

City of Baytown, Texas

Compliance Report

For the Fiscal Year Ended September 30, 2024



City of Baytown, Texas
Compliance Report
For the Fiscal Year Ended September 30, 2024
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Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Honorable Mayor
and City Council
City of Baytown, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Baytown, Texas (the City), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated June 12, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as item 2024-001 that we consider to be material weaknesses.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Honorable Mayor
and City Council
City of Baytown, Texas

The City's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

The Woodlands, Texas
June 12, 2025

Independent Auditor's Report on Compliance for Each Major Federal Program, Report on Internal Control over Compliance, and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

To the Honorable Mayor
and City Council
City of Baytown, Texas

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Baytown, Texas (the City)'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended September 30, 2024. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

The Honorable Mayor
and City Council
City of Baytown, Texas

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Baytown, Texas as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon, dated June 12, 2025, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

The Woodlands, Texas
June 12, 2025

City of Baytown, Texas
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended September 30, 2024

Federal Grantor/ Pass-Through Grantor/ Program Title	Assistance Listing Number	Grant/Contract Number	Expenditures
U.S. DEPARTMENT OF JUSTICE			
Direct Award:			
Justice Assistance Grant Program	16.738	15PBJA-23-GG-03814	\$ 24,417
TOTAL U.S. DEPARTMENT OF JUSTICE			<u>24,417</u>
U.S. DEPARTMENT OF TREASURY			
Direct Award:			
COVID-19 American Rescue Plan Act	21.027	(ARPA)	1,527,009
TOTAL U.S. DEPARTMENT OF TREASURY			<u>1,527,009</u>
OFFICE OF NATIONAL DRUG CONTROL POLICY			
Direct Award:			
High Intensity Drug Trafficking Area Program	95.001	G21HN0005A	89,781
High Intensity Drug Trafficking Area Program	95.001	G22HN0005A	322,632
High Intensity Drug Trafficking Area Program	95.001	G23HN0005A	1,846,265
Total assistance listing number			<u>2,258,678</u>
TOTAL OFFICE OF NATIONAL DRUG CONTROL POLICY			<u>2,258,678</u>
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Passed through Texas General Land Office:			
Lincoln Cedars & Julia Ann Villa Drainage Project	14.228	20-065-113-C310	4,650
EDWWTP Phase 1 Rehabilitation Project	14.228	D2017-040 (19-147-002-B490)	2,711,200
W. Texas Avenue Drainage Improvement(MIT)	14.228	22-082-020-D258	132,534
EDWWTP Rehabilitation Project Phase II (CDBG-MIT)	14.228	22-085-012-D240	1,637,092
Total assistance listing number			<u>4,485,476</u>
Direct Award:			
CDBG Entitlement Grants Cluster:			
Community Development Block Grant - CARES Act	14.218	B-20-MW-48-0033 (CDBG-CV)	26,103
Community Development Block Grant	14.218	B23-MC-48-0033	714,660
Total CDBG Entitlement Grants Cluster			<u>740,763</u>
TOTAL U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			<u>5,226,239</u>
U.S. DEPARTMENT OF HOMELAND SECURITY			
Passed through Homeland Security Grants Division:			
Baytown: Enhance EOC	97.067	4892801	53,244
BFD: Sustain SC-TRT-Rescue	97.067	4900601	24,435
BFD: HazMat Team - Soft Targets Protection	97.067	4901501	56,790
Total assistance listing number			<u>134,469</u>
2022 Assistance to Firefighter Grant	97.044	EMW-2022-FG-00739	111,308
Passed through Texas Department of Public Safety:			
2022 Port Security Grant Program	97.056	EMW-2022-PU-00125	554,005
2023 Port Security Grant Program	97.056	EMW-2023-PU-00359	125,671
Total assistance listing number			<u>679,676</u>
TOTAL U.S. DEPARTMENT OF HOMELAND SECURITY			<u>925,453</u>
U.S. DEPARTMENT OF TRANSPORTATION			
Passed through Harris County:			
Federal Transit Cluster:			
Sidewalk Improvement Project - Phase II	20.507	N/A	356,153
Total Federal Transit Cluster			<u>356,153</u>
TOTAL U.S. DEPARTMENT OF TRANSPORTATION			<u>356,153</u>
INSTITUTE OF MUSEUM AND LIBRARY SERVICES			
Passed through Texas State Library and Archives Commission:			
Interlibrary Loan Reimbursement Program	45.310	903597	7,955
TOTAL INSTITUTE OF MUSEUM AND LIBRARY SERVICES			<u>7,955</u>
NATIONAL PARKS SERVICES			
Pass through Texas Parks and Wildlife			
Sub-Award Funded Thru National Parks Service	15.916	N/A	113,400
TOTAL NATIONAL PARKS SERVICES			<u>113,400</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u>\$ 10,439,304</u>

The Notes to the Schedule of Expenditures of Federal Awards are an integral part of this schedule.

City of Baytown, Texas

Notes to the Schedule of Expenditures of Federal Awards

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the City of Baytown, Texas (the City) under programs of the federal government for the year ended September 30, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position or cash flows of the City.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3. Indirect Cost Rate

The City has elected to use the 10% de minimis indirect cost rate as allowed in the Uniform Guidance, section 414.

Note 4. Relationship to Federal Financial Reports

Grant expenditure reports which have been submitted to grantor agencies will, in some cases, differ slightly from amounts disclosed herein. The reports prepared for grantor agencies are typically prepared at a later date and often reflect refined estimates of year-end accruals. The reports will agree at termination of the grant as the discrepancies noted are timing differences.

Note 5. Expenditures from a Prior Fiscal Year

The \$113,400 of expenditures reporting in ALN#15.916 were incurred in the prior fiscal year.

City of Baytown, Texas

Schedule of Findings and Questioned Costs
For the Fiscal Year Ended September 30, 2024

Section 1. Summary of Auditor's Results

Financial Statements

- | | |
|---|---------------|
| 1. Type of auditor's report issued | Unmodified |
| 2. Internal control over financial reporting: | |
| <i>a.</i> Material weakness(es) identified? | 2024-001 |
| <i>b.</i> Significant deficiency(ies) identified that are not considered to be material weaknesses? | None reported |
| 3. Noncompliance material to financial statements noted? | No |

Federal Awards

- | | |
|--|---------------|
| 4. Internal control over major programs: | |
| <i>a.</i> Material weakness(es) identified? | No |
| <i>b.</i> Significant deficiency(ies) identified that are not considered to be material weaknesses? | None reported |
| 5. Type of auditor's report issued on compliance with major programs | Unmodified |
| 6. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? | No |
| 7. Identification of major programs:
21.027 – COVID 19 American Rescue Plan Act
14.228 – Community Development Block Grant | |
| 8. Dollar threshold used to distinguish between Type A and Type B federal programs | \$750,000 |
| 9. Auditee qualified as a low-risk auditee? | No |

City of Baytown, Texas

Schedule of Findings and Questioned Costs - Continued

For the Fiscal Year Ended September 30, 2024

Section 2. Financial Statement Findings

2024-001

Material Weakness in Internal Control over Financial Reporting: Account Reconciliation

Criteria

Management is responsible for the accuracy and completeness of financial records and for establishing and maintaining effective control over financial reporting. The existence of material misstatements in the entity's financial statements is an indication of a material weakness.

Condition

Significant accounts included in the balance sheets, statement of revenues, expenditures and changes in fund balance, and statement of revenues, expenses, and changes in net position were not properly reconciled as of year-end resulting in material errors.

Cause

The City does not have an established procedural checklist for monthly or year-end account reconciliations.

Effect

The balance sheet, statement of revenues, expenditures and changes in fund balance, statement of revenues, expenses, and changes in net position were materially misstated resulting in correcting entries during the audit.

Recommendation

We recommend accounting policies be established to ensure accounts are reconciled either monthly or annually, as appropriate, to supporting schedules.

Views of Responsible Officials and Planned Corrective Actions

See Corrective Action Plan.

Section 3. Federal Award Findings and Questioned Costs

None reported.

City of Baytown, Texas

Summary Schedule of Prior Audit Findings
For the Fiscal Year Ended September 30, 2024

Section 4. Summary of Prior Year Findings

None



CITY OF BAYTOWN

FINANCE

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June 12, 2025

Corrective Action Plan

2024-001 Material Weakness in Internal Control over Financial Reporting: Account Reconciliation

Corrective Action Plan:

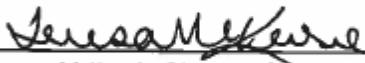
The City will implement a standardized checklist for monthly and year-end closing procedures. It will serve as a control to ensure all transactions are timely and accurately recorded in the general ledger. This measure aims to enhance the reliability and completeness of the financial statements.

Person(s) Responsible:

Chief Financial Officer
Assistant Director of Finance

Anticipated Completion Date:

Anticipated date of completion on or before September 30, 2025.


Teresa McKenzie, Director of Finance