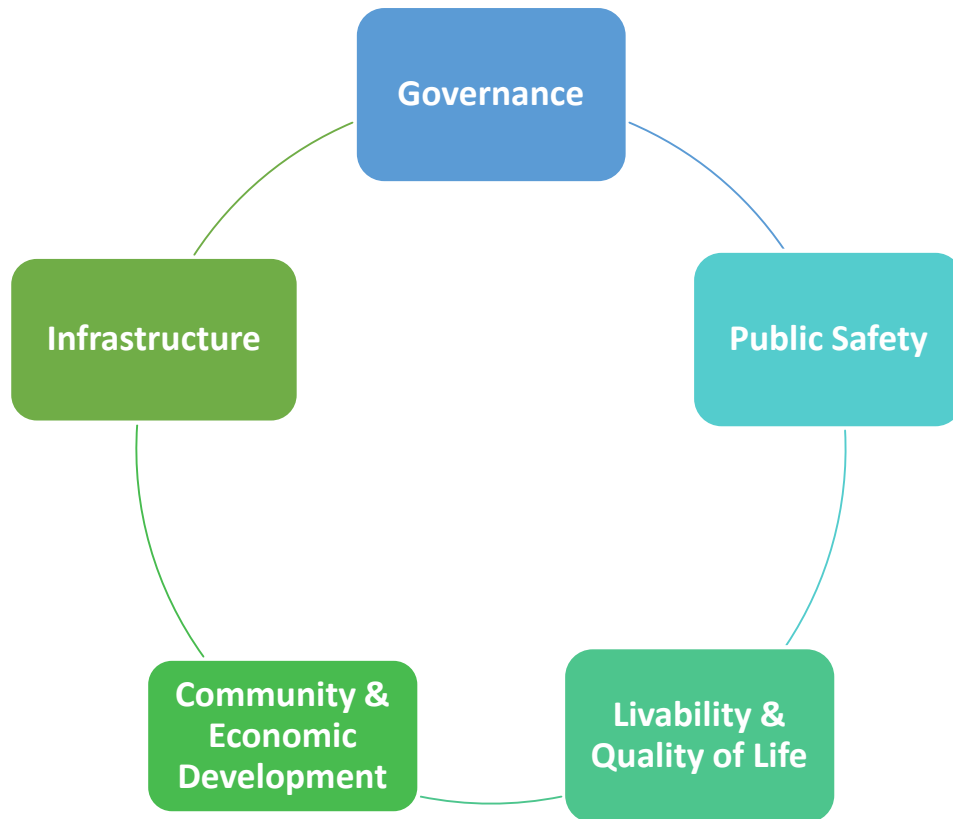




# **CITY OF BAY CITY**

## **Accomplishments FY 2024**

### **Areas of Emphasis:**



## 2024 Departmental Accomplishments – City Council Goals and Vision 2040 Comprehensive Plan

The section below shows the linkage of our short-term departmental accomplishments to long-term council goals.

### Governance

#### Fiscal Year 2024 Departmental Accomplishments

##### Administration

- Continued staff development through CoachHub for Directors and Supervisors
- Assisted with locating and purchase of new Public Safety headquarters
- Worked with Directors to Develop a list of City owned properties for designation as surplus
- Collaborated with BCCDC on redevelopment of Texas Theater
- Initiated the creation of internal and external newsletters to enhance communication
- Provided customer service training for all staff
- Coordinated Strategic Planning meetings for the City
- Explored as part of the Pool Task Force short- and long-term pool management options
- Assisted with the proposed TIRZ 5 boundaries to focus on redevelopment of the City
- Partnered with BNSF to have the railroad crossing replaced and also repaired railroad crossings and 6<sup>th</sup> street and 8<sup>th</sup> street

##### City Secretary Department

- Continued organization and update of the City Code of Ordinances both hardcopy and online
- Continued to pursue opportunities which will enhance the Department's ability to provide accurate and timely information to City Council, Mayor, City Departments, and citizens
- Maintained records and appointment processes of board membership and terms of all City board participation
- Upgraded Laserfiche Electronic Document Management and provided more licenses

## **Human Resources Department**

- Continued performance-based merit increases
- Updated and implemented salary ranges with market findings
- Created City-wide Intranet
- Amended personnel policies
- Coordinated with administration efforts to promote Bay City by engaging employees in a hashtag contest
- Recognized formally all City promotions, quarterly, at Council meetings
- Coordinated with Admin on employee staff appreciation

## **Municipal Court Department**

- Held successful Warrant Resolution Campaign, clearing 75 Class C Warrants
- Optimized our electronic records storage and retention policy
- Enhanced warrant service and processing with addition of Warrant Officer/Bailiff
- Utilized City of Bay City Municipal Court Facebook page to inform the citizens of upcoming events, important court dates, Municipal Court news, city-wide event information and more
- Attended education conferences to stay well-informed of latest court trends, regulations and procedures

## **Finance Department**

- Applied for additional transparency star: Economic Development
- Earned Government Finance Officers of America (GFOA) Distinguished Budget, Popular Annual Financial Report and Annual Comprehensive Financial Report Awards
- Implemented new timekeeping system, Executime, to improve payroll process
- Explored windstorm insurance options and created risk management fund
- Transitioned to State's credit card vendor contract from current vendor

## **Public Works Departments (Streets and Utility Departments)**

- Continued to utilize City Works to track street and drainage repairs, mowing, and traffic control devices
- Empowered employees through training to improve effectiveness, techniques, and embracing customer service
- Applied division policies, city ordinances, and model codes for all developers, contractors, and citizens

## **Utility Billing**

- Completed scanning of all utility applications into Tyler Content Manager
- Implemented Text to Pay option for customers
- Created fillable online applications and other related forms
- Added E-Check option online for payment processing to improve efficiencies
- Added sign-up option for hyper reach to all applications
- Revamped various policies and procedures for uniformity
- Continued to market “Eye on Water App” to customers to help with proactive monitoring of water usage

## **Airport**

- Hosted 6<sup>th</sup> annual fly in story time event
- Promoted Airport through websites and magazine publications
- Started Airport Layout Plan with narrative

## **Information Technology**

- Revamped Library’s network to improve security and accessibility
- Updated radio inventory for asset tracking and for proper cost allocation
- Upgraded Access Control system at MSB for improved security for citizens and employees
- Implemented recommended improvements of Network deficiencies per Cybersecurity GAP Analysis
- Lead City’s website re-design project and facilitated updates
- Implemented App (See, Click, Fix) for citizens to report problems within the City
- Created a Hub and Spoke Fiber connection from outlying areas to City Hall for network communication
- Assisted with the implementation of Lexis/Nexis at Police Department
- Assisted Axon in the swap out of Mobile Cradlepoints and cameras for mobile Police units

## Public Safety

### Fiscal Year 2024 Departmental Accomplishments

#### Public Safety Departments (Police, Fire, Animal Control & Code Enforcement)

##### Police Department

- Awarded federal grant to equip officers with MDT's (Mobile Data Terminals)
- Awarded Best Practice Re-Accreditation by Texas Police Chiefs Association
- Added Peer Support Office position for employees
- Developed and implemented a Security Plan for City Council meetings
- Started "Ride to School with a Police Officer" program
- Added Flock License Plate Recognition Cameras to 12 locations within the City (install pending)
- Updated department's mission statement and Core Values

##### Fire Department

- Continued to respond quickly to extinguish fires as to minimize the loss of life, damage to property, and economic impact upon the community

##### Fire Marshal/Code Enforcement

- Completed encryption of police radios to ensure protection of protected health information and ensure officers safety
- Completed fire department pager project to ensure streamline of fire dispatching
- Focalized on recovery of delinquent liens while moderating recurrent liens filed
- Furthered the remediation and abatement of substandard structures within the City
- Continued to advance number of annual, preventative, and compliance inspections performed

## Livability & Quality of Life

### Fiscal Year 2024 Departmental Accomplishments

#### Parks Department

- Installed soccer field lighting at Hardeman Park
- Replaced windows on United Services Organization (USO) building
- Replaced pavilion at Amistad Park
- Collaborated with Bay City Gas Co. to build BMX Bike Part at City Field
- Completed renovation of Hilliard Pool- replaster, deck and baby pool feature
- Added water polo and volleyball to pool program offerings
- Worked with Tourism Department for new billboards and signage at Riverside Park
- Accepted HGAC award for Go Wild! Program
- Conducted leak detection and repairs at Hilliard Pool
- Added additional events at Riverside such as fishing tournaments and kayak rally
- Opened “Big Oak Disc Golf Course”

#### Library

- Created Library Strategic Plan for FY 2025-2029
- Developed services and programs for preserving local history by adding a document scanner, VHS to digital converter and related software
- Added Adult Education opportunities through Career Online High School
- Established Library Ordinance
- Held four large successful events: Trunk or Treat, Santa’s Fly In Storytime, Harry Potter Book Day, and Summer Reading Program
- Added Online Author Talks through funding from Bay City Library Association
- Increased Sargent programming with funding from Friends of Sargent Library
- Earned Texas Municipal Library Directors Association (TMLDA) award for 6<sup>th</sup> year in a row

## Community & Economic Development

### Fiscal Year 2024 Departmental Accomplishments

#### Administration

- Created TIRZ 5 to further economic development and redevelopment on the far west side of Highway 35, east side of Highway 35 and south Highway 60

#### Main Street- To Be Updated

#### Tourism

- Assisted with creation of Bay City TX Mobile App (See, Click, Fix)
- Sponsored/Commissioned Public Art Projects: Sato Longhorn Mural (Downtown), Scissor Wings (Main St. Salon) and #BayCityBob (Bob Ross Hide & Seek)
- Created and maintained Community calendar of events
- Created and maintained map of public art displays in Matagorda County
- Partnered with Matagorda County Eco-Tourism; developed as a Sub-Committee

#### Bay City Community Development Corporation- To Be Updated

- Partnered with City on Railroad Quiet Zone project
- Partnered with City on purchase of Public Safety headquarters
- Contributed to Police departments addition of Flock License Plate Recognition Cameras to be placed throughout the City
- Worked with City Manager to develop TIRZ 5 footprint
- Collaborated with City on development of multi-family apartment complex to be located behind Hospital

## Infrastructure

### Fiscal Year 2024 Departmental Accomplishments

#### Public Works Departments (Streets and Utility Departments)

- Obtained new equipment for asphalt repairs
- Continue street reconstruction and concrete paver projects
- Continue water and sewer line improvement projects
- Striped downtown parking spaces along 6<sup>th</sup> Street
- Worked along side developers for Valor Park & Russell Ranch subdivisions to establish roadways, signage and inspections
- Continued repairs to asphalt and concrete roads throughout the City
- Purchased and installed Harmony baler through HGAC funding

- Purchased and deployed 4 new hoppers through HGAC funding
- Began design on adsorption system on 6<sup>th</sup> Street & Avenue I (TWDB)
- Completed repairs on WWTP Clarifier #2
- Replaced receptacle and pumps at Bucks Bayou Lift Station and Bay Brook Lift Station

### **Airport**

- Completed construction of Taxiway and Drainage relocation
- Completed Runway 13/31 engineering and design phases
- Replaced AWOS (automated weather observation system) utilizing existing foundation and tower
- Replaced skid pump and hose reels at Jet-A fuel station
- Completed FAA grant for Runway 13/31 reconstruction, replacement, or overlay
- Re-striped and marked taxi lane and t-hangars
- Installed wildlife fencing along west runway property line