1.00	
<b>Total Engineering</b>				<b>12.00</b>	<b>12.00</b>	<b>(1.00)</b>		<b>-</b>	<b>11.00</b>
<b>4000 - Public Health</b>									
101	40010	Mosquito Control Supervisor	B32	1.00	1.00			1.00	
101	40010	Mosquito Control Specialist	B21	1.00	2.00	1.00		3.00	
101	40020	Director Health	E82	1.00	1.00			1.00	
101	40020	Assistant Director Health	D61	1.00	1.00		1.00	2.00	
101	40020	Environmental Health Manager	C51	4.00	1.00			1.00	
101	40020	Neighborhood Protection Manager	C44	1.00	1.00			1.00	
101	40020	Community Service Manager	C44	1.00	1.00		(1.00)	-	
101	40020	Environmental Health Coord II/I	C42/C41	2.00	3.00			3.00	
101	40020	Administrative Supervisor	B31	1.00	1.00			1.00	
101	40020	Neighborhood Protection Inspector II/I	B22/B21	5.00	5.00			5.00	
101	40020	Community Service Supervisor	B21	3.00	3.00			3.00	
101	40020	Administrative Technician	A13	-	2.00			2.00	
101	40050	Veterinarian	C45				1.00	1.00	
101	40050	Animal Control Manager	C44	1.00	1.00			1.00	
101	40050	Animal Control Supervisor	B31	3.00	3.00			3.00	
101	40050	Administrative Supervisor	B31	-	1.00			1.00	
101	40050	Veterinarian Technician	B21				1.00	1.00	
<b>4000 - Public Health (Cont.)</b>									
101	40050	Foster Specialist	B21				1.00	1.00	
101	40050	Animal Control Specialist I	B21	11.00	9.00			9.00	
101	40050	Animal Care Technician	A13	-	-		1.00	1.00	

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Grade	Adopted 2019-20	Adopted 2020-21	Changes 2020-21	Requests/	New	Adopted 2021-22
					Reductions 2021-22	Positions 2021-22	
<b>Total Public Health</b>		<b>36.00</b>	<b>36.00</b>	<b>1.00</b>		<b>4.00</b>	<b>41.00</b>
<b>5000 - Parks &amp; Recreation</b>							
101 50010	Director Parks & Recreation	E82	1.00	1.00			1.00
101 50010	Assistant Director of Parks & Recreation	D61	1.00	1.00			1.00
101 50010	Parks Project Planner	C43	1.00	1.00			1.00
101 50010	Administrative Assistant	B22	1.00	1.00			1.00
101 50110	Superintendent of Recreation	C51	1.00	1.00			1.00
101 50110	Marketing & Special Events Coordinator	C41	1.00	1.00			1.00
101 50110	Athletics Program Coordinator	C41	1.00	1.00			1.00
101 50110	Building Maintenance Supervisor	B24	1.00	1.00			1.00
101 50110	Recreation Specialist	B23	1.00	1.00			1.00
101 50110	Facilities Technician	A13	2.00	2.00			2.00
101 50210	Field Supervisor	B32	4.00	4.00			4.00
101 50210	Crewleader	B23	12.00	14.00		2.00	16.00
101 50210	Heavy Equipment Specialist I	B21	8.00	7.00		(2.00)	5.00
101 50210	Parks Warehouse Specialist	B21	-	-	1.00		1.00
101 50210	Equipment Specialist	A13	4.00	4.00			4.00
101 50210	Construction Technician	A12	2.00	3.00			3.00
101 50210	Grounds Technician	A12	16.00	14.00	(1.00)	2.00	15.00
<b>Total Parks &amp; Recreation</b>			<b>57.00</b>	<b>57.00</b>	<b>-</b>	<b>2.00</b>	<b>59.00</b>
<b>6000 - Sterling Municipal Library</b>							
101 60010	City Librarian	E81	1.00	1.00			1.00
101 60010	Lead Librarian	C42	3.00	3.00			3.00
101 60010	Librarian	C41	5.00	4.00	1.00		5.00
101 60010	Community Engagement Coordinator	C41	-	1.00			1.00
101 60010	Circulation Services Technician	B23	1.00	1.00		(1.00)	-
101 60010	Community Engagement Specialist	B22	-	-		1.00	1.00
101 60010	Administrative Assistant	B22	1.00	1.00			1.00
101 60010	Library PC Specialist	B21	1.00	1.00			1.00
101 60010	Support Services Specialist	B21	1.00	1.00		1.00	2.00
101 60010	Library Service Technician II	A13	1.00	1.00			1.00
101 60010	Customer Service Technician	A13	3.00	4.00			4.00
101 60010	Senior Customer Service Specialist	A12	1.00	-			-
101 60010	Library Technician	A12	1.00	1.00			1.00
101 60010	Custodial Technician	A12	1.00	1.00			1.00
<b>Total Sterling Municipal Library</b>			<b>20.00</b>	<b>20.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>
<b>Total General Fund</b>			<b>684.90</b>	<b>685.90</b>	<b>(1.00)</b>	<b>2.00</b>	<b>706.90</b>
<b>232 - Hotel/Motel Fund</b>							
232 50320	Tourism Manager	C43	1.00	1.00			1.00
232 50320	Tourism Marketing Specialist	C41	1.00	1.00			1.00
232 50320	Visitor Outreach Specialist	C41	1.00	1.00			1.00
<b>Total Hotel/Motel Fund</b>			<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>-</b>	<b>3.00</b>
<b>502 - Aquatics Fund</b>							
502 50113	Superintendent	C51	1.00	1.00			1.00
502 50113	Aquatics Operations Coordinator	C42	1.00	1.00			1.00
502 50113	Aquatics Guest Service Coordinator	C42	1.00	1.00			1.00
502 50113	Aquatics Maintenance Coordinator	C42	1.00	1.00			1.00
502 50113	Aquatics Maintenance Specialist	B23	1.00	1.00			1.00
<b>Total Aquatics Fund</b>			<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>-</b>	<b>5.00</b>
<b>1030- Utility Billing &amp; Collections</b>							
520 10350	Utility Billing Manager	C44	1.00	1.00			1.00
520 10350	Accountant II	C42	0.85	0.85			0.85
520 10350	Meter Operations Supervisor	B32	1.00	1.00			1.00
520 10350	Collections Supervisor	B31	1.00	1.00			1.00
520 10350	Billing Supervisor	B31	1.00	1.00			1.00
520 10350	Crew Leader	B23	1.00	1.00			1.00
520 10350	Customer Service Specialist II	B23	2.00	2.00	(1.00)		1.00
520 10350	Collections Specialist II	B23	1.00	1.00			1.00
520 10350	Billing Specialist	B22	1.00	1.00			1.00
520 10350	Administrative Assistant	B22	1.00	1.00			1.00
520 10350	Meter Specialist II/I	B21	4.00	4.00			4.00
520 10350	Customer Service Specialist I	B21	4.00	4.00		1.00	5.00
520 10350	Collections Specialist	B21	2.00	2.00	1.00		3.00
<b>Total Utility Billing &amp; Collections</b>			<b>20.85</b>	<b>20.85</b>	<b>-</b>	<b>-</b>	<b>1.00</b>
<b>1190 - General Overhead</b>							
520 11930	GIS Coordinator	C42	1.00	1.00			1.00
520 11930	Project Manager - SCADA	C41	0.50	0.50			0.50
<b>Total General Overhead</b>			<b>1.50</b>	<b>1.50</b>	<b>-</b>	<b>-</b>	<b>1.50</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund	Dept.	Grade	Adopted	Adopted	Changes	Requests/ Reductions	New Positions	Adopted
			2019-20	2020-21	2020-21	2021-22	2021-22	2021-22
<b>3040 - Water Operations</b>								
520	30410	Director Public Works/Engineering	E83	0.40	0.40			0.40
520	30410	Field Supervisor	B32	1.00	1.00			1.00
520	30410	Crew Leader	B23	1.00	1.00			1.00
520	30410	Concrete Specialist	B22	1.00	1.00			1.00
520	30410	Heavy Equipment Specialist II/I	B22/B21	2.00	3.00			3.00
520	30410	Equipment Specialist	B21	1.00	-			-
520	30410	Concrete Technician	A12	1.00	1.00			1.00
520	30410	Laborer	A12	2.00	-			-
520	30410	Utility Maintenance Specialist	SBPC	12.00	14.00			14.00
520	30430	Director Public Works/Engineering	E83	0.20	0.20			0.20
520	30430	BAWA Superintendent	C51	1.00	1.00			1.00
520	30430	BAWA Assistant Superintendent	C42	1.00	1.00			1.00
520	30430	Project Manager - SCADA	C41	0.50	0.50			0.50
520	30430	Field Supervisor	B32	1.00	1.00			1.00
520	30430	Maintenance Specialist - Instrumental & Electronics	B23	2.00	2.00			2.00
520	30430	Chief Laboratory Specialist	B23	1.00	-			-
520	30430	Water Plant Operator I/II/III	B23/B22/B21	10.00	10.00	(1.00)		9.00
520	30430	Maintenance Specialist - Mechanical	B22	2.00	2.00	1.00		3.00
520	30430	Administrative Assistant	B22	1.00	1.00			1.00
520	30430	Water Plant Operator In Training	B21	4.00	4.00			4.00
520	30430	Laboratory Specialist	B21	1.00	2.00			2.00
<b>Total Water Operations</b>				<b>46.10</b>	<b>46.10</b>	<b>-</b>	<b>-</b>	<b>46.10</b>
<b>3050 - Wastewater Operations</b>								
520	30520	Director Public Works/Engineering	E83	0.40	0.40			0.40
520	30520	Assistant Director Utilities	D61	1.00	1.00			1.00
520	30520	Superintendent	C51	1.00	1.00			1.00
520	30520	Assistant Superintendent	C42	1.00	1.00			1.00
520	30520	Field Supervisor	B32	4.00	5.00			5.00
520	30520	Maintenance Specialist - Instrumental & Electronics	B23	1.00	1.00			1.00
520	30520	Chief Laboratory Specialist	B23	1.00	1.00			1.00
520	30520	Wastewater Operator III/II/I	B23/B22/B21	20.00	16.00	1.00		17.00
520	30520	Wastewater Operator III/II/I - Lift Station	B23/B22/B21	-	7.00	(1.00)		6.00
520	30520	Maintenance Mechanic Specialist II/I	B23/B22	7.00	3.00			3.00
520	30520	Laboratory Specialist	B21	1.00	1.00			1.00
520	30530	Field Supervisor	B32	1.00	1.00			1.00
520	30530	Administrative Supervisor	B24	1.00	1.00			1.00
520	30530	Pollution Control Specialist II	B23	1.00	1.00			1.00
520	30530	Pollution Control Specialist I	B21	3.00	3.00			3.00
520	30530	Administrative Technician	A13	1.00	1.00			1.00
<b>Total Wastewater Operations</b>				<b>44.40</b>	<b>44.40</b>	<b>-</b>	<b>-</b>	<b>44.40</b>
<b>3060 - Utility Construction</b>								
520	30610	Utility Maintenance Specialist	SBPC	17.00	16.00	1.00		17.00
520	30610	Superintendent	C44	1.00	1.00			1.00
520	30610	Field Supervisor	B32	1.00	1.00			1.00
520	30610	Crew Leader	B23	1.00	2.00	(1.00)		1.00
<b>Total Utility Construction</b>				<b>20.00</b>	<b>20.00</b>	<b>-</b>	<b>-</b>	<b>20.00</b>
<b>Total Water &amp; Sewer Fund</b>				<b>132.85</b>	<b>132.85</b>	<b>-</b>	<b>-</b>	<b>133.85</b>
<b>500 - Sanitation Fund</b>								
500	32010	Superintendent	C44	-	-			-
500	32010	Field Supervisor	B32	1.00	1.00			1.00
500	32010	Crew Leader	B23	1.00	1.00			1.00
500	32010	Heavy Equipment Specialist II/I	B22/B21	8.00	8.00	1.00		9.00
500	32010	Equipment Specialist	B21	3.00	3.00	(1.00)		2.00
<b>Total Sanitation Fund</b>				<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>-</b>	<b>13.00</b>
<b>505 - Storm Water Utility Fund</b>								
505	30920	Storm Water Manager	C51	1.00	1.00	(1.00)		-
505	30920	Storm Water Engineer	C44	1.00	1.00	(1.00)		-
505	30920	Storm Water Specialist	B22	1.00	1.00	(1.00)		-
505	30920	Mosquito Control Technician	A13	1.00	1.00	(1.00)		-
<b>Total Storm Water Utility</b>				<b>4.00</b>	<b>4.00</b>	<b>(4.00)</b>	<b>-</b>	<b>-</b>
505	30930	Field Supervisor	B32	1.00	1.00			1.00
505	30930	Crew Leader	B23	-	-		1.00	1.00
505	30930	Grading Specialist	B22	3.00	3.00		1.00	4.00
505	30930	Heavy Equipment Specialist II/I	B22/B21	6.00	7.00		3.00	10.00
505	30930	Equipment Specialist	B21	6.00	5.00			5.00
505	30930	Concrete Technician	A12	1.00	1.00			1.00
<b>Total Storm Water Maintenance</b>				<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>-</b>	<b>5.00</b>
<b>Total Storm Water Utility Fund</b>				<b>21.00</b>	<b>21.00</b>	<b>(4.00)</b>	<b>-</b>	<b>22.00</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Grade	Adopted	Adopted	Changes	Requests/	New	Adopted
		2019-20	2020-21	2020-21	Reductions	Positions	2021-22
<b>Central Services:</b>							
<b>550 - Garage Fund</b>							
550 70110	Superintendent	C44	1.00	1.00			1.00
550 70110	Mechanic II	B23	1.00	1.00			1.00
550 70110	Fleet Specialist	B23	1.00	1.00			1.00
550 70110	Mechanic I	B22	5.00	5.00		1.00	6.00
<b>Total Garage Fund</b>			<b>8.00</b>	<b>8.00</b>	-	-	<b>1.00</b>
<b>552 - Warehouse Fund</b>							
552 70120	Warehouse Supervisor	B31	1.00	1.00			1.00
552 70120	Warehouse Specialist	B21	1.00	1.00			1.00
552 70120	Warehouse Technician	A13	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>1.00</b>
<b>201 - Municipal Court Special Revenue Fund</b>							
201 11750	Bailiff	B21	1.00	1.00			1.00
201 11759	Juvenile Case Manager	B24	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 20601	Police Sergeant	CSH	1.00	1.00			1.00
206 20601	Patrol Officer	CSH	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 20701	Battalion Chief	CSJ	1.00	1.00			1.00
207 20701	Fire Lieutenant	CSJ	1.00	1.00			1.00
207 20701	Senior Admin Support Specialist	B21	1.00	-			-
<b>Total FCPEMSD Fund</b>			<b>3.00</b>	<b>2.00</b>	-	-	<b>2.00</b>
<b>211 - Street Maintenance Fund</b>							
211 21102	Heavy Equipment Specialist I/Equipment Specialist	B21	2.00	2.00			2.00
211 21121	Field Supervisor	B32	1.00	1.00			1.00
211 21121	Crew Leader	B23	-	-		1.00	1.00
211 21121	Heavy Equipment Specialist II/I	B22/B21	4.00	4.00		4.00	8.00
211 21121	Equipment Specialist	B21	8.00	8.00			8.00
211 21122	Crew Leader	B23	1.00	1.00			1.00
211 21122	Concrete Specialist	B22	2.00	2.00			2.00
<b>Total Street Maintenance Fund</b>			<b>18.00</b>	<b>18.00</b>	-	-	<b>5.00</b>
<b>215 - Municipal Development District (MDD) Fund</b>							
215 21501	Development Manager	C45	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 20110	Patrol Officer	CSH	2.00	4.00			4.00
226 20110	Domestic Violence Coordinator	C41	1.00	-			-
226 20110	Domestic Violence Specialist	B21	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 24111	Accountant II	C42	0.25	0.25			0.25
<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>							
270 218*	Community Development Manager	C44	1.00	1.00			1.00
270 218*	Community Development Generalist	B23	1.00	1.00			1.00
270 218*	Demo/Housing Inspector	B22	1.00	1.00			1.00
270 218*	Community Outreach Specialist	B22	1.00	1.00			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 50021	BNC Naturalist	C41	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 50020	Superintendent	C51	1.00	1.00			1.00
298 50020	Education Coordinator	C41	1.00	1.00			1.00
298 50020	Administrative Assistant	B22	-	-		1.00	1.00
<b>Total Wetlands Education &amp; Recreation Center Fund</b>			<b>2.00</b>	<b>2.00</b>	-	<b>1.00</b>	<b>3.00</b>
<b>351 - General Capital Improvement Fund (CIPF)</b>							
351 35100	Assistant Director Capital Assets	D61	-	-	1.00		1.00
351 35100	Sr. Engineer/Engineer/Associate Eng. II/I	C44/C43/C42/C41	3.00	2.00	(2.00)		-
351 35100	Construction Manager	C42	-	-	1.00		1.00
351 35100	Project Manager/Associate Project Manager	C43/C41	-	1.00			1.00
351 35100	Construction Inspector III	B24	-	-	1.00		1.00
351 35100	Construction Inspector	B22	1.00	1.00	2.00		3.00
<b>Total General CIPF Fund</b>			<b>4.00</b>	<b>4.00</b>	<b>3.00</b>	-	<b>7.00</b>

**CITY OF BAYTOWN**  
**SCHEDULE OF FULL-TIME EQUIVALENT (FTE) BUDGETED POSITIONS**

Fund Dept.	Grade	Adopted	Adopted	Changes	Requests/	New	Adopted
		2019-20	2020-21	2020-21	Reductions	Positions	2021-22
<b>527 - Utility Capital Improvement Fund (CIPF)</b>							
527 52700	Sr. Engineer/Engineer/Associate Eng. II/I	C44/C43/C42/C41	2.00	1.00	1.00		2.00
527 52700	Project Manager/Associate Project Manager	C43/C41	-	1.00		2.00	3.00
527 52700	Project Coordinator	TBD			1.00	1.00	2.00
527 52700	Business Analyst	B23	-	-		1.00	1.00
527 52700	Engineering Specialist	B23	-	-	1.00	(1.00)	-
527 52700	Construction Inspector	B22	1.00	1.00	1.00		2.00
<b>Total Utility CIPF Fund</b>			<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>4.00</b>
<b>561 - Workers' Compensation Fund</b>							
561 56110	Risk Coordinator	C41	1.00	1.00			1.00
<b>Total Worker's Compensation Fund</b>			<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>1.00</b>
			<b>930.00</b>	<b>930.00</b>	<b>1.00</b>	<b>3.00</b>	<b>36.00</b>
			<b>970.00</b>				<b>970.00</b>



## CITY OF BAYTOWN FY22 Certification Pay Schedule

*Effective: 10/01/2021*

<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)	
Inspector A	\$ 30.00	Concrete Field Testing Technician - Grade I Certification or TXHMAC Level 1B	
Inspector B	\$ 60.00	Concrete Field Testing Technician Grade I Certification <b>and</b> TXHMAC Level 1B	
Inspector C	\$ 120.00	Inspector B + Water Class D Licensing or higher <b>and</b> Collection Class I or higher	
<b><u>Police</u></b>			
Intermediate	\$ 92.08	FTO Pay	\$ 125.00
Advanced	\$ 157.08		
Master	\$ 212.33	Communications - Intermediate	\$ 100.00
		Communications - Advanced	\$ 200.00
Associate's Degree	\$ 50.00	Communications - Master	\$ 300.00
Bachelor's Degree	\$ 100.00		
Master's Degree	\$ 125.00	Communications CTO Incentive Pay	\$ 75.00
<b><u>Fire</u></b>			
Intermediate	\$ 83.33	Hazmat Certification Pay	\$ 50.00
Advanced	\$ 133.33	Hazmat Coordinator	\$ 150.00
Master	\$ 190.00	Hazmat Shift Leader	\$ 125.00
		Hazmat Team Member	\$ 100.00
		Technical Rescue Team (TRT) Assignment Pay	\$ 125.00
		Arson Investigator Assignment Pay	\$ 100.00
		Fire Marshal Assignment Pay	\$ 200.00
Administrative Assignment Pay:		EMT-P FTO Assignment Pay	\$ 200.00
Assistant Chief	\$ 100.00	Paramedic Certification Pay	\$ 500.00
Lieutenant	\$ 350.00		
Battalion Chief	\$ 350.00	Associate's Degree	\$ 50.00
		Bachelor's Degree	\$ 100.00
		Master's Degree	\$ 125.00
<b><u>Planning &amp; Development Services</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		



**FY22 Fire Salary Schedule**

*Effective: 10/01/2021*

	<b>Annual Salary</b>	<b>On Shift</b>	<b>80 Hours</b>	<b>Non Fire Cert</b>
<b>Probationary Fire Fighter</b>	\$ 68,628	\$ 25.531	\$ 32.994	\$ 20.623

**Fire Fighter Paramedic**

<b>Years in Rank</b>	<b>Annual Salary</b>	<b>On Shift</b>
1	\$ 70,668	\$ 26.29
2	\$ 72,818	\$ 27.09
3	\$ 74,968	\$ 27.89
4	\$ 77,253	\$ 28.74
5	\$ 79,565	\$ 29.60
6	\$ 81,957	\$ 30.49
7	\$ 84,430	\$ 31.41

**Equipment Operator**

<b>Tier</b>	<b>Years in Rank</b>	<b>Annual Salary</b>	<b>On Shift</b>	<b>80 Hours</b>
1	<b>0-6 mos</b>	\$ 88,623	\$ 32.97	\$ 42.61
2	<b>6 mos+</b>	\$ 93,946	\$ 34.95	\$ 45.17

**Lieutenant**

<b>Tier</b>	<b>Years in Rank</b>	<b>Annual Salary</b>	<b>On Shift</b>	<b>80 Hours</b>
1	<b>0</b>	\$ 101,606	\$ 37.80	\$ 48.85
2	<b>1+</b>	\$ 106,687	\$ 39.69	\$ 51.29

**Battalion Chief**

<b>Tier</b>	<b>Years in Rank</b>	<b>Annual Salary</b>	<b>On Shift</b>	<b>80 Hours</b>
1	<b>0</b>	\$ 118,756	\$ 44.18	\$ 57.10
2	<b>1+</b>	\$ 124,723	\$ 46.40	\$ 59.96

**Assistant Chief**

<b>Tier</b>	<b>Years in Rank</b>	<b>Annual Salary</b>	<b>80 Hours</b>
1	<b>0</b>	\$ 141,267	\$ 67.92
2	<b>1+</b>	\$ 148,331	\$ 71.31

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.



**FY22 Police Salary Schedule**

*Effective: 10/01/2021*

**Police Officer**

<b>Year in Rank</b>	<b>Annual</b>	<b>Hourly</b>
Probationary	\$ 67,320	\$ 32.37
<b>1</b>	\$ 71,684	\$ 34.46
<b>2</b>	\$ 73,835	\$ 35.50
<b>3</b>	\$ 76,050	\$ 36.56
<b>4</b>	\$ 78,331	\$ 37.66
<b>5</b>	\$ 81,073	\$ 38.98
<b>6</b>	\$ 83,910	\$ 40.34
<b>7</b>	\$ 86,847	\$ 41.75
<b>8</b>	\$ 89,887	\$ 43.21
<b>9</b>	\$ 93,694	\$ 45.05

**Sergeant**

<b>Year in Rank</b>	<b>Annual</b>	<b>Hourly</b>
<b>Yrs &lt;3</b>	\$ 102,492	\$ 49.28
<b>Yrs &gt;3</b>	\$ 108,765	\$ 52.29

**Lieutenant**

<b>Year in Rank</b>	<b>Annual</b>	<b>Hourly</b>
<b>Yrs &lt;3</b>	\$ 120,152	\$ 57.77
<b>Yrs &gt;3</b>	\$ 125,006	\$ 60.10

**Assistant Chief**

<b>Year in Rank</b>	<b>Annual</b>	<b>Hourly</b>
<b>Yrs &lt;3</b>	\$ 149,391	\$ 71.82
<b>Yrs &gt;3</b>	\$ 158,489	\$ 76.20



## FY22 Utility Maintenance Technician & Traffic Control Technician Salary Plan

*Effective: 10/01/2021*

### Utility Maintenance Technician

Experience	Class Code	DBM	Job Title	HOURLY	ANNUALLY	Skill Based Top Out/Max.
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 Out/Max.
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



## FY22 BAYTOWN JAIL SALARY PLAN

*Effective: 10/01/2021*

		Title:	Detention Officer	
		Reports to:	Detention Supervisor	
			HOURLY	ANNUALLY
	DBM			
A	B21	D.O. Trainee (no specific experience)(6 mos.)	\$ 17.000	\$ 35,360.00
B	B21	D.O. Starting*	\$ 17.595	\$ 36,597.60
C	B21	at 1 year from receiving D.O. pay (13th mth or 19th mth)	\$ 18.211	\$ 37,878.52
D	B21	at 2 years from receiving D.O. pay (25th mth or 31st mth)	\$ 18.848	\$ 39,204.26
E	B21	at 3 years from receiving D.O. pay (37th mth or 43rd mth)	\$ 19.508	\$ 40,576.41
F	B21	at 4 years from receiving D.O. pay (49th mth or 55th mth)	\$ 20.191	\$ 41,996.59
G	B21	at 5 years from receiving D.O. pay (61st mth or 67th mth)	\$ 20.897	\$ 43,466.47
H	B21	at 6 years from receiving D.O. pay (73rd mth or 79th mth)	\$ 21.629	\$ 44,987.79
I	B21	at 7 years from receiving D.O. pay (85th mth or 91st mth)	\$ 22.386	\$ 46,562.37
J	B21	at 8 years from receiving D.O. pay (97th mth or 103rd mth)	\$ 23.169	\$ 48,192.05

\*For D.O. starting, must have 6 months experience in a detention facility with inmates that are not free to leave.

		Title:	Detention Supervisor	
		Reports to:	Jail Commander	
			HOURLY	ANNUALLY
AA	B24/B31	Years 1-2 (Promotion day through completion of year 2)	\$ 25.750	\$ 53,560.00
BB	B24/B31	Years 3-4 (Starting Year 3) (25th month)	\$ 27.680	\$ 57,574.40
CC	B24/B31	Years 5-6 (Starting Year 5) (49th month)	\$ 29.756	\$ 61,892.48
DD	B24/B31	Years 7 plus (Starting year 7) (73rd month)	\$ 31.988	\$ 66,534.42



**Grade & Title Structure**

Effective: 10/01/2021

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			
	2011	2012	2013	2014
<b>Governmental Activities</b>				
Net investment in capital assets	\$ 101,431,576	\$ 103,140,238	\$ 108,585,824	\$ 105,468,075
Restricted	15,805,828	15,805,828	32,167,392	35,688,185
Unrestricted	(2,797,904)	(1,993,410)	(20,474,460)	(26,434,814)
<b>Total Governmental Activities Net Position</b>	<u>114,439,500</u>	<u>116,952,656</u>	<u>120,278,756</u>	<u>114,721,446</u>
 <b>Business-Type Activities</b>				
Net investment in capital assets	111,514,790	133,432,737	136,434,868	152,339,260
Restricted	5,405,286	5,023,851	5,364,616	5,873,007
Unrestricted	20,394,613	20,790,018	18,736,201	18,371,116
<b>Total Business-Type Activities Net Position</b>	<u>137,314,689</u>	<u>159,246,606</u>	<u>160,535,685</u>	<u>176,583,383</u>
 <b>Primary Government</b>				
Net investment in capital assets	212,946,366	236,572,975	245,020,692	257,807,335
Restricted	21,211,114	20,829,679	37,532,008	41,561,192
Unrestricted	17,596,709	18,796,608	(1,738,259)	(8,063,698)
<b>Total Primary Government Net Position</b>	<u>\$ 251,754,189</u>	<u>\$ 276,199,262</u>	<u>\$ 280,814,441</u>	<u>\$ 291,304,829</u>

**Fiscal Year**

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
\$ 109,961,720	\$ 124,672,382	\$ 132,729,930	\$ 145,445,182	\$ 157,058,993	\$ 167,979,247
23,773,394	23,871,650	23,942,473	27,132,868	29,898,189	87,344,253
<u>(40,715,091)</u>	<u>(49,911,857)</u>	<u>(88,264,838)</u>	<u>(87,917,695)</u>	<u>(67,824,691)</u>	<u>(42,039,952)</u>
<u>93,020,023</u>	<u>98,632,175</u>	<u>68,407,565</u>	<u>84,660,355</u>	<u>119,132,491</u>	<u>213,283,548</u>
158,442,675	174,117,286	187,741,777	191,309,418	191,361,951	189,184,366
4,612,543	1,489,416	2,276,610	2,096,080	3,717,286	3,966,558
<u>16,349,137</u>	<u>12,602,126</u>	<u>2,301,381</u>	<u>3,414,173</u>	<u>5,895,296</u>	<u>9,409,510</u>
<u>179,404,355</u>	<u>188,208,828</u>	<u>192,319,768</u>	<u>196,819,671</u>	<u>200,974,533</u>	<u>202,560,434</u>
268,404,395	298,789,668	320,471,707	336,754,600	348,420,944	357,163,613
28,385,937	25,361,066	26,219,083	29,228,948	33,615,475	91,310,811
<u>(24,365,954)</u>	<u>(37,309,731)</u>	<u>(85,963,457)</u>	<u>(84,503,522)</u>	<u>(61,929,395)</u>	<u>(32,630,442)</u>
<u>\$ 272,424,378</u>	<u>\$ 286,841,003</u>	<u>\$ 260,727,333</u>	<u>\$ 281,480,026</u>	<u>\$ 320,107,024</u>	<u>\$ 415,843,982</u>

# CITY OF BAYTOWN, TEXAS

## CHANGES IN NET POSITION

Last Ten Fiscal Years

(Accrual Basis of Accounting)

	Fiscal Year			
	2011	2012	2013	2014
<b>Expenses</b>				
Governmental activities:				
General government	\$ 23,768,225	\$ 23,539,249	\$ 22,049,401	\$ 22,600,531
Public safety	38,294,806	38,976,626	39,297,052	44,295,623
Public works	8,982,131	8,522,846	8,881,876	8,869,974
Public health	2,730,527	2,465,254	2,431,619	2,554,462
Parks, recreation, and culture	8,588,907	8,949,422	8,739,612	9,339,424
Interest and fiscal agent fees on long-term debt	2,888,909	3,229,968	3,749,173	4,111,811
<b>Total Governmental Activities Expenses</b>	<b>85,253,505</b>	<b>85,683,365</b>	<b>85,148,733</b>	<b>91,771,825</b>
Business-type activities:				
Water and sewer	29,453,795	30,344,693	31,539,964	32,762,226
Sanitation	4,400,433	4,396,725	4,685,496	4,742,268
Bayland Island development	96,401	146,375	208,078	200,308
Aquatics	1,504,850	2,051,620	2,245,949	2,917,055
Storm water utility	410,723	467,170	436,934	448,681
<b>Total Business-Type Activities Expenses</b>	<b>35,866,202</b>	<b>37,406,583</b>	<b>39,116,421</b>	<b>41,070,538</b>
<b>Total Primary Government Expenses</b>	<b>\$ 121,119,707</b>	<b>\$ 123,089,948</b>	<b>\$ 124,265,154</b>	<b>\$ 132,842,363</b>
<b>Program Revenues</b>				
Governmental activities:				
Charges for services:				
General government	\$ 151,742	\$ 162,242	\$ 159,520	\$ 183,147
Public safety	3,622,132	3,872,740	3,807,789	4,371,773
Public works	1,081,917	1,156,772	1,137,371	1,305,831
Public health	506,476	541,518	532,436	611,297
Parks, recreation, and culture	348,123	372,209	365,967	420,172
Operating grants and contributions	8,451,134	17,002,961	7,903,949	8,007,514
Capital grants and contributions	53,643	1,537,175	73,000	-
<b>Total Governmental Activities Program Revenues</b>	<b>14,215,167</b>	<b>24,645,617</b>	<b>13,980,032</b>	<b>14,899,734</b>
Business-type activities:				
Charges for services:				
Water and sewer	36,025,403	35,400,103	34,022,544	35,990,349
Sanitation	4,546,742	4,678,089	4,589,026	4,618,491
Bayland Island development	17,302	7,716	16,327	49,086
Aquatics	1,725,900	1,796,262	2,056,711	2,903,853
Storm water	641,826	1,174,477	1,217,580	1,226,741
Operating grants and contributions	-	2,531,225	-	-
Capital grants and contributions	4,834,355	-	2,241,040	4,517,598
<b>Total Business-Type Activities Program Revenues</b>	<b>47,791,528</b>	<b>45,587,872</b>	<b>44,143,228</b>	<b>49,306,118</b>
<b>Total Primary Government Program Revenues</b>	<b>62,006,695</b>	<b>70,233,489</b>	<b>58,123,260</b>	<b>64,205,852</b>
<b>Net (Expense)/Revenue</b>				
Governmental activities	(71,038,338)	(61,037,748)	(71,168,701)	(76,872,091)
Business-type activities	11,925,326	8,181,289	5,026,807	8,235,580
<b>Total Primary Government Net Expense</b>	<b>\$ (59,113,012)</b>	<b>\$ (52,856,459)</b>	<b>\$ (66,141,894)</b>	<b>\$ (68,636,511)</b>

**Fiscal Year**

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$	22,256,413	\$ 24,398,812	\$ 29,020,563	\$ 35,811,336	\$ 29,574,296	\$ 36,868,268
	47,791,009	50,793,309	57,510,237	59,520,128	50,702,718	61,022,316
	8,967,472	10,539,608	13,257,500	15,100,450	10,994,322	12,740,898
	2,696,850	2,866,441	3,338,793	3,317,250	3,107,475	3,856,833
	9,553,806	9,904,352	12,156,291	12,697,314	12,405,161	13,438,956
	3,989,720	4,561,801	4,546,195	4,841,986	4,525,617	4,302,467
	<u>95,255,270</u>	<u>103,064,323</u>	<u>119,829,579</u>	<u>131,288,464</u>	<u>111,309,589</u>	<u>132,229,738</u>
	34,320,794	35,865,094	38,149,024	38,422,378	37,007,827	40,424,646
	4,709,577	4,677,436	4,831,088	5,648,915	6,448,858	7,006,746
	265,349	251,084	242,443	212,956	203,198	207,174
	3,052,435	3,393,046	3,873,789	4,161,320	4,064,190	2,792,302
	483,028	1,734,694	1,657,138	1,907,273	1,956,790	2,850,413
	<u>42,831,183</u>	<u>45,921,354</u>	<u>48,753,482</u>	<u>50,352,842</u>	<u>49,680,863</u>	<u>53,281,281</u>
\$	<u>\$ 138,086,453</u>	<u>\$ 148,985,677</u>	<u>\$ 168,583,061</u>	<u>\$ 181,641,306</u>	<u>\$ 160,990,452</u>	<u>\$ 185,511,019</u>
\$	632,295	\$ 710,604	\$ 708,990	\$ 1,946,717	\$ 787,821	\$ 774,175
	4,692,058	4,507,258	5,043,397	4,780,753	4,481,288	3,495,226
	1,620,206	2,067,310	2,079,076	2,604,862	2,112,433	2,563,470
	195,057	202,134	205,779	206,039	208,890	200,085
	132,271	135,180	124,862	94,772	128,541	99,208
	5,946,639	4,920,154	5,944,003	12,307,936	7,109,369	12,195,930
	-	11,230,528	12,396,215	8,394,369	4,444,501	70,945,960
	<u>13,218,526</u>	<u>23,773,168</u>	<u>26,502,322</u>	<u>30,335,448</u>	<u>19,272,843</u>	<u>90,274,054</u>
	39,201,196	40,811,009	40,998,750	43,301,862	42,415,981	46,051,831
	4,737,391	4,758,805	5,027,666	5,830,109	5,957,494	6,675,548
	51,052	54,443	54,442	56,238	55,041	54,445
	3,274,726	3,353,347	3,351,968	3,813,735	3,290,996	15,672
	1,245,325	1,556,404	1,937,162	2,597,711	2,645,147	2,673,489
	3,143,274	-	-	1,362,643	1,365,276	1,363,365
	1,400,484	1,674,116	2,354,725	77,680	129,901	-
	<u>53,053,448</u>	<u>52,208,124</u>	<u>53,724,713</u>	<u>57,039,978</u>	<u>55,859,836</u>	<u>56,834,350</u>
	<u>66,271,974</u>	<u>75,981,292</u>	<u>80,227,035</u>	<u>87,375,426</u>	<u>75,132,679</u>	<u>147,108,404</u>
	(82,036,744)	(79,291,155)	(93,327,257)	(100,953,016)	(92,036,746)	(41,955,684)
	10,222,265	6,287,770	4,971,231	6,687,136	6,178,973	3,553,069
\$	<u>\$ (71,814,479)</u>	<u>\$ (73,003,385)</u>	<u>\$ (88,356,026)</u>	<u>\$ (94,265,880)</u>	<u>\$ (85,857,773)</u>	<u>\$ (38,402,615)</u>

# CITY OF BAYTOWN, TEXAS

## CHANGES IN NET POSITION (Continued)

Last Ten Fiscal Years  
(Accrual Basis of Accounting)

	Fiscal Year			
	2011	2012	2013	2014
<b>General Revenues and Other Changes in Net Position</b>				
Governmental activities:				
Taxes:				
Property taxes	\$ 18,470,910	\$ 20,121,463	\$ 21,128,244	\$ 21,788,376
Sales and hotel/motel taxes	15,576,815	17,343,951	18,558,609	20,494,629
Franchise taxes	3,994,547	3,800,997	3,825,432	4,053,895
Industrial district payments	25,496,842	27,403,488	28,339,356	29,379,711
Investment earnings	431,038	238,038	628,564	699,761
Miscellaneous income	2,472,446	1,496,293	1,777,705	2,469,911
Transfers, net	(16,088,839)	(16,735,496)	2,750,047	(7,571,502)
<b>Total Governmental Activities</b>	<u>50,353,759</u>	<u>53,668,734</u>	<u>77,007,957</u>	<u>71,314,781</u>
Business-type activities:				
Investment earnings	422,355	154,808	265,092	240,616
Miscellaneous	-	-	-	-
Transfers, net	16,088,839	16,735,496	(2,750,047)	7,571,502
<b>Total Business-Type Activities</b>	<u>16,511,194</u>	<u>16,890,304</u>	<u>(2,484,955)</u>	<u>7,812,118</u>
<b>Total Primary Government</b>	<u>66,864,953</u>	<u>70,559,038</u>	<u>74,523,002</u>	<u>79,126,899</u>
<b>Changes in Net Position</b>				
Governmental activities	(20,684,579)	(7,369,014)	5,839,256	(5,557,310)
Business-type activities	28,436,520	25,071,593	2,541,852	16,047,698
<b>Total Primary Government Changes in Net Position</b>	<u>\$ 7,751,941</u>	<u>\$ 17,702,579</u>	<u>\$ 8,381,108</u>	<u>\$ 10,490,388</u>

**Fiscal Year**

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
\$ 22,991,938	\$ 24,824,084	\$ 27,274,068	\$ 30,235,501	\$ 31,874,951	\$ 34,782,426
22,460,619	22,790,624	24,050,819	26,273,237	24,138,407	24,252,318
4,155,898	4,233,571	4,359,389	4,317,509	4,681,762	4,372,062
31,675,333	32,136,165	39,991,747	48,772,964	57,968,306	65,535,406
332,705	378,067	753,425	1,722,482	2,723,663	2,084,524
5,209,956	2,601,488	1,544,848	3,369,646	2,339,954	2,598,997
3,170,393	(2,060,692)	(3,948,300)	2,514,467	2,781,839	2,481,008
<u>89,996,842</u>	<u>84,903,307</u>	<u>94,025,996</u>	<u>117,205,806</u>	<u>126,508,882</u>	<u>136,106,741</u>
77,540	135,215	182,128	327,234	743,135	513,840
364,508	320,796	-		14,593	-
(3,170,393)	2,060,692	3,948,300	(2,514,467)	(2,781,839)	(2,481,008)
<u>(2,728,345)</u>	<u>2,516,703</u>	<u>4,130,428</u>	<u>(2,187,233)</u>	<u>(2,024,111)</u>	<u>(1,967,168)</u>
<u>87,268,497</u>	<u>87,420,010</u>	<u>98,156,424</u>	<u>115,018,573</u>	<u>124,484,771</u>	<u>134,139,573</u>
7,960,098	5,612,152	698,739	16,252,790	34,472,136	94,151,057
<u>7,493,920</u>	<u>8,804,473</u>	<u>9,101,659</u>	<u>4,499,903</u>	<u>4,154,862</u>	<u>1,585,901</u>
<u>\$ 15,454,018</u>	<u>\$ 14,416,625</u>	<u>\$ 9,800,398</u>	<u>\$ 20,752,693</u>	<u>\$ 38,626,998</u>	<u>\$ 95,736,958</u>

**CITY OF BAYTOWN, TEXAS**  
**TAX REVENUES BY SOURCE, GOVERNMENTAL ACTIVITIES**  
**Last Ten Fiscal Years**  
**(Accrual Basis of Accounting)**

<u>Function</u>	<u>Fiscal Year</u>			
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Property taxes	\$ 18,470,910	\$ 20,121,463	\$ 21,128,244	\$ 21,788,376
Sales and hotel/motel taxes	15,576,815	17,343,951	18,558,609	20,494,629
Franchise taxes	3,994,547	3,800,997	3,825,432	4,053,895
Industrial in-lieu-of-taxes	25,496,842	27,403,488	28,339,356	29,379,711
<b>Total</b>	<u>\$ 63,539,114</u>	<u>\$ 68,669,899</u>	<u>\$ 71,851,641</u>	<u>\$ 75,716,611</u>

**Fiscal Year**

<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$ 22,991,938	\$ 24,824,084	\$ 27,274,068	\$ 30,235,501	\$ 31,874,951	\$ 34,782,426
22,460,619	22,790,624	24,050,819	26,273,237	24,138,407	24,252,318
4,155,898	4,233,571	4,359,389	4,317,509	4,681,762	4,372,062
31,675,333	32,136,165	39,991,747	48,772,964	57,968,306	65,535,406
<u>\$ 81,283,788</u>	<u>\$ 83,984,444</u>	<u>\$ 95,676,023</u>	<u>\$ 109,599,211</u>	<u>\$ 118,663,426</u>	<u>\$ 128,942,212</u>

**CITY OF BAYTOWN, TEXAS**  
**FUND BALANCES, GOVERNMENTAL FUNDS**  
 Last Ten Fiscal Years  
 (Modified Accrual Basis of Accounting)

	Fiscal Year			
	2011	2012	2013	2014
<b>General fund:</b>				
Nonspendable	\$ 2,235	\$ 220,522	\$ 2,432	\$ 5,651
Unassigned	19,387,708	21,942,516	23,644,132	24,401,167
<b>Total General Fund</b>	<u>\$ 19,389,943</u>	<u>\$ 22,163,038</u>	<u>\$ 23,646,564</u>	<u>\$ 24,406,818</u>
 <b>All Other Governmental Funds:</b>				
Nonspendable and restricted	\$ 25,357,611	\$ 29,983,278	\$ 32,422,912	\$ 35,690,127
Assigned	-	-	-	-
Unassigned, reported in special revenue funds	(2,144,485)	-	-	-
<b>Total All Other Governmental Funds</b>	<u>\$ 23,213,126</u>	<u>\$ 29,983,278</u>	<u>\$ 32,422,912</u>	<u>\$ 35,690,127</u>

<b>Fiscal Year</b>					
<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$ 3,109	\$ 3,475	\$ 2,926	\$ 1,531	\$ 3,355	\$ 5,500
23,823,197	18,130,265	17,568,823	21,278,127	27,606,051	36,991,362
<u>\$ 23,826,306</u>	<u>\$ 18,133,740</u>	<u>\$ 17,571,749</u>	<u>\$ 21,279,658</u>	<u>\$ 27,609,406</u>	<u>\$ 36,996,862</u>
\$ 43,613,527	\$ 52,172,068	\$ 36,709,833	\$ 55,134,251	\$ 45,198,903	\$ 100,290,976
-	-	-	-	-	16,998,695
-	-	-	-	-	-
<u>\$ 43,613,527</u>	<u>\$ 52,172,068</u>	<u>\$ 36,709,833</u>	<u>\$ 55,134,251</u>	<u>\$ 45,198,903</u>	<u>\$ 117,289,671</u>

**CITY OF BAYTOWN, TEXAS**  
**CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS**  
**Last Ten Fiscal Years**  
**(Modified Accrual Basis of Accounting)**

	Fiscal Year			
	2011	2012	2013	2014
<b>Revenues</b>				
Taxes	\$ 63,803,207	\$ 68,613,205	\$ 71,412,597	\$ 76,037,374
Licenses and permits	923,871	1,261,683	1,487,239	1,665,982
Charges for services	1,951,435	2,167,437	1,862,802	2,446,596
Fines and forfeitures	2,835,084	2,676,361	2,653,042	2,779,642
Intergovernmental	8,504,777	17,002,961	7,976,949	8,007,514
Investment earnings	413,708	228,271	628,564	699,601
Other revenues	2,472,446	1,496,293	1,777,705	2,469,911
Contributions	-	-	-	-
<b>Total Revenues</b>	<b>80,904,528</b>	<b>93,446,211</b>	<b>87,798,898</b>	<b>94,106,620</b>
<b>Expenditures</b>				
General government	16,305,601	18,086,658	22,112,626	22,052,424
Public safety	33,030,194	34,759,167	35,931,532	40,149,536
Public works	7,620,588	6,041,762	12,140,511	7,567,629
Public health	2,025,190	2,097,100	2,157,928	2,211,409
Parks, recreation, and culture	6,797,043	7,287,529	7,232,586	7,737,412
Capital outlay	21,213,893	24,026,301	14,699,587	15,379,097
Debt service:				
Principal	7,179,657	7,025,465	5,720,963	6,607,061
Payment to bond escrow agent	-	-	-	9,593,273
Interest	2,803,734	3,207,221	3,561,552	3,801,444
Issuance costs	252,760	306,526	278,160	325,255
<b>Total Expenditures</b>	<b>97,228,660</b>	<b>102,837,729</b>	<b>103,835,445</b>	<b>115,424,540</b>
<b>(Deficiency) of Revenues</b>				
<b>(Under) Expenditures</b>	<b>(16,324,132)</b>	<b>(9,391,518)</b>	<b>(16,036,547)</b>	<b>(21,317,920)</b>
<b>Other Financing Sources (Uses)</b>				
Transfers in	5,838,266	10,884,230	9,207,896	20,118,032
Transfers out	(6,384,844)	(15,871,347)	(5,131,440)	(24,142,524)
Debt issued	-	-	16,800,000	2,579,696
Refunding debt issued	22,390,000	30,225,000	-	28,520,000
Premium on refunded bonds	766,072	2,204,993	-	-
Premium on bonds	-	-	283,150	1,864,050
Payment to bond escrow agent	(5,312,193)	(8,508,111)	-	(3,593,865)
<b>Total Other Financing Sources</b>	<b>17,297,301</b>	<b>18,934,765</b>	<b>21,159,606</b>	<b>25,345,389</b>
<b>Net Change in Fund Balances</b>	<b>\$ 973,169</b>	<b>\$ 9,543,247</b>	<b>\$ 5,123,059</b>	<b>\$ 4,027,469</b>
<b>Debt service as a percentage of noncapital expenditures</b>				
	10.75%	11.18%	11.34%	10.44%

**Fiscal Year**

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$	81,863,957	\$ 84,037,378	\$ 95,832,195	\$ 109,311,548	\$ 118,721,554	\$ 128,711,804
	1,721,765	2,144,150	2,144,845	2,660,921	2,143,028	2,653,882
	2,643,569	2,786,220	2,951,385	4,122,263	2,907,682	2,585,655
	2,906,553	2,692,116	3,065,874	2,849,959	2,668,263	1,892,627
	5,946,639	13,094,923	16,164,410	15,617,715	8,158,083	13,746,103
	166,132	378,067	753,425	1,722,482	2,723,663	2,084,524
	6,192,512	2,601,488	1,544,848	3,369,646	2,339,954	2,598,997
	-	-	-	-	-	66,000,000
	<u>101,441,127</u>	<u>107,734,342</u>	<u>122,456,982</u>	<u>139,654,534</u>	<u>139,662,227</u>	<u>220,273,592</u>
	20,882,865	23,036,419	27,118,110	34,201,834	31,655,440	32,017,491
	44,126,002	46,447,222	49,986,911	53,384,757	56,003,676	56,026,717
	9,095,480	6,564,222	8,327,323	9,808,883	6,118,816	7,267,936
	2,345,425	2,501,379	2,907,596	3,016,332	3,374,559	3,705,462
	8,088,039	8,348,940	10,134,050	11,415,502	11,675,270	11,736,303
	18,538,657	27,415,269	29,924,675	19,386,069	19,711,585	18,653,130
	7,906,112	8,914,526	10,052,613	11,152,299	11,479,844	13,222,495
	-	752,503	-	-	6,377,582	-
	4,027,127	4,428,640	4,888,606	5,196,902	5,106,471	4,703,175
	226,570	349,520	-	169,700	122,720	294,216
	<u>115,236,277</u>	<u>128,758,640</u>	<u>143,339,884</u>	<u>147,732,278</u>	<u>151,625,963</u>	<u>147,626,925</u>
	(13,795,150)	(21,024,298)	(20,882,902)	(8,077,744)	(11,963,736)	72,646,667
	8,098,158	14,963,268	12,783,144	15,500,232	15,972,569	18,869,959
	(4,834,270)	(10,213,657)	(8,464,042)	(12,825,287)	(14,035,659)	(17,420,300)
	17,735,000	-	-	25,375,000	-	-
	-	25,972,324	-	-	5,965,000	16,455,000
	-	-	-	-	-	-
	1,322,838	2,673,873	-	2,159,700	456,226	1,702,378
	-	(8,965,535)	-	-	-	(10,775,480)
	<u>22,321,726</u>	<u>24,430,273</u>	<u>4,319,102</u>	<u>30,209,645</u>	<u>8,358,136</u>	<u>8,831,557</u>
\$	<u>8,526,576</u>	<u>\$ 3,405,975</u>	<u>\$ (16,563,800)</u>	<u>\$ 22,131,901</u>	<u>\$ (3,605,600)</u>	<u>\$ 81,478,224</u>
	12.78%	12.83%	12.52%	12.70%	12.61%	13.44%

# CITY OF BAYTOWN, TEXAS

## TAX REVENUES BY SOURCE, GOVERNMENTAL ACTIVITIES

Last Ten Fiscal Years

(Modified Accrual Basis of Accounting)

Function	Fiscal Year			
	2011	2012	2013	2014
Property taxes	\$ 18,735,003	\$ 20,064,769	\$ 20,694,270	\$ 22,109,139
Sales and hotel taxes	15,576,815	17,343,951	18,558,609	20,494,629
Franchise taxes	3,994,547	3,800,997	3,825,432	4,053,895
Industrial in-lieu-of-taxes	25,496,842	27,403,488	28,334,286	29,379,711
<b>Total</b>	<b>\$ 63,803,207</b>	<b>\$ 68,613,205</b>	<b>\$ 71,412,597</b>	<b>\$ 76,037,374</b>

**Fiscal Year**

<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$ 23,572,107	\$ 24,877,018	\$ 27,430,240	\$ 29,947,838	\$ 31,933,079	\$ 34,552,018
22,460,619	22,790,624	24,050,819	26,273,237	24,138,407	24,252,318
4,155,898	4,233,571	4,359,389	4,317,509	4,681,762	4,372,062
31,675,333	32,136,165	39,991,747	48,772,964	57,968,306	65,535,406
<u>\$ 81,863,957</u>	<u>\$ 84,037,378</u>	<u>\$ 95,832,195</u>	<u>\$ 109,311,548</u>	<u>\$ 118,721,554</u>	<u>\$ 128,711,804</u>

**CITY OF BAYTOWN, TEXAS**  
**ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2011	2012	2013	2014
Real assessed value	\$ 3,015,384,493	\$ 2,926,000,599	\$ 2,939,825,902	\$ 3,014,917,703
Personal assessed value	350,698,140	411,118,921	436,801,409	503,811,955
Total assessed value (1)	3,366,082,633	3,337,119,520	3,376,627,311	3,518,729,658
Less: real property exemptions	(924,359,699)	(928,173,569)	(886,164,075)	(898,967,084)
<b>Taxable Value</b>	<b>\$ 2,441,722,934</b>	<b>\$ 2,408,945,951</b>	<b>\$ 2,490,463,236</b>	<b>\$ 2,619,762,574</b>
<b>Taxable value as a percentage of assessed value</b>	72.5%	72.2%	73.8%	74.5%
Total tax rate	\$ 0.78703	\$ 0.82203	\$ 0.82203	\$ 0.82203

(1) Assessed valuations are considered to be 100 percent of actual valuations.

<b>Fiscal Year</b>					
<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$ 3,183,226,576	\$ 3,543,467,674	\$ 3,920,519,981	\$ 4,463,767,737	\$ 4,325,246,351	\$ 5,132,331,415
481,129,714	477,839,010	488,232,942	421,789,587	890,790,087	733,637,733
3,664,356,290	4,021,306,684	4,408,752,923	4,885,557,324	5,216,036,438	5,865,969,148
(901,716,167)	(994,698,219)	(1,074,967,955)	(1,205,507,599)	(1,254,432,050)	(1,468,317,451)
<u>\$ 2,762,640,123</u>	<u>\$ 3,026,608,465</u>	<u>\$ 3,333,784,968</u>	<u>\$ 3,680,049,725</u>	<u>\$ 3,961,604,388</u>	<u>\$ 4,397,651,697</u>
75.4%	75.3%	75.6%	75.3%	76.0%	75.0%
\$ 0.82203	\$ 0.82203	\$ 0.82203	\$ 0.82203	\$ 0.81203	\$ 0.80203

**CITY OF BAYTOWN, TEXAS**  
**PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2011	2012	2013	2014
City of Baytown by fund				
General fund	\$ 0.45700	\$ 0.42578	\$ 0.43658	\$ 0.43713
Debt service fund	0.33003	0.39625	0.38545	0.38490
<b>Total</b>	<u>\$ 0.78703</u>	<u>\$ 0.82203</u>	<u>\$ 0.82203</u>	<u>\$ 0.82203</u>
Harris County	\$ 0.38805	\$ 0.39117	\$ 0.40021	\$ 0.41455
Harris County Flood Control District	0.02923	0.02809	0.02809	0.02827
Port of Houston Authority	0.02054	0.01856	0.19216	0.17160
Harris County Hospital District	0.19216	0.19216	0.18216	0.17000
Harris County Dept. of Education	0.00658	0.00568	0.00662	0.00636
Goose Creek Independent School District	1.30213	1.33213	1.33213	1.38679
Lee Junior College District	0.25200	0.25200	0.24100	0.26070
<b>Total Direct and Overlapping Rates</b>	<u>\$ 2.97772</u>	<u>\$ 3.04182</u>	<u>\$ 3.20440</u>	<u>\$ 3.26030</u>

Tax rates per \$100 of assessed valuation  
Source: Harris County Appraisal District

**Fiscal Year**

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
\$ 0.445620	\$ 0.450010	\$ 0.470060	\$ 0.455430	\$ 0.457643	\$ 0.460930
0.376410	0.372020	0.351970	0.366600	0.354387	0.341100
<u>\$ 0.82203</u>	<u>\$ 0.822030</u>	<u>\$ 0.822030</u>	<u>\$ 0.822030</u>	<u>\$ 0.812030</u>	<u>\$ 0.802030</u>
\$ 0.417310	\$ 0.419230	\$ 0.416560	\$ 0.418010	\$ 0.418580	\$ 0.407130
0.027360	0.027330	0.028290	0.028310	0.028770	0.027920
0.015310	0.013420	0.013340	0.012560	0.011550	0.010740
0.170000	0.170000	0.171790	0.171100	0.171080	0.165910
0.005999	0.005422	0.005200	0.005195	0.005190	0.005000
1.431890	1.431890	1.431890	1.431890	1.431800	1.354280
0.260700	0.250200	0.245300	0.250400	0.250100	0.230100
<u>\$ 3.150599</u>	<u>\$ 3.139522</u>	<u>\$ 3.134400</u>	<u>\$ 3.139495</u>	<u>\$ 3.129100</u>	<u>\$ 3.003110</u>



# CITY OF BAYTOWN, TEXAS

## PRINCIPAL PROPERTY TAXPAYERS

Current Year and Nine Years Ago

Property Taxpayer	Fiscal Year					
	2020			2011		
	Taxable Assessed Value	Rank	% of Taxable Assessed Value	Taxable Assessed Value	Rank	% of Taxable Assessed Value
CenterPoint Energy Inc.	\$ 77,799,177	1	1.77%	\$ 10,917,900	9	0.45%
PML Baytown 384 LP	39,070,204	2	0.89%	-	-	n/a
Exxon Mobil Corp*	35,260,749	3	0.80%	-	-	n/a
HEB Grocery Co LP	34,102,342	4	0.78%	-	-	n/a
LCY Elastomers LP	35,452,141	5	0.81%	23,235,332	1	0.95%
Stanmore Adef Baytown Delaware LL	33,217,253	6	0.76%	-	-	n/a
619 Rollingbrook Street LP	31,460,236	7	0.72%	-	-	n/a
Kroger Co	29,090,071	8	0.66%	-	-	n/a
SI Group Inc	28,882,331	9	0.66%	-	-	n/a
Drever Watercolor Property LLC ET /	24,528,176	10	0.56%	-	-	n/a
Wal Mart	-	-	n/a	19,596,962	2	0.80%
Foothills Texas Inc.	-	-	n/a	19,043,635	3	0.78%
Rollingbrook Apts. LP	-	-	n/a	15,422,765	4	0.63%
Camden Property Trust	-	-	n/a	14,245,608	5	0.58%
Comcast of Houston LLC	-	-	n/a	14,036,380	6	0.57%
Verizon Southwest	-	-	n/a	12,849,507	7	0.53%
TPC Group Inc.	-	-	n/a	11,182,165	8	0.46%
Lowes Home Center	-	-	n/a	10,646,012	10	0.44%
<b>Subtotal</b>	<b>368,862,680</b>		<b>8.39%</b>	<b>151,176,266</b>		<b>6.19%</b>
<b>Other Taxpayers</b>	<b>4,028,789,017</b>		<b>91.61%</b>	<b>2,290,546,668</b>		<b>93.81%</b>
<b>Total</b>	<b>\$ 4,397,651,697</b>		<b>100.00%</b>	<b>\$ 2,441,722,934</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			
	2011	2012	2013	2014
Tax levy	\$ 18,410,303	\$ 19,729,244	\$ 20,166,530	\$ 21,200,763
Current tax collected	\$ 17,632,942	\$ 18,940,167	\$ 19,387,454	\$ 20,487,419
Percentage of current tax collections	95.78%	96.00%	96.14%	96.64%
Delinquent tax collections (1)	660,340	649,189	656,891	590,597
<b>Total Tax Collections</b>	<b>\$ 18,293,282</b>	<b>\$ 19,589,356</b>	<b>\$ 20,044,345</b>	<b>\$ 21,078,016</b>
Total collections as a percentage of current levy	99.36%	99.29%	99.39%	99.42%
Outstanding delinquent taxes (2)	\$ 117,021	\$ 139,888	\$ 122,185	\$ 122,747
Outstanding delinquent taxes as percentage of current levy	0.64%	0.71%	0.61%	0.58%

(1) Total amount of tax collections received in subsequent years.

(2) Outstanding delinquent taxes based on the current levy.

**Fiscal Year**

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
\$ 22,423,830	\$ 24,611,681	\$ 27,001,086	\$ 29,685,764	\$ 31,563,309	\$ 34,520,007
\$ 21,865,661	\$ 23,892,720	\$ 26,416,758	\$ 28,878,775	\$ 30,729,241	\$ 33,480,249
97.51%	97.08%	97.84%	97.28%	97.36%	96.99%
<u>398,891</u>	<u>517,195</u>	<u>321,690</u>	<u>407,072</u>	-	-
<u>\$ 22,264,552</u>	<u>\$ 24,409,915</u>	<u>\$ 26,738,448</u>	<u>\$ 29,285,847</u>	<u>\$ 30,729,241</u>	<u>\$ 33,480,249</u>
99.29%	99.18%	99.03%	98.65%	97.36%	96.99%
\$ 159,278	\$ 201,766	\$ 262,638	\$ 399,917	\$ 834,068	\$ 1,039,758
0.71%	0.82%	0.97%	1.35%	2.64%	3.01%

**CITY OF BAYTOWN, TEXAS**  
**RATIOS OF OUTSTANDING DEBT BY TYPE**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2011	2012	2013	2014
<b>Governmental Activities:</b>				
General obligation bonds	\$ 62,836,800	\$ 78,939,100	\$ 92,419,850	\$ 104,834,650
Certificates of obligation	12,785,000	13,140,000	10,945,000	10,320,000
Alternative minimum tax bonds	375,000	-	-	-
Capital leases	3,150,454	2,874,038	2,667,325	2,579,696
Premiums	860,245	3,014,470	3,077,237	4,702,742
<b>Business-Type Activities:</b>				
Revenue bonds	8,268,200	5,650,900	4,145,150	-
General obligation bonds	-	-	-	2,695,350
Certificates of obligation	87,030,000	73,120,000	85,315,000	83,940,000
Premiums	91,077	78,663	473,537	866,564
<b>Total Primary Government</b>	<b>\$ 175,396,776</b>	<b>\$ 176,817,171</b>	<b>\$ 199,043,099</b>	<b>\$ 209,939,002</b>
Percentage of personal income	11.3%	10.3%	12.5%	11.5%
Per capita	\$ 2,425	\$ 2,409	\$ 2,692	\$ 2,783

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

**Fiscal Year**

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
\$ 109,014,950	\$ 100,829,041	\$ 92,604,605	\$ 84,852,517	\$ 88,109,496	\$ 74,012,321
16,275,000	33,015,000	31,510,000	53,815,000	28,028,908	46,160,000
-	-	-	-	-	-
2,273,274	1,956,981	1,633,804	1,303,593	966,194	621,452
5,698,278	7,978,804	7,408,272	8,757,473	-	8,851,148
-	-	-	-	-	-
16,090,050	42,425,959	40,325,395	36,947,483	45,785,504	30,732,680
62,525,000	26,710,000	24,270,000	23,115,000	39,561,092	38,735,000
2,363,321	6,487,181	6,000,949	5,514,717	-	4,762,837
<u>\$ 214,239,873</u>	<u>\$ 219,402,966</u>	<u>\$ 203,753,025</u>	<u>\$ 214,305,783</u>	<u>\$ 202,451,194</u>	<u>\$ 203,875,438</u>
13.1%	12.4%	10.7%	9.9%	8.4%	8.2%
\$ 2,814	\$ 2,770	\$ 2,434	\$ 2,413	\$ 2,184	\$ 2,193

**CITY OF BAYTOWN, TEXAS**  
**RATIO OF GENERAL BONDED DEBT OUTSTANDING**  
 Last Ten Fiscal Years

	Fiscal Year			
	2011	2012	2013	2014
<b>Net Taxable Assessed Value</b>				
All property	\$ 2,441,722,934	\$ 2,408,945,951	\$ 2,490,463,236	\$ 2,619,762,574
<b>Net Bonded Debt</b>				
Gross bonded debt	76,857,045	95,093,570	106,442,087	119,857,392
Less debt service funds	292,736	1,229,116	3,715,519	5,418,953
<b>Total Net Bonded Debt</b>	<u>\$ 76,564,309</u>	<u>\$ 93,864,454</u>	<u>\$ 102,726,568</u>	<u>\$ 114,438,439</u>
<b>Ratio of Net Bonded Debt to Assessed Value</b>	3.14%	3.90%	4.12%	4.37%
<b>Population</b>	72,339	73,413	72,418	73,972
<b>Net Bonded Debt per Capita</b>	\$ 1,058	\$ 1,279	\$ 1,419	\$ 1,547

<b>Fiscal Year</b>					
<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$ 2,762,640,123	\$ 3,026,608,465	\$ 3,333,784,968	\$ 3,680,049,725	\$ 3,961,604,388	\$ 4,397,651,697
130,988,228	141,822,845	131,522,877	147,424,990	135,590,229	129,023,469
4,895,113	2,940,258	2,632,347	3,816,355	5,050,333	6,269,499
<u>\$ 126,093,115</u>	<u>\$ 138,882,587</u>	<u>\$ 128,890,530</u>	<u>\$ 143,608,635</u>	<u>\$ 130,539,896</u>	<u>\$ 122,753,970</u>
4.56%	4.59%	3.87%	3.90%	3.30%	2.79%
76,127	79,215	83,724	88,830	92,679	92,984
\$ 1,656	\$ 1,753	\$ 1,539	\$ 1,617	\$ 1,409	\$ 1,320



**CITY OF BAYTOWN, TEXAS**  
**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT**  
For the Year Ended September 30, 2020

<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)	\$ 1,720,772,125	0.86%	\$ 14,798,640
Harris County Dept. of Education	6,320,000	0.86%	54,352
Harris County MUD #459	11,860,000	100.00%	11,860,000
Harris County Flood Control	83,075,000	0.86%	714,445
Harris County Hospital District	86,050,000	0.86%	740,030
Goose Creek Independent School District	665,386,000	28.66%	190,699,628
Lee College District	39,460,000	27.24%	10,748,904
Port of Houston Authority	492,439,397	0.86%	4,234,979
Chambers County (2)	51,335,000	1.84%	944,564
Subtotal, overlapping debt	3,156,697,522		234,795,542
<b>City direct debt</b>	<b>129,644,921</b>	<b>100.00%</b>	<b>129,644,921</b>
<b>Total Direct and Overlapping Debt</b>			<b>\$ 364,440,463</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			
	2011	2012	2013	2014
<b>Gross Revenues</b>	\$ 33,456,570	\$ 35,369,368	\$ 34,022,544	\$ 35,990,349
<b>Operating Expenses (1)</b>	20,866,590	22,553,420	22,570,370	23,234,448
<b>Net Revenues Available for Debt Service</b>	<u>\$ 12,589,980</u>	<u>\$ 12,815,948</u>	<u>\$ 11,452,174</u>	<u>\$ 12,755,901</u>
<b>Debt Service Requirements (2)</b>				
Principal	\$ 2,617,300	\$ 1,505,750	\$ 1,620,000	\$ -
Interest	4,025,737	3,274,771	3,123,765	-
<b>Total</b>	<u>\$ 6,643,037</u>	<u>\$ 4,780,521</u>	<u>\$ 4,743,765</u>	<u>\$ -</u>
<b>Coverage</b>	1.90	2.68	2.41	-

- (1) Total operating expenses less depreciation  
(2) Includes revenue bonds only

<b>Fiscal Year</b>					
<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
\$ 39,044,709	\$ 40,811,009	\$ 40,998,750	\$ 43,301,862	\$ 42,415,981	\$ 46,051,831
<u>24,953,929</u>	<u>25,981,703</u>	<u>28,327,663</u>	<u>28,264,773</u>	<u>26,043,889</u>	<u>29,416,895</u>
<u><u>\$ 14,090,780</u></u>	<u><u>\$ 14,829,306</u></u>	<u><u>\$ 12,671,087</u></u>	<u><u>\$ 15,037,089</u></u>	<u><u>\$ 16,372,092</u></u>	<u><u>\$ 16,634,936</u></u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u><u>\$ -</u></u>					
-	-	-	-	-	-

**CITY OF BAYTOWN, TEXAS**  
**DEMOGRAPHIC AND ECONOMIC STATISTICS**  
**Last Ten Fiscal Years**

	Fiscal Year			
	2011	2012	2013	2014
Population (1)	72,339	73,413	73,950	75,424
Personal income	\$ 1,546,318,464	\$ 1,709,495,118	\$ 1,588,963,650	\$ 1,822,625,836
Per capita personal income (2)	\$ 21,376	\$ 23,286	\$ 21,487	\$ 24,165
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)	21,516	21,793	21,663	21,723
Unemployment rate (5)	11.60%	9.50%	8.60%	6.40%

Data sources:

- (1) Prior years from either Census or City Planning Department. FY17 provided by Applied Geographic Solutions (AGS).  
FY18 from Population.us. FY19 from Official Statement
- (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&19 US Census Bureau (Quickfacts)
- (3) Wikipedia - Baytown, Texas
- (4) Texas Education Agency
- (5) Texas Workforce Commission

<b>Fiscal Year</b>					
<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
76,127	79,215	83,724	88,830	92,679	92,984
\$1,631,325,483	\$1,773,069,345	\$1,912,591,056	\$2,169,672,750	\$2,421,331,554	\$2,474,769,160
\$ 21,429	\$ 22,383	\$ 22,844	\$ 24,425	\$ 26,126	\$ 26,615
31.0	31.0	32.9	32.4	32.7	32.8
19.5	14.8	14.8	14.8	14.8	14.8
22,915	22,320	23,748	23,795	23,837	23,926
6.00%	6.40%	10.40%	8.10%	6.60%	9.60%



# CITY OF BAYTOWN, TEXAS

## PRINCIPAL EMPLOYERS

Current Fiscal Year and Nine Years Ago

Employer	Fiscal Year					
	2020			2011		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Exxon Mobil-Baytown Complex	3,785	1	6.91%	3,785	1	12.71%
Goose Creek Consolidated Independent School District	3,015	2	5.50%	2,928	2	9.83%
Houston Methodist Baytown Hospital	1,699	3	3.10%	1,621	3	5.44%
Covestro	1,100	4	2.01%	967	4	3.25%
Chevron Phillips	980	5	1.79%	637	6	2.14%
City of Baytown	875	6	1.60%	743	5	2.49%
Lee College	691	7	1.26%	355	8	1.19%
Wal-Mart Distribution Center	600	8	1.10%	550	7	1.85%
JSW Steel	402	9	0.73%	n/a	n/a	n/a
Borusan Mannesman	206	10	0.38%	n/a	n/a	n/a
Home Depot Distribution Center	-	-	0.00%	319	9	1.07%
TMK-IPSCO	-	-	0.00%	215	10	0.72%
<b>Total</b>	<b>13,353</b>		<b>24.38%</b>	<b>12,120</b>		<b>40.69%</b>

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			
	2011	2012	2013	2014
<b>General Fund:</b>				
General government	91.40	92.40	92.40	93.40
Public safety				
Police				
Officers	129.00	131.00	137.00	143.00
Civilians	51.00	49.00	49.00	50.00
Fire				
Firefighters and officers	106.00	106.00	112.00	140.00
Civilians	6.00	6.00	6.00	10.00
Other public safety	50.00	49.00	53.00	26.00
Public works	49.50	44.50	44.50	43.50
Public health	23.00	22.00	23.00	23.00
Parks, recreation, and culture	65.00	64.00	64.00	64.00
<b>General Fund Total</b>	<u>570.90</u>	<u>563.90</u>	<u>580.90</u>	<u>592.90</u>
<b>Hotel/Motel Fund</b>	-	1.00	1.00	2.00
<b>Enterprise Fund:</b>				
Aquatics	-	2.00	2.00	3.00
Water and sewer	113.85	116.85	117.85	122.85
Sanitation	12.50	12.50	12.50	13.50
Storm water utility	3.00	4.00	4.00	4.00
Internal service	12.00	12.00	12.00	12.00
<b>Enterprise Fund Total</b>	<u>141.35</u>	<u>147.35</u>	<u>148.35</u>	<u>155.35</u>
<b>Program Funds:</b>				
Community development block grant	4.50	4.50	4.50	4.50
High intensity drug trafficking area	0.25	0.25	0.25	0.25
Miscellaneous police	3.00	4.00	4.00	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	2.00	2.00
Municipal court special revenue	1.00	-	2.00	2.00
Wetlands education and recreation center	2.00	2.00	2.00	2.00
Capital improvement program	3.00	3.00	3.00	3.00
Capital improvement program fund -water and sewer	-	-	-	1.00
Municipal Development District	-	-	2.00	3.00
Baytown Nature Center	-	-	1.00	1.00
Workers' compensation	1.00	1.00	1.00	1.00
<b>Program Funds Total</b>	<u>30.75</u>	<u>30.75</u>	<u>36.75</u>	<u>38.75</u>
<b>Total</b>	<u><u>743.00</u></u>	<u><u>743.00</u></u>	<u><u>767.00</u></u>	<u><u>789.00</u></u>

**Fiscal Year**

<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
94.90	96.90	99.90	107.90	110.90	117.90
150.00	150.00	153.00	157.00	157.00	157.00
49.00	49.00	51.00	49.00	49.00	49.00
147.00	147.00	155.00	156.00	157.00	161.00
9.00	9.00	13.00	13.00	13.00	15.00
26.00	26.00	26.00	26.00	26.00	27.00
43.50	40.50	40.50	41.50	43.00	45.00
23.00	25.00	28.00	30.00	35.00	36.00
63.00	64.00	67.00	70.00	74.00	77.00
<u>605.40</u>	<u>607.40</u>	<u>633.40</u>	<u>650.40</u>	<u>664.90</u>	<u>684.90</u>
2.00	2.00	5.00	3.00	3.00	3.00
4.00	4.00	4.00	4.00	5.00	5.00
122.85	120.85	124.85	124.85	124.85	132.85
13.50	13.50	13.50	13.50	13.00	13.00
4.00	16.00	16.00	21.00	21.00	21.00
12.00	12.00	12.00	12.00	12.00	12.00
<u>156.35</u>	<u>166.35</u>	<u>170.35</u>	<u>175.35</u>	<u>175.85</u>	<u>183.85</u>
4.00	4.00	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	14.00	18.00
15.00	15.00	15.00	15.00	15.00	15.00
2.00	2.00	3.00	3.00	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	4.00	4.00	4.00
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	1.00	1.00
<u>38.25</u>	<u>41.25</u>	<u>45.25</u>	<u>52.25</u>	<u>53.25</u>	<u>58.25</u>
<u>802.00</u>	<u>817.00</u>	<u>854.00</u>	<u>881.00</u>	<u>897.00</u>	<u>930.00</u>

# CITY OF BAYTOWN, TEXAS

## OPERATING INDICATORS BY FUNCTION

Last Ten Fiscal Years

<b>Function</b>	<b>Fiscal Year</b>			
	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Police:</b>				
Arrests	6,880	6,806	5,877	5,717
Accident reports	1,900	1,899	1,980	2,207
Citations	15,186	16,120	21,731	17,904
Offense reports	13,352	14,800	15,144	14,911
Calls for service	49,024	46,175	48,988	55,045
<b>Fire:</b>				
Medical responses	3,224	3,700	5,039	9,577
Fire/rescue incidents	1,868	1,596	2,097	2,301
Response times:				
Five minutes or less for the arrival of the first arriving engine company for a fire	66.60%	69.65%	65.86%	61.81%
Nine minutes or less for the deployment of a full first alarm assignment at a fire suppression incident	72.54%	86.36%	91.03%	85.44%
<b>Water:</b>				
Number of water customers	21,903	22,104	22,212	22,417
Source	Trinity River	Trinity River	Trinity River	Trinity River
Average daily water usage (millions of gallons)	12.92	12.01	12.58	12.70
Number of million gallons of surface water pumped	5.26	5.14	4.26	4.64
Number of million gallons of well water pumped	8.06	0.60	0.53	2.13
Peak daily consumption (millions of gallons)	24.63	20.92	18.55	17.11
<b>Sewer:</b>				
Number of sewer connections	21,086	21,241	21,316	21,513
Average daily treatment (millions of gallons)	10.30	9.53	12.23	10.44
Total consumption (billions of gallons)	3.76	3.48	4.46	3.81
Peak daily consumption (millions of gallons)	35.39	35.39	40.16	35.95

Data source: various City departments

\* In 2009, the new reporting software calculates the response times using the National Fire Protection Association 1710.

Fiscal Year					
2015	2016	2017	2018	2019	2020
5,637	5,584	5,589	5,121	4,882	3,460
2,594	2,676	2,619	2,402	2,228	2,172
20,144	23,817	25,878	26,714	22,457	14,431
14,788	15,014	14,226	14,217	14,148	13,455
67,765	70,236	71,448	72,639	74,859	70,477
9,999	10,568	8,992	10,933	11,559	10,866
2,513	2,345	3,189	2,602	2,767	2,558
59.82%	59.70%	54.72%	51.60%	59.14%	63.51%
86.21%	83.52%	84.00%	84.40%	84.95%	56.75%
22,599	21,398	21,731	21,912	22,148	23,810
Trinity River					
11.11	11.55	11.61	12.12	11.58	12.32
4.07	4.23	5.41	5.13	4.23	4.97
0.19	0.58	0.48	0.52	0.55	0.631
16.69	18.71	17.37	17.52	19.21	18.35
21,705	20,553	20,887	21,043	21,276	22,344
13.28	13.07	11.99	11.67	12.06	10.93
4.75	4.77	4.34	4.04	4.47	3.70
56.06	55.49	41.20	39.19	48.27	27.57

**CITY OF BAYTOWN, TEXAS**  
**CAPITAL ASSET STATISTICS BY FUNCTION**  
 Last Ten Fiscal Years

Function	Fiscal Year			
	2011	2012	2013	2014
Police:				
Stations	3	3	3	3
Patrol units	83	87	87	93
Fire stations	6	6	6	7
Other public works:				
Streets (miles)	409	429	429	431
Streetlights	4,641	4,728	5,098	4,911
Parks and recreation:				
Parks	47	47	47	50
Parks acreage	1,084	1,084	1,084	1,151
Parks - developed	967	967	967	972
Parks - undeveloped	117	117	117	179
Swimming pools	1	-	-	-
Spraygrounds	2	4	4	5
Baseball/softball diamonds	22	22	22	22
Tennis courts	7	4	4	4
Community centers	1	1	1	1
Water parks	2	2	2	2
Quick soccer courts	-	2	2	2
Water:				
Water mains (miles)	383	385	390	398
Fire hydrants	1,860	1,896	1,937	2,003
System capacity (millions of gallons)	26 MGD	26 MGD	26 MGD	26 MGD
Sewer:				
Sanitary sewers (miles)	366	367	372	377
Storm sewers (miles)	169	172	173	174
Treatment plant capacity (millions of gallons)	20.2 MGD	20.2 MGD	20.2 MGD	24.2 MGD

Data source: various City departments

Fiscal Year						
2015	2016	2017	2018	2019	2020	
3	3	3	3	3	3	3
94	100	100	104	111	109	109
7	8	8	8	8	8	8
447	468	471	484	499	514	514
5,124	5,443	5,504	5,617	5,911	6,096	6,096
50	52	53	53	53	55	55
1,151	1,290	1,292	1,292	1,292	1,319	1,319
972	1,120	1,122	1,122	1,122	1,123	1,123
179	179	170	170	170	196	196
-	-	-	-	-	-	-
5	5	6	6	6	6	6
22	22	2	22	22	22	22
4	4	4	4	4	4	4
1	1	1	1	1	1	1
2	2	2	2	2	2	2
2	2	2	2	3	3	3
399	400	402	403	404	420	420
2,431	2,545	2,618	2,637	2,690	2,850	2,850
26 MGD	26 MGD	26 MGD	26 MGD	26 MGD	26 MGD	26 MGD
382	384	400	397	402	409	409
175	180	183	186	190	194	194
24.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD	24.2 MGD



## CITY OF BAYTOWN BUDGET GLOSSARY

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 BUDGET GLOSSARY

- 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 BUDGET GLOSSARY

**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 BUDGET GLOSSARY

**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 BUDGET GLOSSARY

**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 BUDGET GLOSSARY

**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 BUDGET GLOSSARY

**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 BUDGET GLOSSARY**

***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 legislature 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 BUDGET GLOSSARY**

***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. 14,803

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BAYTOWN, TEXAS, ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, 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, 2021, and ending September 30, 2022, 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, 2021, and ending September 30, 2022, 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, 2021, and ending September 30, 2022.

Section 2: That the sum of ONE HUNDRED THIRTY-SIX MILLION NINE HUNDRED EIGHTEEN THOUSAND FOUR HUNDRED ELEVEN AND NO/100 DOLLARS (\$136,918,411.00) 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-FIVE MILLION TWO HUNDRED SEVENTY-SIX THOUSAND FIVE HUNDRED NINETEEN AND NO/100 DOLLARS (\$25,276,519.00) 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 SIX HUNDRED NINE THOUSAND SEVEN HUNDRED FIFTEEN AND NO/100 DOLLARS (\$4,609,715.00) 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 ONE HUNDRED EIGHTY-FIVE THOUSAND TWO HUNDRED FORTY-FIVE AND NO/100 DOLLARS (\$4,185,245.00) 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-NINE MILLION NINE HUNDRED SEVENTY THOUSAND SEVEN HUNDRED FIFTY-THREE AND NO/100 DOLLARS (\$49,970,753.00) is hereby appropriated out of the Water and Sewer Fund for Operating Expenses and Capital Outlay Costs.

Section 7: That the sum of NINE MILLION TWO HUNDRED NINETY-SEVEN THOUSAND FORTY-SEVEN AND NO/100 DOLLARS (\$9,297,047.00) 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 SEVEN MILLION FIFTY-FIVE THOUSAND EIGHT HUNDRED TWO AND NO/100 DOLLARS (\$7,055,802.00) 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 FOUR MILLION NINE HUNDRED NINETY-SIX THOUSAND TWO HUNDRED NINETY AND NO/100 DOLLARS (\$4,996,290.00) 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 SIX HUNDRED NINETEEN THOUSAND SEVEN HUNDRED SIXTY AND NO/100 DOLLARS (\$2,619,760.00) 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 THREE HUNDRED FIFTY-THREE THOUSAND NINE HUNDRED THIRTY-SEVEN AND NO/100 DOLLARS (\$353,937.00) 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, 2022, 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 26<sup>th</sup> day of August, 2021.

  
BRANDON CAPETILLO, Mayor

ATTEST:

  
ANGELA JACKSON, Interim City Clerk



APPROVED AS TO FORM:

  
KAREN L. HORNER, City Attorney

ORDINANCE NO. 14,828

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, 2022, 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 \$0.48931 per \$100 valuation for maintenance and operations, together with the proposed tax rate of \$0.29569 per \$100 valuation for debt service, does not exceed either the no-new revenue tax rate or the voter-approval tax rate; and

WHEREAS, 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, 2022; 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, 2022, an ad valorem tax rate of \$0.48931 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, 2021, 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 \$0.48931, 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, 2021, 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, 2022, an ad valorem tax rate of \$0.29569 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, 2021, 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 \$0.29569, 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, 2021, 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 9<sup>th</sup> day of September, 2021.

  
BRANDON CAPETILLO, Mayor

ATTEST:

  
ANGELA JACKSON, Interim City Clerk



APPROVED AS TO FORM:

  
KAREN L. HORNER, City Attorney

ORDINANCE NO. 14,471

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BAYTOWN, TEXAS, ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR, BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021, 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, 2020, and ending September 30, 2021, 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, 2020, and ending September 30, 2021, 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, 2020, and ending September 30, 2021.

Section 2: That the sum of ONE HUNDRED EIGHTEEN MILLION ONE HUNDRED THIRTY-NINE THOUSAND SEVEN HUNDRED EIGHTY-FOUR AND NO/100 DOLLARS (\$118,139,784.00) 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-FOUR MILLION NINE HUNDRED SIXTY-FIVE THOUSAND TWENTY-EIGHT AND NO/100 DOLLARS (\$24,965,028.00) 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 TWO MILLION TWO HUNDRED NINETY-TWO THOUSAND SEVEN HUNDRED FOUR AND NO/100 DOLLARS (\$2,292,704.00) 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 TWO HUNDRED SIX THOUSAND TWO HUNDRED SEVENTY-SIX AND NO/100 DOLLARS (\$4,206,276.00) 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-SEVEN MILLION TWO HUNDRED THIRTY-FIVE THOUSAND ONE HUNDRED EIGHTY-SEVEN AND NO/100 DOLLARS (\$47,235,187.00) is hereby appropriated out of the Water and Sewer Fund for Operating Expenses and Capital Outlay Costs.

Section 7: That the sum of EIGHT MILLION EIGHT HUNDRED SIXTY-NINE THOUSAND THREE HUNDRED SEVENTY-EIGHT AND NO/100 DOLLARS (\$8,869,378.00) 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-TWO THOUSAND SIX HUNDRED SEVENTEEN AND NO/100 DOLLARS (\$6,672,617.00) 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 ONE HUNDRED FORTY-NINE THOUSAND TWO HUNDRED FORTY-NINE AND NO/100 DOLLARS (\$3,149,249.00) 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 EIGHTY-FIVE THOUSAND SIX HUNDRED NINETY-FOUR AND NO/100 DOLLARS (\$2,385,694.00) 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 THREE HUNDRED FIVE THOUSAND NINE HUNDRED SEVENTY AND NO/100 DOLLARS (\$305,970.00) 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, 2021, 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 31<sup>st</sup> day of August, 2020.

  
BRANDON CAPETILLO, Mayor

ATTEST:

  
LETICIA BRYSCH, City Clerk

APPROVED AS TO FORM:

  
KAREN L. HORNER, Interim City Attorney



ORDINANCE NO. 14,506

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, 2021, 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 \$0.484 per \$100 valuation for maintenance and operations, together with the proposed tax rate of \$0.31115 per \$100 valuation for debt service, does not exceed either the no-new revenue tax rate or the voter-approval tax rate; and

WHEREAS, 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, 2021; 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, 2021, an ad valorem tax rate of \$0.484 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, 2020, 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 \$0.484, 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, 2020, 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, 2021, an ad valorem tax rate of \$0.31115 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, 2020, 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 \$0.31115, 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, 2020, as valued by the Harris County Appraisal District or the Chambers County Appraisal District and made taxable by law.

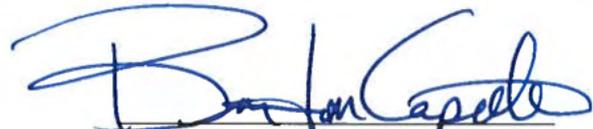
Section 6: That the Tax Assessor and Collector of the City of Baytown is hereby directed to assess, extend and enter upon the Tax Rolls of the City of Baytown, Texas, for the current year the amounts and rates herein levied, and to keep a current account of same. All collection of such taxes, as well 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 24<sup>th</sup> day of September, 2020.

  
BRANDON CAPETILLO, Mayor

ATTEST:

  
LETICIA BRYSCH, City Clerk

APPROVED AS TO FORM:

  
KAREN L. HORNER, Interim City Attorney







**CITY OF BAYTOWN**  
**2401 Market Street**  
**P.O. Box 424**  
**Baytown, Texas 77522-0424**  
**[www.baytown.org](http://www.baytown.org)**