

**Belton City Council Meeting**  
**July 10, 2018 – 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, Dan Kirkley, Guy O'Banion and John R. Holmes, Sr. Councilmember Wayne Carpenter was absent. Staff present included Sam Listi, John Messer, Gene Ellis, Amy Casey, Brandon Bozon, Chris Brown, Matt Bates, Paul Romer, Bob van Til, Bruce Pritchard, Kim Kroll, Judy Garrett, Angellia Points, Charlotte Walker, Cheryl Maxwell, Jen Wesley, Larry Berg, Susan Allamon, Jeremy Allamon, James Grant, Debbie Smith, Katrina McGaughey and Kelly Trietsch.

The Pledge of Allegiance to the U.S. Flag was led by City Manager Sam Listi, the Pledge of Allegiance to the Texas Flag was led by Councilmember Dan Kirkley, and the Invocation was given by Jeff Miller, Pastor of the First United Methodist Church of Belton.

1. **Call to order.** Mayor Marion Grayson called the meeting to order at 5:32 p.m.
2. **Public Comments.** There were none.
3. **Consider minutes of June 26, 2018, City Council Meeting.**

Upon a motion by Councilmember John R. Holmes, Sr., and a second by Councilmember Guy O'Banion, the minutes were unanimously approved by a vote of 6-0.

4. **Consider an ordinance to amend Chapter 8, Article II, Section 8-56 and Chapter 23, Article V, Section 23-210 of the Code of Ordinances amending garden trash and brush standards and disconnection for nonpayment, respectively.**

Director of Public Works Angellia Points explained that Chapter 8, Article II, Section 8-56 through 8-57 of the Code of Ordinances lists the requirements for brush collection. She explained proposed changes as shown in Exhibit "A."

The Mayor asked if residents needed to call in to schedule a brush pickup. Mrs. Points explained that the City has implemented a Monday through Friday route pickup schedule, but she added that it is still okay to call regarding the need for a brush pickup.

Councilmember Holmes said that six inches in diameter is small. Mrs. Points explained that the brush must be no longer than 15 feet long and no thicker than six inches because the chipper that is used cannot accept anything larger.

Mrs. Points said that these changes will be effective on October 1, 2018, in order to have the time necessary to educate residents.

Mayor Grayson asked if brush was a huge problem in the City, since Belton is known for having many trees. Councilmember Leigh said that the ordinance is actually more lenient than he thought it might be. He has realized he can have a load of brush picked up each week as a part of the monthly fee.

Upon a motion by Councilmember David K. Leigh, and a second by Councilmember O'Banion, Item #4 including the following captioned ordinance was unanimously approved by a vote of 6-0.

**ORDINANCE NO. 2018-18**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS,  
AMENDING CHAPTER 8, ARTICLE II, SECTION 8-56 OF THE CODE OF  
ORDINANCES AMENDING GARDEN TRASH AND BRUSH STANDARDS; AND  
AMENDING CHAPTER 23, ARTICLE V, SECTION 23-210 OF THE CODE OF  
ORDINANCES AMENDING DISCONNECTION FOR NONPAYMENT PROVISIONS,  
PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE; PROVIDING  
A PENALTY; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN OPEN  
MEETINGS CLAUSE.**

**5. Consider Amendment No. 2 to the Amended and Restated Water Supply  
Agreement with Bell County Water Control and Improvement District No. 1.**

Director of Public Works Angellia Points said the City of Belton purchases treated water from Bell County Water Control Improvement District No. 1, and it is stored in a three million gallon ground storage tank owned and maintained by BCWCID No. 1. The majority of the water stored in the tank is for Belton customers.

TCEQ inspectors issued a Notice of Violation to the City of Belton stating the City has reached the threshold for minimum total water storage capacity. 1,270,000 gallons of total storage is required, but Belton currently has only 1,250,000 gallons of storage between the City's two elevated storage tanks.

Mrs. Points explained that at the time of the Notice of Violation, TCEQ determined that the City of Belton could not count any of the 3MG BCWCID tank storage in the City's calculations because the City did not own or maintain the tank. She noted that the City has provided maintenance funding for this water tank in the past. She said since late 2016, Staff has worked with TCEQ and BCWCID No. 1 to determine what is required to allow the City to be able to account for the water stored in the BCWCID No. 1 tank.

As a result of data, petitioning, and documentation, TCEQ ruled that 95% of the stored water can be allocated to the City. This ruling requires an amendment to the City's contract with BCWCID No. 1, and the proposed amendment includes the language required by TCEQ. The BCWCID Board of Directors approved the amendment on June 27, 2018.

Mrs. Points added that the City is currently planning for a third elevated storage tank, regardless of the regulatory determination, to provide for City-wide water storage and to maintain water pressures as the City continues to grow.

Mayor Pro Tem Pearson asked if 439 Water Supply Corporation receives water from this BCWCID tank. Mrs. Points said that 439 WSC has a separate line, and none of their water comes from this tank.

Upon a motion by Councilmember Leigh, and a second by Councilmember O'Banion, Item #5 was unanimously approved by a vote of 6-0.

6. **Consider authorizing the City Manager to execute a contract with Santa Clara Construction for the construction of the Leon Street Water and Wastewater Project in the amount of \$372,902.20, and any change orders associated with the contract, not to exceed the amount authorized under State law.**

Director of Public Works Angellia Points explained that the City received eight (8) qualified bids for the construction of the Leon Street Water and Wastewater project, as shown below.

<b>Contractor</b>	<b>Bid Amount</b>
Santa Clara Construction Ltd, Austin	\$372,902.20
Bruce Flanigan Construction Inc., Belton	\$397,793.00
Bell Contractors Inc., Belton	\$405,700.76
Royal Vista Inc., Liberty Hill	\$418,821.00
Prota Inc., Austin	\$432,992.75
TTG Utilities LP, Gatesville	\$438,432.85
B-Corp Utilities Inc., Gatesville	\$452,550.94
Quality Contractors, Waco	Disqualified for using incorrect bid form

She explained that she, along with the Assistant Director of Public Works and the Project Engineer from KPA, evaluated the bids received. The low bidder has not performed work for the City of Belton in the past, therefore a review of the company's records and an interview with the contractor was held on June 26, 2018. The committee determined Santa Clara Construction has the capability and experience to perform to the requirements of the contract. The duration of construction is estimated at four months.

Points added that a letter will be hand delivered to each property owner affected by the project to notify them of the construction activity. Water and sewer service may be disrupted from time to time, but proper notification will be given and coordinated with residents.

The project will be funded by the FY2018 Utility Capital Improvement Project Fund.

Upon a motion by Councilmember Holmes, and a second by Councilmember Leigh, Item #6 was unanimously approved by a vote of 6-0.

**7. Consider a professional services agreement with Kasberg, Patrick & Associates Engineers for construction administration services on the Leon Street Water and Wastewater Project.**

Director of Public Works Angellia Points explained that Belton has aging water and sewer infrastructure. She said that some lines are near the point of failure and/or the lines are too small for the surrounding development, so the City awarded a contract for design services for five priority areas to Kasberg, Patrick Associates in January 2018. This contract included the design of the Leon Street Water and Wastewater project which is considered the top priority. The contract scope awarded to KPA in January 2018 included the design and bid phases, but it does not include construction administration services. Staff recommends awarding a contract to KPA for construction administration services for the Leon Street Water and Wastewater Project.

Points stated that the cost for construction administration services is \$18,625, which is proposed to be funded by the FY2018 Utility Capital Improvement Project Fund.

Upon a motion by Councilmember Kirkley, and a second by Councilmember Holmes, Item #7 was unanimously approved by a vote of 6-0.

**Budget FY2019**

**8. Receive presentations on the proposed Water and Sewer budget for FY 2019.**

- A. **Financial Summary** (see Exhibit "A")
- B. **Operations** (see Exhibit "B")

A. Director of Finance Brandon Bozon presented a financial summary of the Water and Sewer Fund showing that the beginning fund balance proposed at 10/1/18 is estimated at \$5.77M. The proposed FY2019 budget includes a small increase to the fund balance.

The City's Fiscal Policy requires that the City maintain three months of operating expenses in addition to the annual debt service. The projected fund balance in excess of the required minimum is \$2,504,578.

Water sales are up, and Mr. Bozon estimates that there will be \$4.8M in water sales this year. Sewer revenues are also up from last year and are projected to be on budget as well.

Mr. Bozon presented the proposed FY2019 rates that resulted from the 2015 Utility Rate Study. He also provided a comparison of City of Belton utility rates to other similar sized entities' rates. Belton's rates are comparable to the rates for

cities our size with both the water and sewer rates being slightly below the average. Rates will increase \$0.50 in the base rates of both water and sewer for a total impact of \$6 per year for water only customers or \$12 per year for water and sewer customers.

Mr. Bozon gave an overview of the expenditures for FY2018 and the proposed budget for FY2019. The budget includes replacement of an F-250 and a dump truck. He added that the Water Meter Replacement Plan is fully funded at \$203,255.

Bozon also discussed the following capital outlay expenditures (\$1,300,000):

- East and 5th Street waterline replacement (under design)
- Loop 121 waterline relocation
- Old Golf Course Road waterline replacements
- 20 ½ Street waterline replacement
- West Avenue F sewer replacement
- West Avenue A sewer replacement
- Offload of Liberty Hill lift station
- “Cushion” for debt funded projects (TBWWTP, Water Tank)

The FY2019 debt issuance assumptions include \$10M issue at a twenty-year term with 4% interest.

#### Key Projects:

- TBWWTP Phase II
- TBWWTP Force Main Replacements

Councilmember Leigh asked about the return on investment for the AMI metering project. Mr. Bozon said that while he does not believe that the numbers are what was projected at the time the project was awarded, he believes that more water is being accounted for than previously. Additionally, he said the City was able to delete a meter reader position. Councilmember Leigh said that as long as the City is breaking even on the project, then it is a win.

Mayor Pro Tem Pearson suggested that Water Hawk, the City's portal for utility customers, be made more readily available on mobile devices.

B. Director of Public Works Angellia Points presented the mission, accomplishments and goals for the Public Works Department including Utility Administration, Water, Sewer, and Lift Stations in the Water and Sewer Fund.

No action was required by the Council on this item.

**9. Receive a presentation on the proposed Drainage budget for FY 2019.**

Director of Finance Brandon Bozon presented a financial summary of the Drainage Fund showing that the beginning fund balance proposed at 10/1/18 is estimated at \$217,065. The City's Fiscal Policy requires that the City maintain three months of operating expenses in addition to the annual debt service. The projected fund balance in excess of the required minimum is \$122,359.

Mr. Bozon said that an increase to the residential drainage fee of \$1 is proposed in the FY2019 budget to help fund several high priority projects. Even with the fee increase, Belton's residential drainage rate is still less than the neighboring cities.

FY2019 goals for Drainage include:

- Increase maintenance/mowing of drainage and detention pond areas with the increased development.
- Replace the failing drainage on Mesquite Road, and improve the roadway crossing.
- Clean and improve the Mitchell Branch drainage to the East of I-35 and West of Loop 121.
- Train employees in the use of stormwater best management practices on internal projects.
- Continue to sweep all streets.

Councilmember Leigh asked if there are three types of drainage customers. Mr. Bozon said yes, and explained each one. Mr. Leigh said it seems there is more impervious cover now than in previous years, but he doesn't see a correlation to an increase in revenues. Mr. Bozon said it is growing about 2-3% per year.

Mayor Grayson asked if developers are required to help with the drainage in their developments. Director of Public Works Angellia Points said that developers are required to design a drainage system so as to not release more water than existed pre-development. She reviewed each project on the capital projects list and explained the issues with each.

Mrs. Points presented the mission, accomplishments and goals for the Drainage Department.

No action was required by the Council on this item.

**10. Receive presentations from the following City departments concerning their mission, annual accomplishments and goals (See Exhibit "C"):**

**A. Police**

Assistant City Manager/Chief of Police Gene Ellis presented the mission, accomplishments and goals for the Police Department.

Mayor Pro Tem Pearson asked Chief Ellis what was one thing that could be changed to help with retention. Chief Ellis responded that an improved retirement benefit and competitive pay were needed for retention since Belton is lagging behind area cities. He acknowledged that there are funding limitations.

Councilmember O'Banion asked if improvement to the retirement benefit will be a discussion item in the budget. City Manager Listi said that it will be discussed before the budget is finalized.

**B. Parks and Recreation**

Director of Parks and Recreation Matt Bates presented the mission, accomplishments and goals for the Parks and Recreation Department.

**C. Library**

Director of Library Services Kim Kroll presented the mission, accomplishments and goals for the Lena Armstrong Public Library.

**D. Public Works (Streets, Fleet Maintenance, Building Maintenance and Brush)**

Director of Public Works Angellia Points presented the mission, accomplishments and goals for the Public Works Department which includes Engineering, Streets, Brush Collection, Fleet Maintenance, and Building Maintenance in the General Fund.

No action was required by the Council on this item.

**Work Session**

**11. Receive a presentation and discuss the North Belton Water Tank graphics.**

Director of Public Works Angellia Points presented four alternatives for the Council regarding graphics on the proposed North Belton water tower. The Council narrowed the design to Option G-1 with an alternate of Option G-3 as shown in Exhibit "D".

There being no further business, the Mayor adjourned the meeting at 7:02 p.m.

  
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Marion Grayson, Mayor

ATTEST:

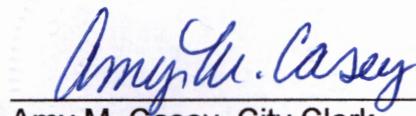
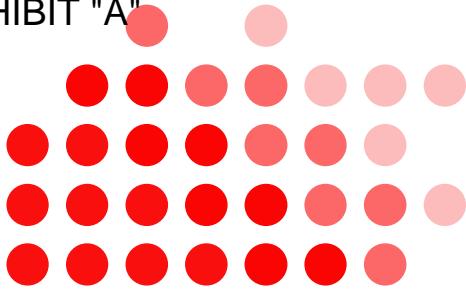
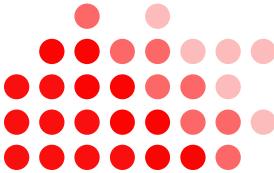
  
\_\_\_\_\_  
Amy M. Casey, City Clerk

EXHIBIT "A"



# Water & Sewer Fund

FY 2019 Proposed Budget



# FY 2018 Projection

## - Water & Sewer Fund -

**Beginning Fund Balance**      \$ 5,367,253

Projected Revenues      \$ 8,287,461

Projected Expenditures      \$ (7,887,418)

Net Impact of Budget on Fund Balance      \$ 400,043

**Projected Ending Fund Balance**      \$ 5,767,296

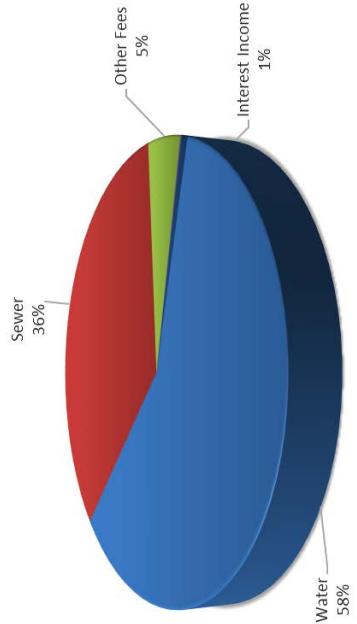
# FY 2019 Proposed

## - Water & Sewer Fund -

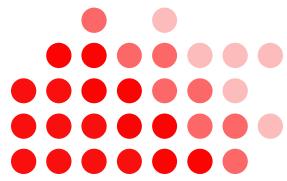
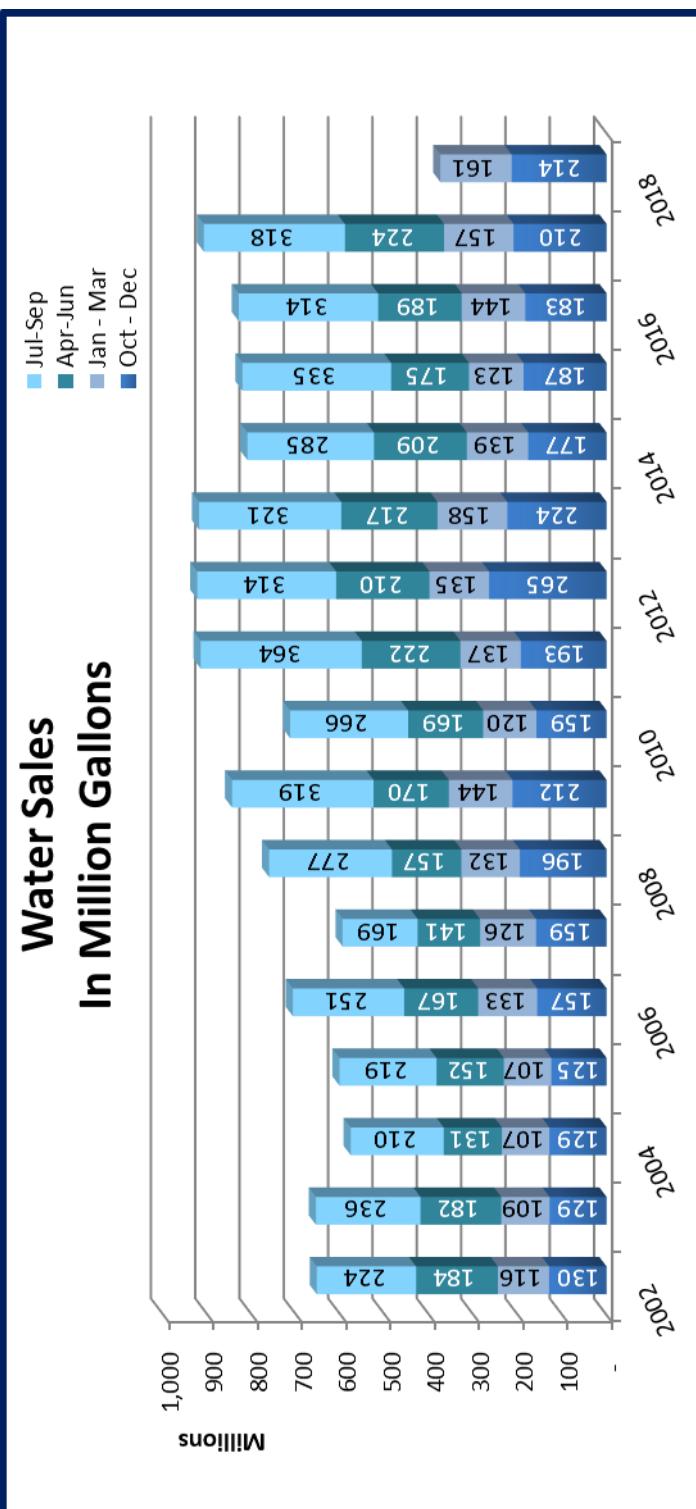
<b>Estimated Beginning Fund Balance</b>	<b>\$ 5,767,296</b>
Proposed Revenues	\$ 8,608,119
Proposed Expenditures	<u>\$ (8,607,463)</u>
Net Impact of Proposed Budget	\$ 656
<b>Proposed Ending Fund Balance</b>	<b><u>\$ 5,767,952</u></b>
Less: Minimum Balance (3 months O&M)	\$ (1,139,743)
Less: Annual Debt Service	<u>\$ (2,123,631)</u>
<b>Proposed Fund Balance in Excess of Minimum</b>	<b><u>\$ 2,504,578</u></b>

# Revenues

Description	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Proposed	Change from 2018 Budget Amount	Change from 2018 Budget %
Water	\$4,557,170	\$4,710,989	\$4,778,572	\$4,976,537	\$265,548	5.6%
Sewer	\$2,827,928	\$2,936,924	\$3,018,939	\$3,141,632	\$204,708	7.0%
Other Fees	\$422,982	\$313,600	\$403,600	\$403,600	\$90,000	28.7%
Misc Income	\$48,336	\$15,000	\$15,000	\$15,000	\$0	0.0%
Bond Proceeds	\$30,000	\$0	\$0	\$0	\$0	0.0%
Contributions	\$15,760	\$0	\$0	\$0	\$0	0.0%
Interest Income	\$50,919	\$50,000	\$71,350	\$71,350	\$21,350	42.7%
<b>Total Revenues</b>	<b>\$7,953,095</b>	<b>\$8,026,513</b>	<b>\$8,287,461</b>	<b>\$8,608,119</b>	<b>\$581,606</b>	<b>7.2%</b>



# Water Sales



# FY 2019 Proposed Rates

**Table 1: Recommended Water Rates**

	2015	2016	2017	2018	2019
Minimum Bill	\$15.00	\$15.50	\$16.00	\$16.50	\$17.00
Volumetric Rate (Per Thousand Gallons)	\$3.49	\$3.49	\$3.70	\$3.70	\$3.70

**Table 2: Recommended Wastewater Rates**

	2015	2016	2017	2018	2019
Minimum Bill	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00
Volumetric Rate (Per Thousand Gallons)	\$4.00	\$4.50	\$5.00	\$5.00	\$5.00

## Customer Impact

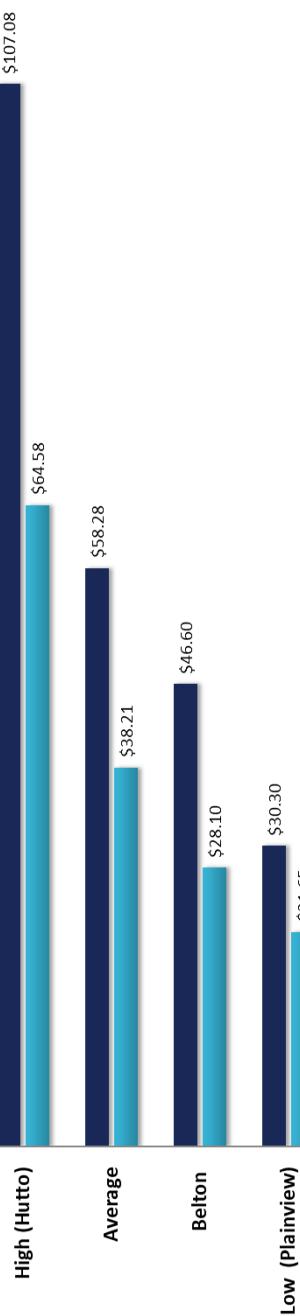
\$6 per year for water only customers

\$12 per year for water and sewer customers

# Rate Comparison (Size)

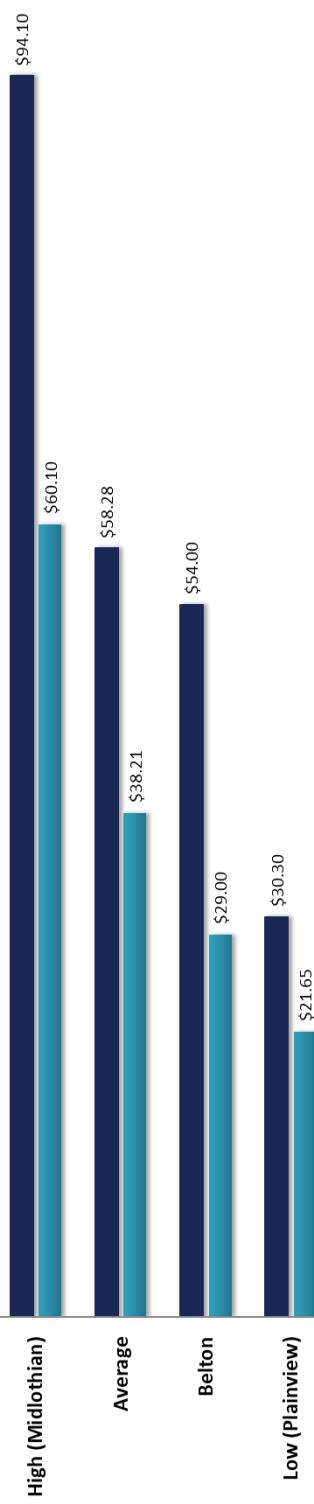
**Residential Water Rates**  
**Population 20K - 25K**

■ 10,000 Gal Fee ■ 5,000 Gal Fee

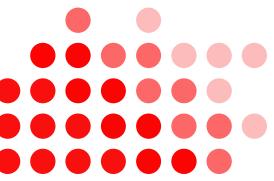


**Residential Sewer Rates**  
**Population 20K - 25K**

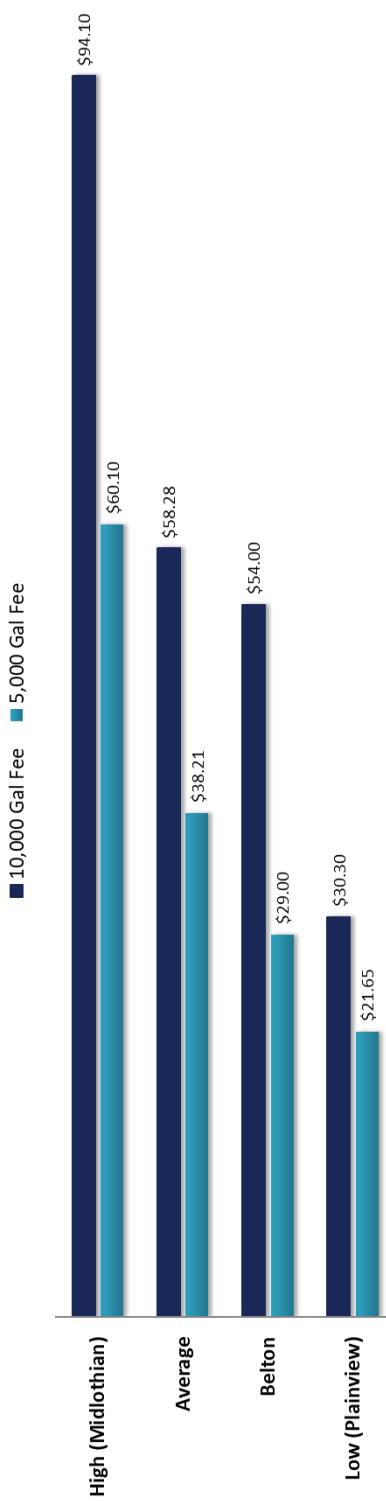
■ 10,000 Gal Fee ■ 5,000 Gal Fee



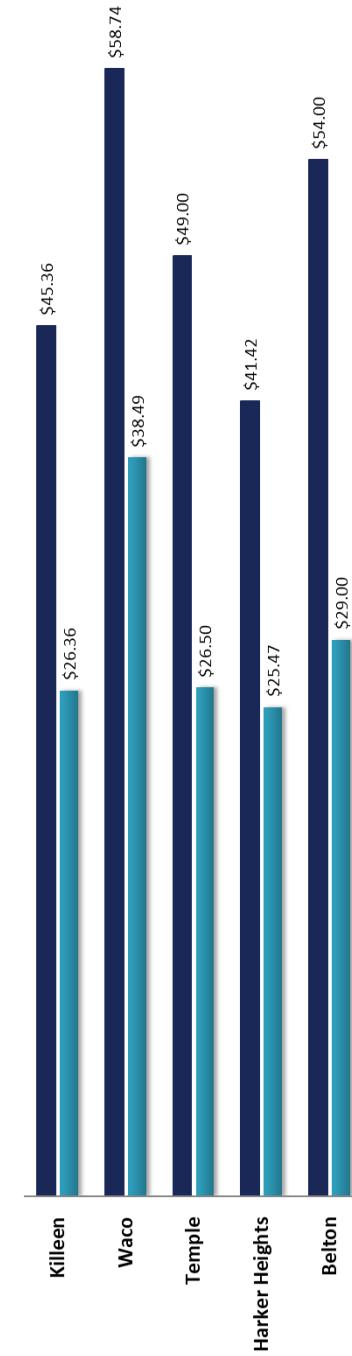
# Rate Comparison (Area)



**Residential Sewer Rates  
Population 20K - 25K**

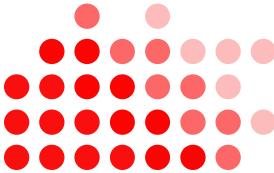


**Residential Sewer Rates  
Surrounding Area**



# Expenditures by Object

Description	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Proposed	Change from 2018 Budget Amount	Change from 2018 Budget %
<u>Oper &amp; Maint:</u>						
Personnel	\$1,369,928	\$1,555,647	\$1,555,647	\$1,651,089	\$95,442	6.1%
Supplies	\$84,711	\$128,705	\$103,259	\$114,326	(\$14,379)	-11.2%
Repairs & Maint Services	\$208,196	\$265,930	\$238,428	\$279,226	\$13,296	5.0%
	\$300,435	\$350,203	\$321,799	\$342,013	(\$8,190)	-2.3%
Water Purchases	\$1,484,367	\$1,144,826	\$1,079,732	\$1,023,198	(\$121,628)	-10.6%
Sewerage Treat	\$470,613	\$619,337	\$611,073	\$524,835	(\$94,502)	-15.3%
Contingency	\$0	\$14,739	\$14,739	\$70,000	\$55,261	374.9%
Operating Transfers	\$448,379	\$503,779	\$503,779	\$554,286	\$50,507	10.0%
O&M Expenditures	\$4,366,628	\$4,583,166	\$4,428,456	\$4,558,973	(\$24,193)	-0.5%
Debt Service	\$1,557,752	\$1,541,775	\$1,541,775	\$1,551,251	\$9,476	0.6%
Anticipated Debt Service	\$0	\$0	\$0	\$572,380		
Capital Transfers	\$2,034,693	\$1,792,187	\$1,792,187	\$1,626,603	(\$165,584)	-9.2%
Capital Outlay	\$120,872	\$108,858	\$125,000	\$298,256	\$189,398	174.0%
<b>Total Expenditures</b>	<b>\$8,079,946</b>	<b>\$8,025,986</b>	<b>\$7,887,418</b>	<b>\$8,607,463</b>	<b>\$581,477</b>	<b>7.2%</b>



# Capital plans & Projects

## Vehicle and Equipment Plan Fully Funded (\$123,348)

- Replacing F-250 in FY 2019
- Replacing a dump truck in FY 2019

## Water Meter Replacement Plan Fully Funded (\$203,255)

- First round of replacements anticipated in FY 2023

## Capital Projects (\$1,300,000)

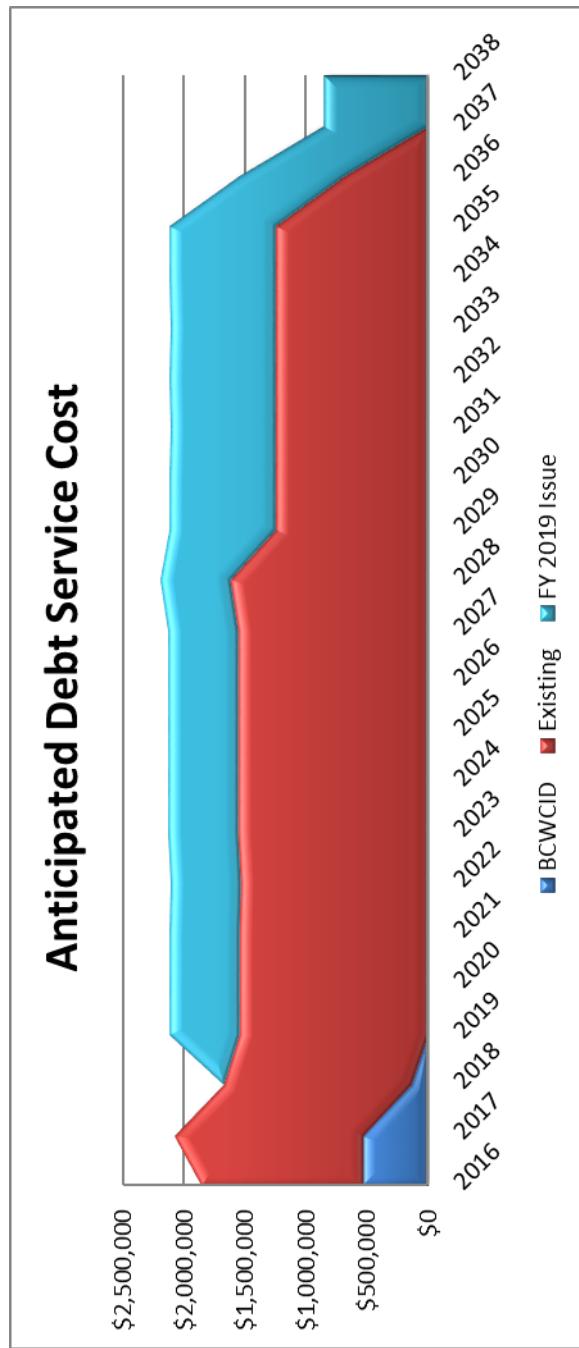
- East and 5th Street waterline replacement (under design)
- Loop 121 waterline relocation
- Old Golf Course Road waterline replacements
- 20 ½ Street waterline replacement
- West Avenue F sewer replacement
- West Avenue A sewer replacement
- Offload of Liberty Hill lift station
- “Cushion” for debt funded projects (TBWWTP, Water Tank)

# FY 2019 Bond Issue

Assumed \$10,000,000 issue; 20 year term, 4% interest

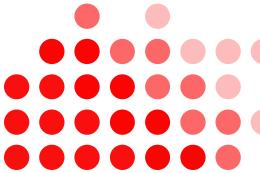
## Key Projects

- TBWWTP Phase II
- TBWWTP force main replacements



# Existing Debt

Issue	Maturity Date	--Interest Rates--		Original Issue	Outstanding 10/01/18
		Low	High		
2002 CO's - W&S Portion	08/01/2022	4.40%	4.40%	\$ 4,360,449	\$ 1,330,000
2017 Refunding - W&S Portion	08/01/2027	1.05%	2.10%	\$ 1,350,000	\$ 1,180,000
2008 CO's - W&S Portion	08/01/2028	4.19%	4.19%	\$ 180,000	\$ 107,550
2015 CO's - W&S Portion	08/01/2035	2.00%	3.00%	\$ 8,595,000	\$ 7,540,000
2016 CO's - W&S Portion	08/01/2036	3.00%	3.00%	\$ 9,585,000	\$ 9,360,000
<b>Total Revenue Debt Outstanding</b>					<b>\$ 19,517,550</b>



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# **Questions and Direction**

Department operations and project presentation by Angellia Points, Director of Public Works/City Engineer, to follow.

EXHIBIT "B"

# Public Works Department

WATER AND SEWER FUND

# Public Works – Water and Sewer Fund

Utility Administration

Water Department

Sewer Department

Lift Station Department

# Utility Administration

**Mission:** To provide administrative functions, oversight and support of water and sewer department operations.

- Director of Public Works – Angellia Points, P.E.
- Assistant Director of Public Works – Jeremy Allamon
- FY18 New Position: Environmental Compliance Technician – Marcus Guzman
- Administrative Assistant – Marcie Seele
- Part-time Administrative Assistant – Beverly Bingham
- FY19 Request: Part-time Administrative Assistant become a full-time position

## FY18 – Utility Administration Accomplishments

- Completed the Water Loss Audit, Water Conservation Report, and Water Use Survey.
- Begun construction of Phase I of the South Belton Sewer System project.
- Completed construction of the South Main Waterline and Sidewalk Project.
- Substantially completed construction at the Temple-Belton Wastewater Treatment Plant for the new headworks facility and retrofitted equalization basin.
- Substantially completed design of Phase II Temple-Belton Wastewater Treatment Plan biological expansion process, including permit application to the TCEQ for the plant capacity expansion.
- Coordinated revisions to the City of Belton Design Manual.
- Begun implementation of the City's Fats, Oils, and Grease Program.
- Begun implementation of the City's Cross-connection Ordinance.
- Pending: Completed design of the North Belton Water Tank and Waterline.
- Pending: Begun construction on water and sewer replacements on Leon Street between Hilltop and Hastings.



# FY19 – Utility Admin Goals

- Manage and construct all identified utility capital improvement projects.
- Complete construction of the South Belton Sewer System Phase I Project.
- Begin construction of the Shady Lane Sewer Project.
- Complete construction of TBWWTP improvements project Phase I and begin construction of Phase II.
- Begin construction of the North Belton Waterline and Tank, as funded.
- Construct the Waco Road Sewer Line Replacement, East Street and E 5th Ave Waterline Replacement, Ave S Waterline Replacement, and the 20 ½ Street Waterline Replacement Projects, as funded.
- Assist in the design of the IH-35 Waterline Extension Project with the BEDC.
- Design the Mitchell Branch Sewer Upgrade Project, if funded.

## Water Department

**Mission:** To provide a safe and adequate potable water supply and distribution system which meets or exceeds the standards for a "superior" water system for the domestic, industrial and fire protection needs of the City's customers in a manner that conserves and best utilizes crucial water resources.

### 9 Personnel in the Water Department:

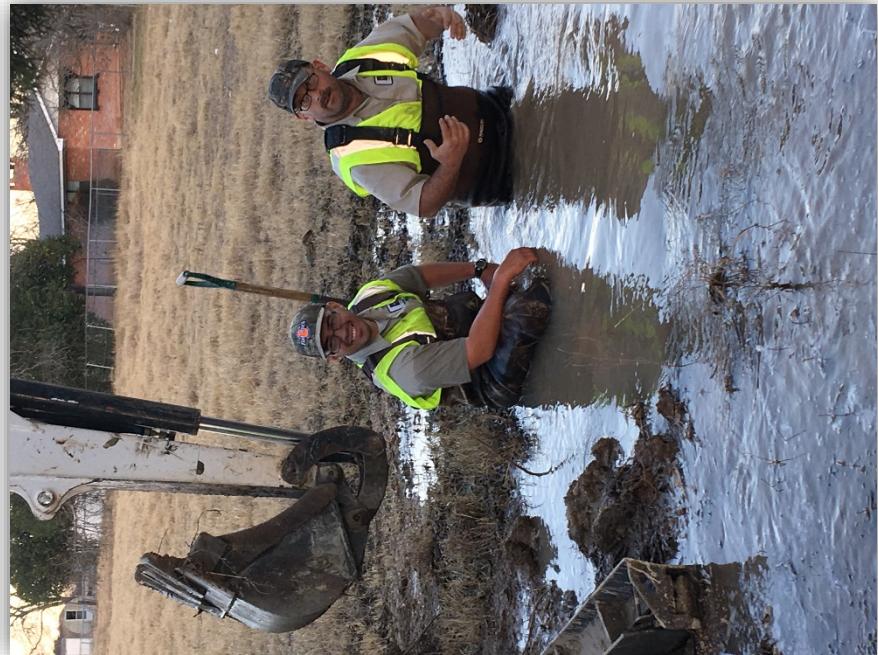
- Water/Wastewater Superintendent – Larry Zehr
- 1 Senior Maintenance Worker – Terrence LaTouche
- 2 Maintenance Worker II – Russell Kuder, Aldo Aguilar
- 3 Maintenance Worker I – Ashton Milton, Ryan Deeters, and Austin Collins
- 2 Meter Readers – Maribel Hernandez and Colby Gilpin

## FY18 – Water Department Accomplishments

- ▲ Responded to reports of water leaks within 20 minutes of the call.
- ▲ Completed water tower inspections and repairs.
- ▲ Received and completed approximately 1,974 (since Oct 1, 2017) Texas 811 line locate tickets.
- ▲ No positive total coliform water sample results.
- ▲ Continued training employees to receive TCEQ water distribution license.
- ▲ Pending: Replaced the failing pressure reducing valves at Davis/Central and 10<sup>th</sup> Avenue.
- ▲ Pending: Conducted UCMR4 water samples.
- ▲ Pending: Installed a new water line on 20 ½ Ave.

# FY19 – Water Department Goals

- ▲ Ensure employees are adequately trained and able to obtain license from TCEQ.
- ▲ Fully implement our backflow program and be in compliance with TCEQ regulations.
- ▲ Finish the GIS process of the water system.
- ▲ Complete the MLK waterline project.
- ▲ Clean, maintain, and repaint fire hydrants throughout the City, while also installing blue hydrant markers on the pavement near hydrants.
- ▲ Implement a valve maintenance program.



## Sewer Department

**Mission:** Provide an efficient sewerage system to protect the public health, safety and water quality of the community.

4 Reporting to Water/Wastewater Superintendent

- 1 Senior Maintenance Worker – James Killion
- 2 Maintenance Worker II – Jakub Davis and Tim Minosky
- 1 Maintenance Worker II – Justin Menges



## FY18 – Sewer Department Accomplishments

- Inspected new subdivisions utilizing the sewer camera.
- Managed the wastewater system to minimize overflows.
- Responded to all citizen complaints.
- Began implementation of the Fats, Oils, and Grease ordinance and program.
- Pending: Replaced the sewer main on Ave F between Davis to Pearl.
- Pending: Began GIS of sewer system.

## FY19 – Sewer Department Goals

- Ensure employees are adequately trained and able to obtain a license from TCEQ.
- Finish the GIS process of the sewer system.
- Ensure there are no preventable sewer overflows.
- Perform annual audit of residents on septic systems to verify correct billing.
- Clear and maintain all City sewer easements.
- Replace trouble sewer lines in order to decrease time spent on sewer washing operations.

Reporting to Water/Wastewater Superintendent

- 1 Lift Station Mechanic – Ray Jordan

## Lift Station Department

**Mission:** To provide for the operation and maintenance of the lift stations which are a vital element of the sewer collection system



## FY18 – Lift Station Accomplishments

- Managed and maintained all lift stations for compliance with TCEQ rules and regulations.
- No sewer overflows occurred at the lift stations.
- Added 11 of 17 lift stations to the SCADA system.
- Recorded lift station performance and data and inputted them into a spreadsheet.
- Pending: Installed potable water to the Expo Lift Station.
- Pending: Replaced the fence at the Dunn's Canyon lift station.

## FY19 – Lift Station Goals

- ▶ Install potable water to the remaining 6 lift stations. (The Oaks, McGuire, Rockwool, Spincast, Hubbard, Continental)
- ▶ Eliminate the Miller lift station with South Belton Sewer.
- ▶ Eliminate the Liberty Hill lift station by connecting to South Belton Sewer.
- ▶ Add SCADA to the following lift stations: Rockwool, Spincast, Hubbard, and McGuire.
- ▶ Continue to have no sewer overflows at all lift stations.

FY 2019



*The Belton Police Department is dedicated to providing excellent service through partnerships that build trust, reduce crime, create a safe environment and enhance the QUALITY OF LIFE in our community.*

## FY 2018 Accomplishments

Goals	Status
Crime Rate Reduction - 5% (Part I Crimes - 2.5%)	✓
Completed remodel of original PD building	✓
Implemented Body Worn Camera Program	Grant
Updated Police Radios	Grant
Provided Rifle-Resistant Body Armor to Officers	✓
Maintain Recognition status (accreditation)	✓
Community Outreach - Over 100 Events (Clergy, CPA, NNO, YPA, Explorers, CWC, & more)	✓

## FY 2019 Goals

*Achieve Re-Recognition~Fall 2018*	Implement City and BPD Strategic Plans
Fully Implement DDACTS	Address Staffing Challenges
Reduce Crime and the Fear of Crime	Enhance Community Outreach Programs

# Challenges



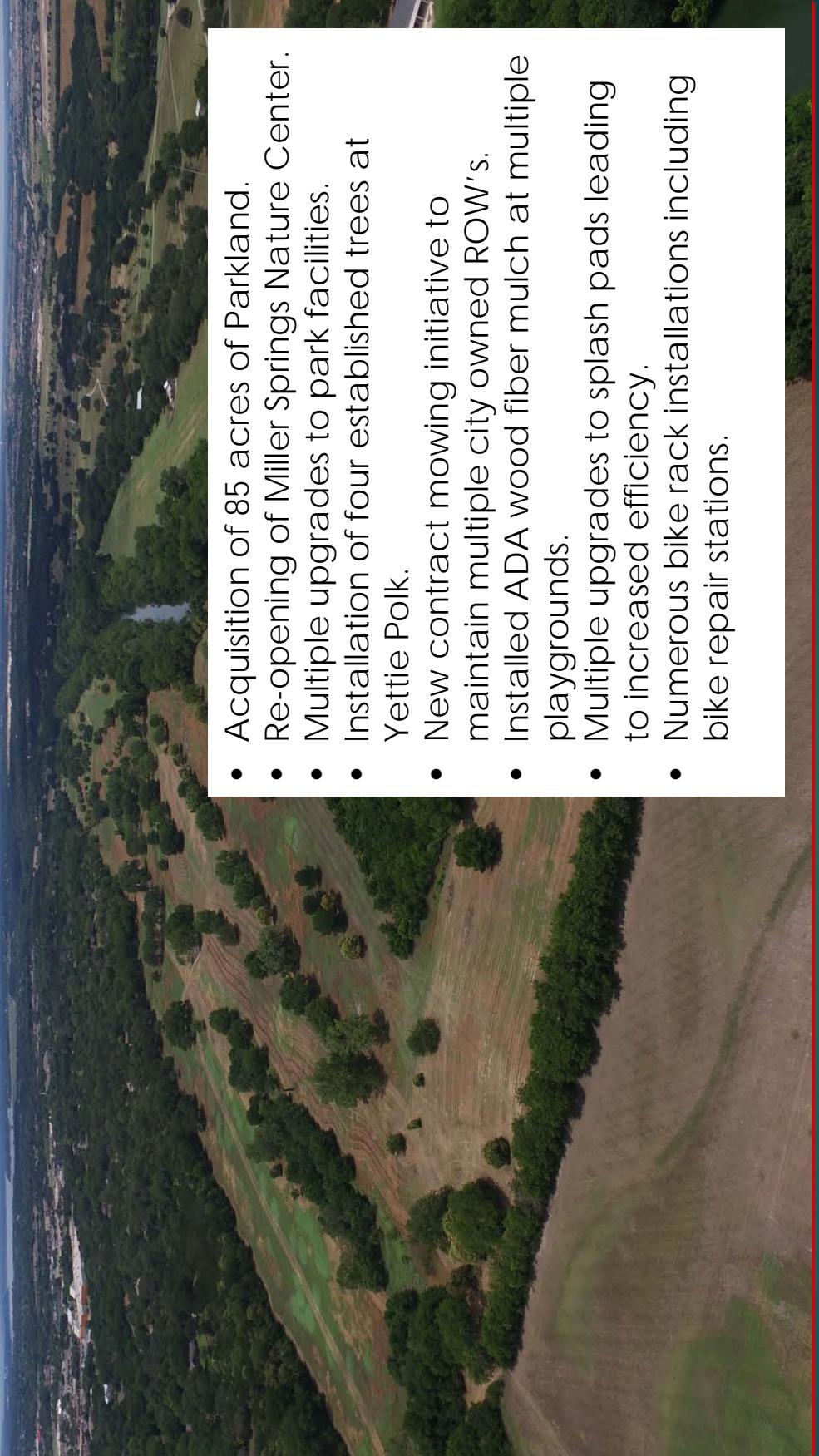
- Staffing Needs
  - Patrol x4
  - Traffic Safety/Special Ops x3
  - Investigations x1
- Staff Retention
- Metro Area Crime Trends

**Thank You!!**





Parks & Recreation

- 
- Acquisition of 85 acres of Parkland.
  - Re-opening of Miller Springs Nature Center.
  - Multiple upgrades to park facilities.
  - Installation of four established trees at Yettie Polk.
  - New contract mowing initiative to maintain multiple city owned ROW's.
  - Installed ADA wood fiber mulch at multiple playgrounds.
  - Multiple upgrades to splash pads leading to increased efficiency.
  - Numerous bike rack installations including bike repair stations.

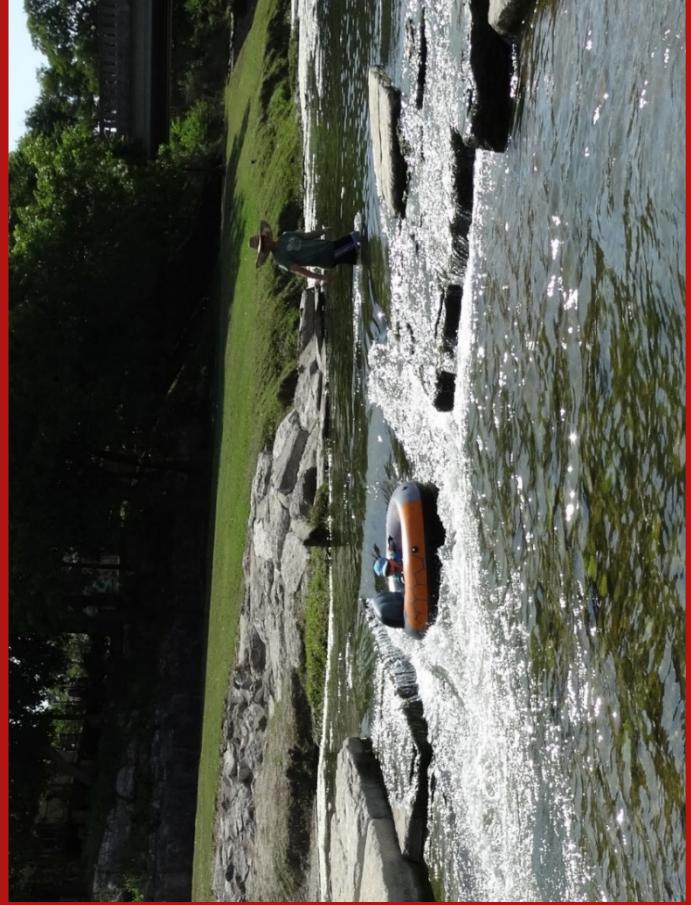
# Accomplishments- Harris Center 2018

- Increased number of rentals.
- Increased revenues from rentals.
- Continued table replacement program.
- Installed new speakers in the Evans Room & Wright Room.
- Reinstatement of Yoga to programming.
- Continued yard improvements.
- Implemented "Mommy & Me Music" program.
- Maintained and enhanced Harris Community Center Website.



# Accomplishments- Recreation & Events 2018

- Planned & coordinated Christmas on the Chisholm Trail Event with DBMA. Record number of vendors.
- Added two new events: "Soggy Doggy Day", & "Belton Senior Domino Tournament".
- Successfully ran two "Family, Fishin', & Fun" events. Successfully ran the Daddy Daughter Dance on two nights.
- Coordinated disc golf & ultimate frisbee tournaments.
- Successfully ran the 10th annual OCOD event. 23 homes served.
- Enhanced the department's social media presence by adding an Instagram page (800+ followers).



Follow us on IG:  
@beltontxparks



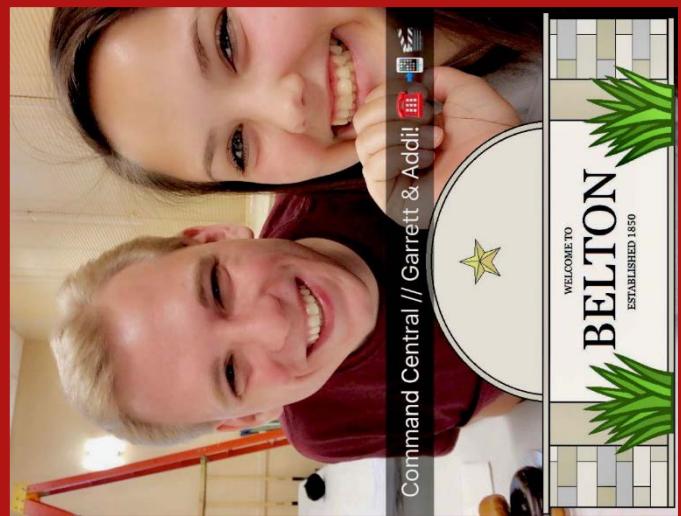
# Goals for FY 2019- Parks

- Implement the Belton Parks & Recreation Strategic Plan.
- Begin the planning process for Heritage Park expansion.
- Successfully coordinate volunteer workdays at Miller Springs Nature Center.
- Successfully manage field use agreements.
- Re-structure parks maintenance & staff for more streamlined & effective responsibilities.



# Goals for FY 2019- Harris Center

- Increase HCC Rentals
- Provide outstanding customer service.
- Continue to improve facility & yard aesthetics.
- Maintain & operate an exceptionally clean facility.
- Offer continued recreation & educational programs.
- Continue to develop the Youth Advisory Commission.
- Explore Harris Center rates & consider revising design on data gathered.
- Install security cameras at the HCC to improve the overall security of building.



# Goals for FY 2019- Recreation & Events

- Implement the updated Parks & Recreation Strategic Master Plan.
- Continue to expand & grow the number of events offered through the Parks & Recreation Department.
- Increase the number of recreational programs offered by the Parks & Recreation Department.
- Enhance the use of social media & increased website content to expand services.



An aerial photograph of a landscape. The right side is dominated by a dense forest of green trees. A winding river or stream flows through the bottom right corner. In the center-left, there is a large, dry, light-colored field with some small bushes scattered across it. The background shows more forested areas and a distant horizon under a blue sky with white clouds.

Thank You!  
Questions?

# LENA ARMSTRONG PUBLIC LIBRARY



# MISSION

Exists to enrich the community:  
Friends of the Library  
14,385 free books

By providing quality materials:  
Books, physical and electronic formats,  
electronic resources

Programs:  
Story Times  
3 Polar Express  
Spring Fair  
Summer Reading

Services:  
ILL, Fax, PAC  
WiFi, Community Partner

Encourage patrons,  
particularly children

Become lifelong readers and library users which can lead to success in school and life

# Accomplishments 2018

- Awarded the 2017 TML Achievement of Library Excellence Award
- Extended 1000 Books before Kindergarten to the HeadStart Program in Belton
- Had a Needs Assessment done and received the final report
- Participated in National Night Out and the Belton Journal Senior Expo.
- Began narrowing the scope of the Genealogy Collection
- Major cleanout of clutter in workroom, breakroom and workroom closets



# Goals 2019

- Rank the recommendations in the Library Assessment Report and set goals for implementation
- Identify funding to implement the recommendations of the Library Assessment



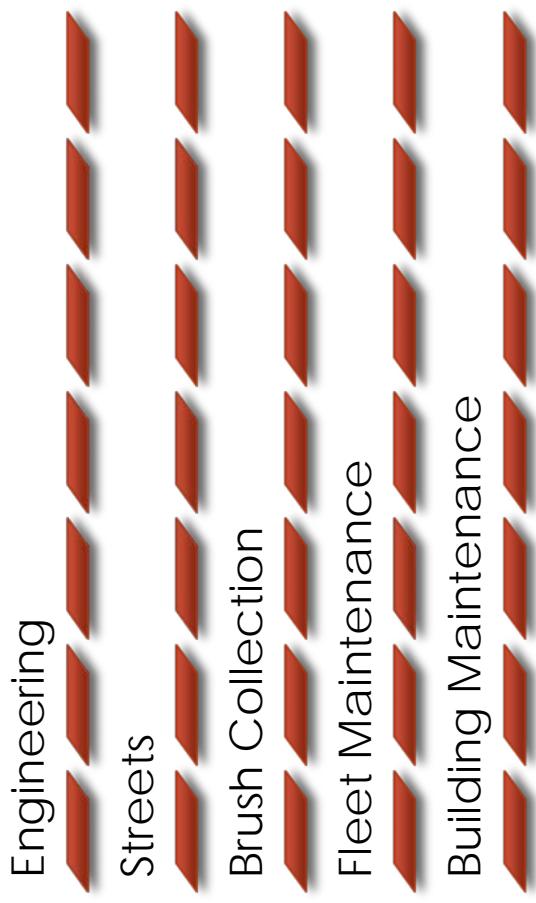
# Questions?



# Public Works Department

GENERAL FUND

# Public Works – General Fund



# Engineering

Mission: To provide administrative functions, enforcement, and oversight on all design, construction, and inspections of the City's Capital Improvement Projects and programs to promote public safety and infrastructure needs while maintaining the quality of design, information, and construction standards.

- City Engineer – Angellia Points, P.E.
- Construction Inspector – Rick Hairston
- Assistant Construction Inspector – Fred Robles

## FY18 – Engineering Accomplishments

- Completed construction of the Sparta Road Reconstruction Project and roundabout including improvements to MLK and Main, Industrial Park Road and Main, and Loop 121 and Sparta.
- Completed construction of the South Main Waterline and Sidewalk Project.
- Coordinated revisions to the City of Belton Design Manual for adoption.
- Participated in ongoing TxDOT planning and design of IH-14/US-190 expansion and Loop 121 widening project.
- Prequalified firms for engineering services.
- Pending: Completed Year 4 of the Street Maintenance Plan.
- Pending: Designed Phase II of the Chisholm Trail Hike and Bike Trail.
- Pending: Began design of the South Belton Shared Use Path.

## FY19 – Engineering Goals

- Construct Phase II of the Chisholm Trail hike and bike trail.
- Complete design of the South Belton Shared Use Path along IH-35.
- Develop next cycle of street maintenance plan and street reconstructions.
- Begin preliminary design of the South Connell Reconstruction Project, if funded.
- Design and construct East Street Sidewalks and Improvements, if funded.
- Continue participation in ongoing TxDOT planning and design of IH-14/US-190 expansion and Loop 121 expansion projects.
- Continue master planning for water, wastewater, streets, drainage, and processes.

## **Streets**

**Mission:** To provide and maintain a transportation system of streets, alleys, and sidewalks for safe and efficient vehicular and pedestrian traffic.

8 Personnel in the Street Department:

- Streets Superintendent – Jeff Bolton
- 2 Heavy Equipment Operators – Dwade Dalton and Forest Shape
- 1 Senior Maintenance Worker – Juan Dominguez
- 2 Maintenance Worker II – Derrick Flores and Randy Pierluises
- 2 Maintenance Worker I – Melissa Saunders and Sean Shannon



## FY18 - Streets Accomplishments

- Crack sealed 2.2 miles of streets.
- Provided support for the 4<sup>th</sup> of July Parade, Market Days, and other community events.
- Performed maintenance in preparation of Year 4 of the Street Maintenance Plan.
- Repaired pot holes and installed/repaired signs throughout the City.
- Refreshed faded pavement striping.
- Patched utility cuts within 5-7 days of the cut being made.
- Participated in 6 bulk waste collection events.
- Pending: Repaired sections of uneven sidewalk on Lake Road.

## FY19 – Streets Goals

- Continue to repair the sidewalk along Lake Road.
- Perform crack sealing of streets.
- Refresh faded pavement striping.
- Continue performing maintenance.
- Patch all utility cuts within 5-7 days of the cut being made.



## Brush Collection

Mission: To provide residential brush collection services in a timely, professional and efficient manner.

- ▶ Senior Maintenance Worker – John Williams



## FY18 – Brush Accomplishments

- Cross trained alternate drivers to assist in times of increased amounts of brush collection.
- Participated in One Community One Day bulk waste collection operations.
- Coordinated six (6) bulk collection events.
- Implemented a weekly brush collection route.
- Collected approximately 16,257 cubic yards of brush.
- Pending: Implemented a revised brush ordinance to formalize process and increase efficiency of pick-up process for large loads.

## FY19 – Brush Collection Goals

- Respond to all brush collection requests, and have them picked up at the next scheduled weekly route collection.
- Educate public on the brush pick up services and requirements.
- Assist in educating public on bulk collection requirements and events.
- Coordinate 6 bulk collection events.



## Fleet Maintenance

**Mission:** To extend the usable life of and ensure the safety of City equipment and vehicles.

- 4 Staff Members
  - Fleet Superintendent – Gary Barber
  - 2 Mechanic II – John Brewster and Roger Cyr
  - 1 Mechanic I – Derrick Meriovsky

## FY18 – Fleet Accomplishments

- Fully utilized the Public Works Work Order and Asset Management System by recording all work performed and notifying and scheduling preventative maintenance tasks and used data for financial planning and projected maintenance repairs.
- Continued scheduling vehicle state inspections.
- Scheduled and implemented preventative maintenance on all of the City fleet and equipment, including specialized public safety equipment, in order to lengthen the life of aging equipment.
- Assisted other departments in training and inspections of new equipment and vehicles.
- Repaired and shop-fabricated non-fleet items for other departments.

## FY19 – Fleet Goals

- Continue to implement a Preventative Maintenance program for all City owned fleet and equipment.
- Organize and inventory spare parts for more efficient ordering and work efficiency.
- Track and schedule all vehicle inspections using the Work Order and Asset Management system.
- Assist supervisors with the appropriate training on new or existing equipment.
- Utilize electronic manuals and diagnostic equipment to keep more repairs and maintenance in-house.
- Obtain Emergency Vehicle Training and applicable certifications for all mechanics.



## **Building Maintenance**

To maintain and clean City owned buildings and facilities to ensure a safe and attractive environment.

### 5 Staff Members in Building Maintenance

- Building Maintenance Superintendent – Scott Hodde
- Senior Maintenance Worker – Eddy Bertrand
- Maintenance Worker I – Flynn Tatum
- 2 Full-Time Custodians – Dora Orellana and John Goff

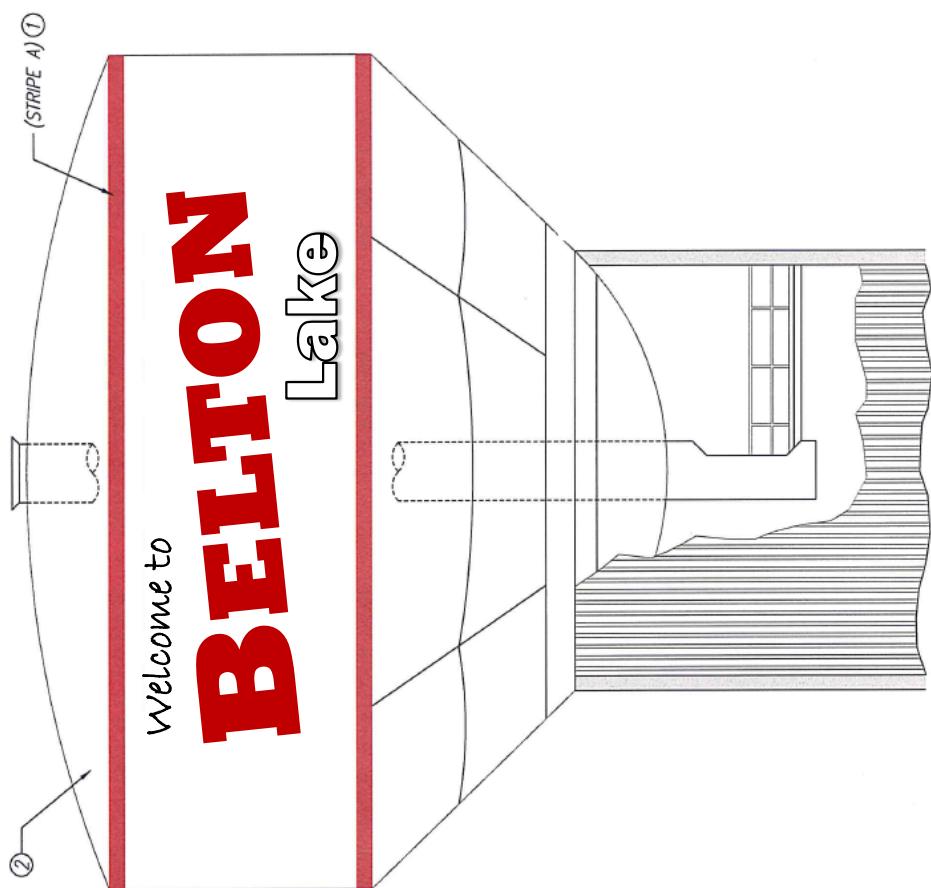
# FY18 – Building Maintenance Accomplishments

- Completed the installation of the soundboard platform in the Council Chambers.
- Reworked electrical wiring and junction boxes at Heritage Park pavilion and street lights.
- Began remodel of portable building at the Public Works facility to house the Building Maintenance Department.
- Created a schematic of the HVAC duct system for City Hall in order to diagnose air flow concerns throughout the building.
- Performed indoor air quality evaluation at Central Fire Station and Fire Station No. 2.
- Reorganized building maintenance parts, tools, and equipment for more efficient maintenance operations and consumables ordering.
- Pending: Developed GIS database for park lights and electrical boxes.

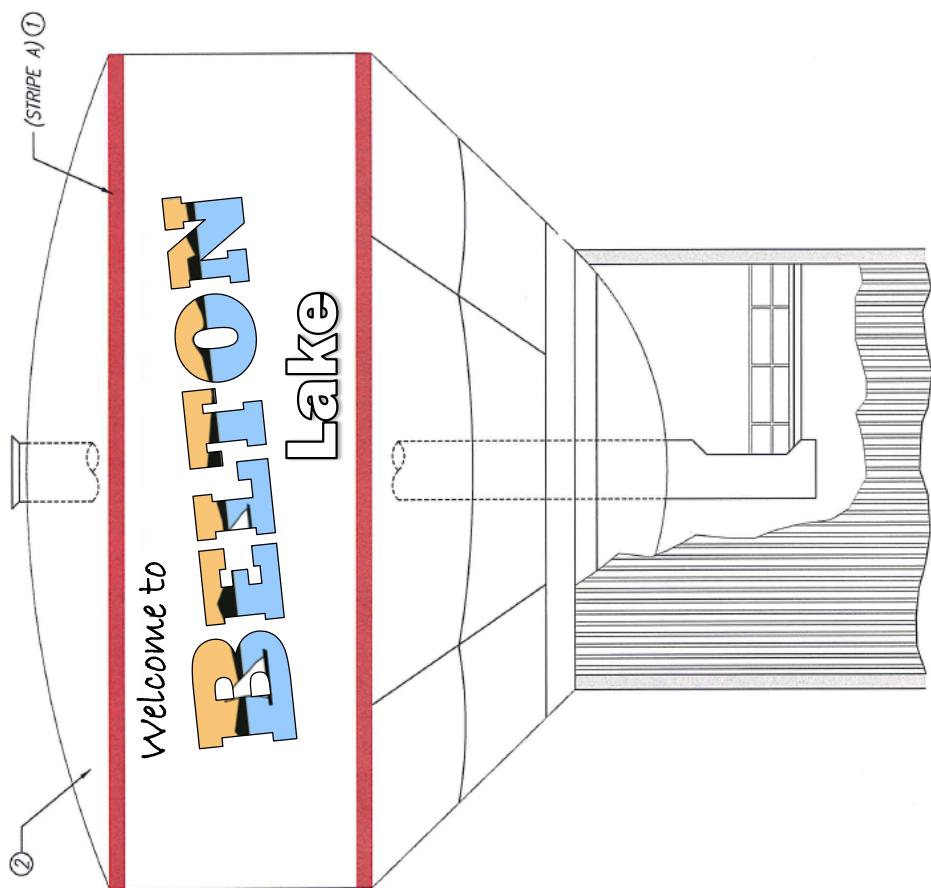
## FY19 – Building Maintenance Goals

- Continue to assist in implementation and installation of all identified building improvements.
- Utilize manuals, training, and diagnostic equipment to keep more repairs and maintenance in-house.
- Replace or make modifications to frequent maintenance items to increase efficiency of maintenance workers.
- Complete improvements to the HVAC system at Central Fire Station.
- Coordinate, if funded, the Police Department roof replacements and window replacements at City Hall and Library.
- Evaluate and lead technical design aspects of building improvements, such as planning for roof, HVAC, and window replacements for more efficient capital planning.
- Continue annual capital planning for building improvements.

EXHIBIT "D"



Option G-3 – Belton Lake Mural



Option G-1 – Belton Lake Mural