



CITY OF BELTON

**City Council Meeting Agenda
Tuesday, September 12, 2017 - 5:30 p.m.
Wright Room, Harris Community Center
401 N. Alexander, Belton, Texas**

Pledge of Allegiance. The Pledge of Allegiance to the U.S. Flag will be led by Cub Scout Pack 153.

Texas Pledge. The Pledge of Allegiance to the Texas Flag will be led by Cub Scout Pack 153.

"Honor the Texas flag; I pledge allegiance to thee Texas, one state under God, one and indivisible."

Invocation. The Invocation will be given by Dr. Bill Carrell, Director of Church Relations at the University of Mary Hardin-Baylor.

1. Call to order.
2. Public Comments.

Citizens who desire to address the Council on any matter may register to do so prior to this meeting and speak during this item. Forms are located on the table outside of the south side entry to the meeting room. Please state your name and address for the record, and limit your comments to three minutes. Also, please understand that while the Council appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing Staff to place the matter on a future agenda.

3. Proclamation:

Betty Martin Chapter of Daughters of the American Revolution – Constitution Week

4. Recognize Director of Planning Erin Smith for becoming an AICP Certified Planner.

Consent Agenda

Items 5-6 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

5. Consider the minutes of the August 22, 2017, City Council Meeting.
6. Consider reappointments to the following Boards and Commissions:
 - A. Civil Service Commission
 - B. Electrical Board

Miscellaneous

7. Consider appointments to the Youth Advisory Commission, administer oath of office to newly appointed members, and appoint a Chair.
8. Consider the following:
 - A. Authorize the City Manager to execute a construction contract and deductive change order with Archer Western to construct Phase I of the Temple-Belton Wastewater Treatment Plant Expansion Project, and accompanying amendment to the FY2017 Water and Sewer Fund Budget.
 - B. Authorize the City Manager to execute a contract amendment to the professional services agreement with Kasberg, Patrick and Associates engineers for construction administration and on-site representation required to construct Phase I improvements to the Temple-Belton Wastewater Treatment Plant.
9. Consider a Resolution amending Resolution 2017-19-R authorizing the City of Belton to resubmit a grant application to the Texas Department of Transportation for the 2017 Transportation Alternatives Set Aside Program (TASA).

FY 2018 Budget

10. Receive a presentation on the FY2018 – FY2022 Strategic Plan and invite public input on September 19, 2017.
11. Conduct a public hearing on the proposed 2017 Property Tax Rate used for the FY 2018 Annual Budget.
12. Conduct a public hearing for the City of Belton Budget for fiscal year beginning October 1, 2017, and ending September 30, 2018.

13. Consider setting the date, time and place of the meeting at which the FY2018 budget will be voted on.
14. Announce the date, time and place of the meeting at which the tax rate will be voted on.
15. Consider an ordinance adopting the City of Belton Fee and Rate Schedule for FY2018.

Executive Session

16. Executive Session pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.074, regarding personnel.

The City Council reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.



CITY OF BELTON

OFFICE OF THE CITY MANAGER

**City Council Meeting Agenda
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"Honor the Texas flag; I pledge allegiance to thee Texas, one state under God, one and indivisible."

Invocation. The Invocation will be given by Dr. Bill Carrell, Director of Church Relations at the University of Mary Hardin-Baylor.

1. Call to order.
2. Public Comments.

Citizens who desire to address the Council on any matter may register to do so prior to this meeting and speak during this item. Forms are located on the table outside of the south side entry to the meeting room. Please state your name and address for the record, and limit your comments to three minutes. Also, please understand that while the Council appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing Staff to place the matter on a future agenda.

3. Proclamation:

Betty Martin Chapter of Daughters of the American Revolution – Constitution Week

Vice-Regent Dorothy Wooten, of the Betty Martin Chapter of the Daughters of the American Revolution, will be present to accept the proclamation, a copy of which is enclosed.

4. Recognize Director of Planning Erin Smith for becoming an AICP Certified Planner.

Director of Planning Erin Smith recently passed her certification test, and she is now an AICP Certified Planner. We are very proud of her accomplishments.

Consent Agenda

Items 5-6 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

5. Consider the minutes of the August 22, 2017, City Council Meeting.

A copy of the minutes is attached. Recommend approval.

6. Consider reappointments to the following Boards and Commissions:

- A. Civil Service Commission
- B. Electrical Board

See Staff Report from City Clerk Amy Casey. Recommend the reappointments of Michael Elgin, Robert Bass and Casey Simpson as presented.

Miscellaneous

7. Consider appointments to the Youth Advisory Commission, administer oath of office to newly appointed members, and appoint a Chair.

See Staff Report from Director of Parks and Recreation Matt Bates who is the Staff Advisor to the Youth Advisory Commission. Recommend approval of the appointments to the Commission and the appointment of Garrett Smith as Chair. City Attorney John Messer will administer the Oath of Office to the newly appointed Commission Members.

8. Consider the following:

- A. Authorize the City Manager to execute a construction contract and deductive change order with Archer Western to construct Phase I of the Temple-Belton Wastewater Treatment Plant Expansion Project, and accompanying amendment to the FY2017 Water and Sewer Fund Budget.

- B. Authorize the City Manager to execute a contract amendment to the professional services agreement with Kasberg, Patrick and Associates engineers for construction administration and on-site representation required to construct Phase I improvements to the Temple-Belton Wastewater Treatment Plant.

See Staff Report from Director of Public Works Angellia Points. Recommend approval of the construction contract including deductive change order with Archer Western and the contract amendment with KPA Engineers, as well as the budget amendment for the financing of the project.

9. Consider a Resolution amending Resolution 2017-19-R authorizing the City of Belton to resubmit a grant application to the Texas Department of Transportation for the 2017 Transportation Alternatives Set Aside Program (TASA).

See Staff Report from Grants and Special Projects Coordinator Bob van Til. Recommend adoption of the Resolution authorizing resubmittal of a grant application for the 2017 Transportation Alternatives Set Aside Program.

FY 2018 Budget

10. Receive a presentation on the FY2018 – FY2022 Strategic Plan and invite public input on September 19, 2017.

See Staff Report from City Manager Sam Listi. The Plan derives from the annual update following the Strategic Plan Retreat on July 28th. Public input will be requested at the Special Called City Council meeting on September 19, 2017, to be followed by Council action to adopt the Plan, in conjunction with budget adoption and related matters.

11. Conduct a public hearing on the proposed 2017 Property Tax Rate used for the FY 2018 Annual Budget.

The State's truth-in-taxation statutes specify that a proposed ad valorem tax rate which exceeds the lower of the effective rate or the rollback rate requires additional steps before the rate may be adopted. Although the proposed tax rate of \$0.6598 is unchanged from the current year, anything above the effective rate of \$0.6465 is considered a "tax increase." This public hearing is the second of two required by State law.

12. Conduct a public hearing for the City of Belton Budget for fiscal year beginning October 1, 2017, and ending September 30, 2018.

A public hearing on the proposed budget for FY2018 will occur, as required both by State law and the City of Belton Charter. The full proposed budget can be viewed on the City's website.

13. Consider setting the date, time and place of the meeting at which the FY2018 budget will be voted on.

Budget adoption is scheduled for the Special Called City Council meeting on September 19, 2017, at 5:30 p.m., at the Harris Community Center.

14. Announce the date, time and place of the meeting at which the tax rate will be voted on.

The proposed FY2018 ad valorem tax rate will be voted on at the Special Called City Council meeting to be held on Tuesday, September 19, 2017, at 5:30 p.m., at the Harris Community Center.

15. Consider an ordinance adopting the City of Belton Fee and Rate Schedule for FY2018.

See Staff Report from City Clerk Amy Casey. Recommend approval of the ordinance establishing the fees/rates for FY2018.

Executive Session

16. Executive Session pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.074, regarding personnel.

Information on this item will be presented at the meeting.

The City Council reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible.

WHEREAS, *We the People did ordain and establish a Constitution for the United States of America to secure the blessings of liberty for ourselves and our posterity; and*

WHEREAS, *the Constitution of the United States of America embodies the principles of limited government in a Republic dedicated to rule by law; and*

WHEREAS, *it is important that all citizens fully understand the provisions, principles, and meaning of the Constitution so they can support, preserve, and defend it against encroachment; and*

WHEREAS, *Public Law 915 guarantees the issuance of a proclamation each year by the President of the United States, designating September 17-23, 2017 as Constitution Week; and*

WHEREAS, *this year, marks the 230th anniversary of the framing of the Constitution by the Constitutional Convention; and*

WHEREAS, *it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and*

WHEREAS, *the citizens of Belton enjoy the blessings of liberty, the guarantees of the Bill of Rights, equal protection of the law under the Constitution, and the freedoms derived from it.*

NOW THEREFORE, BE IT PROCLAIMED, I, MARION GRAYSON, Mayor of the City of Belton, Texas, do hereby proclaim the week of September 17-23, 2017, as

“CONSTITUTION WEEK”

in the City of Belton, Texas, and ask our citizens to join with the Betty Martin Chapter of the National Society of the Daughters of the American Revolution in this national commemoration and reaffirm the ideals the Framers of the Constitution had in 1787, by vigilantly protecting the freedoms guaranteed to us through the guardian of our liberties.

IN WITNESS THEREOF, I have hereunto set my hand, and have caused the Official Seal of the City of Belton, Texas, to be affixed this the 12th day of September, 2017.

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

Belton City Council Meeting
August 22, 2017 – 5:30 P.M.

The Belton City Council met in regular session in the Wright Room at the Harris Community Center with the following members present: Mayor Marion Grayson, Mayor Pro Tem Craig Pearson and Councilmembers David K. Leigh, Paul Sanderford, Dan Kirkley, Guy O'Banion and John Holmes, Sr. Staff present included Sam Listi, Gene Ellis, Amy Casey, Brandon Bozon, Erin Smith, Bruce Pritchard, Chris Brown, Bob Van Til, Angellia Points, Judy Garrett, Matt Bates, Paul Romer, Charlotte Walker, Susan Allamon and Kim Kroll.

The Pledge of Allegiance to the U.S. Flag was led by Public Information Officer Paul Romer, the Pledge of Allegiance to the Texas Flag was led by Councilmember David K. Leigh, and the Invocation was given by Steve Cannon, Director of JAIL Ministry.

1. **Call to order.** Mayor Marion Grayson called the meeting to order at 5:32 p.m.
2. **Public Comments.** There were none.
3. **Recognize the Belton Citizens Police Academy Alumni Association for winning first place for its booth at the Texas Citizen Police Academy Alumni Conference.**

Chief Ellis said the Belton Citizens Police Academy Alumni Association (BCPAAA) board of directors and some of its members attended the annual Texas Citizens Police Academy Alumni Conference in Waco on August 4th and 5th. They were selected to receive the "Best of Show" award for their booth in the exhibit hall. He expressed his appreciation to the BCPAAA for all of the contributions they make to Belton's excellent quality of life. BCPAAA members are also CHIPS volunteers. Chief Ellis presented the award to BCPAAA President Debbie Smith, and members of the board of directors, in recognition of this accomplishment.

Consent Agenda

Items 4-9 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

4. **Consider minutes of previous meetings:**
 - a. **August 8, 2017, City Council Meeting**
 - b. **August 15, 2017, Joint City Council/Planning and Zoning Commission Meeting**
5. **Consider authorizing an extension to the agreement with Jaynes, Reitmeier, Boyd & Therrell, P.C. (JRBT) for Professional Audit Services in the amount of \$35,060 for the FY 2017 audit.**

6. **Consider authorizing a professional services contract with the Cornish Law Firm for Chris Cornish to be appointed Assistant City Attorney/City Prosecutor.**
7. **Consider a resolution authorizing a grant application to the Office of the Governor, Criminal Justice Division, for a Rifle-Resistant Body Armor grant.**
8. **Consider authorizing a 6-month extension for the Façade Improvement Grant awarded to Nancy Boston, 100 South East Street.**
9. **Consider amendments to the FY 2017 budgets of the Debt Service Fund, TIRZ Operating Fund, and Water and Sewer Fund related to the issuance of the General Obligation Refunding Bonds, Series 2017.**

Councilmember David K. Leigh asked that Item #6 be removed for discussion.

Upon a motion by Councilmember Leigh, and a second by Mayor Pro Tem Craig Pearson, Consent Agenda Items 4, 5, and 7-9 were approved upon a vote of 7-0.

City Manager Sam Listi presented Item 6 stating current City Attorney John Messer has been serving the City as City Attorney and City Prosecutor since 1978. Mr. Messer has expressed a desire to retain City Attorney duties while relinquishing City Prosecutor duties. Staff has worked with Chris Cornish of the Cornish Law Firm, and recommends Mr. Cornish for the position of Assistant City Attorney/City Prosecutor. The contract for these duties for FY2018 is \$10,000.

Councilmember Leigh expressed his thanks to Mr. Messer for his service over the last 40+ years. Mr. Listi added his thanks to Mr. Messer as well.

Upon a motion by Councilmember Dan Kirkley, and a second by Councilmember Guy O'Banion, Consent Agenda Item 6 was approved upon a vote of 7-0.

Planning and Zoning

10. **Consider the following:**
 - A. **Hold a public hearing and consider a zoning change from Single Family-2 to Single Family-3 Zoning District for the construction of a single family home at 407 and 410 West 3rd Avenue, located on the northeast corner of West 3rd Avenue and North Smith Street.**
 - B. **Hold a public hearing and consider a replat for Sylvia's Addition, a 0.311 acre tract of land, located on the northeast corner of North Smith Street and West 3rd Avenue.**

Director of Planning Erin Smith stated that this property is located on the north side of West 3rd Avenue. The property is currently zoned Single Family-2, and the applicant is proposing a zoning change to Single Family-3 to construct a new single family home on a slightly smaller lot than required in the SF-2 Zoning District. She explained that the applicant is platting this property into two lots in conjunction with the zoning change request. There is an existing single family home at 407 West 3rd Avenue, and the applicant would like to construct a new single family home at 410 West 3rd Avenue. A zoning change to SF-3 is needed to re-plat this property into two lots.

Mrs. Smith said that the applicant has submitted a survey that identifies the main building and accessory building locations. The main structure extends slightly into the front yard setback, and the accessory building is located within the 15-foot street side yard setback; however, these structures do not appear to cause any visibility issues for the neighborhood. She said that the developer is required to contribute half the total cost of paving (up to 18.5 feet) and install curb and gutter, for the portion of West 3rd Avenue adjacent to this subdivision; however, the applicant has requested a variance for these perimeter street improvement requirements. It is staff's judgment that one additional single family home will not generate an increase in traffic on West 3rd Avenue; therefore, staff recommends waiving the perimeter street requirement for this two-lot residential subdivision.

Smith explained that the developer is required to dedicate 0.01 acres of parkland or pay a fee in lieu of parkland dedication of \$200. Since this property currently has two separate addresses, this change is an improvement to the area by creating legal lots. Due to these factors, staff recommends a variance to parkland dedication or fee-in-lieu requirements.

The Planning and Zoning Commission unanimously recommended approval of this zoning change and replat with variances at its meeting on August 15, 2017, and Staff concurs.

Mayor Grayson opened the public hearing on Item 10B. Seeing none wishing to speak for or against the item, the Mayor closed the public hearing.

Councilmember Leigh said that he is in favor of waiving the park fee, but because the City has made several improvements in the area, he is not in favor of waiving the perimeter street improvement fee. He recommended tying the fee to the construction permit on the property.

Mayor Pro Tem Pearson asked if there were curbs on 3rd Street. Mrs. Smith stated that there were not. Councilmember O'Banion said that if there are no curbs, then the applicant should not have to pay a perimeter street improvement fee, but if there are curbs, then the applicant should pay.

Councilmember Kirkley said it is very important that Council looks at making housing affordable. He added that Belton is very short on affordable housing, so the Council should help by allowing variances where appropriate.

Councilmember Leigh said that there is a concrete ribbon curb on Smith Street. He feels the current ordinance should be enforced while Council considers possible improvements to the ordinance.

Councilmember Holmes asked if ribbon curb was cost prohibitive. Mrs. Smith said no, and acknowledged that base preparation is the majority of the cost.

Councilmember Paul Sanderford said that there might need to be a different requirement for infill developments like this one. He recommended considering these on a case-by-case basis until the ordinance is amended.

Councilmember Leigh said that policy will require the applicant construct an improved driveway when he builds on the property, but the driveway will not connect to anything if the perimeter street improvements are not required.

Upon a motion by Councilmember Leigh, and a second by Councilmember John Holmes, Item 10A was unanimously approved upon a vote of 7-0.

Upon a motion by Councilmember Kirkley for approval of the replat with variances, and a second by Councilmember O'Banion, Item 10B was approved upon a vote of 5-2 with Councilmembers Leigh and Holmes providing the dissenting votes.

11. **Consider the following:**

- A. **Consider an ordinance authorizing abandonment of public rights-of-way north of West Martin Luther King Jr. Avenue, east of University Drive, south of Crusader Way, and west of College Street.**
- B. **Hold a public hearing and consider a replat for UMHB Main Campus 2017 Addition, a 75.927 acre tract of land, located north of West Martin Luther King Jr. Avenue, east of University Drive, south of Crusader Way, and west of College Street.**

Councilmembers Sanderford and Kirkley abstained from discussion and voting on this item.

Director of Planning Erin Smith said that Item 11A is a proposal to abandon all public rights-of-way north of West Martin Luther King Jr. Avenue, east of University Drive, south of Crusader Way, and west of College Street. She explained that Turley and Associates has identified several rights-of-way within this plat boundary that do not contain paved streets; however, the rights-of-way were never abandoned. In some instances, buildings have been constructed

over existing rights-of-way. Additionally, there are some streets within this plat boundary that were not constructed in the rights-of-way and are located on UMHB private property. Turley and Associates has created a fire lane exhibit that identifies areas where 26' wide fire lanes are required to remain. There are existing public water and sewer lines traversing this property to serve UMHB and surrounding properties. Those water and sewer lines will remain public. An easement document will be recorded with the plat to ensure the City of Belton has access to the public water and sewer lines on this property for maintenance and repairs. There are also existing Atmos and Oncor lines traversing this property that will remain in existing easements. Turley and Associates has provided an exhibit that identifies the locations of the Atmos gas and Oncor electric lines on this property.

Mrs. Smith said that Item 11B is a 1-lot subdivision plat proposed as UMHB Main Campus 2017 Addition. UMHB has submitted this plat request for the main campus to allow for both development and re-development of areas within this boundary without the need to create a re-plat for each individual project. This property is currently zoned University Campus-1 Zoning District, and the plat complies in all respects.

The Fire Marshal has reviewed the fire access exhibit and finds it acceptable to serve the main UMHB campus area within this plat boundary. The fire lane exhibit will be recorded with the plat. Turley and Associates has included a note on the plat that states the following:

26' wide fire access lanes are to be maintained as shown on the attached exhibit. The City of Belton and University of Mary Hardin-Baylor may agree to review the fire lane exhibit in the future as may be needed to accommodate the location of future improvements to the campus.

Mrs. Smith stated that UMHB will be responsible for all maintenance and re-construction of the interior private streets and fire lanes, pending Council approval of the plat and street abandonments. West Martin Luther King Jr. Avenue, University Drive, Crusader Way, and College Street will remain public streets, and the City of Belton will continue to maintain these roadways.

Upon a motion by Councilmember Leigh, and a second by Mayor Pro Tem Pearson, Item 11A was approved upon a vote of 5-0-2 with Councilmembers Sanderford and Kirkley abstaining.

Mayor Grayson opened the public hearing on Item 11B. Seeing none wishing to speak for or against the item, the Mayor closed the public hearing.

Councilmember Holmes asked what happens if UMHB is unable to fund maintenance on the streets. City Manager Sam Listi responded that street maintenance would still be their responsibility.

Upon a motion by Mayor Pro Tem Pearson, and a second by Councilmember O'Banion, Item 11B was approved upon a vote of 5-0-2 with Councilmembers Sanderford and Kirkley abstaining.

12. **Hold a public hearing and consider a replat for Kelley Trust Addition, a 1.617 acre tract of land, located north of Kenny Drive, south of Sandlin Drive, and east and west of Camelot Lane, in Belton's Extra Territorial Jurisdiction (ETJ).**

Director of Planning Erin Smith explained that this 7-lot subdivision plat is located in Belton's ETJ, and is proposed as Kelley Trust Addition. The applicant is proposing to replat this property from 14 lots into a 7-lot subdivision. The applicant met with the Bell County Health Department (BCHD) to discuss the required on-site septic system for the lots prior to submitting the replat for City and County staff review. BCHD staff requested the applicant combine the lots to allow for on-site septic systems. The existing lots are 5,000 square feet in area, and this proposed replat will increase the lot sizes to 10,000 square feet in area. The minimum lot size requirement is 0.50 acres for on-site septic systems. Bell County stated this replat will allow for on-site septic systems based on combining small lots legally platted prior to 1988. BCHD has reviewed the on-site septic system for each lot proposed in this replat and specified that a 3-bedroom home may be built with a maximum square footage of 2,500 square feet. The builder is required to contact BCHD to approve home placement prior to construction and that will determine if an on-site septic system can be installed.

Mrs. Smith explained that the Subdivision Ordinance requires subdivisions in the City and the City's ETJ to have a water distribution system with appropriate appurtenances for fire protection. This property is served by Dog Ridge Water Supply Corporation, but the waterline sizes and pressure in this area do not support a fire distribution system. She said that since this replat is located within a mature neighborhood, a variance appears to be reasonable given a fire distribution system is not available.

Since this proposed subdivision is located in Belton's ETJ, the Bell County Engineer's Office has reviewed this plat and made comments. After Council action, this plat will be taken to Bell County Commissioners Court for approval.

The Planning and Zoning Commission unanimously recommended approval of this replat with variances at their meeting on August 15, 2017, and Staff concurs.

Mayor Grayson opened the public hearing. Seeing none wishing to speak for or against the item, the Mayor closed the public hearing.

Councilmember Holmes asked about the break in the property and wondered if there is a requirement for the property to be contiguous. Mrs. Smith said there are two lots that are not included in the plat boundary because they are not owned by the applicant. She said that there is no requirement that the lots be contiguous.

Mayor Pro Tem Pearson questioned the adequacy of the lot size for a septic system since the proposed size is still significantly less than a half-acre. Mrs. Smith explained that BCHD is working with the applicant to ensure that the septic system is properly located on each lot which is allowed by State law for properties like this that were platted prior to 1988.

Councilmember Leigh asked about fire protection since there are no fire hydrants in the area. Fire Chief Bruce Pritchard explained that this area is served by the Stillhouse Fire Department, but Belton Fire has a mutual aid agreement with Stillhouse FD. Belton Fire Department would respond if requested.

Upon a motion by Councilmember Sanderford, and a second by Councilmember O'Banion, Item 12 was unanimously approved upon a vote of 7-0.

13. **Hold a public hearing and consider a replat for Dora Addition, a 0.468 acre tract of land, located on the northeast corner of Lesmar Loop and Sherwood Drive, in Belton's Extra Territorial Jurisdiction (ETJ).**

Director of Planning Erin Smith explained that this 1-lot subdivision plat, located in Belton's ETJ, is proposed as Dora Addition. The applicant is proposing to replat this property from four lots into a single lot in order to upgrade the septic system. Bell County Health Department reviewed the current septic system and stated it is not in compliance with current requirements and an upgrade is required. This proposed replat will increase the lot size to 0.468 acres, slightly less than the required 0.50 acre lot size for on-site septic systems. Bell County stated this replat will allow for an upgraded septic system.

Mrs. Smith explained that the Subdivision Ordinance requires subdivisions in the City and the City's ETJ to have a water distribution system with appropriate appurtenances for fire protection. This property is served by Dog Ridge Water Supply Corporation, but the waterline sizes and pressure in this area do not support a fire distribution system. She said that since this replat is for an existing single family home within a mature neighborhood, a variance appears to be reasonable given a fire distribution system is not available.

Since this proposed subdivision is located in Belton's ETJ, the Bell County Engineer's Office has reviewed this plat and made comments. After Council action, this plat will be taken to Bell County Commissioners Court for approval.

The Planning and Zoning Commission unanimously recommended approval of this replat with variances at their meeting on August 15, 2017, and Staff concurs.

Mayor Grayson opened the public hearing. Seeing none wishing to speak for or against the item, the Mayor closed the public hearing.

Upon a motion by Councilmember Leigh, and a second by Mayor Pro Tem Pearson, Item #13 was unanimously approved upon a vote of 7-0.

14. **Consider preliminary plats for Three Creeks Subdivision, Phases IV, V, VI, and VII, a 146.09 acre tract of land, located generally east of FM 1670 and south of U.S. 190, and adjacent to the north bank of the Lampasas River, in Belton's Extra Territorial Jurisdiction (ETJ).**

Director of Planning Erin Smith explained that this is a series of residential subdivision plats proposed as Three Creeks Subdivision, Phases IV, V, VI, and VII. The lots are a minimum of 50' in width, in compliance with the Development Agreement. Currently, this subdivision contains one entrance known as Three Creeks Boulevard with 120' of right-of-way (ROW) off FM 1670 with 1,033 lots total in Phases I-VII. The Development Agreement states that the developer will dedicate 50' of right-of-way and grade, and prepare with crushed limestone base 27' wide and provide a 25-foot double penetration/seal coat travel surface of Rocking M Lane from Auction Barn Road to the Municipal Utility District's northern property line within two years from the completion and acceptance of the first roundabout on the arterial roadway known as Three Creeks Boulevard. Therefore, this requirement will be due May 1, 2019. According to the Subdivision Ordinance, any single family residential subdivision within the City of Belton or the City's ETJ shall provide 3 entrances/access streets for subdivisions with more than 101 lots. The development agreement approved by Council in 2010 includes a master plan of the proposed subdivision that identifies two points of access, and this should be adequate for this subdivision until a connection is made from Three Creeks Boulevard to Shanklin Road in the future, as shown on the City's Thoroughfare Plan.

Smith stated that Phase IV is a 151-lot subdivision plat that proposes construction of Galveston Road, Baffin Lane, and Lavaca Drive, and a portion of Copano Road, Guadalupe Drive, and Rocking M Lane, each with 50' of right-of-way. Phase IV also includes a portion of Three Creeks Boulevard with 120' of right-of-way.

Phase V is a 98-lot subdivision plat that proposes construction of Corpus Christi Court, Aransas Drive, and a portion of Dickinson Loop, each with 50' of right-of-way.

Phase VI is a 131-lot subdivision plat that proposes construction of St. Charles Court, Matagorda Road, and a portion Copano Loop, each with 50' of right-of-way. Phase VI also includes private parkland shown as Tract B.

Smith said that Phase VII is a 79-lot subdivision plat that proposes construction of Redfish Court and Nueces Way, and a portion of Aransas Drive, Dickinson Loop, and St. Charles Court, each with 50' of right-of-way. The eastern portion of Three Creeks Boulevard is also proposed within Phase VII; however, right-of-way is not shown to the eastern property boundary. There is also a portion of the Whitis property not included in the plat boundary. Three Creeks Boulevard right-of-way and street pavement is required to extend to the eastern property boundary, in accordance with Section 7.06 of the Development Agreement. This property will need to be included in the final plat for Phase VII.

Mrs. Smith explained that the Subdivision Ordinance requires developers to dedicate sufficient and suitable parkland and/or a payment of fees-in-lieu of the required parkland. There are a total of 1,033 lots in Phases I-VII and ultimately 1,500 lots for the entire Three Creeks subdivision; therefore, a total of 10.33 acres of parkland is required at this time and ultimately 15 acres for the entire 1,500 lots in this subdivision. The developer has provided a total of 127.34 acres of private parkland that contains several trail networks and pavilions for the residents. This private parkland exceeds the Subdivision Ordinance requirements and is consistent with the master plan in the development agreement.

The lots in this subdivision are served by City of Belton water and sewer, and Bell County is responsible for the streets and drainage.

Mrs. Smith said Staff has reviewed the plat and finds it acceptable, subject to conditions contained in the letter to the applicant's engineer. Since this proposed subdivision is located in Belton's ETJ, the Bell County Engineer's Office has reviewed this plat and made comments. After Council action, this plat will be taken to the Bell County Commissioners Court for action.

The Planning and Zoning Commission unanimously recommended approval of these preliminary plats at their meeting on August 15, 2017, and Staff concurs.

Upon a motion by Councilmember Kirkley, and a second by Councilmember Leigh, the budget amendment was unanimously approved upon a vote of 7-0.

FY 2018 Budget

15. Conduct a public hearing on the proposed 2017 Property Tax Rate used for the FY 2018 Annual Budget.

Director of Finance Brandon Bozon briefly reviewed historical tax rates and the proposed 2017 Property Tax Rate of \$0.6598. He provided a comparison of Belton's proposed tax rate with tax rates proposed by area cities. He explained that growth in the debt service fund balance allowed for buy-down of the M&O portion of the tax rate. Councilmember Holmes said that he is not in favor of buying down the M&O rate with debt service funds in the future.

Councilmember Holmes also asked about the civil service pay adjustment of 5%. He wanted to know if this adjustment was separate from the civil service step increase of 2.5%. Bozon said that the pay scales for police and fire would be adjusted by 5% which is separate from the step increases for those officers/firefighters who are eligible for step increases. Mr. Holmes said that adjustments should be made only where the market study shows the City to be behind the market. Mr. Bozon explained that all steps are based off the beginning step. He said that Belton is at market when compared with cities of similar size. However, he said that most of our personnel are lost to area cities, and the study shows that we

are behind the market when compared to them. Mayor Pro Tem Pearson agreed that most are lost to area cities. He believes that turnover is much less since there have been pay adjustments over the last several years.

Councilmember Leigh said that he believes the environment that has been put into place by the two Chiefs has gone a long way in keeping personnel.

Councilmember O'Banion said if there are some levels that are competitive and some levels that are not competitive, we should not be increasing the levels that are already competitive. Mayor Pro Tem Pearson said that is difficult in a civil service environment. Mr. Bozon said that each pay level is dependent upon the lower pay levels.

Councilmembers Holmes and O'Banion recommended conducting a more in-depth study on civil service pay in the next year. City Manager Listi said that Staff would start the process much earlier in the budget cycle for next year. He said that the proposed 5% increase does not take into consideration any pay adjustments that are being contemplated by other cities for FY2018. Listi added that during the budget process, both Chiefs felt having competitive pay was the most important measure in keeping employees. This pay adjustment helps the City not lose ground to its competitors. Listi acknowledged that Staff needs to do more work looking forward on a multi-year basis reviewing not only base pay, but all pay types as well. Nevertheless, Staff is recommending this 5% civil service pay adjustment for FY2018.

Bozon said this is the first of two required public hearings on the tax rate.

Mayor Grayson opened the public hearing on the 2017 Property Tax Rate. Seeing none wishing to speak, she closed the public hearing.

No action was required by the Council.

16. **Call for a public hearing to be held on Tuesday, September 12, 2017, at 5:30 p.m., at the Harris Community Center, 401 N. Alexander, for the City of Belton Budget for Fiscal Year beginning October 1, 2017, and ending September 30, 2018.**

Councilmember Kirkley made a motion for a public hearing to be held on the proposed FY2018 budget on Tuesday, September 12, at 5:30 p.m. Councilmember O'Banion seconded the motion which was unanimously approved upon a vote of 7-0.

17. **Receive a presentation and discuss amendments to the City Belton Fee and Rate Schedule.**

City Clerk Amy Casey presented proposed changes to the FY2018 Fee and Rate Schedule (see Exhibit "A").

Councilmember Leigh asked about businesses who advertise sales with signs throughout the community. He wondered if these signs were considered temporary/portable. Director of Planning Erin Smith said there is only one temporary sign allowed per year, and it can only be in place for 90 days. She said that Code Enforcement will be addressing this issue and others that she has taken note of.

Mayor Grayson asked about the new fee for a Certificate of Occupancy. Mrs. Smith said that the City has issued Certificates of Occupancy for a few years now, but there has not been a charge in the past. Mayor Grayson asked if this was for new residential structures, and Mrs. Smith said it applied only to commercial properties. She added that it takes a lot of staff time to ensure that the property is safe for occupancy.

Mrs. Smith said that the contractor registration is proposed to be required every year to ensure that Staff has updated information on all contractors working in Belton. Councilmember Leigh said that there are some contractors who are taking most of the staff time, so he suggested perhaps charging a fee based per visit or some other method.

Mayor Grayson asked if the brush collection fees would apply following a storm event. Director of Public Works Angellia Points said that fees would be waived following large storms.

Councilmember Holmes said he was not in favor of a 66% increase in drainage fees and suggested that the fee only be increased from \$3 to \$4. Other Councilmembers agreed. Mr. Listi said that every \$1 increase raises approximately \$61,000. Mr. Bozon said that a new street sweeper, estimated to cost \$250,000, is budgeted in FY2018. He believes that the sweeper could still be purchased, but it will affect the remaining fund balance that might be needed to fund drainage projects. Mr. Holmes asked if there is a difference in residential and commercial drainage rates. Mr. Bozon said that they are different, and there is no increase recommended to commercial rates. Mr. Listi said that Staff would adjust the rate to \$4 with the understanding that Council will consider an increase to \$5 in FY2019 and possibly to \$6 in FY2020. Mr. Leigh said that there is also a possibility of borrowing money from the General Fund if urgent drainage projects emerge.

Mr. Bozon reviewed the EMS rate changes with the Council. Mr. Holmes suggested increasing the No Treatment/No Transport to \$200 instead of the \$100 that is proposed.

Councilmember Leigh asked about the wireless tower fee. Mrs. Smith said that this fee is being proposed to cover the cost of reviewing wireless tower construction plans or modifications to existing towers. Mr. Leigh suggested that perhaps the City needs to consider inspecting cell towers annually and charging a fee for that service. Mrs. Smith said she would research what other cities are doing.

Mr. Listi asked Mr. Bozon to review the schedule for notification of water and sewer customers about the rate changes. Mr. Bozon said that the notices will go out on September 13th if the Council adopts the rate changes on September 12th.

No action was required of the Council at this time.

Executive Session

At 7:28 p.m., the Mayor announced the Council would go into Executive Session for the following item:

18. **Executive Session pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.072, to discuss real estate transaction.**

No action was taken by the Council.

The Mayor reopened the meeting at 8:15 p.m., and there being no further business, the meeting was adjourned.

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

EXHIBIT "A"

City of Belton Fee & Rate Schedule
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EXHIBIT "A"

CITY OF BELTON FEE & RATE SCHEDULE

(Effective October 1, 2017)

Sec. 2-29 **Lena Armstrong Public Library Fees** (Fee Ordinance #2016-34)

Book Sales	\$0.25-\$5.00 or donation; older books market value
Books:	
Late	\$0.10 per book per day, plus cost for mailing late notice (\$1.00)
Late Audio	\$0.50 per book per day, plus cost for mailing late notice (\$1.00)
Lost/damaged	
Adult Books	Replacement cost plus processing fee (\$1.00 for materials)
Children's Books	Replacement cost plus processing fee (\$1.00 for materials)
Temporarily Out of Circulation	\$5.00 per item
Copies/prints:	
Black & white	\$0.20 per page
Color	\$0.50 per page
Fax service	
Send a fax:	
Local	\$0.10 per page
Long distance, same area code	\$0.15 per page
Long distance, different area code	\$0.20 per page
Receive a fax	\$0.20 per page
Ear Buds	\$1.00 per item
Scanning:	
Print/e-mail	\$0.30 per page
Edit	\$2.00 per page
Interlibrary Loan	Postage cost
Library Card	First one is free, replacement cards \$3.00 each
Proctor Exams (print/fax)	\$5.00 each
Publication of Information	Library provided complimentary copy of publication

**City of Belton Fee & Rate Schedule
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Publication of Photographs	Library provided complimentary copy of publication in which photograph appears
Research	Fees for copies, actual postage cost, and personnel cost
DVDs:	
Late	\$0.50/day
Damaged	Replacement cost

Sec. 3-29 **Limitation of Number of Animals** (Fee Ordinance #2007-26)

Permit fee for animals in excess of limitation shall be \$25.00 annual fee.

Sec. 4-33 **Building Permit Fees** (Fee Ordinance #~~2014-39~~ 2017-##)

New Residential Construction	\$.10 per sq. foot
New Commercial Construction	\$.15 per sq. foot
Certificate of Occupancy	No fee \$50
GIS fee (inputting subdivision, utilities, infrastructure)	\$25.00
Multiple units (2 or more units)	\$10.00 per unit fee additional
Technology Fee	\$10.00
<u>Residential/Commercial Remodel/Additions</u>	
0-1,000 sq. feet	\$85.00
Each additional 1,000 sq. feet	\$25.00 per additional 1,000 sq. foot or portion thereof
<u>Demolition by Owner</u> (Fee Ordinance #2014-39)	
Basic Permit	\$60.00 plus \$300.00 cash deposit or \$1,000.00 surety bond
<u>Demolition by City</u> (Fee Ordinance #2010-38)	
Equipment Cost	\$200.00/hour per piece of City equipment (includes operator) + 20% of disposal costs – 2 hour minimum
Additional Personnel Cost	\$50.00/hour per City employee
<u>Fence Permits</u> (Fee Ordinance #2014-39)	
Basic Permit	\$35.00

City of Belton Fee & Rate Schedule
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Roof Permits (Fee Ordinance #2015-44)

Basic Permit \$35.00

House Moving Permits (Fee Ordinance #2014-39)

Basic Permit \$110.00 plus \$300.00 cash deposit or \$1,000.00 surety bond

Moving In Permits (Mobile Home Installation)
(Fee Ordinance #2014-39)

\$110.00

Contractor Registration (Fee Ordinance #~~2004-40~~ 2017-##) \$50.00 per calendar year

Sign Permits (Fee Ordinance #~~2014-39~~ 2017-##)

On premises \$60.00

Off premises \$1,010.00

Portable/temporary ~~\$60.00~~ \$35.00

Sec. 4-144 **Electrical Permit Fees** (Fee Ordinance #~~2014-39~~ 2017-##)

Basic Permit Fee \$35.00 + fees below

~~Up to 200 amps~~ Per 100 amps \$10.00

~~Additional 100 amps~~ \$10.00 each 100 amps

110 Circuits \$4.00

220 Circuits \$5.00

Equipment Motors (½ to 50 HP) \$12.00

Equipment Motors (Over 50 HP) \$25.00

Signs \$15.00

Temporary Pole \$20.00

Pool Bonding/Grounding \$10.00

Mobile Home \$20.00

Meter Loop/Service Charge \$20.00

Reinspection Fee \$35.00

**City of Belton Fee & Rate Schedule
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	Reschedule Inspection Fee	\$35.00
Sec. 4-206	<u>Plumbing Permit Fees</u> (Fee Ordinance #2014-39)	
	Basic Permit Fee	\$35.00 + fees below
	Per Fixture	\$5.00
	Backflow Prevention Assembly	\$10.00
	Water Heater	\$5.00
	Gas System (up to 5 outlets)	\$6.00
	Per Added Outlet	\$1.00
	Grease Recovery Device	\$15.00
	Lawn Sprinkler System (per head)	\$1.00
	Sewer/Water Yard Line	\$5.00
	Gas Test	\$5.00
	LPG Tank (propane) installation	\$25.00 per tank
	Reinspection Fee	\$35.00
	Reschedule Inspection Fee	\$35.00
Sec. 4-227	<u>Swimming Pools</u> (Fee Ordinance #2014-39)	
	Above ground	\$35.00
	In ground	\$85.00
	Commercial/Institutional	\$110.00
Sec. 4-351	<u>Mechanical Permits</u> (Fee Ordinance # 2014-39 2017-##)	
	Basic Permit Fee	\$35.00 + fees below
	Each heating unit	\$20.00
	Each refrigeration unit	\$20.00
	Replacement of heating or refrigeration unit	\$20.00

**City of Belton Fee & Rate Schedule
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	Modification of system, per air opening	\$1.00
	Each commercial vent hood	\$7.00 \$15.00
	Each commercial refrigeration system	\$7.00
	Any commercial work requiring inspection but not listed above	\$15.00
	Any residential work requiring inspection but not listed above	\$15.00
	Reinspection Fee	\$35.00
	Reschedule Inspection Fee	\$35.00
Sec. 5-3	<u>Hazardous Material & Major Incident Response Fees</u> (Fee Ordinance # 2014-39 2017-##)	
minimum	Pumper Truck Engine	\$100.00 \$160.00 per hour, 1 hour
	Support Vehicle Command Vehicle	\$100.00 per hour, 1 hour minimum
	Police Vehicle	\$100.00 per hour, 1 hour minimum
	Other (public works, barricades, etc.)	\$100.00 per hour, 1 hour minimum
	Additional personnel	\$50.00 per hour, 1 hour minimum
	City supplied water (per 1,000 gallons as determined by calculation pumping time and rate)	\$5.50 per 1,000 gallons
	Ambulance Standby	\$100.00 \$160.00 per hour
	Bulldozer (includes operator)	\$100.00 per hour, 2 hour minimum
	Backhoe (includes operator)	\$100.00 per hour, 2 hour minimum
	Dump truck (includes operator)	\$100.00 per hour, 2 hour minimum
	Sand (per cubic yard)	\$25.00, minimum 3 yards
	Other approved absorbent as needed/required	Actual cost + 10%
	Other items necessary to control/contain incident	Actual cost + 10%
	Disposal of debris	Actual cost + 10%
plus S&H	Damaged Fire Hose	\$500.00 \$800.00 per 100' section

City of Belton Fee & Rate Schedule
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Sec. 6-16 **Fire Inspection Fees** (Fee Ordinance #~~2014-39~~ 2017-##)

Blasting permit (per job/address)	
One-day permit	\$50.00
Each additional day	\$25.00
Bond/insurance requirement	\$1,000,000
Fireworks	
Outdoor public display	\$50.00 \$75.00
Repeat performance (same location)	\$10.00
Insurance requirement	\$300,000
Indoor public display (ground burst)	\$50.00 \$75.00
Repeat performance (same location)	\$10.00
Insurance requirement	\$300,000
Fuel Tanks	
Installation	\$40.00 \$50.00 per tank
Removal	\$20.00 \$30.00 per tank
Tank test	\$20.00 per tank
Line Test	\$20.00 per tank
Hospital/Nursing Homes	\$150.00 annual fee
Day Care Centers	
Less than 25 children	\$50.00 \$70.00 annual fee
26 to 49 children	\$75.00 \$70.00 annual fee
50 to 100 children	\$150.00 annual fee
Foster Home, Family Care, Boarding Home, Other, etc.	\$25.00 \$50.00
Pre-inspection Permits for Open Burning	\$25.00
Carnival/Circus Safety Inspection	\$250.00
Tent Inspections	\$25.00
Up to 100 occupants	\$25.00
Over 100 occupants	\$50.00
Fire Alarm Certification	
12,000 sf and under	\$100.00 \$150.00
Over 12,001 sf	\$200.00 \$250.00
Fire Flow Certification	\$100.00
Sprinkler Certification	
12,000 sf and under	\$100.00 \$150.00
Over 12,001 sf	\$200.00 \$250.00
Commercial Vent Hood Inspection	\$25.00 \$50.00
Reinspection Fee	\$50.00 \$75.00

*Other permits ~~\$25.00~~ **\$50.00**

*Other inspections ~~\$25.00~~ **\$50.00**

Reinspection fee (separate) \$50.00

*Other permits or inspections not listed above required by the ~~2009~~ **2015** International Fire Code or its references. Other permit/inspection charges will be assessed a minimum charge of \$25.00 plus total amount of time utilized in plan review, code research, inspection(s) and documentation.

Sec. 8-71 **Solid Waste Collection Rates - Residential** (Ordinance #2016-48)
 (Effective January 1, 2017)

Curbside	\$15.49 per month
Curbside Additional Container	\$5.77 per month per additional container
Door-to-Truck Service	\$26.88 per month
Door-to-Truck Service Additional Container	\$10.50 per month per additional container
Residential Recycling Service Additional Container	\$5.25 per month additional container

The monthly charge for multiple residential units (apartments, duplexes, etc.), shall be the number of residential dwelling units multiplied by the rate for the type of service provided.

Replacement Recycling or Trash Container \$70.00 per cart

If the cart is stolen or missing one free replacement cart will be provided to the customer. Only one replacement container will be provided per 18-month period; the replacement charge will be applied for any additional replacement container within the 18-month period. Carts damaged by the customer will result in the replacement charge. The City reserves the right to charge for replacement containers if the City determines there is a pattern of abuse, neglect, or loss. A stolen container must be reported to the Utility Billing Department.

Sec. 8-72 **Solid Waste Collection Rates – Commercial Cart Collection** (Ordinance #2016-48)
 (Effective January 1, 2017)

Once per week service	\$26.24 per cart per month
Commercial Cart Collection Additional Cart	\$15.75 per additional cart per month
Commercial Recycling Cart	\$8.40 per month
Institutional Recycling	\$8.40 per month
Replacement Recycling or Trash Container	\$70.00 per cart

If the cart is stolen or missing one free replacement cart will be provided to the customer. Only one replacement container will be provided per 18-month period; the replacement charge will be applied for any additional replacement container within the 18-month period. Carts damaged by the customer will result in the replacement charge. The City reserves the right to charge for replacement containers if the City determines there is a pattern of abuse, neglect, or loss. A stolen container must be reported to the Utility Billing Department.

Sec. 8-74 **Brush Collection** (Ordinance #~~2011-04~~ 2017-##)

Residential Garbage Customers	\$3.00 per month
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City will only pick up a maximum of 6 CY per week per residential address.

Excess Brush Fee for residential garbage customers	\$50.00 per CY up to 6 CY Over the initial 6 CY
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Non-Residential Customers within City Limits As-Called	\$50.00 per 18 6 CY load (one-load minimum)
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Sec. 10-40 **Vehicle Towing, Impoundment, and Wrecker Rotation List** (Ordinance #2012-10)

Annual Tow Service Permit and Inspection	\$50.00
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Each Additional Wrecker Permit	\$25.00/annually
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Annual Storage Facility Permit and Inspection	\$50.00
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Maximum fees allowed to be charged by tow companies

Non-consent tow	\$130.00
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Incident management tow	\$130.00
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Winching/overturn fee	\$75.00
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Dolly use fee	\$50.00
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Deep-water recovery fee	\$200.00
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Storage fee	\$20.00 per day
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Cleanup fee for large debris	\$25.00 per hour
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Waiting fee	\$65.00 per hour
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Fuel surcharge	10% of total fees excluding storage and waiting fees
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Driveshaft removal fee	\$50.00
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	Specialized equipment fees for towing and cleanup	Reasonable hourly rates per industry standard or actual rates paid by tow service to third party vendor plus 10%
Sec. 11-17	<u>Alcoholic Beverage Permits</u> (Ordinance #70687-1)	
	Fees equal to ½ of the State fee	
Sec. 11-60	<u>Massage Establishment (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) License Fee</u> (Fee Ordinance #2002-41)	
	Annual fee for each establishment	\$1,000.00
Sec. 11-61	<u>Massagist Business (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) Permit Fee</u> (Fee Ordinance #2002-41)	
	Annual fee	\$500.00
Sec. 11-108	<u>Peddlers, Solicitors, Itinerant Merchants Permit Fees</u> (Fee Ordinance #2016-34)	
	30-day license fee (not mobile food vendors)	\$100.00
	One or more agents - license fee above plus \$10.00 for each agent or employee so engaged.	
	12-Month Mobile Food Vendor Permit	\$100.00
Sec. 11-117	<u>Garage Sale Permit Fee</u> (Ordinance #081391-1)	\$5.00 (Limited to three per year)
Sec. 11-143	<u>Boarding Home Permit Fee</u> (Ordinance #2016-10)	
	Permit to Operate a Boarding Home	\$1,000.00
Sec. 11-148	Renewal of Permit to Operate a Boarding Home	\$1,000.00 per year
Sec. 11-152	Reinspection Fee	\$50.00 per inspector, per hour for each reinspection after first inspection
Sec. 15-50	<u>Park Permit/Reservation Fees</u> (Fee Ordinance #2015-44)	
	Park Facilities (resident in city limits)	\$25.00 per day + clean-up deposit*
	Park Facilities (non-resident)	\$50.00 per day + clean-up deposit*
	Park Attendant Fee (park events with vendors)	\$25.00 per hour, per attendant

Available Facilities

Yettie Polk Park Gazebo	
Confederate Park Pavilion	
Confederate Park Western Pavilion	
Confederate Park Central Pavilion	
Heritage Park Lions Pavilion	
Heritage Park HEB Pavilion	
Chisholm Trail Park Amphitheater	
With electricity	\$10.00 additional (limited to two outlets)
Each additional outlet	\$10.00 additional
*Clean-up deposit (for each facility)	\$25.00 refundable deposit

Park Event

Confederate Park, Yettie Polk Park, Heritage Park, Chisholm Trail Park	
Commercial/ticketed events	\$250.00 per day + \$100.00 clean-up deposit
Non-ticketed events	\$100.00 per day + \$100.00 clean-up deposit
With electricity	\$10.00 additional (limited to two outlets)
Each additional outlet	\$10.00 additional (i.e. for vendors' use)

Playing Fields (day use only; no concessions)***

Resident in city limits	\$25.00 per field per day + clean-up deposit**
Non-resident	\$50.00 per field per day + clean-up deposit**

Available Facilities

Jaycee baseball field	
Heritage Park baseball fields	
Heritage Park soccer field (no lights)	
Chisholm Trail Park softball fields	
Chisholm Trail Park soccer fields (no lights)	
With electricity (lights/scoreboards)	\$25.00 additional per field
**Clean-up deposit (for each field)	\$25.00 refundable deposit

***Fields available for reservation only during non-league play.

Practice Play

Heritage Park Baseball Complex	Not available
Heritage Park Soccer Complex	Not available
Chisholm Trail Park Softball Complex	Not available
Lions Park Softball Field	Not available
Jaycee Baseball Field	Not available
Chisholm Trail Park Soccer Fields	No fee, first come first served (Not available when utilized under separate agreement.)
Continental Baseball Field	No fee, first come first served
Griggs Baseball Field	No fee, first come first served
Heritage Park Practice Baseball Field	No fee, first come first served

Neighborhood Recreational or Scrimmage Play

Lions Park Softball Field	No fee, by reservation only (Limit 1 scrimmage per 7 days, 3-hour maximum)
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Youth League Play

The following facilities are available for league play for youth sports organizations through a separate agreement with the City:

Heritage Park Baseball Complex	Chisholm Trail Park Softball Complex
Heritage Park Soccer Complex	Jaycee Baseball Field
\$500.00 clean-up deposit per organization	
\$5.00 per player fee per organization per season (effective January 1, 2013)	

Adult League Play

The following facilities are available for adult league play through a separate agreement with the City, subject to availability and maintenance requirements of the requested facilities:

Chisholm Trail Park Soccer Complex	Heritage Park Soccer Complex
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\$375.00 fee per registered league team per season + 500.00 clean-up deposit
\$5.00 per player fee per organization per season (effective January 1, 2013)

Tournament Play

Tournaments may be held by organizations that do not have a separate agreement with the City, from Friday afternoons at 5:00 p.m. to Sunday evenings at 8:00 p.m. Applicants are limited to 3 events per year, per complex. Requests must be submitted at least two weeks prior to proposed event. All field rentals are at the discretion of the City based on field conditions and availability. All field preparations will be the responsibility of the renter.

Heritage Park Baseball Complex (5 fields, bleacher seating, restrooms, concession)	\$1,000.00 + \$500.00 clean-up deposit
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Heritage Park Soccer Complex (4 fields, restrooms, concession)	\$750.00 + \$500.00 clean-up deposit
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Chisholm Trail Park Softball Complex (3 fields, bleacher seating, restrooms, concession)	\$750.00 + \$500.00 clean-up deposit
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Jaycee Baseball Field (1 field, bleacher seating, restrooms, concession)	\$250.00 + \$500.00 clean-up deposit
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Light Fee	\$25.00 per hour, per complex
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Harris Community Center Rental Rates (Policies Amendment 7/13/2015)

Belton residents and businesses located inside the Belton city limits may contract the Center at 90% of the below listed regular rates.)

Starting rate is for 2 Hours - Minimum				
Room (Capacity)	Deposit		Minimum	Max rate charged - 8 hours
Evans (220)	\$ 300		\$ 200	\$75 each additional hour
Kinchion (55)	\$ 200		\$ 100	\$25 each additional hour
Simpson (40)	\$ 175		\$ 75	\$25 each additional hour
Smith (32)	\$ 150		\$ 50	\$20 each additional hour
McGee (17)	\$ 150		\$ 50	\$20 each additional hour
Kitchen	\$75 rental fee, no deposit required			
Starting rate is for 4 Hours - Minimum				
Room	Deposit		Minimum	Max rate charged - 8 hours
Entire Center (364)	\$ 500		\$ 650	\$150 each additional hour
\$100 Audio/Visual Equipment Deposit (Evans Only)				
Optional Discounts (Promo Codes):				
COB - 10% off Belton Business/Resident Discount (inside city limits)				
MT – 20% off Monday thru Thursday				
NP - 20% off Civic Club and/or Non-profits (proof may be required - only valid Monday thru Thursday)				

Off-duty officer(s) will be required at events with alcohol present. Rates will be based on current fee & rate schedule regarding off-duty police and reserve officers (page 20).

Recreational class fees 30% to City, 70% to Instructor (Fee Ordinance 2012-30)

Sec. 20-78 **Driveway Permit Fee** (Fee Ordinance #2014-39)

\$60.00 basic permit/inspection + \$25.00 per additional approach

\$60.00 Reinspection Fee

Sec. 22-132 **Special Events Fee** (Fee Ordinance #2014-39) \$50.00

Sec. 23-136 **Water Deposits** (Fee Ordinance #2014-39)

Single Family Residential and Commercial

3/4" & 5/8"	\$100.00
1"	\$100.00
1½"	\$100.00
2"	\$450.00
3"	\$550.00
4"	\$650.00
6"	\$850.00
8"	\$1200.00

Multifamily Residential	\$40 per unit (\$6,000 maximum)
Outside City limits	1¼ times the in-City rate
Damaged Meter Repair Fee	Actual cost +10%
Tampering with water meter	\$500.00
Tampering with fire hydrant	\$1,250.00

Sec. 23-137 **Water Tapping Fees** (Fee Ordinance #2014-39 2017-##)

5/8" - 3/4" meter	
Laid in place type	\$400.00
Not laid in place type (no street cut)	\$900.00
Not laid in place type connected at service line	\$600.00
5/8" - 3/4" meter - street cut	\$1,300.00
Over 5/8" - 3/4" up to 1" meter	Appropriate fee above + \$100.00 additional
Over 1" meter	Actual cost material + equipment/labor
Equipment	\$100.00 per hour per piece of equipment
Labor	\$25.00 per employee per hour

Meters up to 1"

Meter only install	\$450.00
Tap with no street cut	\$1,000.00
Tap with street cut	\$1,400.00
Cut in tee on existing line for irrigation meter	\$750.00

Meters over 1"

Meter cost + 10% + equipment + labor
 @ \$100.00/hour/piece of equipment + labor
 @ \$25.00/employer/hour
 Note: meters 1.5" and up will require strainers

Fire Line Tap Fees: \$250.00/diameter inch

Technology Fee (for both contractor and City installations) \$10.00

Sewer Tapping Fees (Fee Ordinance #2014-39 2017-##)

~~Laid in place type — 4" sewer tap~~

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	Contractor installed	\$300.00
	Not laid in place type City installed:	
	4" sewer tap - no street cut	\$800.00
	Not laid in place type 4" sewer tap - street cut	\$1,200.00
	Sewer taps larger than 4"	Actual cost (\$800.00 minimum) + equipment/labor Larger of \$800 or materials + 10%, equipment and labor (charged at \$100.00 per hour per piece of equipment and \$25.00 per employee per hour)
	Technology Fee (for both contractor and City installations)	\$10.00
Sec. 23-138	<u>Construction Water Meters</u>	
	Rental	\$100.00 per month
	Water cost	\$3.70 per 1,000 gallons
	Placement Fee	\$25.00
	Meter Relocation Fee	\$25.00
	Construction Meters	\$2,500.00 refundable deposit (moved from Sec. 23-136)
Sec. 23-139	<u>Utility Reconnect Fees</u> (Fee Ordinance #2014-39)	
	Normal hours	\$20.00
	After hours	\$40.00
	Irrigation meter reactivation/deactivation	\$20.00
Sec. 23-140	<u>Transfer of Utility Service Fee</u> (Ordinance #2008-32)	\$20.00
Sec. 23-141	<u>New Service Fee</u> (Fee Ordinance #2008-32)	\$20.00
Sec. 23-151	<u>Water Rates</u> (Fee Ordinance #2016-34 2017-##)	
	0 - 2,000 gallons	\$16.00 \$16.50 minimum

Over 2,000 gallons \$3.70 per thousand gallons

Sec. 23-152 **Water and Sewer Rates Outside the City** (Ordinance #2004-25)

1¼ times the prevailing rate within the City

Sec. 23-154 **Leak Rate** (Fee Ordinance #2012-30)

One-half the per 1,000 gallons rate in excess of the prior 12 months average consumption, or comparable historical use for a particular month(s).

Sec. 23-171 **Sewer Rates** (Fee Ordinance #~~2016-34~~ 2017-##)

Class A

0 – 2,000 gallons

~~\$13.00~~ \$13.50 minimum

2,001 – 15,000 gallons

\$5.00 per thousand gallons

Classes B, C & D

0 – 2,000 gallons

~~\$13.00~~ \$13.50 minimum

Over 2,000 gallons

\$5.00 per thousand gallons

Sec. 23-186 **Late Fee** (Fee Ordinance #2014-39) \$10.00

Sec. 23-187 **Returned Check Fee** (Fee Ordinance #2004-40) \$30.00

Sec. 23-308 **Drainage Fee** (Ordinance #2012-42 2017-## and #2016-32)

Residential Property

# of Units	Monthly Fee
1	\$3.00 \$5.00 per monthly billing cycle per single family dwelling unit
2	\$3.00 \$5.00 per unit, \$6.00 total per monthly billing cycle
3	\$3.00 \$5.00 per unit, \$9.00 total per monthly billing cycle
4	\$3.00 \$5.00 per unit, \$12.00 total per monthly billing cycle

Other Property

Sq. Ft. Range of Impervious Cover	Monthly Fee
250,000 sq. ft. and over	\$200.00
100,000 – 249,999 sq. ft.	\$100.00
50,000 – 99,999 sq. ft.	\$50.00
10,000 – 49,999 sq. ft.	\$20.00
0 – 9,999 sq. ft.	\$10.00

Sec. 23-337 **Irrigation System Permits** (Ordinance #2014-39)

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Installation permit	\$40.00 + fees below
Per sprinkler head	\$1.00
Backflow prevention assembly	\$10.00
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

Sec. 24-22 Taxicab Permit Fees (Ordinance #51348)

Annual license fee	\$20.00 per vehicle per year
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Sec. 24-27 Taxicab Fares and Charges (Ordinance #21280-1)

Fares	\$.90 first 1/16 mile and portion thereof
	\$.10 per 1/16 mile and portion thereof additional
Airport Cab Service	Same basis except \$.25 each added passenger

Sec. 24-76 Emergency Medical Services Rates (Fee Ordinance #2016-34 ~~2017-##~~)

EMS Transports:

Service Level	City	Rural
<u>Basic Life Support (BLS)</u> : emergency pre-hospital care that uses non-invasive medical acts.	\$500 \$600	\$800
<u>Advanced Life Support (ALS1)</u> : emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen and EKG monitoring.	\$600 \$700	\$800
<u>Advanced Life Support (ALS2)</u> : emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen, EKG monitoring and drug therapy.	\$700 \$800	\$800

No Transport Calls: a call for EMS which may include BLS, ALS1 or ALS2 treatment and/or patient evaluation, but no transportation of the individual is made in a City of Belton ambulance.

Service Level	City	Rural
<u>Non Transport Level 1</u> : calls which result in no BLS, ALS1 or ALS2 treatment other than patient evaluation and non-transportation. <i>*If in the opinion of the Fire Chief or his representative, the frequency of no transport calls constitutes an abuse of public service, the City reserves the right to charge the BLS rate for such services.</i>	No Charge \$100.00*	\$800
<u>Non Transport Level 2</u> : calls which result in BLS treatment and		

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non-transportation.	\$500 \$600	\$800
Non Transport Level 3: calls which result in ALS1 or ALS2 treatment and non-transportation.	\$600 \$700	\$800

Mileage:

Loaded – per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery. \$10.00 per mile

Unloaded (Rural Only) – in addition to Loaded Miles, per mile beginning from where the unloaded EMS vehicle leaves the City of Belton and ending where the unloaded EMS vehicle re-enters the City of Belton. \$10.00 per mile
(\$90.00 maximum)

Zoning (Fee Ordinance #~~2016-34~~ **2017-##**)

Rezoning	\$250.00
Specific use permit	\$250.00
Variance request	\$100.00
Future Land Use Map Amendment	\$100.00

Subdivisions and Developments (Fee Ordinance #2016-34 **2017-##**)

General Development Plan review	\$200.00
Administrative plat	\$200.00 + recording fees
Preliminary subdivision plat	\$250.00 + \$3.00 per lot + recording fees
Final subdivision plat	\$250.00 + \$3.00 per lot + recording fees
Preliminary 1-lot subdivision plat	\$250.00 + \$10.00 per acre + recording fees
Final 1-lot subdivision plat	\$250.00 + \$10.00 per acre+ recording fees
Placing traffic control devices and street name signs	\$275.00 for each sign assembly (typically includes pole, stop or yield sign and street name sign). Also applies to replacement signs due to accidents or vandalism.
Material Testing Fees	Actual Costs + 10%
Park Land Dedication (Ord. #2005-05)	\$200 per dwelling unit, as provided for in Section 517.05 of the Subdivision Ordinance.
Tree Replacement Fee (Ord. #2016-25)	\$100 per diameter inch

Wireless Tower

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New Wireless Tower Construction \$150

Wireless Tower Modification \$60

Floodplain Assessment Permit (Fee Ord. #2016-34) \$50.00 (moved from Sec. 4-33)

Miscellaneous Fees

Bound Publications (Fee Ordinance #2016-34)

Budget	\$20.00
CAFR	\$15.00
Charter	\$15.00
Comprehensive Plan	\$25.00
Design Manual	\$15.00
Parks Strategic Master Plan	\$15.00

Public Information Requests (Fee Ordinance #2016-34)

Accident Reports \$5.00 per report

Other requests (in accordance with current guidelines adopted by the Attorney General's Office)

Standard copy (up to 8½x14)

Black & white copies	\$0.10 per page
Color copies	\$0.25 per page
(each side that has recorded information is considered a page)	

Electronic Copies - No charge

Paper Copies - No charge if total amount is less than \$1.00

Nonstandard copy

Oversized paper (11x17, greenbar, bluebar)	\$0.50 per page
Color copies, oversized paper	\$0.75 per page
CD ROM	\$1.00 each
Magnetic tape	actual cost
Data cartridge	actual cost
Tape cartridge	actual cost
Digital video disc (DVD)	\$3.00 each
Specialty paper (mylar, blueprint, blue line, map, photographic)	actual cost
Other electronic media	actual cost
Microfiche/microfilm	
Paper copy	\$0.10 per page
Fiche or film copy	actual cost

Personnel charge

Programming personnel	\$28.50/hour
Other personnel (labor to locate, compile, and reproduce)	\$15.00/hour (see City Clerk)
Overhead charge	20% of personnel charge (see City Clerk)

Computer resource charge

Mainframe	\$10.00 per CPU minute
Midsized	\$1.50 per CPU minute
Client/server	\$2.20/hour
PC or LAN	\$1.00/hour

Miscellaneous supplies (labels, boxes, etc.)	actual cost
Remote document retrieval	actual cost
Postage/shipping (if applicable)	actual cost
Credit card transaction fee (if applicable)	actual cost

Fax

Local	\$0.10/page
Long distance, same area code	\$0.15/page
Long distance, different area code	\$0.20/page

Court fees (amounts retained by City) (Fee Ordinance #2010-38)

Teen court fee	\$50.00
Community service fee (adult/juvenile)	\$50.00

Nuisance Abatement (Fee Ordinance #2012-17)

By City:

Grass mowing/lot cleanup (includes personnel)	\$100.00/hour (2 hour minimum)
Debris removal/haul costs	\$100.00/hour per piece of City equipment (includes operator) + disposal cost + 20% of disposal cost
Additional personnel	\$25.00/hour

By Vendor:

Grass mowing, lot cleanup, and debris removal	Actual cost + 20%
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Credit Card Payments (Fee Ordinance #2004-40)

Credit Card Payments	4%
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Internet Payments	4% + \$1.25 convenience fee
Refused Credit Card	\$30.00
Returned Check Fee	\$30.00

Other (Fee Ordinance #2016-34)

Historic Preservation Certificate of Appropriateness Application (non-administrative)	\$50.00
Right-of-Way Abandonment Application	\$100.00

Naming Policy: (Street Renaming and Facility Naming Policy Rev. June 11, 2013)

A. Street Renaming Policy Application	\$150.00
B. City Facility Naming Application	\$75.00
Fingerprinting	\$5.00 per card
Vehicle Title Inspections (68A)	\$40.00 per vehicle
Vehicle Impound Fee	\$10.00/day
*Off-Duty Police	\$30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
*Off-Duty Fire Fighters	\$30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
*Ambulance Standby	\$100.00/hour (in addition to off-duty personnel cost)
*Patrol Unit Escorts:	
Educational institutions domiciled in Belton	Per mile at prevailing City mileage rate
Other institutions and entities	\$25.00/hour + actual personnel costs

*Employment and use of all off-duty public safety employees and vehicles shall be pursuant to the "Special Public Safety Services Policy" approved by the City Council.

Staff Report – City Council Agenda Item



Agenda Item #6

Consider reappointments to the following Boards and Commissions:

- A. Civil Service Commission
- B. Electrical Board

Originating Department

Administration – Amy M. Casey, City Clerk

Background

- A. Civil Service Commission:

The term of Michael Elgin ends on September 24, 2017. He has expressed a desire to be reappointed. The Mayor is recommending Michael Elgin be reappointed for another three-year term.

- B. Electrical Board:

The terms of Robert Bass and Louis (Casey) Simpson ends on October 23, 2017. They are both willing to serve another two-year term if reappointed. The Mayor is recommending reappointment for both.

Fiscal Impact

None

Recommendation

Recommend approval of the reappointments.

Attachments

None

Staff Report – City Council Agenda Item



Agenda Item #7

Consider appointments to the Youth Advisory Commission, administer oath of office to newly appointed members, and appoint a Chair.

Originating Department

Parks and Recreation – Matt Bates, Director

Background

In May 2007, the City Council authorized the formation of a Youth Advisory Commission (YAC), and the first one-year appointments were made in September 2007. The YAC is charged with:

- Developing recommendations to the Council that focus on Belton's quality of life, community facility and service enhancements, and other issues of importance to young people.
- Making recommendations and advising the City Council concerning solutions to specific youth issues in the community.
- Encouraging the initiation of programs of general interest to youth.
- Enlisting the cooperation of all segments of the community in being more responsive to the youth community.
- Making and issuing reports concerning its studies, research, examinations and other activities, and making annual reports to the City Council at such times as may be requested by the Council.

For 2017-2018, we are proposing the following students be appointed to YAC:

	Last Name	First Name	Male/Female	Grade	School	Volunteer Hours
1	Ross	Addison	Female	10	BNT	8
2	Smith	Lauren	Female	12	BHS	23
3	Shedore	Serena	Female	12	BHS	9
4	Baggerly	Madden	Female	10	BHS	13
5	Smith	Garrett	Male	12	BHS	34.5

6	Hosch	Logan	Male	12	BHS	18
7	Taylor	Zachary	Male	12	BNT	32
8	Woo	Si-Yoon	Female	12	BHS	12
9	Gaw	Emily	Female	12	BHS	12

The proposed chair, Garrett Smith, did a fantastic job shadowing last year's chair, and I am recommending he be appointed as the Chair of the 2017-2018 YAC.

City Attorney John Messer will conduct the swearing-in of the 2017-2018 YAC members.

Fiscal Impact

YAC Budget for FY2018: \$1,000

Recommendation

Recommend approval of the appointments.

Attachments

None

Name	Grade	Hours	Description	School
Addison Ross	10th	8	FFA, NHS, Key Club, GOTO Crew (student council)	BNT
Lauren Smith	12th	23	Student Council, Wildflower Belles, National Honor Society	BHS
Serena Shedore	12th	9	Acedemic UIL Team, Varsity Orchestra, Student Council	BHS
Madden Baggerly	10th	13	BHS Swimming, Tigers Shark Swimming, Project Apple Tree	BHS
Garrett Smith	12th	34.5	Class of 2018 President, Governor Texas Boys Safety	BHS
Logan Hosch	12th	18	AVID	BHS
Zachary Taylor	12th	32	YAC	BNT
Si-Yoon Woo	12th	12	Robotics, Student Council	BHS
Emily Gaw	12th	12	NHS, Student Council, Orchestra, Varsity Swimming, Key Club, UIL	BHS

Yellow denotes proposed YAC Chair

Staff Report – City Council Agenda Item



Agenda Item #8

Consider the following:

- A. Authorize the City Manager to execute a construction contract and deductive change order with Archer Western to construct Phase I of the Temple-Belton Wastewater Treatment Plant Expansion Project, and accompanying amendment to the FY 2017 Water & Sewer Fund Budget.
- B. Authorize the City Manager to execute a contract amendment to the professional services agreement with Kasberg, Patrick and Associates engineers for construction administration and on-site representation required to construct Phase I improvements to the Temple-Belton Wastewater Treatment Plant.

Originating Department

Public Works – Angellia Points, Director of Public Works/City Engineer

Background

The Temple-Belton Wastewater Treatment Plant (TBWWTP), located on FM 93/E 6th Ave between IH-35 and the Leon River, is owned by the Cities of Temple and Belton, and is permitted to treat 10 million gallons per day (MGD) of wastewater. Temple and Belton share capital improvement costs at 75% and 25%, respectively. Both cities have contracted with the Brazos River Authority to operate the facility. The plant was constructed in 1975, expanded in 1990, and currently treats wastewater from approximately 70% of Temple and all of Belton.

TCEQ requires wastewater plants to complete steps toward expansion at specific inflow thresholds. In 2010, influent flow was at least 75% of the permitted capacity for three consecutive months, triggering a TCEQ requirement to perform preliminary engineering for expansion. On August 23, 2011, Council authorized Kasberg, Patrick & Associates, LP (KPA) to prepare a preliminary engineering report (PER) for the TBWWTP to determine what steps were required for the plant expansion.

In October 2015, Council authorized an agreement with KPA in the amount of \$1,341,555 (Belton's 25% share was \$335,388.75) for professional services to design and bid Phase I of the expansion. This original scope of services consisted of three tasks: Basis of Design, Phase I Final Design of the headworks, odor control, and address Orbal capacity, and Phase I Bidding. In June 2016, Council authorized additional Task 3 to design Phase II, modified Task 2 to remove the Orbal improvements, and add design of an equalization basin, and added Task 5 to bid Phase II improvements (additional biological treatment

trains, UV disinfection, new outfall structure, etc.) in the amount of \$2,037,110 (Belton's 25% share was \$509,277.50).

Phase I - Bid Phase

- A. Phase I drawings and specifications for the headworks replacement were advertised on June 4th and June 11th. Along with the plans for the headworks, an alternate bid to construct a roadway on the southeast side of the plant was added as an "add alternate" to the project. The road was proposed for more efficient operations of brush truck and septage hauling operations during construction. On July 18, 2017, two bids were received that ranged from the low base bid plus alternate of \$13,182,000 to the high base bid plus alternate of \$16,413,000. Per the attached bid tabulation, Archer Western submitted the low base bid plus alternate in the amount of \$13,182,000. The engineer's opinion of probable construction cost (OPCC) was \$10,100,000 plus \$400,000 of additional scope items, totaling \$10,500,000.

Due to the low bid being 30% higher than the engineer's OPCC, further discussions were held in how to best proceed. As described in the attached Letter of Recommendation from KPA, the project team reviewed four potential options to move forward. With the immediate need for the replacement of the headworks facility, the project team decided it would be best to award only the base bid for construction, but with a deductive change order that includes some electrical cost savings identified during the post-bid review process. These electrical modifications allow smaller transformers and cabling to be installed with Phase I, and it also defers the electrical infrastructure and demand costs to Phase II, when they will be required to be installed. Only electrical components required for the construction and operation of Phase I improvements were left in the Phase I bid tabulation. The attached Letter of Recommendation and Change Order No. 1 provide further details.

Summary of Archer Western Project Construction Costs:

Construction Item	Total	Belton's 25% Share	Temple's 75% Share	Recommendation
Base Bid	\$13,110,000	\$3,277,500	\$9,832,500	Award to Archer Western
Add Alternate for Plant Road Construction	\$72,000	\$18,000	\$54,000	Do not award; BRA to construct roadway at later time
Proposed Change Order No. 1	(\$987,582.00)	(\$246,895.50)	(\$740,686.50)	Approve of deductive change order
TOTAL AWARD COSTS	\$12,122,418	\$3,030,604.50	\$9,091,813.50	Award to Archer Western

City of Belton project staff, City of Temple project staff, BRA, and KPA agree that Archer Western is qualified to complete this project. The project team recommends award of a construction contract for the base bid plus the deductive change order totaling

\$12,122,418, with Belton's 25% share being \$3,030,604.50. Time allotted for construction is 420 calendar days.

- B. To accomplish proper construction oversight, consultant services recommended under this contract amendment include the following tasks and costs.

Professional Services Item	Total Cost	Belton's 25% Share	Temple's 75% Share
Task 5 – Construction Administration	\$456,785.00	\$114,196.25	\$342,588.75
Task 6 – On-Site Project Representative	\$155,125.00	\$38,781.25	\$116,343.75
Task 7 – O&M Compilation	\$20,720.00	\$5180.00	\$15,540.00
Task 8 – Warranty Phase	\$15,610.00	\$3,902.50	\$11,707.50
Task 9 – Power System Study	\$7,700.00	\$1,925.00	\$5,775.00
Expenses/Direct Costs	\$11,940.00	\$2,985.00	\$8,955.00
Totals	\$667,880.00	\$166,970.00	\$500,910.00

Financial Summary

Funding/Expenditure	Amount
2015 CO Issue – TBWWTP Portion	\$2,820,000
Phase I & II Engineering	(\$844,666)
Phase I Construction	(\$3,030,605)
Phase I Construction Administration	(\$166,970)
Projected Shortfall	(\$1,222,241)

Fiscal Impact

The fiscal impact of the action for this item is \$3,030,604.50, which represents Belton's share of the Phase I construction costs. The funding available from the 2015 CO issue is \$1,222,241 short of covering Phase I engineering, construction administration and construction and Phase II engineering. Recommendation for covering shortfall is an amendment to the FY 2017 to utilize \$1,222,241 of Water & Sewer Fund Balance. Water & Sewer Fund Balance in excess of minimum is projected to be \$2,899,432 as of September 30, 2017.

Budgeted: ☐ Yes ☒ No ☒ Capital Project Funds

If not budgeted: ☐ Budget Transfer ☐ Contingency ☒ Amendment Needed

Recommendation

1. Authorize the City Manager to execute a construction contract and deductive change order with Archer Western for the construction of the Phase I Headworks Replacement at the Temple-Belton Wastewater Treatment Plant.
2. Approve the budget amendment necessary to fund the project.
3. Authorize the City Manager to execute a contract amendment with KPA Engineers for Construction Administration and On-Site Representation for the Phase I Temple-Belton Wastewater Treatment Plant Expansion Project.

Attachments

Engineer's Letter of Recommendation
Bid Tabulation
Change Order No. 1 (Deductive)
Project Map
Engineer's Proposal
Contract Amendment No. 2



KASBERG, PATRICK & ASSOCIATES, LP

CONSULTING ENGINEERS

Texas Firm F-510

Temple
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Temple, Texas 76501
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RICK N. KASBERG, P.E.
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GINGER R. TOLBERT, P.E.
ALVIN R. "TRAE" SUTTON, III, P.E., CFM
JOHN A. SIMCIK, P.E., CFM

Georgetown
1008 South Main Street
Georgetown, Texas 78626
(512) 819-9478

August 25, 2017

Mrs. Angellia Points, P.E.
City Engineer
City of Belton
PO Box 120
Belton, Texas 76513

Mr. James Billeck, P.E.
Project Manager
City of Temple
3210 E. Avenue H, Building A
Temple, Texas 76501

Re: Cities of Temple and Belton, Texas
Temple-Belton Wastewater Treatment Plant – Phase I
Headworks & Flow Equalization Improvements

Dear Mrs. Points & Mr. Billeck:

On July 18, 2017, the Cities of Temple and Belton received bids from two (2) contractors for the Phase I Headworks and Flow Equalization Improvements project at the Temple-Belton Wastewater Treatment Plant (TBWWTP). The attached Bid Tabulation shows Archer Western Construction, LLC of Irving, Texas, as the low bidder at \$13,110,000 for the Total Bid and \$72,000 for the Add Alternate Bid for a Total Bid of \$13,182,000. The bids ranged from the low bid to \$16,375,000 for the Base Bid and \$16,413,000 for the Total Bid. Eight (8) General Contractors (GCs) attended the Mandatory Pre-Bid Meeting and were eligible to bid the project. From discussions with the GCs during and after the bidding process, the primary reasons for not bidding were 1) current workload, 2) conflicting internal schedules and 3) availability of skilled labor (specifically concrete crews).

Our final opinion of probable construction cost was \$10,100,000 prior to the inclusion of the following costs: 1) ONCOR service fees, 2) Redundant Odor Control Vessel, 3) Extended Fence and 4) Plant Roadway and Access Point from the West. These additional costs total approximately \$400,000 bringing the total OPC to \$10.5 million. In the months leading up to the bidding of this project, we had multiple conversations with contractors, manufacturer representatives and equipment suppliers. These conversations led us to believe that the current bid climate was such that the bid prices would be higher than the OPC, which we relayed to the Cities. From these discussions, the current bid climate for treatment work can generally be described as a contractor's market. Many of the treatment contractors have multiple, large contracts currently under construction and are not under the pressure of having to be procure work. Similar bids on projects by others in the Central Texas area ranging from \$5 million to \$35 million have experienced bid amounts from 15% to 75% over budget during the past three (3) months. While the current bid climate has been trending as detailed for several months, it should be noted that the project bidding was delayed from early 2017 to Summer 2017 when the TCEQ plan review took almost six (6) months and was returned with no comments.

In addition to the current bid climate, cost increases have occurred in concrete and electrical (copper) costs. These two specific items account for approximately 70% of the increased cost in this project. To illustrate the cost increase for formed concrete, the following table summarizes actual concrete costs from treatment contractors in the past year:

Table 1

Historical Structural Concrete Costs

Structure Component	August 2016	June 2017
Slab	\$300 / CY	\$400 / CY
Wall	\$500 / CY	\$800 / CY
Elevated Slab (Deck)	\$700 / CY	\$1,000 / CY

The OPCs were prepared based on concrete costs representative of the August 2016 values. Preliminary discussions with the low bidder indicate that the average cost of concrete on the TBWWTP project was in excess of \$820 per cubic yard without overhead multipliers.

The electrical costs were substantially higher than the OPC. A review of the costs indicate the increase was generally in two areas, copper and labor. The remainder of the equipment was generally in line with the budgetary values used during the preparation of the OPC.

The project team reviewed four potential options concerning the construction of the Phase I Improvements. They are listed below with a general summary reasoning behind recommendation:

1. Award Contract for Bid Amount to Archer Western. *Not recommended.*
This option is well outside of the budget and includes costs associated with additional electrical capacity associated with Phase II that can be deferred.
2. Reject Bids and Re-bid the project. *Not recommended.*
There were only two (2) bids on the Phase I Project. The bid climate has not changed in the past two months and we do not see it changing in the near future. Two projects recently have re-bid due to high bid prices. Both projects' second bid prices were higher than the first. Additionally, it is possible that the current low bidder would not submit a bid on the re-bid project (from past history with these types of situations) further limiting the number of bids we would expect to receive.
3. Reject Bids and incorporate Phase I into the Phase II Project. *Possible Alternative.*
The concerns with this alternative are that they push the Phase I Improvements out 12 to 18 months. These improvements include the new Headworks structure and Flow Equalization. The existing headworks structure is in poor condition and should be replaced as soon as possible. Likewise, the expanded headworks and flow equalization improvements are required prior to construction of the Shallowford Lift Station Improvements.
4. Award Contract to Archer Western with deductive change order. *Recommended.*
There are components within the Phase I Improvements that were designed with excess capacity for Phase II. Most of these were within the electrical scope of the project. They can be removed and/or re-designed to minimize the Phase I Cost while deferring the increased capacity cost to Phase II.

Option 4, above, is the recommended alternative. The potential safety concerns (existing headworks structure) and existing system deficiencies that will require the improved facilities (Shallowford Lift Station, Leon River Lift Station and Hubbard Branch Lift Station) necessitate that this project move forward sooner rather than later. The existing headworks structure, mentioned in Option 3 above, was removed from service and inspected in November 2006. At that time, it was noted that the interior concrete structure had experienced areas of severe corrosion with some reinforcing steel visible. The structural engineer's recommendation was that the structure faced a high probability of developing a "point failure" if not addressed in the near future. The structure was thoroughly cleaned and a protective coating was installed over the concrete. Recent conversations with treatment plant staff indicate that the majority of the protective coating is beginning to see areas of failure. As such, this structure is in danger of potentially developing leaks and/or other areas of failure if it remains in service for an extended period of time. Likewise, overflows in the Bird Creek drainage basin will not be fully addressed until the construction of the Bird Creek Interceptor, Shallowford Lift Station and Shallowford Force Main are completed. Each of these three projects is dependent on the Flow Equalization Improvements included in the TBWWTP Phase I Project being complete and operable prior to their completion. In addition to these items, the implementation of odor control facilities has been an important factor in the timeline of the overall project.

The design team has spent the past several weeks working with Archer Western and their electrical subcontractor to identify potential cost savings. The Phase I Improvements included additional electrical capacity, upsized transformers, switchgear and a single large electrical building (with vault to facilitate future connections) that will not be required until Phase II. We have included the revised plan sheets detailing the revisions associated with the attached Change Order No. 1. The following plan sheets were revised:

1. Site Civil Sheets (BE2, BE3 and BE5)
2. One Line Diagram Sheets (PE1, PE5, PE6, PE12 AND PE13)
3. SCADA System Sheet (PI1)
4. Instrumentation Sheet (SI1)

These modifications generally consist of the following:

1. Relocating the main electrical power take off point (which eliminates fees associated with ONCOR),
2. Shorter runs of less expensive conduit and cable
3. Removing a single 25kVa transformer and replacing with two (2) 5kVa transformers
4. Removing the single, large electrical building with cable vault constructed beneath it and replacing with two smaller, slab on grade buildings without vaults,
5. Detailing the 480V duct banks to be sand encased with a 6" concrete cap,
6. Allowing G&W switches

These electrical modifications allow smaller transformers and cabling to be installed with Phase I and also defer electrical infrastructure and demand costs to Phase II when they will be required. Change Order No. 1 is attached which includes the following items:

- Bid Item 8. This is the bid item that includes direct costs associated with ONCOR and the upgraded, relocated service connection. The entire item is being deducted. It is not anticipated that there will be any direct costs from ONCOR for the Phase I project. If there are any minor fees or costs associated with ONCOR, they will be incorporated via Change Order in the future.
- Item CO1-1. This includes the electrical modifications described above and detailed in the revised plan sheets, including the electrical buildings and the electrical/installation cost of three 2 hp pumps at the Vacuum Truck Dump Station.

Change Order No. 1 totals \$987,582 in Phase I construction cost reductions. These cost reductions correspond to \$246,895.50 in cost savings for the City of Belton and \$740,686.50 in cost savings for the City of Temple.

We have contacted references and reviewed Archer Western's completed projects, current workload and available equipment lists. Based on this review, Archer Western has the experience and expertise to successfully construct the TBWWTP Phase I project. Therefore, we recommend that a contract be awarded to Archer Western Construction, LLC, for the Base Bid of the TBWWTP Phase I Headworks & Flow Equalization Improvements in the amount of \$13,110,000. The City of Belton and City of Temple components of the base bid amount are \$3,277,500 and \$9,832,500 respectively. Additionally, we recommend that the attached Change Order No. 1, in the amount of \$(987,582.00) be executed concurrently with this award. Change Order No. 1 is a deductive change order that reflects the re-design of electrical improvements to remove additional Phase II components and capacity. The City of Belton and City of Temple components of the deductive change order are \$(246,895.50) and \$(740,686.50), respectively. The summary of Total Project Costs broken down by City are included in the following table.

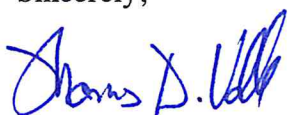
Table 2

Summary of Project Construction Costs

Component	Total Project	City of Belton	City of Temple	Recommended?
Base Bid	\$13,110,000	\$3,277,500	\$9,832,500	Yes
Add Alternate	\$72,000	\$18,000	\$54,000	No
Change Order No. 1	\$(987,582.00)	\$(246,895.50)	\$(740,686.50)	Yes
Total Award Cost	\$12,122,418	\$3,030,604.50	\$9,091,813.50	Yes

We are available to discuss any portion of this letter of recommendation with you at your convenience.

Sincerely,



Thomas D. Valle, P.E.
TDV/

xc: 2015-140/141-40



BID TABULATION
TEMPLE, CITY OF
Temple-Belton Wastewater Treatment Plant - Phase I
Headworks and Flow Equalization Improvements

July 18, 2017; 2 PM
Purchasing Department, 3210 . Ave , Bldg C
Temple TX 76501

BASE BID				BIDDER INFORMATION			
				Archer Western Construction LLC 1411 Greenway Drive Irving TX 75038		Austin Engineering Company Inc PO Box 342349 Austin TX 78734	
Item No.	Estimated Quantity	Unit	Bid Data Description	Unit Price	Extended Amount	Unit Price	Extended Amount
1	100%	LS	Mobilization, Bonds and Insurance, not-to-exceed 5% of the Base Bid Amount	\$ 200,000.00	\$ 200,000.00	\$ 600,000.00	\$ 600,000.00
2	100%	LS	Submit Trench Safety Plan prepared and signed by P.E., in Conformance with State Law and OSHA	5,000.00	5,000.00	2,000.00	2,000.00
3	6,000	LF	Implement and Follow Trench Safety Plan (Pipe)	2.00	12,000.00	2.00	12,000.00
4	8,000	SF	Implement and Follow Trench Safety Plan (Structures & Manholes)	2.00	16,000.00	2.00	16,000.00
5	100%	LS	Prepare Stormwater Pollution Prevention Plan, Including Submission to and Receiving Permits from TCEQ	2,000.00	2,000.00	1,000.00	1,000.00
6	1,000	LF	Furnish, Install, Maintain and Remove Silt Fence as required in the Stormwater Pollution Prevention Plan	3.00	3,000.00	2.00	2,000.00
7	100%	LS	Furnish All Labor, Materials, Tools & Equipment & Constructing the Headworks and Flow Equalization Improvements, Complete in all Details including all Mechanical, Electrical, Controls, Equipment, Piping, Piping Connections, Temporary Connections, Fencing, Site-Work, Earthwork, Demolition, Testing, Startup and all other components as Shown on the Plans, pecified Herein and as required to allow for fully functional processes	12,596,000.00	12,596,000.00	15,500,000.00	15,500,000.00
8	1,000	VF	Repair cracks in concrete walls of existing Aerobic Digester Basins (Proposed Flow Equalization Basins) which are larger than 1/16" in width and exhibit leaching at the face of concrete with efflorescence and/or corrosion and rust staining of concrete	60.00	60,000.00	10.00	10,000.00
9	100%	LS	Provide Project Record Drawings (As Built)	1,000.00	1,000.00	2,000.00	2,000.00
10	100%	LS	ONCOR Costs, including Contractor's Coordination, for Relocating the Overhead Throwover Switch, Additional Capacity in the Alternate Feed and Work Associated with the New Service	215,000.00	215,000.00	230,000.00	230,000.00
TOTAL BASE BID AMOUNT (ITEMS 1 - 10)					\$ 13,110,000.00	*	\$ 16,375,000.00

ADD ALTERNATE BID

Item No.	Estimated Quantity	Unit	Bid Data Description	Unit Price	Extended Amount	Unit Price	Extended Amount
AA-1	100%	LS	Mobilization, Bonds and Insurance, not-to-exceed 5% of the Add Alternate Bid Amount	\$ 2,000.00	\$ 2,000.00	\$ 500.00	\$ 500.00
AA-2	100%	LS	Construction of 20' Plant Roadway from the west property lien tot the Compost Area, including installation of a 20' Double Gate in the existing Chain Link Fence as shown on Sheet Add, 3-1	70,000.00	70,000.00	37,500.00	37,500.00
TOTAL ADD ALTERNATE BID AMOUNT (ITEMS AA-1 - AA-2)					\$ 72,000.00		\$ 38,000.00

BID SUMMARY	BIDDER INFORMATION	
	Archer Western Construction LLC 1411 Greenway Drive Irving TX 75038	Austin Engineering Company Inc PO Box 342349 Austin TX 78734
	BASE BID AMOUNT	\$ 13,110,000.00
	ADD ALTERNATE BID AMOUNT	\$ 72,000.00
	TOTAL BID AMOUNT	\$ 13,182,000.00

Did Bidder Acknowledge Addenda No. 1?	YES	YES
Did Bidder Acknowledge Addenda No. 2?	YES	YES
Did Bidder Acknowledge Addenda No. 3?	YES	YES
Did Bidder Acknowledge Addenda No. 4?	YES	YES
Did Bidder Acknowledge Addenda No. 5?	YES	YES
Did Bidder Acknowledge Addenda No. 6?	YES	YES
Did Bidder provide Bid Security?	YES	YES

I hereby certify that this is a correct & true tabulation of all bids received

Date _____



CHANGE ORDER

PROJECT: Temple-Belton Wastewater Treatment Plant - Phase I, Headworks & Flow Equalization Improvements

OWNER: Cities of Temple and Belton, Texas

CONTRACTOR: Archer Western

ENGINEER: Kasberg, Patrick & Associates, LP

CHANGE ORDER #: 1

Make the following additions, modifications or deletions to the work described in the Contract Documents:

ADD/DELETE

Item	Description	Quantity	Unit	Cost	Total
8	ONCOR Costs	100%	LS	\$ (215,000.00)	\$ (215,000.00)
	Electrical Modifications per revised Plans dated 8/17/2017 and subsequent email clarifications including deletion of Electrical Building w/ Vault				
CO1-1	Basement and the addition of two slab on grade Electrical Buildings and Pumps/Electrical at Vacuum Truck Dump Station . See Recommendation letter for description.	100%	LS	\$ (772,582.00)	\$ (772,582.00)
Total Add/Delete					\$ (987,582.00)

The compensation agreed upon in this Change Order is full, complete and final payment for all costs the Contractor may incur as a result of or relating to this change whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay (for which only revised time is available), extended overhead, ripple or impact cost, or any other effect on changed or unchanged work as a result of this Change Order.

	Total Contract	City of Belton	City of Temple
Original Contract Amount	\$ 13,110,000.00	\$3,277,500.00	\$ 9,832,500.00
Previous Net Change in Contract Amount	\$ -	\$ -	\$ -
Net Change in Contract Amount	\$ (987,582.00)	\$ (246,895.50)	\$ (740,686.50)
Revised Contract Amount	\$ 12,122,418.00	\$3,030,604.50	\$ 9,091,813.50
Original Contract Time	420 days		
Previous Net Change in Contract Time	0 days		
Net Change in Contract Time	0 days		
Revised Contract Time	420 days		
Original Final Completion Date	To Be Determined		
Revised Final Completion Date	To Be Determined		

Recommended By:

Project Manager (Temple) Date

Recommended By:

Project Manager (Belton) Date

Agreed to:

Contractor Date

Approved as to form:

City Attorney's Office Date

Recommended by:

Engineer Date

Approved by City of Belton:

City Manager Belton Date

Approved by City of Temple:

City Manager Temple Date

Approved by Finance Department

Finance Date



CITIES OF TEMPLE & BELTON, TEXAS	
TBWWTP PHASE I	
	KASBERG, PATRICK & ASSOCIATES, LP CONSULTING ENGINEERS TEMPLE, TEXAS 76501 Firm Registration No. F-510
AUGUST 2017	



KASBERG, PATRICK & ASSOCIATES, LP

CONSULTING ENGINEERS

Texas Firm F-510

Temple
One South Main Street
Temple, Texas 76501
(254) 773-3731

RICK N. KASBERG, P.E.
R. DAVID PATRICK, P.E., CFM
THOMAS D. VALLE, P.E.
GINGER R. TOLBERT, P.E.
ALVIN R. "TRAE" SUTTON, III, P.E., CFM
JOHN A. SIMCIK, P.E., CFM

Georgetown
1008 South Main Street
Georgetown, Texas 78626
(512) 819-9478

August 25, 2017

Mrs. Angellia Points, P.E.
City Engineer
City of Belton
PO Box 120
Belton, Texas 76513

Mr. James Billeck, P.E.
Project Manager
City of Temple
3210 E. Avenue H, Building A
Temple, Texas 76501

Re: Cities of Temple and Belton, Texas
Temple-Belton Wastewater Treatment Plant – Phase I
Headworks & Flow Equalization Improvements
Construction Phase Professional Services

Dear Mrs. Points & Mr. Billeck:

This letter is in response to your request for a proposal to perform Construction Phase Services (civil, mechanical, electrical, instrumentation and controls and structural components) for the referenced Construction Project. Bids were received on July 18, 2017 with Archer Western Construction, LLC of Irving, Texas, as the successful low bidder. This proposal includes Tasks 5 through 9 as follows:

- Task 5. Construction Administration Services
- Task 6. Resident Project Representative Services
- Task 7. Compilation of Operation & Maintenance Manuals
- Task 8. Warranty Period Services
- Task 9. Power System Study

It is anticipated that the project will be constructed over the full 14 month contract period. As such, construction phase services are based on a 14 month duration while the resident project representative is based on an average of 6 hours per day for the 14 month period. In order for us to provide the professional services for the construction phase of the referenced project, the following lump sum fees are applicable.

<u>Basic Services</u>	<u>Total</u>	<u>Belton</u>	<u>Temple</u>
Task 5 – Construction Administration =	\$456,785	\$114,196.25	\$342,588.75
<u>Special Services</u>	<u>Total</u>	<u>Belton</u>	<u>Temple</u>
Task 6 – Resident Project Rep. =	\$ 155,125	\$ 38,781.25	\$ 116,343.75
Task 7 – O&M Compilation =	\$ 20,720	\$ 5,180.00	\$ 15,540.00
Task 8 – Warranty Phase =	\$ 15,610	\$ 3,902.50	\$ 11,707.50
Task 9 – Power System Study =	\$ 7,700	\$ 1,925.00	\$ 5,775.00
<u>Expenses/Direct Costs =</u>	<u>\$ 11,940</u>	<u>\$ 2,985.00</u>	<u>\$ 8,955.00</u>
Total Professional Fees =	\$ 667,880	\$ 166,970.00	\$ 500,910.00

Mrs. Angellia Points, P.E. & Mr. James Billeck, P.E.

August 25, 2017

Page Two

A detailed scope of services is attached as Exhibit A. Exhibit B details the fee schedule for additional services not included in this proposal. We are looking forward to beginning the construction phase services on this project and are available to discuss at your convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thomas D. Valle". The signature is stylized with a large, looped "T" and a cursive "Valle".

Thomas D. Valle, P.E.

TDV/

xc:

2015-140/141-40

Exhibit A
Cities of Temple and Belton
Temple-Belton Wastewater Treatment Plant
Phase I
Headworks and Flow Equalization Improvements

TASK IDENTIFICATION
For
ENGINEERING SERVICES

August 2017

TASK 5 - CONSTRUCTION ADMINISTRATION SERVICES - Engineer shall perform construction administration services for Headworks and Odor Control System construction contracts:

- a. Conduct a pre-construction conference with the contractor and owner, prepare an estimate of monthly cash flow requirements throughout construction.
- b. Establish communication procedures and issue instructions from owner to contractor.
- c. Conduct construction progress meetings with the contractor and owner.
- d. Maintain a documentation system within the requirements of the construction Contract Documents.
- e. Coordinate, review and prepare written responses to contractor's submittals.
- f. Monitor the progress of the contractor in sending and processing submittals.
- g. Inspect project site at a frequency sufficient to observe and report on the progress and the quality of work, including site visits for equipment startup and checkout.
- h. Review contractor's Modification Request(s) for deviations from the construction Contract Documents.
- i. Interpret the drawings and specifications for owner and contractor.
- j. When necessary, issue a Non-Conforming Report.
- k. Evaluate contractor claims and make recommendations on the merit and value of the claim.
- l. Recommend the amount that the contractor shall be paid on monthly and final estimates.
- m. Schedule and conduct substantial completion inspection with owner and contractor.
- n. Accompany owner on final inspection to assure that work has been completed in accordance with the Construction Documents, including preparation of letter detailing punchlist items.
- o. Review contractor's as-built documents to ascertain they were updated during construction.
- p. Prepare project record documents by modifying the electronic version of the Contract Documents.
- q. Submit certified record drawings to owner electronically without an engineer's seal in AutoCAD format.
- r. Submit three (3) bound sets of certified record drawings to owner with engineers seal.
- s. Maintain a photo log of construction activities including periodic photographs of SWPP devices.

TASK 6 - RESIDENT PROJECT REPRESENTATION SERVICES - Engineer shall provide RPR services for construction of:

- a. KPA will provide the services of an on-site, senior, fully qualified RPR. It is anticipated that the RPR will average 6 hours per day over the 14 month duration of the construction phase.
- b. The RPR shall provide construction administration and observation services.
- c. The RPR shall act under supervision of Engineer in order to provide more extensive on-site observations.
- d. The RPR shall function as engineer's agent in all matters relating to on-site construction review.
- e. The RPR shall also perform, but not be limited to, the following services:
 1. Conduct on-site observations of work in progress to determine if the work conforms to Contract Documents.
 2. Attend pre-construction conference(s), progress meetings, job conferences, and other project construction meetings.
 3. Establish communication procedures with owner, engineer and contractor(s).
 4. Maintain a project documentation system consistent with the requirements of the construction Contract Documents.
 5. Serve as engineer's liaison with contractor(s), working principally through contractor's(s) Superintendent.
 6. Establish and administer quality assurance procedures in accordance with the construction Contract Documents.
 7. Review Applications for Payment with contractor(s) for compliance with the established procedure.
 8. Participate in preparation of field orders and change orders.
 9. Verify that contractor(s) maintain updated as-built documents and verify the accuracy of the as-built documents.
 10. Assist in project completion activities at the conclusion of construction.
 11. Coordinate all project startup and performance testing activities with the owner, equipment suppliers or other contractors.
 12. Verify that tests, equipment and systems start-up and operating and maintenance training are conducted.
 13. Conduct a final inspection with engineer, owner, and contractor(s) and prepare a final list of items.
- f. The Engineer nor its RPR will guarantee the performance by any contractor(s).
- g. The RPR shall not undertake any responsibilities of contractor(s).
- h. The RPR shall not advise on, issue directives regarding, or assume control over safety precautions.

- i. The RPR shall not accept submittals from any entity other than the contractor or engineer.
- j. The RPR shall not participate in specialized field or laboratory tests or inspections conducted by others.

TASK 7 - OPERATION AND MAINTENANCE MANUAL COMPILATION SERVICES -
Engineer shall compile the O&M manuals for the project for owner including the following:

- a. Review and provide comments on Contractor's O&M Manual Submittals.
- b. Prepare Table of Contents logging each O&M Manual.
- c. Create an electronic file including all O&M Manuals submitted and reviewed. A single hard copy shall be printed and included in 3- ring binders, no larger than 3" in width. Binders shall not be filled more than $\frac{3}{4}$ full.

TASK 8 - WARRANTY PERIOD SERVICES - Engineer shall perform the following services for owner for one year following final payment.

- a. Engineer shall perform the following services for owner for one year following final payment
 - 1. Serve as primary point of contact for Warranty Items, including initial review of issue and coordination with Contractor.
 - 2. Eleven months after final payment, Engineer shall schedule and conduct a warranty inspection.
 - 3. Engineer shall submit a certification to owner stating that contractor's warranty obligations have been completed or list unresolved warranty items.

TASK 9 - POWER SYSTEM STUDY -- Engineer shall perform the following services:

- a. Model Power System in SKM. Updated to reflect actual electrical gear purchased.
- b. Prepare Final Report and Permanent Labels, including startup assistance.

EXHIBIT B

Charges for Additional Services

Cities of Temple and Belton
TBWWTP Phase I
Headworks and Flow Equalization Improvements
Construction Phase Services

<u>POSITION</u>	<u>MULTIPLIER</u>	<u>SALARY COST/RATES</u>
Principal	2.4	\$ 70.00 – 90.00/hour
Project Manager	2.4	55.00 – 70.00/hour
Project Engineer	2.4	45.00 – 55.00/hour
Engineer-in-Training	2.4	35.00 – 45.00/hour
Engineering Technician	2.4	25.00 – 45.00/hour
CAD Technician	2.4	20.00 – 40.00/hour
Clerical	2.4	15.00 – 30.00/hour
Expenses	1.1	actual cost
Computer	1.0	15.00/hour
Survey Crew	1.1	100.00 – 135.00/hour
Registered Public Surveyor	1.0	130.00/hour
On-Site Representative	2.1	30.00 – 50.00/hour

CONTRACT AMENDMENT (Professional Service Agreements)

PROJECT: TBWWTP Phase I – Headworks & Flow Equalization Improvements

OWNER: City of Temple

ARCHITECT/ENGINEER: Kasberg, Patrick & Associates, LP

AMENDMENT #: 2

Make the following additions, ~~modifications or deletions~~ to the work described in the Contract Documents:

Professional services during the Construction Phase of Phase I of the Temple-Belton Wastewater Treatment Plant Headworks and Flow Equalization Improvements Project:

Basic Services

Task 5 -- Construction Administration Services	\$ 342,588.75
------------------------------------------------	---------------

Special Services

Task 6 -- Resident Project Representative	\$ 116,343.75
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Task 7 -- O&M Compilation	\$ 15,540.00
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Task 8 -- Warranty Phase Services	\$ 11,707.50
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Task 9 -- Power System Study	\$ 5,775.00
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Task 9 -- Expenses/Direct Costs	\$ 8,955.00
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TOTAL	\$ 500,910.00
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The Compensation agreed upon in this Contract Amendment is the full, complete and final payment for all costs the Architect or Engineer may incur as a result of or relating to this amendment whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay (for which only revised time is available), extended overhead, ripple or impact cost, or any other effect on changed or unchanged work as a result of this Contract Amendment.

Original Contract Amount:	<u>\$ 1,006,166.25</u>
---------------------------	------------------------

Previous Net Change in Contract Amount:	<u>\$ 1,527,832.50</u>
-----------------------------------------	------------------------

Amount This Amendment:	<u>\$ 500,910.00</u>
------------------------	----------------------

Revised Contract Amount:	<u>\$ 3,034,908.00</u>
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Original Contract Completion Date:	<u>November 1, 2016</u>
------------------------------------	-------------------------

Revised Contract Completion Date:	<u>December 31, 2018</u>
-----------------------------------	--------------------------

Recommended by:

Agreed to:

Project Manager Date

James D. Volk August 25, 2017
Architect or Engineer Date

Approved by City of Temple:

Approved as to form:

Brynn Myers, Interim City Manager Date

City Attorney's Office Date

Approved by Finance Department:

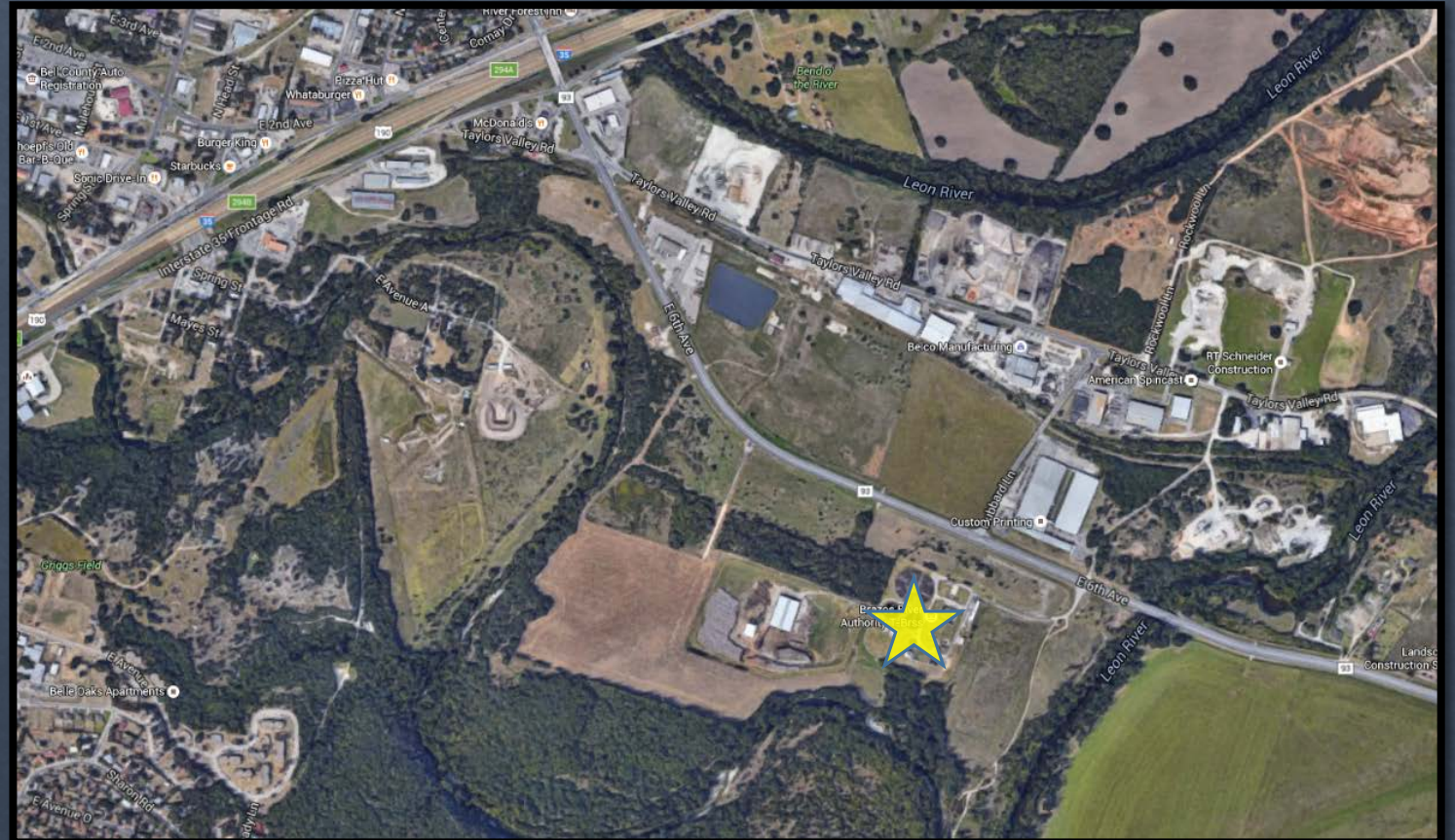
Date

Temple-Belton Wastewater Treatment Plant Phase I Construction

City Council

TBWWTTP

- ◆ Temple-Belton Wastewater Treatment Plant
- ◆ Serves 70% of Temple and 100% of Belton
- ◆ Permitted to treat 10,000,000 gallons/day (10 MGD)
- ◆ Temple's flow is 75% of total; Belton makes up 25% of total → Cost Share



Engineering

Preliminary Engineering

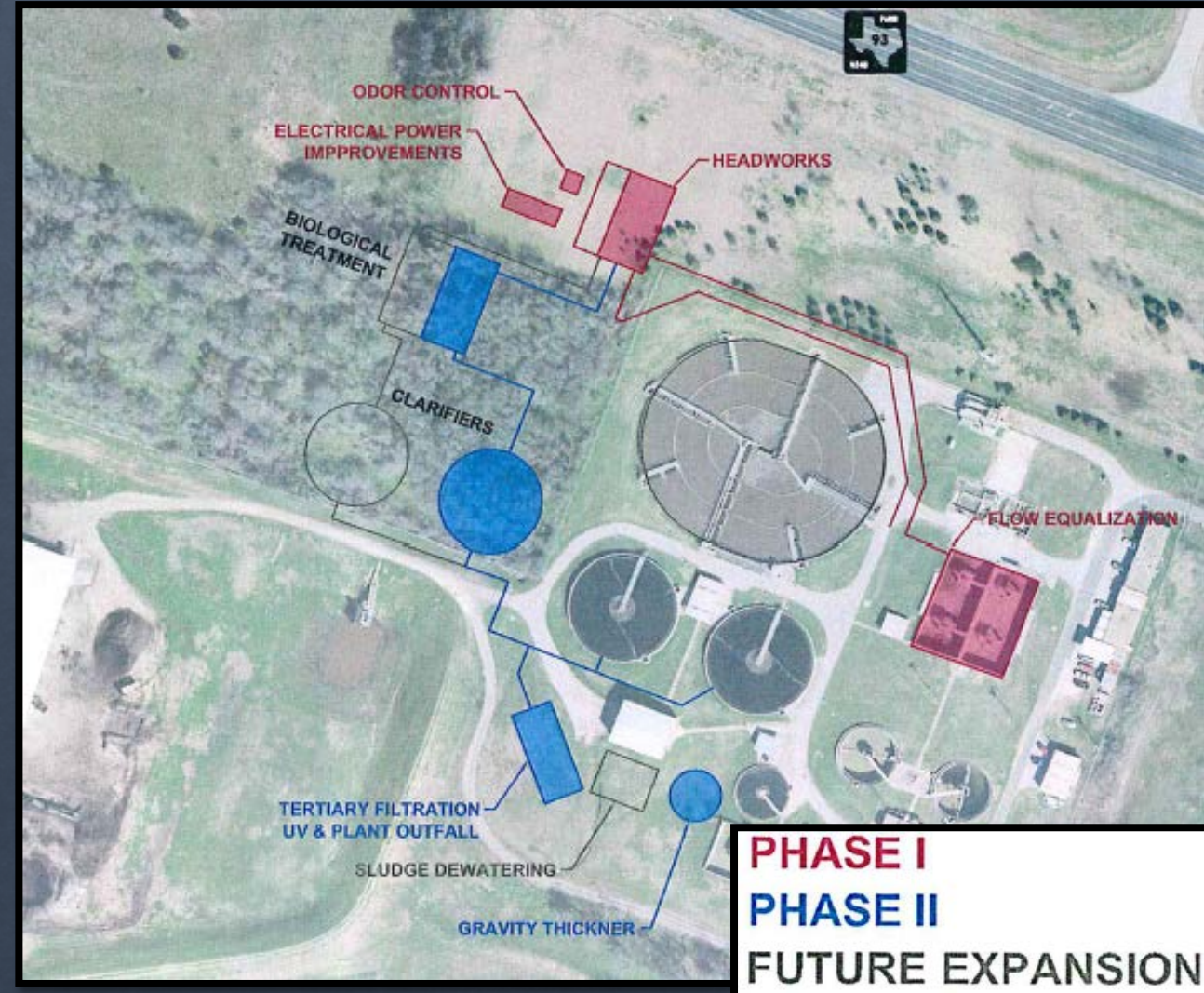
- ◆ TCEQ requires a WWTP to be under the planning stages of design when influent flows exceed 75% of permitted capacity in 3 consecutive months.
- ◆ Trigger was met in 2010
- ◆ KPA was authorized to perform a Preliminary Engineering Report to plan the plant expansions in 2011.

Design Phase

- ◆ In Oct 2015, KPA was authorized to begin Phase I Design and Bid Phase Services
 - ◆ New headworks, odor control at the headworks, Orbal aeration design, evaluate phosphorus removal, and perform geotechnical analysis.
 - ◆ Addressing capacity: Design/evaluate aeration required for the Orbal to treat concentrated organics during the summer months.
 - ◆ Design completed this summer.

Engineering - Continued

- ◆ Phase II Design authorized in June 2016:
 - ◆ Additional biological treatment trains, clarifier, sludge pumps, sludge processing units, etc.
 - ◆ Disinfection
 - ◆ Filters
 - ◆ Post-aeration, etc.
 - ◆ Bid Phase Services



Part A – Phase I Bid Award Consideration

Company	Base Bid	Alternate Bid – Roadway	Bid Total
Archer Western, Irving	\$13,110,000	\$72,000	\$13,182,000
Austin Engineering Company, Austin	\$16,375,000	\$38,000	\$16,413,000

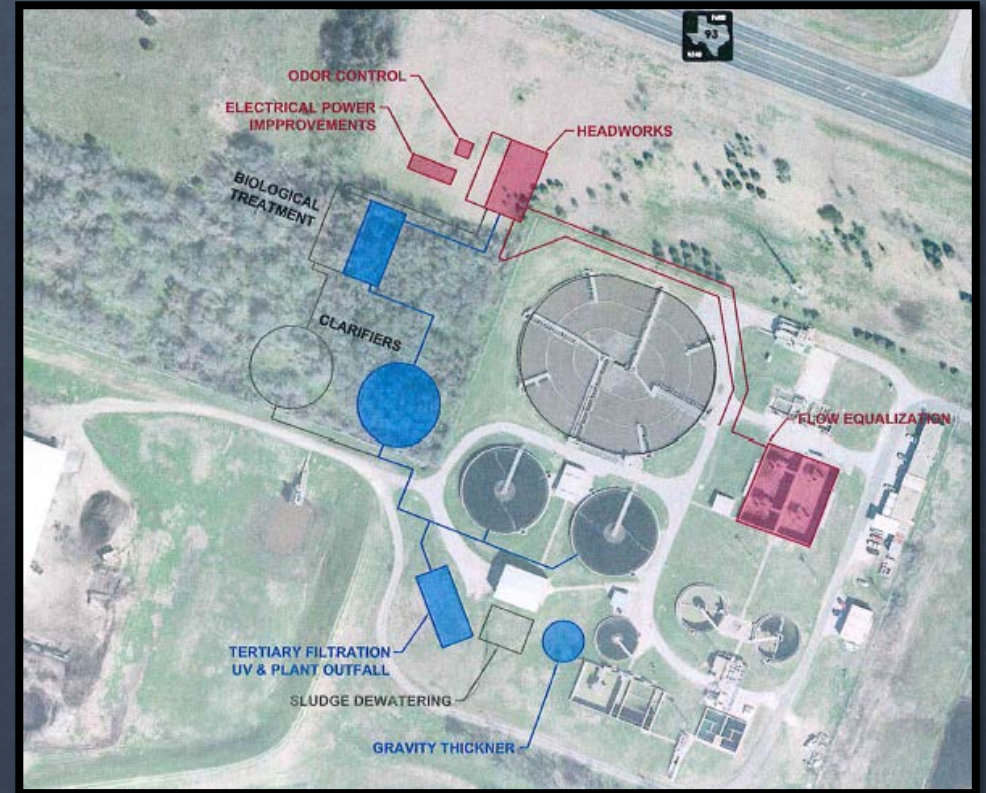
- ❖ Low bid exceeded Engineer's OPCC by 30%.
- ❖ Project team (KPA, Belton, Temple) met to discuss how to proceed and how to reduce construction costs. Options: Award with no changes, reject bids and re-bid, reject bids and delay to Phase II, Award bid with deductive change order.
- ❖ Rebidding or delaying until Phase II wasn't feasible. There is an immediate need to replace headworks structure. Instead, find reductions in work (electrical) to reduce cost.
- ❖ Recommendation of project team: Move forward with Archer Western's base bid only with a deductive change order to reduce electrical costs.

Phase I Construction Costs

Construction Item	Total	Belton's 25% Share	Temple's 75% Share	Recommendation
Base Bid	\$13,110,000	\$3,277,500	\$9,832,500	Award to Archer Western
Add Alternate for Roadway	\$72,000	\$18,000	\$54,000	Do not award; BRA to construct roadway at later time
Proposed Change Order No. 1	(\$987,582.00)	(\$246,895.50)	(\$740,686.50)	Approve of deductive change order
TOTAL AWARD COSTS	\$12,122,418	\$3,030,604.50	\$9,091,813.50	Award to Archer Western

Schedule

- ◆ Basis of Design – Completed August 2016
- ◆ Phase I Design and Bid Phase
 - ◆ Bid Opening – July 18, 2017
 - ◆ Temple Council Action – September 7, 2017 Approval
 - ◆ Construction Notice to Proceed (upon Council approval) – October 2018
 - ◆ Construction Duration – 14 months (December 2018)
- ◆ Phase II Design – Design is underway
 - ◆ Periodic OPCCs will be required to gauge costs more closely
 - ◆ 100% design anticipated by early 2018 to be submitted to TCEQ
 - ◆ TCEQ review would take 10 months
 - ◆ Possible bid award in Fall 2018
 - ◆ Funding for Phase II construction could be part of FY18 proposed bond
 - ◆ Future phases may need to be extended due to construction schedules and OPCCs of future phases.



Part B - Contract Amendment Proposal

Phase I – Construction Phase Services

- ◆ Construction Administration
- ◆ On-Site Project Representative
- ◆ O&M Compilation
- ◆ Warranty Phase
- ◆ Power System Study
- ◆ Expenses
- ◆ Total Contract = \$500,910.00, Belton's 25% equals \$166,970.00

Fiscal Impact

- ◆ Part A – Award Phase I Construction to Archer Western for \$3,030,604.50.
- ◆ Part B – Contract with KPA for construction phase services for Phase I construction for a total of \$166,970.00.
- ◆ Overall cost shortfall of \$1,222,241 to cover Phase I engineering, construction administration, and construction costs, and Phase II design services.
- ◆ Recommendation: Utilize Water and Sewer Fund Balance by amending FY2017 budget.
- ◆ Water and Sewer Fund Balance in excess of minimum is projected to be \$2,899,432 as of 9/30/2017.

Financial Summary

Funding/Expenditure	Belton's 25%
2015 CO Issue – TBWWTP Portion	\$2,820,000
Phase I & II Engineering	(\$844,666)
Phase I Construction	(\$3,030,605)
Phase I Construction Administration	(\$166,970)
Projected Shortfall	(\$1,222,241)

Staff Recommendation

1. Authorize the City Manager to execute a construction contract and deductive change order with Archer Western for the construction of the Phase I Headworks Replacement at the Temple-Belton Wastewater Treatment Plant.
2. Approve the budget amendment necessary to fund the project.
3. Authorize the City Manager to execute a contract amendment with KPA Engineers for Construction Administration and On-Site Representation for the Phase I Temple-Belton Wastewater Treatment Plant Expansion Project.

Staff Report – City Council Agenda Item



Agenda Item #9

Consider a Resolution, amending Resolution 2017-19-R, authorizing the City of Belton to resubmit a grant application to the Texas Department of Transportation for the 2017 Transportation Alternatives Set Aside Program (TASA).

Originating Department

Public Works Department – Angellia Points, P.E., Director of Public Works/City Engineer
Administration – Bob van Til, Grants and Special Projects Coordinator.

Summary Information

The purpose of this item is to consider a resolution authorizing staff to resubmit a grant application to the Texas Department of Transportation for the 2017 Transportation Alternatives Set Aside Program (TASA).

The proposed grant, if funded, will construct a 12-foot wide concrete shared use path (also known as a hike and bike path) from the existing path in Confederate Park to the existing sidewalks on FM 436 at S. Wall Street. The proposed shared use path is planned to extend under IH 35 to the east right of way line of the interstate, then extend south to FM 436 and then further east to S. Wall Street.

In late August, the City received review comments from TxDOT. Among other items, the project budget was reviewed. The State requested adjustments and clarifications be made to the proposed budget projections. The comments were addressed, and the proposed project budget was revised.

The revised application was re-submitted by TxDOT's deadline of August 30th, including the draft resolution, with the understanding that the new resolution would be resubmitted by September 20, 2017.

On May 9, 2017, the Council approved Resolution 2017-19-R. This resolution reflected an estimated \$1,669,005 project cost, with a \$333,801 local match. The revised project budget reflects an estimated project cost of \$1,883,095 with a local match of \$376,619, a \$42,818 increase. This increase is primarily in the construction cost. The reason for the increase is the projected budget now reflects TxDOT's recent costs per unit prices, as requested by TxDOT during our application review and conference call on August 24, 2017, as opposed to the City's construction pricing experience.

The new resolution is also styled differently. It reflects the wording changes requested by TxDOT, but also reflects a percentage versus a hard dollar number. This would avoid further amendments to the resolution during the project application review and bidding process. However, should the final amounts of the project differ from the original numbers after bidding, for instance, staff will inform the Council of that impact.

Fiscal Impact

Funding Source(s): Texas Department of Transportation TASA (80%).

Local Match: City of Belton (General Fund Contingencies) and the Tax Increment Reinvestment Zone (20%)

Amount: Not to exceed 20% of the total estimated project cost.
\$300,000 is committed from the TIRZ. We will return to the TIRZ Board and Council with funding options once the grant match is finalized.

Budgeted: ☐ Yes ☒ No ☐ Capital Project Funds

If not budgeted: ☐ Budget Transfer ☐ Contingency ☒ Amendment Needed

Recommendation

Staff recommends approval of the resolution.

Attachments

Legislative version of the proposed Resolution

Final Resolution

Project map

Staff report from May 9, 2017

RESOLUTION NO. 2017- 19 25 -R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, TO CERTIFY FUNDING AND SUPPORT FOR THE 2017 STATEWIDE TEXAS DEPARTMENT OF TRANSPORTATION, TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM, FOR THE APPLICATION TO RECEIVE FUNDING TO CONSTRUCT THE SOUTH BELTON HIKE AND BIKE TRAIL SHARED USE PATH (SUP).

Whereas, the Texas Department of Transportation (TxDOT) has announced a matching funding program entitled "Transportation Alternatives Set-Aside Program";

Whereas, eligible project types include, but are not limited to the construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users and construction of infrastructure-related projects to improve the ability of students to walk and bicycle to school;

Whereas, staff recommends submission of the South Belton ~~Hike and Bike Trail~~ SUP Project for consideration with a total estimated cost (including TxDOT administrative fees) of \$1,669,005 with a total City match **not to exceed 20% of the total project cost \$331,801**;

Whereas, if awarded staff believes the proposed project reflects the Parks and Recreation Strategic Master Plan's number one priority for hike/bike trails, and will provide a vision for multi-modal transportation (bicycle and pedestrian);

Whereas, the application will be evaluated by TxDOT staff and the Transportation Alternatives Set-Aside Program Evaluation Committee, with recommendations going to the Texas Transportation Commission;

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

Part 1: The City Council authorizes submission of an application for funding through the Texas Department of Transportation, Transportation Alternatives Set Aside Program in the amount of \$1,669,005, with \$333,804 a City match **not to exceed 20% of the total project cost**, to construct the South Belton ~~Hike and Bike Trail~~ SUP.

PART 2: ~~The City of Belton supports funding this project as described in the 2017 TAP Set Aside Nomination Form (including the construction budget, TxDOT's 15% administrative costs, and the required local match) and commits to the project's development, implementation, construction, maintenance, ad financing. The City is~~

~~willing and able to enter into an agreement with the department by resolution or ordinance should the project receive TAP set-Aside funding.~~

Part 2: The City of Belton supports funding this project as described in the 2017 TA Set-Aside Nomination Form (including the construction budget, the department's 15% administrative cost, and the required local match) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The project sponsor is willing and able to enter into an agreement with the department by resolution or ordinance, should the project be selected for funding.

PASSED AND APPROVED this the 9th 12th day of ~~May~~ **September**, 2017.

THE CITY OF BELTON, TEXAS

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

RESOLUTION NO. 2017-25-R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, TO CERTIFY FUNDING AND SUPPORT FOR THE 2017 STATEWIDE TEXAS DEPARTMENT OF TRANSPORTATION, TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM, FOR THE APPLICATION TO RECEIVE FUNDING TO CONSTRUCT THE SOUTH BELTON SHARED USE PATH (SUP).

Whereas, the Texas Department of Transportation (TxDOT) has announced a matching funding program entitled "Transportation Alternatives Set-Aside Program";

Whereas, eligible project types include, but are not limited to the construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users and construction of infrastructure-related projects to improve the ability of students to walk and bicycle to school;

Whereas, staff recommends submission of the South Belton SUP Project with a total City match not to exceed 20% of the total project cost;

Whereas, if awarded staff believes the proposed project reflects the Parks and Recreation Strategic Master Plan's number one priority for hike/bike trails, and will provide a vision for multi-modal transportation (bicycle and pedestrian);

Whereas, the application will be evaluated by TxDOT staff and the Transportation Alternatives Set-Aside Program Evaluation Committee, with recommendations going to the Texas Transportation Commission;

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

Part 1: The City Council authorizes submission of an application for funding through the Texas Department of Transportation, Transportation Alternatives Set Aside Program with a City match not to exceed 20% of the total project cost, to construct the South Belton SUP.

Part 2: The City of Belton supports funding this project as described in the 2017 TA Set-Aside Nomination Form (including the construction budget, the department's 15% administrative cost, and the required local match) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The project sponsor is willing and able to enter into an agreement with the department by resolution or ordinance, should the project be selected for funding.

PASSED AND APPROVED this the **12th** day of **September**, 2017.

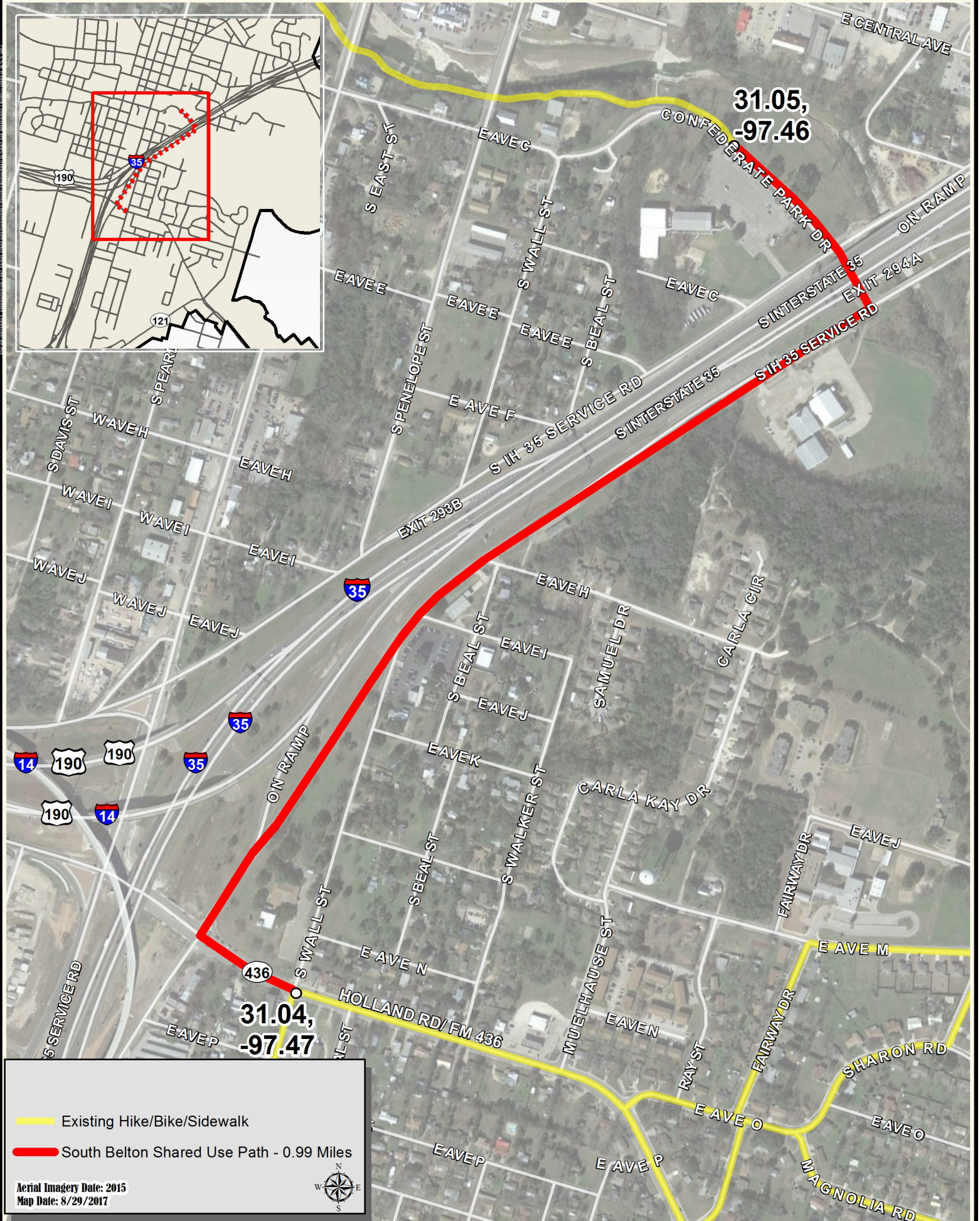
THE CITY OF BELTON, TEXAS

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

South Belton Shared Use Path Location



Maps and data are for informational purposes and may not have been prepared for or be suitable for legal, engineering or surveying purposes. They do not represent an on-the-ground survey and represent only the approximate relative location of property boundaries. No warranty is made by the City of Belton regarding specific accuracy or completeness.

Staff Report – City Council Agenda Item



Agenda Item #10

Consider a Resolution authorizing the City Manager to take all steps necessary to support the submission of an application to the Texas Department of Transportation's 2017 Transportation Alternatives Set-Aside Program (TAP) for the South Belton Hike & Bike Trail Project and committing to the project's development, implementation, construction, maintenance, management, and financing.

Originating Department

Administration – Sam A. Listi, City Manager
Aaron Harris, Grants and Special Projects Coordinator
Public Works – Angellia Points, Director of Internal Services
Planning – Erin Smith, Director of Planning

Summary Information

This resolution authorizes the City of Belton to submit an application to the Transportation Alternatives Set-Aside Program (TAP) to the Texas Department of Transportation (TxDOT) for the South Belton Hike & Bike Trail. This project would be an extension of the Nolan Creek Hike and Bike Trail, providing continuity and connectivity from FM 436 at Wall Street to the Nolan Creek trailhead located in Confederate Park. The following list comprises of the previous hike and bike facilities constructed through this program:

1. **Nolan Creek Hike and Bike Trail Phase I** – Project completed in 2006. Trail is along Nolan Creek, from IH-35 to the Harris Community Center.
2. **Nolan Creek Hike and Bike Trail Phase II** – Project completed in 2014. Extended the Hike and Bike Trail from Harris Community Center north across Nolan Creek to Martin Luther King Jr. Blvd.
3. **Chisholm Trail Corridor Hike and Bike Facility Phase I** – Project completed in 2016. Extended pedestrian and bicycle facilities along MLK to Loop 121 as a component of the MLK Jr. Extension and Overpass project.
4. **Chisholm Trail Corridor Hike and Bike Facility Phase II** – Project is currently under design and scheduled to begin construction in 2018.
5. **South Belton Hike and Bike Trail** - The application process is pending City Council consideration of Resolution that accompanies this staff report. Please see the attached map for the proposed route.

Key elements that appear to make this application competitive include:

1. Accessibility – provides safe and improved connection across a major roadway (IH35).
2. Regional Connectivity – provides direct connection to major transit location, Belton Park & Ride.
3. Safe Route to School Component – providing accessibility to the Belton Christian Youth Center and Nolan Creek Charter School.
4. Previous Trail and Hike/Bike Linkages – Nolan Creek Trail & Chisholm Trail Segments – existing and under construction.
5. Park Linkages – The following parks and their amenities would be linked with this trail extension: Confederate, Yettie Polk, and Harris.
6. Community Facility Linkages – Downtown shopping, schools, university, churches, financial institutions, senior/student/family housing, job centers, and government center facilities.
7. Belton's Experience with TxDOT Programs – If funded, this would be the fifth pedestrian facilities project for the City, and we have received positive reviews on our project performance from TxDOT.

City Match

The City of Belton must commit to match 20% of project costs (Project Match) and 20% of TXDOT Admin Fees (Admin Match).

The Total Project Cost is estimated at \$1,669,005.

The grant funded amount is estimated to be \$1,335,204.

The City match is estimated to be \$333,801. The City will fulfill this match in two ways: \$35,764 in cash match towards TxDOT administration cost and \$298,037 in engineering/environmental fees.

The application deadline is May 22, 2017.

Fiscal Impact

Amount: \$333,801 – Project is proposed to be funded from the Tax Increment Reinvestment Zone. Preliminary project discussions were taken to the TIRZ Board in March along with the TIRZ boundary adjustment. Formal funding action will be presented to the TIRZ Board this summer.

Budgeted: ☐ Yes ☒ No ☐ Capital Project Funds

If not budgeted: ☐ Budget Transfer ☐ Contingency ☒ Amendment Needed

Recommendation

Recommend authorizing the City Manager to take all steps necessary to support the submission of an application to the Texas Department of Transportation's 2017 Transportation Alternatives Set-Aside Program (TAP) for the South Belton Hike and Bike Trail and committing to the project's development, implementation, construction, maintenance, management, and financing.

Attachments

Resolution
Map
Letters of Support

Staff Report – City Council Agenda Item



Agenda Item #10

Receive a presentation on the FY2018 – FY2022 Strategic Plan and invite public input on September 19, 2017.

Originating Department

Administration – Sam A. Listi, City Manager

Summary Information

Attached is the Strategic Plan Update for FY2018-2022. Following a Strategic Plan Retreat held on July 28, 2017, this Plan was updated to reflect achievements in 2017, and was revised based on Council input to guide the Community through the future. The Plan is substantial in scope, yet projects realistic near term goals. Twenty-four (24) Priority 1 Goals are identified for FY2018.

Key elements contained in the Strategic Plan Update include:

- A Multi-Year Implementation Plan for FY2018, 2019 and 2020. See page 7.
- A Scorecard for achievement of FY2017 Priority 1 Goals (20), many of which were completed, while some are extended to FY2018. See page 8, and note STATUS reflecting:
 - 1: Completed; and
 - 2: Extended to FY2018.
- FY2018 Priority 1 Goals total twenty-four (24) items, including some extended from FY2017 and some revised or new items. See all FY2018 Goals on pages 9 and 10. Action Plans for each Goal can be seen on pages 16-41.
- Revised or new Goals include:

Governance

1b: Implement Growth Management Strategy

1c: Implement Comprehensive Plan and Update Development Policies

1d: Develop Analysis to determine whether to renew, expand or replace the TIRZ

1e: Complete Comprehensive Analysis on Dog Ridge Water Supply Corporation

Public Safety

2c: Prepare Fire Department Assessment on Station locations, response times and future needs

2d: Plan for loss in FD EMS revenue and service area adjustment

Quality of Life

3a: Develop 2018 CIP Process and Plan

3b: Implement Street Maintenance Plan - Annual Maintenance, Reconstruction, New Street Construction

3c: Analyze need for expanded Library Services

3d: Develop Infrastructure priorities/funding plan for Water/Sewer/Drainage needs

Economic Development

4b: Plan/implement S. IH-35 Sewer and IH-35 Water Projects

4c: Continue coordination between City/BEDC to maximize project success

4d: Complete Hotel/Conference Center Assessment

4e: Enhance Retail Development Strategy

Connectivity

5a: Expand Linkages Provided by Comprehensive Trail System

Parks/Natural Beauty

6a: Implement updated Parks and Recreation Master Plan, and explore additional Park enhancements

- FY2019 and FY2020 Goals have been updated. See pages 11 and 12.
- FY2021 and FY2022 Goals have been added to reflect anticipated major decision points, for a complete five year FY2018-2022 Strategic Plan Update. See pages 13 and 14.

Fiscal Impact

For FY2018, contained within the proposed budget across multiple funds.

Amount: Varies by Goal.

Budgeted: ☒ Yes ☐ No

Funding Source(s): Varies by Goal.

Recommendation

Presentation of Plan will occur at this meeting. We would like to invite public input on September 19, 2017, prior to recommended approval by City Council.

Attachments

Strategic Plan Update FY2018-2022



City of Belton Strategic Plan

FY 2018 – 2022

October 1, 2017

HISTORY OF STRATEGIC PLANNING IN BELTON, TEXAS

In FY 2000, the City Council began an in-depth strategic, long-range planning project. The objective of this project was to identify long-range problems, challenges and opportunities for the City of Belton, and to develop and pursue appropriate strategies to address these issues. The process began with two retreats attended by Councilmembers, the City Manager, and a professional facilitator. These retreats resulted in the identification of a set of preliminary goals, which were then ranked by Council priority. City staff then conducted its own strategic planning session, aided by the facilitator. Staff's objective was to review the Council's list and offer input into each goal. Staff also identified which personnel would be primarily responsible for the implementation and oversight of each goal.

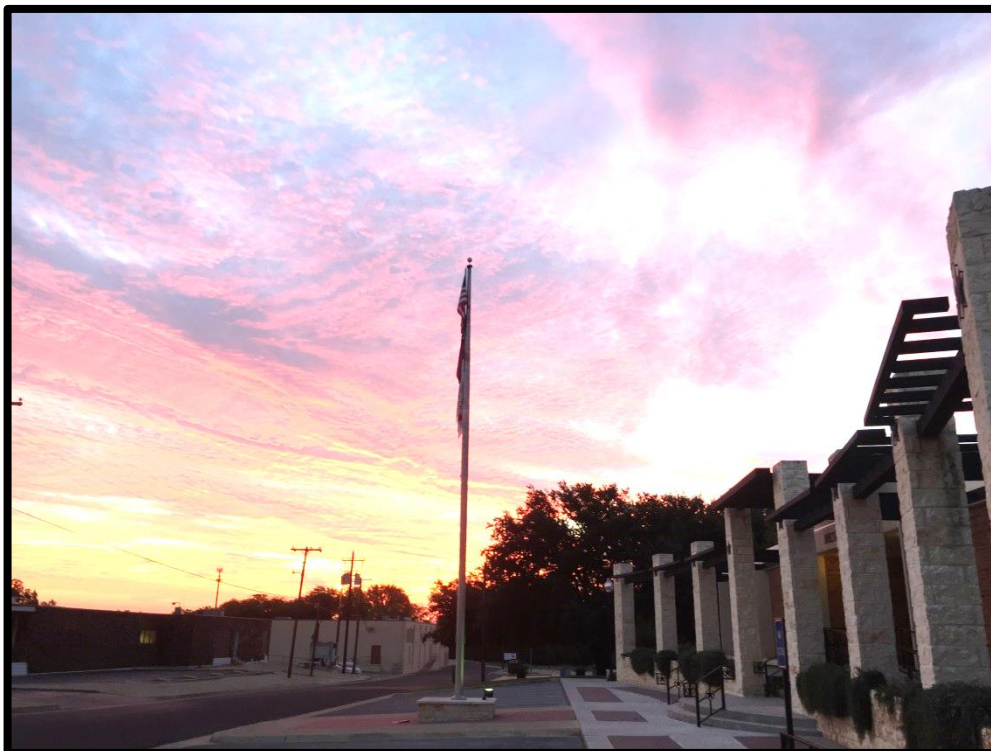
Next, Council sought input from community leaders by inviting over 100 individuals from all sectors of the community. This session further refined goals and even added some goals which had not been identified from inside the City organization. The attendance and enthusiastic involvement of attendees testify to the community support for this strategic planning process.

The next step was for citizens to provide their input through a series of public meetings on the Strategic Plan. Finally, City staff identified barriers, strategies and tasks necessary to achieve each goal. This entire process ended with the initial adoption of a Strategic Plan for the City of Belton on September 11, 2001.

As a prelude to the annual budget process, a review and update of the Strategic Plan has occurred each year since the initial Strategic Plan adoption in 2001. Periodically, due to Councilmember changes, and as significant tasks identified in the Plan are accomplished, the Council conducts comprehensive updates of the Strategic Plan. With the consistent direction of the City Council over the past decade and a half, the Plan has been reviewed as part of the annual budget process each year. Additionally, the Council has directed that the Plan should be comprehensively reviewed at least every five years. A comprehensive review occurred during 2010, recognizing important long term needs, and in conjunction with adoption of the FY 2011 annual budget. Another comprehensive review occurred in 2015, which resulted in a change in the format of the Plan and an updated process, which continues for FY 2018-2022. Another comprehensive update is anticipated in 2020, as the City completes two decades of strategic planning.

The City of Belton has been successful in the delivery of exceptional services to the citizens of Belton, due in large part to visionary leadership and strategic planning. In 2015, a comprehensive review of the City's Strategic Plan was conducted. This process began with a strategic planning retreat in the Spring of 2015 attended by the City Council, City Manager, and Department Heads responsible for each City department. The retreat was led by Mike Conduff, a recognized expert in local government management. Goals, Vision and Mission Statements, and Outcome Statements emerged from Council and staff input during the retreat, and in work sessions that followed in late Spring and Summer. **Governance, Public Safety, Quality of Life, Economic Development, Connectivity, and Parks/Natural Beauty** were the six goal categories identified during the strategic planning retreat. The City Council then confirmed the Vision and Mission Statements, established the six Goal Categories, and determined the six Outcome Statements for the following years, leading to the updated 2018-2022 City of Belton Strategic Plan. This updated Plan includes Goals expressed in an active voice and a new format. A Three Year Action Plan with identified Goals was developed, and the City's Management Team executed the Plan's Goals for FY 2017. The Plan focused on Belton's Vision of being *the Community of Choice in Central Texas, providing an Exceptional Quality of Life*.

This Strategic Plan for FY 2018-2022 continues the outstanding tradition of planning in Belton by updating the Plan. Steps include reviewing the Three Year Action Plan for years 2017-2019, dropping year 2017, refining years 2018 and 2019, and adding a year 2020 Action Plan. Action Plans for Year 4 – 2021, and Year 5 – 2022, have also been added. The result will be a continuously updated Plan, with a viable and relevant Three Year Action Plan of achievable Goals, and with a recognition that there is even more anticipated within Belton's future planning horizon.



City of Belton, Texas

Strategic Plan Definitions and Process

FY 2018-2022

Vision Statement

Belton is the Community of Choice in Central Texas, providing an Exceptional Quality of Life.

Mission Statement

Enhance Belton's quality of life through visionary leadership that preserves its character while planning for its future.

Six Goal Categories

1. Governance
2. Public Safety
3. Quality of Life
4. Economic Development
5. Connectivity
6. Parks/Natural Beauty

Six Outcome Statements

- A. Belton's governance is fair, transparent, and fiscally responsible.
- B. Belton is safe and family friendly.
- C. Belton has an outstanding quality of life for its citizens.
- D. Belton has a vibrant, diverse, and flourishing business community.
- E. Belton is a fully connected community with active and engaged citizens.
- F. Belton has dynamic recreational opportunities and natural beauty.

City of Belton, Texas Strategic Plan Recurring Prioritization Process FY 2018-2022

This Plan is a living document that is driven by flexible long term goals. Three, one year, Action Plans of near term goals will be established annually, while recognizing longer term goals are a function of priority and funding. Year 1 Strategic Plan Goals will be prioritized and updated annually, and will provide a detailed Action Plan. Year 2 and 3 Action Plans will be a function of Year 1 outcomes.

Staff will develop goal worksheets for each actionable goal comprising Year 1 of the three year action plans. The Action Plan worksheets will include:

- Goal Category
- Goal
- Applicable Outcome Statement
- Project Fiscal Year
- Team Leader and Assistance
- Outcome Description
- Performance Indicators
- Challenges and Barriers
- Partner Agencies
- Timelines
- Cost and Funding Sources

The City Council is committed to reviewing long term goals every two years to create an updated list, looking out five to ten years into the future.

City of Belton, Texas
Strategic Plan
Recurring Community/Policy Initiatives
FY 2018-2022

- **Agency Partnership Enhancements**

The City of Belton is committed to working to enhance Agency partnerships to include BISD, Bell County, BEDC, Belton Area Chamber of Commerce, CTCOG, UMHB, TxDOT, Texas Workforce Commission, Central Texas Housing Consortium, Belton Senior Citizens Activity Center, Heart of Texas Defense Alliance, and Bell County Health District, among other vital local and regional agencies.

- **Volunteer Programs**

Examples of important Volunteer Programs include The Downtown Belton Merchant's Association (DBMA), One Community One Day, Leadership Belton, and National Night Out.

- **RUOK**

Addressing the needs of Senior Care and interaction with vulnerable/aging adults is the mission of RUOK, a program of the Belton Police Department.

- **Citizen Involvement**

The City of Belton encourages an active and informed citizenry to participate in Volunteer Boards/Commissions, and Specialty Committees for adhoc, short term analysis of topical issues.

Multi-Year Implementation Plan			
Fiscal Year 2018 Priority 1 Goals			
Goal Category	Goals	Estimated Cost	Funding Source
1. Governance	a) Implement Balanced Tax/Fee Schedules	Staff Resources	General Fund Operating Budget
	b) Implement Growth Management Strategy	Staff Resources \$10,000	General Fund Operating Budget
	c) Implement Comprehensive Plan and Update Development Policies	Staff Resources	General Fund Operating Budget
	d) Develop analysis to determine whether to renew, expand, or replace the TIRZ	TBD	General Fund Operating Budget, TIRZ, BEDC
	e) Complete Comprehensive Analysis on Dog Ridge Water Supply Corporation (DRWSC)	Staff Resources \$6,750	Water/Sewer Operating Budget, BEDC
2. Public Safety	a) Complete PD building expansion/renovation	TBD	2013 CO Issuance, General Fund Operating Budget
	b) Implement PD and FD Strategic Plan Updates	Staff Resources	General Fund Operating Budget
	c) Prepare Fire Dept. Assessment on Station locations, response times, and future needs	TBD	General Fund Operating Budget
	d) Plan for loss in FD EMS revenue and service area adjustment	\$450,000	General Fund Operating Budget
3. Quality of Life	a) Develop 2018 CIP Process and Plan	Staff Resources	General Fund Operating Budget
	b) Implement Street Infrastructure Plan <ul style="list-style-type: none"> • Annual Maintenance • Reconstruction/New Street Construction 	\$1,000,000 (est.) TBD	General Fund Operating Budget, Future Bond Funds
	c) Analyze need for expanded Library Services	Staff Resources \$10,000	General Fund Operating Budget, TIRZ
	d) Develop Other Infrastructure priorities/funding plan for Water/Sewer/Drainage Needs	Staff Resources	Water/Sewer Operating Budget, Drainage Operating Budget
4. Economic Development	a) Develop/Implement Downtown Revitalization Plan	\$100,000 (Match) \$250,000 (Grant) \$90,000 (Façade)	BEDC, Grant Funding, TIRZ
	b) Plan/Implement S. IH 35 Sewer and IH Water Projects	\$8,000,000	2016 Water/Sewer CO Issuance, BEDC
	c) Continue Coordination between City/BEDC to maximize project success	TBD	BEDC
	d) Complete Hotel/Conference Center Assessment	\$5,000	TIRZ
	e) Enhance Retail Development Strategy	\$26,000	TIRZ
5. Connectivity	a) Expand Linkages Provided by Comprehensive Trail System	TBD	TBD
	b) Continue planning for Lake to Lake Road Project	TBD	City of Belton, Bell County, KTMO, Private Developers
	c) Facilitate Cable/Fiber Service Expansion	Staff Resources TBD	General Fund Operating Budget, Private Developers
6. Parks/Natural Beauty	a) Implement updated Parks/Rec. Master Plan, and explore additional Park enhancements	TBD	Gen. Fund Operating Budget, Future Grants
	b) Design Chisholm Hike/Bike Trail, from University Drive to Sparta under railroad	\$310,197	Private Donors, General Fund
	c) Submit TxDOT grant for Trail connecting North/ South Belton	\$376,619 (Match) \$1,883,095 (Grant)	TIRZ
Fiscal Year 2019 Priority 1 Goals			
Goal Category	Goals	Estimated Cost	Funding Source
1. Governance	a) Implement Balanced Tax/Fee Schedules	Staff Resources	General Fund Operating Budget
	b) Update Growth Management Strategy	Staff Resources	General Fund Operating Budget
	c) Implement Comprehensive Plan	Staff Resources	General Fund Operating Budget
	d) Address TIRZ boundary, strategic funding objectives	Staff Resources	TIRZ
	e) Resolve City's interest in Dog Ridge Water Supply Corporation's Service Area	Staff Resources	Water/Sewer Operating Budget
	f) Complete Sunset Review of Design Standards and Develop Historic District Design Guidelines		
2. Public Safety	a) Complete Assessment on FD Station Needs	Staff Resources	General Fund Operating Budget
	b) Finalize steps to accommodate reduction in ambulance service area and revenues	Staff Resources	General Fund Operating Budget
	c) Identify emerging Strategic Needs for PD	Staff Resources	General Fund Operating Budget
3. Quality of Life	a) Take initial steps for new CIP Process and Plan	Staff Resources	General Fund Operating Budget
	b) Implement Street Infrastructure Plan Annual Maintenance and New Construction	Staff Resources	General Fund Operating Budget, TIRZ, BEDC
	c) Implement Plan for Library Services	Staff Resources	General Fund Operating Budget
	d) Schedule Other Infrastructure Priorities for Water/Sewer/Drainage	TBD	Water/Sewer Operating Budget
4. Economic Development	a) Implement Downtown Redevelopment Plan	Staff Resources	General Fund Operating Budget, TIRZ, BEDC
	b) Build IH 35 Sewer/Water	TBD	Water/Sewer Operating Budget
	c) Coordinate City/BEDC efforts	Staff Resources	BEDC
	d) Address Hotel/Conference Center and Retail Strategy Recommendations	TBD	General Fund Operating Budget, TIRZ
5. Connectivity	a) Construct Hike/Bike Trail Extension from University Drive to Sparta Road under railroad	\$2,360,418	Private Donors, General Fund, TxDOT
	b) Continue planning for Lake to Lake Rd. ROW and Identify Phased Construction Funding	Staff Resources TBD	City of Belton, Bell County, KTMO, Private Developers
	c) Repair/replace Central Avenue Bridge in Yettie Polk Park	TBD	City of Belton, TxDOT
	d) Continue expansion of Temple/Belton Wastewater Treatment Plant	\$8,700,000 (est.)	2017 Water/Sewer CO Issuance
6. Parks/Natural Beauty	a) Implement Updated P&R Strategic Master Plan; Explore additional Park enhancements	Staff Resources	General Fund Operating Budget
	b) Update Nolan Creek Recreational Elements	Staff Resources	General Fund Operating Budget
Fiscal Year 2020 Priority 1 Goals			
Goal Category	Goals	Estimated Cost	Funding Source
1. Governance	a) Implement Balanced Tax/Fee Schedules	Staff Resources	General Fund Operating Budget
	b) Maintain updated Comprehensive Plan elements	Staff Resources	General Fund Operating Budget
	c) Evaluate Belton's Long-Term Future Water Rights for sufficiency	Staff Resources	Water/Sewer Operating Budget
2. Public Safety	a) Analyze PD Facility Needs and Municipal Court	Staff Resources	General Fund Operating Budget
	b) Implement Fire Department Facility Needs	Staff Resources	General Fund Operating Budget
	c) Evaluate options for providing fire sprinkler protection downtown	Staff Resources	General Fund Operating Budget, TIRZ
3. Quality of Life	a) Update CIP Process and Plan	Staff Resources	General Fund Operating Budget
	b) Continue Street Infrastructure Plan Funding	Annual Budget; Bonds	General Fund Operating Budget, TIRZ, BEDC
	c) Continue Infrastructure Priorities for Water; Sewer; Drainage	Staff Resources	Water/Sewer Operating Budget
4. Economic Development	a) Keep Downtown Belton Vital	Staff Resources	General Fund Operating Budget, TIRZ
	b) Develop IH 35, IH 14 Corridors	Staff Resources	General Fund Operating Budget, TIRZ, BEDC
	c) Establish Façade Grants for 6 th Avenue properties	TBD	TIRZ
	d) Develop Rockwool Land	TBD	BEDC
	e) Evaluate Small Business Support Center	Staff Resources	BEDC
5. Connectivity	a) Participate in Regional (KTMO) Planning for Transportation and Hike/Bike Needs	Staff Resources	General Fund Operating Budget
	b) Repair/replace Central Avenue Bridge east of IH 35 in Shirltail Bend	TBD	City of Belton, TxDOT
	c) Continue expansion of Temple/Belton Wastewater Treatment Plant (TBWWTP)	TBD	Water/Sewer Fund
	d) Begin Lake to Lake Road Project Construction	TBD	City of Belton, Bell County, TxDOT
6. Parks/Natural Beauty	a) Implement Parks/Rec. Master Plan and analyze/ benchmark need for City Rec Center	Staff Resources	Gen. Fund Operating Budget

Priority 1 Goal Scorecard: FY 2017

Below is a summary of a total twenty (20) FY 2017 Priority 1 Goals, Funding, and Assigned Coordinators for anticipated goal achievement in FY 2017. Goal status is reflected in the last column. All Goals completed in FY '17 (1) will be dropped from the FY 2017 Goal list, with other existing Goals refined, and with new Goals added.

Goal Category	Strategic Plan Goal	Funding	Coordinator	Status
1 Governance	a Implement balanced tax/fee schedule following analysis	Staff Resources	Director of Finance	1
	b Implement Growth Management Strategy	Staff Resources	City Manager	1
	c Update/Implement Comprehensive Plan	Staff Resources	Director of Planning	1
	d Develop Comp. Analysis on Dog Ridge Water Supply Corporation	Staff Resources	Director of Finance	2
	e Prepare Employee Compensation Plan Update (Salary, Benefits, Classifications, Job Descriptions)	Staff Resources	Director of HR	1
	f Enhance Safety Training for City Employees	Staff Resources	Director of HR	1
2 Public Safety	a Implement Capital Equipment Replacement Plan for PD/FD/PW/IT	\$987,781	Director of Finance	1
	b Develop Police Dept. and Fire Dept. Strategic Plan Updates	Staff Resources	Police/Fire Chiefs	1
3 Quality of Life	a Continue CIP (2013/15) Implementation/plan for future needs	\$6,500,000	Director of PW	1
	b Implement Street Maintenance Plan	2013/15 CIP; BEDC, TIRZ	Director of PW	2
	c Implement MLK/Main Intersection Improvements	\$321,793 TIRZ	Director of PW	1
	d Plan Enhancement for 6 th Ave.	TBD	Director of PW	2
4 Economic Development	a Develop/Implement Downtown Revitalization Plan	\$200,000 TIRZ	Director of Planning	2
	b Plan/Implement S. IH 35 Sewer	\$500,000 Design (\$6.0M constr. cost)	Director of PW	2
	c Conduct two joint meetings; Enhance coordination between City/BEDC to maximize proj. success	\$528,500	City Mgr./BEDC Exec. Dir.	2
	d Develop Hotel/Conference Center Assessment	\$18,500	Retail Dev. Coordinator	2
5 Connectivity	a Expand Hike/Bike Trail	\$2.6770M (\$534,123 Local; \$2.136M TxDOT grant)	Director of PW	2
	b Secure ROW for Lake to Lake Road	TBD	City Manager	2
	c Facilitate Cable/Fiber Service Expansion	Staff Resources	Director of Planning	2
6 Parks/Natural Beauty	a Implement updated City's Parks and Recreation Master Plan	TBD	Director of Parks & Rec	2

GOAL STATUS:

- 1) Completed in FY '17
- 2) Underway in FY '17, extended to FY '18
- 3) Deferred in FY '17, extended to FY '18

Priority 1 Goals: FY 2018

Below is a summary of a total twenty-four FY '18 Priority 1 Goals, Proposed Funding, and Assigned Coordinators for anticipated goal achievement in FY '18. Other near-term Priority Goals are summarized in year 2 (FY '19) and year 3 (FY'20) of the Strategic Plan. Goals for FY '21 & FY '22 are also previewed.

Goal Category	Strategic Plan Goal	Funding	Coordinator
1 Governance	a Implement Balanced Tax/Fee Schedules	Staff Resources	Dir. of Finance
	b Implement Growth Mgmt. Strategy	Staff Resources \$10,000	City Manager
	c Implement Comprehensive Plan and Update Development Policies	Staff Resources	Director of Planning
	d Develop Analysis to determine whether to renew, expand, or replace the TIRZ	TBD	Dir. of Finance
	e Complete Comprehensive Analysis on Dog Ridge Water Supply Corporation	Staff Resources \$6,750	City Manager
2 Public Safety	a Complete PD building expansion/renov.	TBD	Police Chief
	b Implement Police Dept. and Fire Dept. Strategic Plan Updates	Staff Resources	Police/Fire Chiefs
	c Prepare Fire Dept Assessment on Station locations/response times/future needs	TBD	Fire Chief
	d Plan for loss in FD EMS revenue and service area adjustment	\$450,000	Fire Chief
3 Quality of Life	a Develop 2018 CIP Process and Plan	Staff Resources	City Manager/ Dir. of Finance
	b Implement Street Infrastructure Plan (Annual Maint. & Reconstr./New Street Constr.)	\$1,000,000 (est.) TBD	Director of PW
	c Analyze need for expanded Library Services	Staff Resources \$10,000	Director of Library Svcs.
	d Develop Other Infrastr. priorities/ funding plan for Water/Sewer/Drainage Needs	Staff Resources	Director of PW
4 Economic Development	a Develop/Implement Downtown Revitalization Plan	\$100,000 (Match) \$250,000 (Grant) \$90,000 (Façade)	Director of PW
	b Plan/Implement S. IH 35 Sewer and IH 35 Water Projects	\$8,000,000	Director of PW
	c Continue coordination between City/ BEDC to maximize project success	TBD	City Manager/ BEDC Exec Dir
	d Complete Hotel/Conference Center Assessment	\$5,000	Retail Dev. Coordinator
	e Enhance Retail Development Strategy	\$26,000	Retail Dev. Coordinator
5 Connectivity	a Expand Linkages Provided by Comprehensive Trail System	TBD	Director of Parks/Rec.
	b Continue planning for Lake to Lake Road Project	TBD	City Manager
	c Facilitate Cable/Fiber Service Expansion	Staff Resources TBD	Dir. of Planning
6 Parks/Natural Beauty	a Implement updated P&R Master Plan & explore additional Park enhancements	TBD	Director of Parks & Rec.
	b Design Chisholm Hike/Bike Trail, from University Drive to Sparta under railroad	\$310,197	Director of PW
	c Submit TxDOT grant for Trail connecting North/South Belton	\$376,619 (Match) \$1,883,095 (Grant)	Grants Coord./ Director of PW

City of Belton, Texas

Strategic Plan

FY 2018

Year 1: Three Year Action Plan

Priority 1 Goals: FY 2018

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Balanced Tax/Fee Schedules b) Implement Growth Management Strategy c) Implement Comprehensive Plan and Update Development Policies d) Develop analysis to determine whether to renew, expand, or replace the TIRZ e) Complete Comprehensive Analysis on Dog Ridge Water Supply Corporation (DRWSC)
2. Public Safety	<ul style="list-style-type: none"> a) Complete PD building expansion/renovation b) Implement PD and FD Strategic Plan Updates c) Prepare Fire Dept. Assessment on Station locations, response times, and future needs d) Plan for loss in FD EMS revenue and service area adjustment
3. Quality of Life	<ul style="list-style-type: none"> a) Develop 2018 CIP Process and Plan b) Implement Street Infrastructure Plan <ul style="list-style-type: none"> • Annual Maintenance • Reconstruction/New Street Construction c) Analyze need for expanded Library Services d) Develop Other Infrastructure priorities/funding plan for Water/Sewer/Drainage Needs
4. Economic Development	<ul style="list-style-type: none"> a) Develop/Implement Downtown Revitalization Plan b) Plan/Implement S. IH 35 Sewer and IH Water Projects c) Continue Coordination between City/BEDC to maximize project success d) Complete Hotel/Conference Center Assessment e) Enhance Retail Development Strategy
5. Connectivity	<ul style="list-style-type: none"> a) Expand Linkages Provided by Comprehensive Trail System b) Continue planning for Lake to Lake Road Project c) Facilitate Cable/Fiber Service Expansion
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement updated Parks and Recreation Master Plan, and explore additional Park enhancements b) Design Chisholm Hike/Bike Trail, from University Drive to Sparta under railroad c) Submit TxDOT grant for Trail connecting North/South Belton

City of Belton, Texas Strategic Plan FY 2018

Year 2: Three Year Action Plan Priority 1 Goals: FY 2019

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Balanced Tax/Fee Schedules b) Update Growth Management Strategy c) Implement Comprehensive Plan d) Address TIRZ boundary, strategic funding objectives e) Resolve City's interest in Dog Ridge Water Supply Corporation's Service Area f) Complete Sunset Review of Design Standards and Develop Historic District Design Guidelines
2. Public Safety	<ul style="list-style-type: none"> a) Complete Assessment on FD Station Needs b) Finalize steps to accommodate reduction in ambulance service area and revenues c) Identify emerging Strategic Needs for PD
3. Quality of Life	<ul style="list-style-type: none"> a) Take initial steps to implement CIP Process and Plan b) Implement Street Infrastructure Plan Annual Maintenance and New Construction c) Implement Plan for Library Services d) Schedule Other Infrastructure Priorities for Water; Sewer; and Drainage
4. Economic Development	<ul style="list-style-type: none"> a) Implement Downtown Redevelopment Plan b) Build IH 35 Sewer/Water c) Coordinate City/BEDC efforts d) Address Hotel/Conference Center and Retail Strategy Recommendations
5. Connectivity	<ul style="list-style-type: none"> a) Construct Hike/Bike Trail Extension from University Drive to Sparta Road under railroad b) Continue planning for Lake to Lake Road ROW and Identify Phased Construction Funding c) Repair/replace Central Avenue Bridge in Yettie Polk Park d) Continue expansion of Temple/Belton Wastewater Treatment Plant
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement Updated Parks and Recreation Strategic Master Plan and explore additional Park enhancements b) Update Nolan Creek Recreational Elements

City of Belton, Texas Strategic Plan FY 2018

Year 3: Three Year Action Plan Priority 1 Goals: FY 2020

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Balanced Tax/Fee Schedules b) Maintain updated Comprehensive Plan elements c) Evaluate Belton's Long-Term Future Water Rights for sufficiency
2. Public Safety	<ul style="list-style-type: none"> a) Analyze PD Facility Needs and Municipal Court b) Implement Fire Department Facility Needs c) Evaluate options for providing fire sprinkler protection downtown
3. Quality of Life	<ul style="list-style-type: none"> a) Update CIP Process and Plan b) Continue Street Infrastructure Plan Funding c) Continue Infrastructure Priorities for Water; Sewer; Drainage
4. Economic Development	<ul style="list-style-type: none"> a) Keep Downtown Belton vital b) Develop IH 35, IH 14 Corridors c) Establish Façade Grants for 6th Avenue properties d) Develop Rockwool Land e) Evaluate Small Business Support Center
5. Connectivity	<ul style="list-style-type: none"> a) Participate in Regional (KTMPO) Planning for Transportation and Hike/Bike Needs b) Repair/replace Central Avenue Bridge east of IH 35 in Shirttail Bend c) Continue expansion of Temple/Belton Wastewater Treatment Plant (TBWWTP) d) Begin Lake to Lake Road Project Construction
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement Parks and Recreation Master Plan and analyze/benchmark need for City Rec Center

City of Belton, Texas Strategic Plan FY 2018

Year 4: Future Action Plan Priority 1 Goals: FY 2021

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Conduct Comprehensive Strategic Plan Update (2020). b) Update Comprehensive Plan and its elements (At 5 Year Anniversary) c) Finalize TIRZ Adjustment Plans (Expires in 2024) d) Implement Balanced Tax/Fee Schedule e) Begin Assessment of Three Creeks Subdivision for Annexation (Earliest opportunity 2020)
2. Public Safety	<ul style="list-style-type: none"> a) Implement Police Dept. and Fire Depts. Needs b) Address City Court Facility Needs
3. Quality of Life	<ul style="list-style-type: none"> a) Continue Street Infrastructure Plan Funding b) Investigate aesthetic Corridor Enhancements on So. Main St. c) Continue Infrastructure Priorities for Water; Sewer; Drainage
4. Economic Development	<ul style="list-style-type: none"> a) Continue Downtown Infrastructure Investments b) Implement Improvements to 6th Avenue c) Continue Development of BEDC Properties d) Continue Development of IH 35, IH 14 Corridors
5. Connectivity	<ul style="list-style-type: none"> a) Continue Hike/Bike Trail Extensions b) Phase Lake to Lake Road Construction c) Continue expansion of Temple/Belton Wastewater Treatment Plant (TBWWTP)
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Update Park and Recreation Master Plan (At 5 Year Anniversary)

City of Belton, Texas Strategic Plan FY 2018

Year 5: Future Year Action Plan Priority 1 Goals: FY 2022

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Updated Strategic Plan b) Implement Updated Comprehensive Plan c) Implement Plan for TIRZ (expires in 2024) d) Implement Balanced Tax/Fee Schedule e) Begin Process to Conduct Charter Review (required in 2025)
2. Public Safety	<ul style="list-style-type: none"> a) Update Police Department Strategic Plan b) Update Fire Department Strategic Plan
3. Quality of Life	<ul style="list-style-type: none"> a) Continue Street Infrastructure Plan Funding b) Continue Infrastructure Priorities for Water; Sewer; Drainage
4. Economic Development	<ul style="list-style-type: none"> a) Assess Effectiveness of the Full Range of Economic Development Initiatives – City, County, BEDC b) Continue Development of BEDC Properties c) Continue development of IH 35, IH 14 Corridors
5. Connectivity	<ul style="list-style-type: none"> a) Continue Hike/Bike Trail Extensions b) Continue Phased Lake to Lake Road Construction
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement Updated Park and Recreation Master Plan



City of Belton
Strategic Plan Goal
Action Plan Goals
for
FY 2018



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Governance
Goal 1a:	Implement Balanced Tax/Fee Schedules
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible
Project Year:	FY 2018
Team Leader:	Assisted By:
Director of Finance	City Manager

Outcome Description(s):	<ul style="list-style-type: none"> City Council reaches consensus on a plan for funding operational and strategic goals, as well as fund balance maintenance
Performance Indicator(s):	<ul style="list-style-type: none"> Staff has prepared options for Council consideration Budget Public hearings and Work Sessions have been held to discuss funding options available and Council direction Council has adopted a plan to address funding needs of the City Plan is implemented during FY 2018 budget cycle and updated annually Consensus reached on mix of funding and rates to meet local needs
Challenges/Barriers:	<ul style="list-style-type: none"> Reluctance to increase property taxes Reluctance to increase fees in multiple areas Infrastructure needs of City may require future rate adjustments
Partners:	<ul style="list-style-type: none"> Citizens Property Taxpayers Utility Rate Payers

Timeline for Implementation	Expected Completion Date
FY 2018	Fall 2017

Cost	Funding Source(s)
Staff Resources	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Governance	
Goal 1b:	Implement Growth Management Strategy	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
City Manager	Director of Planning, Director of Public Works	

Outcome Description(s):	<ul style="list-style-type: none"> Develop and implement orderly future annexation planning in south and west Belton
Performance Indicator(s):	<ul style="list-style-type: none"> Identify total acres of land annexed into the City limits Project increase in total population Pursue MOU with Temple on ETJ Public infrastructure extensions to newly annexed areas anticipated Linkage to Updated Comprehensive Plan Anticipate new BISD site and opportunity to serve new residential development through infrastructure extensions Council reaches consensus and draws urban service boundary
Challenges/Barriers:	<ul style="list-style-type: none"> Reaching consensus on growth boundary Cost for serving growth – infrastructure, staff, etc. Legislative challenges to City annexation completed in 2017 Session are effective 12/01/17
Partners:	N/A

Timeline for Implementation	Expected Completion Date
FY 2018	Fall 2017

Cost	Funding Source(s)
Staff Resources and \$10,000 in Boundary Mapping	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Governance	
Goal 1c:	Implement Comprehensive Plan and Update Development Policies	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Planning	All Management Team	

Outcome Description(s):	<ul style="list-style-type: none"> Updated Comprehensive Plan provides a guide to address anticipated future land use needs in the community
Performance Indicator(s):	<ul style="list-style-type: none"> New residential, commercial, and industrial proposals consistent with future Land Use Plan Development of roadway projects consistent with the Thoroughfare Plan Comprehensive Plan components consistent with the Zoning Ordinance and Design Standards Updated development policies to encourage: <ul style="list-style-type: none"> organic infill development; affordable housing, where appropriate; and modified standards that ensure quality development adoption of Code Updates to maintain ISO classification
Challenges/Barriers:	<ul style="list-style-type: none"> Staff resources to analyze and develop elements given current planning activity levels P&ZC/Council/Community time for public involvement process Integration of elements and keeping Plan and Policies updated over time
Partners:	<ul style="list-style-type: none"> Management Team

Timeline for Implementation	Expected Completion Date
FY 2018	Ongoing

Cost	Funding Source(s)
Staff Resources	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Governance	
Goal 1d:	Develop Analysis to determine whether to renew, expand, or replace the TIRZ	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Finance	City Manager, Consultant	

Outcome Description(s):	<ul style="list-style-type: none"> Consensus by Council on which of a variety of options is most appropriate for Belton
Performance Indicator(s):	<ul style="list-style-type: none"> Recognition current TIRZ expires in 2024 Tremendous value of current TIRZ in project funding during 20 year term Assessment of options: <ul style="list-style-type: none"> renew term of current TIRZ amend boundary and extend term of TIRZ let TIRZ expire and create new TIRZ let TIRZ expire without creating new TIRZ
Challenges/Barriers:	<ul style="list-style-type: none"> Impact to GF of maintaining/changing TIRZ Bell County position on future TIRZ due to County participation in TIRZ State statute on TIRZ requirements Selecting consultant for assistance
Partners:	<ul style="list-style-type: none"> City Council Bell County Commissioners Court Consultant TIRZ Board

Timeline for Implementation	Expected Completion Date
FY 2020-2023	Spring 2018

Cost	Funding Source(s)
TBD	General Fund, TIRZ, BEDC



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Governance	
Goal 1e:	Complete Comprehensive Analysis on Dog Ridge Water Supply Corporation (DRWSC)	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2018	
Team Leader:		Assisted By:
City Manager		Directors of Finance, Public Works, and Planning; BEDC Executive Director

Outcome Description(s):	<ul style="list-style-type: none"> • Opportunities for expanded urban development and service areas along IH 14 (US 190) and FM 1670 analyzed • DRWSC System Parameters Analyzed – line sizes and locations, easements, storage tanks, pressure planes, water rights, hydrants • DRWSC Financial Obligations Analyzed – revenues, expenses, debt, operations • DRWSC relationship to Belton, Harker Heights, 439 WSC evaluated
Performance Indicator(s):	<ul style="list-style-type: none"> • Water system condition • Financial system condition • Pressure plane analysis • Return on Investment
Challenges/Barriers:	<ul style="list-style-type: none"> • Historical relationship • Previous operational and financial management • Current debt • Customer concerns/expectations with any City involvement • Relationship to Growth Management Strategy - Annexation
Partners:	<ul style="list-style-type: none"> • DRWSC • PUC • BEDC • Harker Heights • 439 Water Supply Corporation • Consultants

Timeline for Implementation	Expected Completion Date
FY 2018	Spring 2018

Cost	Funding Source(s)
Staff Resources \$6,750	Water and Sewer Fund, BEDC



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Public Safety	
Goal 2a:	Complete PD building expansion/renovations	
Applicable Outcome Statement(s):	Belton is safe and family friendly	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Police Chief		

Outcome Description(s):	<ul style="list-style-type: none"> Police Department buildings – new and renovated – are satisfactorily completed and outfitted with equipment and furnishings for delivering public safety services
Performance Indicator(s):	<ul style="list-style-type: none"> Construction contracts are closed out Equipment/furnishings purchased Buildings are fulling operational
Challenges/Barriers:	<ul style="list-style-type: none"> Maintaining existing operations during construction
Partners:	<ul style="list-style-type: none"> Contractors Suppliers City of Belton Public Works

Timeline for Implementation	Expected Completion Date
FY 2018	Fall FY 2017

Cost	Funding Source(s)
TBD	2013 CO Issuance; General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Public Safety	
Goal 2b:	Implement PD and FD Strategic Plan Updates	
Applicable Outcome Statement(s):	Belton is safe and family friendly	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Police Chief/Fire Chief		

Outcome Description(s):	<ul style="list-style-type: none"> • PD and FD maintain updated Strategic Plans and work consistently on their implementation
Police Department Performance Indicator(s):	<ul style="list-style-type: none"> • Reduce traffic collisions with selective enforcement • Enhance customer service with on-line reporting for minor accidents • Fully cross train two code compliance team members • Maintain PD Recognition Status
Fire Department Performance Indicator(s):	<ul style="list-style-type: none"> • Complete Fire Station Location Assessment • Enhance officer training • Implement 2015 Fire Code • Maintain FD Recognition Status
Challenges/Barriers:	<ul style="list-style-type: none"> • Conducting comprehensive civil service pay/benefits review • Addressing Training Needs consistently • Complying with changes in State Law (Primarily PD) • Adjusting to changes in service area (PD increased & FD/EMS decreased)
Partners:	<ul style="list-style-type: none"> • City Council • City Manager • Finance Director

Timeline for Implementation	Expected Completion Date
FY 2018	Summer 2018

Cost	Funding Source(s)
Staff Resources	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Public Safety	
Goal 2c:	Prepare Fire Department Assessment on Station locations, response times, and future needs	
Applicable Outcome Statement(s):	Belton is safe and family friendly	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Fire Chief		

Outcome Description(s):	<ul style="list-style-type: none"> Maximize service areas and minimize response times as future station needs are projected
Performance Indicator(s):	<ul style="list-style-type: none"> Response times are assessed for current stations with potential of relocating Central for enhanced response/reduced times, while still operating out of two stations Response times are assessed for site owned on Loop 121, and any other suitable site, with potential relocation of Central Station Reduced EMS area also to be considered in analysis
Challenges/Barriers:	<ul style="list-style-type: none"> Cost to build and staff a third station is problematic Closure of Central may present issues, but may also offer opportunity While construction of a new station would be challenging, maintaining two stations and virtually same personnel may be preferable option
Partners:	<ul style="list-style-type: none"> City Council City Manager Finance Director

Timeline for Implementation	Expected Completion Date
FY 2018	Summer 2018

Cost	Funding Source(s)
TBD	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Public Safety	
Goal 2d:	Plan for loss in FD EMS revenue and service area adjustment	
Applicable Outcome Statement(s):	Belton is safe and family friendly	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Fire Chief	Finance Director	

Outcome Description(s):	<ul style="list-style-type: none"> • Belton FD and City of Belton are prepared to absorb loss in ambulance revenue resulting from boundary adjustments
Performance Indicator(s):	<ul style="list-style-type: none"> • Finance projects loss in revenue • FD works with Finance to accommodate lost revenue • PIO begins preparing public for change in service response • Mutual Aid and Automatic Aid Agreements revised to reflect changes
Challenges/Barriers:	<ul style="list-style-type: none"> • Major change in operations • May not know actual impact until well into FY 2019 • Expectations by customers in area outside City limits
Partners:	<ul style="list-style-type: none"> • City Council • City Manager • PIO

Timeline for Implementation	Expected Completion Date
FY 2018	Summer 2018

Cost	Funding Source(s)
\$450,000	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Quality of Life	
Goal 3a:	Develop 2018 CIP Process and Plan	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2018	
Team Leader:		Assisted By:
City Manager		Director of Finance

Outcome Description(s):	<ul style="list-style-type: none"> A 2018 CIP Process and Plan is developed, reflecting community needs assessment and anticipated revenues
Performance Indicator(s):	<ul style="list-style-type: none"> Finance prepares options of available revenues reflecting the City's capability short and long term Council conducts bus tour of possible CIP projects Council determines composition of CIP Committee and its framework Council outlines scope of 2018 CIP effort
Challenges/Barriers:	<ul style="list-style-type: none"> Changing bond market, potential for increasing interest rate City's capacity for borrowing and impact on property tax rate Increasing property taxes due to increased appraisals and other jurisdictions rate adjustments
Partners:	<ul style="list-style-type: none"> City Council Management Team City Boards, Commissions CIP Committee

Timeline for Implementation	Expected Completion Date
FY 2018	Spring 2018

Cost	Funding Source(s)
Staff Resources	General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Quality of Life	
Goal 3b:	Implement Street Infrastructure Plan <ul style="list-style-type: none"> • Annual Maintenance • Reconstruction/New Street Construction 	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Public Works	Director of Finance, Director of Planning	

Outcome Description(s):	<ul style="list-style-type: none"> • Street Maintenance Funding is allocated on an annual basis in operating budget in an amount adequate to need, and staff training and oversight is enhanced to ensure effective use of resources • Funding for Street Reconstruction/New Construction is provided by bond funds, supplemented by operating funds, with evaluation of utility project coordination
Performance Indicator(s):	<ul style="list-style-type: none"> • Establish adjusted – yet realistic – Maintenance Priorities through update of Street Maintenance Plan • Establish priorities for Reconstruction/New Street Construction from among these streets: <ul style="list-style-type: none"> ○ Loop 121 Widening: 10% of ROW/Utility Relocation Costs ○ 6th Avenue Enhancement ○ Three Creeks to Shanklin Vicinity ○ Shanklin to Loop 121; Shanklin to IH-35 (Shanklin Crossing Development) ○ Central Avenue Bridge Replacements in Yettie Polk Park and east of IH-35 ○ Connell Road, IH-14 (US-190) to Loop 121 ○ Huey Road to Connell ○ Southwest Parkway Completion between Loop 121/Huey Rd. ○ Lake to Lake Road Project ○ IH-14/US-190 Eastern Extension Study Underway ○ E 4th/Beal/E 5th Area around New Tech High School Street Reconstruction - \$450K ○ W 13th & College between 11th & 14th - \$750K ○ E 5th Avenue between East and Penelope - \$250K

	<ul style="list-style-type: none"> ○ Widen 24th Avenue at Main Street - \$300K ○ Taylors Valley Road Reconstruction - TBD ○ Amity Road Reconstruction - \$TBD
Challenges/Barriers:	<ul style="list-style-type: none"> • Reaching a suitable funding level - \$1M annually – in operating budget for Street Maintenance • Need for Reconstruction/New Street Construction far outweighs available bond capacity, so priorities and phasing required
Partners:	<ul style="list-style-type: none"> • City Council • BEDC • TxDOT • Public Works Personnel • KTMPO

Timeline for Implementation	Expected Completion Date
FY 2018	Ongoing

Cost	Funding Source(s)
\$1.0M (est.) TBD	General Fund Future Bond Funds



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Quality of Life	
Goal 3c:	Analyze need for expanded Library Services	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Library Services	Assistant City Manager; Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> • Belton's Lena Armstrong Public Library undergoes comprehensive space needs assessment to determine how to improve service delivery
Performance Indicator(s):	<ul style="list-style-type: none"> • Internal efficiencies of library space are evaluated • Expansion in digital services – now and in future – evaluated in relation to use of space • Existing space fully utilized with increased flexibility • Assess future need for community room on-site
Challenges/Barriers:	<ul style="list-style-type: none"> • Existing library space constraints • Existing furniture, shelves, may need replacing
Partners:	<ul style="list-style-type: none"> • City Council • Friends of Library • Library Board • Consultant

Timeline for Implementation	Expected Completion Date
FY 2018	Summer 2018

Cost	Funding Source(s)
Staff Resources \$10,000	General Fund TIRZ



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Quality of Life	
Goal 3d:	Develop Other Infrastructure priorities/funding plan for Water/Sewer/Drainage Needs	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Public Works	Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> Water, sewer, and drainage funding is allocated on an annual basis for <u>Maintenance needs</u> Major <u>Rehabilitation or New Construction</u> follows a prioritized list of projects in each area, with funding from operating budgets or bond funds
Performance Indicator(s):	<ul style="list-style-type: none"> Establish priorities among these <u>water projects</u>: <ul style="list-style-type: none"> SCADA System Replacement - \$TBD Mary Jane Water Line Replacements - \$125K N Main Street Water Line between Central and 5th - \$TBD East Street/5th Ave Water Line Replacement - \$TBD E 6th Ave Water Main Replacements (Main to IH-35) - \$350K CTWSC and 439 Emergency Water Connections - \$TBD Old Golf Course Road Water Line Replacement - \$TBD Parallel 21" water line from plant to town: \$4M Establish priorities among these <u>sewer projects</u>: <ul style="list-style-type: none"> TBWWTP Expansion Out Phases - \$10.5M Shady Lane Sewer Replacement - \$500K Mary Jane Sewer Line Replacement - \$300K SCADA - \$TBD Miscellaneous Sewer Line Replacements - \$500K Waco Road Sewer Line Replacement - \$300K Inflow and Infiltration (I&I) Issues - \$200K Central Belton Sewer Line Replacement - \$TBD W Ave A Sewer Line Replacement - \$200K Belton Main Lift Station force main replacements - \$700K Establish priorities among these <u>drainage projects</u>: <ul style="list-style-type: none"> 4th/Beal/Blair Drainage Issues - \$500K Southeast Belton Drainage Issues - \$50K (Study only) Drainage on N Beal/24th/26th/27th - \$TBD Estate Drive Replace Undersized Culverts - \$100K E Central Nolan Creek Bridge - \$TBD Taylor's Valley Drainage - \$TBD

Challenges/Barriers:	<ul style="list-style-type: none"> • Prioritization process • Relationship to street projects • Funding
Partners:	<ul style="list-style-type: none"> • City Council • Management Team • Consultant Engineers

Timeline for Implementation	Expected Completion Date
2018	Spring 2018

Cost	Funding Source(s)
Staff Resources	Water/Sewer Operating Budget, Drainage Operating Budget



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Economic Development
Goal 4a:	Develop/Implement Downtown Revitalization Plan
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community
Project Year:	FY 2018
Team Leader:	Assisted By:
Director of Planning	Director of Public Works, Tourism Manager, Grants/Special Projects Coord.

Outcome Description(s):	<ul style="list-style-type: none"> East Street Project Plans completed and grant application in development Façade Improvement Grant Plan continued
Performance Indicator(s):	<ul style="list-style-type: none"> Match grant funding by BEDC for East St. improvements Seek, secure Texas Dept. of Agriculture Grant for East St. Façade Grants awarded Increased Sales Taxes, Property Taxes
Challenges/Barriers:	<ul style="list-style-type: none"> East Street Project funding relies on grant East Street Grant funding very competitive
Partners:	<ul style="list-style-type: none"> City Council BEDC Texas Dept. of Agriculture Downtown Property Owners Bell County DBMA

Timeline for Implementation	Expected Completion Date
FY 2018	Spring 2019

Cost	Funding Source(s)
\$100,000 (Match) \$250,000 (Grant) \$ 90,000 (Façade)	BEDC Grant Funding TIRZ



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Economic Development	
Goal 4b:	Plan/Implement South IH 35 Sewer and IH Water Projects	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Public Works	Director of Finance, Director of Planning	

Outcome Description(s):	<ul style="list-style-type: none"> • South IH 35 Corridor is served with sanitary sewer • South IH 35 Corridor is served with water on east side of highway
Performance Indicator(s):	<ul style="list-style-type: none"> • Sewer line is bid in Fall 2017; construction in 2018 • Water line design in 2017; construction to follow
Challenges/Barriers:	<ul style="list-style-type: none"> • ROW needs for projects • IH 35 barriers for sewer project • Construction contractors busy reducing competitiveness
Partners:	<ul style="list-style-type: none"> • City Council • BEDC • TxDOT • Private Property Owners (easements)

Timeline for Implementation	Expected Completion Date
FY 2018	Spring 2019

Cost	Funding Source(s)
\$8,000,000 est.	2016 Water/Sewer CO Issuance (\$6.0M) BEDC (\$2.0M water)



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Economic Development
Goal 4c:	Continue Coordination between City/BEDC to maximize project success
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community.
Project Year:	FY 2018
Team Leader:	Assisted By:
BEDC Exec. Director	City Manager, Directors of Finance, Planning and Public Works

Outcome Description(s):	<ul style="list-style-type: none"> • Design, construct Avenue D extension west of Loop 121: \$2.2M • Work with City on utility extensions west of Belton Business Park along IH 14: TBD • Develop Rockwool Property: \$80,000 • Fund water line along east side of S. IH 35: \$2.0M • Rehab East Street Property for offices: \$350,000
Performance Indicator(s):	<ul style="list-style-type: none"> • BEDC budget allocations on infrastructure • Design contracts for engineering services • Grant match authorized for East Street Project: \$100,000
Challenges/Barriers:	<ul style="list-style-type: none"> • ROW acquisition for projects
Partners:	<ul style="list-style-type: none"> • City Council • BEDC • Property Owners • Available Contractors

Timeline for Implementation	Expected Completion Date
FY 2018	Projects are multi-year in nature

Cost	Funding Source(s)
TBD	BEDC



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Economic Development	
Goal 4d:	Complete Hotel/Conference Center Assessment	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Tourism Manager	City Manager; Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> • Belton opens a Hotel-Conference Center
Performance Indicator(s):	<ul style="list-style-type: none"> • Market analysis funded in 2017 underway to determine need, opportunity • South IH 35 sewer line funded and designed; water line extension on east side of IH 35 funded by BEDC • Bell County Equestrian Center Under Construction • Team assembled to achieve desired result
Challenges/Barriers:	<ul style="list-style-type: none"> • Area market constraints • Likely need for subsidy
Partners:	<ul style="list-style-type: none"> • Bell County • Hoteliers • UMHB

Timeline for Implementation	Expected Completion Date
FY 2018	Fall 2017

Cost	Funding Source(s)
\$5,000 (year 2 implementation)	TIRZ



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Economic Development	
Goal 4e:	Enhance Retail Development Strategy	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Tourism Manager	City Manager; Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> • Belton retail market is analyzed by Retail Coach with coordination to follow
Performance Indicator(s):	<ul style="list-style-type: none"> • Retail strategy analyzed • Marketing program initiated • Dual focus on individual retailers and power center developers
Challenges/Barriers:	<ul style="list-style-type: none"> • Competitive market for retailers
Partners:	<ul style="list-style-type: none"> • Consultant – Retail Coach • BEDC

Timeline for Implementation	Expected Completion Date
FY 2018	Summer 2018

Cost	Funding Source(s)
\$26,000 (year 2 implementation)	TIRZ



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Connectivity	
Goal 5a:	Expand Linkages Provided by Comprehensive Trail System	
Applicable Outcome Statement(s):	Belton is a fully connected community with active and engaged citizens	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Parks and Recreation	Directors of Public Works, Planning, and Finance; Grants/Special Projects Coordinator	

Outcome Description(s):	<ul style="list-style-type: none"> Expanded Trail System continues to highlight Belton as a model community
Performance Indicator(s):	<ul style="list-style-type: none"> Focus on opportunities to extend trail linkages wherever possible, to include connectivity to all parts of Belton, including projects scheduled or planned and, in addition, consider: <ul style="list-style-type: none"> Trail along Sparta Rd., between Loop 121 and Dunn's Canyon Rd. connecting BISD and Chisholm Trail Park; Extension to the Regional Trail System; Extension to Miller Springs Park; and Extension to Temple's Botanical Gardens
Challenges/Barriers:	<ul style="list-style-type: none"> Project costs Jurisdictional issues Easements
Partners:	<ul style="list-style-type: none"> BISD Developers TxDOT KTMPO Parks Board USACE Texas Legislature (New opportunity for Trails to utilize electric easements: HB 931)

Timeline for Implementation	Expected Completion Date
FY 2018	Ongoing

Cost	Funding Source(s)
TBD	TBD



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Connectivity	
Goal 5b:	Continue Planning for Lake to Lake Road Project	
Applicable Outcome Statement(s):	Belton is a fully connected community with active and engaged citizens	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
City Manager	Directors of Public Works, Finance, and Planning	

Outcome Description(s):	<ul style="list-style-type: none"> • ROW is secured for Lake to Lake Road project from US 190 to FM 439
Performance Indicator(s):	<ul style="list-style-type: none"> • Process and Plan for ROW acquisition outlined and concurred in by all parties • City and Bell County allocate funding for ROW
Challenges/Barriers:	<ul style="list-style-type: none"> • Private property owners • Project cost and complexity • Portion of alignment outside City limits • Recent Corps of Engineers' Policy Changes
Partners:	<ul style="list-style-type: none"> • Bell County • TxDOT • U.S. Army Corps of Engineers • US Congress • KTMPO for Construction Funding

Timeline for Implementation	Expected Completion Date
FY 2018	FY 2025

Cost	Funding Source(s)
ROW cost TBD	City of Belton, Bell County, KTMPO, Private Developers



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Connectivity
Goal 5c:	Facilitate Cable/Fiber Service Expansion
Applicable Outcome Statement(s):	Belton is a fully connected community with active and engaged citizens
Project Year:	FY 2018
Team Leader:	Assisted By:
Director of Planning	Director of Public Works

Outcome Description(s):	<ul style="list-style-type: none"> • Belton is proactive in taking steps to facilitate expanded cable/fiber expansion throughout the community
Performance Indicator(s):	<ul style="list-style-type: none"> • Create a provision in the Subdivision Ordinance and Design Manual that facilitates a design for internet service in final plat construction plans • Improve internal and external coordination and communication with internet providers at plat review to accommodate inclusion in expanded utility trench, if appropriate • Map households with internet access and fiber providers in the area as soon as provided • Maintain contact with internet providers and contractors on schedule for construction • High speed internet is available to all
Challenges/Barriers:	<ul style="list-style-type: none"> • City can facilitate, but not provide or require, cable/fiber services • Resistance to added subdivision regulations, costs
Partners:	<ul style="list-style-type: none"> • Developers • Cable/Internet Providers

Timeline for Implementation	Expected Completion Date
FY 2018	Ongoing

Cost	Funding Source(s)
Staff Resources TBD	General Fund Operating Budget, Private Developers



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Parks / Natural Beauty	
Goal 6a:	Implement updated Parks and Recreation Master Plan, and explore additional Park enhancements	
Applicable Outcome Statement(s)	Belton has dynamic recreational opportunities and natural beauty	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Parks and Recreation	Director of Public Works, Director of Planning	

Outcome Description(s):	<ul style="list-style-type: none"> Park Plan Update will serve as guide for future development of parks, trails, and recreational opportunities within the community
Performance Indicator(s):	<ul style="list-style-type: none"> Belton Parks Master Plan has been updated and includes: <ul style="list-style-type: none"> Updated Community Needs Assessment Updated Park Amenities New/Revised Parks, Park Priorities Considerations for Near Term Include: <ul style="list-style-type: none"> Disc Golf evaluation Standpipe/Water Tower Park planning Heritage Park Kayak put in and take out; fishing dock Dog Park evaluation Miller Springs Park Partnership
Challenges/Barriers:	<ul style="list-style-type: none"> Staff and financial resources Community input/access
Partners:	<ul style="list-style-type: none"> Consultant, Community, U.S. Army Corps of Engineers, U.S. Congress, Parks Board, and BISD

Timeline for Implementation	Expected Completion Date
FY 2018-2023	FY 2018 (yr 1)

Cost	Funding Source(s)
TBD	General Fund, Future Grants



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Parks / Natural Beauty	
Goal 6b:	Design Chisholm Trail Hike/Bike Trail, from University Drive to Sparta under railroad	
Applicable Outcome Statement(s)	Belton has dynamic recreational opportunities and natural beauty	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Director of Public Works	Directors of Parks & Rec and Planning; Grants/Special Projects Coordinator	

Outcome Description(s):	<ul style="list-style-type: none"> Expanded Hike and Bike Trail is constructed to include an extension north along University Drive, under the railroad tracks, and connecting to Sparta Road
Performance Indicator(s):	<ul style="list-style-type: none"> Grant Funding Secured – Fall 2015 City Match Authorized – Fall 2015 Donor Match secured Spring 2016 Design Completed – Summer 2017 ROW secured – Fall 2017 Construction Completed – Spring 2019
Challenges/Barriers:	<ul style="list-style-type: none"> ROW Railroad Crossing
Partners:	<ul style="list-style-type: none"> UMHB/David K. Leigh BISD Railroad TxDOT Consultant Engineer Parks Boards

Timeline for Implementation	Expected Completion Date
FY 2018	Spring 2019

Cost	Funding Source(s)
\$310,197	Private Donors, General Fund



City of Belton

Strategic Plan Goal

Action Plan

FY 2018

Goal Category:	Parks / Natural Beauty	
Goal 6c:	Submit TxDOT grant for Trail connecting North/South Belton	
Applicable Outcome Statement(s)	Belton has dynamic recreational opportunities and natural beauty	
Project Year:	FY 2018	
Team Leader:	Assisted By:	
Grants/Special Projects Coordinator	Directors of Public Works, Finance, and Parks and Recreation	

Outcome Description(s):	<ul style="list-style-type: none"> • TIRZ boundary amended to provide match funds • TxDOT grant application submitted in compliance with requirements for essential linkage between north/south Belton
Performance Indicator(s):	<ul style="list-style-type: none"> • TxDOT provides positive feedback on grant proposal • Council adopts Resolution committing match
Challenges/Barriers:	<ul style="list-style-type: none"> • Grant funding competitive for limited funds • TxDOT plan review/approval
Partners:	<ul style="list-style-type: none"> • TxDOT • TIRZ Board • Consultant Engineer

Timeline for Implementation	Expected Completion Date
FY 2018	FY 2020

Cost	Funding Source(s)
\$ 376,619 (Match) \$1,883,095 (Grant)	TIRZ

FY 2018 TAX RATE

Public Hearing



CERTIFIED TAX ROLL

Comparison of Tax Rolls	FY 2017	FY 2018	Change
Total Market Value	\$1,403,760,099	\$1,477,406,418	\$73,646,319
Less State Mandated Reductions			
10% Residential Cap	(\$1,915,535)	(\$2,370,364)	(\$454,829)
Ag Value Loss	(\$8,540,927)	(\$13,040,601)	(\$4,499,674)
Totally Exempt Property	(\$349,964,064)	(\$355,498,164)	(\$5,534,100)
Veteran's Partial	(\$2,848,075)	(\$2,967,885)	(\$119,810)
Veteran's 100% HS	(\$15,378,173)	(\$20,122,983)	(\$4,744,810)
<u>Local Options:</u>			
Abatements	(\$13,918,439)	(\$7,707,328)	\$6,211,111
Charitable Organizations	(\$223,081)	(\$3,871,133)	(\$3,648,052)
Over 65	(\$10,782,622)	(\$11,049,104)	(\$266,482)
Disabled	(\$1,133,331)	(\$1,145,662)	(\$12,331)
Pollution Control	(\$1,461,937)	(\$2,385,901)	(\$923,964)
Taxable Value	\$997,593,915	\$1,057,247,293	\$59,653,378

\$29,794,471 in new value taxable added to the roll.



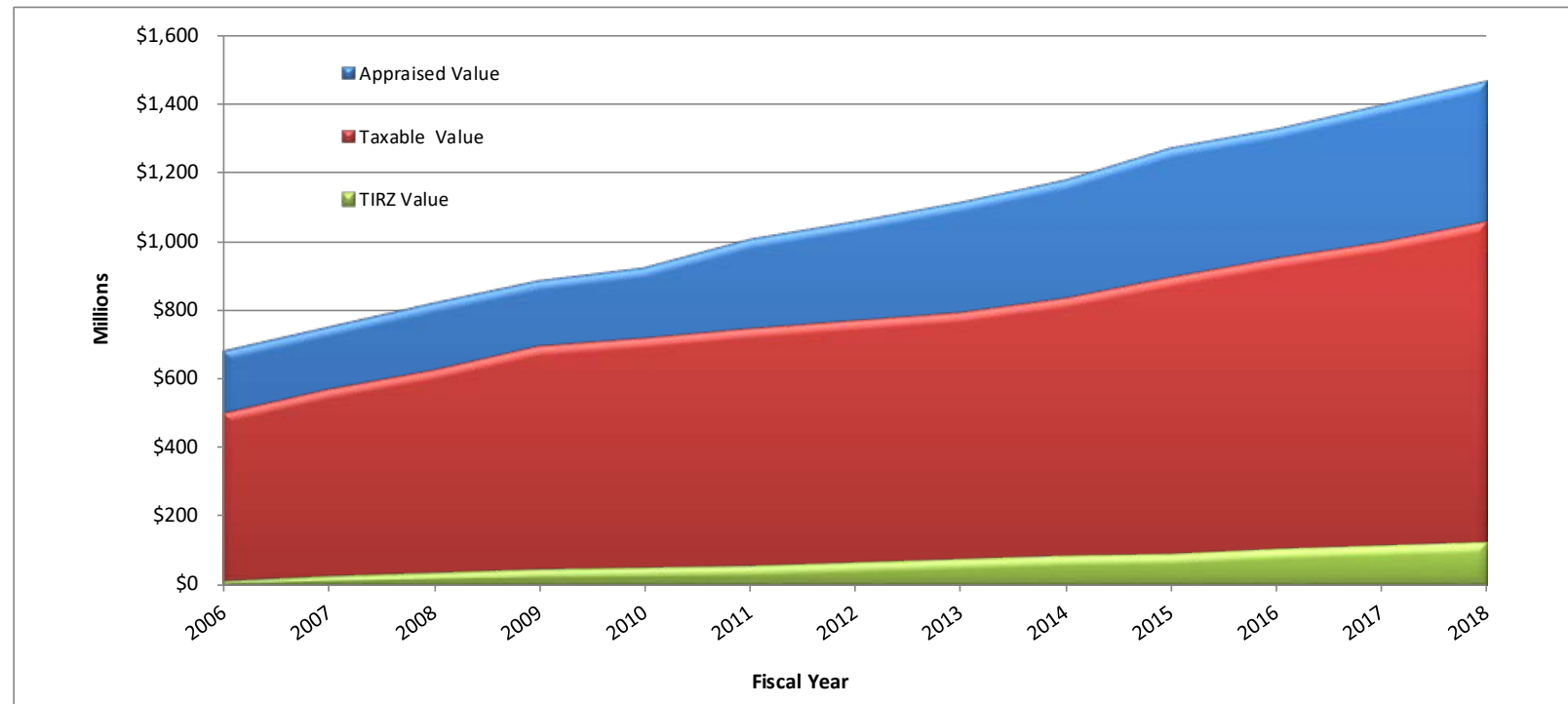
HISTORICAL VALUES

Fiscal Year	Tax Year	Tax Rate	Appraised Value	% Change	Taxable Value	% Change	Tax Levy	Collections	%	TIRZ Value	% Change
2006	2005	\$0.6750	\$681,292,912	11.30%	\$502,019,398	14.18%	\$3,388,414	\$ 3,300,813	97.41%	\$ 12,618,404	
2007	2006	\$0.6550	\$750,068,830	10.09%	\$569,777,215	13.50%	\$3,730,314	\$ 3,647,857	97.79%	\$ 26,686,436	111.49%
2008	2007	\$0.6550	\$821,610,708	9.54%	\$626,671,977	9.99%	\$4,104,701	\$ 4,023,508	98.02%	\$ 34,863,608	30.64%
2009	2008	\$0.6550	\$885,807,551	7.81%	\$694,953,743	10.90%	\$4,551,947	\$ 4,455,311	97.88%	\$ 46,662,236	33.84%
2010	2009	\$0.6550	\$920,295,495	3.89%	\$719,733,740	3.57%	\$4,746,286	\$ 4,629,436	97.54%	\$ 51,798,069	11.01%
2011	2010	\$0.6550	\$1,003,315,239	9.02%	\$747,923,436	3.92%	\$4,898,899	\$ 4,755,548	97.07%	\$ 54,484,927	5.19%
2012	2011	\$0.6540	\$1,057,699,156	5.42%	\$767,959,433	2.68%	\$5,022,455	\$ 4,916,417	97.89%	\$ 64,001,446	17.47%
2013	2012	\$0.6598	\$1,113,098,626	5.24%	\$792,650,868	3.22%	\$5,229,910	\$ 5,124,859	97.99%	\$ 75,024,448	17.22%
2014	2013	\$0.6598	\$1,175,639,416	5.62%	\$835,898,027	5.46%	\$5,515,255	\$ 5,426,284	98.39%	\$ 83,081,610	10.74%
2015	2014	\$0.6598	\$1,270,087,875	8.03%	\$894,861,696	7.05%	\$5,904,297	\$ 5,780,783	97.91%	\$ 89,666,510	7.93%
2016	2015	\$0.6598	\$1,326,200,720	4.42%	\$949,857,395	6.15%	\$6,267,159	\$ 6,159,460	98.28%	\$ 102,898,754	14.76%
2017	2016	\$0.6598	\$1,395,219,172	5.20%	\$997,593,915	5.03%	\$6,582,125	\$ 6,439,300	97.83%	\$ 110,743,113	7.62%
2018	2017	\$0.6598	\$1,464,365,817	4.96%	\$1,057,247,293	5.98%	\$6,975,718	TBD	97.00%	\$ 122,102,068	10.26%
Annualized				6.58%		6.40%			97.57%		20.82%

- Highest tax rate in the last 25 years was \$0.8239 in 1995
- Last time tax rate was above \$0.70 was 2005 at \$0.7050
- Annualized Non-TIRZ growth has been 5.54% since creation of TIRZ
- FY 2018 Non-TIRZ growth is 5.45%



HISTORICAL VALUES



- Since FY 2006
 - 6.58% annual Appraised Value growth
 - 6.40% annual Taxable Value growth
 - 20.82% annual TIRZ Value growth
 - 5.54% annual non-TIRZ Value growth

DEFINITIONS — EFFECTIVE TAX RATE

- The effective tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year, based on a tax rate that would produce the same amount of taxes if applied to the same properties taxed in both years.
- Appraisal increases, tax rate decrease and vice-versa
- Adjusts for TIRZ and new improvements
- Aggregate calculation
- No public hearing

DEFINITIONS — ROLLBACK TAX RATE

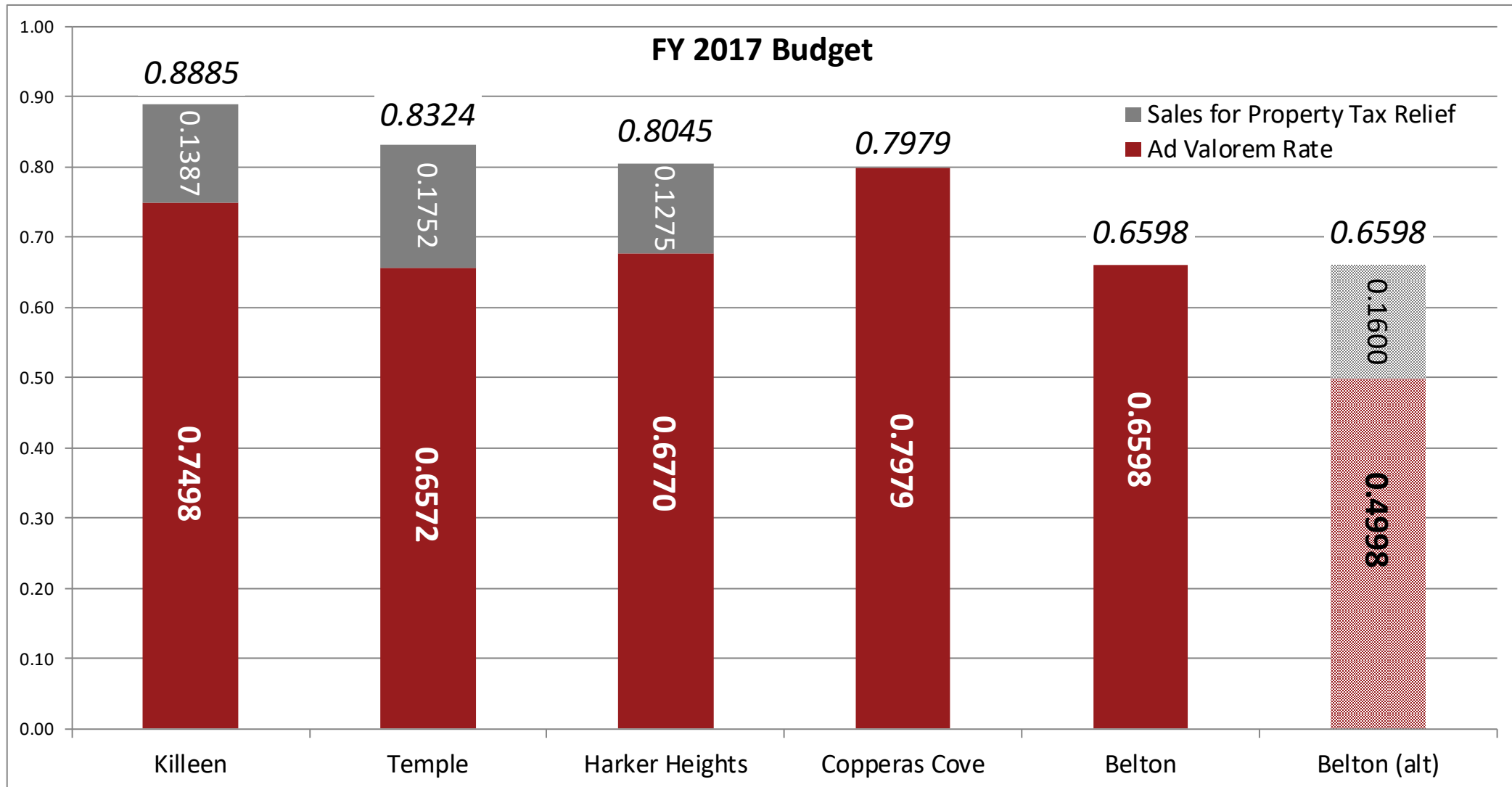
- The rollback tax rate calculation splits the tax rate into two separate components
 - Maintenance and operations rate
 - Debt service rate
- Rollback rate = effective M&O rate x 1.08 plus debt service rate
- Adoption of a tax rate above the rollback rate could trigger an election if petitioned by 10% of registered voters

TAX RATE OPTIONS

Budget FY 2018 Comparison of Tax Rates	FY 2017	FY 2018		
	\$0.6598 Current Rate	\$0.6465 Effective Rate	\$0.6598 Current Rate	\$0.6599 Rollback Rate
Taxable Value	\$997,593,915	\$1,057,247,293	\$1,057,247,293	\$1,057,247,293
O&M Tax Rate	\$0.5393	\$0.5412	\$0.5545	\$0.5546
Debt Service Tax Rate	<u>\$0.1205</u>	<u>\$0.1053</u>	<u>\$0.1053</u>	<u>\$0.1053</u>
Total Tax Rate	\$0.6598	\$0.6465	\$0.6598	\$0.6599
<i>Change from current rate</i>		<i>(\$0.0133)</i>	<i>\$0.0000</i>	<i>\$0.0001</i>
Total Tax Levy	\$6,582,125	\$6,835,104	\$6,975,718	\$6,976,775
Estimated Collections - 97%	\$6,384,661	\$6,630,051	\$6,766,446	\$6,767,472
Current Ad Valorem	\$5,218,623	\$5,550,168	\$5,686,563	\$5,687,589
Payment to TIRZ	<u>(\$579,320)</u>	<u>(\$640,992)</u>	<u>(\$656,744)</u>	<u>(\$656,863)</u>
Net General Fund Current AV Taxes	\$4,639,303	\$4,909,176	\$5,029,819	\$5,030,726
Each \$1M of Tax Value @ 97%	\$6,400	\$6,271	\$6,400	\$6,401
Penny Tax @ 97% Collection	\$96,767	\$102,553	\$102,553	\$102,553
Penny Tax @ 97% - net of TIRZ	\$86,025	\$90,709	\$90,709	\$90,709
Value of Average Home in Belton	\$149,705	\$157,844	\$157,844	\$157,844
Tax on Average Home	\$988	\$1,020	\$1,041	\$1,042
<i>Change from current year</i>		<i>\$32</i>	<i>\$53</i>	<i>\$54</i>



TAX RATE COMPARISON



NEXT STEPS

- Today
 - Conduct a public hearing on the tax rate
 - Conduct a public hearing on the budget
 - Present the Strategic Plan and invite public comments on 9/19
 - Adopt Fee Schedule Ordinance
- 9/19/17 (Special Called Council Meeting)
 - Adopt the Strategic Plan
 - Adopt the budget for FY 2017
 - Adopt the tax rate for FY 2017
 - Receive public comments and adopt Strategic Plan
- 10/01/17: FY 2018 Begins



FY 2018 BUDGET

Public Hearing



BUDGET SUMMARY — ALL FUNDS

Revenues	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget
General Fund	\$ 13,312,031	\$ 13,405,092	\$ 13,660,449	\$ 14,157,433	5.61%
Water & Sewer Fund	\$ 6,919,200	\$ 7,210,156	\$ 7,779,966	\$ 8,026,513	11.32%
BEDC	\$ 1,698,126	\$ 1,651,712	\$ 1,714,759	\$ 1,769,900	7.16%
Drainage Fund	\$ 378,921	\$ 384,800	\$ 391,935	\$ 456,596	18.66%
Hotel/Motel Fund	\$ 156,857	\$ 155,000	\$ 173,759	\$ 174,706	12.71%
Debt Service Fund	\$ 1,092,819	\$ 1,068,853	\$ 1,105,551	\$ 984,708	-7.87%
TIRZ Fund	\$ 1,090,746	\$ 1,151,556	\$ 1,215,196	\$ 1,285,325	11.62%
Total Revenues	\$24,648,700	\$25,027,169	\$26,041,615	\$26,855,181	7.30%

Expenditures	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget
General Fund	\$ 13,049,325	\$ 13,745,081	\$ 13,760,446	\$ 14,157,296	3.00%
Water & Sewer Fund	\$ 6,561,257	\$ 7,209,741	\$ 7,196,460	\$ 8,025,986	11.32%
BEDC	\$ 842,990	\$ 5,645,998	\$ 5,092,884	\$ 805,151	-85.74%
Drainage Fund	\$ 372,826	\$ 384,573	\$ 385,140	\$ 616,478	60.30%
Hotel/Motel Fund	\$ 166,171	\$ 207,904	\$ 180,207	\$ 175,836	-15.42%
Debt Service Fund	\$ 1,066,595	\$ 1,068,853	\$ 1,098,017	\$ 1,067,553	-0.12%
TIRZ Fund	\$ 1,060,488	\$ 1,353,766	\$ 1,357,075	\$ 1,422,144	5.05%
Total Expenditures	\$23,119,652	\$29,615,916	\$29,070,229	\$26,270,444	-11.30%



GENERAL FUND — HIGHLIGHTS

- Capital equipment replacement plan funded
 - Bucket truck, light duty truck, mowers and landscaping equipment, mobile crime scene unit, patrol vehicles and fire rescue truck scheduled for replacement in FY 2018
- Civil service pay scale addressed
 - 5% increase to base pay on police department and fire department pay scales
- Funding plan for year four of the street maintenance plan: \$731,000
 - \$316,000 included in FY 2018 budget
 - \$150,000 “one-time”; \$166,000 ongoing
 - \$240,000 amendment to FY 2017 budget authorized 8/8/17
 - \$175,000 in remaining funding anticipated from year three implementation
- Increase in maintenance and operations tax rate partially offset by reduction in debt service tax rate



GENERAL FUND — FUND BALANCE

- General Fund -

Estimated Beginning Fund Balance	\$ 4,937,281
Proposed Revenues	\$ 14,157,433
Proposed Expenditures	<u>\$ (14,157,296)</u>
Net Impact of Proposed Budget	<u>\$ 137</u>
Proposed Ending Fund Balance	<u><u>\$ 4,937,418</u></u>
Less: Minimum Balance (3 months O&M Budget)	<u>\$ (3,381,192)</u>
Proposed Fund Balance in Excess of Minimum	<u><u>\$ 1,556,226</u></u>



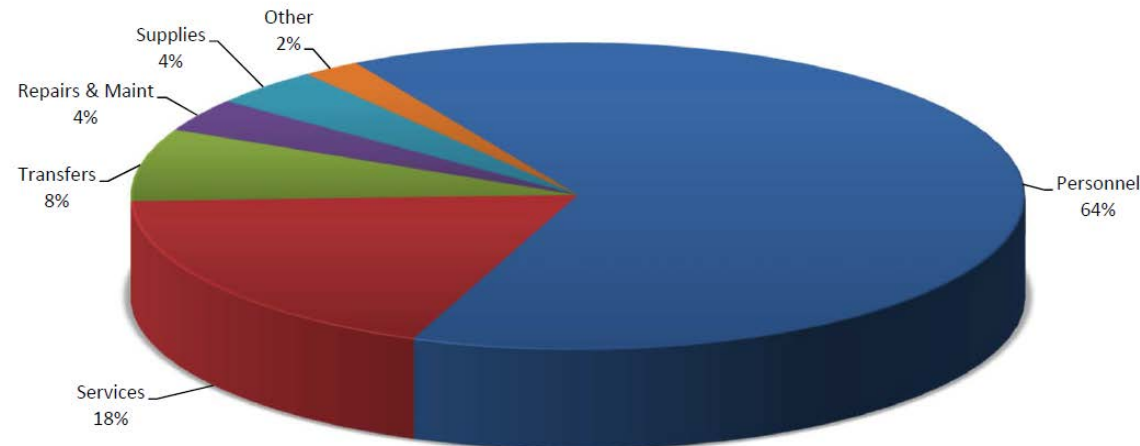
GENERAL FUND — REVENUES

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Ad Valorem Taxes	\$4,613,690	\$4,760,803	\$4,819,000	\$5,153,519	\$392,716	8.25%
Sales Tax	\$3,155,659	\$3,193,024	\$3,270,000	\$3,370,000	\$176,976	5.54%
Franchise	\$1,171,668	\$1,130,000	\$1,150,824	\$1,157,100	\$27,100	2.40%
Other Taxes	\$38,434	\$38,000	\$38,500	\$38,500	\$500	1.32%
Permits & Licenses	\$221,395	\$203,900	\$274,000	\$228,400	\$24,500	12.02%
Municipal Court	\$363,837	\$358,900	\$329,900	\$349,200	(\$9,700)	-2.70%
Refuse Collection	\$1,271,762	\$1,306,500	\$1,319,400	\$1,359,000	\$52,500	4.02%
Ambulance	\$1,247,028	\$1,230,000	\$1,250,000	\$1,250,000	\$20,000	1.63%
Rental Income	\$59,909	\$37,000	\$50,000	\$44,900	\$7,900	21.35%
Parks & Rec Income	\$38,987	\$31,800	\$37,522	\$36,600	\$4,800	15.09%
Code Enforcement	\$22,879	\$10,500	\$16,000	\$16,400	\$5,900	56.19%
Intergovernmental	\$333,113	\$326,551	\$336,936	\$352,807	\$26,256	8.04%
Other Financing Sources	\$295,666	\$200,000	\$152,283	\$130,000	(\$70,000)	-35.00%
Contributions	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0.00%
Miscellaneous	\$27,450	\$28,300	\$27,270	\$28,700	\$400	1.41%
Transfers	\$429,679	\$526,814	\$536,814	\$575,307	\$48,493	9.20%
Interest Income	\$18,876	\$21,000	\$50,000	\$65,000	\$44,000	209.52%
Total Revenues	\$13,312,031	\$13,405,092	\$13,660,449	\$14,157,433	\$752,341	5.61%

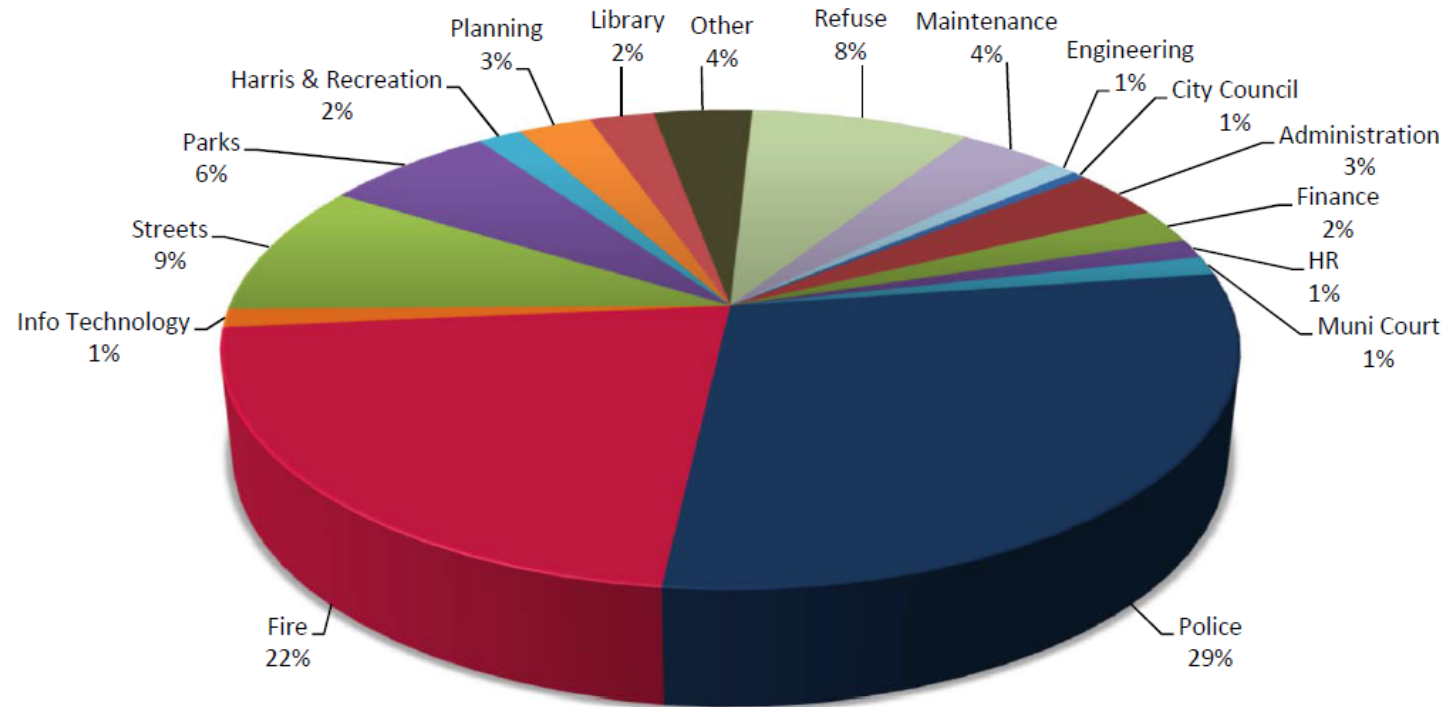


GENERAL FUND — EXPENDITURES

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Personnel	\$8,162,543	\$8,751,378	\$8,751,378	\$9,102,181	\$350,803	4.01%
Supplies	\$496,585	\$508,055	\$493,789	\$571,599	\$63,544	12.51%
Repairs & Maint	\$504,089	\$641,349	\$545,140	\$497,189	(\$144,160)	-22.48%
Services	\$2,328,343	\$2,573,548	\$2,570,466	\$2,606,881	\$33,333	1.30%
Debt Service	\$50,500	\$63,827	\$63,827	\$63,827	\$0	0.00%
Contingency	\$0	\$97,000	\$100,000	\$100,000	\$3,000	3.09%
Transfers	\$1,274,657	\$978,346	\$1,103,346	\$1,082,530	\$104,184	10.65%
Contributions	\$115,830	\$119,078	\$120,000	\$123,089	\$4,011	3.37%
Capital	\$46,993	\$0	\$0	\$0	\$0	0.00%
Strategic Plan	\$69,786	\$12,500	\$12,500	\$10,000	(\$2,500)	-20.00%
Total Expenditures	\$13,049,325	\$13,745,081	\$13,760,446	\$14,157,296	\$412,215	3.00%



GENERAL FUND — EXPENDITURES



DEBT SERVICE FUND — FUND BALANCE

- Debt Service Fund -

Estimated Beginning Fund Balance	\$ 166,219
Proposed Revenues	\$ 984,708
Proposed Expenditures	<u>\$ (1,067,553)</u>
Net Impact of Proposed Budget	<u>\$ (82,845)</u>
Projected Ending Fund Balance	<u><u>\$ 83,374</u></u>

DEBT SERVICE FUND — BUDGET

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Ad Valorem Taxes	\$1,090,923	\$1,067,353	\$1,070,275	\$978,708	(\$88,645)	-8.31%
Bond Proceeds	\$0	\$0	\$30,000	\$0		
Interest Income	\$1,896	\$1,500	\$5,276	\$6,000	\$4,500	300.00%
Total Revenues	\$1,092,819	\$1,068,853	\$1,105,551	\$984,708	(\$84,145)	-7.87%

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Bond Principal	\$621,824	\$646,825	\$646,825	\$705,538	\$58,713	9.08%
Bond Interest	\$441,074	\$417,956	\$422,252	\$356,595	(\$61,361)	-14.68%
Bond Paying Agent Fees	\$44	\$717	\$435	\$720	\$3	0.42%
Arbitrage Rebate Calc Fees	\$3,653	\$3,355	\$4,700	\$4,700	\$1,345	40.09%
Bond Issue Costs	\$0	\$0	\$23,805	\$0	\$0	
Total Expenditures	\$1,066,595	\$1,068,853	\$1,098,017	\$1,067,553	(\$1,300)	-0.12%



WATER & SEWER FUND — HIGHLIGHTS

- Capital replacement plan
 - Water meters and equipment plans funded
- Debt activity
 - December 2016: \$9,700,000 CO issued to fund elevated water tank and South Belton sewer
 - May 2017: \$3,620,000 refunding bonds issued; \$125,485 net present benefit to W&S Fund
 - **December 2017: Anticipate issuance of \$8,700,000 CO to fund TBWWTP Phase II**
 - BCWCID debt service concludes in FY 2018
- Rate changes
 - \$0.50 per month increase in the base charges for water and sewer



WATER & SEWER FUND — FUND BALANCE

- Water & Sewer Fund -

Estimated Beginning Fund Balance	\$ 6,085,120
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Proposed Revenues	\$ 8,026,513
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Proposed Expenditures	<u>\$ (8,025,986)</u>
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Net Impact of Proposed Budget	<u>\$ 527</u>
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Proposed Ending Fund Balance	<u>\$ 6,085,647</u>
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Less: Minimum Balance (3 months O&M)	\$ (1,145,619)
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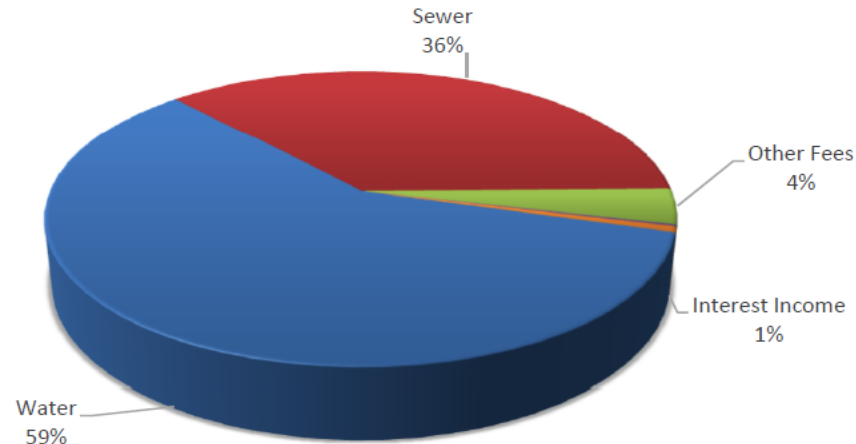
Less: Annual Debt Service	<u>\$ (2,040,070)</u>
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Proposed Fund Balance in Excess of Minimum	<u>\$ 2,899,959</u>
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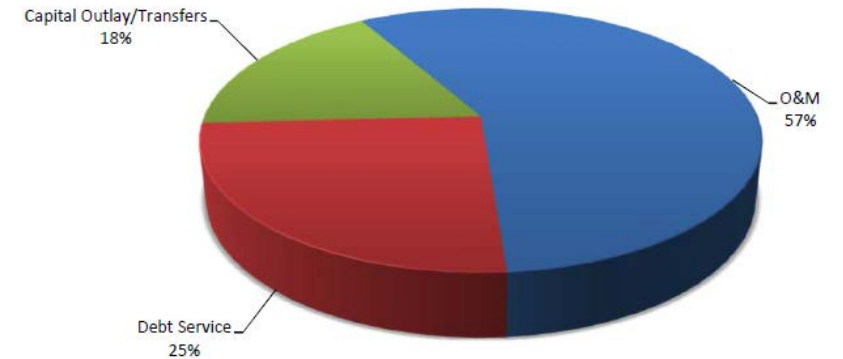
WATER & SEWER FUND — REVENUES

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Water	\$4,030,216	\$4,174,198	\$4,543,937	\$4,710,989	\$536,791	12.9%
Sewer	\$2,468,700	\$2,744,358	\$2,821,629	\$2,936,924	\$192,566	7.0%
Other Fees	\$359,081	\$267,600	\$334,400	\$313,600	\$46,000	17.2%
Misc Income	\$45,398	\$10,000	\$40,000	\$15,000	\$5,000	50.0%
Transfers In	\$0	\$0	\$0	\$0	\$0	0.0%
Interest Income	\$15,805	\$14,000	\$40,000	\$50,000	\$36,000	257.1%
Total Revenues	\$6,919,200	\$7,210,156	\$7,779,966	\$8,026,513	\$816,357	11.3%



WATER & SEWER FUND — EXPENDITURES

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
<u>Oper & Maint:</u>						
Personnel	\$1,372,440	\$1,441,990	\$1,441,990	\$1,555,647	\$113,657	7.9%
Supplies	\$109,445	\$87,488	\$93,326	\$115,719	\$28,231	32.3%
Repairs & Maint	\$197,576	\$243,744	\$265,363	\$272,774	\$29,030	11.9%
Services	\$305,684	\$323,293	\$315,553	\$325,392	\$2,099	0.6%
Water Purchases	\$1,427,315	\$1,502,918	\$1,498,084	\$1,144,826	(\$358,092)	-23.8%
Sewerage Treat	\$630,961	\$654,563	\$553,408	\$619,337	(\$35,226)	-5.4%
Contingency	\$0	\$51,956	\$51,956	\$45,000	(\$6,956)	-13.4%
Operating Transfers	\$359,805	\$448,379	\$448,379	\$503,779	\$55,400	12.4%
O&M Expenditures	\$4,403,225	\$4,754,331	\$4,668,059	\$4,582,474	(\$171,857)	-3.6%
Debt Service	\$1,316,225	\$1,540,774	\$1,562,765	\$1,536,325	(\$4,449)	-0.3%
Anticipated Debt Service	\$0	\$0	\$0	\$503,745	\$503,745	
Capital Transfers	\$586,200	\$790,636	\$790,636	\$1,288,442	\$497,806	63.0%
Capital Outlay	\$255,607	\$124,000	\$175,000	\$115,000	(\$9,000)	-7.3%
Total Expenditures	\$6,561,257	\$7,209,741	\$7,196,460	\$8,025,986	\$816,245	11.3%



DRAINAGE FUND — HIGHLIGHTS

- Purchase of new street sweeper
 - Current sweeper is end of life
 - Cost of approximately \$250,000
- Use of fund balance (\$159,882)
 - Funding for street sweeper purchase
 - Maintain funding for capital projects
- Rate change
 - Increase in residential drainage fee from \$3/month to \$4/month
 - Funding for street sweeper purchase
 - Funding for future capital projects and capital equipment replacement plan



DRAINAGE FUND — FUND BALANCE

- Drainage Fund -

Estimated Beginning Fund Balance	\$ 267,121
Proposed Revenues	\$ 456,596
Proposed Expenditures	<u>\$ (616,478)</u>
Net Impact of Proposed Budget	<u>\$ (159,882)</u>
Proposed Ending Fund Balance	<u>\$ 107,239</u>
Less: Minimum Balance (3 months O&M Budget)	\$ (70,397)
Less: Annual Debt Service	<u>\$ (25,301)</u>
Proposed Fund Balance in Excess of Minimum	<u>\$ 11,541</u>



DRAINAGE FUND — BUDGET

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Drainage Fees	\$377,991	\$384,000	\$390,000	\$454,596	\$70,596	18.38%
Interest Income	\$930	\$800	\$1,935	\$2,000	\$1,200	150.00%
Total Revenues	\$378,921	\$384,800	\$391,935	\$456,596	\$71,796	18.66%

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Personnel	\$172,965	\$200,059	\$200,059	\$200,554	\$495	0.25%
Supplies	\$13,170	\$15,580	\$15,188	\$24,412	\$8,832	56.69%
Repairs & Maint	\$31,669	\$30,435	\$29,435	\$35,230	\$4,795	15.75%
Services	\$19,329	\$17,437	\$19,231	\$21,391	\$3,954	22.68%
Debt Service	\$25,694	\$25,062	\$25,227	\$25,301	\$239	0.95%
Capital	\$0	\$0	\$0	\$259,590	\$259,590	
Transfers	\$110,000	\$96,000	\$96,000	\$50,000	(\$46,000)	-47.92%
Total Expenditures	\$372,826	\$384,573	\$385,140	\$616,478	\$231,905	60.30%



BEDC — BUDGET HIGHLIGHTS

- Creation of the BEDC Capital Projects Fund
 - Avenue D extension
 - IH-35 waterline
 - East Street grant match
 - Rockwool site enhancements
- East Street Office Remodel
 - Building purchased in FY 2017
 - Remodel to be completed in FY 2018



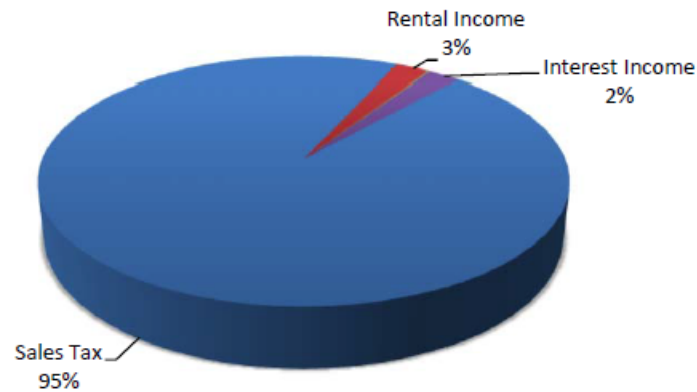
BEDC — FUND BALANCE

BEDC FY 2018

Estimated Beginning Fund Balance		\$824,925
Projected Revenues	\$ 1,769,900	
Proposed Expenditures	<u>(\$805,151)</u>	
Net Impact of Proposed Budget		<u>\$964,749</u>
Projected Ending Fund Balance		<u><u>\$ 1,789,674</u></u>

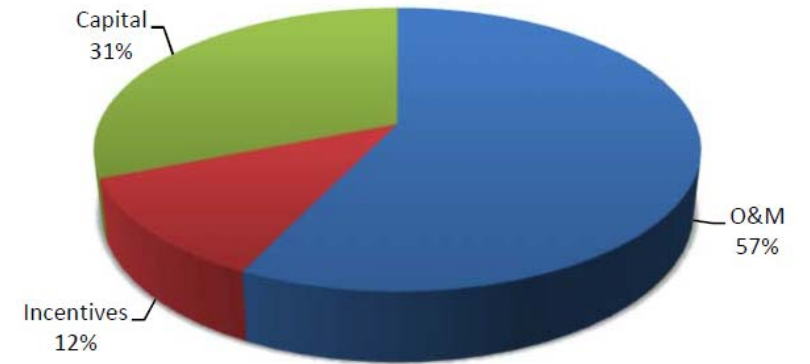
BEDC — REVENUES

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Sales Tax	\$1,577,830	\$1,596,512	\$1,635,000	\$1,685,000	\$88,488	5.54%
Rental Income	\$29,606	\$43,200	\$43,200	\$43,200	\$0	0.00%
Sale of Property	\$62,000	\$0	\$0	\$0	\$0	-
Contributions/Misc	\$17,468	\$2,000	\$2,000	\$1,700	(\$300)	-15.00%
Interest Income	\$11,223	\$10,000	\$34,559	\$40,000	\$30,000	300.00%
Total Revenues	\$1,698,126	\$1,651,712	\$1,714,759	\$1,769,900	\$118,188	7.16%



BEDC — EXPENDITURES

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Personnel	\$164,046	\$185,763	\$185,763	\$192,817	\$7,054	3.80%
Supplies	\$3,680	\$4,300	\$3,950	\$3,800	(\$500)	-11.63%
Repairs & Maint	\$20,453	\$47,850	\$33,550	\$41,150	(\$6,700)	-14.00%
Services	<u>\$160,043</u>	<u>\$496,614</u>	<u>\$166,093</u>	<u>\$222,384</u>	<u>(\$274,230)</u>	<u>-55.22%</u>
Total O&M Expend	\$348,221	\$734,527	\$389,356	\$460,151	(\$274,376)	-37.35%
Debt Service	\$151,147	\$90,471	\$90,528	\$0	(\$90,471)	-100.00%
Incentives					\$0	0.00%
Capital	\$0	\$436,000	\$228,000	\$250,000	(\$186,000)	-42.66%
Incentive Transfer	\$90,000	\$95,000	\$95,000	\$95,000	\$0	0.00%
Infrastructure Transfer	\$253,622	\$190,000	\$190,000	\$0	(\$190,000)	-100.00%
Capital Projects Transfer	\$0	\$4,100,000	\$4,100,000	\$0	(\$4,100,000)	-100.00%
Total Expenditures	\$842,990	\$5,645,998	\$5,092,884	\$805,151	(\$4,840,847)	-85.74%



TIRZ FUND — HIGHLIGHTS

- Increase in façade grant funding to \$90,000
- Focus on large projects
 - South Belton trail extension
 - East 6th Avenue beautification
 - Southwest Belton traffic improvement
- Increase in TIRZ values of 10.26%



TIRZ FUND — FUND BALANCE

- TIRZ Fund -

Estimated Beginning Cash & Equivalents	\$ 167,693
Projected Revenues	\$ 1,285,325
Proposed Expenditures	<u>\$ (1,422,144)</u>
Net Impact of Proposed Budget	<u>\$ (136,819)</u>
Projected Ending Cash Balance	<u><u>\$ 30,874</u></u>



TIRZ FUND — BUDGET

Account Name	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
City TIRZ Taxes	\$ 670,770	\$ 708,762	\$ 728,569	\$ 781,460	\$ 72,698	10.26%
County TIRZ Taxes	\$ 417,296	\$ 440,919	\$ 464,376	\$ 498,865	\$ 57,946	13.14%
Bond Proceeds			\$ 20,000			
Interest Income	\$ 2,680	\$ 1,875	\$ 2,251	\$ 5,000	\$ 3,125	166.67%
Total Revenues	\$ 1,090,746	\$ 1,151,556	\$ 1,215,196	\$ 1,285,325	\$ 133,769	11.62%

Account Name	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Debt Service	\$ 308,348	\$ 340,491	\$ 353,800	\$ 357,955	\$ 17,464	5.13%
Grants	\$ 40,853	\$ 80,000	\$ 40,000	\$ 90,000	\$ 10,000	12.50%
Transfer to TIRZ Capital Projects Fund	\$ 591,413	\$ 687,178	\$ 717,178	\$ 907,805	\$ 220,627	32.11%
Transfer to Street Maintenance Fund	\$ -	\$ 162,210	\$ 162,210	\$ -	\$ -	
Transfer to Drainage Projects Fund	\$ 50,000	\$ -	\$ -	\$ -	\$ -	
Transfer to General Fund (Retail Dev)	\$ 69,874	\$ 83,887	\$ 83,887	\$ 66,384	\$ (17,503)	-20.86%
Total Expenditures	\$ 1,060,488	\$ 1,353,766	\$ 1,357,075	\$ 1,422,144	\$ 230,588	17.03%

HOTEL-MOTEL FUND — HIGHLIGHTS

- Transition to City department effective January 1, 2017
- Sponsorship and support of tourist events
- Implementation of City created tourist events
- New hotel anticipated to open in late 2017



HOTEL-MOTEL FUND — FUND BALANCE

- Hotel/Motel Fund -

Beginning Fund Balance		\$69,013
Proposed Revenues	\$174,706	
Proposed Expenditures:	<u>(\$175,836)</u>	
Net Impact of Proposed Budget		<u>(\$1,130)</u>
Projected Fund Balance		<u><u>\$67,883</u></u>



HOTEL-MOTEL FUND — BUDGET

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Hotel/Motel Taxes	\$ 147,230	\$ 154,900	\$ 150,000	\$ 164,706	\$ 9,806	6.33%
Prior Year Refund	\$ 9,482	\$ -	\$ 15,206	\$ -	\$ -	
County Hotel/Motel Tax	\$ -	\$ -	\$ 8,192	\$ 9,500	\$ 9,500	
Interest Income	\$ 145	\$ 100	\$ 361	\$ 500	\$ 400	400.00%
Total Revenues	\$ 156,857	\$ 155,000	\$ 173,759	\$ 174,706	\$ 19,706	12.71%

Description	FY 2016 Actual	FY 2017 Budget	FY 2017 Projected	FY 2018 Proposed	Change from 2017 Budget	
					Amount	%
Chamber	\$ 162,200	\$ 152,000	\$ 38,000	\$ -	\$ (152,000)	-100.00%
Personnel	\$ -	\$ -	\$ 19,205	\$ 27,555	\$ 27,555	
Supplies	\$ -	\$ -	\$ 2,595	\$ 1,269	\$ 1,269	
Repairs & Maint	\$ -	\$ -	\$ 775	\$ 775	\$ 775	
Services	\$ -	\$ -	\$ 28,278	\$ 73,237	\$ 73,237	
Sponsorships	\$ -	\$ -	\$ 25,000	\$ 50,000	\$ 50,000	
Bell County Expo	\$ -	\$ -	\$ -	\$ 9,500	\$ 9,500	
City Support	\$ 3,971	\$ 3,000	\$ 3,450	\$ 3,500	\$ 500	16.67%
Transfers	\$ -	\$ 52,904	\$ 62,904	\$ 10,000	\$ (42,904)	-81.10%
Total Expenditures	\$166,171	\$ 207,904	\$ 180,207	\$ 175,836	\$ (32,068)	-15.42%



Staff Report – City Council Agenda Item



Agenda Item #15

Consider an ordinance adopting the City of Belton Fee and Rate Schedule for FY2018.

Originating Department

Administration – Amy M. Casey, City Clerk

Fire – Bruce Pritchard, Chief

Planning – Erin Smith, Director of Planning

Public Works – Angellia Points, Director of Public Works

Finance – Brandon Bozon, Director of Finance

Summary Information

Annually, as a part of the budget process, Staff analyzes all fees and rates for services. A comprehensive ordinance revising or establishing fees for services is attached. Changes from current practice are shown in summary below.

- Charging a \$50 fee for a Certificate of Occupancy (page 2)
- Clarifying that the fee for Contractor Registration is per calendar year (page 3)
- Decreasing the cost of a portable/temporary sign permit from \$60 to \$35 (page 3)
- Clarifying per amp charge for Electrical Permit Fees (page 3)
- Increasing the Mechanical Permit Fee for commercial vent hoods from \$7 to \$15 (page 5)
- Updating the equipment description and increasing the HazMat response fee for the Engine from \$100 to \$160 per hour (page 5)
- Increasing the Ambulance Standby Fee from \$100 to \$160 per hour (page 5)
- Increasing the cost of damaged fire hose from \$500 to \$800 per 100' section (page 5)
- Increasing inspection fees for outdoor/indoor public fireworks displays from \$50 to \$75 and eliminating the repeat performance (same location) fee (page 6)
- Increasing inspection fees for installation of fuel tanks from \$40 to \$50 per tank and inspection of fuel tank removal from \$20 to \$30 per tank (page 6)
- Increasing inspection fees for day care centers from \$50 to \$70 for less than 25 children and decreasing inspection fees for day care centers from \$75 to \$70 for 26-49 children (page 6)
- Increasing inspection fees for foster homes, boarding homes, etc. from \$25 to \$50 (page 6)
- Changing tent inspection fees to be a flat \$25 regardless of size (page 6)
- Increasing inspection fees for fire alarm certification and sprinkler certification from \$100 to \$150 for 12,000 sf and under and from \$200 to \$250 for over 12,000 sf (page 6)
- Increasing inspection fee for commercial vent hoods from \$25 to \$50 and increasing the reinspection fee from \$50 to \$75 (page 6)
- Increasing other inspection fees from \$25 to \$50 (page 7)
- Changing the International Fire Code reference from 2009 to 2015 (page 7)

- Clarifying the brush collection fees (page 8)
- Clarifying water tapping fees (page 13)
- Clarifying sewer tapping fees (page 14)
- Increasing the base rate for water from \$16 to \$16.50 (page 14)
- Increasing the base rate for sewer from \$13 to \$13.50 (page 15)
- Increasing the residential drainage fee from \$3 to \$4 (page 15)
- Increasing the EMS transport fees by \$100 per type (page 16)
- Charging a \$200 fee for Non Transport Level 1 EMS calls (page 16)
- Increasing Level 2 and Level 3 Non Transport EMS calls (page 17)
- Adding a fee for Future Land Use Map Amendment (page 17)
- Removing the fee for administrative plats (page 17)
- Adding fees for Wireless Towers (page 18)

In addition to the revisions made based on the Council discussion at the August 22, 2017, the following changes have been made:

- Contractor registration fees – *excludes State licensed electricians and plumbers in accordance with State law* (page 3)
- Building permit fees – *changed headings for Electrical, Plumbing, Swimming Pools and Mechanical to reflect that these are building permit fees in accordance with State law.* (pages 3-4)

All other fees remain unchanged from last year.

NOTE: Staff has recently become aware of some new legislation that includes fees. These new fees will be included in the amendment to the fee schedule in November when the solid waste collection fee changes are proposed.

Fiscal Impact

Many of the proposed fee revisions are meant to cover City costs and should have minor fiscal impact.

Recommendation

Adoption of the ordinance.

Attachments

Ordinance

ORDINANCE NO. 2017-22

AN ORDINANCE AMENDING THE FEE SCHEDULE ESTABLISHING RATES AND FEES FOR CERTAIN ITEMS, SERVICES AND PERMITS PROVIDED FOR IN THE CODE OF ORDINANCES OF THE CITY OF BELTON, TEXAS.

WHEREAS, the Code of Ordinances of the City of Belton, Bell County, Texas, in various chapters and sections, provides for certain rates and fees to be charged for certain items, services and permits; and

WHEREAS, the Code provides that those said rates and fees shall be set by ordinance and kept on file with the office of the City Clerk of the City of Belton.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Belton, Texas, that:

I.

The attached schedule of fees, rates and permits, described as Exhibit "A" and incorporated herein for all purposes and containing 20 pages, is hereby adopted in its entirety and the amounts set forth for fees, rates and permits therein shall stand until changed by Ordinance of the City Council of the City of Belton, Texas.

II.

This Ordinance, together with its Exhibit "A", shall at all times be available for public viewing in the office of the City Clerk of the City of Belton, Texas.

III.

This Ordinance shall take effect and be in full force and effect on October 1, 2017.

PASSED AND APPROVED this the 22nd day of August, 2017.

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

EXHIBIT "A"

**CITY OF BELTON
FEE & RATE SCHEDULE**

(Effective October 1, 2017)

Sec. 2-29 **Lena Armstrong Public Library Fees** (Fee Ordinance #2016-34)

Book Sales	\$0.25-\$5.00 or donation; older books market value
Books:	
Late	\$0.10 per book per day, plus cost for mailing late notice (\$1.00)
Late Audio	\$0.50 per book per day, plus cost for mailing late notice (\$1.00)
Lost/damaged	
Adult Books	Replacement cost plus processing fee (\$1.00 for materials)
Children's Books	Replacement cost plus processing fee (\$1.00 for materials)
Temporarily Out of Circulation	\$5.00 per item
Copies/prints:	
Black & white	\$0.20 per page
Color	\$0.50 per page
Fax service	
Send a fax:	
Local	\$0.10 per page
Long distance, same area code	\$0.15 per page
Long distance, different area code	\$0.20 per page
Receive a fax	\$0.20 per page
Ear Buds	\$1.00 per item
Scanning:	
Print/e-mail	\$0.30 per page
Edit	\$2.00 per page
Interlibrary Loan	Postage cost
Library Card	First one is free, replacement cards \$3.00 each
Proctor Exams (print/fax)	\$5.00 each
Publication of Information	Library provided complimentary copy of publication
Publication of Photographs	Library provided complimentary copy of publication in which photograph appears

**City of Belton Fee & Rate Schedule
Effective 10/1/2017**

Page 2

Research	Fees for copies, actual postage cost, and personnel cost
DVDs:	
Late	\$0.50/day
Damaged	Replacement cost

Sec. 3-29 **Limitation of Number of Animals** (Fee Ordinance #2007-26)

Permit fee for animals in excess of limitation shall be \$25.00 annual fee.

Sec. 4-33 **Building Permit Fees** (Fee Ordinance #2017-22)

New Residential Construction	\$.10 per sq. foot
New Commercial Construction	\$.15 per sq. foot
Certificate of Occupancy	\$50
GIS fee (inputting subdivision, utilities, infrastructure)	\$25.00
Multiple units (2 or more units)	\$10.00 per unit fee additional
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00
Technology Fee	\$10.00
<u>Residential/Commercial Remodel/Additions</u>	
0-1,000 sq. feet	\$85.00
Each additional 1,000 sq. feet	\$25.00 per additional 1,000 sq. foot or portion thereof
<u>Demolition by Owner</u> (Fee Ordinance #2014-39)	
Basic Permit	\$60.00 plus \$300.00 cash deposit or \$1,000.00 surety bond
<u>Demolition by City</u> (Fee Ordinance #2010-38)	
Equipment Cost	\$200.00/hour per piece of City equipment (includes operator) + 20% of disposal costs – 2 hour minimum
Additional Personnel Cost	\$50.00/hour per City employee
<u>Fence Permits</u> (Fee Ordinance #2014-39)	
Basic Permit	\$35.00

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Roof Permits (Fee Ordinance #2015-44)

Basic Permit	\$35.00
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House Moving Permits (Fee Ordinance #2014-39)

Basic Permit	\$110.00 plus \$300.00 cash deposit or \$1,000.00 surety bond
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Moving In Permits (Mobile Home Installation)
(Fee Ordinance #2014-39)

\$110.00

Contractor Registration (Fee Ordinance #2017-22) \$50.00 per calendar year
(excludes State Licensed Electrical Contractors and State Licensed Plumbing Contractors in accordance with State Law)

Sign Permits (Fee Ordinance #2017-22)

On premises	\$60.00
Off premises	\$1,010.00
Portable/temporary	\$35.00

Sec. 4-144 **Building Permit Fees - Electrical** (Fee Ordinance #2017-22)

Basic Building Permit Fee – Electrical	\$35.00 + fees below
Per 100 amps	\$10.00
110 Circuits	\$4.00
220 Circuits	\$5.00
Equipment Motors (½ to 50 HP)	\$12.00
Equipment Motors (Over 50 HP)	\$25.00
Signs	\$15.00
Temporary Pole	\$20.00
Pool Bonding/Grounding	\$10.00
Mobile Home	\$20.00
Meter Loop/Service Charge	\$20.00
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

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Sec. 4-206 **Building Permit Fees - Plumbing** (Fee Ordinance #2014-39)

Basic Building Permit Fee - Plumbing	\$35.00 + fees below
Per Fixture	\$5.00
Backflow Prevention Assembly	\$10.00
Water Heater	\$5.00
Gas System (up to 5 outlets)	\$6.00
Per Added Outlet	\$1.00
Grease Recovery Device	\$15.00
Lawn Sprinkler System (per head)	\$1.00
Sewer/Water Yard Line	\$5.00
Gas Test	\$5.00
LPG Tank (propane) installation	\$25.00 per tank
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

Sec. 4-227 **Building Permit Fees - Swimming Pools** (Fee Ordinance #2014-39)

Above ground	\$35.00
In ground	\$85.00
Commercial/Institutional	\$110.00

Sec. 4-351 **Building Permit Fees - Mechanical** (Fee Ordinance #2017-22)

Basic Building Permit Fee - Mechanical	\$35.00 + fees below
Each heating unit	\$20.00
Each refrigeration unit	\$20.00
Replacement of heating or refrigeration unit	\$20.00
Modification of system, per air opening	\$1.00
Each commercial vent hood	\$15.00

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Each commercial refrigeration system	\$7.00
Any commercial work requiring inspection but not listed above	\$15.00
Any residential work requiring inspection but not listed above	\$15.00
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

Sec. 5-3 **Hazardous Material & Major Incident Response Fees** (Fee Ordinance #2017-22)

Engine	\$160.00 per hour, 1 hour minimum
Command Vehicle	\$100.00 per hour, 1 hour minimum
Police Vehicle	\$100.00 per hour, 1 hour minimum
Other (public works, barricades, etc.)	\$100.00 per hour, 1 hour minimum
Additional personnel	\$50.00 per hour, 1 hour minimum
City supplied water (per 1,000 gallons as determined by calculation pumping time and rate)	\$5.50 per 1,000 gallons
Ambulance Standby	\$160.00 per hour
Bulldozer (includes operator)	\$100.00 per hour, 2 hour minimum
Backhoe (includes operator)	\$100.00 per hour, 2 hour minimum
Dump truck (includes operator)	\$100.00 per hour, 2 hour minimum
Sand (per cubic yard)	\$25.00, minimum 3 yards
Other approved absorbent as needed/required	Actual cost + 10%
Other items necessary to control/contain incident	Actual cost + 10%
Disposal of debris	Actual cost + 10%
Damaged Fire Hose	\$800.00 per 100' section plus S&H

Sec. 6-16 **Fire Inspection Fees** (Fee Ordinance #2017-22)

Blasting permit (per job/address)	
One-day permit	\$50.00

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Each additional day	\$25.00
Bond/insurance requirement	\$1,000,000
Fireworks	
Outdoor public display	\$75.00
Insurance requirement	\$300,000
Indoor public display (ground burst)	\$75.00
Insurance requirement	\$300,000
Fuel Tanks	
Installation	\$50.00 per tank
Removal	\$30.00 per tank
Tank test	\$20.00 per tank
Line Test	\$20.00 per tank
Hospital/Nursing Homes	\$150.00 annual fee
Day Care Centers	
Less than 50 children	\$70.00 annual fee
50 to 100 children	\$150.00 annual fee
Foster Home, Family Care, Boarding Home, Other, etc.	\$50.00
Pre-inspection Permits for Open Burning	\$25.00
Carnival/Circus Safety Inspection	\$250.00
Tent Inspections	\$25.00
Fire Alarm Certification	
12,000 sf and under	\$150.00
Over 12,001 sf	\$250.00
Fire Flow Certification	\$100.00
Sprinkler Certification	
12,000 sf and under	\$150.00
Over 12,001 sf	\$250.00
Commercial Vent Hood Inspection	\$50.00
Reinspection Fee	\$75.00
*Other permits	\$50.00
*Other inspections	\$50.00
Reinspection fee (separate)	\$50.00

*Other permits or inspections not listed above required by the 2015 International Fire Code or its references. Other permit/inspection charges will be assessed a minimum charge of \$25.00 plus total amount of time utilized in plan review, code research, inspection(s) and documentation.

Sec. 8-71 **Solid Waste Collection Rates - Residential** (Ordinance #2016-48)
(Effective January 1, 2017)

Curbside	\$15.49 per month
Curbside Additional Container	\$5.77 per month per additional container
Door-to-Truck Service	\$26.88 per month
Door-to-Truck Service Additional Container	\$10.50 per month per additional container
Residential Recycling Service Additional Container	\$5.25 per month additional container

The monthly charge for multiple residential units (apartments, duplexes, etc.), shall be the number of residential dwelling units multiplied by the rate for the type of service provided.

Replacement Recycling or Trash Container	\$70.00 per cart
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If the cart is stolen or missing one free replacement cart will be provided to the customer. Only one replacement container will be provided per 18-month period; the replacement charge will be applied for any additional replacement container within the 18-month period. Carts damaged by the customer will result in the replacement charge. The City reserves the right to charge for replacement containers if the City determines there is a pattern of abuse, neglect, or loss. A stolen container must be reported to the Utility Billing Department.

Sec. 8-72 **Solid Waste Collection Rates – Commercial Cart Collection** (Ordinance #2016-48)
(Effective January 1, 2017)

Once per week service	\$26.24 per cart per month
Commercial Cart Collection Additional Cart	\$15.75 per additional cart per month
Commercial Recycling Cart	\$8.40 per month
Institutional Recycling	\$8.40 per month
Replacement Recycling or Trash Container	\$70.00 per cart

If the cart is stolen or missing one free replacement cart will be provided to the customer. Only one replacement container will be provided per 18-month period; the replacement charge will be applied for any additional replacement container within the 18-month period. Carts damaged by the customer will result in the replacement charge. The City reserves the right to charge for replacement containers if the City determines there is a pattern of abuse, neglect, or loss. A stolen container must be reported to the Utility Billing Department.

Sec. 8-74 **Brush Collection** (Ordinance #2017-22)

Residential Garbage Customers	\$3.00 per month
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City will only pick up a maximum of 6 CY per week per residential address.

Excess Brush Fee for residential garbage customers \$50.00 per load up to 6 CY
over the initial 6 CY

Non-Residential Customers within City Limits As-Called \$50.00 per 6 CY load

Sec. 10-40 **Vehicle Towing, Impoundment, and Wrecker Rotation List** (Ordinance #2012-10)

Annual Tow Service Permit and Inspection \$50.00

Each Additional Wrecker Permit \$25.00/annually

Annual Storage Facility Permit and Inspection \$50.00

Maximum fees allowed to be charged by tow companies

Non-consent tow \$130.00

Incident management tow \$130.00

Winching/overturn fee \$75.00

Dolly use fee \$50.00

Deep-water recovery fee \$200.00

Storage fee \$20.00 per day

Cleanup fee for large debris \$25.00 per hour

Waiting fee \$65.00 per hour

Fuel surcharge 10% of total fees excluding
storage and waiting fees

Driveshaft removal fee \$50.00

Specialized equipment fees for towing and cleanup Reasonable hourly rates per
industry standard or actual rates
paid by tow service to third party
vendor plus 10%

Sec. 11-17 **Alcoholic Beverage Permits** (Ordinance #70687-1)

Fees equal to ½ of the State fee

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Sec. 11-60	<u>Massage Establishment (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) License Fee</u> (Fee Ordinance #2002-41)	
	Annual fee for each establishment	\$1,000.00
Sec. 11-61	<u>Massagist Business (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) Permit Fee</u> (Fee Ordinance #2002-41)	
	Annual fee	\$500.00
Sec. 11-108	<u>Peddlers, Solicitors, Itinerant Merchants Permit Fees</u> (Fee Ordinance #2016-34)	
	30-day license fee (not mobile food vendors)	\$100.00
	One or more agents - license fee above plus \$10.00 for each agent or employee so engaged.	
	12-Month Mobile Food Vendor Permit	\$100.00
Sec. 11-117	<u>Garage Sale Permit Fee</u> (Ordinance #081391-1)	\$5.00 (Limited to three per year)
Sec. 11-143	<u>Boarding Home Permit Fee</u> (Ordinance #2016-10)	
	Permit to Operate a Boarding Home	\$1,000.00
Sec. 11-148	Renewal of Permit to Operate a Boarding Home	\$1,000.00 per year
Sec. 11-152	Reinspection Fee	\$50.00 per inspector, per hour for each reinspection after first inspection
Sec. 15-50	<u>Park Permit/Reservation Fees</u> (Fee Ordinance #2015-44)	
	Park Facilities (resident in city limits)	\$25.00 per day + clean-up deposit*
	Park Facilities (non-resident)	\$50.00 per day + clean-up deposit*
	Park Attendant Fee (park events with vendors)	\$25.00 per hour, per attendant
	<u>Available Facilities</u>	
	Yettie Polk Park Gazebo	
	Confederate Park Pavilion	
	Confederate Park Western Pavilion	
	Confederate Park Central Pavilion	
	Heritage Park Lions Pavilion	
	Heritage Park HEB Pavilion	
	Chisholm Trail Park Amphitheater	
	With electricity	\$10.00 additional (limited to two outlets)
	Each additional outlet	\$10.00 additional
	*Clean-up deposit (for each facility)	\$25.00 refundable deposit

Park Event

Confederate Park, Yettie Polk Park, Heritage Park, Chisholm Trail Park	
Commercial/ticketed events	\$250.00 per day + \$100.00 clean-up deposit
Non-ticketed events	\$100.00 per day + \$100.00 clean-up deposit
With electricity	\$10.00 additional (limited to two outlets)
Each additional outlet	\$10.00 additional (i.e. for vendors' use)

Playing Fields (day use only; no concessions)***

Resident in city limits	\$25.00 per field per day + clean-up deposit**
Non-resident	\$50.00 per field per day + clean-up deposit**

Available Facilities

Jaycee baseball field	
Heritage Park baseball fields	
Heritage Park soccer field (no lights)	
Chisholm Trail Park softball fields	
Chisholm Trail Park soccer fields (no lights)	
With electricity (lights/scoreboards)	\$25.00 additional per field

**Clean-up deposit (for each field) \$25.00 refundable deposit

***Fields available for reservation only during non-league play.

Practice Play

Heritage Park Baseball Complex	Not available
Heritage Park Soccer Complex	Not available
Chisholm Trail Park Softball Complex	Not available
Lions Park Softball Field	Not available
Jaycee Baseball Field	Not available
Chisholm Trail Park Soccer Fields	No fee, first come first served (Not available when utilized under separate agreement.)
Continental Baseball Field	No fee, first come first served
Griggs Baseball Field	No fee, first come first served
Heritage Park Practice Baseball Field	No fee, first come first served

Neighborhood Recreational or Scrimmage Play

Lions Park Softball Field	No fee, by reservation only (Limit 1 scrimmage per 7 days, 3-hour maximum)
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Youth League Play

The following facilities are available for league play for youth sports organizations through a separate agreement with the City:

Heritage Park Baseball Complex	Chisholm Trail Park Softball Complex
Heritage Park Soccer Complex	Jaycee Baseball Field
\$500.00 clean-up deposit per organization	
\$5.00 per player fee per organization per season (effective January 1, 2013)	

Adult League Play

The following facilities are available for adult league play through a separate agreement with the City, subject to availability and maintenance requirements of the requested facilities:

Chisholm Trail Park Soccer Complex

Heritage Park Soccer Complex

\$375.00 fee per registered league team per season + 500.00 clean-up deposit
 \$5.00 per player fee per organization per season (effective January 1, 2013)

Tournament Play

Tournaments may be held by organizations that do not have a separate agreement with the City, from Friday afternoons at 5:00 p.m. to Sunday evenings at 8:00 p.m. Applicants are limited to 3 events per year, per complex. Requests must be submitted at least two weeks prior to proposed event. All field rentals are at the discretion of the City based on field conditions and availability. All field preparations will be the responsibility of the renter.

Heritage Park Baseball Complex

\$1,000.00 + \$500.00 clean-up deposit

(5 fields, bleacher seating, restrooms, concession)

Heritage Park Soccer Complex

\$750.00 + \$500.00 clean-up deposit

(4 fields, restrooms, concession)

Chisholm Trail Park Softball Complex

\$750.00 + \$500.00 clean-up deposit

(3 fields, bleacher seating, restrooms, concession)

Jaycee Baseball Field

\$250.00 + \$500.00 clean-up deposit

(1 field, bleacher seating, restrooms, concession)

Light Fee

\$25.00 per hour, per complex

Harris Community Center Rental Rates (Policies Amendment 7/13/2015)

Belton residents and businesses located inside the Belton city limits may contract the Center at 90% of the below listed regular rates.)

Starting rate is for 2 Hours - Minimum				
Room (Capacity)	Deposit		Minimum	Max rate charged - 8 hours
Evans (220)	\$ 300		\$ 200	\$75 each additional hour
Kinchion (55)	\$ 200		\$ 100	\$25 each additional hour
Simpson (40)	\$ 175		\$ 75	\$25 each additional hour
Smith (32)	\$ 150		\$ 50	\$20 each additional hour
McGee (17)	\$ 150		\$ 50	\$20 each additional hour
Kitchen	\$75 rental fee, no deposit required			

Starting rate is for 4 Hours - Minimum			
Room	Deposit	Minimum	Max rate charged - 8 hours
Entire Center (364)	\$ 500	\$ 650	\$150 each additional hour
\$100 Audio/Visual Equipment Deposit (Evans Only)			
Optional Discounts (Promo Codes):			
COB - 10% off Belton Business/Resident Discount (inside city limits)			
MT – 20% off Monday thru Thursday			
NP - 20% off Civic Club and/or Non-profits (proof may be required - only valid Monday thru Thursday)			

Off-duty officer(s) will be required at events with alcohol present. Rates will be based on current fee & rate schedule regarding off-duty police and reserve officers (page 20).

Recreational class fees 30% to City, 70% to Instructor (Fee Ordinance 2012-30)

Sec. 20-78 **Driveway Permit Fee** (Fee Ordinance #2014-39)

\$60.00 basic permit/inspection + \$25.00 per additional approach

\$60.00 Reinspection Fee

Sec. 22-132 **Special Events Fee** (Fee Ordinance #2014-39) \$50.00

Sec. 23-136 **Water Deposits** (Fee Ordinance #2014-39)

Single Family Residential and Commercial

3/4" & 5/8"	\$100.00
1"	\$100.00
1½"	\$100.00
2"	\$450.00
3"	\$550.00
4"	\$650.00
6"	\$850.00
8"	\$1200.00

Multifamily Residential \$40 per unit (\$6,000 maximum)

Outside City limits 1¼ times the in-City rate

Damaged Meter Repair Fee Actual cost +10%

Tampering with water meter \$500.00

Tampering with fire hydrant \$1,250.00

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Sec. 23-137 **Water Tapping Fees** (Fee Ordinance #2017-22)

Meters up to 1"

Meter only install	\$450.00
Tap with no street cut	\$1,000.00
Tap with street cut	\$1,400.00
Cut in tee on existing line for irrigation meter	\$750.00

Meters over 1"

Meter cost + 10% + equipment + labor
 @ \$100.00/hour/piece of equipment + labor
 @ \$25.00/employee/hour
 Note: meters 1.5" and up will require strainers

Fire Line Tap Fees: \$250.00/diameter inch

Technology Fee (for both contractor and City installations)	\$10.00
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Sewer Tapping Fees (Fee Ordinance #2017-22)

Contractor installed	\$300.00
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City installed:

4" sewer tap - no street cut	\$800.00
4" sewer tap - street cut	\$1,200.00

Sewer taps larger than 4"	Larger of \$800 or materials + 10%, equipment and labor (charged at \$100.00 per hour per piece of equipment and \$25.00 per employee per hour)
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Technology Fee (for both contractor and City installations) \$10.00

Sec. 23-138 Construction Water Meters

Rental	\$100.00 per month
Water cost	\$3.70 per 1,000 gallons
Placement Fee	\$25.00
Meter Relocation Fee	\$25.00
Construction Meters	\$2,500.00 refundable deposit

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Sec. 23-139	<u>Utility Reconnect Fees</u> (Fee Ordinance #2014-39)	
	Normal hours	\$20.00
	After hours	\$40.00
	Irrigation meter reactivation/deactivation	\$20.00
Sec. 23-140	<u>Transfer of Utility Service Fee</u> (Ordinance #2008-32)	\$20.00
Sec. 23-141	<u>New Service Fee</u> (Fee Ordinance #2008-32)	\$20.00
Sec. 23-151	<u>Water Rates</u> (Fee Ordinance #2017-22)	
	0 - 2,000 gallons	\$16.50 minimum
	Over 2,000 gallons	\$3.70 per thousand gallons
Sec. 23-152	<u>Water and Sewer Rates Outside the City</u> (Ordinance #2004-25)	
	1¼ times the prevailing rate within the City	
Sec. 23-154	<u>Leak Rate</u> (Fee Ordinance #2012-30)	
	One-half the per 1,000 gallons rate in excess of the prior 12 months average consumption, or comparable historical use for a particular month(s).	
Sec. 23-171	<u>Sewer Rates</u> (Fee Ordinance #2017-22)	
	Class A	
	0 – 2,000 gallons	\$13.50 minimum
	2,001 – 15,000 gallons	\$5.00 per thousand gallons
	Classes B, C & D	
	0 – 2,000 gallons	\$13.50 minimum
	Over 2,000 gallons	\$5.00 per thousand gallons
Sec. 23-186	<u>Late Fee</u> (Fee Ordinance #2014-39)	\$10.00
Sec. 23-187	<u>Returned Check Fee</u> (Fee Ordinance #2004-40)	\$30.00

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Sec. 23-308 **Drainage Fee** (Ordinance #2017-22 and #2016-32)

Residential Property

# of Units	Monthly Fee
1	\$4.00 per monthly billing cycle per single family dwelling unit
2	\$4.00 per unit, \$8.00 total per monthly billing cycle
3	\$4.00 per unit, \$12.00 total per monthly billing cycle
4	\$4.00 per unit, \$16.00 total per monthly billing cycle

Other Property

Sq. Ft. Range of Impervious Cover	Monthly Fee
250,000 sq. ft. and over	\$200.00
100,000 – 249,999 sq. ft.	\$100.00
50,000 – 99,999 sq. ft.	\$50.00
10,000 – 49,999 sq. ft.	\$20.00
0 – 9,999 sq. ft.	\$10.00

Sec. 23-337 **Irrigation System Permits** (Ordinance #2014-39)

Installation permit	\$40.00 + fees below
Per sprinkler head	\$1.00
Backflow prevention assembly	\$10.00
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

Sec. 24-22 **Taxicab Permit Fees** (Ordinance #51348)

Annual license fee	\$20.00 per vehicle per year
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Sec. 24-27 **Taxicab Fares and Charges** (Ordinance #21280-1)

Fares	\$.90 first 1/16 mile and portion thereof \$.10 per 1/16 mile and portion thereof additional
Airport Cab Service	Same basis except \$.25 each added passenger

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Sec. 24-76 **Emergency Medical Services Rates** (Fee Ordinance #2017-22)

EMS Transports:

Service Level	City	Rural
<u>Basic Life Support (BLS)</u> : emergency pre-hospital care that uses non-invasive medical acts.	\$600	\$800
<u>Advanced Life Support (ALS1)</u> : emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen and EKG monitoring.	\$700	\$800
<u>Advanced Life Support (ALS2)</u> : emergency pre-hospital care that uses invasive medical acts; includes IV, oxygen, EKG monitoring and drug therapy.	\$800	\$800

No Transport Calls: *a call for EMS which may include BLS, ALS1 or ALS2 treatment and/or patient evaluation, but no transportation of the individual is made in a City of Belton ambulance.*

Service Level	City	Rural
<u>Non Transport Level 1</u> : calls which result in no BLS, ALS1 or ALS2 treatment other than patient evaluation and non-transportation. <i>*If in the opinion of the Fire Chief or his representative, the frequency of no transport calls constitutes an abuse of public service, the City reserves the right to charge the BLS rate for such services.</i>	\$200*	\$800
<u>Non Transport Level 2</u> : calls which result in BLS treatment and non-transportation.	\$600	\$800
<u>Non Transport Level 3</u> : calls which result in ALS1 or ALS2 treatment and non-transportation.	\$700	\$800

Mileage:

Loaded – per mile beginning from where the EMS vehicle picks up the patient and ending at the point of patient delivery. \$10.00 per mile

Unloaded (Rural Only) – in addition to Loaded Miles, per mile beginning from where the unloaded EMS vehicle leaves the City of Belton and ending where the unloaded EMS vehicle re-enters the City of Belton. \$10.00 per mile
(\$90.00 maximum)

Zoning (Fee Ordinance #2017-22)

Rezoning	\$250.00
Specific use permit	\$250.00
Variance request	\$100.00
Future Land Use Map Amendment	\$100.00

Subdivisions and Developments (Fee Ordinance #2017-22)

General Development Plan review	\$200.00
Preliminary subdivision plat	\$250.00 + \$3.00 per lot + recording fees
Final subdivision plat	\$250.00 + \$3.00 per lot + recording fees
Preliminary 1-lot subdivision plat	\$250.00 + \$10.00 per acre + recording fees
Final 1-lot subdivision plat	\$250.00 + \$10.00 per acre+ recording fees
Placing traffic control devices and street name signs	\$275.00 for each sign assembly (typically includes pole, stop or yield sign and street name sign). Also applies to replacement signs due to accidents or vandalism.
Material Testing Fees	Actual Costs + 10%
Park Land Dedication (Ord. #2005-05)	\$200 per dwelling unit, as provided for in Section 517.05 of the Subdivision Ordinance.
Tree Replacement Fee (Ord. #2016-25)	\$100 per diameter inch
Wireless Tower	
New Wireless Tower Construction	\$150
Wireless Tower Modification	\$60
<u>Floodplain Assessment Permit</u> (Fee Ord. #2016-34)	\$50.00

Miscellaneous Fees

Bound Publications (Fee Ordinance #2016-34)

Budget	\$20.00
CAFR	\$15.00
Charter	\$15.00
Comprehensive Plan	\$25.00
Design Manual	\$15.00
Parks Strategic Master Plan	\$15.00

Public Information Requests (Fee Ordinance #2016-34)

Accident Reports \$5.00 per report

Other requests (in accordance with current guidelines adopted by the Attorney General's Office)

Standard copy (up to 8½x14)

Black & white copies \$0.10 per page

Color copies \$0.25 per page

(each side that has recorded information is considered a page)

Electronic Copies - No charge

Paper Copies - No charge if total amount is less than \$1.00

Nonstandard copy

Oversized paper (11x17, greenbar, bluebar) \$0.50 per page

Color copies, oversized paper \$0.75 per page

CD ROM \$1.00 each

Magnetic tape actual cost

Data cartridge actual cost

Tape cartridge actual cost

Digital video disc (DVD) \$3.00 each

Specialty paper (mylar, blueprint, blue line, actual cost

map, photographic)

Other electronic media actual cost

Microfiche/microfilm

Paper copy \$0.10 per page

Fiche or film copy actual cost

Personnel charge

Programming personnel \$28.50/hour

Other personnel (labor to locate, compile, and reproduce) \$15.00/hour (see City Clerk)

Overhead charge 20% of personnel charge (see City Clerk)

Computer resource charge

Mainframe \$10.00 per CPU minute

Midsized \$1.50 per CPU minute

Client/server \$2.20/hour

PC or LAN \$1.00/hour

Miscellaneous supplies (labels, boxes, etc.) actual cost

Remote document retrieval actual cost

Postage/shipping (if applicable) actual cost

Credit card transaction fee (if applicable) actual cost

Fax

Local \$0.10/page

Long distance, same area code \$0.15/page

Long distance, different area code \$0.20/page

Court fees (amounts retained by City) (Fee Ordinance #2010-38)

Teen court fee	\$50.00
Community service fee (adult/juvenile)	\$50.00

Nuisance Abatement (Fee Ordinance #2012-17)

By City:

Grass mowing/lot cleanup (includes personnel)	\$100.00/hour (2 hour minimum)
Debris removal/haul costs	\$100.00/hour per piece of City equipment (includes operator) + disposal cost + 20% of disposal cost
Additional personnel	\$25.00/hour

By Vendor:

Grass mowing, lot cleanup, and debris removal	Actual cost + 20%
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Credit Card Payments (Fee Ordinance #2004-40)

Credit Card Payments	4%
Internet Payments	4% + \$1.25 convenience fee
Refused Credit Card	\$30.00
Returned Check Fee	\$30.00

Other (Fee Ordinance #2016-34)

Historic Preservation Certificate of Appropriateness Application (non-administrative)	\$50.00
Right-of-Way Abandonment Application	\$100.00

Naming Policy: (Street Renaming and Facility Naming Policy Rev. June 11, 2013)

A. Street Renaming Policy Application	\$150.00
B. City Facility Naming Application	\$75.00
Fingerprinting	\$5.00 per card
Vehicle Title Inspections (68A)	\$40.00 per vehicle

Vehicle Impound Fee	\$10.00/day
*Off-Duty Police	\$30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
*Off-Duty Fire Fighters	\$30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
*Ambulance Standby	\$100.00/hour (in addition to off-duty personnel cost)
*Patrol Unit Escorts:	
Educational institutions domiciled in Belton	Per mile at prevailing City mileage rate
Other institutions and entities	\$25.00/hour + actual personnel costs

*Employment and use of all off-duty public safety employees and vehicles shall be pursuant to the "Special Public Safety Services Policy" approved by the City Council.