



# City of Belton, Texas

City Council Meeting Agenda  
Tuesday, June 25, 2019 - 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 Councilmember Dan Kirkley.

Texas Pledge. The Pledge of Allegiance to the Texas Flag will be led by Director of Parks and Recreation Matt Bates.

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

Invocation. The Invocation will be given by Pat Munoz, Pastor to Hispanics at First Baptist Church of Belton.

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. Proclamations and Recognitions

## **Consent Agenda**

Items 4-8 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 June 11, 2019, City Council meeting.
5. Consider a resolution of the City Council granting the City Manager, the Interim Director of Finance and designated deputy the authority to conduct financial transactions on behalf of the City of Belton.
6. Consider a Façade Improvement Grant (FIG) request from Evan Morrison, 219 South East Street (The Gin).
7. Consider a resolution confirming consent for a proposed bond issue by the Bell County Municipal Utility District (MUD) No. 1 as provided for in the Development Agreement between the City, the MUD, and W&B Development II, LLC.
8. Consider an ordinance abandoning public street ROW for E. Avenue F, between S. Main Street and S. Penelope Street and conveying to the abutting property owners.

### **Miscellaneous**

9. Hold a public hearing and consider approval of ordinances on second and final reading granting franchises to Acadian EMS and Scott & White EMS to operate and maintain non-emergency ambulance transfer services within the public streets and highways of the City of Belton.

### **Planning and Zoning**

10. Hold a public hearing and consider a zoning change from University Campus 2 District to Planned Development Office Two District on approximately 35.6 acres at 1308 West Martin Luther King Jr. Avenue and 1010 North Loop 121, at the northeast corner of West Martin Luther King Jr. Avenue and North Loop 121.
11. Hold a public hearing and consider a zoning change from Agricultural District to Single Family One District on approximately 1.03 acres at 1420 East Central Avenue, east of Nolan Creek, on the north side of Central Avenue where the road terminates at the City of Belton property.

### **Budget**

12. Consider an ordinance amending the FY 2019 budget.

**[The Council will take an approximate 20-30 minute recess.]**

13. Conduct a FY 2020 budget workshop for the following funds:

- A. Water & Sewer Fund
- B. Drainage Fund
- C. TIRZ Fund



- D. Hotel-Motel Fund
- E. Debt Service Fund
- F. General Fund

*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.*





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## OFFICE OF THE CITY MANAGER

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Invocation. The Invocation will be given by Pat Munoz, Pastor to Hispanics at First Baptist Church of Belton.

1. Call to order.
2. Public Comments.

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3. Proclamations and Recognitions

## **Consent Agenda**

Items 4-8 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 June 11, 2019, City Council meeting.**

A copy of the minutes is attached. Recommend approval.

5. **Consider a resolution of the City Council granting the City Manager, the Interim Director of Finance and designated deputy the authority to conduct financial transactions on behalf of the City of Belton.**

See Staff Report from Director of Finance Brandon Bozon. Recommend adoption of the ordinance granting authority to conduct financial transaction on behalf of the City.

6. **Consider a Façade Improvement Grant (FIG) request from Evan Morrison, 219 South East Street (The Gin).**

See Staff Report from Planner Kelly Atkinson. At its meeting on June 13, 2019, the Historic Preservation Commission unanimously recommended approval of the FIG for the Gin, and Staff concurs.

7. **Consider a resolution confirming consent for a proposed bond issue by the Bell County Municipal Utility District (MUD) No. 1 as provided for in the Development Agreement between the City, the MUD, and W&B Development II, LLC.**

See Staff Report from City Manager Sam Listi. Recommend adoption of the resolution providing consent for the MUD to issue \$4.3M in bonds.

8. **Consider an ordinance abandoning public street ROW for E. Avenue F, between S. Main Street and S. Penelope Street and conveying to the abutting property owners.**

See Staff Report from Planner Kelly Atkinson. Recommend adoption of the ordinance abandoning the public street ROW as presented.

**Miscellaneous**

9. **Hold a public hearing and consider approval of ordinances on second and final reading granting franchises to Acadian EMS and Scott & White EMS to operate and maintain non-emergency ambulance transfer services within the public streets and highways of the City of Belton.**



See Staff Report from City Clerk Amy Casey. Recommend holding the public hearing and adopting the ordinances on second and final reading as presented.

### **Planning and Zoning**

10. **Hold a public hearing and consider a zoning change from University Campus 2 District to Planned Development Office Two District on approximately 35.6 acres at 1308 West Martin Luther King Jr. Avenue and 1010 North Loop 121, at the northeast corner of West Martin Luther King Jr. Avenue and North Loop 121.**

See Staff Report from Director of Planning Cheryl Maxwell. At its meeting on June 18, 2019, the Planning and Zoning Commission unanimously recommended approval of the zoning change, and Staff concurs with their recommendation.

11. **Hold a public hearing and consider a zoning change from Agricultural District to Single Family One District on approximately 1.03 acres at 1420 East Central Avenue, east of Nolan Creek, on the north side of Central Avenue where the road terminates at the City of Belton property.**

See Staff Report from Director of Planning Cheryl Maxwell. At its meeting on June 18, 2019, the Planning and Zoning Commission unanimously recommended approval of the zoning change, and Staff concurs with their recommendation.

### **Budget**

12. **Consider an ordinance amending the FY 2019 budget.**

See Staff Report from Director of Finance Brandon Bozon. Recommend adoption of the ordinance amending the FY 2019 budget as presented.

***[The Council will take an approximate 20-30 minute recess.]***

13. **Conduct a FY 2020 budget workshop for the following funds:**

- A. Water & Sewer Fund**
- B. Drainage Fund**
- C. TIRZ Fund**
- D. Hotel-Motel Fund**
- E. Debt Service Fund**
- F. General Fund**

Copies of the proposed budgets for each of the above described funds has been provided. No action is required of the Council at this time.

*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.*



**Belton City Council Meeting**  
**June 11, 2019 – 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 Wayne Carpenter and Councilmembers David K. Leigh, Dan Kirkley, Guy O'Banion and John R. Holmes, Sr. Councilmember Craig Pearson was absent. Staff present included Sam Listi, Gene Ellis, John Messer, Amy Casey, Brandon Bozon, Susan Allamon, Chris Brown, Matt Bates, Paul Romer, Bob van Til, Jeff Booker, Wes Gilbreath, Angellia Points, Charlotte Walker, Cynthia Hernandez, Judy Garrett, Kim Kroll, Cheryl Maxwell and Kelly Atkinson.

The Pledge of Allegiance to the U.S. Flag, and the Pledge of Allegiance to the Texas Flag was led by Boy Scout Troop #122. The Invocation was given by Teon Bass, Former Pastor of Mt. Zion United Methodist Church.

1. **Call to order.** Mayor Grayson called the meeting to order at 5:31 p.m.

2. **Public Comments.**

- A. **Shirley Young, 115 Circle Drive** – Ms. Young explained that she had a recent EMS call that had been coded incorrectly and would have cost her a lot of money had it not been corrected. She said that some of her elderly friends have stated they have had coding issues as well, and now will not call an ambulance for fear that they won't be able to afford to pay. She is concerned that lives will be lost because of it.
- B. **Kyle Heitmiller, 603 Sundown Street** – Mr. Heitmiller said that he was speaking on behalf of himself and his neighbors. His street was resurfaced approximately two years ago, and it went from a hot mix overlay street to a chip seal street. He added that he has contacted the City numerous times, and City officials looked at the street and agreed it wasn't good. He said the street is unusable for outdoor activities and wants a hot mix asphalt street like they used to have.
- C. **Cindy Black, 2962 Mystic Mountain Lane** – Ms. Black said she's heard that Belton may go to a private EMS. Her research shows that private is for profit, and she finds few articles that show going to a private service is good. She said part of her concern is that her insurance agent told her that the City's insurance rating would drop if it moved to a private EMS service. She also expressed concern about the longer response times from the private EMS services that are providing the secondary EMS service currently. She stated that utilizing private EMS is better suited for a newly developed community and not one that has existed since 1850 like Belton. She pleaded with Council to "pray, talk to God, talk to yourself, talk this up a lot more than you have been that going from public to private is not a positive for this City."



- D. Scott Daniel, 3206 Wildcatter Drive** – Mr. Daniel said, “Towns are more than brick and mortar, more than budgets and dollars, towns are hearts, feelings and personalities. Towns are culture.” He stated that he grew up in Rockdale where the Fire Department was a rite of passage. He said that when he thinks about the Belton Fire Department, he thinks about our culture. He remembers that the Fire Department was passing out box fans last month, and that they gather up toys for the less fortunate at Christmas time. He asked the Council to think about something other than budgets and dollars, but to think about hearts, minds and feelings as they think about the Fire Department.
- E. Regina Spence, 2973 Mystic Mountain Lane** – Ms. Spence asked, “Why doesn’t the City Council provide competitive salaries for the Fire Department so we don’t keep losing the ones we have and get the good ones that we should be getting?”

### **Consent Agenda**

Items 3-7 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.

- 3. Consider minutes of May 28, 2019 City Council meeting.**
- 4. Consider appointments to the following Boards/Commissions:**
  - A. Ethics Commission**
  - B. Planning and Zoning Commission**
  - C. Parks Board**
- 5. Consider approval of ordinances on first reading and set a public hearing for June 25, 2019, granting franchises to the following companies to operate and maintain non-emergency ambulance transfer services within the public streets and highways of the City of Belton:**
  - A. Acadian EMS**
  - B. Scott & White EMS**
- 6. Consider authorizing the City Manager to execute a one-year extension with Grantworks, Inc., for administration and management services for the Texas Department of Housing and Community Affairs HOME Program.**
- 7. Consider accepting the dedication deed for Rocking M Lane, located between Auction Barn Road and the Three Creeks Subdivision, as provided for in the Development Agreement and Consent Decree to create MUD #1.**



Councilmember Leigh requested that Item #5 be pulled for discussion.

Upon a motion by Councilmember Leigh and a second by Councilmember O'Banion, the Consent Agenda Items 3-4 and Items 6-7 were unanimously approved by a vote of 6-0.

City Clerk Amy Casey explained that the City grants non-emergency ambulance transfer franchises to companies who request a franchise. Current franchises with Acadian and Scott & White are nearing end. This item is the first reading of the ordinance. The second reading and public hearing is scheduled for the Council meeting on June 25, 2019.

Councilmember Leigh clarified that this is not emergency services such as that provided by the City. Mrs. Casey said, "That is correct."

Upon a motion by Councilmember Holmes, and a second by Mayor Pro Tem Carpenter, Item #5, including the following captioned ordinances (first reading), was unanimously approved by a vote of 6-0.

#### **ORDINANCE NO. 2019-25**

**AN ORDINANCE GRANTING A FRANCHISE TO ACADIAN EMS TO OPERATE AND MAINTAIN A NON-EMERGENCY AMBULANCE TRANSFER SERVICE WITHIN THE PUBLIC STREETS AND HIGHWAYS OF CITY OF BELTON.**

#### **ORDINANCE NO. 2019-26**

**AN ORDINANCE GRANTING A FRANCHISE TO SCOTT & WHITE EMS TO OPERATE AND MAINTAIN A NON-EMERGENCY AMBULANCE TRANSFER SERVICE WITHIN THE PUBLIC STREETS AND HIGHWAYS OF CITY OF BELTON.**

#### **Miscellaneous**

#### **8. Conduct a work session on Hill Country Transit and HOP operations in Belton.**

Darrell Burtner, Director of Urban Operations for Hill Country Transit District, presented a summary of HOP operations in Belton and their budget request for FY2020 (see Exhibit "A").

Councilmember Leigh asked if the cuts came before the loss in ridership, or the other way around. Mr. Burtner said the cuts came first. He added that there is a downstream effect. Ridership drives the amount of funding the Federal Government provides, and that impact is typically felt a year later. Mr. Leigh said that Belton had a 19% drop in ridership, but a route was not cut. Mr. Burtner said the 19% covers both Belton and Temple. Councilmember Kirkley added that Saturday service was cut.



Councilmember Leigh asked what the annual General Fund budget is for Killeen so he can compare it to what Belton is paying. City Manager Sam Listi said Killeen's General Fund budget is a little over \$84M, compared to Belton's \$15M.

Councilmember Holmes said, "It's a heck of a service we provide the citizens for \$31,000 per year." Mr. Burtner reminded him that the cost was actually going down a couple thousand in FY2020 to \$29,706, a reduction of \$2,206.

Mayor Pro Tem Carpenter said, "Thank you for what y'all do. We really appreciate it."

No action was required of the Council at this time.

**9. Hold a public hearing and consider ordinances amending the Code of Ordinances to include standards for Food Trucks:**

**A. Chapter 11 – Licenses and Business Regulations**

**B. Chapter 6 – Fire Code**

Director of Planning Cheryl Maxwell explained that the City does not currently have standards for regulating food trucks in the City limits. Nevertheless, food trucks have been allowed in the City limits via a one year permit, until earlier this year, when a moratorium was placed on new food trucks, pending the development of standards.

Maxwell reminded the Council that food vendors are proposed to be divided into four categories as follows:

1. Food Booth, Concession Stand, and Farmers Market
2. Food Trucks - Temporary Event: Up to 14 consecutive days
3. Food Trucks - Long Term: 6 month permit (currently one year)
4. Food Truck Parks – Permanent

Mrs. Maxwell said that at a previous Council workshop, the Council expressed concern with over-regulating food booths and concession stands, so these have been removed from the draft ordinance. She said that fire safety requirements were also removed, but are proposed to be addressed within the Fire Code. The revisions to the Fire Code will apply to Food Trucks which are long term (6 months) or permanent, but they will not apply to Food Booths or Concession Stands. She added that there are no proposed changes to the way Food Booths, Concession Stands or Temporary Food Trucks currently operate.

Maxwell explained that Food Booths, Concession Stands and Farmers Markets register with the event coordinator and follow the event coordinator's requirements. Food Trucks – Temporary Event (up to 14 days) register with the event coordinator and follow the event coordinator's requirements. There is no change to either of these categories. She noted that all vendors selling food must comply with Texas Food Establishment Rules and the Bell County Public Health District requirements.



Mrs. Maxwell stated that Food Trucks – Long Term (permit up to 6 months) and Food Truck Parks (permanent) will be subject to the proposed ordinances. Currently, there are three food trucks in operation: Los Compadres, Los Brothers Taco Shop and El Paisa.

Maxwell reviewed the proposed ordinance.

Category 3: Food Trucks – Long Term

- Proposed permit term is 6 months; \$50 fee.
- Site plan required – should include zoning district, setbacks, main building location, and parking for evaluation.
- Permission letter from property owner; agreement for use of restroom facilities.
- List of items to be sold.
- State sales tax certificate.
- Bell County health inspection.
- Fire Marshal inspection.
- Parking—must be on an improved surface and not occupy spaces required for the main business.
- Signs—must be permanently affixed to the vehicle.
- Vehicle must be readily movable.
- Exterior trash receptacle required if on-site seating provided.
- Interior trash receptacle required.
- Cannot connect to City's public sewer, unless otherwise approved.
- May connect to City's public water with approval from Director of Public Works—proper backflow devices must be installed.
- Cannot discharge sewer or grease onto the ground, roadway, or into any drainage infrastructure.
- Public Restrooms—required if on-site seating provided (may have portable restroom facilities).
- 6 month inspection.
- Allowed in all zoning districts except A, SF, and 2F with screening required when adjacent to SF and 2F zoned property.
- Permit application—authority to Director of Planning to review and approve or deny permits, with appeal to City Manager and Council.

Category 4: Food Truck Parks - Permanent

- Parking—none required in CBD; 1 space per 3 seats required in other zoning districts; must be paved surface. Food Trucks must be parked on improved surface.
- Signs—one on-premise sign allowed at entrance; food trucks may have attached signage.
- Trash Receptacle—dumpster required on-site.
- Public Restrooms—minimum two required with connection to City sewer for every four food trucks on-site; alternative plan may be approved by Director of Public Works.
- Electrical connections required for each pad site.
- Fire lanes must be provided.



- Alcohol sales allowed subject to TABC and City requirements.
- Zoning Districts—proposed in R, CH, C1, C2, CBD, LI and HI.
- Screening required where adjacent to SF and 2F zoned property.
- Food truck connections to public water/sewer allowed subject to City requirements; backflow device for water system, internal or community grease trap.
- Compliance with noise regulations and adopted floodplain regulations required.
- Site plan review required.

Mayor Grayson asked what Staff considers an improved surface. Mrs. Maxwell responded asphalt, concrete, chip seal, or pervious pavers, etc. There are many options to allow for flexibility.

Councilmember Leigh asked if a backflow preventer is required for the whole park or one for each individual food truck. Director of Public Works Angellia Points said that one backflow preventer would be required for the Food Truck Park, and then each individual food truck would be required to have one as well depending on what they sell. Councilmember Holmes asked if that was expensive. Mr. Leigh replied, “Oh my gosh, yes! You also have to have it inspected and serviced.”

Fire Marshal Jeff Booker said the fire safety requirements were removed from the food booths, and he said that he will provide education instead. He said as far as the Food Trucks – Long Term and Permanent are concerned, he is requiring general safety items such fire extinguishers, certain ways to fuel generators, baffles, etc. He believes that these items are pretty standard.

Councilmember Leigh asked about external power cords and generators. Mr. Booker said the extension cords just have to be approved with a UL listing. Generators are required to be in certain areas, and there are additional location requirements for generators during fueling.

Councilmember O'Banion said he wants to make sure that the City is not going to “wash our hands of it” regarding Food Booths and Concession Stands, so he is happy to see that the Fire Marshal will provide educational information to those vendors.

Councilmember Holmes asked what the impact of these requirements will be on the existing food trucks in the City. Mrs. Maxwell said these new requirements will not apply until their permit comes up for renewal. At that time, they will have to comply.

Mr. Holmes asked about the requirements in the ordinance for Food Trucks – Temporary Event. He asked if that means they must have a “food server health permit.” Mrs. Maxwell said that is correct. She explained that requirement is in place now, but it is not something that is regulated by the City.

Mr. Holmes said that the ordinance requires Food Truck vendors to provide an itinerary of locations where sales will occur and their hours of operation. He asked if



we are requiring a 6-month itinerary when and where sales will occur. Mrs. Maxwell explained that Staff will want to know what they are going to sell and their general hours of operation. She reminded Council that this requirement is for the Food Trucks – Long Term which will be permitted for a location for a period of 6 months.

Mr. Holmes said one of the latest trends is to have a party at your house and invite one or two food trucks to serve your guests. However, he added, food trucks aren't allowed in single family areas. Mr. Leigh said he thought it applied only to the long-term and permanent food trucks.

Councilmember Leigh said that it is confusing because we have established four different categories, but we are using the same terminology for all categories. Mrs. Maxwell said the intent was to distinguish temporary event food trucks, which are not being regulated, from long term and permanent which are regulated by the proposed ordinance. Mayor Grayson asked, "What about the temporary food trucks that aren't associated with an event?" Mrs. Maxwell responded that those were not addressed.

Councilmember O'Banion explained that the Food Booths, Concession Stands and Farmers Market are regulated; they just aren't regulated by the City of Belton. "After all the lengthy discussion we had the last time we talked about it, Staff changed some things because last time some of us had problems with over-regulating. We need to make up our minds... do we want to regulate it, or do we not want to regulate it?" Staff has defined the different categories, and some are regulated and others are not. He added, "It's hard to define because it's a food truck in all three categories."

Councilmember Leigh said he thinks it would be better to only have regulations on permanent food trucks. He suggested using a good term that defines what a food truck is because it could be a booth or a trailer, as well. He said it gets confusing.

City Manager Sam Listi said Food Booths/Concession Stands has been handled because Staff relaxed the regulations on those. Long Term and Food Truck Parks has been handled with the proposed ordinance. There still seems to be some question on the Temporary Event up to 14 days. Again, we are not adding any regulations to that. This is pretty straight forward.

The Mayor suggested that this ordinance include a sunset provision.

Councilmember O'Banion said this is a topic where the Council and Staff could go round and round. He said the Council should approve the ordinance, and if problems arise, then go back and tweak it. Mr. Listi said, "It might not be perfect, but we do have people waiting on us to implement this. I believe we have enough standards to put in place, and we certainly have the flexibility to tweak it and come back to Council. We do plan to go to P&Z and Council with the identification of the zoning district areas for the Food Truck Park. It may need some more work, and if y'all would be specific, we could certainly go back and do that."



Mayor Grayson opened the public hearing.

**Adam Sawicki, Pig and Pickle Food Truck, 11429 Falcon Drive, Temple** – Mr. Sawicki said the regulations seem pretty solid especially for the Food Truck Parks. He said they have more difficult requirements to deal with in restrooms, etc. As far as public seating, he wondered if he put a couple of benches by his truck, would that require him to have a restroom. Other than that, the regulations seem solid because food trucks need to be held to the same standards as brick and mortar restaurants. Councilmember Holmes asked Mr. Sawicki about the backflow preventer requirement. Mr. Listi said that is only required if they hook up to the City's utility system. Mr. Holmes asked Mr. Sawicki if he would need to hook up or if he was self-contained. He said his truck is self-contained. Director of Public Works Angellia Points said if you hook up to the City's water system, a backflow preventer will be required depending on what is available on the mobile food truck. Councilmember O'Banion said, "If you have a soda dispenser, you will have to have a backflow preventer which will be required to be inspected." Mr. Sawicki said he would just sell bottled soda.

**Randy Pittenger, Belton Area Chamber of Commerce** – Mr. Pittenger said the fewer regulations, the better. He commended the Council for reducing previously proposed regulations on food trucks that are temporarily located for an event.

Seeing no one else wishing to speak, the Mayor closed the public hearing.

Councilmember Holmes cited the proposed ordinance regarding restroom requirements if seating is provided. Mrs. Maxwell said Staff is proposing that if seating is provided, restroom facilities (even port-a-potties) should be provided. Mr. Listi said that requirement could be adjusted to only require restrooms depending on the number of seats provided. He suggested seating for more than twelve should require a restroom, for example.

Councilmember Leigh said he was trying to understand the proposed regulations. He said, "Division 2 Food Trucks, Section 11-178, says Mobile Food Vendor Permits. Does that apply to all food trucks regardless of category?" Mrs. Maxwell said it applies to those food trucks that are there for six months or longer, and those that are going to be located in the permanent food truck park. Mr. Leigh said, "It doesn't say that." Mrs. Maxwell said, "Go to page 2, Section 11-177, Item C, which states that mobile food vendors should register with the Event Coordinator and comply with their requirements." She added that category of food trucks is not subject to the requirements of this ordinance. Mr. Leigh said that the language needs to include "shall only" register with the Event Coordinator and comply with their requirements. Mrs. Maxwell said, "Go up to Item B which says it does not include temporary event mobile food vendors." She said that was an attempt to clarify that nothing in this ordinance applies to a temporary event mobile food vendor. Mr. Leigh said the ordinance needs some further clarification because he is reading differently than what Mrs. Maxwell intended. Mrs. Maxwell said that Staff can make revisions to the ordinance and bring it back.



Mayor Grayson said Council can table it.

Councilmember Leigh made a motion to table the item until June 25, 2019. Councilmember Holmes seconded the motion, and Item #8, including the following captioned ordinances, was tabled by a vote of 6-0.

#### **ORDINANCE 2019-27**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, ESTABLISHING CHAPTER 11, ARTICLE VIII, OF THE CODE OF ORDINANCES OF DEALING WITH “LICENSES AND BUSINESS REGULATIONS;” PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN OPEN MEETINGS CLAUSE.**

#### **ORDINANCE NO. 2019-28**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, AMENDING CHAPTER 6, ARTICLE II OF THE CODE OF ORDINANCES DEALING WITH THE FIRE CODE; PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN OPEN MEETINGS CLAUSE.**

**10. Consider authorizing the City Manager to execute a contract for the Old Waco Road Sewer Project, and any change orders associated with the contract, not to exceed the amount authorized under state law.**

Director of Public Works Angellia Points said, like all cities, Belton has aging water and sewer infrastructure, and some lines are near the point of failure. That is the case with the Old Waco Road Sewer Replacement Project. She said that the Old Waco Road Sewer Project has been designed and all fourteen (14) easements (11 property owners) have been obtained by donation. The property owners who have provided easements understand the need for the project, and are excited the City has taken on the project to correct the issues.

Mrs. Points explained that the project was advertised, and bids were received on June 4, 2019. Five (5) qualified bids were received for the project. They are:

<b>Contractor</b>	<b>Bid Amount</b>
McLean Construction, Killeen	\$1,079,079.50
MA Smith Contracting, Austin	\$1,086,515.55
Santa Clara Construction, Austin	\$1,143,202.00
Bell Contractors, Belton	\$1,164,577.84
Prota Construction, Austin	\$1,742,103.60

The low bidder, McLean Construction of Belton, has successfully worked with the City of Belton in the past on projects such as the South Belton Sewer Phase I Project and numerous subdivisions. Mrs. Points added that the duration of



construction for the entire project is estimated to be approximately seven months, and the project is being funded from the 2018 Water and Sewer Capital Projects Fund.

Upon a motion by Mayor Pro Tem Carpenter, and a second by Councilmember Kirkley, Item #10 was unanimously approved by a vote of 6-0.

**11. Consider authorizing the City Manager to execute contracts for annual infrastructure materials for one year with the ability to automatically renew for two additional one-year periods at the same prices, including any change orders associated with the contracts, not to exceed the amount authorized under State law.**

Director of Public Works Angellia Points explained that, annually, the City enters into contracts with a construction company or materials provider to have access to items such as hot mix asphaltic concrete (HMAC), construction of sidewalks, bedding materials, and crushed limestone road base. She said the materials are used for typical maintenance work, internal capital improvement projects, and other miscellaneous work that the City participates in.

Mrs. Points explained that the current pipe bedding and crushed limestone road base contracts were extended for an additional year with no changes in pricing. However, the HMAC and concrete bids required rebid due to changes in the bid items.

Three items were bid:

- Bid A – Concrete Components includes miscellaneous concrete items such as curb and gutter, drive approaches, radii, sidewalk, ramps, etc.
- Bid B – FM439 Sidewalk Repair. The 2018-2019 Contract included 200 SY of concrete for the FM439 Sidewalk Repair. The repairs exceeded the estimated quantity and approximately 70 SY is still needed for repair. This bid includes the mobilization, traffic control plan preparation and approval, traffic control implementation, and sidewalk replacement.
- Bid C – Hot Mix Asphaltic Concrete items includes HMAC that the City picks up from the plant, HMAC that is delivered, HMAC that is delivered and placed, cold-mix that the City picks up from the plant, and tack oil that is picked up by the City.

Points explained that materials are ordered on an as-needed basis, and the City reserves the right to only order as needed, if any at all. The amounts shown in the bid tabulation are estimates only, and the contract is awarding the items based on guaranteed unit prices. She added that the existing contracts are ending soon, and there are different commencement dates for each contract.



- Bid A – Concrete Components will start on August 14, 2019.
- Bid B – FM439 Sidewalks will be awarded upon Council approval. Funding is available for this item from the FY2019 Sidewalk Maintenance Budget.
- Bid C – HMAC will start on June 26, 2019.

Councilmember Holmes asked about the variance in bids on the HMAC. Mrs. Points explained that Lone Star Paving is not local and requires mobilization costs as a part of their bid.

Upon a motion by Councilmember Holmes, and a second by Councilmember Kirkley, Item #11 was unanimously approved by a vote of 6-0.

### **FY2020 Budget**

#### **12. Conduct a work session on FY2020 budget considerations and process, and receive input from Council on key policies and initiatives.**

Director of Finance Brandon Bozon reviewed the FY2020 General Fund proposed budget as shown in Exhibit “B”.

Councilmember Holmes asked, “If we had not done the adjustment from the General Fund to the Debt Service Fund, would our effective rate and our rollback rate be a little bit lower?” Mr. Bozon responded, “If we would have stayed at the \$0.6598, our effective rate would not have changed, but our rollback rate could have been lower because the M&O rollback rate would have been lower.”

Councilmember Leigh said a lower rollback rate means there’s less room to work, but because the City made the adjustment, there is more room to work.

Councilmember Holmes asked Mr. Bozon to comment on Civil Service pay raises, and how those are actually accomplished. Mr. Bozon explained that over the last couple of years, there have been some downward adjustments to revenue. He said that made personnel additions or adjustments to the Civil Service pay scale not feasible in FY2019. He added that Civil Service employees operate on a step plan which means that all Year 1 Police Officers make the same amount, and all Year 15 Police Officers make the same amount. There is some variation in some certifications. For example, a Firefighter/EMT does not make as much as a Firefighter/Paramedic. Civil Service requires that a City must pay a civil service employee with the same tenure and the same certifications at the same pay rate. He said that in FY2018, each of the steps were adjusted by 5%.

Councilmember Holmes asked if Civil Service is a broad group of employees. Mr. Bozon said it is Firefighters and sworn Police Officers. Mr. Holmes added, “So any payroll adjustment is a pretty significant part of the budget.” Mr. Bozon indicated that a 1% adjustment to the Civil Service pay scale is approximately \$40,000. Mayor Grayson said, “So 5% is \$200,000?” Mr. Bozon said, “Roughly, yes.”



Mr. Holmes asked, “We increased the step plan by 5% in FY2018, and even though it shows no increase in FY2019, they were still eligible for their step increases, correct?” Mr. Bozon replied, “That is correct. If they hit a tenure, such as a Police Officer going from Year 6 to Year 7, they received an increase of 2.5%.” Mr. Holmes pointed out that in FY2018, some received a 7.5% increase.

Councilmember Leigh asked what \$0.01 added to the tax rate generates in revenue. Mr. Bozon said it is roughly \$105,000 in General Fund revenue. Adopting the M&O rollback rate this year would generate roughly \$200,000 in additional General Fund revenue.

Leigh said he brings this up because there were a couple of significant events that happened in the last year that impacted the budget – some positive and some negative. He said the positives include Belton is a growing community, and the tax base is growing without having to go up on tax rates. He said the second positive is that the Tax Appraisal District was pretty aggressive this year, so there will be another increase potentially because of that. Mr. Bozon said that just based on the growth of the City, there will be an approximate 3.5% increase. He said another 3.5-3.6% will be realized from aggregate appraisal growth. He reiterated that number is still in flux since the City has not yet received the certified rolls.

Mr. Leigh said the negatives include the loss in revenue from the County EMS contract and the loss in collections from the City’s ambulance service. This is approximately a 4% loss in revenue on a \$15M budget. He stated, “The City did not decrease anything, we just absorbed that hit.” He said that Travis County recently reduced their contribution to the City of Austin by approximately \$1.5M which represents a very small portion of their budget, and they laid off 18 firefighters. He said the City needs to continue to be fiscally responsible. Leigh said throwing money at a problem is not always the right thing to do.

Councilmember Leigh said, “As we look at our priorities, we need to really look at how we balance the felt needs of our community, which is the services that we provide, with the felt needs from their pocketbook when they have to pay for it.” He said the City may need a few transitional steps to get back on the right footing. He added that street maintenance is very important. He also said he would like to eventually go to a “pay-as-you-go” system and retire all City debt in his lifetime.

Councilmember O’Banion said he doesn’t think the City needs to scrap anything that has been started, unless there’s a massive loss of revenue. He said it is very important to fund the Street Maintenance Plan and the Capital Equipment Replacement Plan. He also said it is very important to keep moving forward on the plan for improvements to TMRS since it is significant to our employees. He doesn’t think the City is “way out of whack” when it comes to competitive wages, especially when compared to cities our size, but he said he thinks there is room for improvement.



Councilmember Leigh said he welcomes discussion from the public about a possible tax increase to pay for maintaining “things.” He said 64% of the City’s budget is personnel, and 65ish% of that is public safety employees which represent approximately 40% of the City’s total budget. He said the feedback he gets, especially with the increased appraisals, is that nobody wants to pay anything additional in taxes.

City Manager Sam Listi said there are several ways raise additional funds. These can include a tax increase if directed by the Council or possibly a street maintenance fee. He asked for input from the Council. He said the Legislature has implemented a 3.5% cap on revenues from property taxes which will be a significant constraint in future years.

Councilmember O’Banion said he is proud of the fact that it has been a number of years since the tax rate has been changed. Mr. Bozon said the tax rate was \$0.675 in 2007, and the rate was lowered after that. Mr. O’Banion said, “How many cities raise the tax rate to fund a project, and then lower it again once the project is finished?”

Councilmember Leigh said, “In 2002, we raised the rate to build a new Fire Station and hire firefighters. A couple of years after that, we lowered it back to where it was even lower.” Mr. O’Banion said, “Government just doesn’t typically do that. But, that being said, we’ve maintained this rate for a number of years and that makes me proud. I’m not tooting my horn; it was started before I was on Council. We are handling the growth in the budget very frugally with the growth in our tax base.” He added that it is important for the Council to discuss what’s important to each of them because not everything is going to be able to be funded.

Mayor Grayson said she agrees with everything that has been said so far, adding that the Council has been remarkably fiscally responsible with help from Director of Finance Brandon Bozon. She said that the City has not been negligent, although information about what the City is doing for employees is not as well spoken. The City has improved the TMRS benefit, and has funded an increase in healthcare expenses at approximately 10% per year for the last several years by absorbing these increases in the budget. She said the Council, and especially the Staff, has done an incredible job in managing the budget for a city of approximately 22,000. She added that Staff’s priority list is right on target.

Mayor Pro Tem Carpenter said he seconds what the Mayor said. He added that the budget was very lean to begin with considering the loss of the EMS revenue. The City was able to continue forward without having to slash anything. He said he is proud of the way Staff has handled that since it is a very difficult issue.

Councilmember Holmes said, “I think we’ve been fiscally responsible, but from the taxpayer’s standpoint, appraised values have gone up dramatically.” Mayor Grayson replied, “Which we don’t have a lot of control over.” Mr. Holmes said the City has



seen pretty healthy revenue increases year after year for the past several years from property taxes.

Councilmember Kirkley added that the way Staff has managed some of the challenges that the City faced (e.g. new legislation, and salaries paid by larger cities that Belton is being compared to) in a commendable way. He added that the City's tax rate has remained stable, and he thanked Staff for that. He doesn't believe that the challenges will go away, but he thinks the City will manage them well.

City Manager Sam Listi discussed possible budget considerations for resolution of the existing EMS issues as shown in Exhibit "C".

Councilmember Leigh clarified that the reductions are reductions in budget, not in existing personnel. Mr. Listi said that the reductions are six budgeted but unfilled positions as well as the transition of the in-house Ambulance Billing position.

Councilmember Holmes asked if Staff has any information from the County regarding their satisfaction with the service provided by AMR and also the rates. Mr. Listi says he doesn't know of any complaints about their service provision. He advised Mr. Holmes that Council will set the rates. AMR's existing rates are a little higher than Belton's currently, but they don't charge for a "No Transport" where Belton does. He added that both Temple and Bell County have dictated the number of ambulances and the staging of those ambulances, and an average response time is dictated as well. He said, "Those are the kinds of things we would be looking for in our contract, too. We have the opportunity to work with AMR, and really make it fit our needs." He said the City would not expect a 13-14 minute response time, but the AMR ambulances would be located at our Fire Stations. Right now, they are responding on a trial basis from Salado, Midway and Troy as a back-up to Belton ambulances.

Councilmember Holmes asked about the validity of the comment made during Public Comments about this causing an increase to our insurance rates. Mr. Listi said he hasn't heard that statement before and needs time to research it. He added that utilizing a private ambulance service is not unusual for a City.

Mr. Holmes said there seemed to be several qualified candidates for Firefighter positions at the testings, yet, the City has only hired ten. Mr. Listi said that there are a lot of factors in recruiting and hiring. Some don't pass background checks, and others have withdrawn from the process. There are many factors to consider when hiring a civil service employee.

Mayor Grayson said she has struggled with this topic because she likes that Belton has its own ambulance service. She stated that the City has been "hit with some dominoes; first the County, and then the loss of Fire/EMS personnel who have left for other, bigger departments, and the inability to get new personnel on board in a timely manner, and then the billing." Mr. Bozon said the City has been receiving about 35-40% of billing excluding the mandated reductions from the Federal



government. "All these components have led me to agree to do the one year, so that our citizens are taken care of, but at the same token, keep doing what we are doing." She said the firefighters will not stop being EMTs because they will be on the fire trucks.

Councilmember Kirkley added that the potential for burnout is great right now.

Mayor Grayson said that there may be some schedule adjustments in the Fire Department, and she wants Staff to continue working on those things. Mr. Listi said shift options are certainly a consideration. "With all these different components, I want to revisit this in a year, but I agree that we probably need to do something, and this is a good solution," said Mayor Grayson.

Councilmember Leigh said as Council has looked at this problem, it is difficult not to "roll up our sleeves and go fix problems," but the Council is a policy-making board, so there's a limit to what we are able to help do. He said any comment a public official makes on this issue, it is likely to be picked apart. He said the City has a significant budget shortfall due to the loss of the County contract, and there's also been a loss of personnel, and now our Medical Director has concerns about the City's ability to respond. He said paramedics are important, as are firefighters and police officers, but he believes the City should continue to recruit paramedics over the next year and build back up. He thinks going with AMR for one year is a wise, prudent decision. He looks at AMR as a temp agency.

Councilmember O'Banion said it is a forgone fact that the City has to do something. At the very least, the City needs to adopt this proposal. He thinks if the contract goes well, it could lead to staying outsourced. If it doesn't go well, and the City is able to hire additional paramedics, then the City can return to providing ambulance services. He said the problem is not going to get any better as the Council sits around and talks about it. He said, "We have to act, and we have to act decisively."

Mayor Grayson said, "Sam, I think you have your direction."

Councilmember Leigh asked if the contract would need to wait until October 1<sup>st</sup>, or could it be rolled out sooner. Mr. Listi replied, "As soon as possible. I put the October 1<sup>st</sup> date because it is the new fiscal year, but if we are able to do it a little sooner, and AMR is able to, we can do that."

Mayor Pro Tem Carpenter said, "I think it is in the best interests of the citizens and Staff both, to move forward as quickly as possible. I think we all would like to go back to the way it was, but that isn't an option. We've got to move forward."

Councilmember Holmes asked what the cost was to the City for the contract with AMR. Mr. Bozon responded, "We do not pay a fee to AMR for this contract." Mr. Holmes said, "It costs the City zero, and we have input on their billing."



Councilmember Kirkley said, “1. The care of our citizens and neighbors is of the utmost importance. 2. Our heroic first responders are suffering from burnout, and we need to help them as well. Our Staff is very important to us. 3. The State is creating some funding ceilings for us that we have to deal with and have to be realistic about. 4. There’s a system of competition in our region that makes it nearly untenable for us to meet that competition for personnel. I am totally in favor of this one-year trial.”

There being no further business, the Mayor adjourned the meeting at 8:11 p.m.

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Marion Grayson, Mayor

ATTEST:

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Amy M. Casey, City Clerk



# BELTON FY2020 WORKSHOP

## Hill Country Transit District

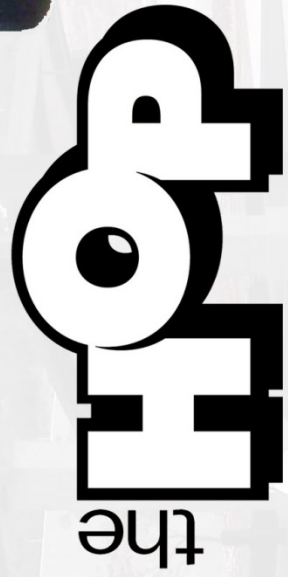


EXHIBIT "A"

“Central Texas’ Regional Public Transit System”



# INTRODUCTION


By Judge David Blackburn

- Roles:
  - HCTD is the operator who provides the service (buses, drivers, maintenance, dispatch, scheduling, customer service, etc.
  - Cites & Bell Co. determine level of service by the level of local funding provided
- Goals:
  - Overall goal is to provide public transportation to those who need it.



# REMEMBER THE NEED

April 12, 2019  
I paid  
\$ 00.11¢,  
all I had  
to give ~~from~~  
at 31st St at the  
Temple Walmart,  
I owe you  
\$ 00.89¢.





# HCTD SERVICES

Fixed Route Service (FRS)  
(backbone)



Special Transit Service (ADA)



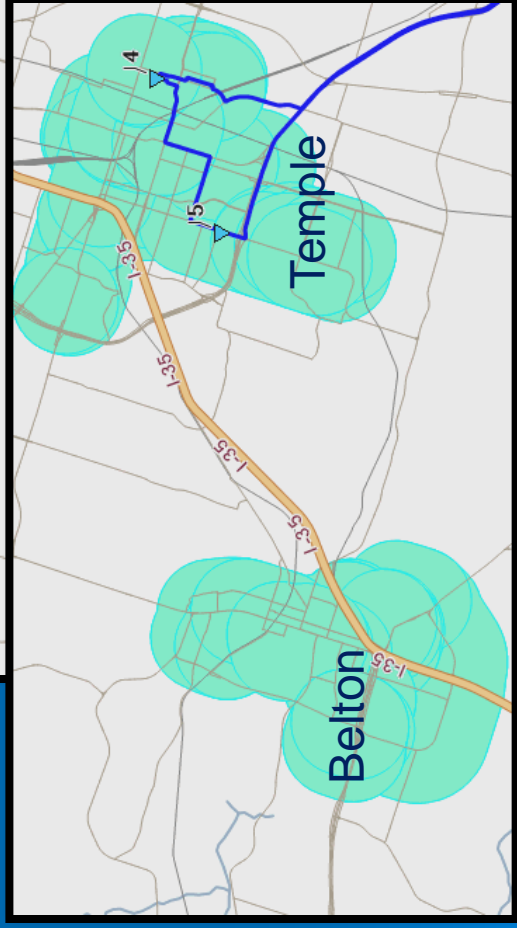
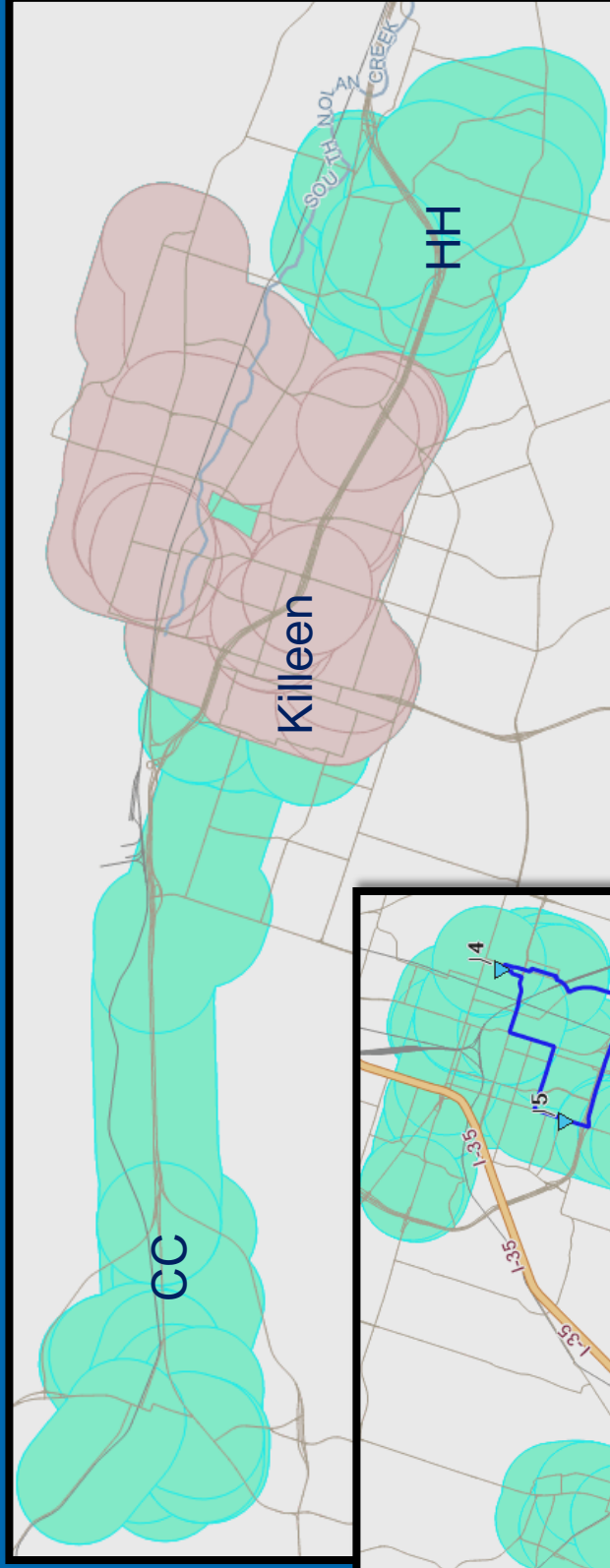
All are designed for mass transportation and all are shared rides open to the public via a shared expense formula.

Rural Transit Service





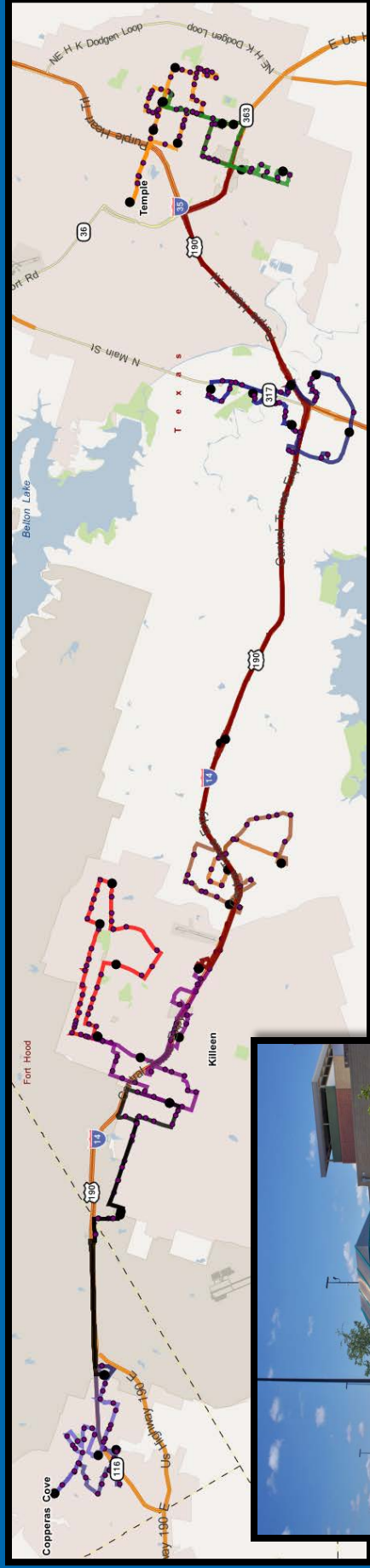
# 2019 URBAN SERVICES' GEOGRAPHIC COVERAGE



Fixed Route and  
ADA Service Area



# FIXED ROUTE SERVICE



9 Urban Fixed Routes

24 FRS Buses

18 FRS Drivers

290 Total Fixed Route Bus Stops

113 Passenger Shelters

37,345 Passengers Trips per Month (2018 Avg.)

448,134 FRS Passengers Last Year...backbone (2018)

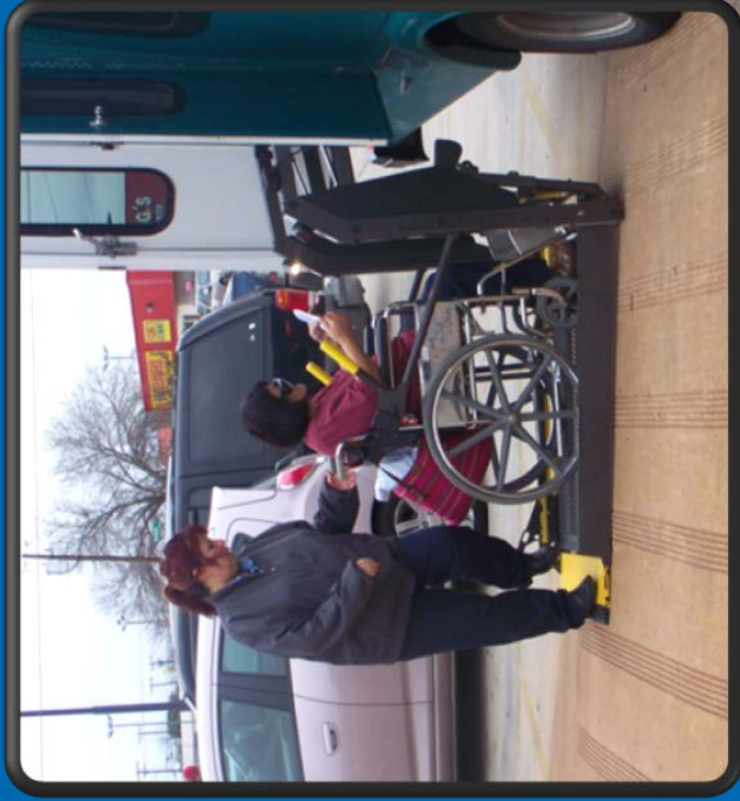


# Urban Fixed Route Ridership

Fixed Route Performance for CY 2018			
Route	City	Passengers	Passengers/Hour
Route 2	Killeen	60,389	18.5
Route 4	Killeen	95,757	27.3
Route 5	Killeen	45,298	13.7
Route 35	Harker Heights	28,656	9.6
Route 65	Copperas Cove	38,201	13.0
Route 100	Killeen <sup>*55%</sup> & Cove <sup>*45%</sup>	38,629	13.0
Connector	HH, Belton, & Temple	28,930	9.4
Route 510	Temple	55,340	17.3
Route 530	Temple	36,581	10.6
Route 610	Belton	20,353	6.6
<b>TOTAL</b>		<b>448,134</b>	<b>13.9</b>



# SPECIAL TRANSIT SERVICE (STS/ADA)



46 STS Buses  
30 STS Drivers  
8,497 Passengers Trips per Month (2018 Avg.)  
101,967 Passengers Last Year (2018)



# TOTAL RIDERSHIP SYSTEM WIDE

Service	CYTD (Thru April 2019)	Calendar Year 2018
Fixed Route	112,992	448,134
Special Transit	28,562	101,967
Rural	26,017	110,737
Totals	167,571	660,838





# AWARDS & TRIENNIAL REVIEWS



FTA named HCTD Region VI Transit System of the Year in 2015. Region VI covers Texas, New Mexico, Oklahoma, Arkansas, and Louisiana.

HCTD has undergone six Triennial Reviews, conducted by the FTA. The reviews were extremely thorough and covered twenty three areas to assess HCTD's management and implementation of FTA grant programs. HCTD had three perfect Triennial Reviews in a row, and had minor deficiencies in the others.



# 2018 Performance Measures



Measure	2018 Performance	Goal
Fixed Route Ridership	✓ <b>13.9 Passengers/ Service Hour</b>	10.0 Passengers/ Service Hour
Paratransit Ridership	✓ 2.2 Passengers/ Service Hour	2.0 Passengers/ Service Hour
ADA Ride Length	✓ 2.6% of ADA Trips Over an Hour in Length	Less than 5% of ADA Trips Over an Hour in Length
Missed FRS Trips	✓ 0.2% of Trips Missed	2.0% of Trips Missed
Customer Complaints	✓ 0.04 Complaints/100 Passengers	1.00 Complaints/100 Passengers
Safety Performance	✓ 2.09 Accidents/100k Miles	4 Accidents/100k Miles
Maintenance Road Calls	✓ 6.39 Road Calls/100k Miles	10 Road Calls/100k Miles
Customer Service Telephones	✓ 42 Second Wait Time	Wait Times Under Two Minutes
Travel Training	✓ Thirteen Training Programs in 2017	No Fewer Than Twelve Training Programs per Year



# Temple UZA FRS Ridership

Year-To-Date (Oct-Mar)

Federal Fiscal Year

FFY17-18			FFY18-19			Change Between years		
	<i>Passengers</i>	<i>Ratio</i>		<i>Passengers</i>	<i>Ratio</i>		<i>Passengers</i>	<i>Ratio</i>
<b>510-T</b>	26,830	16.8	<b>510-T</b>	23,256	16.2	<b>510-T</b>	-3,574	-0.6
<b>530-T</b>	17,388	10.1	<b>530-T</b>	15,419	10.0	<b>530-T</b>	-1,969	-0.1
<b>610-B</b>	10,486	7.0	<b>610-B</b>	9153	6.1	<b>610-B</b>	-1,333	-0.9
<b>Total</b>	54,704	11.3	<b>Total</b>	47,828	10.8	<b>Total</b>	-6,876	-0.5
							<b>% Change</b>	<b>-14.4%</b>

FFY17-18			FFY18-19			Change Between years		
	<i>Passengers</i>	<i>Ratio</i>		<i>Passengers</i>	<i>Ratio</i>		<i>Passengers</i>	<i>Ratio</i>
<b>510-T</b>	56,764	17.3	<b>510-T*</b>	46,512	17	<b>510-T*</b>	-10,252	-0.3
<b>530-T</b>	36,989	10.5	<b>530-T*</b>	30,838	10.3	<b>530-T*</b>	-6,151	-0.2
<b>610-B</b>	20,756	6.7	<b>610-B*</b>	18,306	6.0	<b>610-B*</b>	-2,450	-0.7
<b>Total</b>	114,509	11.5	<b>Total*</b>	95,656	11.1	<b>Total*</b>	-18,853	-0.4
							<b>% Change</b>	<b>-19.7%</b>

\* Projected Proportionally



# Killeen UZA FRS Ridership

Year-To-Date (Oct-Mar)

FFY17-18

FFY18-19

Change Between years

	Passengers	Ratio		Passengers	Ratio		Passengers	Ratio
<b>2-K</b>	33,416	21.1	<b>2-K</b>	21,978	13.9	<b>2-K</b>	-11,438	-7.2
<b>4-K</b>	48,935	27.7	<b>4-K</b>	47,697	30.2	<b>4-K</b>	-1,238	2.5
<b>5-K</b>	30,056	18.8	<b>5-K</b>	0	0.0	<b>5-K</b>	-30,056	-18.8
<b>35-HH</b>	14,639	9.2	<b>35-HH</b>	11,678	10.7	<b>35-HH</b>	-2,961	1.5
<b>65-CC</b>	18,574	12.9	<b>65-CC</b>	15,234	11.3	<b>65-CC</b>	-3,340	-1.5
<b>100-CONN</b>	20,166	14.0	<b>100-CONN</b>	17,252	11.8	<b>100-CONN</b>	-2,914	-2.2
<b>Total</b>	165,786	17.3	<b>Total</b>	113,839	15.6	<b>Total</b>	-51,947	-1.7
						<b>% Change</b>	<b>-31.3%</b>	

Federal Fiscal Year

FFY17-18

FFY18-19

Change Between years

	Passengers	Ratio		Passengers	Ratio		Passengers	Ratio
<b>2-K</b>	66,197	20.3	<b>2-K*</b>	43,956	13.1	<b>2-K*</b>	-22,241	-7.2
<b>4-K</b>	96,706	26.7	<b>4-K*</b>	95,394	29	<b>4-K*</b>	-1,312	2.3
<b>5-K</b>	60,604	18.5	<b>5-K*</b>	0	0.0	<b>5-K*</b>	-60,604	-18.5
<b>35-HH</b>	29,708	9.1	<b>35-HH*</b>	23,356	10.5	<b>35-HH*</b>	-6,352	1.4
<b>65-CC</b>	39,940	13.4	<b>65-CC*</b>	30,468	11.6	<b>65-CC*</b>	-9,472	-1.8
<b>100-CONN</b>	39,855	13.5	<b>100-CONN*</b>	34,504	11.4	<b>100-CONN*</b>	-5,351	-2.1
<b>Total</b>	333,010	16.9	<b>Total*</b>	227,678	15.1	<b>Total*</b>	-105,332	-1.8
						<b>% Change</b>	<b>-31.6%</b>	

\* Projected Proportionally



# Funding Process

Each year, HCTD plans budgetary expenses for the upcoming fiscal year, and develops its budget accordingly. After applying funding available from the Federal Transit Administration, TXDOT, and contract revenue, HCTD still faces an annual shortfall.



# Funding Process Con't.

In order to make up for that shortfall and continue providing the current level of service, HCTD asks each city in the urbanized areas and Bell County to provide local funding in amounts corresponding to the number of fixed route service hours provided.



# Federal Apportionment – FTA Calculation of a Proportional Amount

- Each Federal fiscal year, the FTA apportionments Federal transit funds for each urbanized area based on the urbanized area's population, ridership, and other factors.
- Such apportionments are calculated separately for urbanized areas with a population of 200,000 and greater (Killeen UZA) and urbanized areas with a population of less than 200,000 (Temple UZA).
- Each apportionment must be used specifically for that particular urbanized area.



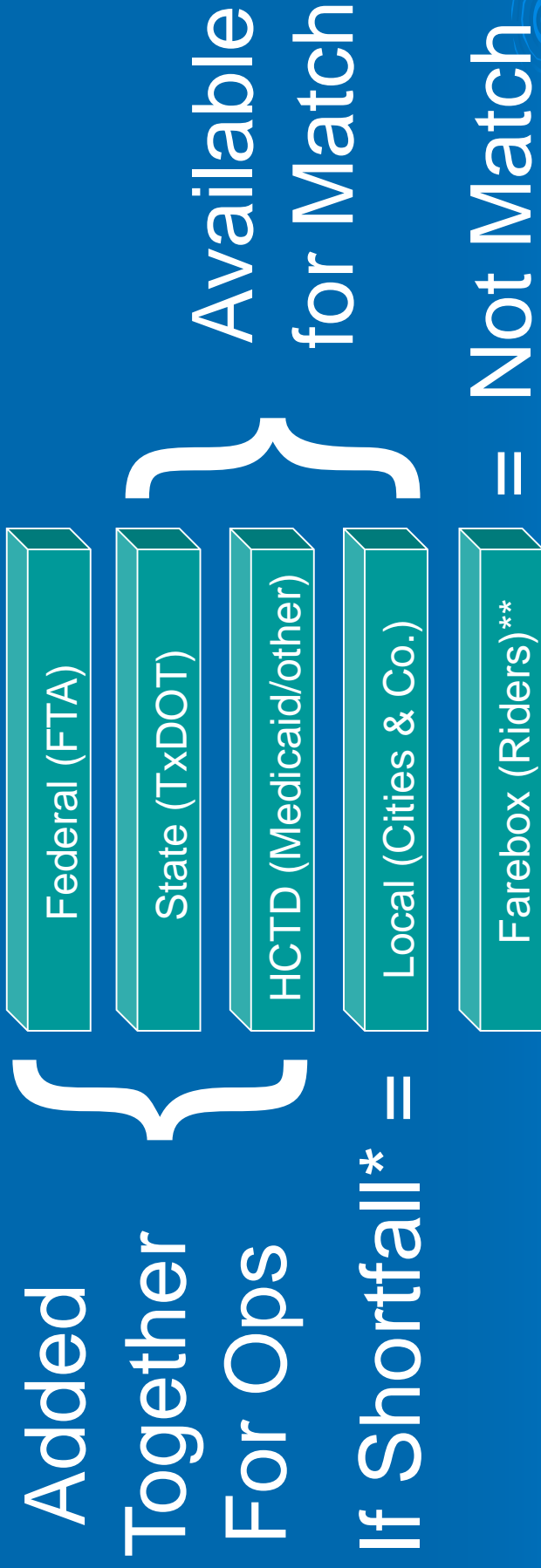
# Match: Non-Federal Funds Required

In order to access Federal funds, HCTD must have other non-Federal funds.

- Operations requires a 50/50, dollar-for-dollar match.
- Preventive maintenance requires an 80/20 match.
- Since HCTD began urban service in Killeen in 2000, HCTD has provided the majority of those matching funds. Since the inception of the Urban Services, HCTD has provided approximately \$30M on behalf of the Killeen UZA Transit Service, and the City of Killeen has provided approx. \$1.5M.



# Funding Process Con't.



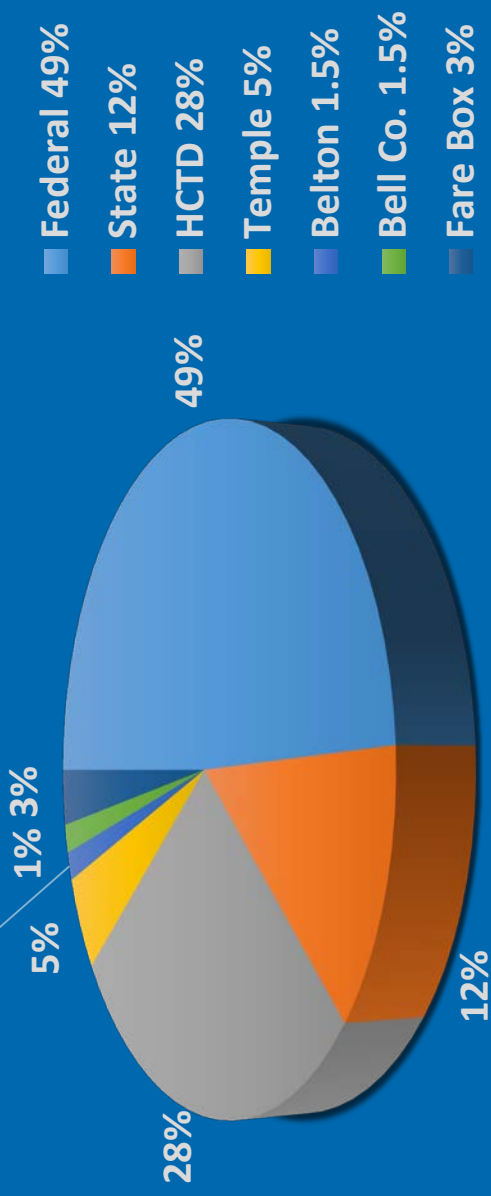
\* Based on Fixed Route  
Service Hour Formula

\*\* Farebox Pros & Cons

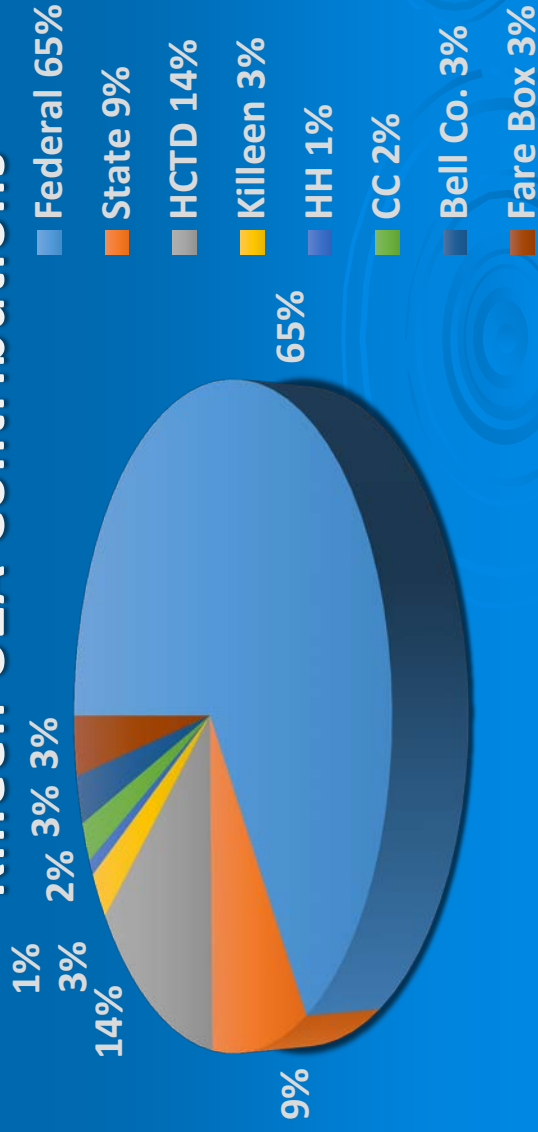


# FY2019 Funding Sources & Percentages

Temple UZA Contributions

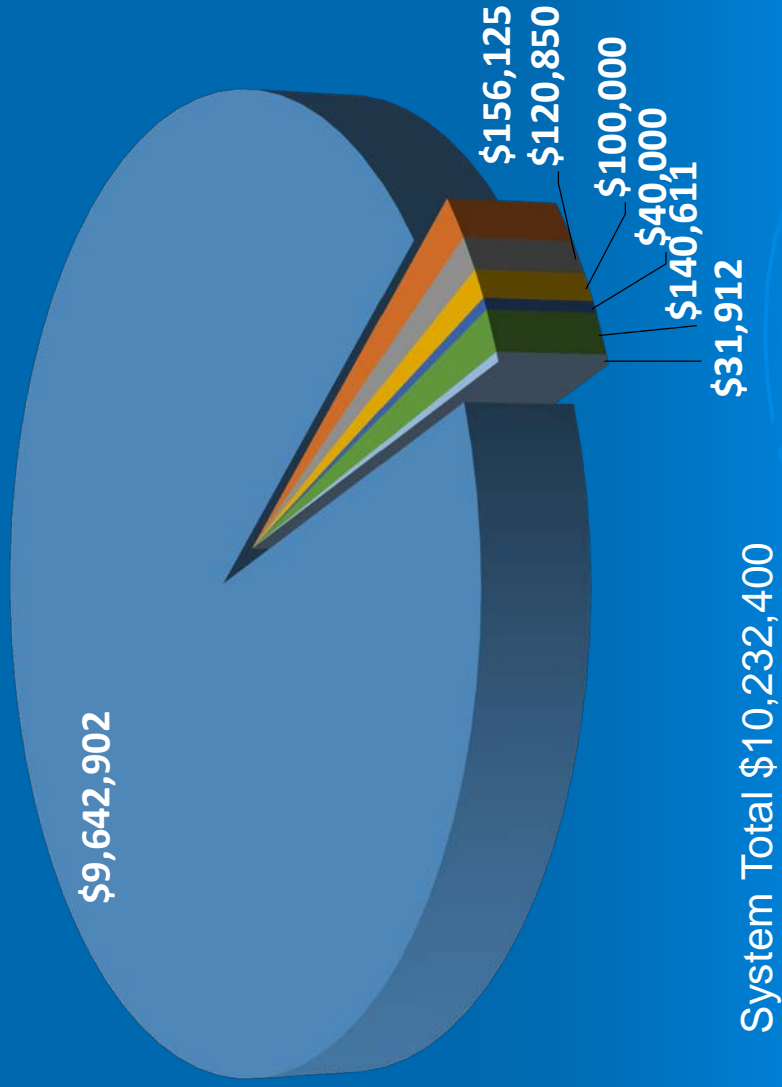


Killeen UZA Contributions





# FY2019 Local Contribution in Dollars




- All Other Contributions, 94.2%
- Bell County 1.5%
- Killeen 1.2%
- Copperas Cove 1.0%
- Harker Heights 0.4%
- Temple 1.4%
- Belton 0.3%

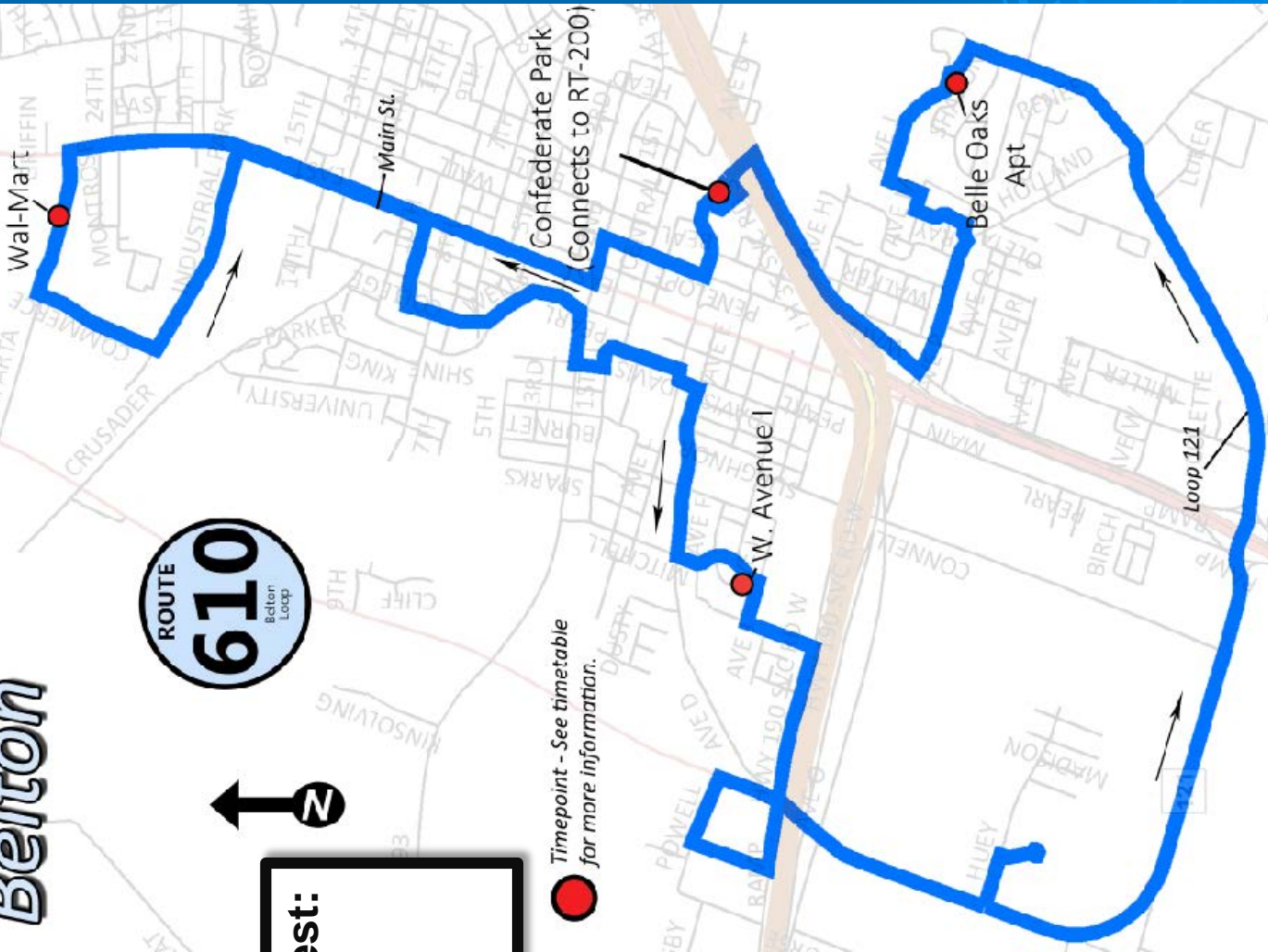


Belton



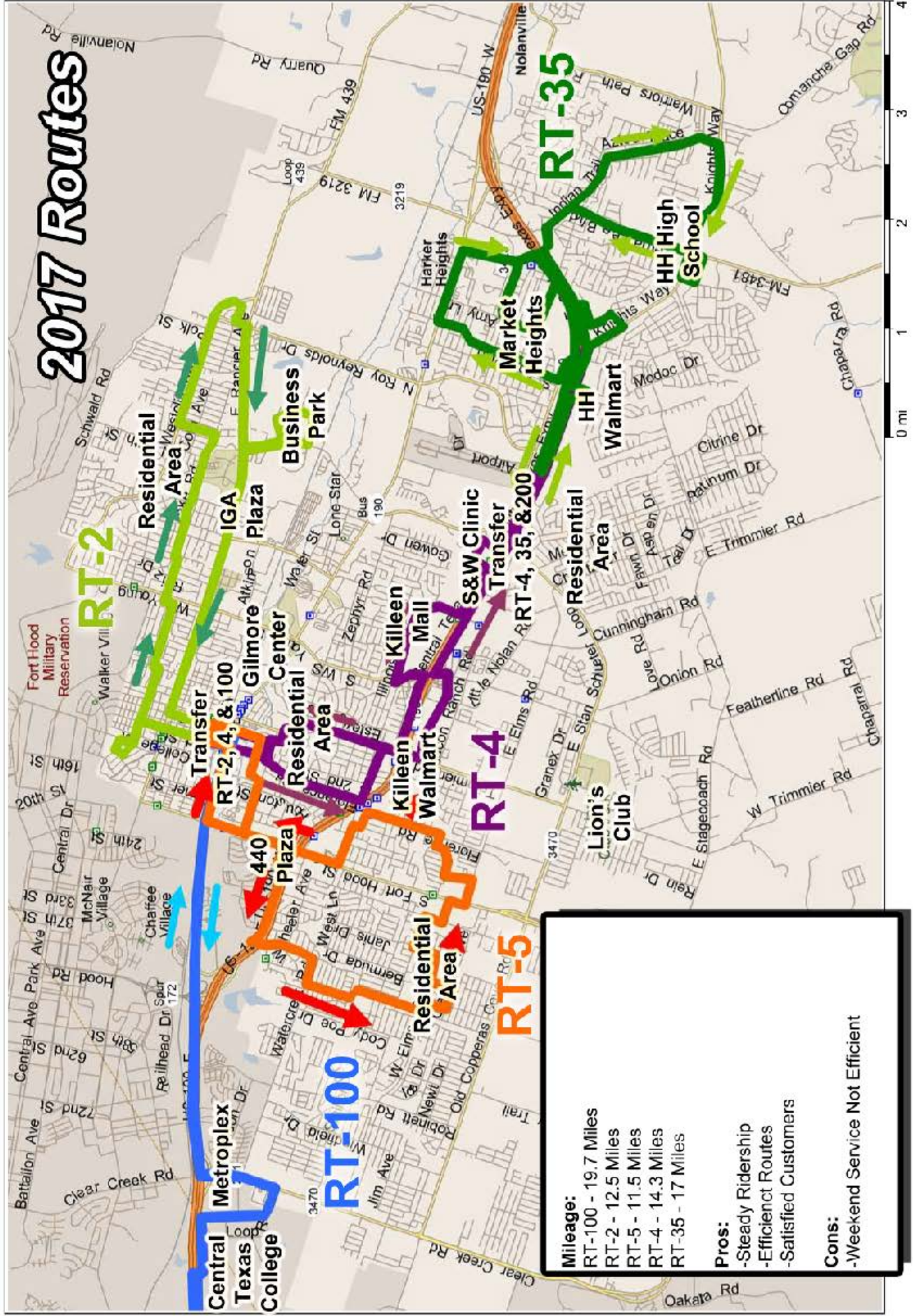
**Belton FY20 Request:**  
FY19 = \$31,912  
FY20 = \$29,706  
 $\Delta = (\$2,206)$

 Timepoint - See timetable for more information.





# 2017 Routes



## Mileage:

RT-100 - 19.7 Miles  
 RT-2 - 12.5 Miles  
 RT-5 - 11.5 Miles  
 RT-4 - 14.3 Miles  
 RT-35 - 17 Miles

## Pros:

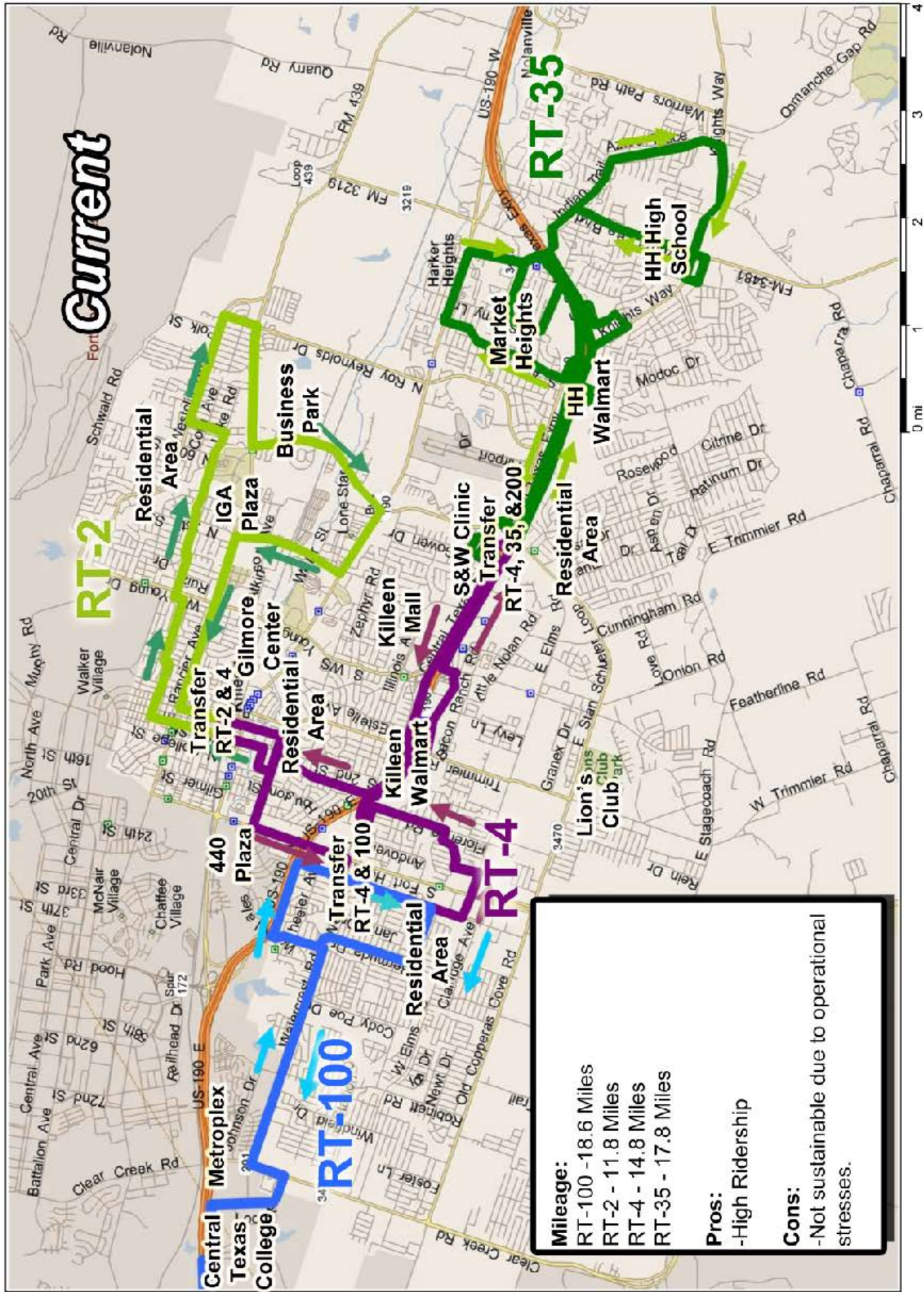
- Steady Ridership
- Efficient Routes
- Satisfied Customers

## Cons:

- Weekend Service Not Efficient



# Current



## Mileage:

- RT-100 - 18.6 Miles
- RT-2 - 11.8 Miles
- RT-4 - 14.8 Miles
- RT-35 - 17.8 Miles

## Pros:

- High Ridership

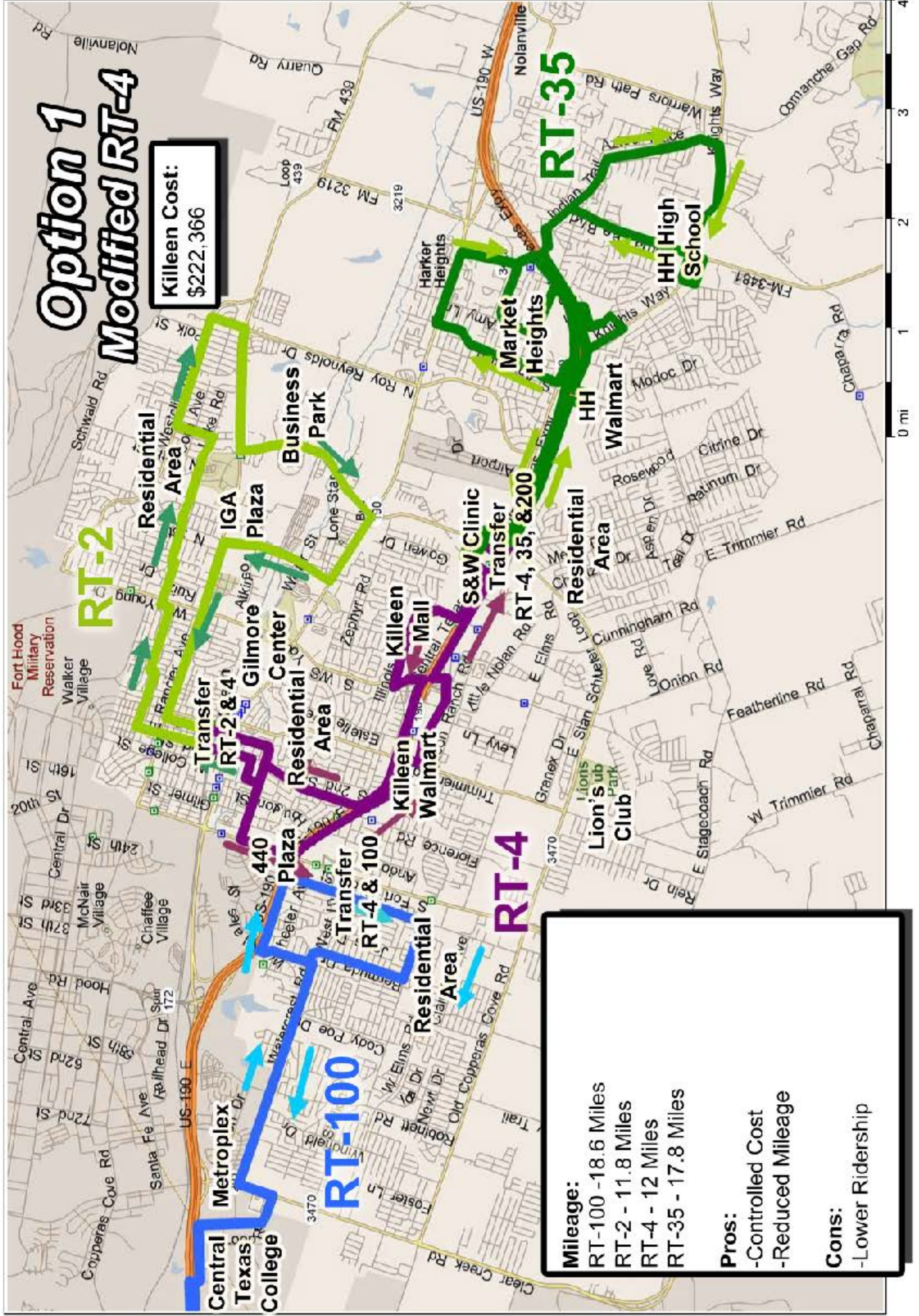
## Cons:

- Not sustainable due to operational stresses.



# Option 1 Modified RT-4

**Killeen Cost:**  
\$222,366



## Mileage:

RT-100 - 18.6 Miles  
RT-2 - 11.8 Miles  
RT-4 - 12 Miles  
RT-35 - 17.8 Miles

## Pros:

-Controlled Cost  
-Reduced Mileage

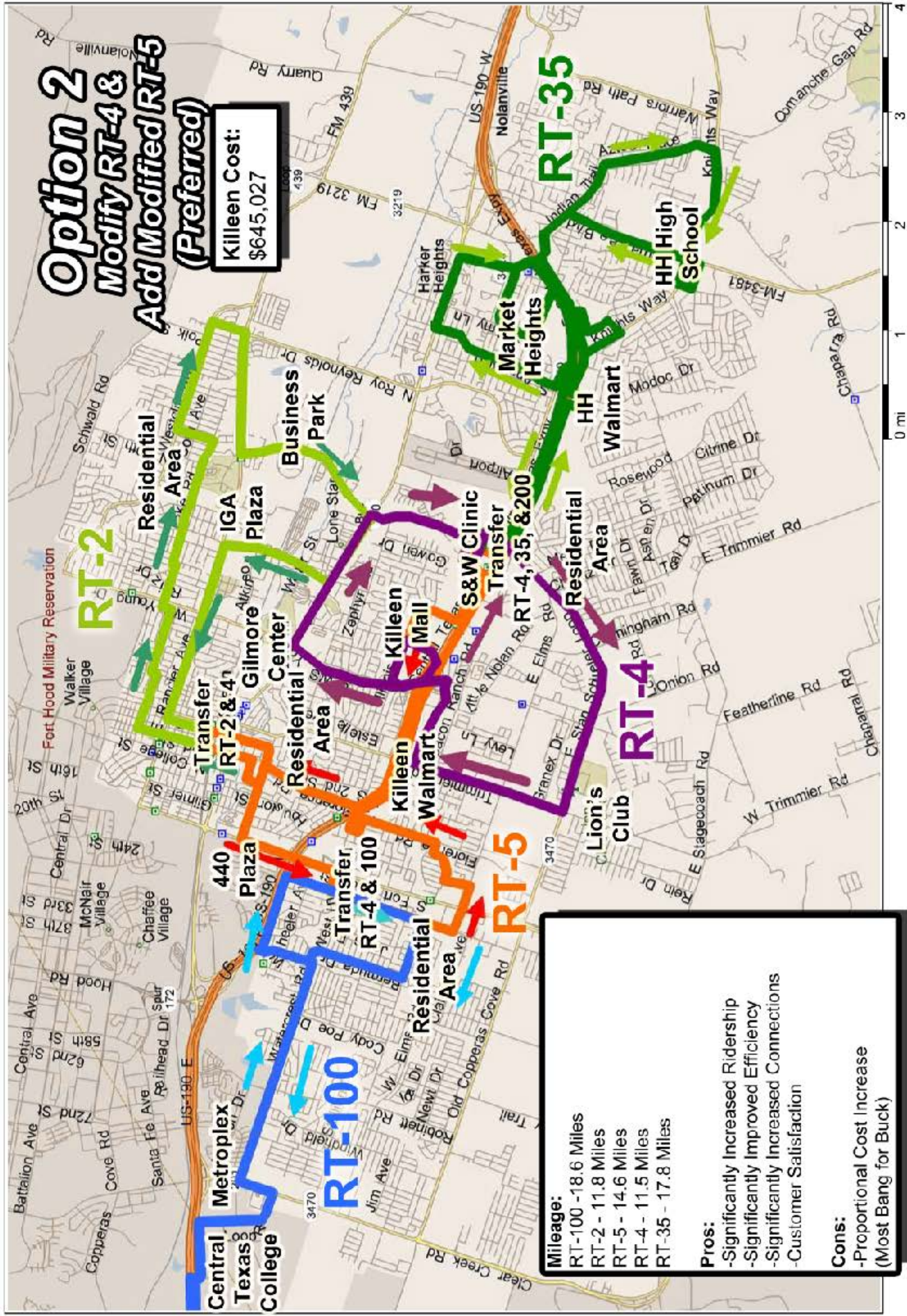
## Cons:

-Lower Ridership



# Option 2 Modify RT-4 & Add Modified RT-5 (Preferred)

Killeen Cost:  
\$645,027



## Mileage:

- RT-100 - 18.6 Miles
- RT-2 - 11.8 Miles
- RT-5 - 14.6 Miles
- RT-4 - 11.5 Miles
- RT-35 - 17.8 Miles

## Pros:

- Significantly Increased Ridership
- Significantly Improved Efficiency
- Significantly Increased Connections
- Customer Satisfaction

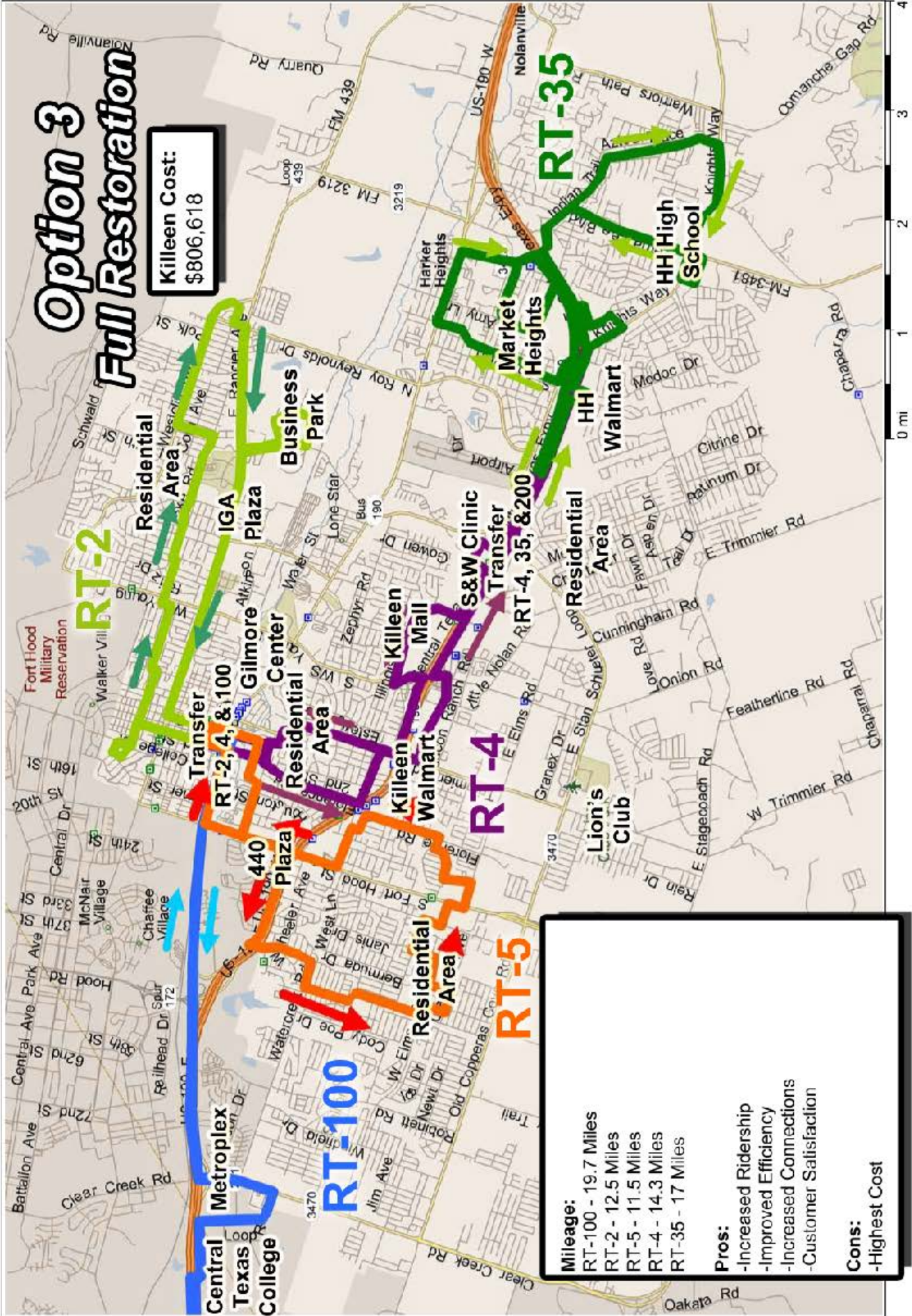
## Cons:

- Proportional Cost Increase (Most Bang for Buck)



# Option 3 Full Restoration

**Killeen Cost:**  
\$806,618



## Mileage:

- RT-100 - 19.7 Miles
- RT-2 - 12.5 Miles
- RT-5 - 11.5 Miles
- RT-4 - 14.3 Miles
- RT-35 - 17 Miles

## Pros:

- Increased Ridership
- Improved Efficiency
- Increased Connections
- Customer Satisfaction

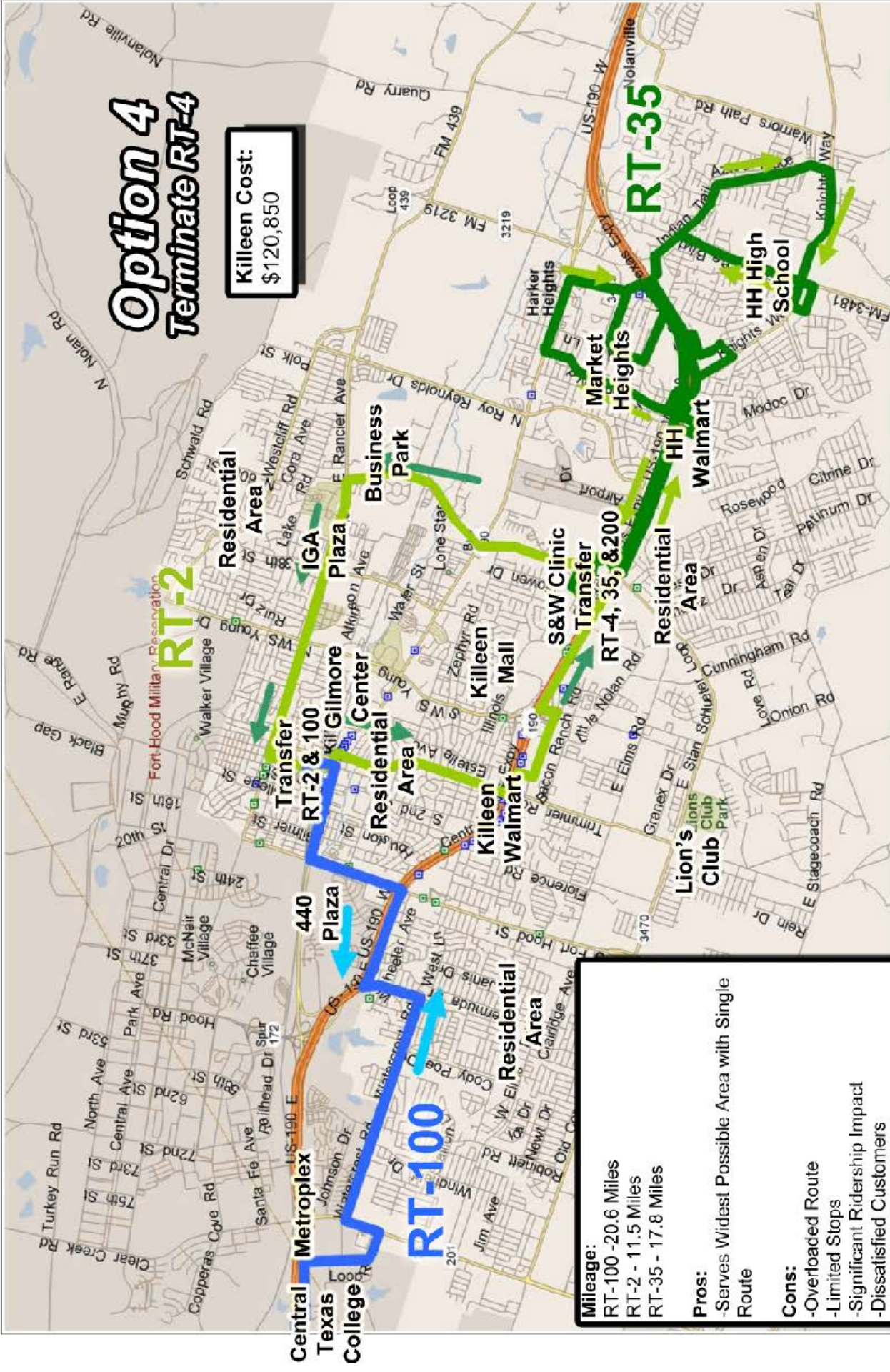
## Cons:

- Highest Cost



# Option 4 Terminate RT-4

**Killeen Cost:**  
\$120,850



## Mileage:

RT-100 - 20.6 Miles  
RT-2 - 11.5 Miles  
RT-35 - 17.8 Miles

## Pros:

-Serves Widest Possible Area with Single Route

## Cons:

-Overloaded Route  
-Limited Stops  
-Significant Ridership Impact  
-Dissatisfied Customers  
-Most Major Service Cut Without Terminating Killeen Service in Total



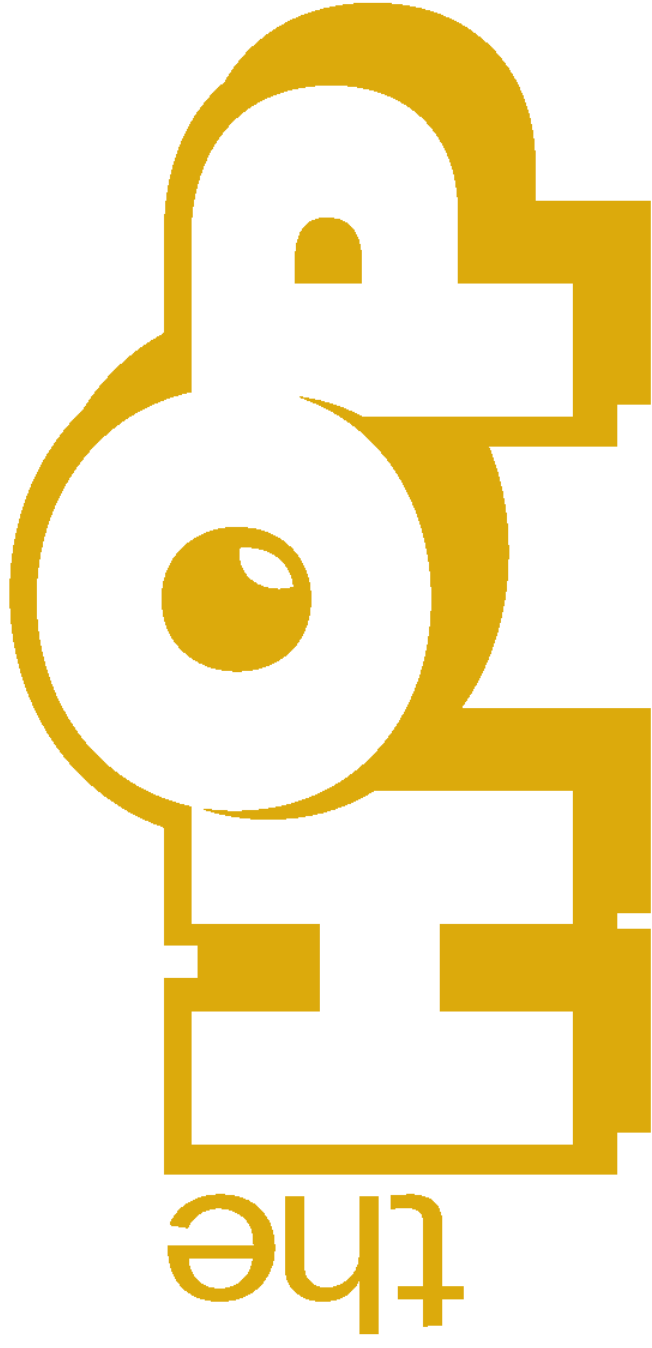
# IN CLOSING

Judge David Blackburn

- It is the Local Funding that determines the Level of Service
- Encourage people to talk to their City Council representatives
- Questions



# THANK YOU



Central Texas' Regional Public Transit System



# PROCESS & POLICY

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Fiscal Year 2020  
Budget Discussion  
General Fund, Debt  
Service Fund, Tax Rate



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# 2020 BUDGET CALENDAR

## March – May

- Department budget development
- Revenue projection development
- Department budget review with City Manager and Finance

## June – August

- Council input on policy directives
- Budget presentations to Council
- Strategic Plan review and update
- Proposed budget filing

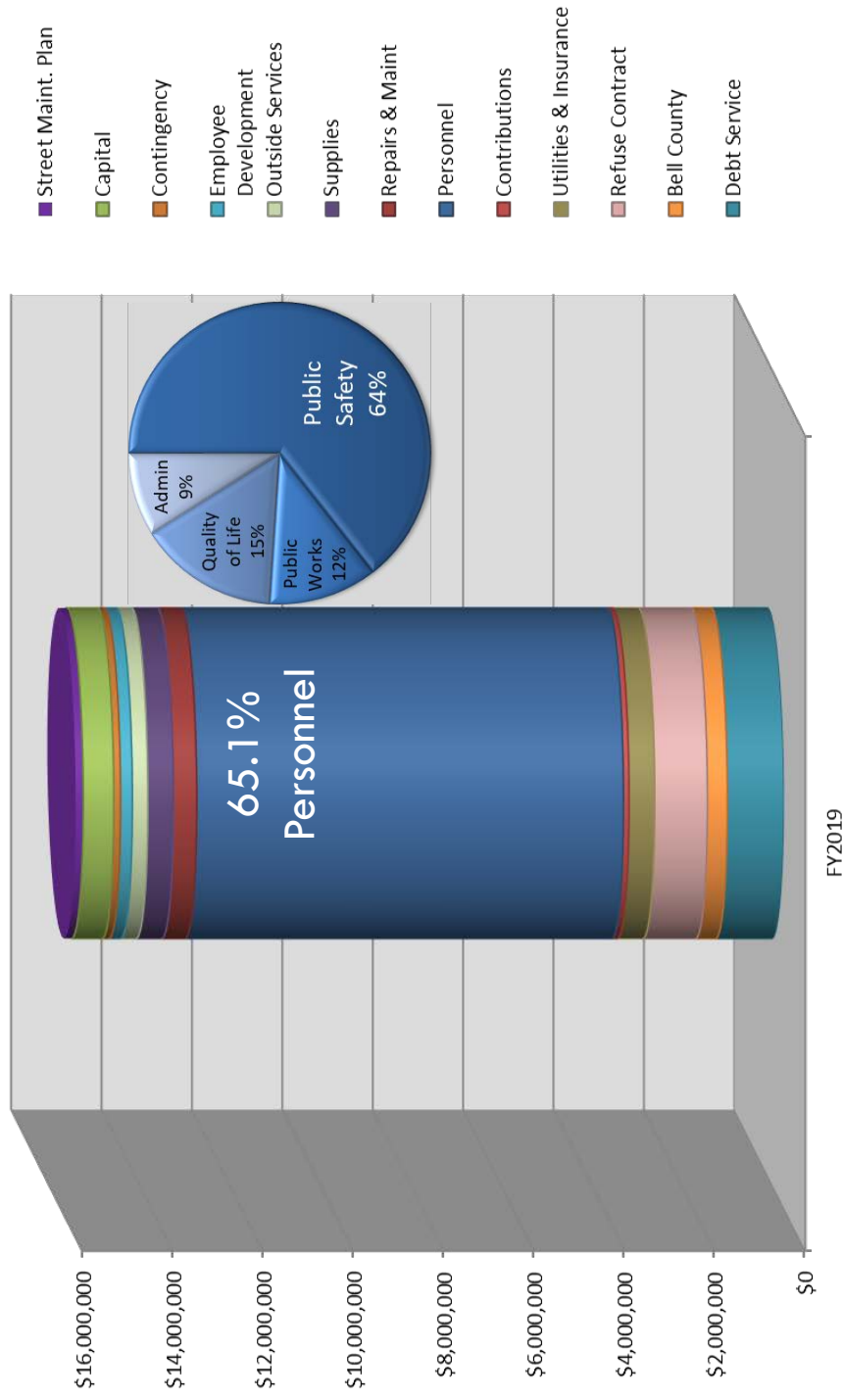
## September

- Public hearings
- Strategic Plan adoption
- Budget adoption



# FISCAL YEAR 2019 REVIEW

General Fund & Debt Service Fund





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# GENERAL FUND BUDGET INITIATIVES

## TMRS Plan Improvement

- Adopted plan changes to improve employee retirement benefits
- Implemented an 8.50% contribution rate for calendar 2019 (8.06% required)
- 8.80% contribution rate planned for calendar 2020 (8.28% required)

## Civil Service Pay Adjustments

- Phased approach proposed in FY 2018 policy discussion
- 5% adjustment adopted in FY 2018 budget
- No adjustment adopted in FY 2019 budget
- Comp study is underway

## Preventative Street Maintenance Plan

- Four years completed
- Year five is under construction now
- FY 2020 proposed to increase annual funding to approximately \$250,000
  - Accomplishes goal set out in FY 2018 budget process to reach \$250,000 by 2020
- Long term funding goal of \$1-1.5 million



# GENERAL FUND REVENUE — INITIAL OUTLOOK

Preliminary estimates show total revenue growth at approximately \$636,974 (4.39%) \$510,974 (3.53%) after adjusting out refuse contract collections of \$126,000

Trends and outlook — FY 2020 revenues compared to FY 2019

- Strong growth in tax base (up \$389,408; 7.1%)
- Relatively flat sales tax (up \$54,470; 1.5%)
- Strong mixed beverage tax (up \$10,000; 20%)
- Cautious optimism on franchise taxes (up \$57,440; 4.8%)
  - SB 1152 could reduce by approximately \$33,000
- Charges for services
  - Planning up \$39,790 (17.3%)
  - Parks up \$21,180 (24.7%)
  - Ambulance down \$230,000 (-30.6%)
  - Brush up \$15,260 (8.2%)
  - City admin fee on refuse services up \$15,120 (10.9%)
- Increasing court fines and fees (up \$54,850; 19.9%)
- Strong FY 2018 water sales driving increase in Transfers (up \$37,989; 6.1%)
- Rising rates boosting Interest income (up \$37,600; 36.9%)
- Other miscellaneous income steady (up \$7,867; 2.3%)
- Wait and see on Effluent Sales — most revenues come during summer — flat at \$175,000



# GENERAL FUND CONSTRAINTS

\$510,974 goes rather fast...

Cost Driver	FY 2020 – FY 2019 (Delta)
TMRS Plan Improvements	\$77,344
Health Insurance Rates (10%)	\$53,897
Capital Equipment Plans (3.4%)	\$23,067
Additional Street Maintenance Funding	\$80,000
Bell County Communications (3.2%)	\$10,255

...Leaving \$266,411 in new revenues to fund all other inflationary adjustments and new needs



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# PERSONNEL PRESSURES

## Personnel Requests

- Part-Time Assistant City Clerk
- Police Officer (long term staffing request +8 by FY 2024)
- Part-Time PD Records Clerk
- Recreation Coordinator
- Additional Hours – PT Planning Clerk
- Building Inspector
- Assistant Public Works Director (GF, W&S, Drainage)

## Benefit Costs

- Anticipate 10%+ increase in health insurance from 2019 rates
- Retirement strategy



# PRELIMINARY TAX RATE ESTIMATES

Current Rate = \$0.6598

- M&O = \$0.5650
- Debt Service = \$0.0948

Estimated FY 2020 (Tax Year 2019) Rates

- Effective Rate = \$0.6317
- Rollback Rate = \$0.6962
  - Rollback M&O Rate = \$0.5841
  - Debt Service Rate = \$0.1121

General Fund and Debt Service Funds built on current tax rates

- Transfer of funds from General Fund to Debt Service Fund necessary to provide adequate Debt Service in FY 2020



# TAX RATE MANAGEMENT

## Fund Balance – General Fund

- Ended FY 2018 with a fund balance of \$5,125,567
- Balance in excess of minimum of \$1,671,266 at 10/1/18
- FY 2019 budget balanced and anticipate operations to finish balanced
- Anticipate proposed amendment request to transfer fund balance to debt service as part of tax rate management strategy - \$105,500

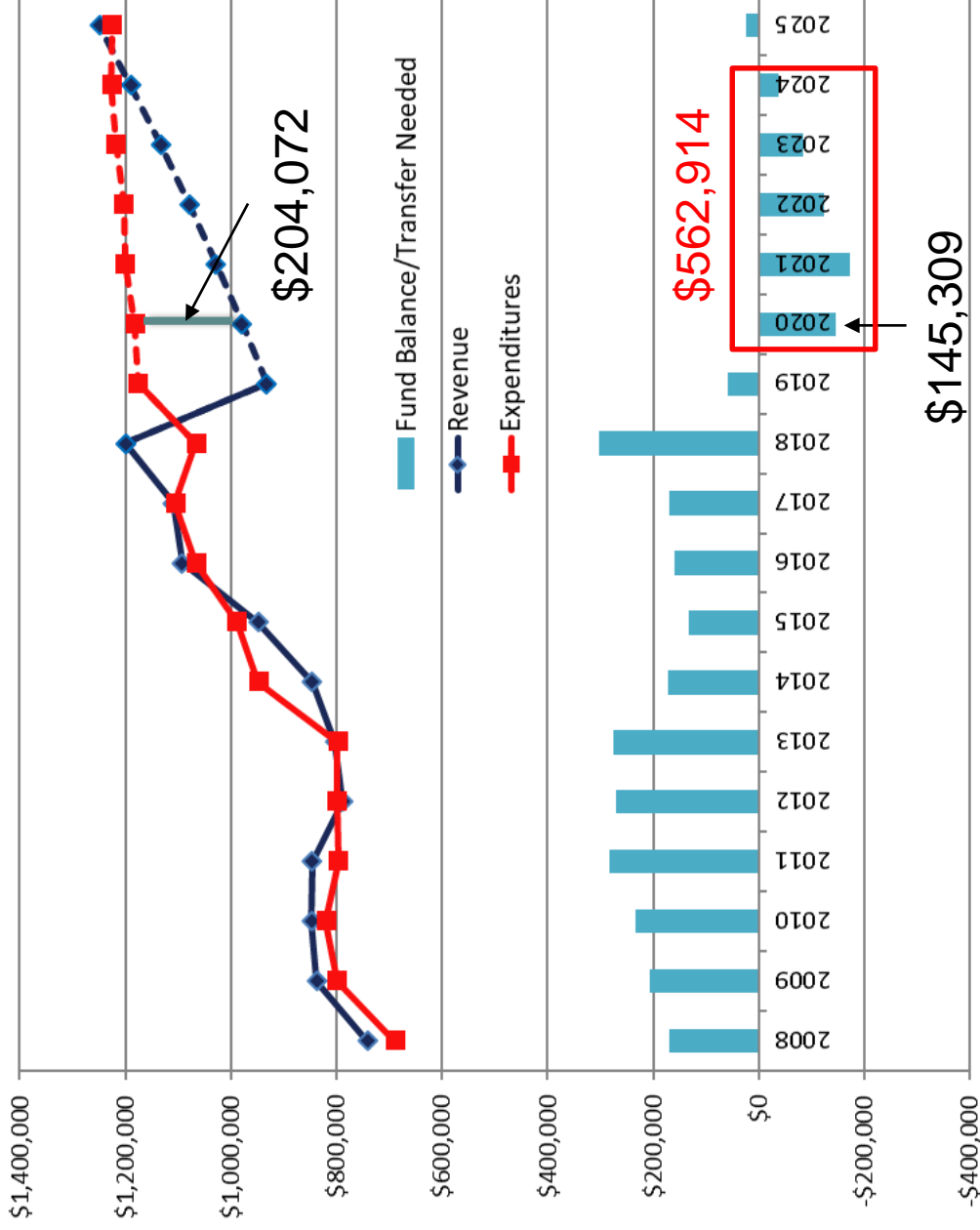
## Fund Balance – Debt Service Fund

- Ended FY 2018 with a fund balance of \$306,462
- FY 2019 budget was unbalanced by \$244,000
- Expect FY 2019 actual expenditures to exceed revenues by approximately \$230,000
- Request to use fund balance in FY 2020 budget development
  - Tax rate management strategy
  - Maintain M&O rate and Debt Service rates at \$0.5650 and \$0.0948, respectively
  - Heritage Park CO support



# Debt Service Fund Projections

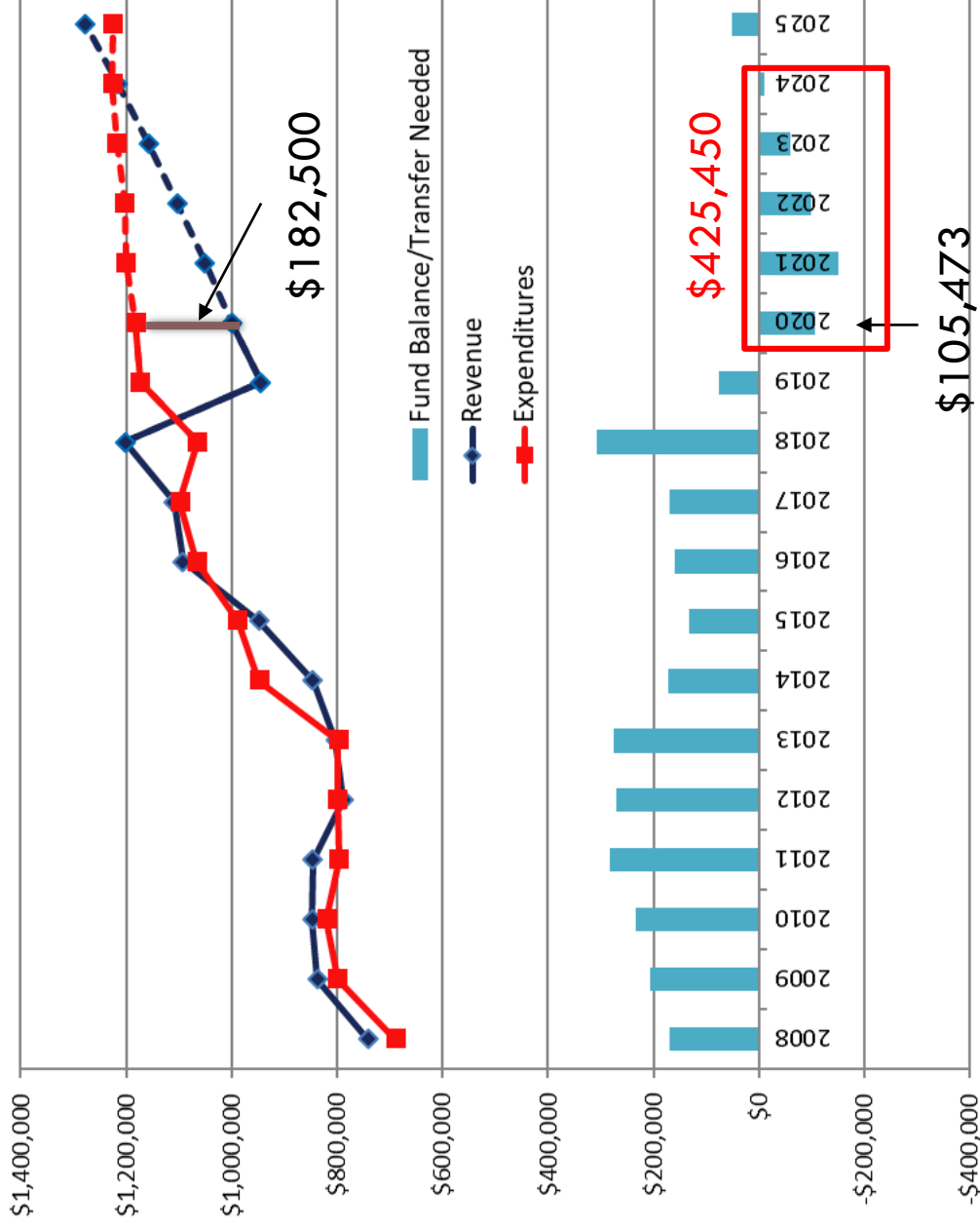
5% projected  
annual certified  
tax roll growth





# DEBT SERVICE FUND PROJECTIONS - UPDATE

5% projected  
annual certified  
tax roll growth





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# DISCUSSION & DIRECTION

## Council Discussion

- Use of General Fund/Debt Service fund balance to manage tax rate
- Priority of key initiatives

## Upcoming Action Items and Discussions

- Updates to revenue projections
- Budget amendments
  - \$105,500 transfer from General Fund to Debt Service Fund
  - \$65,000 increase in solid waste revenues and expenditures (balanced amendment)
- Briefing on the results of the compensation study



# Belton Fire Department Budget Discussion

Emergency Medical Services

June 11, 2019







# Introduction

- FY 2020 budget will be challenging and we take our responsibility to prepare a balanced budget, that delivers essential public services effectively, very seriously.
- One of the most important decision points for the FY 2020 budget is how we provide Emergency Medical Services (EMS) in our community.
- I am pleased to present an EMS solution tonight that adds first responders without increasing City costs.





# Background

- The Belton Fire Department provided Emergency Medical Services (EMS) to the City of Belton, and approximately 70 square miles of unincorporated Bell County, for over 30 years.
- On October 1, 2018, Bell County transitioned to American Medical Response (AMR) for service to the unincorporated areas previously served by the Belton Fire Department.
- This operational change has resulted in a reduction in ambulance calls due to reduced coverage area.





# Background

- Reduction in ambulance calls has occurred, based on discontinuing Bell County calls on October 1, 2019:
  - 10/01/17 – 05/22/18: 2,621 calls
  - 10/01/18 – 05/22/19: 2,087 calls
- A reduction of: 534 calls
- As of 05/31/19, ambulance revenues are at only 46% of budgeted \$750,000.
- Total ambulance revenues for FY 2019 are projected at \$520,000.





# Challenges

- Revenue Impact
  - The loss of the County service area resulted in a loss of approximately \$500,000 in General Fund revenues for FY 2019.
- Staffing Impact – Immediate
  - Area cities, particularly Georgetown (4), increased Firefighter/ Paramedic staffing significantly in 2018, creating a ripple effect through Central Texas, and a shortage of certified paramedics in Belton. Killeen (3); Temple (2); others.
  - Belton has lost 11 paramedics to other cities in the last year, and a total of 16 staff to date.
  - Belton currently has only seven paramedics available to schedule on shift (excluding Chief and Assistant Chief), which challenges operations when paramedics are in transit to/from hospital.
  - It takes approximately one year for an EMT to achieve paramedic certification.





# Challenges

- Current Staffing
  - Captain 2 Paramedics
  - Lieutenant 3 Paramedics (currently, authorized for 4; one opening)
  - Paramedic 2
  - EMT-B  $\frac{16^*}{23}$

<u>FY 2019 Budget</u>	
Capt.	2
Lt.	4
Medic/EMT-B	<u>24</u>
	30

\*Two current EMTs finish Paramedic School September of 2019.

The positions of Fire Chief, Asst. Fire Chief and Fire Marshal/Training Officer are each Paramedics, but not counted in floor personnel noted above, bringing total authorized staffing to 33.





# Challenges

- **RECRUITMENT EFFORT**

Recruitment for entry-level Fire/EMS personnel has been a high priority, and continual effort, since June of 2018. Below is an overview of five (5) test dates and results:

	06/15/18	08/16/18	10/12/18	12/10/18	04/30/19
Applications Received	19	14	25	71	14
Showed up to written exam	7	7	8	51	9
Passed written exam	6	6	7	35	6
Did not pass written exam	1	1	1	16	3
Showed up to physical assessment	14	14	16	27	6
Passed physical assessment	7	7	8	19	3
Did not pass the physical assessment	7	7	8	8	3
<b>HIRED</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>1</b>





# Trial Adjusted EMS Response

- Due to continued loss in Belton Fire Department personnel, and required City overtime to staff ambulances, a change was made April 1, 2019.
- City ambulance fleet of 2 vehicles temporarily reduced to 1, with Belton first out from Sparta station, and backup service provided by AMR and Acadian.
- When Belton's ambulance is occupied, and with a backup ambulance in route, Belton has dispatched an enhanced 3-man paramedic engine company to render immediate patient care and on scene safety, prior to transport.
- Daily reports of service in April, May, and so far in June have been positive, with somewhat longer response times for backup providers, due to their location when dispatched. (7.5 - Belton; 13 - AMR)





# Future EMS Response

- Belton facing important decision point regarding EMS service:
  - Paramedic staffing shortages continue, with no sign of abating.
  - It is becoming increasingly difficult to staff even one ambulance with current personnel.
  - City's Medical Director, Dr. Taylor Ratcliff, has expressed concerns with current situation.
  - Trial "back-up" plan with AMR has been helpful, but could be improved.
  - FY 2020 budget development dependent on service delivery model.
  - Clarity of EMS service delivery model would reduce uncertainty in community.
- Outsourced Ambulance Service, complemented by a robust Belton Fire Department, appears to be the most prudent approach given all we know at this time.
- Proposed EMS solution will add first responders on the street, in addition to what Belton is able to provide.





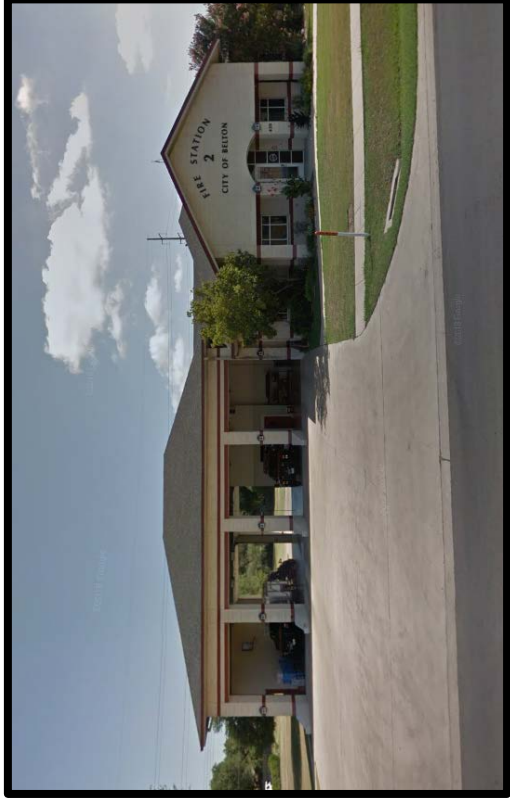
# Current Belton Fire Department Model

- Thirty Firefighters; up to 10 Firefighters per shift across 3 shifts
- Minimum Staffing of Eight Firefighters per shift
  - Four per station, two stations providing fire and EMS
    - Two firefighters dedicated to operating an ambulance and transporting to hospital
    - Two firefighters dedicated to operating a fire engine
    - Ambulance crews backup and supplement fire response





# Current Belton Fire Department Model



2

+

2

+

2

+

2

= 8





# Alternative Model: Outsourced Ambulances

- Twenty-Four Firefighters; Up to eight Firefighters per shift across 3 shifts
- Minimum Staffing of six Firefighters per shift
  - Three per station minimum, with two stations providing fire suppression and rescue operations
    - Three firefighters dedicated to operating a fire engine and providing emergency response, remaining available in City
- Outsourced Ambulance Service; two Ambulances – four personnel – providing emergency care and transporting patients to hospital
- Elimination of Ambulance Billing, after a transition period





# Alternative Fire Department Model



South



North



3

+

2

+

2

+

3

= 10





# Alternative Model: Benefits

- Increases Belton Fire Department shift personnel dedicated to on-scene firefighting and emergency response from 2-3, for vehicle, equipment, and on-scene conditions – guaranteed 6 Belton personnel available.
- Increases overall First Responders in Belton from 8 to 10 – Belton FD personnel (6) plus Outsourced EMS (4).
- Current staffing (specifically paramedic staffing) could accommodate this model and guarantee emergency response and advanced patient care.
- Belton Fire Department Officers will remain in the City at all times to supervise and direct shift personnel.
- Staffing model change will allow for greater flexibility for fire prevention, education and training, and employee time off.





# Alternative Model: Implications

- While the number of first responders in Belton will increase, the new model does anticipate a reduction of six budgeted but vacant firefighter positions and the transition of the in-house City's ambulance billing function.
- The City no longer will have direct control of EMS, although it will be managed through Agreement terms – number of vehicles, personnel and certifications, response times, vehicle staging, and related matters.
- Cost of ambulance services to citizens will likely increase, but rate will be set by Council.
- The budget impact is projected to be neutral to slightly positive.





# Observations

- Management has focused on Belton's EMS Service Delivery Model as the most important first step needed to finalize the Fire Department's FY 2020 budget.
- Ensuring EMS service delivery remains a critical objective that needs special attention, given current and projected operational conditions.
- The Outsourced Ambulance Model appears to provide the most certainty for EMS service delivery at this time, adding first responders on the street.
- AMR has agreed to work with us on a one-year Agreement to hire personnel, stage ambulances in Belton, and respond to all EMS calls at no cost to the City.
- An AMR Agreement will outline service delivery expectations, including response times, possibly address lease of our ambulances, and will have renewal options.





# Observations

- The City plans to renew its EMS Provider License by July 31, 2019, and maintain it as long as appropriate (conversion to First Responder License possible at any time).
- The City retains the flexibility to resume EMS operations in the future, although we recognize this proposal is a significant change in operations, given historical service delivery conditions.
- This EMS solution is the most prudent decision for today, providing an EMS service transition over the next 12-24 months, and ensuring flexibility for Belton to make a decision on EMS in the future.
- Direction to Management to proceed with the Outsourced Ambulance Model would determine a way forward for the City and the Fire Department.
  - 1) Direction to pursue AMR Agreement?
  - 2) Additional information/input needed?





# Conclusion

- Management has presented an EMS solution that adds first responders to the street (10 vs. 8) without increasing City costs.
- We seek Council direction to pursue an Agreement with AMR to handle Belton EMS service, with a likely start date of 10/01/19.
- We will come back to Council with an EMS Agreement for your consideration.
- Council input?





# Alternative Model: Budget Impacts

- Using the FY 2020 budget (as currently built) as a baseline, the impact of the proposed change in model would be a net positive financial impact of \$94,235
  - \$520,000 in lost revenue from ambulance services
  - \$614,325 in staffing and direct EMS expenditures that would be eliminated





# Identified Expenditure Reductions

Description	Amount
FF/EMT (6)	\$ 331,777
EMS Billing (1)	59,904
Office Supplies	2,100
Postage	4,193
Medical Supplies	45,000
Fuel	19,950
Maint Agreements	3,100
Vehicle Maint	9,500
EMS Software	18,750
Ambulance Dues	1,800
EMS Training	7,100
Auto Insurance	4,688
Collection Fees	10,000
Special Services	2,500
Medical Director	14,000
Greathouse	79,874
<b>Total Budget Reductions</b>	<b>\$ 614,235</b>





## Staff Report – City Council Agenda Item

### **Agenda Item #5**

Consider a resolution of the City Council granting the City Manager, the Interim Director of Finance and designated deputy the authority to conduct financial transactions on behalf of the City of Belton.

### **Originating Department**

Director of Finance – Brandon Bozon

### **Summary Information**

With the resignation of the Director of Finance, we are recommending changes to the list of authorized check signers for the City. The changes will be effective July 1, 2019.

### **Recommendation**

Recommend approval of a resolution of the Council granting the City Manager, the Interim Director of Finance and designated deputy the authority to conduct financial transactions on behalf of the City of Belton.

### **Attachments**

Resolution



## RESOLUTION NO. 2019-12-R

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, GRANTING THE CITY MANAGER AND INTERIM DIRECTOR OF FINANCE AND DESIGNATED DEPUTY THE AUTHORITY TO CONDUCT FINANCIAL TRANSACTIONS ON BEHALF OF THE CITY OF BELTON.

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**WHEREAS**, the City Council desires to grant the City Manager and Interim Director of Finance and certain designated deputy named herein, the authority to conduct financial transactions on behalf of the City of Belton.

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

**Part 1:** The City Council authorizes the individuals whose signatures appear in Part 1 below, on behalf of the City of Belton and as its own act, to sign checks, drafts, notes, bills of exchange, acceptances, or other orders for the payment of money; to endorse any checks, notes, bills, or other instruments owned, held, or endorsed to the City of Belton; to issue instructions regarding deposits, withdrawal, orders for payment or transfer of funds whether oral, by telephone, or electronic means; or to do any other convenient or necessary acts to the opening, maintenance, and closing of the accounts in accordance with the Charter and ordinances of the City of Belton.

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Sam Listi, City Manager

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Susan Allamon, Interim Director of Finance

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Amy M. Casey, City Clerk

**Part 2:** The City Council authorizes the use of machine generated facsimile signatures on checks, vouchers, and warrants for withdrawal of money from City depositories. Such facsimile signatures shall be applied only by the authorized individuals designated in Part 1.

**Part 3:** The authority herein shall remain in full force and effect until written notice revoking or modifying same has been given by the City Council and received by all other parties to this transaction.

**Part 4:** The individuals named herein shall have a bond of not less than One Hundred Thousand Dollars (\$100,000) each, in accordance with Section 4.04 of the City Charter.



**Part 5:** This Resolution shall take effect on July 1, 2019.

**Part 6:** It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**PASSED AND APPROVED** this the 25<sup>th</sup> day of June, 2019.

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Marion Grayson, Mayor

ATTEST:

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Amy M. Casey, City Clerk





## Staff Report – City Council Agenda Item

Date: June 25, 2019  
Case No.: H-19-11  
Request: Vinyl Panels, RTUs, FIG  
Address: 219 South East Street

### Agenda Item #6

Consider a Façade Improvement Grant (FIG) request from Evan Morrison, 219 South East Street (The Gin).

### Originating Department

Planning – Kelly T. Atkinson, Planner/Historic Preservation Officer

### Historic District

Downtown Belton Commercial Historic District

### Background

The building at 219 South East Street was built in 1927 and is located in the Downtown Belton Commercial Historic District. The Downtown Belton Commercial Historic District contains an excellent range of buildings constructed between 1870 and 1959. Over forty percent of the buildings in this district are Contributing historic structures. Most of the buildings that are Non-Contributing have been classified that way due to inappropriate alterations that have covered or removed historic building materials and details. The building is a 2-story, rectangular-plan industrial building with common bond brick and a hipped metal roof with exposed rafter ends. This building is listed on the National Register of Historic Places.

### Summary Information

Evan Morrison has submitted a COA application and FIG request to install motorized retractable vinyl wall panels and new RTUs on the patio area of the restaurant, on the south side of the building, located at 219 South East Street. This area is currently open air and unable to be utilized in extreme weather. The applicant is requesting to install electric retractable panels to condition this space on inclement and extreme weather days.

The proposal involves items included in the attached summary proposals from Total Shade, LLC and Wildcat Refrigeration/Air Conditioning:

- Install Motorized Clear Vinyl Panels with border;
- Install polycarbonate gable coverings;



- Install glass storefront with door and panic bar;
- Install new aluminum windows and shutters;
- Install new exterior doors; and
- Install two 3 ton mini split air conditioning units with screening.

The applicant has submitted a request to complete this work on a non-historic patio addition to the south building facade. The applicant's contractor states that the gables will be sealed with smooth, clear polycarbonate panels, glass storefront panels with half black side panels (see rendering), a swing door with panic bar, and a 54" landing to meet egress requirements. The vinyl panels will run the length of the patio and are proposed to have three separate sections with three clear openings in each section. The motorized units utilize a regular wall plug, so no additional wiring is required for installation of these panels.

The mini split air conditioners will be installed in the non-historic patio area. The evaporators will be mounted on the interior of the patio and the condensers on the roof of the patio. Screening will be provided to match the existing roofing material and shield the rooftop equipment from public view. Two new 20amp 220v breaker circuits with associated wiring will be installed in metal conduit to match other electrical components on the patio area.

### **Fiscal Impact**

Total projected cost on the application is \$50,555.54. The FIG application requests the maximum match amount of \$10,000, which is consistent with application guidelines. If determined appropriate, recommend approval.

Amount: \$10,000

Budgeted: ☒ Yes ☐ No

If not budgeted: ☐ Budget Transfer ☐ Contingency ☐ Amendment Needed ☐ Capital Project Funds

Funding Source(s): \$50,000 was included in the TIRZ FY 2019 budget for FIG funding. To date, grants for 106 West Central Avenue (The Esquire), 112 East Central Avenue (Italian Garden Kitchen), and 102 East Central Avenue (Gaines Building) have been approved in FY 2019. There are sufficient funds remaining in the TIRZ FIG balance to include this item as budgeted.

### **Recommendation**

Recommend approval of this COA application and FIG request to install vinyl panels on the patio and new rooftop units (RTUs) at the Gin located at 219 South East Street.

### **Attachments**

FIG Application



Certificate of Appropriateness Application  
Location Map  
COA notice to owners  
Undated Photo of Historic Gin Without Patio  
1990 NR Nomination Photo  
Current Photo of The Gin Patio Area  
Photo of Conduit  
Proposal – Total Shade, LLC  
Proposal – Wildcat Refrigeration, LLC  
Proposed Elevations  
HPC Minutes Excerpt



**Planning Department**

Date \_\_\_\_\_

Recommended \_\_\_\_\_

Rejected \_\_\_\_\_

## FACADE IMPROVEMENT GRANT PROGRAM APPLICATION

Applicant's Name: See Attached Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Details of Planned Improvements (attach additional paper if necessary).****If you are using a contractor (not required), please list the names of contractors from whom you have received proposals (list in order of preference):**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

*Bids shall be submitted on the contractor's letterhead and shall contain the contractor's name, address, telephone number, and shall itemize the bid in a manner that allows city staff to determine the authenticity of the bid. If you are doing the work yourself, please have costs or bids prepared for materials and labor.*

**Total cost of improvement project: \$** \_\_\_\_\_**Amount of Grant requested: \$** \_\_\_\_\_**Amount to be paid by the applicant: \$** \_\_\_\_\_**Anticipated completion date:** \_\_\_\_\_

Applicant's signature \_\_\_\_\_

Date \_\_\_\_\_



Applicant Name: Evan Morrisons

Date: 05.22.19

Business Name: The Gin at Nolan Creek

Contact person: Evan Morrison

Mailing Address: PO Box 1298  
Belton TX 76513

Phone: 254-366-0922

Email: [Evan@Theginatnolancreek.com](mailto:Evan@Theginatnolancreek.com)

Details of Planned Improvements:

See attached rendering. we wish to install retractable vinyl walls. our intention is to us tracked motorized walls to keep a crisp clean appearance as to not distract from the appearance of our building. our policy will be to open the patio when the weather is pleasant both winter and summer, and close the walls where we will have HVAC when the weather is not conducive to outdoor dining. With the electric controls it will be very easy to open or close midday as the weather changes.

Contractor:

HVAC - Wildcat Refrigeration and Air Conditioning

Walls - Total Shade LLC.

Total Cost:	HVAC	19,068.24
	Wall	31,487.30
	total	50,555.54

Amount of Grant requested	10,000
---------------------------	--------

To be paid by applicant	40,555.54
-------------------------	-----------

Signature



Date

5.22.19





## FACADE IMPROVEMENT GRANT PROGRAM AGREEMENT

---

I have met with the Planning Department, and I fully understand the Facade & Sign Reimbursement Grant Procedures and Details established by the Belton City Council.

I intend to use this Grant program for the aforementioned renovation projects to forward the efforts of the downtown revitalization and historic preservation program.

I have read the Facade Grant Application Procedures and Guidelines.

I understand that, if I am awarded a Facade Improvement Incentive Grant by the City of Belton, any deviation from the approved project may result in the partial or total withdrawal of the Facade Improvement Grant. Upon completion, the facade must be maintained for a period of 3 years from the time of construction. If the facade is altered for any reason within 3 years of construction, I will be required to reimburse the City of Belton immediately for the full amount of the Facade Improvement Grant.

the 93 at Nolan Creek

*Business/Organization Name*

[Signature]

*Applicant's Signature*

5.22.19

*Date*

*Building Owner's Signature*

*Date*

*Planning Director Recommendation*

*Date*

*Mayor Approval*

*Date*





## Certificate of Appropriateness Application

Historic Preservation Commission

### Applicant contact information

Name: Nolan Creek Cotton Gin Corp D.B.A. The Gin at Nolan Creek  
Address: 219 South East. Belton, Texas 76513  
Phone: 254-239-9133 Fax: 254-831-3043 Email: Terrisha@theginatnolan creek.com  
Role: ☐ Owner ☐ Architect/contractor ☒ Other: General Manager  
Property Address: 219 South East. Belton, Texas 76513

1. In the space below, briefly describe the work proposed (*use separate page(s) if necessary*).
2. Please refer to the attachment checklist for additional materials necessary to evaluate the proposed work.

Description of proposed work:

- ① Install vinyl panels on patio area  
- motorized retractable
- ② Install 2 RTUs - mini split systems  
(see bids)

Terrisha Harris  
Signature

6/11/19  
Date

Submit this form and all necessary attachments (see checklist) at least 14 days before the Historic Preservation Commission meeting to the City of Belton Planning Department,  
333 Water Street, P.O. Box 120, Belton, Texas 76513; ph. 254-933-5812.



**NOTICE OF APPLICATION  
FOR A  
CERTIFICATE OF APPROPRIATENESS REQUEST  
IN THE  
CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: EVAN MORRISON  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 219 SOUTH EAST STREET  
LOCATED IN THE DOWNTOWN BELTON COMMERCIAL HISTORIC DISTRICT,  
FOR INSTALLATION OF VINYL PANELS ON PATIO AND NEW RTUs

THE HISTORIC PRESERVATION COMMISSION WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:00 P.M., Thursday June 13, 2019** IN THE WRIGHT ROOM AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

AS AN INTERESTED PROPERTY OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN BY ATTENDING THESE HEARINGS. YOU MAY SUBMIT WRITTEN COMMENTS ABOUT THIS ZONING CHANGE BY COMPLETING THIS FORM AND RETURNING IT TO THE ADDRESS BELOW. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT PLANNING DIRECTOR AND HISTORIC PRESERVATION OFFICER, ERIN NEWCOMER AT 254-933-5816.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

---

Circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUEST PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(FURTHER COMMENTS MAY BE EXPRESSED ON A SEPARATE SHEET OF PAPER)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. Box 120  
BELTON, TEXAS 76513  
254-933-5812**



## Request

INSTALLATION OF VINYL  
PANELS ON PATIO AND  
NEW RTUs

## LEGAL DESCRIPTION:

BELTON ORIGINAL, BLOCK 047,  
LOT 1, 2, 3, 10, 11, 12, & 0.248AC  
TRACT ADJ ON SOUTH & WEST,


## PROPERTY OWNER:


AMBRECO FAMILY LP


## ADDRESS/LOCATION:

219 S. EAST ST.


## Legend


 200' Property Owner  
Notification Area

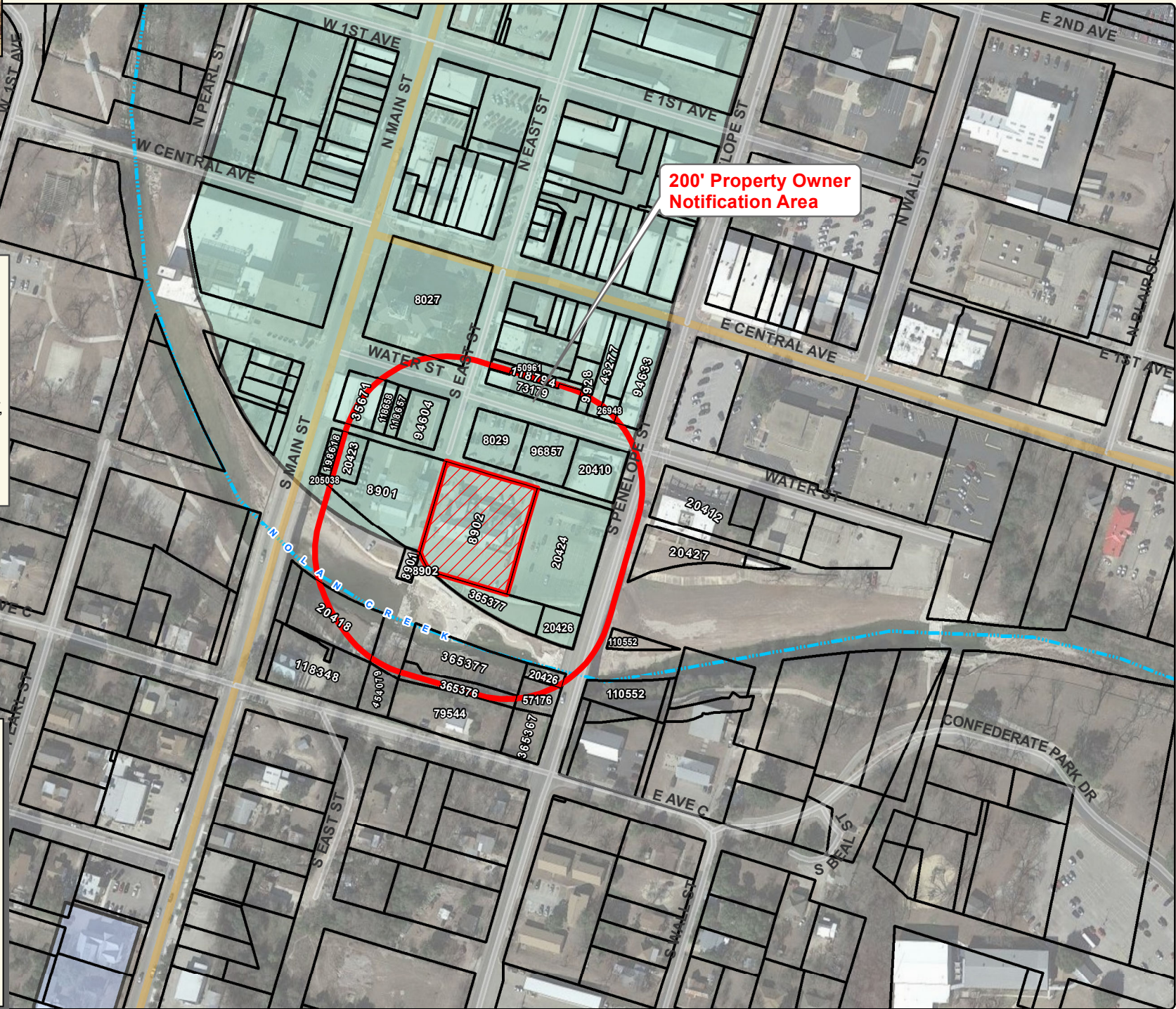
 H\_19\_11

 Tax Appraisal Parcels

## Historic District

 Downtown Belton  
Commercial Historic  
District

 South Main Street Historic  
District



200' Property Owner  
Notification Area

0 125 250 500 Feet

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.



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---

Circle one

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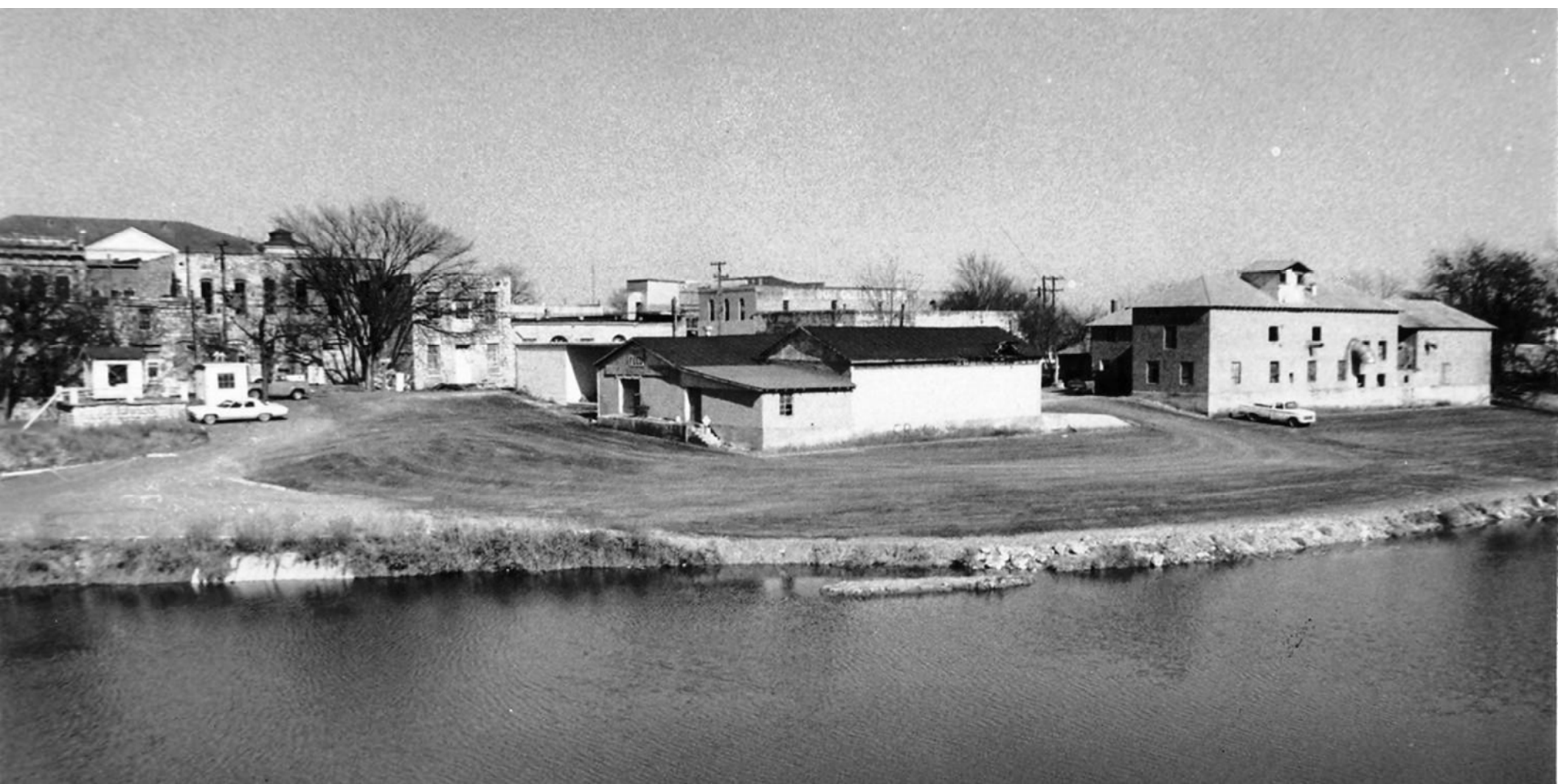
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(FURTHER COMMENTS MAY BE EXPRESSED ON A SEPARATE SHEET OF PAPER)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. Box 120  
BELTON, TEXAS 76513  
254-933-5812**

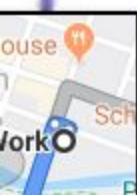




















**Total Shade LLC**  
 122 Rose Lane, Suite E3  
 Frisco, TX 75036

# Estimate

**Date**

5/9/2019

**Estimate #**

1347

## Name / Address

The Gin at Nolan Creek  
 Evan Morrison  
 219 S. East St #E  
 Belton TX 76513

## Site Location

**P.O. No.**

Patio enclosures

**Estimate Exp. D...**

06/09/2019

Description	Qty	Rate	Total
Magna Track Commercial: MTC Motorized Clear Vinyl Panels w/Border 192" W x 104" H	3	4,050.00	12,150.00T
Magna Track Commercial: MTC Motorized Clear Vinyl Panels w/Border 101" W x 94" H	1	2,922.00	2,922.00T
Additional posts	2	300.00	600.00T
Additional header beam on both ends of patio	2	350.00	700.00T
Glass Storefront w/door and panic bar 97 1/2" W X 94" H	1	4,599.00	4,599.00T
Glass Storefront w/door and panic bar 81" W X 94" H	1	3,869.00	3,869.00T
Polycarbonate Gable Coverings (X2)	1	2,400.00	2,400.00T
Installation of Product	1	2,000.00	2,000.00
(2) 4 Channel remotes included; Electrical not included			

**65% Deposit**  
**Balance Due On Completion**

Subtotal

\$29,240.00

Sales Tax (8.25%)

\$2,247.30

Total

\$31,487.30





# Proposal

## Wildcat Refrigeration LLC / Air Conditioning

Owner-Operator: John L. Friesner

2608 West Avenue P  
Temple, TX 76504  
Phone: 254-718-8978  
wildcatrna@aol.com

PROPOSAL # 1  
DATE: APRIL 22, 2019

TDLR# TACLA29828C  
Texas Department of License & Regulation  
PO Box 12157 Austin, TX 78702  
1-800-803-9202 www.texas.license.st.us

TO The Gin on Nolan Creek  
219 S. East Street  
Belton TX 76513

SHIP  
TO

SALESPERSON		JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
					Upon Payment	In Advance	In Advance
QTY	ITEM #	DESCRIPTION			UNIT PRICE	DISCOUNT	LINE TOTAL
2	A	Installation of 2- 3ton 17.5seer Daikin Brand Mini Split Air Conditioning Units on Patio area at The Gin On Nolan Creek			\$6,922.50		\$13,845.00
	B	Requires installation of Wall mounted Evaporators on Brick Wall of patio dining area with 30' line sets.					
	C	Requires "Lift" for installation of condensers on roof of Patio			\$450.00		\$450.00
	D	Requires 2-20amp 220v breaker circuits with ground & neutral for supply voltage on Mini Split condensers			\$2,000.00		\$2,000.00
	E	Condenser Platforms needed on roof			\$1,250.00		\$1,250.00
	F	Requires Inspection			\$70.00		\$70.00
Allow 7 to 10 business days for shipping!							
\$14,000.00 1 <sup>st</sup> Draw \$4,581.11 upon completion							
						SUBTOTAL	\$17,615.00
						SALES TAX	\$1453.24
						TOTAL	\$19,068.24

Make all checks payable to Wildcat Refrigeration / Air Conditioning







Minutes of the  
**Historic Preservation Commission (HPC)**  
City of Belton  
333 Water Street  
Thursday, June 13, 2019

---

The Historic Preservation Commission met at 5:00 P.M. in the Wright Room at the Harris Community Center. The following members were present: Dorothy Coppin, Tammie Baggerly and Barrett Covington. The following staff members were present: Director of Planning Cheryl Maxwell, Planner and HPO Kelly Atkinson, IT Specialist Ryan Brown and Planning Clerk Laura Livingston. Commission members Ann Carpenter and Sheila Donahue were absent.

**3. H-19-11 Consider a Certificate of Appropriateness (COA) application and Façade Improvement Grant (FIG) request to install vinyl panels on the patio and new rooftop units (RTUs) at The Gin, 219 South East Street, located in the Downtown Belton Commercial Historic District, south of Water Street, east of South Main Street and west of South Penelope Street.**

Ms. Atkinson presented the staff report (Exhibit A).

Ms. Baggerly asked if there was anyone who would like to speak. The applicant Ms. Terrisha Harris, 219 South East Street, said when it is 110 degrees outside no one wants to sit on the patio so everyone is crunched inside. They lose seats over it. The same happens when it is 30 degrees outside, she said. The outdoor seating is an issue because of Texas weather, she said. With this addition, they can adapt to the weather with a click of a button and roll the panels up and down and it won't change the structure. It will only increase the comfortability for patrons. It will be a great benefit, she said. Mr. Harris added that it looks really nice and the HVAC units aren't noticeable. She thinks it will be a great benefit to customers of the Gin.

Ms. Baggerly asked if the louvers are going to be on both sides of the open patio? Ms. Harris said it will be the main patio that is level with the building and the lower patio will still be open to the public, so if they still want outdoor seating it can be enjoyed.

With no one else requesting to speak, the public hearing was closed.

Ms. Atkinson said the roof top units will be screened if visible to the public, and the interior units will be mounted high up on the wall, out of the way of customers.

Mr. Covington made a motion to approve item H-19-11. Ms. Coppin seconded the motion. The item was approved with 3 ayes, 0 nays.





## Staff Report – City Council Agenda Item

### **Agenda Item #7**

Consider a resolution confirming consent for a proposed bond issue by the Bell County Municipal Utility District (MUD) No. 1 as provided for in the Development Agreement between the City, the MUD, and W&B Development II, LLC.

### **Originating Department**

Administration – Sam A. Listi, City Manager

### **Summary Information**

In 2010, the City of Belton approved a Development Agreement with WB Development authorizing creation of the Bell County Municipal Utility District Number 1 (MUD) for the Three Creeks ETJ Subdivision (formerly named La Cachette).

In January 2018, Council provided consent for the MUD to issue bonds in the amount of \$4.5M to reimburse the developer for off-site water and sewer infrastructure – water and sewer trunk lines and a sewer lift station that were constructed for connection of the internal subdivision water and sewer lines to Belton's utility system. These easements and facilities were conveyed to the City in November 2018.

In accordance with the MUD Agreement, the City has again received notification the District has initiated steps to issue its second round of bonds in the amount of \$4.3M to purchase water and wastewater facilities serving the development within the MUD, and has requested the City's consent. All costs will be funded by the District MUD tax paid by subdivision residents, which provides the revenue stream to repay the debt issue.

### **Fiscal Impact**

N/A

### **Recommendation**

Recommend approval of resolution providing consent for the application of MUD NO. 1 to issue \$4.3M in bonds.

### **Attachments**

Letter Request  
Resolution



# ARMBRUST & BROWN, PLLC

ATTORNEYS AND COUNSELORS

100 CONGRESS AVENUE, SUITE 1300  
AUSTIN, TEXAS 78701-2744  
512-435-2300

FACSIMILE 512-435-2360

MARY LOU SHERIDAN  
(512) 435-2390  
msheridan@abaustin.com

March 25, 2019

**VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

City of Belton, Texas  
Attn: City Manager  
P.O. Box 120  
Belton, Texas 76513-0120

Certified Article Number

9314 7699 0430 0057 2958 90

SENDER'S RECORD

**VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

City of Belton, Texas  
Attn: City Clerk  
P.O. Box 120  
Belton, Texas 76513-0120

Certified Article Number

9314 7699 0430 0057 2958 90

SENDER'S RECORD

Re: Bell County Municipal Utility District No. 1 (the "District") - \$4,300,000  
Unlimited Tax Bonds, Series 2019

Dear City Manager and City Clerk:

In accordance with Section 4.04 of the Development Agreement and Consent to Creation of Bell County Municipal Utility District No. 1 and Development of the La Cachette Development dated effective as of December 28, 2010 between the City of Belton, the District, and W&B Development II, LLC, as amended (the "Development Agreement"), I have enclosed a compact disc containing a copy of the application to the Texas Commission on Environmental Quality for the District's proposed bond issue referenced above. As you know, Section 4.04 of the Development Agreement provides that:

"[t]he City shall consent to the issuance of each series of bonds within 30 days of receiving the application, provided that the bonds conform with the requirements of this Agreement and the Developer and District are in compliance with the requirements of this Agreement. The City's consent shall not be unreasonably withheld and shall be deemed given if the City does not consent to, or object to, issuance of the bonds within the required time period."

The District requests that the City confirm its consent to the proposed bond issue by resolution or ordinance within 30 days of the date of this letter. Please let me know if you have any questions.

{W0880828.1}



ARMBRUST & BROWN, PLLC

Page 2

Sincerely,

ARMBRUST & BROWN, PLLC

By: Mary Lou Sheridan

Mary Lou Sheridan

Legal Assistant to

John W. Bartram, Attorney for the District

Enclosure

cc (with enclosure):

**VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

Knight and Partners

223 W. Anderson Lane, Suite 105-A

Austin, Texas 78752

Attn: Barney L. Knight / Paige Saenz

Certified Article Number

9314 7699 0430 0057 2959 99

SENDER'S RECORD

**VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

John Messer

City Attorney

P.O. Box 969

Belton, Texas 76513

Certified Article Number

9314 7699 0430 0057 2961 49

SENDER'S RECORD

**VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

W&B Development II, LLC

c/o Bruce Whitis

3000 Illinois, Suite 100

Killeen, Texas 76543

Certified Article Number

9314 7699 0430 0057 2963 23

SENDER'S RECORD



**RESOLUTION NO. 2019-13-R**

**A RESOLUTION OF THE CITY OF BELTON, TEXAS, PROVIDING CONSENT FOR THE APPLICATION OF BELL COUNTY MUNICIPAL UTILITY DISTRICT NO. 1 TO ISSUE \$4.3 MILLION IN BONDS**

**WHEREAS**, on December 28, 2010, the City of Belton entered into a Development Agreement with W&B Development II, LLC, to create Bell County Municipal Utility District No. 1 ("the MUD"); and

**WHEREAS**, the City has received notice, in accordance with Section 4.04 of the agreement, that the MUD desires to issue \$4.3 million in bonds; and

**WHEREAS**, the City has reviewed the application, and in accordance with Section 4.05 of the agreement, provides its consent to the issuance of the bonds.

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

That the City hereby consents to the issuance of \$4.3 million in bonds by Bell County Municipal Utility District No. 1.

**PASSED, APPROVED, AND ADOPTED** the City Council of City of Belton, Texas at a regular meeting on the 25th day of June, 2019, at which a quorum was present, and on which due notice was given pursuant to Article 551, Texas Government Code.

By: \_\_\_\_\_  
Marion Grayson, Mayor

ATTEST:

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





# Staff Report – City Council Agenda Item

## Agenda Item #8

Consider an ordinance abandoning public street ROW for E. Avenue F, between S. Main Street and S. Penelope Street and conveying to the abutting property owners.

### Originating Department

Planning Department – Kelly Atkinson, Planner

### Summary Information

This request is to confirm the City's intent to close, abandon and vacate a portion of right-of-way of East Avenue F in the Original Townsite of Belton, Block 43. There exists unclear documentation of previous abandonment action for this portion of unimproved right-of-way slated for East Avenue F, and this application request is made to adopt an ordinance providing for abandonment and to ensure proper recordation of such.

Currently, Staff is reviewing a subdivision plat request consisting of 1.015 acres proposed as the Guzman Addition. The applicant is requesting to incorporate 30' to the centerline of the original 60' of right-of-way of East Avenue F into the plat boundaries of the proposed Guzman Addition. The area requested for abandonment is described as, Land to the center line of Avenue F, immediately north of and adjacent to Lots 1 and 2, Block 43, Original Townsite to the City of Belton, Bell County, Texas (see exhibit). This plat will also incorporate an abandoned portion of South East Street right-of-way recorded as such by Ordinance No. 82289-3, dated August 22, 1989.

A section of the right of way was previously abandoned by Ordinance No. 82289-2 but this is not reflected on BellCAD records. The proposed ordinance would repeal the previous ordinance and provide for the abandonment of the entire 60' of right of way from the east side of North Main Street to the west side of North Penelope Street.

Staff sent a notice of intent to abandon to all local utility providers with no responses in objection to this action. The City of Belton also confirmed no water or sewer utilities are present in this right-of-way.

### Recommendation

Adopt the ordinance to abandon East Avenue F from the east side of North Main Street to the west side of South Penelope Street.

### Attachments

Ordinance with Map of Property to be Abandoned  
Guzman Plat



**ORDINANCE NO. 2019-31**

**AN ORDINANCE PROVIDING PUBLIC RIGHTS-OF-WAY, LOCATED ALONG E. AVENUE F, BETWEEN S. MAIN STREET AND S. PENELOPE STREET, CITY OF BELTON, IS HEREBY ABANDONED AND VACATED FOR ALL PUBLIC PURPOSES.**

**WHEREAS**, there are certain portions of dedicated public rights-of-way along E. Avenue F that no longer serve any public purpose as a public roadway, and will not be needed in the future as a public street, and

**WHEREAS**, easements are available for public utilities to perform future maintenance and repairs;

**WHEREAS**, public circulation and access can be adequately maintained by surrounding improved rights-of-way; and

**WHEREAS**, the area will be best utilized under private ownership.

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

**Section I.** Certain portions of public rights-of-way are hereby abandoned and vacated as public rights-of-way for all public purposes.

**Section II.** The property, as described in the map attached as Exhibit "A", is hereby released to the respective property owners as provided by right of law.

**Section III.** All ordinances or parts thereof in conflict with this ordinance are hereby repealed.

**Section IV.** This ordinance shall take effect and be in full force and effect from and after the date of its passage, and it is so ordained.

**PASSED AND APPROVED** the 25th day of June, 2019.

---

Marion Grayson, Mayor

ATTEST:

---

Amy M. Casey, City Clerk





EXHIBIT "A"



# AVENUE F ROW ABANDONMENT





STATE OF TEXAS  
COUNTY OF BELL  
ALEJANDRO NUNEZ GUZMAN, BEING THE OWNER OF THE LAND SHOWN ON THIS PLAT AND DESIGNATED HEREIN AS GUZMAN ADDITION, WITHIN THE CITY OF BELTON, BELL COUNTY, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATES THE USE OF THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES SHOWN HEREON WITHIN THE PLAT BOUNDARIES OF THIS SUBDIVISION.

ALEJANDRO NUNEZ GUZMAN

STATE OF TEXAS  
COUNTY OF BELL  
BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED ALEJANDRO NUNEZ GUZMAN, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED.  
GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

NOTARY PUBLIC, STATE OF TEXAS

STATE OF TEXAS  
COUNTY OF BELL  
I HEREBY CERTIFY THAT THE ABOVE AND FOREGOING PLAT OF GUZMAN ADDITION, AN ADDITION WITHIN THE CITY LIMITS OF THE CITY OF BELTON, BELL COUNTY, TEXAS, MEETS THE REQUIREMENTS FOR AN ADMINISTRATIVE PLAT AND WAS APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

DIRECTOR OF PLANNING

SAID SUBDIVISION LIES WITHIN THE CITY LIMITS OF THE CITY OF BELTON, BELL COUNTY, TEXAS, AND SHALL BE SUBJECT TO ALL REQUIREMENTS OF THE PLATTING ORDINANCE OF THE CITY OF BELTON, TEXAS.

WITNESS MY HAND AND SEAL THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

CITY CLERK

Clearwater Underground Water Conservation District (CUWCD) District Rules based on Chapter 36, Texas Groundwater Code, prevent the drilling of Exempt Wells for domestic use on tracts of land platted to less than 10 acres after March 1, 2004. Permitting of wells on tracts less than 10 acres and greater than or equal to 2 acres is possible under district rules if the purpose is of the well meets the definition of beneficial use. Per District Rules and Chapter 36, all drilling of wells on tracts of land platted to less than 2 acres after March 1, 2004 is not possible. All current and future wells must meet the 100-ft setback requirement of all on-site septic systems, unless the well is constructed with an approved sanitary seal allowing setback from the on-site septic to be reduced to a minimum 50 feet. Clearwater CUWCD District Rules are at <http://www.cuwcd.org>.

CLEARWATER UNDERGROUND WATER CONSERVATION DISTRICT (CUWCD) CERTIFICATE  
CUWCD is the regulatory authority for groundwater wells in Bell County and hereby certifies that this proposed subdivision has been evaluated for on-site groundwater production wells. In its current condition, the proposed subdivision meets our expectations described by District Policy and affirmed by District Staff.

By: Dirk Aaron  
General Manager, CUWCD  
DATE

I, CHARLES C. LUCKO, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE SURVEY OF THE LAND AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE PROPERLY PLACED, UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE BELL COUNTY SUBDIVISION REGULATIONS.

CHARLES C. LUCKO  
REGISTERED PROFESSIONAL  
LAND SURVEYOR  
STATE OF TEXAS NO. 4636

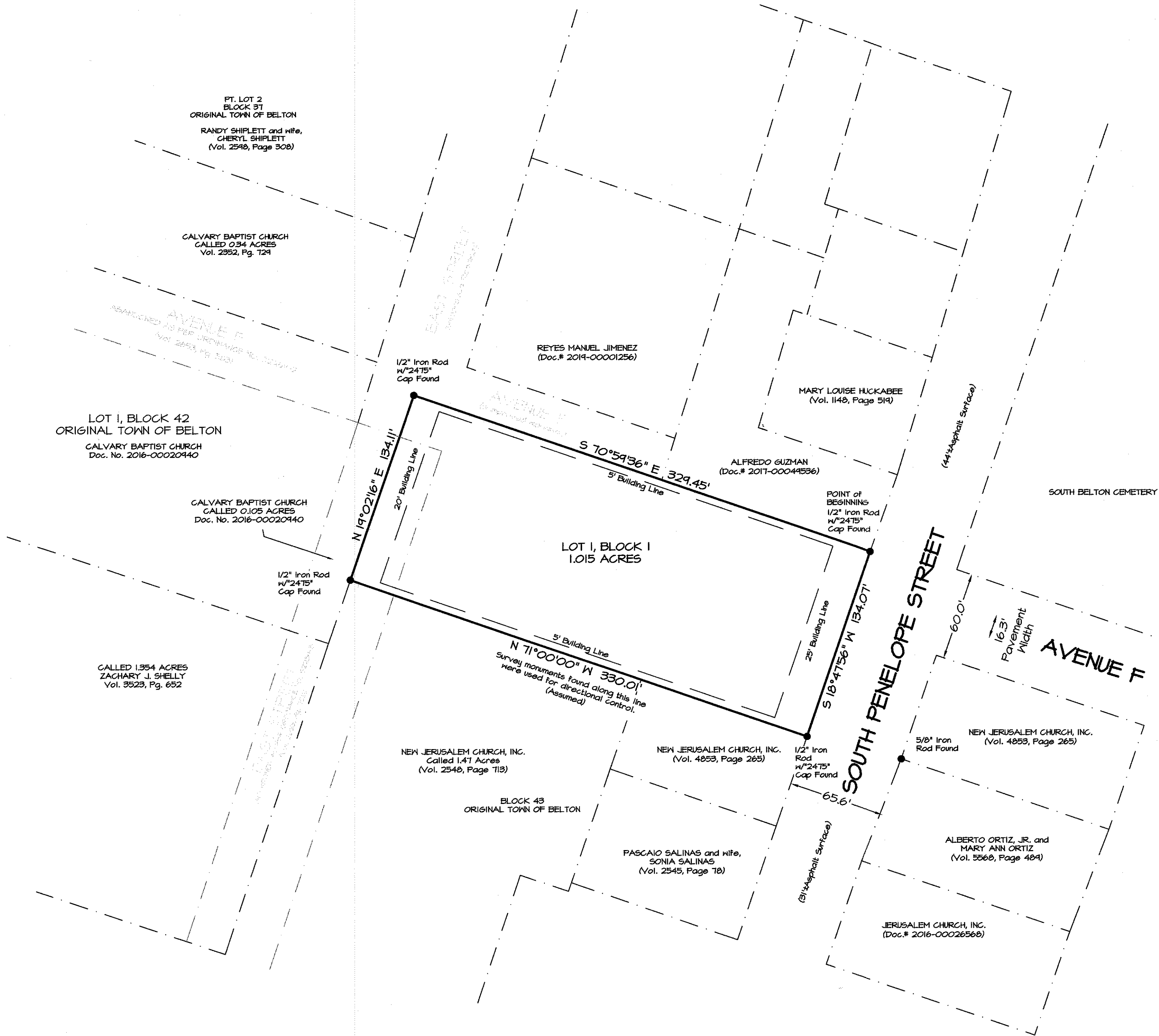


AFFIDAVIT:  
THE TAX APPRAISAL DISTRICT OF BELL COUNTY, THE TAXING AUTHORITY FOR ALL TAXING ENTITIES IN BELL COUNTY, TEXAS, DOES HEREBY CERTIFY THAT THERE ARE CURRENTLY NO DELINQUENT TAXES DUE OR OWING ON THE PROPERTY DESCRIBED BY THIS PLAT.

DATED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019 A. D.

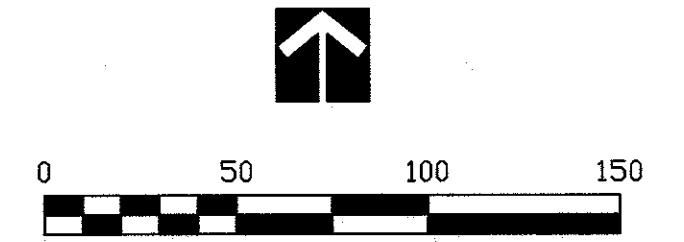
BY:  
BELL COUNTY TAX APPRAISAL DISTRICT

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.  
IN YEAR \_\_\_\_\_, PLAT # \_\_\_\_\_, PLAT RECORDS OF BELL COUNTY, TEXAS.  
DEDICATION INSTRUMENT # \_\_\_\_\_, OFFICIAL PUBLIC RECORDS OF REAL PROPERTY, BELL COUNTY, TEXAS.



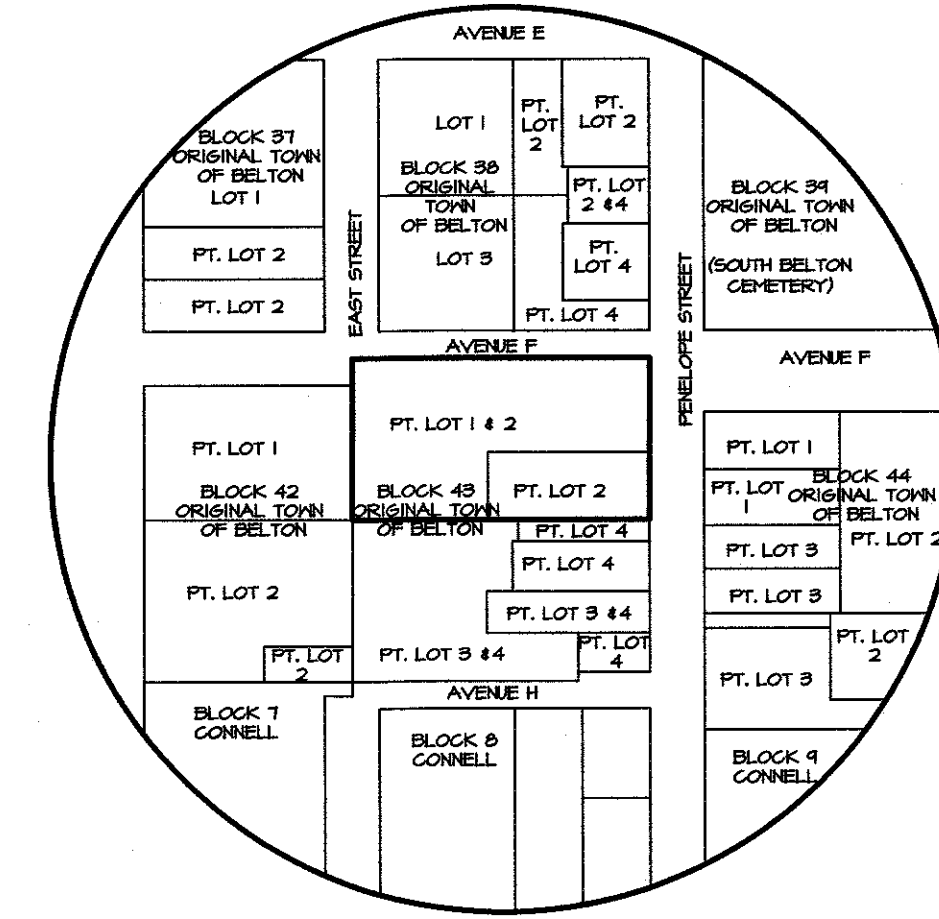
FLOOD PLAIN NOTE:  
BASED UPON WHAT CAN BE SCALED FROM THE GRAPHICS SHOWN ON FEMA FLOOD INSURANCE RATE MAP (FIRM), MAP NO. 48021C0340E, EFFECTIVE DATE SEPTEMBER 28, 2008, THE ABOVE SHOWN PROPERTY DOES NOT APPEAR WITHIN THE "SPECIAL FLOOD HAZARD AREA" AND APPEARS TO BE SITUATED IN ZONE X. THIS FLOOD STATEMENT DOES NOT IMPLY THAT THIS TRACT WILL NEVER FLOOD, NOR DOES IT CREATE ANY LIABILITY IN SUCH EVENT ON THE PART OF THIS SURVEYOR OR COMPANY.

FINAL PLAT OF  
GUZMAN ADDITION  
A SUBDIVISION WITHIN THE CITY OF BELTON, BELL COUNTY, TEXAS,  
BEING 1.015 ACRES SITUATED IN THE  
M. F. CONNELL SURVEY, ABSTRACT No. 6 AND BEING A REPLAT OF PORTIONS OF  
LOTS 1 AND 2, BLOCK 43 AND A PORTION OF EAST STREET AND A PORTION OF  
AVENUE F, ORIGINAL TOWN OF BELTON, BELL COUNTY, TEXAS

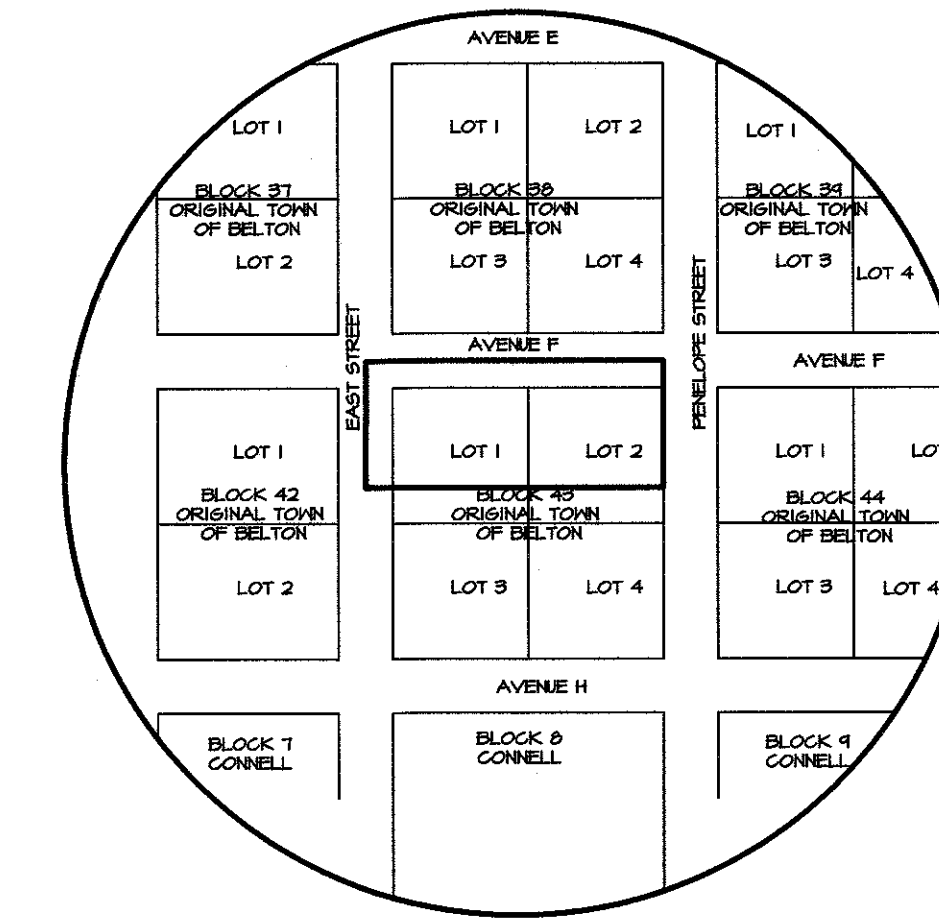


OWNER:  
ALEJANDRO NUNEZ GUZMAN  
209 TOPAZ CIRCLE  
BELTON, TX 76513

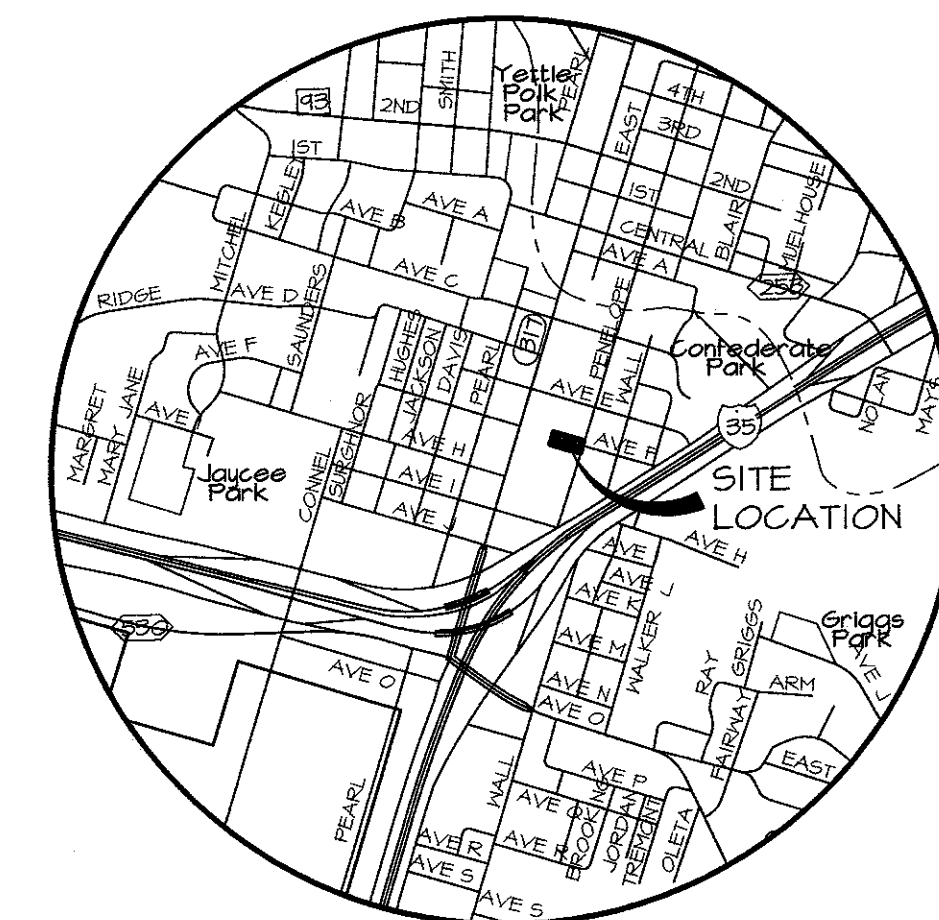
LOTS - ONE (1)  
BLOCKS - ONE (1)  
AREA - 1.015 ACRES



CURRENT LAYOUT  
n.t.s.



ORIGINAL LOT LAYOUT  
n.t.s.



VICINITY MAP  
-n.t.s.-

FINAL PLAT OF  
GUZMAN ADDITION  
A SUBDIVISION WITHIN THE CITY OF BELTON, BELL COUNTY, TEXAS,  
BEING 1.015 ACRES SITUATED IN THE  
M. F. CONNELL SURVEY, ABSTRACT No. 6 AND BEING A REPLAT OF PORTIONS  
OF LOTS 1 AND 2, BLOCK 43 AND A PORTION OF EAST STREET AND A  
PORTION OF AVENUE F, ORIGINAL TOWN OF BELTON, BELL COUNTY, TEXAS

Plot Date: 04-15-2019  
Survey completed: 02-20-2019  
Scale: 1" = 50'  
Job No.: 190321  
Dwg No.: 190321P  
Drawn by: MDH  
Surveyor: CCL #4636  
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ALL COUNTY SURVEYING, INC.  
Tx. Firm No. 0023600  
4330 South 5th Street  
Temple, Texas 76782  
254-718-2212 Killeen 254-634-4636  
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# Staff Report – City Council Agenda Item

## Agenda Item #9

Hold a public hearing and consider approval of ordinances on second and final reading granting franchises to Acadian EMS and Scott & White EMS to operate and maintain non-emergency ambulance transfer services within the public streets and highways of the City of Belton.

### Originating Department

City Clerk – Amy M. Casey  
Fire Department - Bruce Pritchard, Fire Chief

### Summary Information

Currently, there are two non-emergency ambulance services operating in our City with a franchise agreement. They are Acadian EMS and Scott & White EMS.

Acadian Central Texas has 234 employees, and there are 54 ambulances assigned to our region. Specifically in Bell County, Acadian staffs three 24-hour units and four additional daylight trucks.

Scott & White EMS is headquartered in Temple and is primarily a 24/7 non-emergency transfer service serving Central Texas. They currently have 34 employees and eight BLS with MICU-capable ambulances and three wheelchair vans.

Each desires a new non-emergency ambulance transfer franchise. The franchise is for the period of five (5) years with two (2) automatic one-year renewals unless the franchise is rescinded by the City.

### Fiscal Impact

5% franchise fee on gross billings will be required for all calls by the applicant.

### Recommendation

Recommend holding the public hearing and approving the franchises on second and final reading.

### Attachments

Proposed Franchise Ordinances



**ORDINANCE NO. 2019-25**

**AN ORDINANCE GRANTING A FRANCHISE TO ACADIAN EMS TO OPERATE AND MAINTAIN A NON-EMERGENCY AMBULANCE TRANSFER SERVICE WITHIN THE PUBLIC STREETS AND HIGHWAYS OF CITY OF BELTON.**

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**WHEREAS**, Acadian EMS, (the “Company”), operates a non-emergency ambulance transfer service for municipalities; and

**WHEREAS**, the Company seeks to provide a non-emergency ambulance transfer services to or from a medical facility, a nursing home, or a residence under circumstances which do not constitute an emergency to citizens within the City of Belton (the “City”); and

**WHEREAS**, it is in the interest of the City and its citizens to offer the Company a non-emergency ambulance transfer services under the terms and conditions as will provide the City with the controls and options necessary to provide for the public good; and

**WHEREAS**, the Company non-emergency ambulance transfer service franchise holder shall, during the life of said franchise, pay to the City of Belton at the Office of the Director of Finance in lawful money of the United States, the Franchise Fee as described in the Municipal Franchise for Public Services, Non-Emergency Ambulance Transfer Agreement attached hereto.

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

**Section 1. Agreement.**

The City of Belton hereby grants a franchise to Acadian EMS in accordance with the Municipal Franchise for Public Services, Non-Emergency Ambulance Transfer Agreement attached hereto as Exhibit “A”.

**Section 2. Term.**

The term of this agreement shall be for a period of five (5) years beginning on the effective date of this agreement and may be renewed automatically for two additional one-year periods unless franchise is rescinded by the City.

**Section 3. Acceptance by Company.**

Within fifteen (15) days after the passage of this Franchise, the Company shall file with the City its acceptance of the terms and provisions of this Franchise. The acceptance shall be in writing on the Company’s letterhead and provide as follows:



City of Belton  
**ATTN: City Clerk**  
333 Water Street  
P.O. Box 120  
Belton, Texas 76513-0120

Acadian EMS (the "Company"), acting by and through the undersigned officer who is acting within his official capacity and authority, hereby accepts the franchise to operate a non-emergency ambulance transfer service within the City as said franchise is set forth and provided in Ordinance No. 2019-25 (the "Ordinance"). The Company agrees to be bound and governed by each term, provision and condition of the Ordinance, to accept and to give the benefits provided by the Ordinance and to perform each service and duty set forth and provided for in the Ordinance in a businesslike and reasonable manner and in compliance with the Franchise.

Company: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email/Phone: \_\_\_\_\_

### **Section 3. Open Meetings.**

It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, as required by the Open Meetings Act, Chapter 551, Texas Government Code.

### **Section 4. Endorsements and Records.**

The City Clerk is directed to make endorsements as appropriate over her/his official hand and the seal of the City on the form provided at the conclusion of this Franchise, for the public record and convenience of the citizens, of the date upon which this Franchise is finally passed and adopted and, if the Company accepts the Franchise, the date of such acceptance.

PASSED AND APPROVED ON THE FIRST READING THIS THE 11<sup>th</sup> DAY OF JUNE, 2019.

PASSED AND APPROVED ON THE SECOND READING THIS THE 25<sup>TH</sup> DAY OF JUNE, 2019.



**CITY OF BELTON**

\_\_\_\_\_  
Marion Grayson, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
John Messer, City Attorney

The foregoing Ordinance was passed on first reading by the City Council of the City of Belton, Texas, on the 11<sup>th</sup> day of June, 2019 by a vote of \_\_\_\_ votes for the Ordinance and \_\_\_\_ votes against the Ordinance.

The foregoing Ordinance was passed and adopted by the City Council of the City of Belton, Texas, on the 25<sup>th</sup> day of June, 2019 by a vote of \_\_\_\_ votes for the Ordinance and \_\_\_\_ votes against the Ordinance.

\_\_\_\_\_  
Notary Public in and for the  
State of Texas

\_\_\_\_\_ accepted the foregoing Franchise by  
written instrument filed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public in and for the  
State of Texas



Exhibit A  
Municipal Franchise for Public Services, Non-Emergency Ambulance Transfer Agreement

Section 1.1	Definitions
Section 2.1	Franchise required
Section 2.2	Franchise application; requirements
Section 2.3	Review and public hearing
Section 2.4	Prerequisite to issuance of franchise
Section 2.5	Length of franchise
Section 2.6	Insurance
Section 2.7	Performance bond and revocation clause.
Section 3.1	Franchise fee
Section 4.1	Transfer of franchise
Section 5.1	Inspection of books and records
Section 6.1	Franchise holder personnel
Section 7.1.	Standards and requirements for vehicles and equipment.
Section 8.1	Refusal to give service
Section 9.1	Non-emergency ambulance transfer service dispatching service
Section 10.1	Rates



## **Section 1.1. Definitions.**

For the purpose of this chapter, the words and phrases listed below shall have the following meanings:

**Advanced life support.** Emergency pre-hospital care provided by a certified, emergency medical technician-intermediate or an emergency medical technician-paramedic using invasive medical acts under the medical supervision and control of a licensed physician.

**Advanced life support (ALS) vehicle.** A vehicle that is designed for transporting the sick and injured and that meets the requirements of the State of Texas for a basic life support vehicle and has sufficient equipment and supplies for providing intravenous therapy and endotracheal or esophageal intubation or both.

**Basic life support.** Emergency pre-hospital care provided by a certified pre-hospital care provider using noninvasive medical acts. The provision of basic life support is care given under the medical supervision and control of a licensed physician.

**Basic life support (BLS) vehicle.** A vehicle that is designed for transporting the sick or injured and that has sufficient equipment and supplies as required by the State of Texas for providing basic life support.

**Emergency/Urgent.** An emergency is any circumstance that calls for an immediate action and which the element of time in transporting the sick, wounded or injured for unscheduled medical treatment at an emergency room or a facility providing emergency medical care is or may be essential to the health or life of any person.

**Emergency call.** Any request for an ambulance that is made by telephone or other means of communication in circumstances which are or have been represented to be of an emergency/urgent nature, which requires an unscheduled transport to an emergency room at a hospital or a facility providing emergency medical care.

**Emergency medical service personnel.** A person employed to provide basic or advanced life support and certified as a basic emergency medical technician, emergency medical technician intermediate, or a paramedic emergency medical technician.

**Emergency pre-hospital care.** Care provided to the sick or injured either on the scene or during emergency transport to an emergency room at a hospital or a facility providing emergency medical care.

**Emergency medical service (EMS).** The provision of basic or advanced life support and transportation of patients to an emergency room of a hospital for emergency pre-hospital care. In Belton, EMS and emergency ambulance transfer service is exclusively provided by the Belton Fire Department.



**EMS Provider.** The entity under contract with the City that provides EMS services to residents of the City.

**Emergency medical technician (EMT).** An individual who is certified by the Texas Department of Health as minimally proficient to perform emergency prehospital care that is necessary for basic life support and that includes the control of hemorrhaging and cardiopulmonary resuscitation.

**Emergency medical technician-paramedic (EMT-P).** An individual who is certified by the department as minimally proficient to provide emergency prehospital or interfacility care by providing advanced life support that includes initiation and maintenance under medical supervision of certain procedures, including intravenous therapy, endotracheal or esophageal intubation or both, electrical cardiac defibrillation or cardioversion, and drug therapy.

**First Responder.** Members of the Belton Fire and Department who are assigned responsibility for responding to calls received from the Bell County 911 Dispatch Center for emergency medical service.

**Medical facility.** Any building or place of business established for the purpose of examination or treatment by a licensed physician of individuals that are sick or injured.

**Non-emergency ambulance transfer service.** The operation of a service to transport patients for non-emergency, previously scheduled, medical treatment from a point originating within the City limits. The transport of a patient for unscheduled medical treatment or evaluation at an emergency room at a hospital or a facility providing emergency medical care is not a non-emergency ambulance transfer service, but rather is the provision of EMS.

**Originates.** For purposes of this chapter, a call for EMS services “originates” within the City limits if the person in need of EMS service (emergency pre-hospital care or emergency ambulance transfer service) or Non-emergency ambulance transfer service is physically located at an address with the City limits.

### **Section 2.1. Franchise required.**

(a) It shall be unlawful for any person to furnish, operate, advertise or otherwise engage or profess to be engaged in the operation of non-emergency ambulance transfer service from a point originating and ending within the streets of the City without a franchise as provided by this article.

(b) A non-emergency ambulance transfer service franchise shall be subject to revocation if it is found that the holder of said franchise or any company, service or corporation that the holder is affiliated or in partnership with is providing, offering to provide, or representing itself as the City’s EMS provider, without a contract with the City to provide EMS. Furthermore, if a private ambulance franchise holder receives an emergency call from any source to respond in the city limits, franchisee shall immediately notify the Bell County EMS Communications Center and shall not respond unless requested to do so by the Bell County EMS dispatcher. Duplication of emergency service is responding without the



request of the Bell County EMS dispatcher to the same call as a City's franchised EMS provider and is prohibited by this chapter.

### **Section 2.2. Franchise application; requirements.**

Application for a non-emergency ambulance transfer service franchise shall be filed with the City Manager. An applicant shall furnish the following information, which shall be subscribed and sworn to before a notary public:

- (a) That the applicant has not been convicted of a felony or of a misdemeanor involving moral turpitude within the last ten (10) years.
- (b) A statement that the applicant has obtained or will obtain liability insurance in accordance with the requirements provided by this chapter before commencing service, in the event a franchise should be granted.
- (c) A description of the number, year of manufacture, make, model and body style of each type of BLS or ALS vehicle that the applicant proposes to operate as a franchise holder.
- (d) The names of all persons having a financial interest, direct or indirect, in such application and the ambulance service to be conducted thereunder.

### **Section 2.3. Review and public hearing.**

- (a) Copies of each application for a non-emergency ambulance transfer service franchise shall be forwarded to the City Manager and Fire Chief for review and recommendation to the City Council.
- (b) The City Council shall comply with the requirements for issuing, transferring or renewing a franchise provided for in the City Charter.
- (c) The City Council reserves the right to refuse to grant, transfer or renew a nonemergency ambulance transfer service franchise if it finds and determines that the public convenience will not be served by the issuance thereof. In all hearings, the burden of proof shall be upon the applicant to establish clear, cogent and convincing evidence that the public convenience will be served by the granting, transferring or renewal of a non-emergency ambulance transfer service franchise.
- (d) In determining public convenience, the City Council shall consider the following: (1) The distance from the permanent address at which the applicant proposes to operate the ambulance service to hospitals and other medical facilities providing service to the public. (2) The number of ambulance vehicles which will be covered by the ambulance franchise and the hours during the day and days during the week that the applicant proposes to furnish such service. (3) In the event the applicant has previously participated, or is currently participating, in an ambulance service, evidence as to whether the applicant performed or is performing in a satisfactory manner shall be presented.



(e) Public convenience further shall mean that the permanent address from which the ambulance service is proposed to be operated will be within the city limits.

#### **Section 2.4 Prerequisite to issuance of franchise.**

The City Council shall not grant a nonemergency ambulance transfer service franchise unless:

- (a) the City Council determines that the application as required by section 2.2 is true and correct;
- (b) the City Council determines that the granting of the franchise is in the public interest; and
- (c) the City Council determines that the proposed operation of the non-emergency ambulance transfer service will be in compliance with all provisions of this chapter, and all applicable state and federal statutes and regulations and requirements laid out in the franchise agreement.

#### **Section 2.5. Length of franchise.**

The length of the franchise will be for five (5) year with two (2) one-year automatic extensions unless franchise is rescinded by City. Ambulance service franchise holder will be subject to review and analysis by the City staff on an annual basis with results being presented to the City Manager, Fire Chief and the City Council.

#### **Section 2.6. Insurance.**

No ambulance vehicle shall be operated on the public streets of the City unless the applicant provides evidence to the City Manager that he has in full force and effect a public liability insurance policy on that ambulance vehicle, such insurance policy to be issued by an insurance company licensed to do business in the State of Texas. Such insurance policy shall:

- (a) provide liability coverage for each vehicle of not less than two hundred and fifty thousand dollars (\$250,000) per person, or five hundred thousand dollars (\$500,000) per occurrence for personal injury or death, and one hundred thousand dollars (\$100,000) for property damage;
- (b) name the City of Belton as an additional insured, and provide a waiver of subrogation in favor of the City;
- (c) not contain a passenger liability exclusion; and
- (d) provide for at least thirty (30) days prior written notice of cancellation to the City

#### **Section 2.7. Performance bond and revocation clause.**

(a) The non-emergency ambulance transfer service franchise holder shall establish a ten thousand dollar (\$10,000.00) performance bond. The purpose of this bond is to recover costs to the City for accepting and administering applications for an ambulance service in the event the franchise is revoked.



(b) If the non-emergency ambulance transfer service franchise holder violates any provision or standard of this chapter, the City Council may order the revocation of the franchise, and forfeiture of the performance bond

### **Section 3.1. Franchise fee.**

(a) To compensate the City for the use of public streets and right-of-way, the nonemergency ambulance transfer service franchise holder shall, during the life of said franchise, pay to the City, at the office of the Director of Finance in lawful money of the United States, five (5%) percent of the total amount billed for the ambulance service fees and other income derived from the operation of the ambulance service within the City, which said remittance shall be made monthly on or before the tenth day of each calendar month. The compensation provided for in this section shall be in lieu of any other fees or charges imposed by any other ordinance now or hereinafter in force during the life hereof, but shall not release the franchise holder from the payment of ad valorem taxes levied, or to be levied, on property it owns.

(b) It shall be the duty of a franchise holder to file with the Director of Finance a sworn statement for each calendar quarter showing the total amount billed for service within the City for the preceding three (3) months which statement shall be filed within ten (10) days following the end of the third month. A franchise holder herein shall be required to install and adequately keep a system of bookkeeping to be approved by the Director of Finance, which books shall be subject to inspections of the governing body of the City and such person or persons as the City may designate, or either of them, so as to enable the City to check the correctness of the accounts kept and to compute fairly and accurately the amount billed that may be due to the City.

### **Section 4.1. Transfer of franchise.**

(a) No assignment, sale or subletting of any part of this franchise shall ever be made by the franchise holder herein without first receiving written approval of the City Council of the City.

(b) In the event that a franchise holder is purchased by another entity providing non-Emergency ambulance transfer services, the franchise will transfer to the acquiring company if all city requirements are met and with written approval from the City Manager.

### **Section 5.1. Inspection of books and records.**

The books and records of the non-emergency ambulance transfer service franchise holder shall be open at any reasonable time for inspection by the City Manager or any official designated by the City Manager.

### **Section 6.1. Franchise holder personnel.**

Attendants and drivers employed by the non-emergency ambulance transfer service franchise holder shall:



- (a) Be at least eighteen (18) years of age;
- (b) Be a citizen of the United States;
- (c) Not have been convicted of a felony or any offense involving moral turpitude within the past ten (10) years, and not have had any license for the operation of eight motor vehicles suspended or revoked within such a period;
- (d) Be the holder of a valid Texas driver's license, entitling driver to operate an ambulance; and
- (e) Be currently certified by the Texas Department of State Health Services, or its successor, as a Basic Emergency Medical Technician or higher.

#### **Section 7.1. Standards and requirements for vehicles and equipment.**

- (a) *Vehicles.* Each vehicle must be authorized by the Texas Department of State Health Services, or its successor, as a basic life support vehicle or higher, and may be operated only when said vehicle meets all conditions required by Chapter 773 of the Texas Health and Safety Code.
- (b) *Equipment.* A vehicle may not be operated as a basic life support vehicle unless it is furnished with all of the equipment (and qualified personnel) required by the Texas Department of State Health Services, or its successor, for a basic life support vehicle and is permitted as such. A vehicle may not be operated as an advanced life support vehicle or higher unless it is furnished with all of the equipment (and qualified personnel) required by the Texas Department of State Health Services, or its successor, for an advanced life support vehicle and is permitted as such. Such equipment must be clean, in working order, and available in sufficient quantity to provide safe transport and care of sick and injured persons.
- (c) *Response time.* A franchise holder must maintain sufficient vehicles, trained personnel, and equipment on hand to allow it to respond within one hour to any request for non-emergency service. If a franchise holder is unable to maintain a one hour response for a given period of time, the franchise holder shall notify the Bell County Communications Center that it is out of service, and shall also notify persons requesting the services of the franchise holder of the period for which it will be unable to perform ambulance services.

#### **Section 8.1. Refusal to give service.**

Neither the non-emergency ambulance transfer service franchise holder nor any employee thereof shall refuse to transport a patient requesting ambulance service, except for good cause. In determining "good cause" for purposes of this section, the franchise holder may consider whether the patient is insane, mentally ill, drunk, disorderly or unruly; whether the patient has previously willfully refused to pay for services; whether the franchise holder can safely transport the patient; or whether it is the best available ambulance service with the capabilities to perform such a transport; or similar matters.



**Section 9.1. Non-emergency ambulance transfer service dispatching service.**

- (a) The non-emergency ambulance transfer service franchise holder must provide at its own expense and staff twenty-four (24) hours a day a telephone for ambulance service requests.
- (b) The franchise holder may respond to requests for EMS for trips that originate and terminate within the City limits if requested by the Bell County Communications Center (9-1-1) or the Belton Fire Department.
- (c) The ambulance service franchise holder shall respond to any scheduled request for non-emergency ambulance service within an acceptable time determined by the parties involved.
- (d) If, during a scheduled transport, the patient's condition worsens or he suffers an acute condition, attendants of the ambulance vehicle shall immediately contact the Bell County Communications Center (9-1-1) and advise the dispatcher of such and then proceed on an emergency basis to the emergency care facility at the hospital of patient's choice or nearest appropriate medical facility.
- (e) Any transport call that results in an emergency/urgent transport, shall be self-reported by the non-emergency ambulance transfer service franchise holder to the City and the City's medical director within 10 business days.
- (f) All transports are subject to review by the city and the city's medical director.

**Section 10.1. Rates.**

- (a) The City Council hereby expressly reserves the right, power, and authority to fully regulate and fix, by resolution, the rates and charges for the services of the non-emergency ambulance transfer service franchise holder to its customers, fully reserving to the City Council all the rights, powers, privileges, and immunities, subject to the duties, limitations and responsibilities which the Constitution, the laws of the State, and the Charter confer upon the City.
- (b) A non-emergency ambulance transfer service franchise holder may from time to time propose changes in the general rates by filing an application with the City Clerk for consideration of the City Council. Within a reasonable time consistent with law, the City Council shall afford a non-emergency ambulance transfer service franchise holder a fair hearing with reference to the application and shall either approve or disapprove the proposed changes or make such order as may be reasonable.



**ORDINANCE NO. 2019-26**

**AN ORDINANCE GRANTING A FRANCHISE TO SCOTT & WHITE EMS TO OPERATE AND MAINTAIN A NON-EMERGENCY AMBULANCE TRANSFER SERVICE WITHIN THE PUBLIC STREETS AND HIGHWAYS OF CITY OF BELTON.**

---

**WHEREAS**, Scott & White EMS, (the "Company"), operates a non-emergency ambulance transfer service for municipalities; and

**WHEREAS**, the Company seeks to provide a non-emergency ambulance transfer services to or from a medical facility, a nursing home, or a residence under circumstances which do not constitute an emergency to citizens within the City of Belton (the "City"); and

**WHEREAS**, it is in the interest of the City and its citizens to offer the Company a non-emergency ambulance transfer services under the terms and conditions as will provide the City with the controls and options necessary to provide for the public good; and

**WHEREAS**, the Company non-emergency ambulance transfer service franchise holder shall, during the life of said franchise, pay to the City of Belton at the Office of the Director of Finance in lawful money of the United States, the Franchise Fee as described in the Municipal Franchise for Public Services, Non-Emergency Ambulance Transfer Agreement attached hereto.

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

**Section 1. Agreement.**

The City of Belton hereby grants a franchise to Scott & White EMS in accordance with the Municipal Franchise for Public Services, Non-Emergency Ambulance Transfer Agreement attached hereto as Exhibit "A".

**Section 2. Term.**

The term of this agreement shall be for a period of five (5) years beginning on the effective date of this agreement and may be renewed automatically for two additional one-year periods unless franchise is rescinded by the City.

**Section 3. Acceptance by Company.**

Within fifteen (15) days after the passage of this Franchise, the Company shall file with the City its acceptance of the terms and provisions of this Franchise. The acceptance shall be in writing on the Company's letterhead and provide as follows:



City of Belton  
**ATTN: City Clerk**  
333 Water Street  
P.O. Box 120  
Belton, Texas 76513-0120

Scott & White EMS (the "Company"), acting by and through the undersigned officer who is acting within his official capacity and authority, hereby accepts the franchise to operate a non-emergency ambulance transfer service within the City as said franchise is set forth and provided in Ordinance No. 2019-26 (the "Ordinance"). The Company agrees to be bound and governed by each term, provision and condition of the Ordinance, to accept and to give the benefits provided by the Ordinance and to perform each service and duty set forth and provided for in the Ordinance in a businesslike and reasonable manner and in compliance with the Franchise.

Company: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email/Phone: \_\_\_\_\_

### **Section 3. Open Meetings.**

It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, as required by the Open Meetings Act, Chapter 551, Texas Government Code.

### **Section 4. Endorsements and Records.**

The City Clerk is directed to make endorsements as appropriate over her/his official hand and the seal of the City on the form provided at the conclusion of this Franchise, for the public record and convenience of the citizens, of the date upon which this Franchise is finally passed and adopted and, if the Company accepts the Franchise, the date of such acceptance.

PASSED AND APPROVED ON THE FIRST READING THIS THE 11<sup>th</sup> DAY OF JUNE, 2019.

PASSED AND APPROVED ON THE SECOND READING THIS THE 25<sup>TH</sup> DAY OF JUNE, 2019.



**CITY OF BELTON**

\_\_\_\_\_  
Marion Grayson, Mayor

**ATTEST:**

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

**APPROVED AS TO FORM AND CONTENT:**

\_\_\_\_\_  
John Messer, City Attorney

The foregoing Ordinance was passed on first reading by the City Council of the City of Belton, Texas, on the 11<sup>th</sup> day of June, 2019 by a vote of \_\_\_\_ votes for the Ordinance and \_\_\_\_ votes against the Ordinance.

The foregoing Ordinance was passed and adopted by the City Council of the City of Belton, Texas, on the 25<sup>th</sup> day of June, 2019 by a vote of \_\_\_\_ votes for the Ordinance and \_\_\_\_ votes against the Ordinance.

\_\_\_\_\_  
Notary Public in and for the  
State of Texas

\_\_\_\_\_ accepted the foregoing Franchise by  
written instrument filed on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public in and for the  
State of Texas



Exhibit A  
Municipal Franchise for Public Services, Non-Emergency Ambulance Transfer Agreement

Section 1.1	Definitions
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Section 9.1	Non-emergency ambulance transfer service dispatching service
Section 10.1	Rates



## **Section 1.1. Definitions.**

For the purpose of this chapter, the words and phrases listed below shall have the following meanings:

**Advanced life support.** Emergency pre-hospital care provided by a certified, emergency medical technician-intermediate or an emergency medical technician-paramedic using invasive medical acts under the medical supervision and control of a licensed physician.

**Advanced life support (ALS) vehicle.** A vehicle that is designed for transporting the sick and injured and that meets the requirements of the State of Texas for a basic life support vehicle and has sufficient equipment and supplies for providing intravenous therapy and endotracheal or esophageal intubation or both.

**Basic life support.** Emergency pre-hospital care provided by a certified pre-hospital care provider using noninvasive medical acts. The provision of basic life support is care given under the medical supervision and control of a licensed physician.

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**Emergency/Urgent.** An emergency is any circumstance that calls for an immediate action and which the element of time in transporting the sick, wounded or injured for unscheduled medical treatment at an emergency room or a facility providing emergency medical care is or may be essential to the health or life of any person.

**Emergency call.** Any request for an ambulance that is made by telephone or other means of communication in circumstances which are or have been represented to be of an emergency/urgent nature, which requires an unscheduled transport to an emergency room at a hospital or a facility providing emergency medical care.

**Emergency medical service personnel.** A person employed to provide basic or advanced life support and certified as a basic emergency medical technician, emergency medical technician intermediate, or a paramedic emergency medical technician.

**Emergency pre-hospital care.** Care provided to the sick or injured either on the scene or during emergency transport to an emergency room at a hospital or a facility providing emergency medical care.

**Emergency medical service (EMS).** The provision of basic or advanced life support and transportation of patients to an emergency room of a hospital for emergency pre-hospital care. In Belton, EMS and emergency ambulance transfer service is exclusively provided by the Belton Fire Department.



**EMS Provider.** The entity under contract with the City that provides EMS services to residents of the City.

**Emergency medical technician (EMT).** An individual who is certified by the Texas Department of Health as minimally proficient to perform emergency prehospital care that is necessary for basic life support and that includes the control of hemorrhaging and cardiopulmonary resuscitation.

**Emergency medical technician-paramedic (EMT-P).** An individual who is certified by the department as minimally proficient to provide emergency prehospital or interfacility care by providing advanced life support that includes initiation and maintenance under medical supervision of certain procedures, including intravenous therapy, endotracheal or esophageal intubation or both, electrical cardiac defibrillation or cardioversion, and drug therapy.

**First Responder.** Members of the Belton Fire and Department who are assigned responsibility for responding to calls received from the Bell County 911 Dispatch Center for emergency medical service.

**Medical facility.** Any building or place of business established for the purpose of examination or treatment by a licensed physician of individuals that are sick or injured.

**Non-emergency ambulance transfer service.** The operation of a service to transport patients for non-emergency, previously scheduled, medical treatment from a point originating within the City limits. The transport of a patient for unscheduled medical treatment or evaluation at an emergency room at a hospital or a facility providing emergency medical care is not a non-emergency ambulance transfer service, but rather is the provision of EMS.

**Originates.** For purposes of this chapter, a call for EMS services “originates” within the City limits if the person in need of EMS service (emergency pre-hospital care or emergency ambulance transfer service) or Non-emergency ambulance transfer service is physically located at an address with the City limits.

### **Section 2.1. Franchise required.**

(a) It shall be unlawful for any person to furnish, operate, advertise or otherwise engage or profess to be engaged in the operation of non-emergency ambulance transfer service from a point originating and ending within the streets of the City without a franchise as provided by this article.

(b) A non-emergency ambulance transfer service franchise shall be subject to revocation if it is found that the holder of said franchise or any company, service or corporation that the holder is affiliated or in partnership with is providing, offering to provide, or representing itself as the City’s EMS provider, without a contract with the City to provide EMS. Furthermore, if a private ambulance franchise holder receives an emergency call from any source to respond in the city limits, franchisee shall immediately notify the Bell County EMS Communications Center and shall not respond unless requested to do so by the Bell County EMS dispatcher. Duplication of emergency service is responding without the



request of the Bell County EMS dispatcher to the same call as a City's franchised EMS provider and is prohibited by this chapter.

### **Section 2.2. Franchise application; requirements.**

Application for a non-emergency ambulance transfer service franchise shall be filed with the City Manager. An applicant shall furnish the following information, which shall be subscribed and sworn to before a notary public:

- (a) That the applicant has not been convicted of a felony or of a misdemeanor involving moral turpitude within the last ten (10) years.
- (b) A statement that the applicant has obtained or will obtain liability insurance in accordance with the requirements provided by this chapter before commencing service, in the event a franchise should be granted.
- (c) A description of the number, year of manufacture, make, model and body style of each type of BLS or ALS vehicle that the applicant proposes to operate as a franchise holder.
- (d) The names of all persons having a financial interest, direct or indirect, in such application and the ambulance service to be conducted thereunder.

### **Section 2.3. Review and public hearing.**

- (a) Copies of each application for a non-emergency ambulance transfer service franchise shall be forwarded to the City Manager and Fire Chief for review and recommendation to the City Council.
- (b) The City Council shall comply with the requirements for issuing, transferring or renewing a franchise provided for in the City Charter.
- (c) The City Council reserves the right to refuse to grant, transfer or renew a nonemergency ambulance transfer service franchise if it finds and determines that the public convenience will not be served by the issuance thereof. In all hearings, the burden of proof shall be upon the applicant to establish clear, cogent and convincing evidence that the public convenience will be served by the granting, transferring or renewal of a non-emergency ambulance transfer service franchise.
- (d) In determining public convenience, the City Council shall consider the following: (1) The distance from the permanent address at which the applicant proposes to operate the ambulance service to hospitals and other medical facilities providing service to the public. (2) The number of ambulance vehicles which will be covered by the ambulance franchise and the hours during the day and days during the week that the applicant proposes to furnish such service. (3) In the event the applicant has previously participated, or is currently participating, in an ambulance service, evidence as to whether the applicant performed or is performing in a satisfactory manner shall be presented.



(e) Public convenience further shall mean that the permanent address from which the ambulance service is proposed to be operated will be within the city limits.

#### **Section 2.4 Prerequisite to issuance of franchise.**

The City Council shall not grant a nonemergency ambulance transfer service franchise unless:

- (a) the City Council determines that the application as required by section 2.2 is true and correct;
- (b) the City Council determines that the granting of the franchise is in the public interest; and
- (c) the City Council determines that the proposed operation of the non-emergency ambulance transfer service will be in compliance with all provisions of this chapter, and all applicable state and federal statutes and regulations and requirements laid out in the franchise agreement.

#### **Section 2.5. Length of franchise.**

The length of the franchise will be for five (5) year with two (2) one-year automatic extensions unless franchise is rescinded by City. Ambulance service franchise holder will be subject to review and analysis by the City staff on an annual basis with results being presented to the City Manager, Fire Chief and the City Council.

#### **Section 2.6. Insurance.**

No ambulance vehicle shall be operated on the public streets of the City unless the applicant provides evidence to the City Manager that he has in full force and effect a public liability insurance policy on that ambulance vehicle, such insurance policy to be issued by an insurance company licensed to do business in the State of Texas. Such insurance policy shall:

- (a) provide liability coverage for each vehicle of not less than two hundred and fifty thousand dollars (\$250,000) per person, or five hundred thousand dollars (\$500,000) per occurrence for personal injury or death, and one hundred thousand dollars (\$100,000) for property damage;
- (b) name the City of Belton as an additional insured, and provide a waiver of subrogation in favor of the City;
- (c) not contain a passenger liability exclusion; and
- (d) provide for at least thirty (30) days prior written notice of cancellation to the City

#### **Section 2.7. Performance bond and revocation clause.**

(a) The non-emergency ambulance transfer service franchise holder shall establish a ten thousand dollar (\$10,000.00) performance bond. The purpose of this bond is to recover costs to the City for accepting and administering applications for an ambulance service in the event the franchise is revoked.



(b) If the non-emergency ambulance transfer service franchise holder violates any provision or standard of this chapter, the City Council may order the revocation of the franchise, and forfeiture of the performance bond

### **Section 3.1. Franchise fee.**

(a) To compensate the City for the use of public streets and right-of-way, the nonemergency ambulance transfer service franchise holder shall, during the life of said franchise, pay to the City, at the office of the Director of Finance in lawful money of the United States, five (5%) percent of the total amount billed for the ambulance service fees and other income derived from the operation of the ambulance service within the City, which said remittance shall be made monthly on or before the tenth day of each calendar month. The compensation provided for in this section shall be in lieu of any other fees or charges imposed by any other ordinance now or hereinafter in force during the life hereof, but shall not release the franchise holder from the payment of ad valorem taxes levied, or to be levied, on property it owns.

(b) It shall be the duty of a franchise holder to file with the Director of Finance a sworn statement for each calendar quarter showing the total amount billed for service within the City for the preceding three (3) months which statement shall be filed within ten (10) days following the end of the third month. A franchise holder herein shall be required to install and adequately keep a system of bookkeeping to be approved by the Director of Finance, which books shall be subject to inspections of the governing body of the City and such person or persons as the City may designate, or either of them, so as to enable the City to check the correctness of the accounts kept and to compute fairly and accurately the amount billed that may be due to the City.

### **Section 4.1. Transfer of franchise.**

(a) No assignment, sale or subletting of any part of this franchise shall ever be made by the franchise holder herein without first receiving written approval of the City Council of the City.

(b) In the event that a franchise holder is purchased by another entity providing non-Emergency ambulance transfer services, the franchise will transfer to the acquiring company if all city requirements are met and with written approval from the City Manager.

### **Section 5.1. Inspection of books and records.**

The books and records of the non-emergency ambulance transfer service franchise holder shall be open at any reasonable time for inspection by the City Manager or any official designated by the City Manager.

### **Section 6.1. Franchise holder personnel.**

Attendants and drivers employed by the non-emergency ambulance transfer service franchise holder shall:



- (a) Be at least eighteen (18) years of age;
- (b) Be a citizen of the United States;
- (c) Not have been convicted of a felony or any offense involving moral turpitude within the past ten (10) years, and not have had any license for the operation of eight motor vehicles suspended or revoked within such a period;
- (d) Be the holder of a valid Texas driver's license, entitling driver to operate an ambulance; and
- (e) Be currently certified by the Texas Department of State Health Services, or its successor, as a Basic Emergency Medical Technician or higher.

#### **Section 7.1. Standards and requirements for vehicles and equipment.**

- (a) *Vehicles.* Each vehicle must be authorized by the Texas Department of State Health Services, or its successor, as a basic life support vehicle or higher, and may be operated only when said vehicle meets all conditions required by Chapter 773 of the Texas Health and Safety Code.
- (b) *Equipment.* A vehicle may not be operated as a basic life support vehicle unless it is furnished with all of the equipment (and qualified personnel) required by the Texas Department of State Health Services, or its successor, for a basic life support vehicle and is permitted as such. A vehicle may not be operated as an advanced life support vehicle or higher unless it is furnished with all of the equipment (and qualified personnel) required by the Texas Department of State Health Services, or its successor, for an advanced life support vehicle and is permitted as such. Such equipment must be clean, in working order, and available in sufficient quantity to provide safe transport and care of sick and injured persons.
- (c) *Response time.* A franchise holder must maintain sufficient vehicles, trained personnel, and equipment on hand to allow it to respond within one hour to any request for non-emergency service. If a franchise holder is unable to maintain a one hour response for a given period of time, the franchise holder shall notify the Bell County Communications Center that it is out of service, and shall also notify persons requesting the services of the franchise holder of the period for which it will be unable to perform ambulance services.

#### **Section 8.1. Refusal to give service.**

Neither the non-emergency ambulance transfer service franchise holder nor any employee thereof shall refuse to transport a patient requesting ambulance service, except for good cause. In determining "good cause" for purposes of this section, the franchise holder may consider whether the patient is insane, mentally ill, drunk, disorderly or unruly; whether the patient has previously willfully refused to pay for services; whether the franchise holder can safely transport the patient; or whether it is the best available ambulance service with the capabilities to perform such a transport; or similar matters.



**Section 9.1. Non-emergency ambulance transfer service dispatching service.**

- (a) The non-emergency ambulance transfer service franchise holder must provide at its own expense and staff twenty-four (24) hours a day a telephone for ambulance service requests.
- (b) The franchise holder may respond to requests for EMS for trips that originate and terminate within the City limits if requested by the Bell County Communications Center (9-1-1) or the Belton Fire Department.
- (c) The ambulance service franchise holder shall respond to any scheduled request for non-emergency ambulance service within an acceptable time determined by the parties involved.
- (d) If, during a scheduled transport, the patient's condition worsens or he suffers an acute condition, attendants of the ambulance vehicle shall immediately contact the Bell County Communications Center (9-1-1) and advise the dispatcher of such and then proceed on an emergency basis to the emergency care facility at the hospital of patient's choice or nearest appropriate medical facility.
- (e) Any transport call that results in an emergency/urgent transport, shall be self-reported by the non-emergency ambulance transfer service franchise holder to the City and the City's medical director within 10 business days.
- (f) All transports are subject to review by the city and the city's medical director.

**Section 10.1. Rates.**

- (a) The City Council hereby expressly reserves the right, power, and authority to fully regulate and fix, by resolution, the rates and charges for the services of the non-emergency ambulance transfer service franchise holder to its customers, fully reserving to the City Council all the rights, powers, privileges, and immunities, subject to the duties, limitations and responsibilities which the Constitution, the laws of the State, and the Charter confer upon the City.
- (b) A non-emergency ambulance transfer service franchise holder may from time to time propose changes in the general rates by filing an application with the City Clerk for consideration of the City Council. Within a reasonable time consistent with law, the City Council shall afford a non-emergency ambulance transfer service franchise holder a fair hearing with reference to the application and shall either approve or disapprove the proposed changes or make such order as may be reasonable.





## Staff Report – City Council Agenda Item

**Date:** June 25, 2019  
**Case No.:** Z-19-12  
**Request:** University Campus 2 (UC2) to  
Planned Development (PD) –  
Office 2 District  
**Applicant:** RBDR Architects  
**Owner:** First Baptist Belton (FBB)

### **Agenda Item #10**

Hold a public hearing and consider a zoning change from University Campus 2 District to Planned Development-Office 2 District on approximately 35.6 acres at 1308 West Martin Luther King Jr. Avenue and 1010 North Loop 121, at the northeast corner of West Martin Luther King (MLK) Jr. Avenue and North Loop 121.

**Originating Department:** Planning – Cheryl Maxwell, Director of Planning

**Current Zoning:** University Campus 2

**Proposed Zoning:** PD—Office 2

**Future Land Use Map (FLUM) Designation:** Institutional

**Design Standards Type Area 3:** Area defined by Crusader Way to the north, Nolan Creek to the south, SH317/Main Street to the east, and Loop 121 to the west. Projected primarily for UMHB growth and urban infill creating pedestrian environments with tree lines streetscapes, and new projects developing contextually with their surroundings.

### **Case Summary**

This property consists of two tracts. One tract that runs adjacent to Nolan Creek is 10.6 acres in size, and the other is 25.0 acres. UMHB and First Baptist Belton have an agreement for a “land swap” of existing land ownership in town. As a result, this property will be developed by FBB to accommodate a church and related uses, to include a sanctuary, administration/offices, pre-school, grade school, and classrooms for youth/college and adult education. The overall structure will comprise approximately 80,000 sq. ft. These uses are planned on the larger 25 acre tract. Most of these uses are allowed in the existing UC2 Zoning District except for the day care, pre-school and grade school. The requested Office 2 Zoning District allows all of these uses. A Planned Development (PD) District is proposed to address variations in our Design Standards with regard to exterior building materials. Other variations are proposed in roof pitch and landscaping requirements, and are being handled via an Alternate Compliant Design application that may be approved administratively by the Director of Planning. A subdivision plat is required prior to issuing any building permits.



It should be noted that Governor Abbott signed HB 2439 with an effective date of September 1, 2019. This bill appears to prohibit municipalities from requiring certain exterior building materials for residential and commercial construction. Therefore, the City's masonry requirement may not be enforceable, and approval of certain building materials in the PD conditions may not be necessary. We are reviewing the impacts of this bill with our legal staff to determine how it may affect our current regulations. In the interim, we propose to keep the building materials as part of the PD conditions, and the applicant does not object.

### **Project Analysis and Discussion**

This property was zoned UC2 in 2015 at UMHB's request and is undeveloped except for a residence on site and a UMHB nature hiking trail. The adjacent property on the north side of Nolan Creek is zoned Agricultural District and is undeveloped except for a single family residence. Properties on the south side of MLK Avenue are zoned Agricultural District along the Loop 121 frontage and Single Family 1 along Cliff Drive where the Cliffs of Nolan Creek Subdivision is located with single family homes. Properties on the west side of Loop 121 are zoned Agricultural District and are residentially developed.

### **Land Use Table/Allowable Uses**

The current UC2 Zoning District is intended to accommodate a university or college campus and uses normally associated or related to a university campus. The proposed Office-2 (O2) Zoning District allows the following land uses:

- Any use allowed in Office-1 Zoning District
- Auto parking lot or garage
- Bank or other financial institution
- Child care center, private or public school, college or university
- Church
- Civic center
- Clinic or medical office
- Offices
- Incidental retail or personal services
- Scientific and research laboratory
- Indoor theater
- Nursing home
- Photography studio

### **Zoning Ordinance Area Requirements**

Below is a comparison of area requirements for the requested O2 Zoning District and existing UC2 District:

	<u>Office 2</u>	<u>University Campus 2</u>
Minimum Lot Area:	10,000 sq ft	5,000 sq ft
Minimum Lot Width:	n/a	50'



Minimum Lot Depth: n/a	100'
Front Yard Setback: 50 ft	25'
Side Yard Setback: 25'; none interior; 50 ft on corner lot	15'; 20' adjacent to street
Rear Yard Setback: 20 ft	15'
Maximum Height: None except when next to residential uses	None but increased setback required when over 3 stories

The two tracts satisfy all area requirements for the requested O2 Zoning District and there is adequate room to meet the required setbacks.

#### Design Standards

Exterior Building Materials: The Design Standards require non-residential and institutional buildings to have a minimum 90% masonry exterior for the first floor and minimum 75% for any story above one. *Masonry Construction* is defined in our Design Standards Section IV.C.3.a. as the following: *That form of construction composed of brick, stone, decorative concrete block or tile, or other similar building units or materials (or combination of these materials) laid up unit by unit and set in mortar, and shall exclude wall area devoted to doors and windows.* The term includes hard fired brick, stone, decorative concrete blocks, concrete pre-cast or tilt-wall panel, glass blocks or tiles, and three step hard coat stucco/EIFS.

FBF is proposing to use a sintered stone product (Neolith) which is a combination of granite, silica/glass, clay materials and natural pigments processed into a finely finished architectural panel, installed as a thin-set veneer. They propose that this product comprise 60% of the 90% masonry requirement, or 54% overall. See below:

Requirement:	90% Masonry	10% Other
Proposal:	54% Neolith overall/36% Masonry overall	10% Other

Therefore, instead of 90% masonry, the proposed structure will have 36% masonry overall. Generally, variations in the Design Standards may be addressed administratively by the Director of Planning through an application for Alternate Compliant Design. However, given the degree of variation from the standards, Staff felt it appropriate to bring this forward as part of the PD zoning conditions. Glazing material described as translucent polycarbonate structural sandwich panels are also proposed and give a "window" type look. Architectural metal wall panels are proposed as part of future construction and would be considered part of the "10% other" overall exterior material. These products are not currently listed in our design standards as an option for alternative exterior materials, yet are attractive and provide a variety in building material surfaces. A more detailed description of these proposed alternative products is provided as an attachment to this report.

Future buildings are anticipated on the north and east sides of the main structure and will not be highly visible from the public streets. The applicant requested relaxation in the exterior materials for these future buildings to allow a minimum 30% masonry and maximum 70% other material (to include other masonry material such as the sintered stone or architectural metal



panels described above). Since visibility will be reduced here, the PD could accommodate the proposal.

When requesting alternative exterior materials, per Section IV.C.4.c.vi. of the Design Standards, consideration for exceptions shall be based upon the following:

1. Architectural design, creativity and innovation;
2. Compatibility with surrounding structures;
3. Relative ease of maintenance of the materials,
4. Long-term durability and weather-resistance of the materials.

#### **Future Land Use**

The FLUM identifies this area as Institutional use. The proposed PD with a base zoning of O2 appears to be consistent with anticipated future land uses in this vicinity, and compatible with existing uses. Therefore, the requested PD-O2 Zoning District appears to be reasonable in this location.

#### **P&ZC Meeting Update**

At the Planning and Zoning Commission meeting on June 18, 2019, there was discussion regarding the FUTURE buildings that would be constructed with “Phase II” and a desire to have some review of these buildings, building materials, and building locations when the plans are more definitive. Please refer to the meeting minutes for more details. Ultimately, the Commission members revised the staff recommendation to require site plan review by the Planning Commission and City Council when this Future phase moves forward.

#### **Recommendation**

The Planning and Zoning Commission met on June 18, 2019 and unanimously recommended approval of this zoning change from University Campus 2 District to Planned Development-Office 2 (O2) District, subject to the conditions below. Staff concurs with their recommendation.

1. The use and development of the property shall conform to the O2 Zoning District in all respects.
2. The development of the property shall generally conform to the Master Site Plan and all applicable Type Area 3 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance with the following exceptions:
  - a. Exterior building materials may consist of the following in the typical percentages shown on the Material Percentage Diagram:
    - i. Minimum 35% masonry overall;
    - ii. Maximum 55% sintered stone architectural panel (Neolith) overall; and
    - iii. Glazing material (translucent polycarbonate structural sandwich panels) may be allowed and considered as windows in the calculations.



- b. Buildings in the “Future” area shown on the Master Site Plan shall be subject to detailed site plan review in the same manner required for a zoning change, including owner notification and public hearings before the Planning and Zoning Commission and City Council.
3. These PD conditions on building materials and Phase I Site Plan elements shall be considered null and void should legislation be enacted that prohibits municipalities from regulating the type of exterior building materials that may be used. Should this occur, the zoning of this property shall be considered PD Office-2 with all Office-2 standards otherwise in effect.
4. Subdivision plat is required.

**Attachments:**

Zoning application  
Property Location Map  
Zoning map  
Aerial map  
Map with zoning notice boundary (200')  
Zoning notice to owners  
Property owners' list  
Field notes  
Site plan and building elevation renderings  
Product description  
P&Z Minutes Excerpt  
Ordinance



Z-19-10

**City of Belton**  
**Request for a Zoning Change**

**To the City Council and the**  
**Planning & Zoning Commission**

Fee: \$250.00

Date Received: 05/15/19 Date Due: 05/15/19 (All plans are to be returned to the Planning Department within 5 working days)

Applicant: RBDR ARCHITECTS Phone Number: 254 776 8380  
Mailing Address: 913 FRANKLIN AVE. SUITE 100 City: WACO State: TX  
Email Address: kbailey@rbdrarchitects.com

Owners Name: FIRST BAPTIST BELTON Phone Number: 254 939 0705  
Mailing Address: 506 N. MAIN City: BELTON State: TX  
Email Address: deric@salsergroup.com

Applicant's Interest in Property:

PROJECT ARCHITECT

Legal Description of Property:

35.6 35.75 ACRES OF LAND, SITUATED IN THE J. BENNETT SURVEY, ABSTRACT NO. 71, SAME & EXCEPT 0.1501  
ACRE CONVEYED TO THE STATE OF TEXAS IN DOCUMENT NO. 2019-00012157, OFFICIAL PUBLIC RECORD  
OF REAL PROPERTY, BELL COUNTY, TEXAS.  
Is this property being simultaneously platted? No

Street Address: NORTHEAST CORNER OF STATE LOOP 121 & MARTIN LUTHER KING JR. AVE. IN BELTON, TX

Zoning Change From UNIVERSITY CAMPUS - 2 to PLANNED DEVELOPMENT DISTRICT w/ OFFICE - 2

Signature of Applicant: Keith Bailey Date: 5/13/19

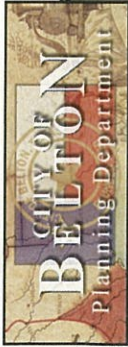
Signature of Owner (if not applicant): John Mandel Date: 5-15-2019

Checklist for Zoning Items to be submitted with application:

- ☐ Signed Application
- ☐ Fees Paid
- ☐ Complete Legal Description of the property to be re-zoned
- ☐ Site Plans per Section 32, Planned Development, of the Zoning Ordinance. Please see the back for specific guidelines.
- ☐ In the event the request involves more than one lot or irregular tracts or acreage, a drawing of the property must be submitted.



# Zoning Case # Z-19-10 Location



## ZONING CHANGE:

UC-2

to

PD - O2

## LEGAL DESCRIPTION:

25 ACRES TRACT  
AND 10.6 ACRES TRACT  
DESCRIBED IN FIELD NOTES

## PROPERTY OWNER:

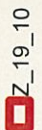
FIRST BAPTIST OF BELTON

## ADDRESS/LOCATION:

1308 W MARTIN  
LUTHER KING JR AVE  
1010 N LOOP 121



LEGEND





# Zoning Case # Z-19-10 Zoning



## ZONING CHANGE:

UC-2  
to  
PD - O2

## LEGAL DESCRIPTION:

25 ACRES TRACT  
AND 10.6 ACRES TRACT  
DESCRIBED IN FIELD NOTES

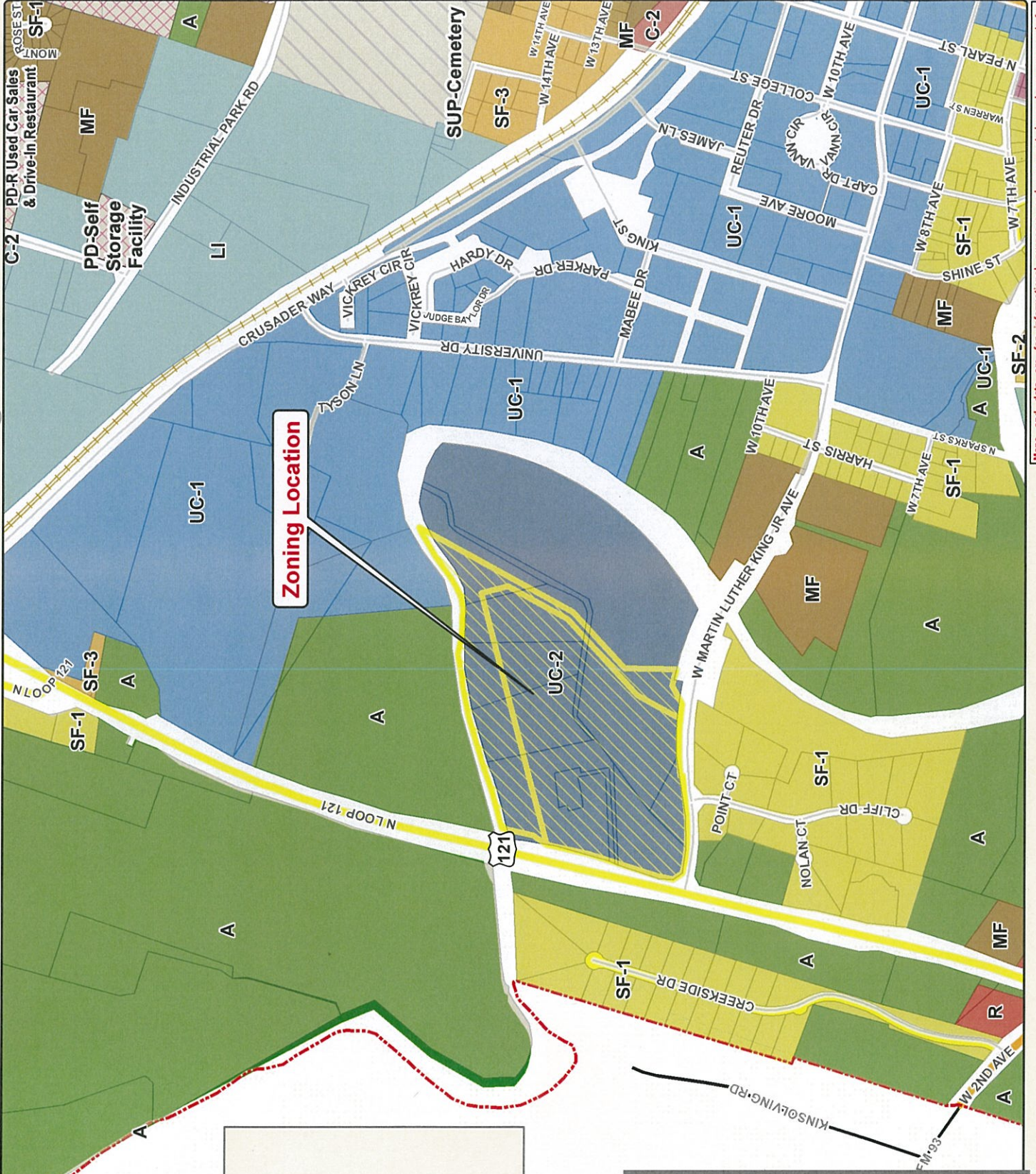
## PROPERTY OWNER:

FIRST BAPTIST OF BELTON

## ADDRESS/LOCATION:

1308 W MARTIN  
LUTHER KING JR AVE  
1010 N LOOP 121

**Zoning Location**



## Legend

- City Parcels
- City Limits
- Z-19-10
- Current Zoning
- Agricultural
- Commercial-2
- Conservation Revitalization Overlay
- Light Industrial
- Multi Family
- Office-1
- Planned Development
- Retail
- Single Family-1
- Single Family-2
- Single Family-3
- Specific Use Permit
- Two Family
- University Campus-1
- University Campus-2

Map Date: 5/30/2019

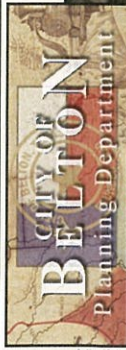
0 250 500 1,000 Feet



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.



# Zoning Case # Z-19-10 Aerial



## ZONING CHANGE:

UC-2

to

PD - O2

## LEGAL DESCRIPTION:

25 ACRES TRACT  
AND 10.6 ACRES TRACT  
DESCRIBED IN FIELD NOTES

## PROPERTY OWNER:

FIRST BAPTIST OF BELTON

## ADDRESS/LOCATION:

1308 W MARTIN  
LUTHER KING JR AVE  
1010 N LOOP 121

## LEGEND

☐ City Parcels

☒ Z\_19\_10

Map Date: 6/5/2019 Aerial Imagery Date: 2018

0 125 250 500 Feet



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.





# Zoning Case # Z-19-10



## ZONING CHANGE:

UC-2

to

PD - O2

## LEGAL DESCRIPTION:

25 ACRES TRACT  
AND 10.6 ACRES TRACT  
DESCRIBED IN FIELD NOTES

## PROPERTY OWNER:

FIRST BAPTIST OF BELTON

## ADDRESS/LOCATION:

1308 W MARTIN  
LUTHER KING JR AVE  
1010 N LOOP 121

## Legend

200' Property Owner

Notification Area

Z\_19\_10

Map Date: 6/6/2019 Aerial Imagery Date: 2018

0 255 510 1,020 Feet



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.





**NOTICE OF APPLICATION  
FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE  
CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: RBDR ARCHITECTS,  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 25 ACRE TRACT AND 10.6 ACRE TRACT, 1308 WEST  
MARTIN LUTHER KING JR. AVENUE AND 1010 NORTH LOOP 121,  
FROM A(N) UNIVERSITY CAMPUS-2 ZONING DISTRICT,  
TO A(N) PLANNED DEVELOPMENT OFFICE-2 ZONING DISTRICT.

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, June 18, 2019**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, June 25, 2019**, AT THE T. B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

AS AN INTERESTED PROPERTY OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN BY ATTENDING THESE HEARINGS. YOU MAY SUBMIT WRITTEN COMMENTS ABOUT THIS ZONING CHANGE BY COMPLETING THIS FORM AND RETURNING IT TO THE ADDRESS BELOW.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

---

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(FURTHER COMMENTS MAY BE EXPRESSED ON A SEPARATE SHEET OF PAPER)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. Box 120  
BELTON, TEXAS 76513  
254-933-5812**



484235  
UNIVERSITY OF MARY HARDIN BAYLOR  
900 COLLEGE STREET  
UMHB 8441  
BELTON, TX 76513

484634  
UNIVERSITY OF MAY HARDIN BAYLOR  
900 COLLEGE STREET  
UMHB 8441  
BELTON, TX 76513

12920  
ANDERSON, BRUCE W ETUX ALANA M  
706 N LOOP 121  
BELTON, TX 76513

93210  
ANDERSON, BRUCE W ETUX ALANA M  
706 N LOOP 121  
BELTON, TX 76513

354257  
BOETHEL, CARL D & CHRISTY D  
615 CLIFF DR  
BELTON, TX 76513-2404

354278  
BRAUER, AUGUST J III & CYNTHIA  
1202 POINT CT  
BELTON, TX 76513

132446  
BREEDLOVE, ANTONIO L ETUX PATRICIA L  
801 N LOOP 121  
BELTON, TX 76513-4820

354279  
CLIFFS OF NOLAN CREEK HOME OWNERS  
ASSOCIATION  
606 CLIFF DR  
BELTON, TX 76513

51535  
DALBY, PERRY V ETUX BARBARA C  
1400 N LOOP 121  
BELTON, TX 76513-2402

51538  
HOOD, EARON MRS  
2208 UNIVERSITY DR  
BELTON, TX 76513-2537

44388  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

44389  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

44419  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

44420  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

316445  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

317428  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

318007  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

331400  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

397310  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

397311  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

397312  
UNIVERSITY OF MARY HARDIN BAYLOR  
UMHB BOX 8441  
BELTON, TX 76513

354277  
WAINWRIGHT, ROBBIE & ANNE  
1201 POINT CT  
BELTON, TX 76513-5740

SUPERINTENDENT  
DR. SUSAN KINCANNON  
BELTON I.S.D.  
P O Box 269  
BELTON TEXAS 76513



**NOTICE OF APPLICATION  
FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE  
CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: RBDR ARCHITECTS  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 25 ACRE TRACT AND 10.6 ACRE TRACT, 1308 WEST  
MARTIN LUTHER KING JR. AVENUE AND 1010 NORTH LOOP 121  
FROM A(N) UNIVERSITY CAMPUS-2 ZONING DISTRICT,  
TO A(N) PLANNED DEVELOPMENT OFFICE-2 ZONING DISTRICT.

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, June 18, 2019**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, June 25, 2019**, AT THE T. B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

AS AN INTERESTED PROPERTY OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN BY ATTENDING THESE HEARINGS. YOU MAY SUBMIT WRITTEN COMMENTS ABOUT THIS ZONING CHANGE BY COMPLETING THIS FORM AND RETURNING IT TO THE ADDRESS BELOW.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

(FURTHER COMMENTS MAY BE EXPRESSED ON A SEPARATE SHEET OF PAPER)

DATE: June 12, 2019 SIGNATURE: Steve Sheridan

397312

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

397311

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

484235

UNIVERSITY OF MARY HARDIN BAYLOR

900 COLLEGE STREET

UMHB 8441

BELTON, TX 76513

484634

UNIVERSITY OF MARY HARDIN BAYLOR

900 COLLEGE STREET

UMHB 8441

BELTON, TX 76513

44419

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

**PLANNING DEPARTMENT**

**CITY OF BELTON**

**P. O. BOX 120**

**BELTON, TEXAS 76513**

**254-933-5812**





# Zoning Case # Z-19-10

317428

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

**200' Property Owner  
Notification Area**

44388

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

44420

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

316445

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

44389

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

397310

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

318007

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

331400

UNIVERSITY OF MARY HARDIN BAYLOR

UMHB BOX 8441

BELTON, TX 76513

## ZONING CHANGE:

UC-2

to

PD - O2

## LEGAL DESCRIPTION:

25 ACRES TRACT  
AND 10.6 ACRES TRACT  
DESCRIBED IN FIELD NOTES

## PROPERTY OWNER:

FIRST BAPTIST OF BELTON

## ADDRESS/LOCATION:

1308 W MARTIN  
LUTHER KING JR AVE  
1010 N LOOP 121

## Legend

200' Property Owner

Notification Area

Z\_19\_10

Map Date: 6/6/2019 Aerial Imagery Date: 2018

0 255 510 1,020 Feet



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.



Survey showing a 25.00 ACRE TRACT OF LAND and a 10.60 ACRE TRACT OF LAND, situated in the James Bennett Survey, Abstract No. 71, Bell County, Texas.

This sketch to accompany a metes and bounds description of the herein shown 25.00 Acre tract and 10.60 acre tract.

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE	RECORD CALLS
C1	1785.00'	14.84'	N 71°10'24" E	14.84'	19°04'54"	RAD=1785.00'
C2	1645.00'	424.74'	N 88°56'11" E	428.23'	13°42'54"	RAD=1645.00'
C3	1050.00'	587.41'	N 84°09'14" E	524.48'	18°48'51"	RAD=1050.00'

LINE	BEARING	DISTANCE	RECORD CALLS
L1	N 39°07'48" E	60.57'	S 50°10'31" E 60.71'
L2	N 12°56'11" E	87.18'	N 62°14' N 18°12'00" E 416.66'
L3	N 54°52'22" E	62.48'	
L4	N 13°18'31" E	87.18'	
L5	N 65°19'38" E	52.60'	
L6	N 74°36'58" E	18.57'	
L7	S 74°20'18" E	18.57'	
L8	S 6°55'02" E	15.35'	
L9	N 18°18'56" E	51.28'	
L10	N 64°19'24" E	67.40'	
L11	N 54°19'50" E	75.27'	
L12	N 58°40'21" E	140.30'	
L13	N 54°19'50" E	102.24'	
L14	N 65°19'38" E	24.30'	
L15	S 62°19'25" E	15.46'	S 62°19'45" E 15.40'
L16	S 25°10'21" E	15.28'	S 62°21'18" E 15.20'

Survey performed for: FIRST BAPTIST CHURCH OF BELTON, TEXAS, as per plat site agreement provided by HORTHEIT ABSTRACT 1 TITLE COMPANY, P.P. No. 18-5380, EFFECTIVE DATE: April 1, 2014.

Note from the Surveyor:  
The following information listed on the title commitment supplied by HORTHEIT ABSTRACT 1 TITLE COMPANY, P.P. No. 18-5380, EFFECTIVE DATE: April 1, 2014 have been reviewed by this surveyor and based upon what is visible on the ground and what can be plotted from their descriptions, do not appear to affect this property.  
(Vol. / Pg. ) \* 155 / 2 \* 1550 / 843 \* 2275 / 418 \* 2275 / 581 \* 1504 / 1 \* 2106 / 235 898 / 422 \* 124 / 284

This document is not valid for any purpose unless signed and sealed by a Registered Professional Land Surveyor.



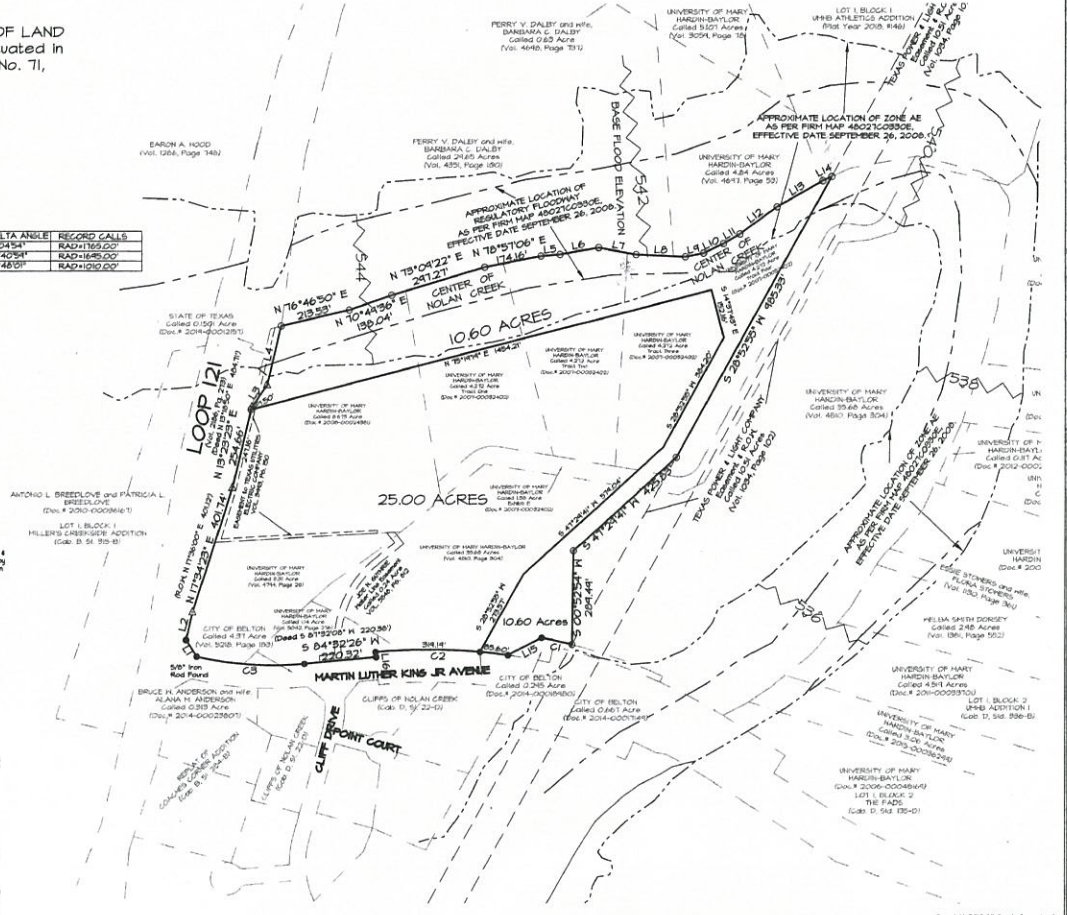
Horizontal datum based upon the Texas State Plane Coordinate System, Central Zone, NAD 83, as per GPS observations. Calculated scale factor 1.000142755 scale about 64-2 (N 10364340.30 E 8142328.63).



*Charles C. Lucko*



ALL COUNTY SURVEYING, INC.  
P.O. Box No. 1022600  
4300 South 5th Street  
Temple, Texas 76782  
254-718-2732 • Killeen 254-634-4636  
www.allcountysurveying.com



Survey showing a 25.00 ACRE TRACT OF LAND and a 10.60 ACRE TRACT OF LAND, situated in the James Bennett Survey, Abstract No. 71, Bell County, Texas.

Plot Date: 04-28-2014  
Survey completed: 04-28-2014  
Scale: 1" = 200'  
Job No.: 133022  
Dwg No.: 18302216  
Drawn by: ECL  
Surveyor: ECL



## FIELD NOTES PREPARED BY ALL COUNTY SURVEYING, INC.

April 24, 2019

### Surveyor's Field Notes:

Being **25.00 Acres**, situated in the James Bennett Survey, Abstract No. 71, being a portion of a called 8.675 acre tract of land conveyed to the University of Mary Hardin-Baylor in Document No. 2008-00024381, Official Public Records of Real Property, Bell County, Texas, a portion of a called 4.272 acre tract of land (Tract One), a portion of a called 4.272 acre tract of land (Tract Two), a portion of a called 4.272 acre tract of land (Tract Three) and a portion of a called 4.272 acre tract of land (Tract Four), all conveyed to the University of Mary Hardin-Baylor in Document No. 2007-00032402, of said Official Public Records, a portion of a called 1.38 acre tract of land (Exhibit E) conveyed to the University of Mary Hardin-Baylor in Document No. 2007-00032402, of said Official Public Records, a portion of a called 35.68 acre tract of land conveyed to the University of Mary Hardin-Baylor in Volume 4810, Page 304, of said Official Public Records, a portion of a called 3.31 acre tract of land conveyed to the University of Mary Hardin-Baylor in Volume 4794, Page 28, of said Official Public Records and all of a called 1.14 acre tract of land conveyed to the University of Mary Hardin-Baylor in Volume 5042, Page 276, of said Official Public Records, and being more particularly described as follows;

**BEGINNING** at a 5/8" iron rod found on the north line of Martin Luther King Jr. Avenue, same being the north line of a called 4.37 acre tract of land conveyed to the City of Belton in Volume 5218, Page 183, of said Official Public Records, being the easterly cutback to Loop 121, for the most southerly, southwest corner of this tract of land;

**THENCE** in a northwesterly direction, with the north line of said Martin Luther King Jr. Avenue (*Deed N. 30° 03' 17" W., 60.71 feet*), **N. 33° 10' 48" W., 60.37 feet**, to a 5/8" iron rod with "ACS" cap found on the east line of Loop 121, same being the west line of said 3.31 acre tract, for the most westerly, southwest corner of this tract of land;

**THENCE** in a northerly direction, with the east line of said Loop 121, same being the west line of said 3.31 acre tract and the west line of said 8.675 acre tract, the following three (3) courses and distances:

- 1) **N. 12° 59' 11" E., 87.78 feet** (*TxDot R.O.W. N. 13° 12' 00" E., 478.66 feet*), to a 4"x4" concrete TxDot monument found (broken), for a corner of this tract of land;
- 2) **N. 17° 34' 23" E., 401.74 feet** (*TxDot R.O.W. N. 17° 36' 00" E., 401.12 feet*), to a 4"x4" concrete TxDot monument found, for a corner of this tract of land;
- 3) **N. 13° 23' 23" E., 247.17 feet** (*TxDot R.O.W. N. 13° 18' 50" E., 484.71 feet*), to a 5/8" iron rod with "ACS" cap set, for the northwest corner of this tract of land;

**THENCE** in an easterly direction, over and across said 8.675 acre tract, Tract One, Tract Two, Tract Three and Tract Four, **N. 75° 19' 19" E., 1454.21 feet**, to a 5/8" iron rod with "ACS" cap set, for the most northerly, northeast corner of this tract of land;

**THENCE** in a southerly direction, continuing over and across said Tract 4, **S. 14° 37' 43" E., 152.16 feet**, to a 5/8" iron rod with "ACS" cap set, for the most easterly, southeast corner of this tract of land;

**THENCE** in a southwesterly direction, over and across said Tract Four, Tract Three and said 35.68 acre tract of land, the following three (3) courses and distances;

- 1) **S. 28° 52' 55" W.,** passing a 60d nail set for reference at 374.20 feet, and continuing a total distance of **384.20 feet**, to a calculated point, for a corner of this tract of land;
- 2) **S. 47° 29' 41" W., 579.04 feet**, to a 5/8" iron rod with "ACS" cap set, for a corner of this tract of land;



- 3) **S. 28° 52' 55" W., 273.57 feet**, to a 5/8" iron rod with "ACS" cap set on a curve to the left on the north right of way of Martin Luther King Jr. Avenue, being the north line of said 4.37 acre tract of land, for the most southerly, southeast corner of this tract of land;

**THENCE** in a generally westerly direction, with the north line of Martin Luther King Jr. Avenue, same being the north line of said 4.37 acre tract, the following four (4) courses and distances:

- 1) **319.19 feet**, with a curve to the left, having a *radius of 1695.00 feet*, a *delta angle of 10° 47' 22"* and a *chord which bears S. 89° 56' 54" W., 318.72 feet*, to a 5/8" iron rod with "ACS" cap found at the end of said curve to the left, for a corner of this tract of land;
- 2) **S. 05° 10' 27" E., 15.08 feet** (*Deed S. 02° 27' 55" E., 15.00 feet*), to a 5/8" iron rod with "ACS" cap found, for a corner of this tract of land
- 3) **S. 84° 32' 26" W., 220.32 feet** (*Deed S. 87° 32' 05" W., 220.38 feet*), to a 5/8" iron rod with "ACS" cap found at the beginning of a curve to the right, for a corner of this tract of land;
- 4) **331.41 feet** (*Deed 331.45 feet*), with said curve to the right, having a *radius of 1010.00 feet*, a *delta angle of 18° 48' 01"* and a *chord which bears N. 86° 03' 19" W., 329.93 feet*, to the Point of Beginning, containing **25.00 Acres of land**.

Horizontal datum based upon the Texas State Plane Coordinate System, Central Zone, NAD 83, as per GPS observations. Calculated scale factor 1.0001412755 scale about CP-2 (N:10,364,340.30 E:3,192,281.63).

This metes and bounds description to accompany a Surveyors Sketch of the herein described 25.00 Acre tract.

This document is not valid for any purpose unless signed and sealed by a Registered Professional Land Surveyor.

Surveyed April 12, 2019

**ALL COUNTY SURVEYING, INC.**  
**1-800-749-PLAT**

**Tx. Firm Lic. No. 10023600**

Server/projects/pro180000/182000/182022/182022 25.00 Ac Rev



Charles C. Lucko  
 Registered Professional Land Surveyor  
 Registration No. 4636



## FIELD NOTES PREPARED BY ALL COUNTY SURVEYING, INC.

April 26, 2019

### Surveyor's Field Notes:

Being **10.60 Acres**, situated in the James Bennett Survey, Abstract No. 71, being a portion of a called 8.675 acre tract of land conveyed to the University of Mary Hardin-Baylor in Document No. 2008-00024381, Official Public Records of Real Property, Bell County, Texas, a portion of a called 4.272 acre tract of land (Tract One), a portion of a called 4.272 acre tract of land (Tract Two), a portion of a called 4.272 acre tract of land (Tract Three) and a portion of a called 4.272 acre tract of land (Tract Four), all conveyed to the University of Mary Hardin-Baylor in Document No. 2007-00032402, of said Official Public Records, a portion of a called 1.38 acre tract of land (Exhibit E) conveyed to the University of Mary Hardin-Baylor in Document No. 2007-00032402, of said Official Public Records and a portion of a called 35.68 acre tract of land conveyed to the University of Mary Hardin-Baylor in Volume 4810, Page 304, of said Official Public Records, and being more particularly described as follows;

**BEGINNING** at a calculated point in the approximate center of Nolan Creek, same being the north line of said 8.675 acre tract, being the northeast corner of a called 0.1501 acre tract of land conveyed to the State of Texas in Document No. 2019-00012157, of said Official Public Records, for the northwest corner of this tract of land;

**THENCE** in a generally easterly direction, with the north line of said 8.675 acre tract, the north line of said Tract One, Tract Two, Tract Three and Tract Four (*Deeds call center of Nolan Creek*), same being the approximate center of Nolan Creek, the following fourteen (14) courses and distances:

- 1) **N. 76° 46' 50" E., 213.53 feet**, to a calculated point, for a corner of this tract of land;
- 2) **N. 70° 49' 36" E., 138.04 feet**, to a calculated point, for a corner of this tract of land;
- 3) **N. 73° 09' 22" E., 297.27 feet**, to a calculated point, for a corner of this tract of land;
- 4) **N. 78° 57' 06" E., 174.16 feet**, to a calculated point, for a corner of this tract of land;
- 5) **N. 85° 13' 35" E., 58.80 feet**, to a calculated point, for a corner of this tract of land;
- 6) **N. 79° 38' 31" E., 119.57 feet**, to a calculated point, for a corner of this tract of land;
- 7) **S. 79° 25' 18" E., 115.87 feet**, to a calculated point, for a corner of this tract of land;
- 8) **S. 87° 20' 05" E., 151.51 feet**, to a calculated point, for a corner of this tract of land;
- 9) **N. 78° 18' 51" E., 57.45 feet**, to a calculated point, for a corner of this tract of land;
- 10) **N. 64° 37' 49" E., 67.90 feet**, to a calculated point, for a corner of this tract of land;
- 11) **N. 59° 37' 56" E., 58.19 feet**, to a calculated point, for a corner of this tract of land;



- 12) **N. 53° 46' 21" E., 140.30 feet**, to a calculated point, for a corner of this tract of land;
- 13) **N. 59° 59' 09" E., 162.29 feet**, to a calculated point, for a corner of this tract of land;
- 14) **N. 65° 19' 28" E., 29.86 feet**, to a calculated point, for the northeast corner of this tract of land;

**THENCE** in a southerly direction, over and across said Tract Four and Tract Three and said 35.68 acre tract, the following three (3) courses and distances:

- 1) **S. 28° 52' 55" W., 985.33 feet**, to a 5/8" iron rod with "ACS" cap set, for a corner of this tract of land;
- 2) **S. 47° 29' 41" W., 425.83 feet**, to a 5/8" iron rod with "ACS" cap set, for a corner of this tract of land;
- 3) **S. 00° 52' 54" W., 289.49 feet**, to a 5/8" iron rod with "ACS" cap set on a curve to the left on the north line of Martin Luther King Jr. Avenue, same being the north line of a called 0.295 acre tract of land conveyed to the City of Belton in Document No. 2014-00018980, of said Official Public Records, for the southeast corner of this tract of land;

**THENCE** in a generally westerly direction, with the north line of Martin Luther King Jr. Avenue, same being the north line of said 0.295 acre tract, the following two (2) courses and distances:

- 1) **94.94 feet**, with said curve to the left, *having a radius of 1765.00 feet, a delta angle of 3° 04' 54" and a chord which bears N. 77° 10' 44" W., 94.92 feet*, to a 5/8" iron rod with "ACS" cap found, for a corner of this tract of land;
- 2) **S. 62° 32' 55" W., 115.96 feet** (*Deed S. 62° 35' 48" W., 115.90 feet*), to a 5/8" iron rod with "ACS" cap found, being the southwest corner of said 0.295 acre tract, for a corner of this tract of land;

**THENCE** continuing in a generally westerly direction, with the north line of Martin Luther King Jr. Avenue, same being the north line of a called 4.37 acre tract of land conveyed to the City of Belton in Volume 5218, Page 183, of said Official Public Records, **85.60 feet**, with a curve to the left, *having a radius of 1695.00 feet, a delta angle of 02° 53' 37" and a chord which bears N. 83° 12' 36" W., 85.59 feet*, to a 5/8" iron rod with "ACS" cap found, for the most southerly southwest corner of this tract land;

**THENCE** in a generally northerly direction, over and across said 35.68 acre tract, said 1.38 acre tract, said Tract Three and Tract Four, the following four courses and distances:

- 1) **N. 28° 52' 55" E., 273.57 feet**, to a 5/8" iron rod with "ACS" cap found, for a corner of this tract of land;
- 2) **N. 47° 29' 41" E., 579.04 feet**, to a calculated point, for a corner of this tract of land;
- 3) **N. 28° 52' 55" E.**, passing a 60d nail set for reference at *10.00 feet* and continuing a **total distance of 384.20 feet**, to a 5/8" iron rod with "ACS" cap found, for a corner of this tract of land;



- 4) **N. 14° 37' 43" W., 152.16 feet**, to a 5/8" iron rod with "ACS" cap found, for a corner of this tract of land;

**THENCE** in a westerly direction, over and across said Tract Four, said Tract Three, Said Tract Two, said Tract One and said 8.675 acre tract, **S. 75° 19' 19" W., 1454.21 feet**, to a 5/8" iron rod with "ACS" cap found on the west line of said 8.675 acre tract, same being the occupied east right of way of Loop 121, for the most westerly, southwest corner of this tract of land;

**THENCE** in a northerly direction, with the west line of said 8.675 acre tract, same being the occupied east right of way of Loop 121 (*Deed N. 13° 18' 50" E., 484.71 feet*), **N. 13° 23' 23" E., 7.50 feet**, to a TxDot aluminum disc monument found, being the southern most corner of said 0.1501 acre tract, for a corner of this tract of land;

**THENCE** continuing in a northerly direction, with the west line of said 0.1501 acre tract, the following two (2) courses and distances:

- 1) **N. 34° 25' 22" E., 82.49 feet** (*Deed N. 34° 43' 35" E., 82.27 feet*), to a TxDot aluminum disc monument found, for a corner of this tract of land;
- 2) **N. 13° 18' 31" E., 187.53 feet** (*Deed N. 13° 18' 52" E., 187.53 feet*), to the Point of Beginning, containing *10.60 Acres of land*.

Horizontal datum based upon the Texas State Plane Coordinate System, Central Zone, NAD 83, as per GPS observations. Calculated scale factor 1.0001412755 scale about CP-2 (N:10,364,340.30 E:3,192,281.63).

This metes and bounds description to accompany a Surveyors Sketch of the herein described 10.60 Acre tract.

This document is not valid for any purpose unless signed and sealed by a Registered Professional Land Surveyor.

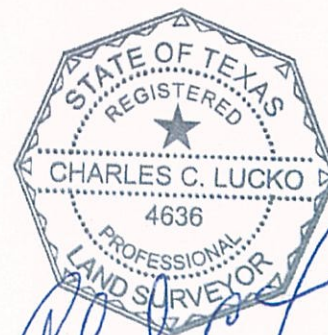
Surveyed April 12, 2019

**ALL COUNTY SURVEYING, INC.**

**1-800-749-PLAT**

**Tx. Firm Lic. No. 10023600**

Server/projects/pro180000/182000/182022/182022 10.60 Ac Rev



Charles C. Lucko  
Registered Professional Land Surveyor  
Registration No. 4636







# 542 TOTAL PROVIDED PARKING SPACES

**SANCTUARY**  
 BAYS = 1196  
 CALCULATIONS = 1196 x 1.005 = 1202 PARKING SPACES  
**ADMINISTRATION** - 8,000 SF  
 BAYS = 175 PER 200 SF  
 CALCULATIONS = 8,000 / 200 x 175 = 350 PARKING SPACES  
**ADULT EDUCATION** - 9,000 SF  
 BAYS = 175 PER 200 SF  
 CALCULATIONS = 9,000 / 200 x 175 = 394 PARKING SPACES  
**GRADESCHOOL**  
 BAYS = 175 PER 15 STUDENTS  
 CALCULATIONS = 250 x 15 = 375 PARKING SPACES  
**PRESCHOOL**  
 BAYS = 175 PER 15 STUDENTS  
 CALCULATIONS = 250 x 15 = 375 PARKING SPACES  
**YOUTH / COLLEGE** - 4,000 SF  
 BAYS = 175 PER 200 SF  
 CALCULATIONS = 4,000 / 200 x 175 = 350 PARKING SPACES



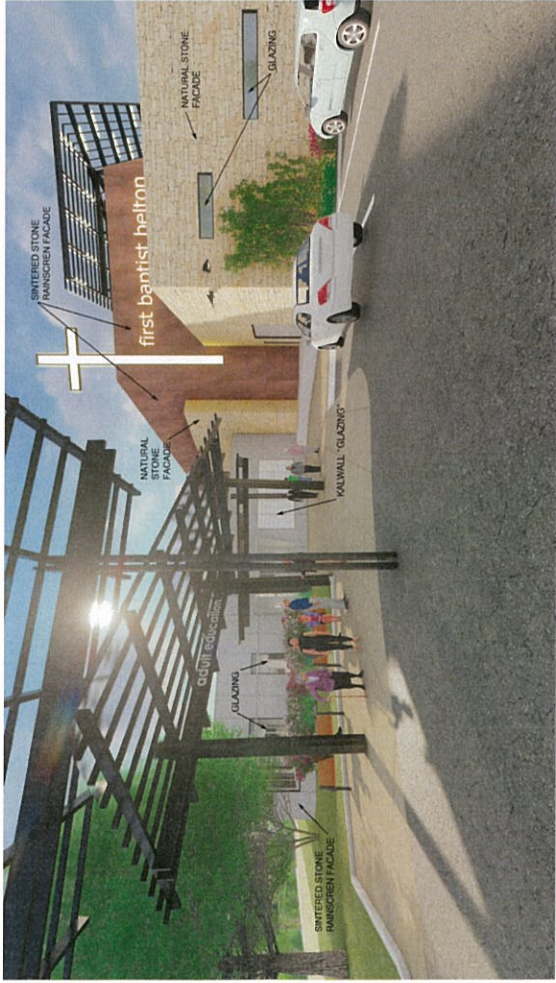




VIEW OF MAIN SANCTUARY / ADMINISTRATION BUILDING



ADMINISTRATION BUILDING



ADULT EDUCATION BUILDING / SENIOR DROP-OFF (MORNING SUN)



ADULT EDUCATION BUILDING / SENIOR DROP-OFF (MID-DAY SUN)





MAIN ENTRANCE / "FRONT PORCH"



CHILDREN'S BUILDING / WORKER ENTRANCE



ADMINISTRATION BUILDING / FRONT DROP-OFF



ADMINISTRATION BUILDING / FRONT DROP-OFF





YOUTH EDUCATION BUILDING / "BACK PORCH"



CREEKSIDE ENTRANCE / "BACK PORCH"



ADULT EDUCATION BUILDING



ADULT EDUCATION BUILDING



## Product Description

**ADD SINTERED STONE PRODUCT:** Sintered stone is a combination of granite, silica/glass, clay materials and natural pigments, which is powdered and pressed at up to 15,000 PSI, and then fired at temperatures that produce atomic bonding, resulting in a non-porous monolithic slab. The slab is then rectified and processed to produce a finely finished architectural panel. A properly manufactured panel is extremely durable, low-maintenance, highly cleanable, and virtually ageless in outdoor exposed applications. Installation is permitted as a thin-set veneer, in a ventilated rainscreen application, or as part of a curtain wall system. Installation must comply with industry standards and manufacturer instructions.

### **ADD the following Alternative Exterior Materials:**

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- IV.C.3.b.vi. Glazing Material:** translucent polycarbonate structural sandwich panel
- IV.C.3.b.vii. Architectural Metal Wall Panels:** Allowable types are limited to the following: Flush profile concealed fastener lap seam metal wall panel, metal composite material wall panel, and interlocking metal plate wall panel. Industrial metal sidings are not permitted.



Minutes of the  
**Planning and Zoning Commission (P&ZC)**  
City of Belton  
333 Water Street  
Tuesday, June 18, 2019

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The Planning and Zoning Commission met at 5:30 P.M. in the Wright Room at the Harris Community Center. The following members were present: Chair Brett Baggerly, Stephanie O'Banion, Zach Krueger, Luke Potts, Ty Hendrick, David Jarratt and Quinton Locklin. Commission members Allison Turner and Dave Covington were absent. The following staff members were present: City Manager Sam Listi, Director of Planning Cheryl Maxwell, Planning Clerk Laura Livingston, Planner Kelly Atkinson, and IT Specialist Ryan Brown.

**4. Z-19-10 Hold a public hearing and consider a zoning change from University Campus 2 District to Planned Development—Office 2 District on approximately 35.6 acres at 1308 West Martin Luther King Jr. Avenue and 1010 North Loop 121, at the northeast corner of West Martin Luther King Jr. Avenue and North Loop 121.**

Ms. Maxwell presented the staff report (Exhibit A).

Chair Baggerly opened the public hearing. Mr. Randy Anderson, 2500 Hester Way in Salado, is an elected elder at First Baptist Church Belton, member and property management chairman. He said they have spent years battling failing infrastructure at the current location, rising costs, and land locked by four active streets. Increased safety measures for members is needed because of the traffic congestion. They finalized the land swap in January 2018 with the idea of building a new church at that location for First Baptist Church Belton. They are still within the city limits in that location, and 1.1 miles from their current location, and they still intend to be a community church. Moving to that location will allow the church to be more accessible to their senior members and for their special needs members. Because most of the population is settling on the west side, it will accommodate the growing population of Belton. It also puts them a bit closer to their members who live in the Fort Hood area. He asked that the Commission consider the rezoning, and the materials they have identified for the new church campus. The materials were selected because of their ease of maintenance and also because they blend in with the hill country landscape, which is a beautiful location and they asked for the Commission's favorable consideration.

Mr. Michael Ratliff, 2722 North Beal Street, said he served on the Planning and Zoning Commission, and he appreciates their service and the city staff. He referenced the move by the Church of Christ out of downtown and the growth they experienced--he anticipates the same for First Baptist Church Belton. With no one else requesting to speak, Chair Baggerly closed the public hearing.

Mr. Potts asked Mr. Anderson regarding the current city requirements, if the laws were changed would they change to less expensive materials? Mr. Anderson said he understood the current legislation. They do not have any intention in changing the materials they have chosen to use. If they do find a better material that looks similar or that is more durable, we would like to be able to change the item, but it's nothing that would be a drastic change. Mr. Locklin asked if he had a sample of it? Mr. Anderson said he believed so. RBDR Architects are here with us tonight, he said, and he passed a sample of the materials to the Commission explaining that this is the cladding that would go on some of the sides, what he called the metal cladding, and then corrected that it is the sintered stone. The Commission comments that it looked a lot like masonry. Chair Baggerly said this is something



to consider when updating the Design Standards because that looks like a material that will be used a lot going forward.

Ms. O'Banion asked Ms. Maxwell about the FLUM and the Planned Development O-2 may or may not stick with the law, is that correct? Let's just say this project doesn't happen maybe due to lack of funding or something, what will this zoning change look like going down the road, should this project not take place? Ms. Maxwell said it will be PD-O-2 with these conditions, and possibly the design standards for materials may not really be applicable. The use and development will have to comply to the zoning district, and anything applicable in the Design Standards will be valid; now, if that exterior material condition is no longer applicable, then it is no longer a requirement. We specifically added the statement about the site plan requirements will no longer be applicable either so there's nothing tying anybody down, so if someone were to open an office, the conditions that are in the PD are really nothing other than what is normally required by the zoning district.

Ms. O'Banion inquired if we feel good about this particular zoning for this particular church use; we feel like this is a good use for this property? Ms. Maxwell said yes, that's what we're bringing before you. Ms. Maxwell showed the list of zoning and uses. The University Campus allows for some of these uses but it's geared toward university type uses. Ms. Maxwell said most of the uses they are proposing would be allowed except for the child care and elementary school. Ms. O'Banion asked if the child care is operationally included in the Phase I. Mr. Anderson said currently no. Providence Preparatory School right now will not be moving with us and they will remain where they are located currently. First Baptist has a 10-year option on their current church to stay there and use that facility until they have raised the money to move to the new location so Providence Prep will remain in its location as they are planning right now, Mr. Anderson said. The area is being designed that it could move out there at some point, he said. Ms. O'Banion asked if the daycare at First Baptist would move to the new location? Yes, he said.

Chair Baggerly said he had one concern with the recommendation for future buildings. It may be a nonissue with the new House bill he said. We might want to get tighter on what we are talking about there like we did with the main structure because that might open us up more than we want, should we be allowed to enforce our Design Standards. Ms. O'Banion asked if they are allowed to enforce between the different phases? Ms. Maxwell said yes. She asked what the Commission was not comfortable with? Is it the 70 percent/30 percent? Chair Baggerly and Ms. O'Banion said it was the 30 percent "other." Ms. O'Banion asked if it could come back to the P&ZC when it was more defined? Ms. Maxwell said as it is stated now, the other material could be comprised of metal wall panels for instance. Ms. O'Banion said right, but we don't know. Chair Baggerly said it could be 70 percent metal wall panels. Ms. Maxwell said yes it could. Chair Baggerly said that's probably the part where they want to get a little tighter.

Keith Bailey, 913 Franklin Avenue in Waco, represents RBDR Architects. He said this is one thing that comes up often when we start talking about metal on the exterior. They understand why it can be objectionable at times, he said. In Waco there are some pretty strict ordinances in the downtown zoning related to metal buildings and metal panels. They are not talking about R-panels or metal panels that you might see on a standard metal building, he said. We are talking about architectural metal panels, Mr. Bailey said, and there is a great deal of difference in how they are constructed and their appearance. There are buildings in Austin and Dallas that when you look at them you wouldn't even think about the same kind of metal panel material that you probably had in mind when you wrote your ordinance, Mr. Bailey said. What they are using are sometimes insulated architectural metal, with architectural being the key word and not an industrial metal panel. Architectural metal panel can have patterns or be multi-colored and we use them on banks and hotels and major office



buildings in major cities. They are not the metal panel that most people will have an objection to, he said. This is a true architectural panel that is higher end and more expensive and has a distinctively different look than what you might normally see.

Mr. Potts said his view is he would like to see as many churches as they can get up at the very cheapest cost and he thinks his community is better the more churches we have. Ms. O'Banion said this is not a new church. Mr. Potts said but it's going to be a new building and more people we can show love to and bring them to God the better. Mr. Potts said he would like it to be as easy as possible.

Mr. Hendrick said the current conditions do not allow for prefab metal. Chair Baggerly said he's not so much concerned with that but for future buildings they will need to come to us for approval; a lot could change in 10 years. Ms. O'Banion said this is part of Phase II anyway.

Mr. Jarratt said one thing that was discussed was whether the application was appropriate to the general use so he did not think it would be a radical departure in architectural style. His experience in the Church of Christ is that when they expanded no one thought they would fill it up but they had no room. Mr. Jarratt said he tends to agree with the wording that specifically says about the industrial metal and he doesn't think it would come to that in the first place because there would be no incentive to building something that's not integrated into the look and feel of the campus. Mr. Anderson said when they get to the new location, they could expect to grow pretty quickly and even still they will not be launching into a building campaign. There are leaks because of how the buildings were not put together contiguously at the old campus. When they do expand, they would want to grow and match the new buildings to the old buildings. He asked if that answered the questions that some may have concerns about?

Ms. O'Banion said they have to be very cautious about setting a precedent. She has sat up here multiple times denying one thing after another and this to Chair Baggerly's point is still pretty open-ended and we don't want to appear to give leniency to one developer and not another. We have been pretty strict. So, I want you all to be considerate about a precedent being set and if there is a way to address this and not hinder their project, I think we should take advantage of it and for not setting a precedent for anyone. Mr. Potts asked if there was a specific type of material you are worried about? Ms. O'Banion said when other projects come before them they know exactly what is being used and they can see but this is all open-ended. To set a precedent and open up this box of worms and do things that we have not done in the past for others is concerning, and as long as it doesn't hinder them we can ask for a little more tightening up once Phase II comes. Ms. Maxwell asked if they would like some wording regarding use of exterior materials for future buildings would require site plan review? Ms. O'Banion asked can we have them bring back, when they get to Phase II? Can we go through what we just went through with Phase I? Ms. Maxwell said she's not quite sure how to put that in as a condition because it's a rezoning for entire phases and includes both phases. You have to have some sort of condition so when Phase II comes around for future buildings there is an opportunity to review exterior materials. Mr. Jarratt said can that be a consideration in the permitting process? By the time we get to the permitting process we will already be on the other side of the House bill and understand the effects of that. Ms. Maxwell said right, with every building permit review there is a detailed site plan. Right now, we would hold them to the 90 percent masonry, again we don't know if that's going to be applicable in the future. Regardless of what happens to the Design Standards we would always review the materials. If they are in compliance with the regulations, there is no issue, Ms. Maxwell said. Mr. Jarratt said he didn't think the concern is in this project but the opportunity for other projects.



Chair Baggerly asked if they could look at Condition Letter A. If we are comfortable approving that condition, I think we can be comfortable approving the very same condition for future buildings. Ms. Maxwell said it would be a 35/55 instead of 30/70? Chair Baggerly said that is my opinion, yes. Mr. Jarratt asked if the staff discussion with First Baptist Church Belton was there a rationale of having the future conditions different from Phase I? Ms. Maxwell said they wanted some flexibility and they wanted to match. It would be several years down the road and who knows what the product would be there down the road. Ms. O'Banion said to not tie them to something tonight they should approve Letter A and ask to see the materials before Phase II is finalized. Mr. Jarratt said that doesn't change the nature of the rezoning? Ms. O'Banion said right, it would just bring those site plans back. Ms. Maxwell said they bring things to the P&ZC if there is a concern. Staff will review as staff always reviews, then we would bring it before you if there is something that is not consistent with the ordinance. Typically, we would not bring this issue before you, but because it's so visible and doesn't meet the 90 percent masonry requirement we felt it was best, Ms. Maxwell said. This would also eliminate having to bring this before the P&ZC because you're basically blessing it now for the future.

Mr. Potts asked if the whole project falls through, and if some other business comes in would any of these Design Standards be tied to the new business? No, Ms. O'Banion said. Ms. Maxwell said the use for that zoning district would apply and everyone will have to comply with the Design Standards; this just allows them this site plan and design. We're in this limbo land because we're not sure what will happen because of the bill.

Mr. Listi answered that there was a lot of discussion about the percentages of building materials. This drawing shows you the future phases on the east side of the property that would be governed by that 70/30 percentage and the main reason for that, the relaxation in the standards, was the lack of visibility at the rear of the property. You could establish a condition for the future buildings that indicated future site plan reviews of that development, which would be a simple statement. It's pretty clear what's proposed in the Phase I, based on the building materials they have gone into great details. Whether it is something to be enforceable is still to be determined. Chair Baggerly said he thinks that is a great idea, the part of requiring site review for Phase II.

Ms. Maxwell asked for clarification. Mr. Jarratt said it would be site plan review regardless of the exterior materials and it would give First Baptist some latitude in taking advantage of new materials possibly, regardless of when that occurs.

Mr. Listi said if that is the direction we are heading, then the recommendation for future buildings would be relying on that site plan that shows what is Future. The site plan review process would be shown for any Future building phases that are shown on that drawing, and that would involve the public process of P&ZC and City Council review and owner notification, and not just the staff review.

Chair Baggerly entertained a motion. Mr. Jarratt made a motion to approve Z-19-10 as presented except for Future buildings would require review as described by City Manager Mr. Listi. Mr. Locklin seconded the motion. The motion was approved with 7 ayes, 0 nays.



## **ORDINANCE NO. 2019-29**

### **AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM UNIVERSITY CAMPUS TWO TO PLANNED DEVELOPMENT OFFICE TWO DISTRICT ON 35.6 ACRES, WITH DEVELOPMENT TO BE REGULATED UNDER TYPE AREA 3 DESIGN STANDARDS.**

**WHEREAS**, First Baptist Belton, owner of the following described property has presented a petition duly signed, to the City Planning & Zoning Commission and filed said petition with the City Clerk of the City of Belton, and due notice of filing of said petition and hearing on said petition has been given as required by the City Zoning Ordinance and by law, and a hearing on said petition before the City Planning & Zoning Commission of the City of Belton was set for the 18<sup>th</sup> day of June, 2019, at 5:30 p.m. for hearing and adoption, said district being described as follows:

Approximately 35.6 acres at 1308 W. Martin Luther King Jr. Avenue and  
1010 N. Loop 121, Belton, Texas  
(location map attached as Exhibit "A")

**WHEREAS**, said application for such amendment was duly recommended by the said City Planning & Zoning Commission and the date, time and place of the hearing on said application by the City Council of the City of Belton was set for the 25<sup>th</sup> day of June, 2019, at 5:30 p.m. at the Harris Community Center and due notice of said hearing was given as required by ordinances and by law; and

**WHEREAS**, a hearing was held upon the application by the City Council of the City of Belton at the time, place and date herein before set forth and no valid objection to said amendments was presented.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that the said district located on a tract of land as more fully and completely described above, be and is hereby changed from University Campus Two Zoning District to Planned Development Office Two District, in accordance with Section 18 – Office Two Zoning District, and the Design Standards in Ordinance No. 2014-17, Section 7.1 of the Zoning Ordinance. The Zoning Ordinance of the City of Belton is hereby amended, subject to the following conditions:

1. The use and development of the property shall conform to the O2 Zoning District in all respects.
2. The development of the property shall generally conform to the Master Site Plan and all applicable Type Area 3 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance with the following exceptions:



- a. Exterior building materials may consist of the following in the typical percentages shown on the Material Percentage Diagram shown (see Exhibit "B"):
    - i. Minimum 35% masonry overall;
    - ii. Maximum 55% sintered stone architectural panel (Neolith) overall; and
    - iii. Glazing material (translucent polycarbonate structural sandwich panels) may be allowed and considered as windows in the calculations.
  - b. Buildings in the "Future" area shown on the Master Site Plan shall be subject to detailed site plan review in the same manner required for a zoning change, including owner notification and public hearings before the Planning and Zoning Commission and City Council. (See Exhibit "C")
3. These PD conditions on building materials and Phase I Site Plan elements shall be considered null and void should legislation be enacted that prohibits municipalities from regulating the type of exterior building materials that may be used. Should this occur, the zoning of this property shall be considered PD Office-2 with all Office-2 standards otherwise in effect.
4. Subdivision plat is required.

This ordinance was presented at the stated meeting of the City Council of the City of Belton and upon reading was passed and adopted by the City Council on the 25<sup>th</sup> day of June, 2019, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

**SIGNED AND APPROVED** by the Mayor and attested by the City Clerk on this the 25<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Marion Grayson, Mayor

ATTEST:

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



# Zoning Case # Z-19-10 Location



## ZONING CHANGE:

UC-2

to

PD - O2

## LEGAL DESCRIPTION:

25 ACRES TRACT  
AND 10.6 ACRES TRACT  
DESCRIBED IN FIELD NOTES

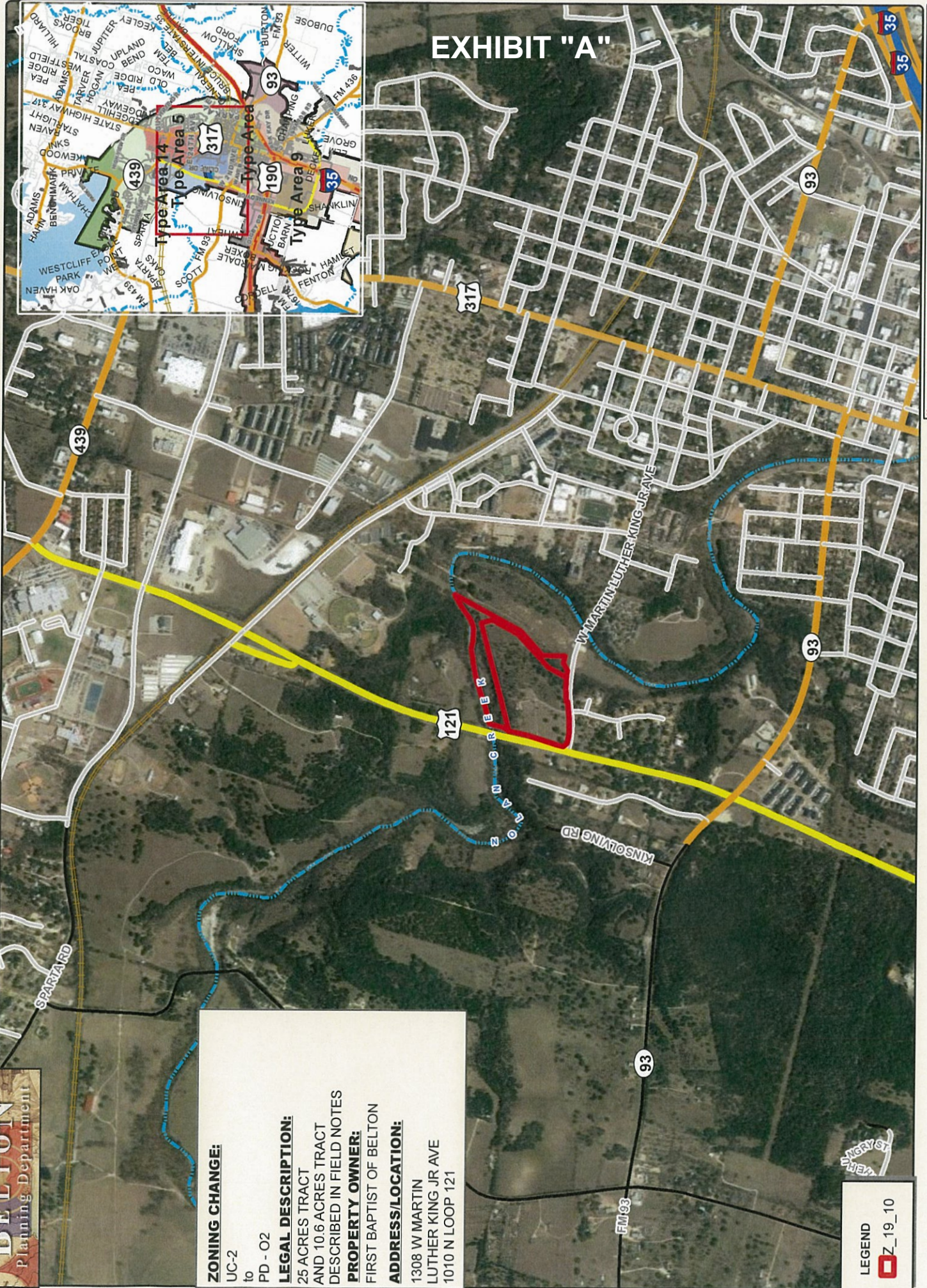
## PROPERTY OWNER:

FIRST BAPTIST OF BELTON

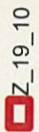
## ADDRESS/LOCATION:

1308 W MARTIN  
LUTHER KING JR AVE  
1010 N LOOP 121

EXHIBIT "A"



LEGEND





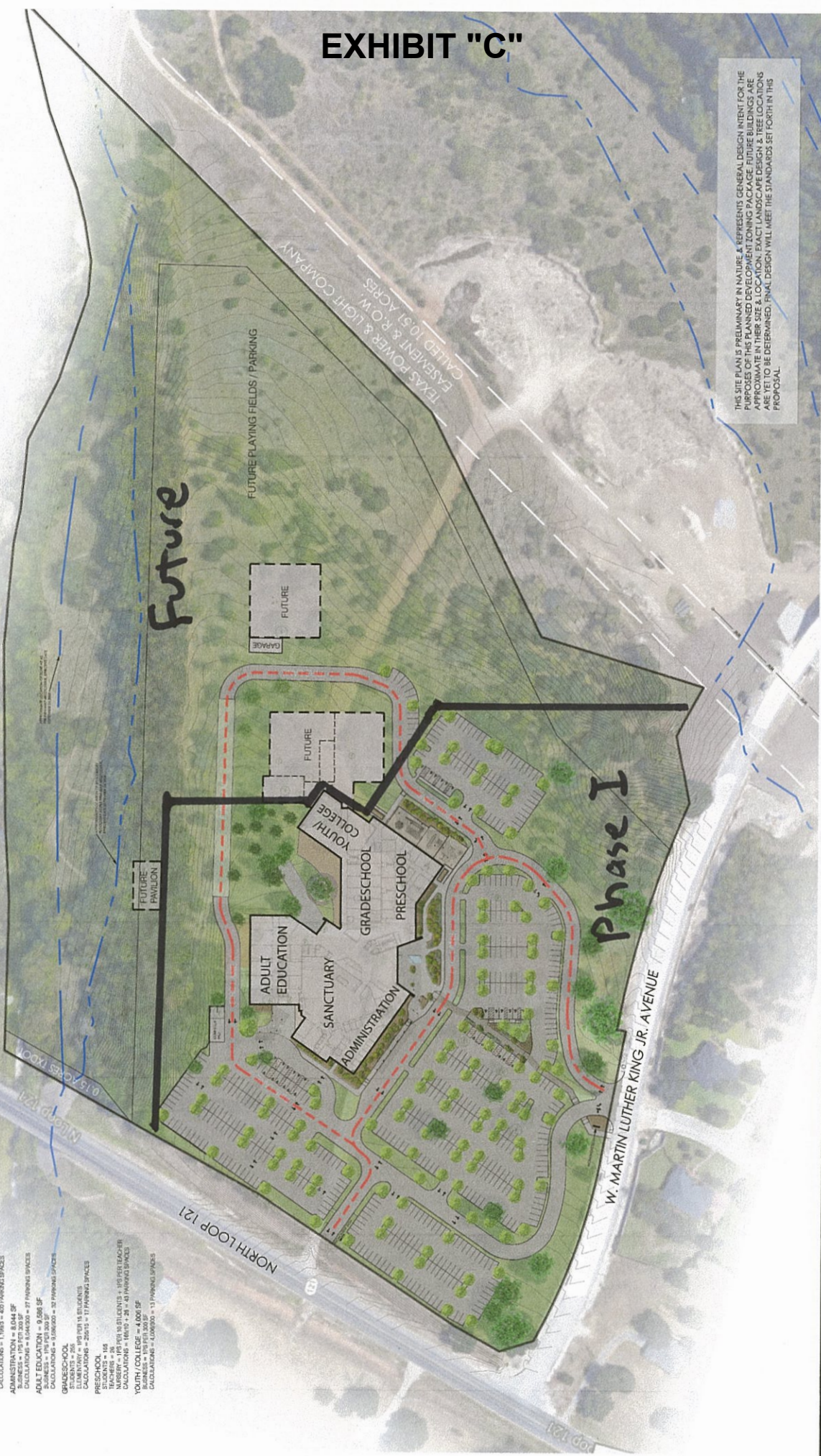
[illegible]



# EXHIBIT "C"

## 542 TOTAL PROVIDED PARKING SPACES

**SANCTUARY**  
 1,000 SEATING  
 CALCULATIONS = 1,000 = 400 PARKING SPACES  
 BUSINESS = 8,000 SF  
 CALCULATIONS = 1,000 = 400 PARKING SPACES  
 ADULT EDUCATION = 8,000 SF  
 CALCULATIONS = 1,000 = 400 PARKING SPACES  
 GRADESCHOOL  
 1,000 STUDENTS  
 CALCULATIONS = 1,000 = 400 PARKING SPACES  
 PRESCHOOL  
 1,000 STUDENTS  
 CALCULATIONS = 1,000 = 400 PARKING SPACES  
 YOUTH/ COLLEGE  
 1,000 STUDENTS  
 CALCULATIONS = 1,000 = 400 PARKING SPACES  
 TOTAL = 542 TOTAL PROVIDED PARKING SPACES



THIS SITE PLAN IS PRELIMINARY IN NATURE & REPRESENTS GENERAL DESIGN INTENT FOR THE PURPOSES OF THE PLANNED DEVELOPMENT TOWNSHIP. FUTURE DEVELOPMENT AND CONSTRUCTION APPROXIMATE IN THEIR SIZE & LOCATION. EXACT LANDSCAPE DESIGN & TREE LOCATIONS ARE YET TO BE DETERMINED. FINAL DESIGN WILL MEET THE STANDARDS SET FORTH IN THIS PROPOSAL.





## Staff Report – City Council Agenda Item

Date: June 25, 2019  
Case No.: Z-19-11  
Request: Agricultural to SF - 1  
Owner/Applicant: Reyes Jimenez

### **Agenda Item #11**

Hold a public hearing and consider a zoning change from Agricultural District to Single Family One District on approximately 1.03 acres at 1420 East Central Avenue, east of Nolan Creek, on the north side of Central Avenue where the road terminates at the City of Belton property.

**Originating Department:** Planning – Cheryl Maxwell, Director of Planning

**Current Zoning:** Agricultural District

**Proposed Zoning:** Single Family – 1 District

**Future Land Use Map (FLUM) Designation:** Flood plain

**Design Standards Type Area 11:** Area defined by Nolan Creek to the North, city limits to the south and east, and Wall Street to the west. Projected to be the southeast residential core of the city; primarily single family residential development with opportunities for retail and commercial areas along Holland Road (FM 436).

### **Case Summary**

This property is zoned Agricultural District and is proposed for single family use. The tract is undeveloped and consists of approximately one acre, which does not satisfy the minimum area requirements in the Agricultural Zoning District. A zoning change is requested to Single Family -1 District. The existing tract satisfies all area requirements for the SF1 Zoning District.

### **Project Analysis and Discussion**

The applicant recently acquired this property and wishes to construct a site-built home for single family use. He anticipates selling the property after the home is constructed. This area contains a mixture of residential use (site built homes and mobile homes) as well as vacant land and non-residential uses. Adjacent property to the east is zoned Heavy Industrial (HI) and is currently undeveloped in this vicinity. Property to the south is zoned a Planned Development-HI District for a Regional Firearms Training Facility and is owned by the City of Belton. Also to the south is a tract zoned SF1 with a Specific Use Permit (SUP) for a Mobile Home, currently undeveloped; a tract zoned SF1 with a Conservation/Revitalization Overlay with an existing mobile home on site; and a tract zoned Agricultural District with a site built home. Adjacent property to the east is zoned Mobile Home District with a mobile home on site, and Agricultural District, currently undeveloped.



Area requirements for the requested SF-1 Zoning District are as follows:

Minimum Lot Area: 10,000 sq ft	Front Yard Setback: 25 ft
Minimum Lot Width: 70 ft	Side Yard Setback: 7 ft
Minimum Lot Depth: 100 ft	Rear Yard Setback: 20 ft

The current one acre tract satisfies these minimum area requirements and has adequate room to meet the setback requirements.

The FLUM does not specifically identify future uses in this area since it lies within the flood plain. Houses may be constructed in the flood plain but the finished floor elevation must be at least 18" above the base flood elevation. Outside the flood plain, this area is shown as primarily residential. This is consistent with the Design Standards Type Area 11 assigned to this general area which projects single family residential use.

The existing HI Zoning District assigned to the property to the east and the close proximity of the Firearms Training Facility raise some concerns regarding appropriateness of the requested residential use. However, the requested residential zoning district is compatible with the existing residential zoning and residential uses in this area. The HI zoning and the Firearms Training Facility represent existing conditions and future purchasers would have the opportunity to evaluate these conditions prior to purchase. Therefore, the proposed SF-1 zoning appears to be reasonable in this location, building on residential zoning and uses to the southeast and west.

### **Recommendation**

The Planning and Zoning Commission met on June 18, 2019 and unanimously recommended approval of this zoning change from Agricultural District to Single Family-1 District. Staff concurs with their recommendation.

### **Attachments:**

Zoning application  
Property Location Map  
Zoning map  
Aerial map  
Map with zoning notice boundary (200')  
Zoning notice to owners  
Property owners' list  
P&Z Minutes Excerpt  
Ordinance



**City of Belton**  
**Request for a Zoning Change**

**To the City Council and the  
Planning & Zoning Commission**

Fee: \$250.00

Date Received: \_\_\_\_\_ Date Due: \_\_\_\_\_ (All plans are to be returned to the Planning Department within 5 working days)

Applicant: REYES JIMENEZ Phone Number: 254.913.6026  
Mailing Address: 201 W. Ave F City: Belton State: TX  
Email Address: REYES.JIMENEZ04@GMAIL.COM

Owners Name: REYES JIMENEZ Phone Number: 254.913.6026  
Mailing Address: 201 W. Ave F City: Belton State: TX  
Email Address: REYES.JIMENEZ04@GMAIL.COM

Applicant's Interest in Property:

Zoning change from agricultural to Single family Home.

Legal Description of Property:

Richard 2nd, Block 001, LOT 0007

Is this property being simultaneously platted? \_\_\_\_\_

Street Address: Central Ave Belton, TX

Zoning Change From Agricultural to Single family Home. SFI

Signature of Applicant: [Signature] Date: 4.18.2019

Signature of Owner (if not applicant): [Signature] Date: 4.18.2019

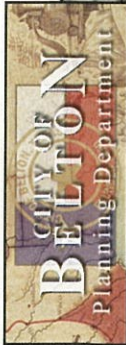
Checklist for Zoning Items to be submitted with application:

- ☒ Signed Application ✓
- ☐ Fees Paid
- ☒ Complete Legal Description of the property to be re-zoned ✓
- ☐ Site Plans per Section 32, Planned Development, of the Zoning Ordinance. Please see the back for specific guidelines.
- ☐ In the event the request involves more than one lot or irregular tracts or acreage, a drawing of the property must be submitted.

1420 East Central Ave.



# Zoning Case # Z-19-11 Location

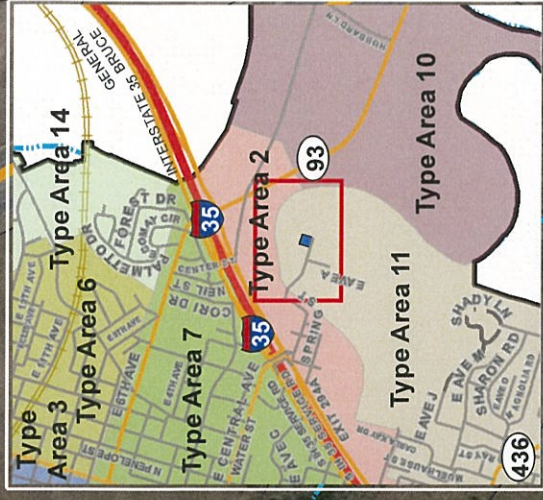


**ZONING CHANGE:**  
AG  
to  
SF-1

**LEGAL DESCRIPTION:**  
RICHARD 2ND, BLOCK 001, LOT 0007

**PROPERTY OWNER:**  
REYES JIMENEZ

**ADDRESS/LOCATION:**  
1420 E CENTRAL AVE



**LEGEND**

☐ City\_Parcel

☒ Z\_19\_11



# Zoning Case # Z-19-11 Zoning



387725

**ZONING CHANGE:**

AG  
to  
SF-1

**LEGAL DESCRIPTION:**

RICHARD 2ND, BLOCK 001, LOT 0007

**PROPERTY OWNER:**

REYES JIMENEZ

**ADDRESS/LOCATION:**

1420 E CENTRAL AVE

**Zoning Location**

**Legend**

- City Parcels
- City Limits
- Z-19-11
- Current Zoning
- Agricultural
- Commercial-2
- Conservation Revitalization Overlay
- Heavy Industrial
- Mobile Home
- Planned Development
- Specific Use Permit





# Zoning Case # Z-19-11 Aerial



**ZONING CHANGE:**

AG

to

SF-1

**LEGAL DESCRIPTION:**

RICHARD 2ND, BLOCK 001, LOT 0007

**PROPERTY OWNER:**

REYES JIMENEZ

**ADDRESS/LOCATION:**

1420 E CENTRAL AVE

**LEGEND**

☐ City\_Parcels

☒ Z\_19\_11

Map Date: 6/5/2019 Aerial Imagery Date: 2018

0 50 100 Feet



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.





# Zoning Case # Z-19-11

## ZONING CHANGE:

AG  
to  
SF-1

## LEGAL DESCRIPTION:

RICHARD 2ND, BLOCK 001, LOT 0007

## PROPERTY OWNER:

REYES JIMENEZ

## ADDRESS/LOCATION:

1420 E CENTRAL AVE

## Legend

200' Property Owner

Notification Area

Z\_19\_11

Tax Appraisal

200' Property Owner  
Notification Area

Map Date: 5/28/2019 Aerial Imagery Date: 2018

0 150 300 Feet



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**NOTICE OF APPLICATION  
FOR AN  
AMENDMENT TO THE ZONING ORDINANCE  
OF THE  
CITY OF BELTON**

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: REYES JIMENEZ,  
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 1.03 ACRES, 1420 EAST CENTRAL AVENUE,  
FROM A(N) AGRICULTURAL ZONING DISTRICT,  
TO A(N) SINGLE FAMILY - 1 ZONING DISTRICT.

THE PLANNING & ZONING COMMISSION OF THE CITY OF BELTON, TEXAS WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT **5:30 P.M., Tuesday, June 18, 2019**, AT THE T.B. HARRIS CENTER, 401 N. ALEXANDER, BELTON, TEXAS.

IF APPROVED BY THE PLANNING & ZONING COMMISSION, THIS ITEM WILL BE PLACED ON THE AGENDA FOR A PUBLIC HEARING BY THE CITY COUNCIL. THAT MEETING WILL BE AT **5:30 P.M., Tuesday, June 25, 2019**, AT THE T. B. HARRIS COMMUNITY CENTER, 401 ALEXANDER STREET, BELTON, TEXAS.

AS AN INTERESTED PROPERTY OWNER, THE CITY OF BELTON INVITES YOU TO MAKE YOUR VIEWS KNOWN BY ATTENDING THESE HEARINGS. YOU MAY SUBMIT WRITTEN COMMENTS ABOUT THIS ZONING CHANGE BY COMPLETING THIS FORM AND RETURNING IT TO THE ADDRESS BELOW.

IF YOU REQUIRE INTERPRETER SERVICES FOR THE DEAF OR HEARING IMPAIRED, PLEASE CONTACT THE CITY CLERK AT CITY HALL AT LEAST 48 HOURS BEFORE THESE MEETINGS.

---

circle one

AS AN INTERESTED PROPERTY OWNER, I (PROTEST) (APPROVE) THE REQUESTED ZONING AMENDMENT PRESENTED IN THE APPLICATION ABOVE FOR THE REASONS EXPRESSED BELOW:

1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
- (FURTHER COMMENTS MAY BE EXPRESSED ON A SEPARATE SHEET OF PAPER)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**PLANNING DEPARTMENT  
CITY OF BELTON  
P. O. Box 120  
BELTON, TEXAS 76513  
254-933-5812**



79052

BRACKETT, RONALD EUGENE & MELISSA ANN  
NICHOLS

702 E AVENUE Q  
BELTON, TX 76513

44084

HOOPER, ANDREW PETER ETUX PATRICIA GUERRA  
2221 POST OAK DR  
BELTON, TX 76513

100443

ORTIZ, GUADALUPE & CRYSTAL  
1500 E AVENUE A  
BELTON, TX 76513-3672

62307

PUSCHINSKY, VIRGINIA  
1206 REINE ST S  
MENA, AR 71953-3727

20515

CITY OF BELTON  
PO BOX 120  
BELTON, TX 76513-0120

64060

LEIJA, ANTONIA  
1403 E CENTRAL AVE  
BELTON, TX 76513-3615

79014

ORTIZ, GUADALUPE & CRYSTAL MARIE  
1500 E AVENUE A  
BELTON, TX 76513

96751

RANSBURG, DONALD R ETUX GRACIE  
PO BOX 10312  
KILLEEN, TX 76547

20538

CITY OF BELTON  
PO BOX 120  
BELTON, TX 76513-0120

64061

LEIJA, ANTONIA  
1403 E CENTRAL AVE  
BELTON, TX 76513-3615

66230

ORTIZ, GUADALUPE ETUX CRYSTAL  
1500 E AVENUE A  
BELTON, TX 76513

SUPERINTENDENT  
DR. SUSAN KINCANNON  
BELTON I.S.D.  
P O Box 269  
BELTON TEXAS 76513



Minutes of the  
**Planning and Zoning Commission (P&ZC)**  
City of Belton  
333 Water Street  
Tuesday, June 18, 2019

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The Planning and Zoning Commission met at 5:30 P.M. in the Wright Room at the Harris Community Center. The following members were present: Chair Brett Baggerly, Stephanie O'Banion, Zach Krueger, Luke Potts, Ty Hendrick, David Jarratt and Quinton Locklin. Commission members Allison Turner and Dave Covington were absent. The following staff members were present: City Manager Sam Listi, Director of Planning Cheryl Maxwell, Planning Clerk Laura Livingston, Planner Kelly Atkinson, and IT Specialist Ryan Brown.

**5. Z-19-11 Hold a public hearing and consider a zoning change from Agricultural District to Single Family One District on approximately 1.03 acres at 1420 East Central Avenue, east of Nolan Creek, on the north side of Central Avenue where the road terminates at the City of Belton property.**

Ms. Maxwell presented the staff report (Exhibit B).

Chair Baggerly opened the public hearing, with no one requesting to speak the public hearing was closed.

Mr. Hendrick said to Chair Baggerly that it seemed like a reasonable request. Chair Baggerly agreed.

Mr. Locklin asked if this was where the gun range was located and if they would be shooting in the opposite direction. Mr. Jarratt said yes.

Mr. Hendrick made a motion to approve Z-19-11. Mr. Krueger seconded the motion. The motion was approved with 7 ayes, 0 nays.



## **ORDINANCE NO. 2019-30**

### **AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL TO SINGLE FAMILY ONE DISTRICT ON A 1.03 ACRE TRACT, WITH DEVELOPMENT TO BE REGULATED UNDER TYPE AREA 11 DESIGN STANDARDS.**

**WHEREAS**, Reyes Jimenez, owner of the following described property has presented a petition duly signed, to the City Planning & Zoning Commission and filed said petition with the City Clerk of the City of Belton, and due notice of filing of said petition and hearing on said petition has been given as required by the City Zoning Ordinance and by law, and a hearing on said petition before the City Planning & Zoning Commission of the City of Belton was set for the 18<sup>th</sup> day of June, 2019, at 5:30 p.m. for hearing and adoption, said district being described as follows:

Approximately 1.03 acre at 1420 East Central Avenue, Belton, Texas  
(location map attached as Exhibit "A")

**WHEREAS**, said application for such amendment was duly recommended by the said City Planning & Zoning Commission and the date, time and place of the hearing on said application by the City Council of the City of Belton was set for the 25<sup>th</sup> day of June, 2019, at 5:30 p.m. at the Harris Community Center and due notice of said hearing was given as required by ordinances and by law; and

**WHEREAS**, a hearing was held upon the application by the City Council of the City of Belton at the time, place and date herein before set forth and no valid objection to said amendments was presented.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that the said district located on a tract of land as more fully and completely described above, be and is hereby changed from Agricultural Zoning District to Single Family One District, in accordance with Section 10 –Single Family One Zoning District, and the Design Standards in Ordinance No. 2014-17, Section 7.1 of the Zoning Ordinance. The Zoning Ordinance of the City of Belton is hereby amended, subject to the following conditions:

1. The use of this property must conform to the Single Family One Zoning District in all respects.
2. The development of the property shall conform to all applicable Type Area 11 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
  - a. Site Development Standards
  - b. Building Design Standards



This ordinance was presented at the stated meeting of the City Council of the City of Belton and upon reading was passed and adopted by the City Council on the 25<sup>th</sup> day of June, 2019, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays.

**SIGNED AND APPROVED** by the Mayor and attested by the City Clerk on this the 25<sup>th</sup> day of June, 2019.

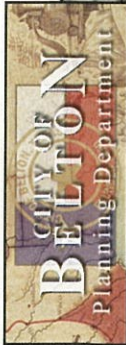
\_\_\_\_\_  
Marion Grayson, Mayor

ATTEST:

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



# Zoning Case # Z-19-11 Location



**ZONING CHANGE:**  
AG  
to  
SF-1

**LEGAL DESCRIPTION:**  
RICHARD 2ND, BLOCK 001, LOT 0007

**PROPERTY OWNER:**  
REYES JIMENEZ

**ADDRESS/LOCATION:**  
1420 E CENTRAL AVE

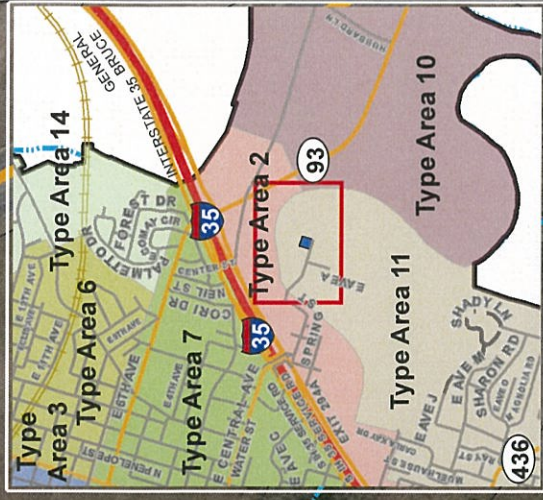


EXHIBIT "A"



**LEGEND**

☐ City\_Parcel

☒ Z\_19\_11





# Staff Report – City Council Agenda Item

## Agenda Item #12

Consider an ordinance amending the FY 2019 budget.

### Originating Department

Finance Department – Brandon Bozon, Director of Finance

### Summary Information

The 2005 City Charter provides that budget amendments occur by ordinance. The enclosed ordinance includes two budget amendments for FY 2019:

- An increase in refuse collection fee revenue and an increase in refuse collection contract expenditures of \$70,000 to adjust revenues closer to actual and cover the additional refuse contract expenditures due to greater than anticipated customer growth.
- An increase in the General Fund expenditure, 'Transfer to Debt Service Fund' and Debt Service Fund revenue, 'Transfer from General Fund' of \$105,500 to assist in the continued implementation of the City's tax rate management strategy in FY 2020.

### Fiscal Impact

Amount: See ordinance

Budgeted: \_\_\_ Yes **X** No

If not budgeted: \_\_\_ Budget Transfer \_\_\_ Contingency **X** Amendment Needed \_\_\_  
Capital Project Funds

Funding Source(s): See ordinance

### Recommendation

Recommend approval of the attached ordinance.

### Attachments

Proposed ordinance



**ORDINANCE NO. 2019-32**

**AN ORDINANCE AMENDING THE ANNUAL BUDGET OF THE CITY OF BELTON FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019.**

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**WHEREAS**, the budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019, was duly adopted by the City Council of the City of Belton, pursuant to the Charter of the City of Belton; and

**WHEREAS**, the Charter of the City of Belton provides that to protect the public health, safety, welfare and resources of the City, and to fund and meet unanticipated conditions, the City Council may amend the budget at any time.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Belton, Texas, that said budget for the City of Belton for the fiscal year beginning October 1, 2018, be amended as follows:

**REVENUES:**

Description	Date	General Fund	Debt Service Fund
Refuse collection fees	FY 2019	\$70,000	
Transfer from General Fund	FY 2019		\$105,500
<b>TOTALS</b>		<b>\$70,000</b>	<b>\$105,500</b>

**EXPENDITURES:**

Description	Date	General Fund
Refuse collection contract	FY 2019	\$70,000
Transfer to Debt Service Fund	FY 2019	\$105,500
<b>TOTALS</b>		<b>\$175,500</b>

**PASSED AND APPROVED** this the 25<sup>th</sup> day of June, 2019.

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Marion Grayson, Mayor

ATTEST:

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Amy M. Casey, City Clerk





# **WATER & SEWER FUND**

Fiscal Year 2020  
Budget Discussion



# FY 2019 PROJECTION

## - Water & Sewer Fund -

<b>Beginning Fund Balance</b>	<b>\$6,128,721</b>
Projected Revenues	\$ 8,581,311
Projected Expenditures	<u>\$ (8,580,329)</u>
Net Impact of Budget on Fund Balance	<u>\$ 982</u>
<b>Projected Ending Fund Balance</b>	<b><u>\$ 6,129,703</u></b>



# FY 2020 PROPOSED

## - Water & Sewer Fund -

<b>Estimated Beginning Fund Balance</b>	<b>\$ 6,129,703</b>
Proposed Revenues	\$ 8,812,129
Proposed Expenditures	<u>\$ (8,811,520)</u>
Net Impact of Proposed Budget	<u>\$ 609</u>
<b>Proposed Ending Fund Balance</b>	<b><u>\$ 6,130,312</u></b>
Less: Minimum Balance (3 months O&M)	\$ (1,335,878)
Less: Annual Debt Service	<u>\$ (2,110,311)</u>
<b>Proposed Fund Balance in Excess of Minimum</b>	<b><u>\$ 2,684,123</u></b>



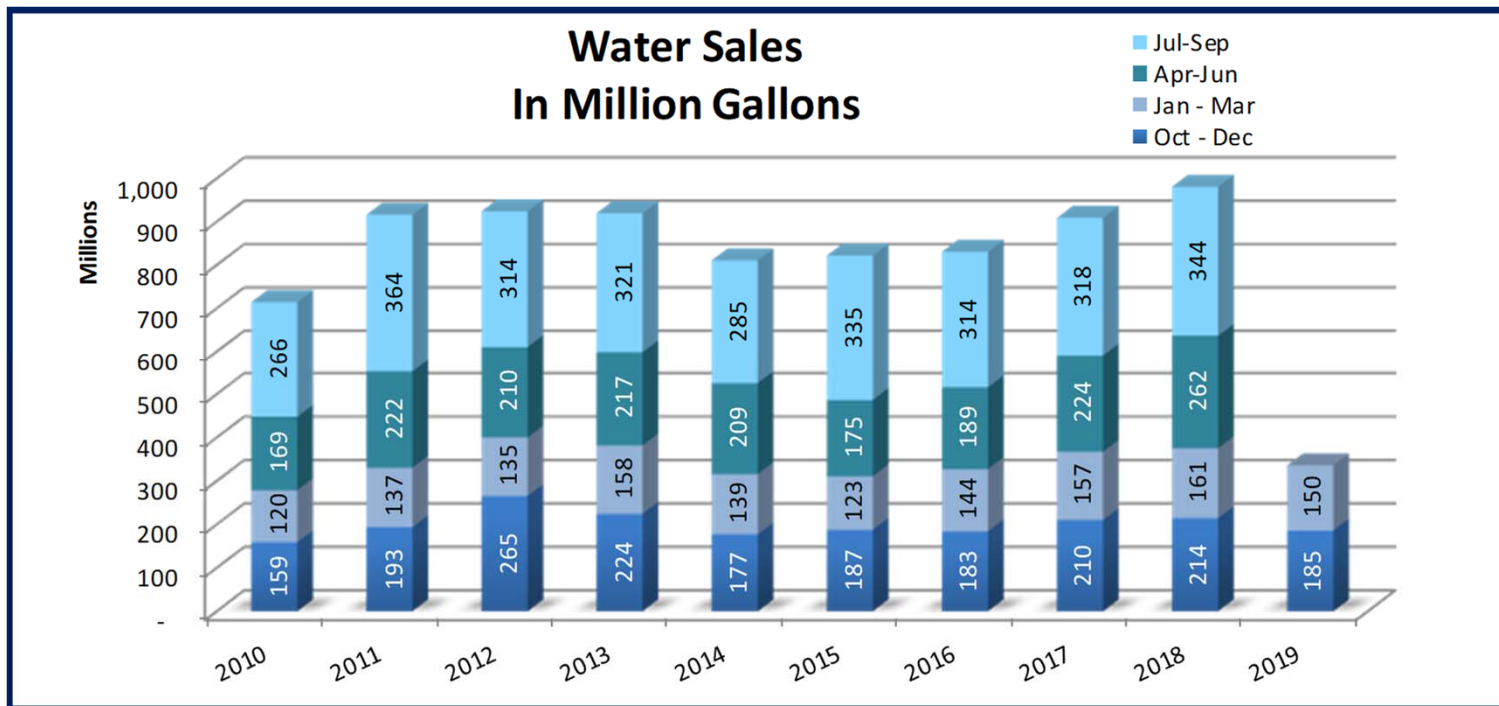
# REVENUES

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Water	\$ 4,907,703	\$ 5,055,419	\$ 4,783,508	<b>\$ 4,926,686</b>	\$ (128,733)	-2.5%
Sewer	\$ 3,087,121	\$ 3,176,078	\$ 3,132,819	<b>\$ 3,226,869</b>	\$ 50,791	1.6%
Other Fees	\$ 459,933	\$ 403,600	\$ 478,216	<b>\$ 478,216</b>	\$ 74,616	18.5%
Misc Income	\$ 59,404	\$ 15,000	\$ 48,111	<b>\$ 41,701</b>	\$ 26,701	178.0%
Sale of City Property	\$ 85,085	\$ -	\$ -	\$ -	\$ -	0.0%
Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Interest Income	\$ 93,180	\$ 71,350	\$ 138,657	<b>\$ 138,657</b>	\$ 67,307	94.3%
<b>Total Revenues</b>	<b>\$ 8,692,426</b>	<b>\$ 8,721,447</b>	<b>\$ 8,581,311</b>	<b>\$ 8,812,129</b>	<b>\$ 90,682</b>	<b>1.0%</b>

Wet fall and spring drove a decline in water sales in FY 2019



# REVENUES



October – May water sales down 68.5M gallons (12.9%) compared to FY18



# WATER AND SEWER RATES

**Table 1: Recommended Water Rates**

	2015	2016	2017	2018	2019	2020
Minimum Bill	\$15.00	\$15.50	\$16.00	\$16.50	\$17.00	\$17.00
Volumetric Rate						
(Per Thousand Gallons)	\$3.49	\$3.49	\$3.70	\$3.70	\$3.70	\$3.70

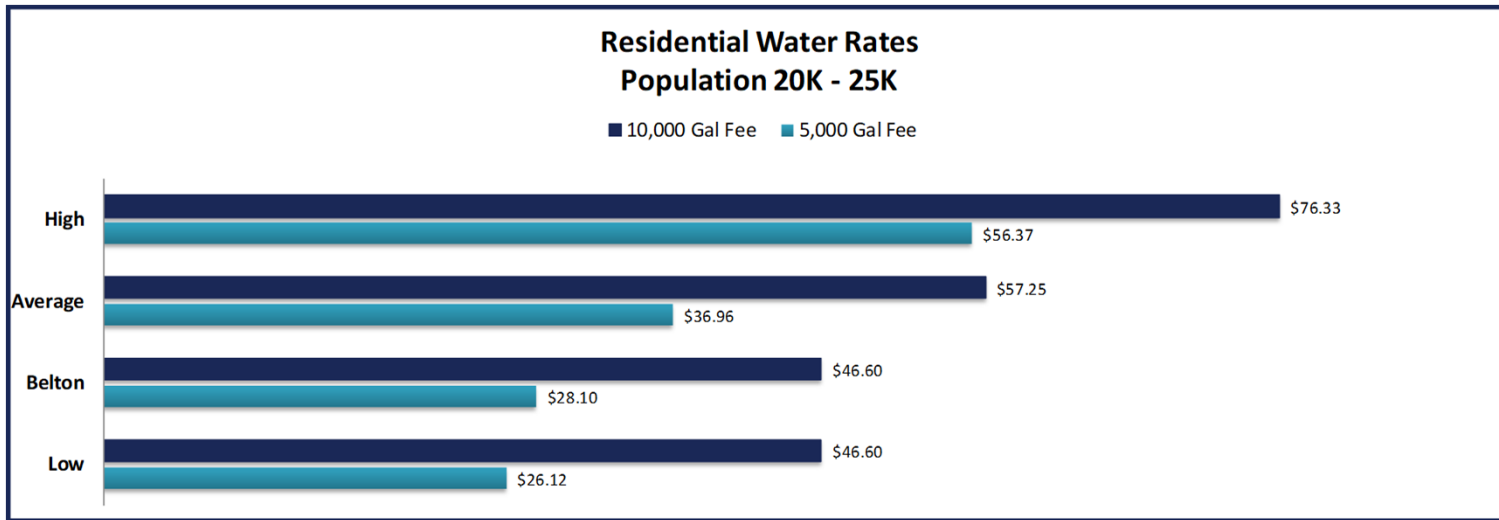
**Table 2: Recommended Wastewater Rates**

	2015	2016	2017	2018	2019	2020
Minimum Bill	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	\$14.00
Volumetric Rate						
(Per Thousand Gallons)	\$4.00	\$4.50	\$5.00	\$5.00	\$5.00	\$5.00

- The recommendations from the rate study conducted in FY14 have been implemented
- No changes to the City's water and sewer rates are proposed for FY 2020
- A new rate study may be recommended for consideration in FY 2021 budget for potential implementations in 2021-2022

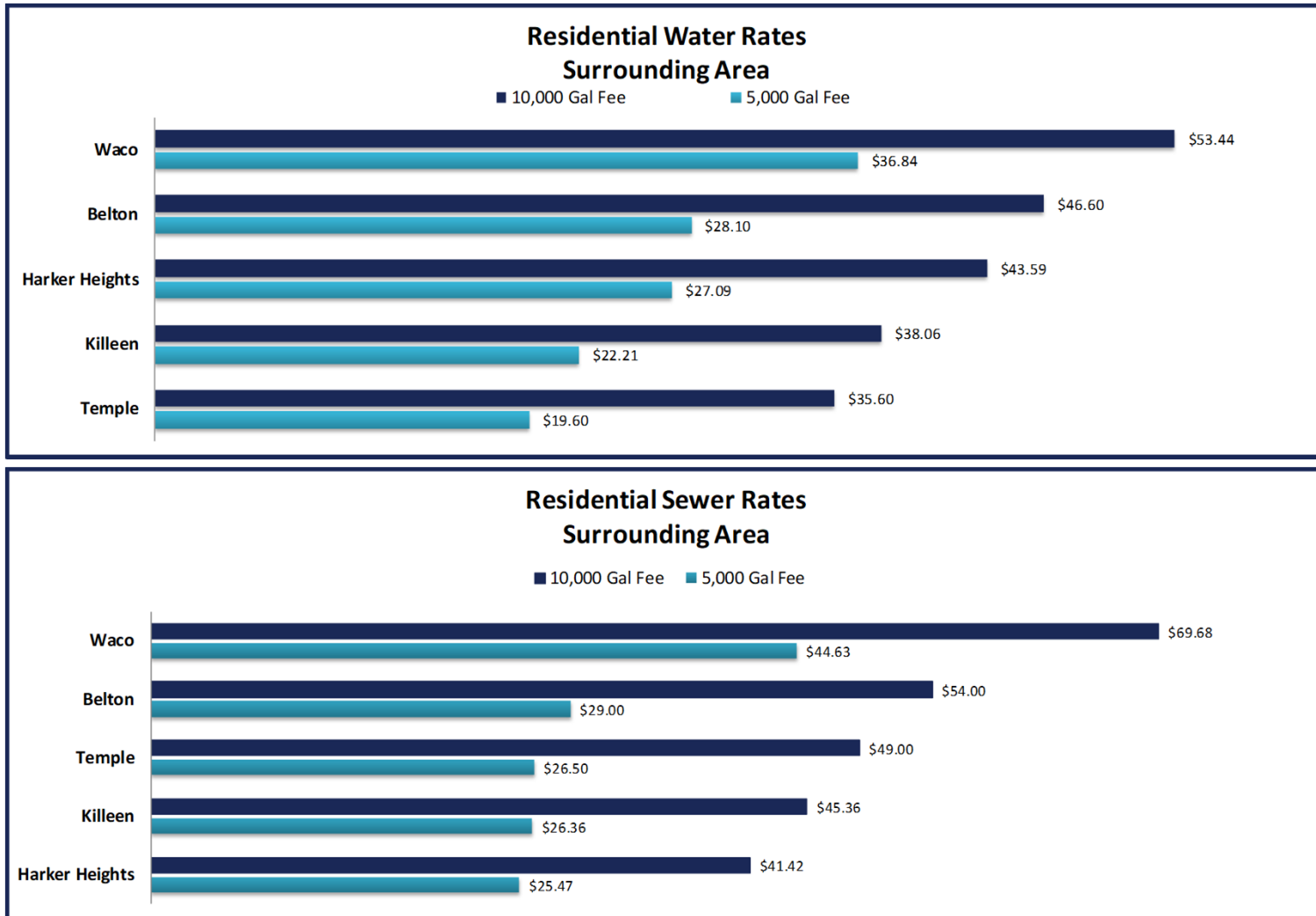


# RATE COMPARISON (SIZE)





# RATE COMPARISON (AREA)





# FY 2020 BUDGET THEMES

## Safety and Security – Capital Equipment

- Sparta Road water pump station generator
- Avenue O lift station generator
- Trenching/Shoring Equipment

## Planning for the Future – Strategic Plan

- Inventory of the City's water and sewer infrastructure incorporated into GIS
- System assessment and master planning

## Sustainability

- Capital equipment and meter replacement plans funded
- Work order system
- TBWWTP capital improvements



# EXPENDITURES BY OBJECT

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
<u>Oper &amp; Maint:</u>						
Personnel	\$ 1,541,288	\$ 1,656,828	\$ 1,656,828	\$ <b>1,823,855</b>	\$ 167,027	10.1%
Supplies	\$ 113,732	\$ 114,326	\$ 110,334	\$ <b>122,860</b>	\$ 8,534	7.5%
Repairs & Maint	\$ 182,316	\$ 280,476	\$ 254,679	\$ <b>317,726</b>	\$ 37,250	13.3%
Services	\$ 296,144	\$ 342,013	\$ 299,165	\$ <b>329,962</b>	\$ (12,051)	-3.5%
Water Purchases	\$ 1,146,550	\$ 1,040,016	\$ 975,968	\$ <b>995,841</b>	\$ (44,175)	-4.2%
Sewerage Treat	\$ 507,315	\$ 524,835	\$ 509,808	\$ <b>699,040</b>	\$ 174,205	33.2%
Contingency	\$ -	\$ 62,000	\$ 46,000	\$ <b>55,000</b>	\$ (7,000)	-11.3%
Operating Transfers	\$ 503,779	\$ 555,357	\$ 555,357	\$ <b>599,226</b>	\$ 43,869	7.9%
Strategic Plan	\$0	\$0	\$0	\$ <b>400,000</b>	\$400,000	-
O&M Expenditures	\$4,291,124	\$4,575,851	\$4,408,139	\$ <b>5,343,510</b>	\$767,659	16.8%
Debt Service	\$ 1,537,366	\$ 1,551,251	\$ 1,551,251	\$ <b>1,549,504</b>	\$ (1,747)	-0.1%
Anticipated Debt Service	\$ -	\$ 572,380	\$ -	\$ <b>560,807</b>	\$ (11,573)	-2.0%
Capital Transfers	\$ 1,975,970	\$ 1,723,603	\$ 2,295,983	\$ <b>731,839</b>	\$ (991,764)	-57.5%
Capital Outlay	\$ 126,498	\$ 298,256	\$ 324,956	\$ <b>625,860</b>	\$ 327,604	109.8%
<b>Total Expenditures</b>	<b>\$ 7,930,958</b>	<b>\$ 8,721,341</b>	<b>\$ 8,580,329</b>	<b>\$ 8,811,520</b>	<b>\$ 90,179</b>	<b>1.0%</b>



# NEW PERSONNEL

## Assistant Director of Public Works

- Return to 2014 model with Director/City Engineer and two Assistant Directors
- Allow for balance of operational workload between two Assistant Directors
- Allow for greater focus on strategic planning, development review and projects
- Proposed as April 1, 2020 hire; cost split across W&S, Drainage and General Funds

## Maintenance Technicians – One Water and One Sewer

- Expedite response to citizen and developer requests (service issues; line locates; map requests)
- Address backlog of maintenance items (clean-out and manhole repairs; hydrant painting; meter locates/adjustments)
- Allow for more proactive maintenance and more in-house small capital projects (20 ½ Waterline; Ave A and F Sewer; utility extensions for fire lines and domestic services)



# WATER & SEWER PROJECTS

## Cash Funded Capital Projects

- Waco Road sewer replacement (bid)
- Ave S waterline replacement (designed)
- Elevated storage tank design
- East and 5th Street waterline replacement (designed – pending grant)
- West Avenue F sewer replacement
- West Avenue A sewer replacement
- Offload of Liberty Hill lift station

## Future Capital Projects: Schedule and Funding TBD

- Loop 121 waterline relocation
- Mary Jane utility replacements
- Old Golf Course Road waterline replacements
- 20 ½ Street waterline replacement
- Elevated storage tank construction
- South Belton Sewer Phase II (additional funding)

Anticipate approximately \$680,000 in available project dollars at the end of FY 2019, with \$400,000 planned for FY 2020 funding

Funding of capital projects at BCWCID #1 plant may alter schedules and available funding

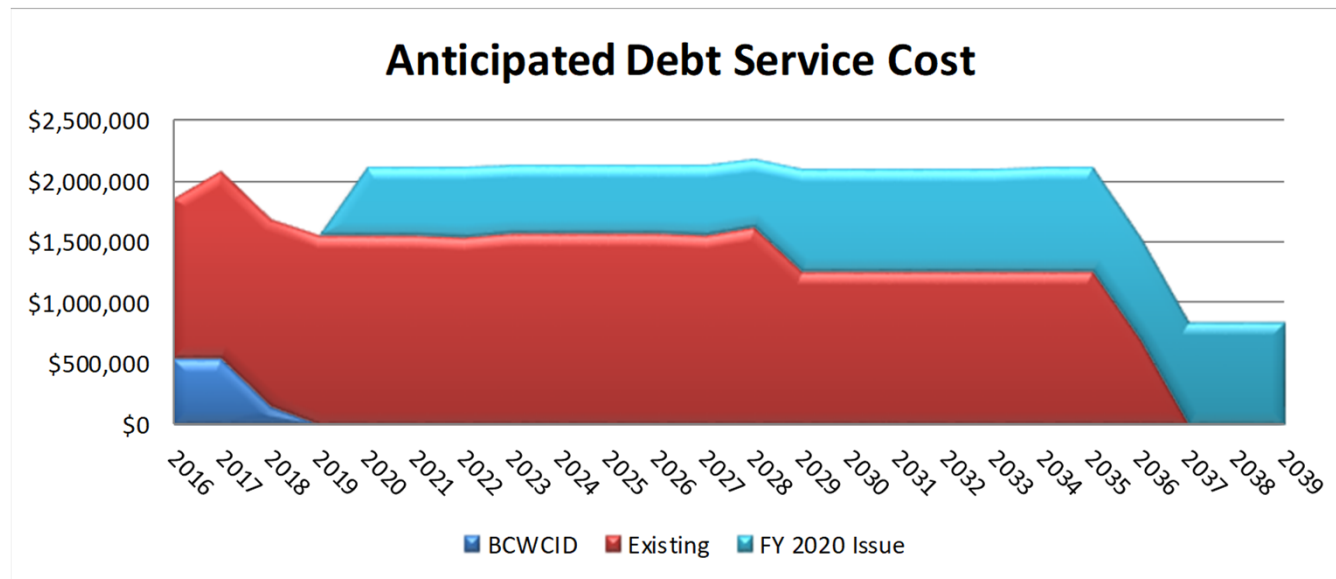


# 2020 BOND ISSUE

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 10/01/19
		Low	High		
2002 CO's - W&S Portion	08/01/2022	4.40%	4.40%	\$ 4,360,449	\$ 1,020,000
2017 Refunding - W&S Portion	08/01/2027	1.05%	2.10%	\$ 1,350,000	\$ 1,015,000
2008 CO's - W&S Portion	08/01/2028	4.19%	4.19%	\$ 180,000	\$ 98,550
2015 CO's - W&S Portion	08/01/2035	2.00%	3.00%	\$ 8,595,000	\$ 7,175,000
2016 CO's - W&S Portion	08/01/2036	3.00%	3.00%	\$ 9,585,000	\$ 9,230,000
Total Revenue Debt Outstanding					\$ 18,538,550





# QUESTIONS AND DIRECTION

Department operations and project presentation by Angellia Points,  
Director of Public Works/City Engineer, to follow on 7/9/19





# **DRAINAGE FUND**

Fiscal Year 2020  
Budget Discussion



# FY 2019 PROJECTION

## - Drainage Fund -

Beginning Fund Balance		<b>\$236,597</b>
Projected Revenues	\$502,679	
Projected Expenditures:	<u>(\$515,965)</u>	
Net Impact of Budget on Fund Balance		<u>(\$13,286)</u>
<b>Projected Ending Fund Balance</b>		<b><u>\$ 223,311</u></b>



# FY 2020 PROPOSED

## - Drainage Fund -

<b>Estimated Beginning Fund Balance</b>	<b>\$ 223,311</b>
Proposed Revenues	\$ 507,294
Proposed Expenditures	<u>\$ (548,312)</u>
Net Impact of Proposed Budget	<u>\$ (41,018)</u>
<b>Proposed Ending Fund Balance</b>	<b><u>\$ 182,293</u></b>
Less: Minimum Balance (3 months O&M Budget)	\$ (82,294)
Less: Annual Debt Service	<u>\$ (25,607)</u>
<b>Proposed Fund Balance in Excess of Minimum</b>	<b><u>\$ 74,392</u></b>



# REVENUES

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Drainage Fees	\$ 452,742	\$ 496,241	\$ 496,800	<b>\$ 501,415</b>	\$ 5,174	1.04%
Misc. Income	\$ 43,653	\$ -	\$ -	<b>\$ -</b>	\$ -	0.00%
Interest Income	\$ 4,110	\$ 4,362	\$ 5,879	<b>\$ 5,879</b>	\$ 1,517	34.78%
<b>Total Revenues</b>	<b>\$500,505</b>	<b>\$500,603</b>	<b>\$502,679</b>	<b>\$507,294</b>	<b>\$6,691</b>	<b>1.34%</b>

- No changes to the City's drainage fee is proposed for FY 2020
- The residential drainage fee was increased to \$4.00 per month in FY 2018 and \$4.50 per month in FY 2019
- Prior to FY 2018, the residential drainage fee had been at \$3.00 per month since inception in FY 2008
- Each \$0.50 increase in the monthly residential drainage fee generates \$32,500 in annual drainage fee revenue



# AREA DRAINAGE FEES

Rate	Belton	Cove	Georgetown	Harker Heights	Killeen	Temple
Residential	\$ 4.50	\$ 6.00	\$ 6.50	\$ 6.00	\$ 6.00	\$ 6.00
Non-Residential						
Min	\$ 10.00	\$ 6.00	\$ 6.50	\$ 7.20	\$ 8.30	\$ 12.00
Max	\$ 200.00			\$ 60.00	\$ 306.59	\$ 350.00
Other		\$17.86/acre	\$6.50/2,808 sf			



# EXPENDITURES

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Personnel	\$ 193,040	\$ 199,692	\$ 199,692	\$ <b>250,108</b>	\$ 50,416	25.25%
Supplies	\$ 21,684	\$ 15,745	\$ 15,218	\$ <b>19,430</b>	\$ 3,685	23.40%
Repairs & Maint	\$ 22,019	\$ 41,304	\$ 29,390	\$ <b>39,890</b>	\$ (1,414)	-3.42%
Services	\$ 4,214	\$ 20,196	\$ 16,206	\$ <b>19,747</b>	\$ (449)	-2.22%
Debt Service	\$ 25,301	\$ 25,472	\$ 25,459	\$ <b>25,607</b>	\$ 135	0.53%
Capital	\$ 176,682	\$ -	\$ -	\$ -	\$ -	
Capital Replacement	\$ 43,600	\$ -	\$ -	\$ <b>8,530</b>	\$ 8,530	
Capital Projects	\$ 69,900	\$ 230,000	\$ 230,000	\$ <b>185,000</b>	\$ (45,000)	-19.57%
<b>Total Expenditures</b>	<b>\$556,440</b>	<b>\$532,409</b>	<b>\$515,965</b>	<b>\$548,312</b>	<b>\$15,903</b>	<b>2.99%</b>

- Personnel Changes
  - Reallocation of net 0.75 FTE from Street department within the General Fund to Drainage Fund to better align funding with job function
  - Proposed addition of Assistant Director of Public Works (20% Drainage funded)



# DRAINAGE FUND FORECAST

	FY 2019 Projected	FY 2020 Proposed	FY 2021 Forecasted	FY 2022 Forecasted	FY 2023 Forecasted	FY 2024 Forecasted
<b>Beginning Fund Balance</b>	\$ 236,597	\$ 223,311	\$ 182,293	\$ 181,608	\$ 179,973	\$ 173,066
Drainage Fees	\$ 496,800	\$ 501,415	\$ 513,951	\$ 526,799	\$ 539,969	\$ 553,469
Other Misc. Income	\$ 5,879	\$ 5,879	\$ 5,879	\$ 5,879	\$ 5,879	\$ 5,894
<b>Total Revenue</b>	<b>\$ 502,679</b>	<b>\$ 507,294</b>	<b>\$ 519,830</b>	<b>\$ 532,678</b>	<b>\$ 545,848</b>	<b>\$ 559,363</b>
Personnel	\$ 199,692	\$ 250,108	\$ 260,112	\$ 270,517	\$ 281,337	\$ 292,591
Supplies	\$ 15,218	\$ 19,430	\$ 20,013	\$ 20,613	\$ 21,232	\$ 21,869
Repairs & Maintenance	\$ 29,390	\$ 39,890	\$ 41,087	\$ 42,319	\$ 43,589	\$ 44,897
Services	\$ 16,206	\$ 19,747	\$ 20,339	\$ 20,950	\$ 21,578	\$ 22,225
Strategic Plan	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -
<b>Total Operating Expenditures</b>	<b>\$ 260,506</b>	<b>\$ 329,175</b>	<b>\$ 341,551</b>	<b>\$ 354,399</b>	<b>\$ 372,736</b>	<b>\$ 381,582</b>
Debt Service	\$ 25,459	\$ 25,607	\$ 25,607	\$ 25,708	\$ 24,936	\$ 25,002
Capital	\$ -	\$ -				
Capital Equipment Replacement Plan	\$ -	\$ 8,530	\$ 28,356	\$ 29,207	\$ 30,083	\$ 30,985
<b>Capital Projects Transfer</b>	<b>\$ 230,000</b>	<b>\$ 185,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>
<b>Total Expenditures</b>	<b>\$ 515,965</b>	<b>\$ 548,312</b>	<b>\$ 520,514</b>	<b>\$ 534,314</b>	<b>\$ 552,755</b>	<b>\$ 562,569</b>
<b>Fund Balance Impact</b>	<b>\$ (13,286)</b>	<b>\$ (41,018)</b>	<b>\$ (685)</b>	<b>\$ (1,635)</b>	<b>\$ (6,907)</b>	<b>\$ (3,206)</b>
<b>Ending Fund Balance</b>	<b>\$ 223,311</b>	<b>\$ 182,293</b>	<b>\$ 181,608</b>	<b>\$ 179,973</b>	<b>\$ 173,066</b>	<b>\$ 169,860</b>
<i>Less: Minimum Balance ( 3 months O&amp;M Budget)</i>	\$ 65,878	\$ 82,294	\$ 85,388	\$ 88,600	\$ 93,184	\$ 95,395
<i>Less: Minimum Balance (Debt Service)</i>	\$ 25,062	\$ 25,607	\$ 25,607	\$ 25,708	\$ 24,936	\$ 25,002
<b>Projected Fund Balance in Excess of Minimum</b>	<b>\$ 132,371</b>	<b>\$ 74,392</b>	<b>\$ 70,613</b>	<b>\$ 65,665</b>	<b>\$ 54,946</b>	<b>\$ 49,463</b>



# CAPITAL PROJECTS FORECAST

<b>Funding:</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<b>Beginning Balance</b>	\$ 73,617	\$ 240,013	\$ 1,513	\$ 3,013	\$ 4,513	\$ 81,013
Contributions						
Transfer from Drainage Fund	\$ 230,000	\$ 185,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Interest Income	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
<b>Total Funding</b>	<b>\$ 231,500</b>	<b>\$ 186,500</b>	<b>\$ 126,500</b>	<b>\$ 126,500</b>	<b>\$ 126,500</b>	<b>\$ 126,500</b>
<b>Expenditures:</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
<b>Completed Projects</b>						
Engineering Studies - Red Rock	\$ 1,340					
Preliminary and Final Design - Mesquite Road	\$ 9,925					
Engineering Studies - Liberty Hill	\$ 17,439					
Engineering Studies - Nolan Creek Floodway	\$ 16,500					
MS4 Permit Plan	\$ 19,900					
<b>Future Projects</b>						
Liberty Hill Drainage Project		\$ 25,000				\$ 500,000
Mesquite Road Drainage Project Construction		\$ 400,000				
Blair & 4th Drainage Project			\$ 125,000	\$ 125,000		
Engineering Studies - Mitchell Branch					\$ 50,000	
<b>Total Expenditures/Commitments</b>	<b>\$ 65,104</b>	<b>\$ 425,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 50,000</b>	<b>\$ 500,000</b>
<b>Ending Balance</b>	<b>\$ 240,013</b>	<b>\$ 1,513</b>	<b>\$ 3,013</b>	<b>\$ 4,513</b>	<b>\$ 81,013</b>	<b>\$ (292,487)</b>
<b>Project Color Key</b>						
Drainage Improvement Project						
Engineering Study						
Development Agreement						
System or Regional Master Plan						





# QUESTIONS AND DIRECTION

Department operations and project presentation by Angellia Points,  
Director of Public Works/City Engineer, to follow on 7/9/19



# TAX INCREMENT REINVESTMENT ZONE

Fiscal Year 2020  
Budget Workshop



# SUMMARY OF TIRZ FUNDS

## Operating Fund

- Collects all ad valorem tax revenues
- Directly funds Façade Grants and Debt Service
- Transfers funds to General Fund, TIRZ Capital Projects, Drainage Fund

## TIRZ Capital Projects Fund

- Funds eligible, multi-year capital projects approved by the Board
- Receives transfers in from the Operating Fund
- Transfers funds to the TIRZ Bond Fund or other capital project funds



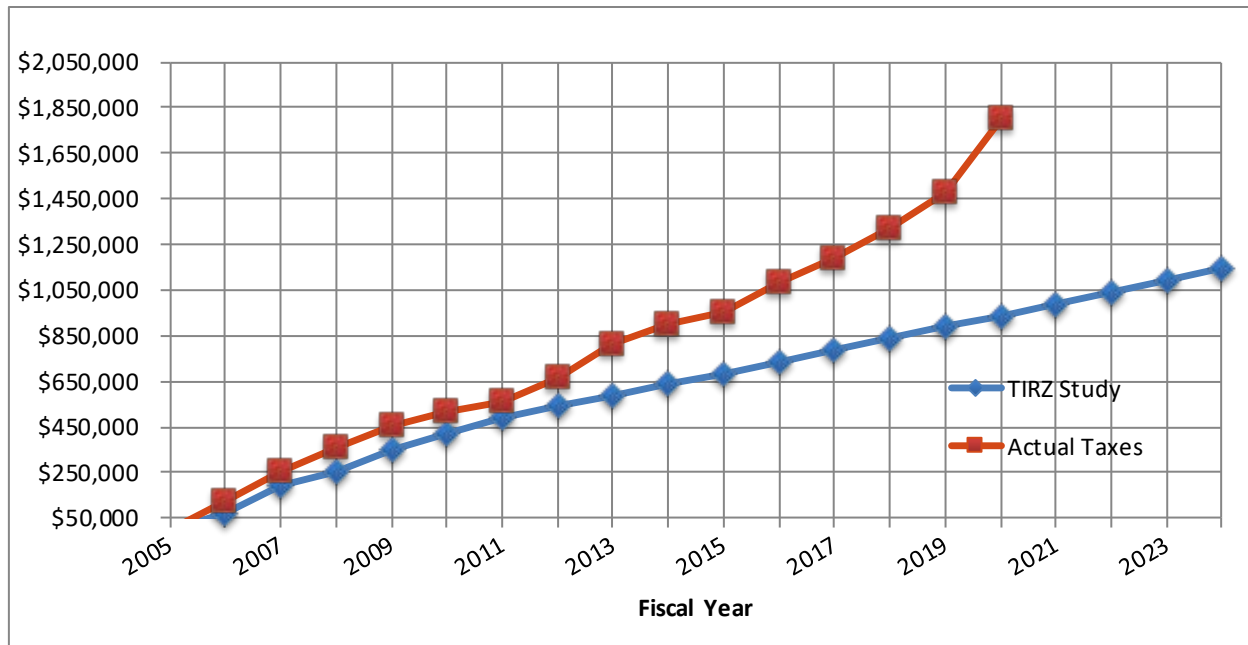
- TIRZ Fund -				
<b>Projected Beginning Fund Balance</b>				<b>\$ 263,405</b>
Projected Revenues				
	City		\$ 1,101,693	
	County		\$ 703,294	
	Interest		\$ 14,320	
<b>Total Revenues</b>				<b>\$ 1,819,307</b>
Proposed Expenditures:				
	<i>Development</i>			
		Retail Development Coordinator	\$ 48,731	
	<i>Debt Service - Principal, Interest &amp; Fees</i>			
		Principal, Interest, and Fees	\$ 418,315	
	<i>Downtown Revitalization:</i>			
		Downtown Façade Grants	\$ 100,000	
	<i>Other Public Improvements:</i>			
		Heritage Park	\$ 1,100,000	
		South Belton Shared Use Path	\$ 74,000	
		Standpipe Restoration Project	\$ 120,000	
		Library Enhancements	\$ 100,000	
<b>Total Expenditures</b>				<b>\$ (1,961,046)</b>
<b>Net Impact of Budget on Fund Balance</b>				<b>\$ (141,739)</b>
<b>Projected Ending Fund Balance</b>				<b>\$ 121,666</b>

FY 2020  
TIRZ Operating Fund



# REVENUES

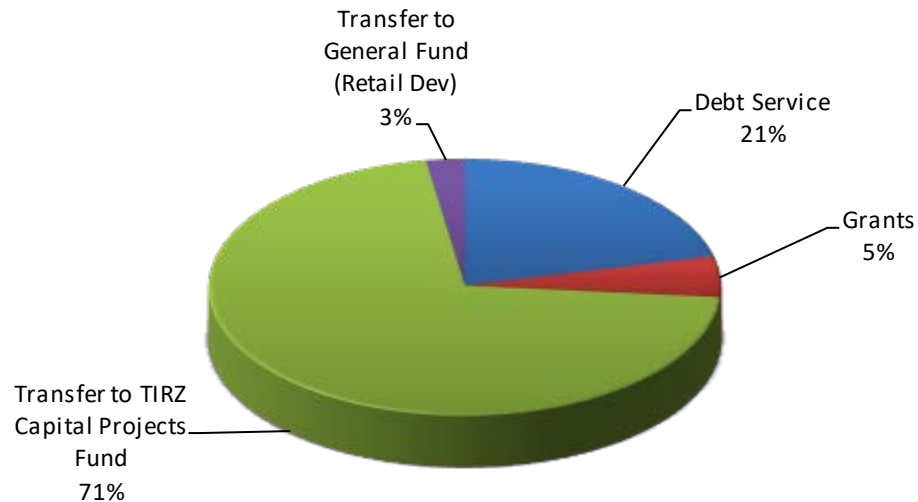
Account Name	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
City TIRZ Taxes	\$ 806,822	\$ 877,625	\$ 901,068	\$ 1,101,693	\$ 224,068	25.53%
County TIRZ Taxes	\$ 514,067	\$ 560,254	\$ 573,994	\$ 703,294	\$ 143,040	25.53%
Interest Income	\$ 13,551	\$ 10,550	\$ 13,560	\$ 14,320	\$ 3,770	35.73%
<b>Total Revenues</b>	<b>\$ 1,334,440</b>	<b>\$ 1,448,429</b>	<b>\$ 1,488,622</b>	<b>\$ 1,819,307</b>	<b>\$ 370,878</b>	<b>25.61%</b>





# EXPENDITURES

Account Name	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Debt Service	\$ 357,056	\$ 391,305	\$ 390,620	\$ 418,315	\$ 27,010	6.90%
Grants	\$ 7,421	\$ 50,000	\$ 50,000	\$ 100,000	\$ 50,000	100.00%
Transfer to TIRZ Capital Projects Fund	\$ 907,805	\$ 950,000	\$ 950,000	\$ 1,394,000	\$ 444,000	46.74%
Transfer to General Fund (Retail Dev)	\$ 33,740	\$ 57,111	\$ 40,055	\$ 48,731	\$ (8,380)	-14.67%
<b>Total Expenditures</b>	<b>\$1,306,022</b>	<b>\$ 1,448,416</b>	<b>\$ 1,430,675</b>	<b>\$ 1,961,046</b>	<b>\$ 512,630</b>	<b>35.39%</b>





# FAÇADE GRANTS

## Completed

- Gunter – 204 North Penelope (\$20,000)

## Approved

- Oak Fire Pizza – 107 North East (\$10,000)
- Gaines – 102 East Central (\$10,000)
- Luigi's Italian Garden – 112 East Central (\$20,000)
- Esquire Building – 106 West Central (\$20,000)

## Pipeline

- The Gin – 219 South East (\$10,000)
- 108 West Central (\$10,000)
- 222 East Central (\$20,000)

Projected to be paid in FY 2019





# RETAIL DEVELOPMENT

Judy Garrett

- Retail site tours
- Hotel site tours
- Belton representation at state and national retail conferences
- BEDC coordination
- DBBA coordination
- Business Liaison



# CAPITAL PROJECTS

## ‘Small’ Capital Projects

- Creekside Park erosion repairs and bank improvements – completed – \$30,524
- Main Street/317 median landscaping – completed – \$1,096
- East Street gas line – contracted – \$14,493

## Ongoing Capital Projects

- Heritage Park
- South Belton Shared Use Path
- Standpipe Restoration
- Lena Armstrong Public Library
- Southwest Parkway
- 6<sup>th</sup> Avenue



# HERITAGE PARK

## Phase I – Extension of 24th Avenue into new parkland

- Provide access to the acquired parkland
- Provide connectivity to the adjacent land not purchased by the City
- Designed in-house by Director of Public Works/City Engineer Angellia Points; scheduled to bid on July 16, 2019

## Phase II(a) – Extension of temporary roadway

- Improve access to the new parkland
- Create connectivity and circulation within Heritage Park
- Work began in April and is scheduled to be complete in late 2019, early 2020

## Phase II(b) – Master planning

- Community engagement through Parks Board for prioritization of facilities and potential park layouts
- Expected to begin in late 2019

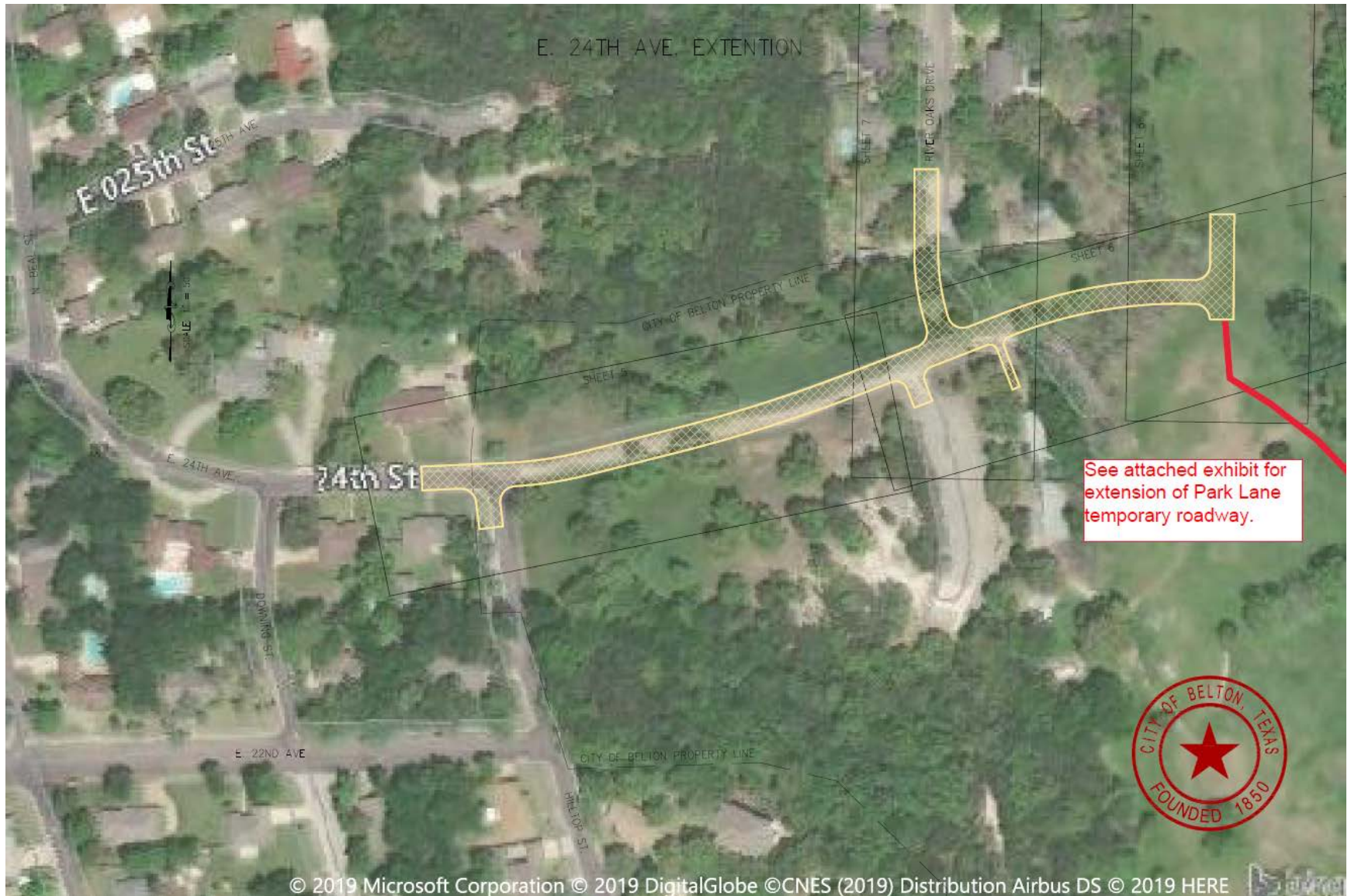
## Phase III – Extension of permanent road and utilities

## Phase IV – Park features and facilities (primarily grant funded)


### Funding

- \$1,000,000 has been funded by the TIRZ to date
- \$1,100,000 is proposed to be funded in FY 2020
- \$5,000,000 total TIRZ funding is projected through 2022









## Park Lane Temporary Road Alignment

The proposed 4,250 LF temporary road will be approx. 20 feet wide. The road will cut, leveled, and filled with existing materials before asphalt millings are placed and compacted. Asphalt millings will come from existing stockpile and from projects as millings become available.

The alignment is within the City's parkland property. No right-of-way or easements are necessary for the construction of the temporary roadway.

The temporary road will cross the FEMA floodplain, but generally no fill or cuts will be made within in the floodplain. The proposed road will follow existing topography.

Schedule: The Public Works Department will begin this work in April 2019. The project will start at the south end. Duration will depend on the availability of asphalt millings. The intent is to complete the temporary road by the end of 2019.

Google Earth

© 2018 Google

2000 ft













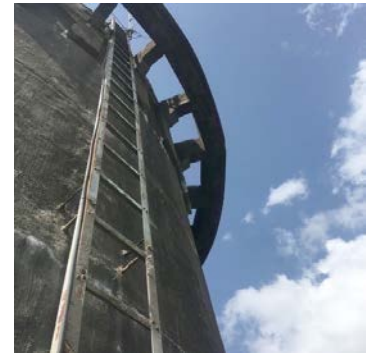
# STANDPIPE PROJECT

## Historic Standpipe Restoration

- Study conducted in 2017 identified \$240,000 in repairs
- Repairs aimed at safety and appropriate restoration

## Standpipe Restoration Funding

- \$120,000 is proposed to be funded in FY 2020 through the Hotel-Motel budget
- Two grants will be sought to leverage H/M Funds
  - Save America's Treasures - \$95,000 – 1:1 Grant
  - Certified Local Government - \$25,000 – 1:1 Grant





# STANDPIPE PROJECT

## Standpipe Site

- 2.3 acres of elevated land (full City block)
- Excellent potential as parkland
  - Open space, walking trail, soccer goals, benches, storyboards highlighting Belton history and the Standpipe

## Funding

- TIRZ Boundary expanded in 2018 to include the site
- \$120,000 is proposed to be funded in FY 2020
  - \$75,000 to leverage with Texas Parks and Wildlife Small Community Grant (1:1) for park amenities
  - \$45,000 for other site and infrastructure improvements





# LENA ARMSTRONG PUBLIC LIBRARY

## Planning and Assessment

- Comprehensive Needs Assessment conducted by Library Systems Services in summer 2018
- Community survey conducted in fall 2018
- 720 Design Inc. engaged to develop proposed updates to the Library façades in summer 2019

## Priorities

- Enhance the Library's curb appeal through new signage, landscaping, façade enhancement, and exterior features
- Repair sidewalks and entrance area in front of Library to ensure safety
- Enhance visibility by installing new shelves, reimagine floorplan inside Library to enhance open space, create meeting and study space, and make space more flexible for programming

## Funding

- \$12,500 has been funded by the TIRZ to date
- \$100,000 is proposed to be funded in FY 2020
- \$10,000 donation received from Rosemary Sittig
- \$2,500 donation received from the Friends of the Library to date; \$6,800 committed



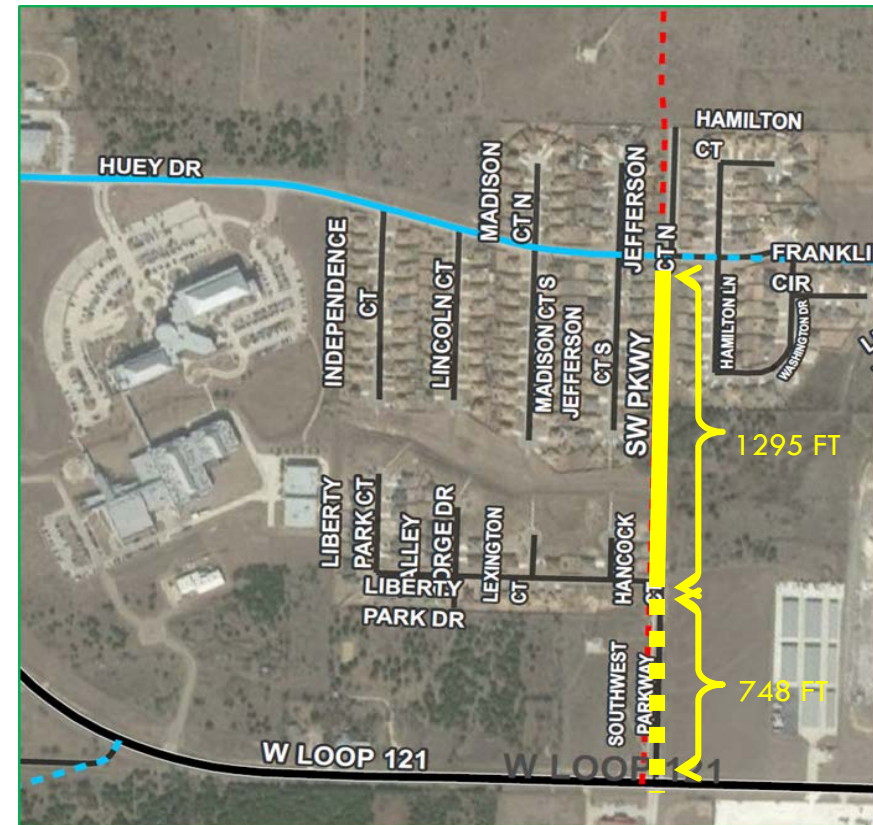
# SOUTHWEST PARKWAY

## Traffic Circulation

- Connects Huey Drive to W Loop 121
- Provides two means of egress for public safety
- Provides alternate route for neighborhood
- Relieves traffic congestion at intersection of Huey Drive and S Loop 121
- Northern extension (by developer) will connect Huey Drive to Laila Lane, providing a third means of egress

## Funding

- \$450,000 has been funded by the TIRZ to date
- \$169,145 has been encumbered for design
- Construction estimated at approximately \$1.2M
- \$950,000 in additional TIRZ funding for construction projected in FY 2022 – FY 2023





# 6<sup>TH</sup> AVENUE BEAUTIFICATION

Beautifying the 6<sup>th</sup> Avenue gateway in a fashion similar to Central Avenue

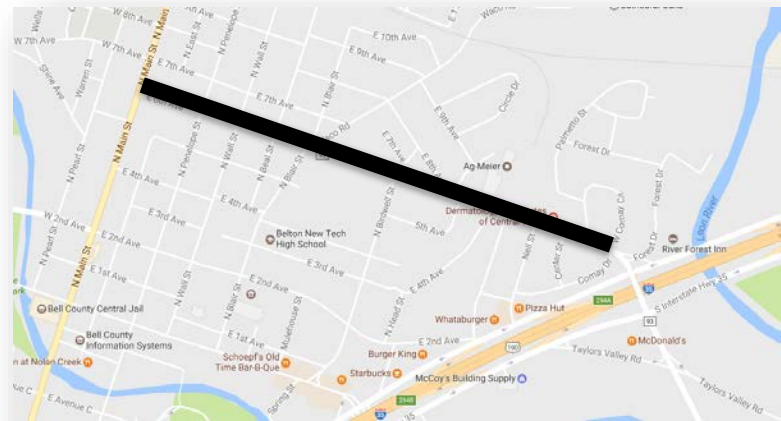
- Sidewalk improvements
- Underground utilities
- Signage and lighting
- Landscaping

## Short-Term Steps

- Survey ROW in order to secure PUE or ROW/Access easement for sidewalks and utilities
- Gain understanding of UMHB gateway plans

## Funding

- \$100,000 has been funded by the TIRZ to date
- Additional TIRZ funding projected in FY 2023 – FY 2024





# PROJECT FORECAST

Project	Funding through FY 2019	Spent or Encumbered	Funding Remaining FY 2019	Projected Allocations					Projected Allocation	Total Funding
				FY 2020	FY 2021	FY 2022	FY 2023	FY 2024		
Heritage Park	1,000,000	37,815	962,185	1,100,000	1,450,000	1,450,000			4,000,000	5,000,000
Southwest Parkway	450,000	169,145	280,855			200,000	750,000		950,000	1,400,000
South Belton SUP	358,114	310,217	47,897	74,000					74,000	432,114
Standpipe	-	-	-	120,000					120,000	120,000
Library	25,000	12,884	12,116	100,000					100,000	125,000
6th Avenue	100,000	-	100,000				1,200,000	2,436,195	3,636,195	3,736,195
Contingency	36,195	-	36,195					(36,195)	(36,195)	-
<b>Total</b>	<b>1,969,309</b>	<b>530,061</b>	<b>1,439,248</b>	<b>1,394,000</b>	<b>1,450,000</b>	<b>1,650,000</b>	<b>1,950,000</b>	<b>2,400,000</b>	<b>8,844,000</b>	<b>10,813,309</b>

- Current forecast provides roadmap for accomplishing key projects prior to the current TIRZ expiration date of 12/13/24
- Actual funding subject to change based on the TIRZ tax base growth, project timing, project budgets and TIRZ Board priorities





# **HOTEL-MOTEL FUND**

Fiscal Year 2020  
Budget Discussion



# FY 2019 PROJECTION

## - Hotel/Motel Fund -

<b>Beginning Fund Balance</b>		<b>\$180,328</b>
Projected Revenues	\$183,508	
Projected Expenditures:	<u>(\$166,336)</u>	
Net Impact of Proposed Budget		<u>\$17,172</u>
<b>Projected Fund Balance</b>		<b>\$197,500</b>



# FY 2020 PROPOSED

## - Hotel/Motel Fund -

<b>Beginning Fund Balance</b>		<b>\$197,500</b>
Proposed Revenues	\$190,436	
Proposed Expenditures:	<u>(\$310,436)</u>	
Net Impact of Proposed Budget		<u>(\$120,000)</u>
<b>Projected Fund Balance</b>		<b><u>\$77,500</u></b>



# REVENUES

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Hotel/Motel Taxes	\$ 152,545	\$ 164,706	\$ 170,000	\$ <b>176,000</b>	\$ 11,294	6.86%
Prior Year Refund	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
County Hotel/Motel Tax	\$ 9,487	\$ 9,500	\$ 9,508	\$ <b>10,000</b>	\$ 500	5.26%
Interest Income	\$ 2,014	\$ 1,327	\$ 4,000	\$ <b>4,436</b>	\$ 3,109	234.29%
<b>Total Revenues</b>	<b>\$ 164,046</b>	<b>\$ 175,533</b>	<b>\$ 183,508</b>	<b>\$ 190,436</b>	<b>\$ 14,903</b>	<b>8.49%</b>

- Hotel Occupancy Tax (HOT) is anticipated to increase based on the opening of the EXPO Inn and Suites



# USE OF LOCAL HOT - 351

Criteria #1: HOT revenue must be expended in a manner directly enhancing and promoting tourism and the convention and hotel industry as permitted by the statute

Criteria #2: Every expenditure of the hotel occupancy tax must fit into one of the statutorily permitted categories; those applicable to Belton are:

- Funding the establishment, improvement, or maintenance of a convention center or visitor center
- Paying the administrative costs for facilitating convention registration
- Paying for advertising, solicitations, and promotions that attract tourists and convention delegates to the city or its vicinity
- Expenditures that promote the arts
- Funding historical restoration or preservation programs
- Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the city
- Day-to-day operations and administrative costs incurred directly in the promotion and servicing expenditures outlined above



# EXPENDITURES

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Personnel	\$ 27,206	\$ 29,016	\$ 29,016	\$ <b>30,105</b>	\$ 1,089	3.75%
Supplies	\$ 15	\$ 475	\$ 400	\$ <b>300</b>	\$ (175)	-36.84%
Repairs & Maint	\$ -	\$ 775	\$ -	\$ -	\$ (775)	-100.00%
Services	\$ 7,520	\$ 58,247	\$ 51,195	\$ <b>56,251</b>	\$ (1,996)	-3.43%
Sponsorships	\$ 24,739	\$ 57,000	\$ 56,992	\$ <b>48,000</b>	\$ (9,000)	-15.79%
Visitor Center Support	\$ -	\$ -	\$ -	\$ <b>17,280</b>	\$ 17,280	-
Bell County Expo	\$ 9,487	\$ 9,500	\$ 9,508	\$ <b>10,000</b>	\$ 500	5.26%
City Support	\$ 2,464	\$ 3,500	\$ 3,500	\$ <b>3,500</b>	\$ -	0.00%
Historic Preservation	\$ 1,050	\$ -	\$ 725	\$ <b>120,000</b>	\$ 120,000	-
Transfers	\$ 10,000	\$ 15,000	\$ 15,000	\$ <b>25,000</b>	\$ 10,000	66.67%
<b>Total Expenditures</b>	<b>\$82,481</b>	<b>\$ 173,513</b>	<b>\$ 166,336</b>	<b>\$ 310,436</b>	<b>\$ 136,923</b>	<b>78.91%</b>

- FY 2020 Initiatives

- Provide financial support to Belton Chamber/CVB
- Enhance Christmas on the Chisholm Trail by making it a multi-day event that will attract out of town guests
- Restore Belton's Historic Standpipe and transform the Standpipe site into a destination for out of town visitors and feature for Downtown Belton



# STANDPIPE PROJECT

## Historic Standpipe Restoration

- Study conducted in 2017 identified \$240,000 in repairs
- Repairs aimed at safety and appropriate restoration

## Standpipe Restoration Funding

- \$120,000 is proposed to be funded in FY 2020 through the Hotel-Motel budget
- Two grants will be sought to leverage H/M Funds
  - Save America's Treasures - \$95,000 – 1:1 Grant
  - Certified Local Government - \$25,000 – 1:1 Grant





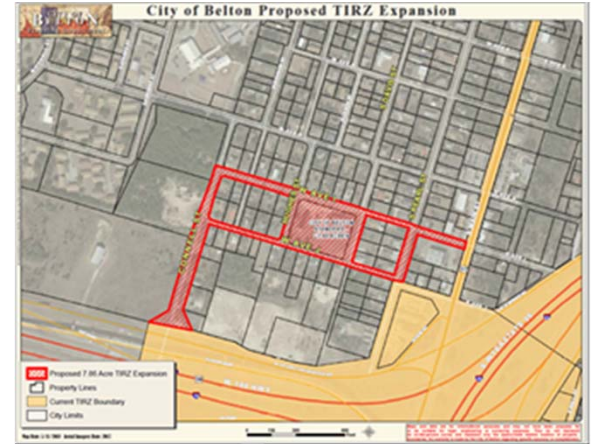
# STANDPIPE PROJECT

## Standpipe Site

- 2.3 acres of elevated land (full City block)
- Excellent potential as parkland
  - Open space, walking trail, soccer goals, benches, storyboards highlighting Belton history and the Standpipe

## Funding

- TIRZ Boundary expanded in 2018 to include the site
- \$120,000 is proposed to be funded in FY 2020
  - \$75,000 to leverage with Texas Parks and Wildlife Small Community Grant (1:1) for park amenities
  - \$45,000 for other site and infrastructure improvements





# STANDPIPE PROJECT —WHY HOT?

- 351.101(a) (5) historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums:
  - (A) at or in the immediate vicinity of convention center facilities or visitor information centers; or
  - (B) located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates
- Belton's Standpipe is in The National Register of Historic Places (No. 90001900)
- Belton's Standpipe located near popular tourist destinations
  - 1.6 miles from the Bell County EXPO
  - 1.4 miles from UMHB
  - 0.7 miles from Historic Downtown Belton
- Opportunity to leverage allowable Hotel-Motel expenditures with grant programs and TIRZ funding





# QUESTIONS AND DIRECTION





# DEBT SERVICE FUND

Fiscal Year 2020  
Budget Discussion



# STRATEGY DISCUSSION

## Strategic Initiatives

- Provide increased autonomy for the City in the direction of its tax rate in the future
- Fund the land acquisition to expand Heritage Park without raising topline tax rate

## Funding

- FY 2019 projected Debt Service Fund balance without transfer is \$77,027
- FY 2019 budget amendment is proposed to transfer \$105,500 from the fund balance of the General Fund to the Debt Service Fund
- \$179,500 of fund balance is proposed to be utilized in FY 2020 to stabilize the Debt Service tax rate at \$0.0948 per \$100 of assessed value
- The strategy will cost approximately \$303,000 to implement over the years FY 2021-FY 2024
- Funding sources will be identified annually, targeting the following sources:
  - Fund balance of the Debt Service Fund
  - General Fund net revenues in excess of budget
  - Unspent contingent appropriations or other identified cost savings in the General Fund budget
  - Fund balance of the General Fund



# FY 2019 PROJECTION

## - Debt Service Fund -

<b>Beginning Fund Balance</b>	<b>\$ 306,462</b>
Projected Revenues	\$ 1,049,928
Projected Expenditures	<u>\$ (1,173,863)</u>
Net Impact of Projected Budget	<u>\$ (123,935)</u>
<b>Projected Ending Fund Balance</b>	<b><u><u>\$ 182,527</u></u></b>

Projected Revenues include proposed FY 2019 transfer of \$105,500 from the General Fund



# FY 2020 PROPOSED

## - Debt Service Fund -

<b>Projected Beginning Fund Balance</b>		<b>\$ 182,527</b>
Proposed Revenues	\$ 1,003,610	
Proposed Expenditures	\$ <u>(1,183,110)</u>	
Net Impact of Proposed Budget		\$ <u>(179,500)</u>
<b>Proposed Ending Fund Balance</b>		<b>\$ <u><u>3,027</u></u></b>



# REVENUES AND EXPENDITURES

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Ad Valorem Taxes	\$ 990,961	\$ 922,417	\$ 926,885	\$ <b>989,972</b>	\$ 67,555	7.32%
Bond Proceeds	\$ 1,182	\$ -	\$ -	\$ -	\$ -	
Transfer from General Fund	\$ 200,000	\$ -	\$ 105,500*	\$ -	\$ -	
Interest Income	\$ 10,379	\$ 10,000	\$ 17,543	\$ <b>13,638</b>	\$ 3,638	36.38%
<b>Total Revenues</b>	<b>\$1,202,522</b>	<b>\$932,417</b>	<b>\$1,049,928</b>	<b>\$1,003,610</b>	<b>\$71,193</b>	<b>7.64%</b>

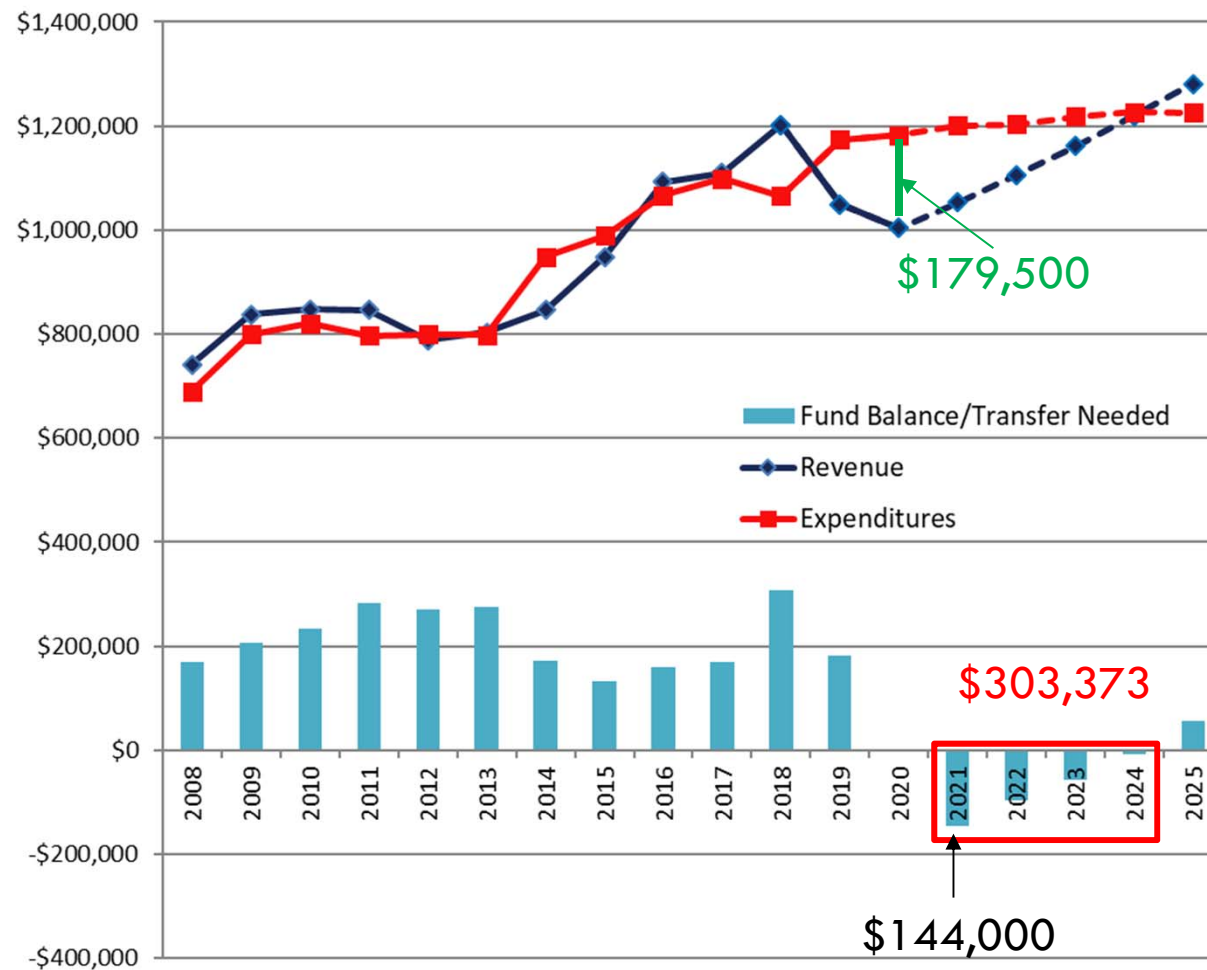
\*Pending Approval

Description	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
					Amount	%
Bond Principal	\$ 705,538	\$ 759,250	\$ 759,250	\$ <b>792,963</b>	\$ 33,713	4.44%
Bond Interest	\$ 356,506	\$ 409,467	\$ 409,467	\$ <b>382,447</b>	\$ (27,020)	-6.60%
Bond Paying Agent Fees	\$ 341	\$ 1,150	\$ 1,150	\$ <b>1,150</b>	\$ -	0.00%
Arbitrage Rebate Calc Fees	\$ 4,274	\$ 6,550	\$ 4,509	\$ <b>6,550</b>	\$ -	0.00%
Bond Issue Costs	\$ (659)	\$ -	\$ (513)	\$ -	\$ -	
<b>Total Expenditures</b>	<b>\$1,066,000</b>	<b>\$1,176,417</b>	<b>\$1,173,863</b>	<b>\$1,183,110</b>	<b>\$6,693</b>	<b>0.57%</b>



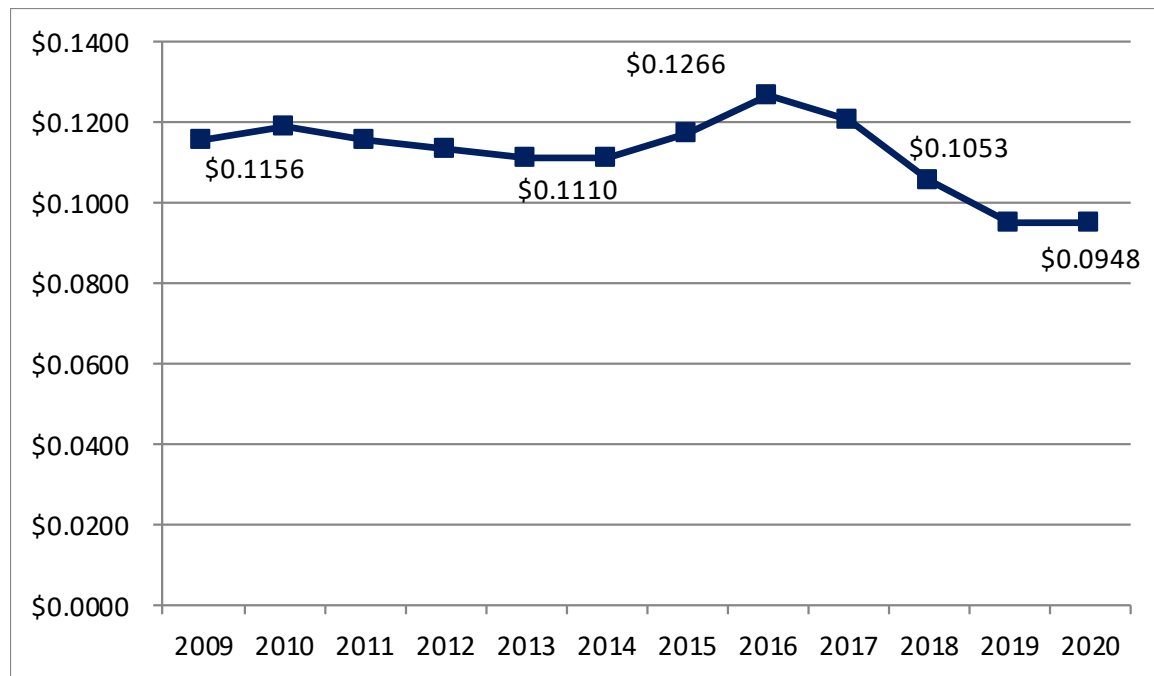
# DEBT SERVICE FUND PROJECTIONS

5% projected  
annual certified  
tax roll growth





# DEBT SERVICE TAX RATE HISTORY





# GENERAL OBLIGATION DEBT SUMMARY

Issue	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/19
		Low	High		
2003 GO's	08/01/2023	4.15%	4.15%	\$ 2,480,000	\$ 745,000
2005 GO's	08/01/2025	3.54%	3.54%	\$ 4,500,000	\$ 1,360,000
2017 Refunding - GO Portion	08/01/2027	1.05%	2.10%	\$ 1,565,000	\$ 1,295,000
2008 CO's - GO Portion	08/01/2028	4.19%	4.19%	\$ 1,485,000	\$ 813,038
2013 CO's - GO Portion	08/01/2033	3.078%	3.078%	\$ 5,125,000	\$ 4,915,000
2015 CO's - GO Portion	08/01/2035	2.00%	3.00%	\$ 1,070,000	\$ 890,000
2018 CO's - GO	08/01/2030	3.00%	5.00%	\$ 2,185,000	\$ 2,160,000
<b>Total General Obligation Debt Outstanding</b>					<b>\$ 12,178,038</b>



# DEBT SERVICE SCHEDULE

Annual Totals			Fiscal Year
Principal	Interest	Total	
\$ 792,963	\$ 382,447	\$ 1,175,410	FY 2020
\$ 836,675	\$ 356,337	\$ 1,193,012	FY 2021
\$ 866,675	\$ 328,749	\$ 1,195,424	FY 2022
\$ 910,387	\$ 299,979	\$ 1,210,366	FY 2023
\$ 949,100	\$ 269,667	\$ 1,218,767	FY 2024
\$ 977,812	\$ 239,765	\$ 1,217,577	FY 2025
\$ 1,011,525	\$ 208,617	\$ 1,220,142	FY 2026
\$ 1,040,238	\$ 178,491	\$ 1,218,729	FY 2027
\$ 1,027,663	\$ 147,327	\$ 1,174,990	FY 2028
\$ 950,000	\$ 114,865	\$ 1,064,865	FY 2029
\$ 975,000	\$ 86,002	\$ 1,061,002	FY 2030
\$ 555,000	\$ 56,382	\$ 611,382	FY 2031
\$ 570,000	\$ 39,349	\$ 609,349	FY 2032
\$ 585,000	\$ 21,855	\$ 606,855	FY 2033
\$ 65,000	\$ 3,900	\$ 68,900	FY 2034
\$ 65,000	\$ 1,950	\$ 66,950	FY 2035
<b>\$ 12,178,038</b>	<b>\$ 2,735,681</b>	<b>\$ 14,913,719</b>	<b>Totals</b>





# GENERAL FUND

Fiscal Year 2020  
Budget Discussion





# GENERAL FUND BUDGET INITIATIVES

TMRS Plan Improvement

Preventative Street Maintenance Plan

Civil Service Pay Adjustments



# TMRS PLAN IMPROVEMENTS

Based on a survey of City employees conducted in 2018, retirement benefits ranked as the 2nd most important compensation element behind base pay among all employees

- Ranked 1st among employees with more than 11 years of experience
- Ranked 1st among civil service employees

City Council adopted TMRS plan changes on 12/31/2018

- Increased employee deposit rate from 5% to 6%
- Decreased the updated service credit percentage from 100% to 50%
- Immediate benefit increase to 96% of current employees; long-term benefit for all current and future employees

Approximately \$70,000 in additional TMRS funding is required in the FY 2020 General Fund budget compared to FY 2019; first budget cycle since plan changes adopted

Future costs will be less dramatic

- Approximate increase in City contribution rate from FY19 to FY 20 = 1% of payroll
- Future year increases in City contribution rates are planned at 0.3% of payroll

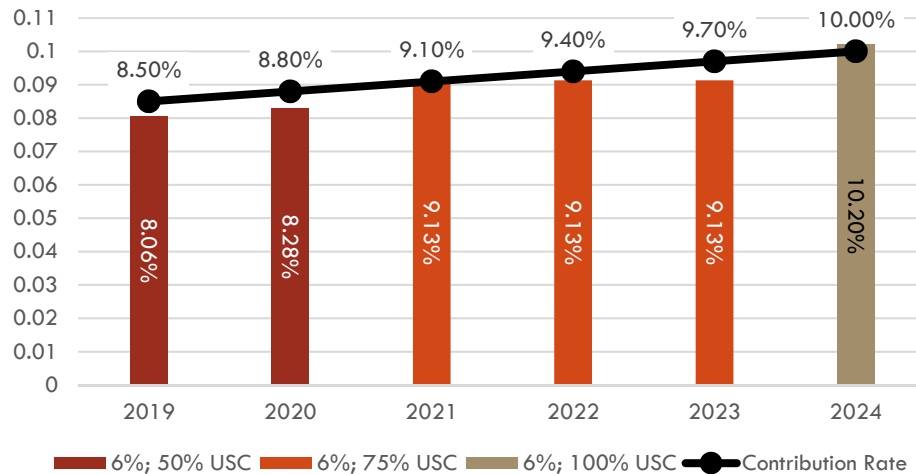


# TMRS PLAN IMPROVEMENTS

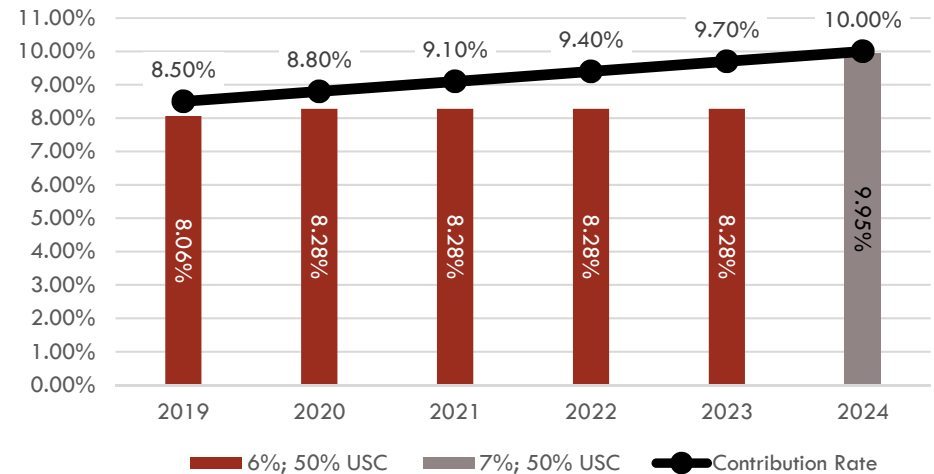
Long-term strategy: phased approach that improves market competitiveness while controlling the short and long term financial costs of a plan change

- 2019 required City contribution rate: 8.06%, actual City contribution rate: 8.50%
- 2020 required City contribution rate: 8.28%, actual City contribution rate: 8.80% (budgeted)

Pathway to 100% USC, 6% Deposit Rate



Pathway to 7% Deposit Rate, 50% USC





# PREVENTATIVE STREET MAINTENANCE

5-Year Street Maintenance Plan developed in September 2014 by Lee Engineering

- A total of \$6.0 million for the 5-year plan
- Various treatment types were recommended

5-Year plan as implemented cost \$3,478,247

- 58% of streets received some sort of treatments
- 18% received HMAC overlay; 40% received chip seal

Two sidewalk projects were also funded at a total cost of \$72,865

- Circle drive - \$29,500
- IH-35 service road - \$43,365

Total expenditures through FY 2019 were \$3,551,112



# PREVENTATIVE STREET MAINTENANCE

Funding for the plan so far has come from various sources

	2015	2016	2017	2018	2019	Total
<b>2013 CO</b>	\$ 1,457,500					<b>\$1,457,500</b>
<b>General Fund</b>		\$ 214,572	\$ 465,000	\$ 466,000	\$ 170,000	<b>\$1,315,572</b>
<b>TIRZ Contribution</b>		\$ 301,051	\$ 162,210			<b>\$ 463,261</b>
<b>BEDC Contribution</b>		\$ 33,622				<b>\$ 33,622</b>
<b>9th Avenue Savings</b>			\$ 275,818			<b>\$ 275,818</b>
<b>Interest &amp; Other</b>	\$ 970	\$ 4,589	\$ 9,663	\$ 6,693	\$ 4,681	<b>\$ 26,596</b>
<b>Total</b>	<b>\$ 1,458,470</b>	<b>\$ 553,834</b>	<b>\$ 912,691</b>	<b>\$ 472,693</b>	<b>\$ 174,681</b>	<b>\$3,572,369</b>

Transfers from the General Fund have been significant, but variable

- \$487,072 in ongoing, budgeted funding
- \$150,000 in 'one-time' additional funding (2018)
- \$390,000 in fund balance budget amendments (2017 & 2018)
- \$288,500 in streets operating budget savings or unspent contingency funds (2016 & 2017)

Approximately \$21,250 will remain in the Street Maintenance fund at the end of FY 2019



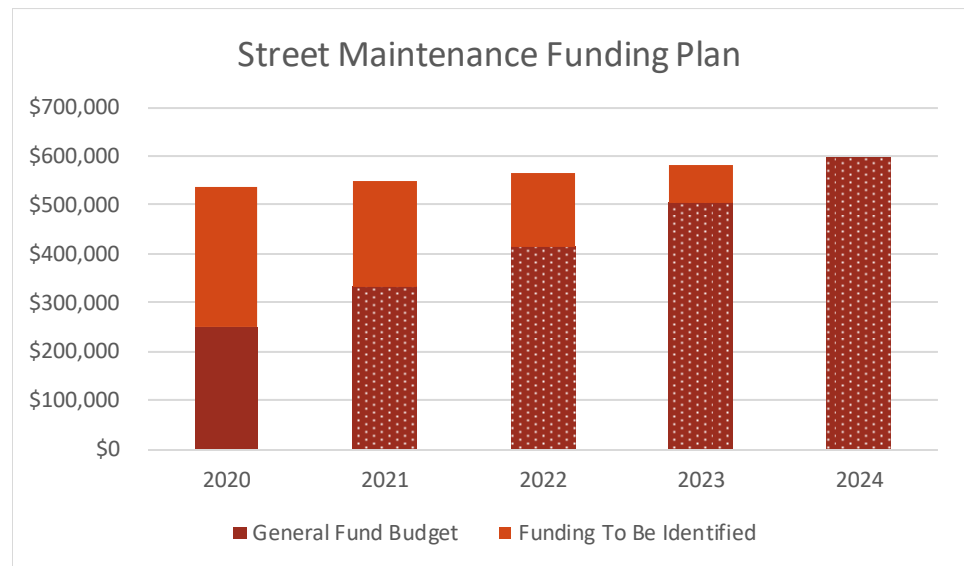
# PREVENTATIVE STREET MAINTENANCE

## Crafting a sustainable plan

- FY 2020 budget is a success in that it achieved the three year funding goal set in FY 2018 of \$250,000
- FY 2020 budget can serve as a jumping-off point for a five year plan to reach \$600,000 in annual, budgeted preventative street maintenance funding

Preventative Street Maintenance Goals		
Budget Year	Budgeted Funding	Plan Expenditures
FY 20	\$250,000	\$535,000
FY 21	\$330,000	\$550,000
FY 22	\$415,000	\$565,000
FY 23	\$505,000	\$580,000
FY 24	\$600,000	\$600,000

Total funding TBI- \$730,000  
FY 2020 funding TBI - \$285,000





# CIVIL SERVICE PAY ADJUSTMENTS

## Analysis and approach

- Internal compensation study conducted in 2017
- Phased approach to adjusting Civil Service pay scales planned in FY 2018
- 5% adjustment adopted in FY 2018 budget
- No adjustment adopted in FY 2019 budget due to revenue constraints
- External compensation study underway in 2019 along with internal analysis

## Goals of proposed adjustments

- Increase Belton's compensation competitiveness within available funding
- Address ranks that Belton is most behind market
- Achieve reasonable parity among peer positions across departments
- Create a pay scale that is structurally sound to build on in the future



# CIVIL SERVICE PAY ADJUSTMENTS

## Fire Department Pay Scale Changes

- Increase in the “Rank Step” percentage from 2.5% to 5%
  - Addresses the ranks of Lieutenant and Assistant Chief, where preliminary data from PSPC indicates Belton is further behind market
  - Increases the incentive for Firefighters to test for officer positions
- Increase in pay Master, Advanced and Intermediate level Fire certifications
  - Master: \$1,514 to \$4,200, Advanced: \$1,082 to \$2,100, Intermediate: \$649 to \$1,575
  - Increases the incentive for Firefighters to achieve certifications
  - Promotes continued professional development
  - Brings parity between like Police Department certification pay
- Move \$2,600 of medical certification pay into the base salary
  - Allows the value of the \$2,600 to increase as a Firefighter gains tenure or promotes into officer ranks
  - Reflects a more accurate figure of Belton’s base, starting pay – EMT certification required
- Increase in base pay
  - Due to the incorporation of the \$2,600 into the Firefighter year 1 salary and the increase in the Rank Step, the base pay increases become larger based on tenure and rank
  - Increases in the base pay steps range from 1.6% to 9.25%



# CIVIL SERVICE PAY ADJUSTMENTS

## Fire Department Pay Scale Changes - Results

- Overall, the recommended changes increase total Fire Department salaries by 5.01%
- All employees will receive a raise, but there is variation based on tenure, rank and the level of Certification a Firefighter has received

Rank	Low	High	Mean	Median
Firefighter	1.39%	7.16%	3.61%	3.84%
Lieutenant	6.43%	6.64%	6.51%	6.48%
Captain	9.36%	9.44%	9.40%	9.40%
Assistant Chief	9.36%	9.36%	9.36%	9.36%



# CIVIL SERVICE PAY ADJUSTMENTS

## Police Department Pay Scale Changes

- Increase in the “Rank Step” percentage from 2.5% to 5%
  - Addresses the rank of Deputy Chief, where preliminary data from PSPC indicates Belton is further behind market
  - Increases the incentive for Police Officers to test for officer positions
- Compression of Police Officer scale through the removal of step years 17 and 19
  - Better positions the Police Department pay scale with the upcoming workforce; less focused on tenure
  - Mitigates some costs to allow for greater increases in starting base pay
- Increase in starting pay
  - Increase of 5.59% in starting base pay
  - Positions Belton to be more competitive in recruiting new officers
  - Addresses area of the pay scale identified as behind market by Belton’s analysis
- Increase in base pay
  - Due to the elimination of step years 17 and 19, the base pay increases vary largely based on tenure and rank
  - Increases in the base pay steps ranges from 0.51% to 8.04%



# CIVIL SERVICE PAY ADJUSTMENTS

## Police Department Pay Scale Changes - Results

- Overall, the recommended changes increase total Police Department salaries by 5.01%
- All employees will receive a raise, but there is variation based on tenure, rank and the level of Certification a Police Officer has received

Rank	Low	High	Mean	Median
Police Officer	2.69%	5.59%	5.23%	5.40%
Sergeant	2.76%	2.95%	2.85%	2.85%
Lieutenant	5.14%	5.14%	5.14%	5.14%
Deputy Chief	7.61%	7.61%	7.61%	7.61%



# CIVIL SERVICE PAY ADJUSTMENTS

## Takeaways

- Structure of the pay scale improved through Rank Step increase
- Uniformity of the pay scale is enhanced through the adjustments of Fire Certifications and removal of Police Officer step years 17 and 19
- Recruitment goals and retention needs of individual departments incorporated

## Future considerations – more to be done

- Annual COLAs
- Addition of a Year 4 step
- Increase of the Tenure Step (currently 2.5%)
- Increase of the 10 Step (currently 1.25%)
- Additional certification and/or assignment pay

Total cost of proposed adjustments in FY 2020 is \$189,106



# NEW PERSONNEL RECOMMENDATIONS

## Planning – Building Inspections

- Mid-year hire of Building Inspector
- Increased volume of permitting activity and code reviews
- Allow for enhanced customer service by expediting inspection timelines

## Parks and Recreations

- Mid-year hire of Recreation Coordinator
- Increased Harris Center rental activity and increased programming and events
- Allow for greater departmental focus on strategic planning and park development

## Public Works

- Mid-year hire of Assistant Director of Public Works
- Allow for balance of operational workload between two Assistant Directors
- Allow for greater focus on strategic planning, development review and projects



# FY 2019 BUDGET — ORIGINAL

## - General Fund -

<b>Estimated Beginning Fund Balance</b>	<b>\$ 5,126,567</b>
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Proposed Revenues	\$ 14,495,675
Proposed Expenditures	<u>\$ (14,495,649)</u>

Net Impact of Amended Budget	<u>\$ 26</u>
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<b>Proposed Ending Fund Balance</b>	<b><u>\$ 5,126,593</u></b>
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Less: Minimum Balance (3 months O&M Budget)	<u>\$ (3,381,192)</u>
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<b>Proposed Fund Balance in Excess of Minimum</b>	<b><u>\$ 1,745,401</u></b>
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# FY 2019 BUDGET — AMENDED

## - General Fund -

<b>Estimated Beginning Fund Balance</b>	<b>\$ 5,126,567</b>
Proposed Revenues	\$ 14,565,675
Proposed Expenditures	<u>\$ (14,671,149)</u>
Net Impact of Amended Budget	<u>\$ (105,474)</u>
<b>Proposed Ending Fund Balance</b>	<b><u>\$ 5,021,093</u></b>
Less: Minimum Balance (3 months O&M Budget)	<u>\$ (3,381,192)</u>
<b>Proposed Fund Balance in Excess of Minimum</b>	<b><u>\$ 1,639,901</u></b>



# FY 2019 PROJECTION

## - General Fund -

<b>Beginning Fund Balance</b>	<b>\$ 5,126,567</b>
Projected Revenues	\$ 14,603,234
Projected Expenditures	<u>\$ (14,641,496)</u>
Net Impact of Budget on Fund Balance	<u>\$ (38,262)</u>
Proposed Amendment	
Net Impact of Amended Budget on Fund Balance	<u>\$ (38,262)</u>
<b>Projected Ending Fund Balance</b>	<b><u>\$ 5,088,305</u></b>



# FY 2020 PROPOSED

## - General Fund -

<b>Estimated Beginning Fund Balance</b>	<b>\$ 5,088,305</b>
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Proposed Revenues	\$ 14,722,681
Proposed Expenditures	<u>\$ (14,722,666)</u>

Net Impact of Proposed Budget	<u>\$ 15</u>
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<b>Proposed Ending Fund Balance</b>	<b><u>\$ 5,088,320</u></b>
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Less: Minimum Balance (3 months O&M Budget)	<u>\$ (3,506,289)</u>
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<b>Proposed Fund Balance in Excess of Minimum</b>	<b><u>\$ 1,582,031</u></b>
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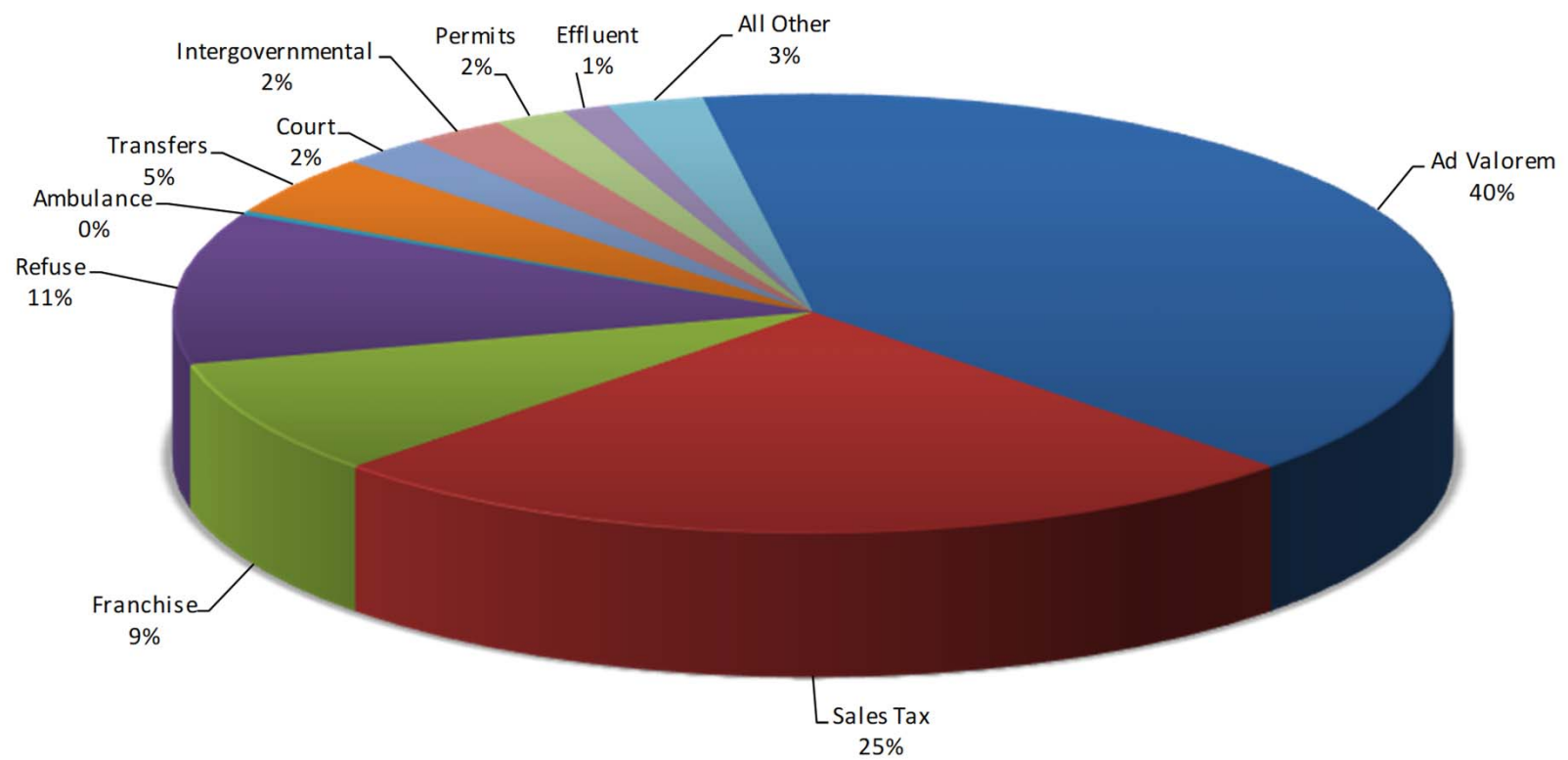
# REVENUES

Description	FY 2018 Actual	FY 2019 O - Budget	FY 2019 A - Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
						Amount	%
Ad Valorem Taxes	\$5,212,687	\$5,504,872	\$5,504,872	\$5,525,185	<b>\$5,908,020</b>	\$403,148	7.32%
Sales Tax	\$3,510,105	\$3,632,000	\$3,632,000	\$3,579,702	<b>\$3,722,890</b>	\$90,890	2.50%
Franchise	\$1,248,967	\$1,202,000	\$1,202,000	\$1,259,446	<b>\$1,259,440</b>	\$57,440	4.78%
Other Taxes	\$46,951	\$40,000	\$40,000	\$50,000	<b>\$50,000</b>	\$10,000	25.00%
Permits & Licenses	\$249,597	\$230,400	\$230,400	\$278,250	<b>\$270,190</b>	\$39,790	17.27%
Municipal Court	\$280,794	\$275,900	\$275,900	\$367,150	<b>\$330,750</b>	\$54,850	19.88%
Refuse Collection	\$1,411,822	\$1,480,300	\$1,550,300*	\$1,569,400	<b>\$1,642,560</b>	\$92,260	5.95%
Ambulance	\$1,193,986	\$750,000	\$750,000	\$500,000	<b>\$45,000</b>	(\$705,000)	-94.00%
Harris Rental Income	\$51,041	\$50,000	\$50,000	\$70,000	<b>\$70,000</b>	\$20,000	40.00%
Parks & Rec Income	\$39,064	\$35,600	\$35,600	\$36,782	<b>\$36,780</b>	\$1,180	3.31%
Code Enforcement	\$17,251	\$4,200	\$4,200	\$8,125	<b>\$4,200</b>	\$0	0.00%
Intergovernmental	\$345,804	\$354,603	\$354,603	\$355,609	<b>\$355,610</b>	\$1,007	0.28%
Other Financing Sources	\$255,333	\$175,000	\$175,000	\$203,641	<b>\$175,000</b>	\$0	0.00%
Contributions	\$0	\$2,000	\$2,000	\$2,000	<b>\$2,000</b>	\$0	0.00%
Miscellaneous	\$59,064	\$39,900	\$39,900	\$47,000	<b>\$46,760</b>	\$6,860	17.19%
Transfers	\$542,661	\$617,000	\$617,000	\$599,944	<b>\$652,481</b>	\$35,481	5.75%
Interest Income	\$95,676	\$101,900	\$101,900	\$151,000	<b>\$151,000</b>	\$49,100	48.18%
<b>Total Revenues</b>	<b>\$14,560,803.81</b>	<b>\$14,495,675</b>	<b>\$14,565,675</b>	<b>\$14,603,234</b>	<b>\$14,722,681</b>	<b>\$157,006</b>	<b>1.08%</b>

\*Pending Approval



# REVENUES

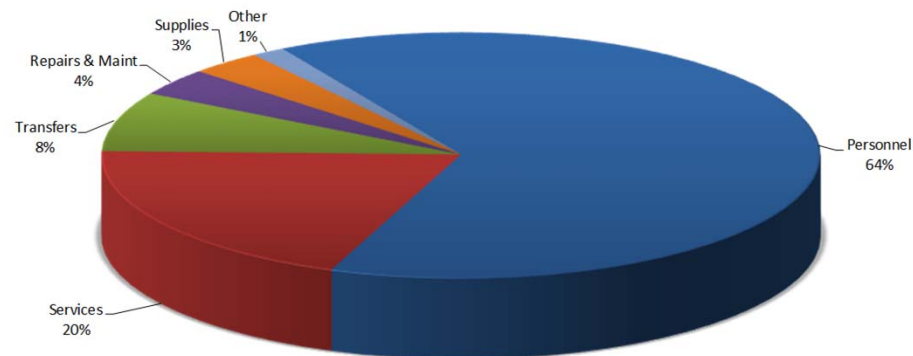




# EXPENDITURES

Description	FY 2018 Actual	FY 2019 O - Budget	FY 2019 A - Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
						Amount	%
Personnel	\$8,778,663	\$9,340,584	\$9,340,584	\$9,340,584	\$9,449,300	\$108,716	1.16%
Supplies	\$562,324	\$532,039	\$503,051	\$492,889	\$480,120	(\$22,931)	-4.56%
Repairs & Maint	\$474,864	\$514,159	\$504,569	\$504,500	\$531,052	\$26,483	5.25%
Services	\$2,544,817	\$2,779,196	\$2,812,769*	\$2,789,975	\$2,883,765	\$70,996	2.52%
Contingency	\$0	\$150,000	\$150,000	\$150,000	\$100,000	(\$50,000)	-33.33%
Transfers	\$2,067,426	\$1,056,718	\$1,227,218*	\$1,230,218	\$1,157,511	(\$69,707)	-5.68%
Contributions	\$121,181	\$122,953	\$122,953	\$123,325	\$120,918	(\$2,035)	-1.66%
Capital	\$13,061	\$0	\$10,005	\$10,005	\$0	(\$10,005)	-100.00%
Strategic Plan	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
<b>Total Expenditures</b>	<b>\$14,562,336</b>	<b>\$14,495,649</b>	<b>\$14,671,149</b>	<b>\$14,641,496</b>	<b>\$14,722,666</b>	<b>\$51,517</b>	<b>0.35%</b>

\*Pending Approval





# EXPENDITURES

Description	FY 2018 Actual	FY 2019 O - Budget	FY 2019 A - Budget	FY 2019 Projected	FY 2020 Proposed	Change from 2019 Budget	
						Amount	%
City Council	\$93,556	\$74,563	\$74,563	\$74,776	<b>\$78,216</b>	\$3,653	4.90%
Administration	\$476,842	\$519,926	\$519,926	\$500,328	<b>\$531,692</b>	\$11,766	2.26%
Finance	\$330,138	\$344,407	\$344,407	\$342,354	<b>\$352,965</b>	\$8,558	2.48%
Human Resources	\$186,431	\$191,190	\$191,190	\$192,486	<b>\$196,061</b>	\$4,871	2.55%
Muni Court	\$180,406	\$192,790	\$192,790	\$197,206	<b>\$197,769</b>	\$4,979	2.58%
Police	\$4,102,078	\$4,189,378	\$4,189,378	\$4,178,949	<b>\$4,482,133</b>	\$292,755	6.99%
Fire	\$3,128,487	\$3,164,974	\$3,164,974	\$3,162,238	<b>\$2,726,716</b>	(\$438,258)	-13.85%
Info Technology	\$175,591	\$235,168	\$235,168	\$235,123	<b>\$239,520</b>	\$4,352	1.85%
Streets	\$1,419,175	\$1,159,158	\$1,159,158	\$1,158,890	<b>\$1,189,224</b>	\$30,066	2.59%
Parks & Recreation	\$1,156,824	\$1,214,073	\$1,214,073	\$1,211,971	<b>\$1,311,355</b>	\$97,282	8.01%
Planning	\$390,572	\$399,376	\$399,376	\$397,716	<b>\$442,271</b>	\$42,895	10.74%
Library	\$344,992	\$360,539	\$360,539	\$360,417	<b>\$357,799</b>	(\$2,740)	-0.76%
Other	\$674,115	\$447,953	\$553,453*	\$553,825	<b>\$422,418</b>	(\$131,035)	-23.68%
Refuse	\$1,226,188	\$1,301,076	\$1,371,076*	\$1,375,410	<b>\$1,449,916</b>	\$78,840	5.75%
Maintenance	\$531,179	\$553,055	\$553,055	\$551,784	<b>\$593,656</b>	\$40,601	7.34%
Engineering	\$145,762	\$148,023	\$148,023	\$148,023	<b>\$150,955</b>	\$2,932	1.98%
<b>Total Expenditures</b>	<b>\$14,562,336</b>	<b>\$14,495,649</b>	<b>\$14,671,149</b>	<b>\$14,641,496</b>	<b>\$14,722,666</b>	<b>\$51,517</b>	<b>0.35%</b>

\*Pending Approval



# CONTRIBUTIONS

Organization	2020 Contribution	2019 Contribution
AUSA Scholarship	\$1,000	\$1,000
Bell County Health District	\$47,177	\$47,177
Hill Country Transit District	\$29,706	\$31,912
HOT Defense Alliance	\$5,630	\$5,630
BISD Crossing Guard Program	\$24,905	\$24,734
Senior Citizens Center	\$10,000	\$10,000
Downtown Belton Business Alliance	\$2,500	\$2,500
<b>Total Contributions</b>	<b>\$120,918</b>	<b>\$122,953</b>



# SUMMARY

Budget as presented has no change to the current tax rate, but is dependent on implementation of tax-rate management strategy

## Key Initiatives

- Capital replacement plans funded
- TMRS funding increased
- Street maintenance funding increased
- Civil service pay scale changes implemented

## Future Budget Challenges

- Personnel requests not able to be addressed in FY 2020
- Implementation of 5-year TMRS improvement plan
- Implementation of 5-year street maintenance funding plan
- Ongoing, annual evaluation of the civil service pay scale
- Continuation of tax-rate management strategy