



City of Belton, Texas

City Council Meeting Agenda
Tuesday, November 14, 2023 - 5:30 p.m.
Wright Room at the 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 Stephanie O'Banion.

Texas Pledge. The Pledge of Allegiance to the Texas Flag will be led by Director of Communications Paul Romer.

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

Invocation. The Invocation will be given by Mayor David K. Leigh.

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.

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 the October 24, 2023, City Council meeting.

4. Consider an ordinance adopting Budget Amendment #2 to the City of Belton FY2023 Annual Budget.
5. Consider an ordinance adopting Budget Amendment #1 to the City of Belton FY2024 Annual Budget.
6. Consider authorizing the City Manager to extend an agreement for Visitor Center support with the Belton Area Chamber of Commerce for FY2024.
7. Consider authorizing the City Manager to enter into an agreement for Transit Services with Hill Country Transit District for FY2024.

Regular Agenda

8. P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprised of 38.25 acres, located at 3500 S. IH 35.

Work Session

9. Receive a presentation on the utility rate setting process and consider various policy issues in the development of a utility rate structure for FY2024 – FY2028.
10. Receive a presentation on the recommendations of the City's Beautification Committee.

Executive Session

11. Executive Session pursuant to the provisions of the Open Meetings Law, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.074, Personnel Matters.
 - A. Municipal Court.
 - B. City Clerk's performance evaluation.
 - C. City Manager's performance evaluation.
12. Executive Session pursuant to the provisions of the Open Meetings Law, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.072, Deliberation Regarding Real Property.

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.

If interpreter services for the deaf or hearing impaired are required, please contact the City Clerk at (254) 933-5817 at least 48 hours in advance.



City of Belton, Texas

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OFFICE OF THE CITY MANAGER

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Consent Agenda

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3. **Consider minutes of the October 24, 2023, City Council meeting.**

A copy of the minutes is attached. Recommend approval.

4. **Consider an ordinance adopting Budget Amendment #2 to the City of Belton FY2023 Annual Budget.**

See Staff Report from Director of Finance Mike Rodgers. Recommend approval of the ordinance adopting FY2023 Budget Amendment #2 as presented.

5. **Consider an ordinance adopting Budget Amendment #1 to the City of Belton FY2024 Annual Budget.**

See Staff Report from Director of Finance Mike Rodgers. Recommend approval of the ordinance adopting FY2024 Budget Amendment #1 as presented.

6. **Consider authorizing the City Manager to extend an agreement for Visitor Center support with the Belton Area Chamber of Commerce for FY2024.**

See Staff Report from City Manager Sam Listi. Recommend extension of the agreement with the Chamber for Visitor Center Support.

7. **Consider authorizing the City Manager to enter into an agreement for Transit Services with Hill Country Transit District for FY2024.**

See Staff Report from City Manager Sam Listi. Recommend approval of the agreement with Hill Country Transit District as presented.

Regular Agenda

8. **P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprised of 38.25 acres, located at 3500 S. IH 35.**

See Staff Report from City Manager Sam Listi and Planner Tina Moore. Recommend approval of the final amending plat acknowledging the previously approved variance for Mesquite Road improvements, and the 40' ROW dedication for Capitol Way, as well as the contribution of \$187,506.14 for the Capitol Way perimeter street improvements.

Work Session

9. **Receive a presentation on the utility rate setting process and consider various policy issues in the development of a utility rate structure for FY2024 – FY2028.**

See Staff Report from Director of Finance Mike Rodgers. Recommend receiving the presentation. No action is required of the Council other than discussion and providing direction to Staff.

10. **Receive a presentation on the recommendations of the City's Beautification Committee.**

See Staff Report from City Manager Sam Listi. Recommend receiving the presentation. No action is required of the Council other than discussion and providing direction to Staff to implement the Recommendations.

Executive Session

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

- A. Municipal Court.
- B. City Clerk's performance evaluation.
- C. City Manager's performance evaluation.

12. Executive Session pursuant to the provisions of the Open Meetings Law, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.072, Deliberation Regarding Real Property.

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.

If interpreter services for the deaf or hearing impaired are required, please contact the City Clerk at (254) 933-5817 at least 48 hours in advance.

**Belton City Council Meeting
October 24, 2023 – 5:30 P.M.**

The Belton City Council met in regular session in the Wright Room of the Harris Community Center. Members present included Mayor David K. Leigh, Mayor Pro Tem John R. Holmes, Sr. (via Zoom), Councilmembers Wayne Carpenter, Craig Pearson (via Zoom), Daniel Bucher, Stephanie O'Banion and Dave Covington. Staff present included Sam Listi, John Messer, Amy Casey, Gene Ellis, Mike Rodgers, Chris Brown, Jon Fontenot, James Grant, Larry Berg, Paul Romer, Charlotte Walker, Bob van Til, Tina Moore, Judy Garrett, Wayne Cooley, Jessica Menix and Tyson Friar.

The Pledge of Allegiance to the U.S. Flag was led by Councilmember Wayne Carpenter, and the Pledge to the Texas Flag was led by City Manager Sam Listi. The Invocation was given by Councilmember Dave Covington.

1. **Call to order.** Mayor Leigh called the meeting to order at 5:32 p.m.

2. **Public Comments.** *(Audio 2:14)*

There were no public comments.

Mayor Leigh thanked the Belton Fire Department for putting out a brush fire at his house.

3. **Proclamation – Chiropractic Health Month.** *(Audio 3:32)*

Mayor Leigh read the proclamation into the record.

4. **Presentation of National Night Out Block Party Awards.** *(Audio 5:13)*

Members of the Belton Police Department presented awards to Bekah Prince, representing Helping Hands Ministry/Belle Oaks Apartments for the Rookie of the Year Award, Casey Gottschalk representing Dawson Ranch for the Community Camaraderie Award, and Sherry Pilgrim representing Brenda Lane for the Best Neighborhood Block Party.

Consent Agenda

Items 5-6 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately. *(Audio 10:50)*

5. **Consider the minutes of the September 26, 2023 City Council Meeting.**
6. **Consider appointments/reappointments to the following:**

- A. **Electrical Board** (Robert Bass and Casey Simpson reappointments)
- B. **Economic Development Subcommittee** (Jennifer Ramirez replacing Mike Morgan)

Upon a motion for approval by Councilmember Covington, and a second by Councilmember Bucher, the Consent Agenda was unanimously approved upon a vote of 7-0.

Regular Agenda

The Belton City Council recessed the Regular City Council Meeting and convened a meeting of the Belton Employee Benefits Trust.

City of Belton Employee Benefits Trust Agenda

1. Call to Order. (Audio 11:38)

Chair Leigh called the meeting to order at 5:42 p.m.

2. Consider minutes of the City of Belton Employee Benefits Trust meeting dated November 8, 2022. (Audio 11:55)

Upon a motion for approval by Trustee Carpenter, and a second by Trustee O'Banion, the November 8, 2022, Employee Benefits Trust minutes were unanimously approved upon a vote of 7-0.

3. Consider action awarding contracts for employee insurance products. (Audio 12:55)

Director of Human Resources Charlotte Walker introduced Andrew Weegar, the City's consultant from HUB International, who presented the City's employee insurance products. Upon a motion for approval by Trustee Covington, and a second by Trustee Carpenter, the contracts for employee insurance products were unanimously approved upon a vote of 7-0.

4. The City of Belton Employee Benefits Trust meeting adjourned at 5:54 p.m.

The Employee Benefits Trust adjourned the City of Belton Employee Benefits Trust Meeting and reconvened the Belton City Council Meeting.

Miscellaneous

7. **Consider approval of funding for employee insurance contracts awarded by the Board of the Employee Benefits Trust and authorizing the transfer of funds from the City's operating funds to the Employee Benefits Trust account.** (Audio 24:02)

Director of Finance Mike Rodgers presented this item.

Upon a motion by Councilmember Bucher, and a second by Councilmember O'Banion, the funding for contracts approved by the Employee Benefits Trust was unanimously approved upon a vote of 7-0.

Planning and Zoning

8. **Z-23-23 – Hold a public hearing and consider a zoning change from Commercial-1 to Commercial Highway District on approximately 25.881 acres located at 3500 S. IH 35, on the east side of Interstate 35, north of Shanklin Road and south of E. Grove Road.** (Audio 31:10)

Planner Tina Moore presented this item.

Public Hearing:

- Luke Potts, 3101 Dunns Canyon, spoke in favor of a waiver for the perimeter street improvements (agenda item #9).
- Brady Serafin, 3500 S. I-35, spoke in favor of a waiver for the perimeter street improvements (agenda item #9).
- No one else spoke for or against.

Upon a motion by Councilmember O'Banion, and a second by Mayor Pro Tem Holmes, the following captioned ordinance was approved upon a unanimous vote of 7-0, with the following conditions:

- The use of this property shall conform to the Commercial Highway District in all respects.
- The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
 - Site Development Standards
 - Landscape Design Standards
 - Tree Protection, Preservation, and Mitigation Standards.
- A subdivision plat and a building permit are required prior to development.

ORDINANCE NO. 2023-39

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM COMMERCIAL-1 TO COMMERCIAL HIGHWAY FOR APPROXIMATELY 25.811 ACRES LOCATED AT 3500 S. IH 35.

9. **P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprised of 38.25 acres, located at 3500 S. IH 35.** (Audio 44:16)

Planner Tina Moore presented this item.

Councilmember Carpenter made a motion to postpone this item until the November 14, 2023, Council meeting. The motion was seconded by Mayor Pro Tem Holmes and was approved upon a unanimous vote of 7-0.

10. **Z-23-24 – Hold a public hearing and consider a zoning change from Agricultural to Commercial-2 on approximately 2.76 acres located at 4073 W. US Highway 190 Service Road, on the south side of Interstate 14, west of FM 1670, and east of Dogridge Road. (Audio 1:08:12)**

Planner Tina Moore presented this item.

Public Hearing: No one spoke for or against.

Upon a motion by Councilmember Bucher, and a second by Councilmember Carpenter, the following captioned ordinance was approved upon a unanimous vote of 7-0, with the following conditions:

- The use of this property shall conform to the Commercial-2 District in all respects.
- The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
 - Site Development Standards
 - Landscape Design Standards
 - Tree Protection, Preservation, and Mitigation Standards.
- A subdivision plat and a building permit are required for any future construction on the site.

ORDINANCE NO. 2023-40

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL TO COMMERCIAL-2 FOR APPROXIMATELY 2.76 ACRES LOCATED AT 4073 W. US HIGHWAY 190 SERVICE ROAD.

11. **Z-23-25 – Hold a public hearing and consider a zoning change from Agricultural to Commercial-1 on approximately 4.395 acres located at 6564 Dogridge Road, on the south side of Interstate 14, west of George Wilson Road and east of Simmons Road. (Audio 1:10:53)**

Planner Tina Moore presented this item.

Public Hearing: No one spoke for or against.

Upon a motion by Councilmember Covington, and a second by Councilmember O'Banion, the following captioned ordinance was approved upon a unanimous vote of 7-0, with the following conditions:

- The use of this property shall conform to the Commercial-1 District in all respects.
- The development of each property shall conform to all applicable Type Area 2 Design Standards, as identified in Ordinance 2014-17, Section 7.1 of the Zoning Ordinance, including:
 - Site Development Standards
 - Landscape Design Standards
 - Tree Protection, Preservation, and Mitigation Standards.
- A subdivision plat and a building permit are required for any future new construction on the site.

ORDINANCE NO. 2023-41

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BELTON BY CHANGING THE DESCRIBED DISTRICT FROM AGRICULTURAL TO COMMERCIAL-1 FOR APPROXIMATELY 4.395 ACRES LOCATED AT 6564 DOGRIDGE ROAD.

Executive Session

At 6:44 p.m., the Mayor announced the Council would go into Executive Session for the following item:

12. **Executive Session pursuant to the provision of the Open Meetings Law, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.071, Consultation with Attorney.**

The Mayor reopened the meeting at 7:50 p.m., and there being no further business, the meeting was adjourned.

David K. Leigh, Mayor

ATTEST:

Amy M. Casey, City Clerk



Staff Report – City Council Agenda Item

Agenda Item #4

Consider an Ordinance adopting Budget Amendment #2 to the City of Belton FY 2023 Annual Budget.

Originating Department

Finance Department – Mike Rodgers, Director of Finance

Summary Information

Section 8.09 of the City Charter allows the City Council to amend the annual budget by Ordinance as necessary. As Fiscal Year 2023 wraps up, a second budget amendment is needed as a housekeeping measure to account for expenditures that surpassed the budgeted appropriations during the year. Below is a brief description of each proposed revision.

Revision #1) General Fund

The City received a Byrne Discretionary Community Project Funding Grant during FY 2023 in the amount of \$374,000. This grant provides funding for body worn cameras, public safety radios, a radar speed trailer, and incident response equipment. Nearly \$219,000 has been spent to date. Although these transactions were initially coded to the unbudgeted Grant Fund, the General Fund is better suited for these mostly capital expenditures. Revision #1 increases revenue and expenditures in the General Fund by \$219,000 due to the reallocation of expenditures from the Grant Fund to the General Fund.

Revision #2) Hotel/Motel Tax Fund

During the last quarter of FY 2023, the City began preparing for the total solar eclipse event that will occur in April 2024. Preparations included the acquisition of 500 plastic solar eyeglasses for marketing purposes. Revision #1 increases appropriations in the Hotel Motel Tax Fund in the amount of \$7,770 to cover this transaction.

Revision #3) Water & Sewer Fund

Three significant items elevated expenses in the Water and Sewer Fund. The first was the early arrival of two Chevrolet Silverado pickups. These vehicles were budgeted in FY 2024, but they were delivered on September 29, 2023. Revision #2 will increase appropriations in the Water Administration Division by \$108,150 to cover this unforeseen expense. During the year, the City paid Bell County Water Control & Improvement District #1 an additional \$135,000 towards the District's debt service for the standby generation project. Treated water costs also exceeded the amended budget by \$50,000. Revision #2 will increase the Water Division budget by \$185,000 for these items.

Fiscal Impact

Per Ordinance

Budgeted: ___ Yes **X** No

If not budgeted: ___ Budget Transfer ___ Contingency **X** Amendment Needed ___ Capital Project Funds

Funding Source(s): Per Ordinance

Recommendation

Staff recommends approval of the Ordinance adopting Budget Amendment #2 to the City of Belton FY 2023 Annual Budget.

Attachments:

Proposed Ordinance

ORDINANCE NO. 2023-42

AN ORDINANCE OF THE CITY OF BELTON, TEXAS, ADOPTING AMENDMENT NO. 2 TO THE ANNUAL BUDGET OF THE CITY OF BELTON, TEXAS, FOR ITS FISCAL YEAR 2023; BY PROVIDING DETAILED LINE INCREASES; BY MAKING SUPPLEMENTAL APPROPRIATIONS; DECLARING THIS A MATTER OF PUBLIC NECESSITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the City of Belton Fiscal Year 2023 Annual Budget was adopted within the time and in the manner required by State Law; and

WHEREAS, the City Council hereby finds and determines that certain transfers of unencumbered appropriation balances from one department or division to another are allowed; and

WHEREAS, the City Council hereby finds and determines that there are sufficient revenues available for appropriation; and

WHEREAS, the City Council finds and determines that the proposed changes in the budget are for municipal purposes, and that the amendment to the budget is a matter of public necessity requiring adoption of the amendment to the budget at this time; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS:

Section 1. The facts and matters set forth in the preamble of this ordinance are found to be true and correct.

Section 2. The City of Belton Fiscal Year 2023 Annual Budget is hereby amended by the adoption of "Amendment No. 2 to the Budget of the City of Belton, Texas, for the Fiscal Year 2023," a copy of which is attached hereto. "Amendment No. 2 to the Budget of the City of Belton, Texas, for the Fiscal Year 2023" shall be attached to and made a part of the Original Budget by the City Clerk and filed as required by State Law.

Section 3. All ordinances or parts of ordinances inconsistent with the terms of this ordinance are hereby repealed; provided however, that such repeal shall be only to the extent of such inconsistency and in all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

Section 4. This ordinance shall become effective after its approval and adoption upon first and final reading and its publication pursuant to law.

Ordinance No. 2023-42
FY 2023 Amendment No. 2

PASSED, APPROVED, AND ADOPTED on first and final reading this 14th day of November 2023.

David K. Leigh, Mayor

ATTEST:

Amy M. Casey, City Clerk

AMENDMENT NO. 2 TO THE BUDGET OF THE CITY OF BELTON, TEXAS
FOR THE FISCAL YEAR 2023

Division Name	General Ledger Account Number	General Ledger Account Name	FY 2023 Current Budget	Amendment Amount	FY 2023 Amended Budget
<u>Revision #1 - General Fund</u>					
General Fund Revenue	101-3-7000	Grant Receipts	(32,340)	(219,000)	(251,340)
Police Patrol	101-4-052-2831	Grant Expenditures	-	30,000	30,000
Police Patrol	101-4-052-8400	Computer Equipment	-	189,000	189,000
To increase appropriations due to the reallocation of Community Project Funding Grant costs from the Grant Fund into the General Fund					
<u>Revision #2 - Hotel/Motel Tax Fund</u>					
Hotel Motel Tax Fund	114-4-024-5010	Marketing	54,070	7,770	61,840
To increase appropriations to cover the cost of solar glasses for the total eclipse event in April 2024					
<u>Revision #3 - Water & Sewer Fund</u>					
Utility Administration	202-4-201-8300	Vehicles	-	108,150	108,150
Water	202-4-210-7210	Water Purchases - Debt Service	456,000	135,000	591,000
Water	202-4-210-7220	Water Purchases - Treated Water	1,060,000	50,000	1,110,000
To increase appropriations for vehicle purchases, debt service contribution, and treated water costs					



Staff Report – City Council Agenda Item

Agenda Item #5

Consider an Ordinance adopting Budget Amendment #1 to the City of Belton FY 2024 Annual Budget.

Originating Department

Finance Department – Mike Rodgers, Director of Finance

Summary Information

Section 8.09 of the City Charter allows the City Council to amend the annual budget by Ordinance as necessary. Below is a brief description of each proposed revision.

Revision #1) General Fund

The City received a Byrne Discretionary Community Project Funding Grant during FY 2023 in the amount of \$374,000. This grant provides funding for body worn cameras, public safety radios, a radar speed trailer, and incident response equipment. Nearly \$219,000 has been spent to date. Revision #1 increases revenue and expenditures in the General Fund by \$155,000 to reflect the available amount of grant funding in FY 2024.

Revision #2) Police Patrol

The City was recently awarded a COPS Grant to hire three additional police officers. Totaling \$375,000, the grant will pay \$125,000 per year for the next three years. The City match for these three positions is approximately \$108,000. Revision #1 increases General Fund revenue by \$125,000 and Police Patrol Division expenditures by \$232,590 to reflect the COPS Grant activity in FY 2024.

Revision #3) Police Patrol

The originally adopted budget for FY 2024 included \$40,940 for two part-time Community Support Services-Communications positions (1 full-time equivalent position). It has become clear over the last several months that one full-time employee would better fill the needs of the Police Department than two part-time employees. Revision #1 increases General Fund Police Patrol Division expenditures by \$8,620 to cover the additional cost for one full-time employee.

Revision #4) Water & Sewer Fund

The Water & Sewer Fund budget for FY 2024 included \$80,000 to purchase two Chevrolet Silverado pickup trucks. The vehicles were approved by City Council and ordered on September 26, 2023. Instead of delivery taking several weeks as expected, the vehicles were delivered on September 29, 2023. With delivery prior to October 1, the purchase became an FY 2023 expenditure. Revision #1 reduces the FY 2024 budget in the Water & Sewer Fund by \$80,000 as costs were incurred in the previous fiscal year.

Revision #5) Belton Economic Development Corporation Fund

On June 13, 2023, City Council authorized the BEDC Executive Director to execute a contract with B&D Mays Limited Partnership for the purchase of 8.78 acres of land on 6th Avenue and Birdwell. The purchase price for the 8.78 acres is \$1,147,218. BEDC will also pay \$105,620 for BEDC's interest in the railroad segment which is approximately 56,200 sf, bringing the total cost for the land acquisition to \$1,252,838. Revision #2 increases appropriations in the land account of the BEDC Fund by \$1,300,000 to cover the land acquisition plus any related costs that may be incurred.

Fiscal Impact

Per Ordinance

Budgeted: ___ Yes X No

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

Funding Source(s): Per Ordinance

Recommendation

Staff recommends approval of the Ordinance adopting Budget Amendment #1 to the City of Belton FY 2024 Annual Budget.

Attachments:

Proposed Ordinance

ORDINANCE NO. 2023-43

AN ORDINANCE OF THE CITY OF BELTON, TEXAS, ADOPTING AMENDMENT NO. 1 TO THE ANNUAL BUDGET OF THE CITY OF BELTON, TEXAS, FOR ITS FISCAL YEAR 2024; BY PROVIDING DETAILED LINE INCREASES; BY MAKING SUPPLEMENTAL APPROPRIATIONS; DECLARING THIS A MATTER OF PUBLIC NECESSITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the City of Belton Fiscal Year 2024 Annual Budget was adopted within the time and in the manner required by State Law; and

WHEREAS, the City Council hereby finds and determines that certain transfers of unencumbered appropriation balances from one department or division to another are allowed; and

WHEREAS, the City Council hereby finds and determines that there are sufficient revenues available for appropriation; and

WHEREAS, the City Council finds and determines that the proposed changes in the budget are for municipal purposes, and that the amendment to the budget is a matter of public necessity requiring adoption of the amendment to the budget at this time; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS:

Section 1. The facts and matters set forth in the preamble of this ordinance are found to be true and correct.

Section 2. The City of Belton Fiscal Year 2024 Annual Budget is hereby amended by the adoption of "Amendment No. 1 to the Budget of the City of Belton, Texas, for the Fiscal Year 2024," a copy of which is attached hereto. "Amendment No. 1 to the Budget of the City of Belton, Texas, for the Fiscal Year 2024" shall be attached to and made a part of the Original Budget by the City Clerk and filed as required by State Law.

Section 3. All ordinances or parts of ordinances inconsistent with the terms of this ordinance are hereby repealed; provided however, that such repeal shall be only to the extent of such inconsistency and in all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

Section 4. This ordinance shall become effective after its approval and adoption upon first and final reading and its publication pursuant to law.

Ordinance No. 2023-43
FY 2024 Amendment No. 1

PASSED, APPROVED, AND ADOPTED on first and final reading this 14th day of November 2023.

David K. Leigh, Mayor

ATTEST:

Amy M. Casey, City Clerk

**AMENDMENT NO. 1 TO THE BUDGET OF THE CITY OF BELTON, TEXAS
FOR THE FISCAL YEAR 2024**

Division Name	General Ledger Account Number	General Ledger Account Name	FY 2024 Current Budget	Amendment Amount	FY 2024 Amended Budget
<u>Revision #1 - General Fund</u>					
General Fund	101-3-7000	Grant Receipts	(24,830)	(155,000)	(179,830)
Police Patrol	101-4-052-2831	Grant Expenses	-	17,500	17,500
Police Patrol	101-4-052-8400	Computer Equipment	-	137,500	137,500
To increase appropriations for remaining Community Project Funding Grant expenditures					
<u>Revision #2 - Police Patrol</u>					
General Fund	101-3-7000	Grant Receipts	(24,830)	(125,000)	(149,830)
Police Patrol	101-4-052-1010	Salaries and Wages	2,234,520	172,920	2,407,440
Police Patrol	101-4-052-1210	TMRS	249,520	18,870	268,390
Police Patrol	101-4-052-1220	FICA	170,950	13,230	184,180
Police Patrol	101-4-052-1230	Employee Insurance	211,530	22,200	233,730
Police Patrol	101-4-052-1240	Workers Compensation Insurance	63,480	5,100	68,580
Police Patrol	101-4-052-1250	Unemployment	2,610	270	2,880
To increase appropriations to cover the cost of three patrol officers using COPS Grant funding					
<u>Revision #3 - Police Patrol</u>					
Police Patrol	101-4-052-1010	Salaries and Wages	2,234,520	1,040	2,235,560
Police Patrol	101-4-052-1210	TMRS	249,520	120	249,640
Police Patrol	101-4-052-1220	FICA	170,950	90	171,040
Police Patrol	101-4-052-1230	Employee Insurance	211,530	7,400	218,930
Police Patrol	101-4-052-1240	Workers Compensation Insurance	63,480	60	63,540
Police Patrol	101-4-052-1250	Unemployment	2,610	(90)	2,520
To increase appropriations to cover the additional cost of one full-time dispatcher instead of two part-time dispatchers					
<u>Revision #4 - Water & Sewer Fund</u>					
Utility Administration	202-4-201-8300	Vehicles	122,500	(80,000)	42,500
To reduce appropriations for expenses that were incurred during the previous fiscal year					
<u>Revision #5 - Belton Economic Development Fund</u>					
BEDC	505-4-501-8000	Land	-	1,300,000	1,300,000
To increase appropriations for the purchase of 8.78 acres of land on 6th Ave and Birdwell					



Staff Report – City Council Agenda Item

Agenda Item #6

Consider authorizing the City Manager to execute an agreement for Visitor Center support with the Belton Area Chamber of Commerce for FY2024.

Originating Department

Administration – Sam A. Listi, City Manager

Summary Information

This revised Agreement would continue City support for the operation of the Convention and Visitors Bureau, housed in the Belton Area Chamber of Commerce office, for FY 2024. The General Fund Budget, adopted on September 12, 2023, includes this funding. Agreement elements include:

- Chamber staff will support Visitor Center operations and the CVB/Retail Coordinator
- Provides for CVB display space and office space for CVB Director
- Provides for one payment from the City on or about November 15 – no invoice required
- Approved by Chamber Board

Funding was moved from Hotel/Motel Budget to the Council's budget beginning in FY 2024.

Fiscal Impact

Amount: \$15,000

Budgeted: ☒ Yes ☐ No

Recommendation

Recommend approval

Attachments

Chamber/City Support Agreement

**Visitor Center Support
Belton Area Chamber of Commerce and
The City of Belton, Texas**



Time Period: Oct. 1, 2023 - Sept. 30, 2024



1. Visitor Center Support – City of Belton: \$15,000

2. Chamber Staff Support to Visitor Center

- A. Provide Chamber Staff Support to Visitor Center/Reception Area during Chamber hours.
- B. Provide Chamber Staff Support for City's Visitor Center and the CVB/Retail Coordinator. Examples include, but are not limited to, SeeBelton.com; Visitor Guide; Welcome Packets; Event Marketing; Market Days.

3. Office Space for City's Visitor Center/Tourism Director provided by Chamber

Office Space and associated Visitor Center Display Space, together with use of common areas including the foyer, hallways, conference room, break room, and other spaces and areas within the building necessary for access to leased premises.

4. Process for Funding Distribution

Reimbursement shall occur in one payment following request on or about November 15, 2023.

Randy Pittenger
Belton Area Chamber of Commerce

Sam A. Listi
Belton City Manager

Date: _____

Date: _____



Staff Report – City Council Agenda Item

Agenda Item #7

Consider authorizing the City Manager to enter into an agreement for Transit Services with Hill Country Transit District for FY2024.

Originating Department

Administration – Sam A. Listi, City Manager

Summary Information

This Agreement is an outgrowth of Hill Country Transit District's (HCTD) efforts to improve regional and local transit services by introducing microtransit. The concept of microtransit demand service was introduced to the Belton City Council by HCTD General Manager, Raymond Suarez, on June 27, 2023. The agreement establishes funding commitments for each entity in the service area – cities, counties and Fort Cavazos – in Attachment A.

With the Agreements in place, HCTD has outlined these next steps leading to implementation:

- Continuation of current fixed route service until microtransit start-up
- Software System Selection – December 2023
- City input and planning – January/February 2024
- Community input and public hearings – February/March 2024
- Fort Cavazos and internal Circulator Launch – March 2024
- Urban Microtransit Launch – May 2024
- Training and staffing – December 2023 – May 2024

The current microtransit rollout anticipates Belton will have three (3) dedicated peak time and two (2) off-peak vehicles operating weekdays 7 am – 9 pm, and Saturdays 8 am – 5 pm. No Sunday service is planned at this time.

A planned connector service, operating from Copperas Cove to Temple, will also be available and is intended to operate with available repurposed HCTD vehicles. End of life vehicles will be auctioned.

A proposed general fare increase from \$1 to a base \$2 fare is proposed to be implemented, with discounted fare of \$1.50 for over 65 seniors, students, military and special needs individuals.

Belton's ridership is projected to grow from 11,449 in 2022 to 25,000 with a full year of operation.

Fiscal Impact

Amount: \$55,373 for FY2024

These funds are budgeted in the Council's Contributions account in the FY2024 General Fund budget.

Recommendation

Recommend approval of agreement.

Attachments

Interlocal Agreement between HCTD City of Belton (see Service Parameters)
HCTD CY2024 Budget

HILL COUNTRY TRANSIT DISTRICT dba THE HOP

4515 W. U.S. 190
Belton, TX 76513
Phone (254) 933-3700 | FAX (254) 933-3724
www.takethehop.com

INTERLOCAL AGREEMENT – TRANSIT SERVICES

This Interlocal Agreement (hereinafter the “Agreement”) is being made between the **Hill Country Transit District** (hereinafter “the HCTD”) and the Local Government of the City of **Belton**, (hereinafter “the Local Government”), a Texas home rule city, pursuant to the provisions of the Interlocal Cooperation Act, Texas Government Code 5791.001 et seq. This Agreement includes any addendum between the Local Government and the HCTD that is attached hereto and incorporated herein by reference.

PREAMBLE

WHEREAS, the Local Government historically created an urban transit district (UTD) under Chapter 458 of the Texas Transportation Code and entitled it Hill Country Transit District (the HCTD); and

WHEREAS, the HCTD is a political subdivision under the laws of the State of Texas as defined by Chapter 458 of the Texas Transportation Code and Chapter 791 of the Texas Government Code, under which this Agreement is made, and

WHEREAS, Belton and Temple further formed into an integral geographic part of the federally established Temple Urbanized-Zone-Area (Temple UZA), designated as a small UZA for federal formula funding purposes, and

WHEREAS, the HCTD is the designated recipient of both federal and state transportation funds for the Local Government to provide public transportation services within the Temple UZA; and

WHEREAS, it is the sense of the Local Government that a specialized agency of government should supervise the performance of this agreement and operate and manage the public transportation system (the “system”) for the Local Government; and

WHEREAS, the HCTD is trained and experienced in the operation and management of a public transportation system, has operated the Local Government transit system since

1999, and is currently designated under Chapter 458 of the Texas Transportation Code as the sole authorized provider of public transportation services within the Local Government; and

WHEREAS, the Local Government finds that it will increase the efficiency and effectiveness of operations to contract with and designate the HCTD to provide public transportation services; and

WHEREAS, the boundaries of the UZA in effect when this Agreement is adopted may change through growth of the UZA, through expansion or annexation, or through the addition of, or withdrawal of, Local Governmental entities; and

WHEREAS, this Agreement is made under the authority of the Interlocal Cooperation Act of 1971, as amended and codified in Chapter 791 of the Texas Government Code; and

WHEREAS, the governing body of the Local Government and the HCTD have authorized their undersigned representative to enter into this Agreement; and

WHEREAS, the Bylaws of HCTD require HCTD to enter into an interlocal agreement for transit services before transit services may be provided; and

THEREFORE, for and in consideration of the mutual promises and covenants contained in this Agreement, it is agreed that:

SECTION 1 – PURPOSE

The purpose of this Agreement is to provide for a public transportation system to be operated and managed by the HCTD within the UZA for the Local Government as per the terms and conditions hereinafter set forth.

SECTION 2 – GOVERNANCE

The HCTD shall be exclusively governed by a Board of Directors as set forth in the HCTD By-Laws.

SECTION 3 – RIGHTS AND DUTIES

Contracting and Support Services:

The HCTD may contract with the Local Government for the provision of support services such as fueling stations and for the lease of real property and use of other Local Governments-owned facilities under supplemental agreements. The Local Government may contract with the HCTD for special services that are not included in the day-to-day operations of the system. The HCTD's provision of these special services shall not interfere with or reduce the quality of service offered to the public by the system and cannot violate any federal or state regulations governing the use of state or federally funded transit equipment or operations.

Management and Operation of the System:

1. The HCTD shall provide management services and operate a public transportation system which includes all properties, equipment, facilities, routes, runs, zones, and services designed for such purposes.
2. The HCTD shall employ, furnish, and supervise employees and contract for services with third parties as necessary for the operation of the system.
3. The HCTD shall assume the active direction of the system including transportation, maintenance, schedule preparation, accounting, purchasing and contracting, public relations, and human resources.
4. Management and operation of the system shall be provided at the principal office of the HCTD in Belton, Texas, and such other locations designated by the HCTD Board of Directors.
5. The use of public streets within the geographical service areas of the Local Government shall be subject to the control of such Local Governments and may require the HCTD to comply with ordinances requiring permits and certificates of necessity.

Grants:

The HCTD will apply for grants on behalf of the Local Government of the UZA from the Federal Transit Administration (FTA) and Texas Department of Transportation (TxDOT) and any other grant source deemed applicable. The HCTD will serve as both the grantee and the designated recipient for the Local Government. The parties will ensure federal and state requirements for substituting the HCTD for the Local Government in this capacity are completed and maintained.

1. The HCTD shall be solely responsible for executing grant agreements and receiving and managing grant funds.
2. The HCTD shall be responsible for complying with the obligations and responsibilities under all grants and all accompanying certifications, assurances, and agreements made or given by the FTA, or TxDOT, or other entity.
3. The HCTD shall comply with all applicable grant laws, regulations, ordinances, rules, guidelines, and requirements of the United States and the State of Texas and the Local Government within which it provides public transportation service.

Contributions to the HCTD:

1. The Local Government may provide local funds through imposed service fees levied by HCTD, or in kind, to the HCTD for the enhancement of the system. The HCTD may use such local funds as matching funds as allowed by Federal and State law.
2. If any funds or in-kind contributions are provided by a Local Government, said funds or in-kind contributions may be specified by the Local Government to be used to enhance and support the transportation services in the contributing Local Government's geographical area and may further be apportioned to fund mutually

agreed upon regional transit services to enhance mobility and access to important destinations outside a specific Local Government's designated boundaries. Funding for regional services shall be approved on an annual basis as authorized by addendums to this agreement. HCTD shall maintain accounting records that will track how the funds are used to support the public transportation service in the contributing Local Government's geographical area. The Local Government shall have the right to inspect the financial records of the HCTD during regular business hours to assure compliance with this Agreement. Moreover, the HCTD shall comply with the Texas Open Meetings Act and Public Information Act.

3. It is understood that any local share funds shall constitute a current expense of the Local Government during the year in which the contribution is made and shall not be considered or construed as a debt of the Local Government in contravention of a constitutional, statutory, or charter provision.

Specific Powers:

The HCTD shall have the powers to operate the system including but not limited to the authority to contract, to acquire and own real and personal property, and to accept and expend grant funds from governments, legal entities, and individuals.

The HCTD shall not have the power to tax, to obligate Local Governments, to assess Local Governments, or to adopt ordinances, laws, or regulations.

The HCTD shall provide expert management services and efficiently operate, maintain, own all assets unless stated otherwise herein, and insure the system, including all properties, equipment, facilities including but not limited to bus shelters (shelters, signs, benches, pads), routes, and services now or hereafter existing for such purposes.

The HCTD shall employ and supervise employees and contract for services with third parties service providers as necessary for such operation of the system. The HCTD shall be responsible for transportation, maintenance, equipment purchase, schedule preparation, routing, accounting, budgeting, purchasing, contracting, human resources, safety and accident prevention, public relations and advertising, customer relations, and security necessary for the efficient operation of the system. The HCTD shall comply with all federal, state, and local laws, regulations, and ordinances that apply to its operation of the system, including those local regulations regarding the use of the Local Government's public streets and right-of-way. It is understood that the HCTD has Policies and Procedures applicable to transit operations, and that they will be made available to the Local Government for review upon request.

Emergency Services:

The transportation service provided by the HCTD in accordance with this section is for emergency evacuation services in a disaster related incident. A disaster is an occurrence such as a tornado, severe storm, flood, high water, fire, explosion, building structural collapse,

commercial transportation accident, or other incident that endangers persons that require outside assistance.

The HCTD will provide vehicles and drivers to assist in evacuation of those persons as determined by emergency management administration. The HCTD management will determine the availability of transportation service based on priority of need and contractual requirements for normal service.

The HCTD staff responsibilities will be limited to operating vehicles. At no time will the HCTD staff administer medications.

To request emergency service, or the possibility of emergency services, the HCTD staff can be reached weekdays from 8 AM until 5 PM by calling 254-933-3700 in Belton. For emergency contact after the HCTD normal business hours, please call the Chief Safety Officer at 254-394-3680.

The Local Government will utilize available private charter providers before requesting assistance from the HCTD.

The Local Government will notify the HCTD, as soon as possible, of the need for emergency evacuation.

The Local Government emergency management administration will determine persons to be evacuated, a safe location to load/unload evacuees, and the destination of those evacuated. The Local Government emergency management administration will record and track evacuee manifests information and provide the HCTD with the number of evacuees transported.

The Local Government will be invoiced for emergency services by the HCTD for transportation on a minimum three (3) hour per-vehicle basis. The per hour charge will be the current HCTD cost per hour rate. The HCTD, at its sole discretion, may consider waiving these costs in catastrophic events that affect a large geographical area or a large number of people.

SECTION 4 – INDEMNIFICATION

To the extent allowed by law, the HCTD shall indemnify the Local Government and hold them harmless from claims, causes of action, damages, attorney fees, costs, suits, or liability. The HCTD shall obtain and maintain industry-standard amounts of insurance sufficient to cover the maximum joint and severable liability (if any) of all parties under the Texas Tort Claims Act (as amended) for all claims, suits, causes of action, damages, attorney fees, and costs, arising out of or related to acts or omissions in the maintenance or operations for the provision of transportation services.

SECTION 5 – INSURANCE

The HCTD shall obtain and maintain industry-standard Workers' Compensation insurance in an amount sufficient to cover the statutory requirements, Commercial (Public) Liability, and Comprehensive Automobile Liability insurance. The HCTD shall provide certificates of insurance to parties upon request.

SECTION 6 – SERVICE PARAMETERS AND COSTS

1. This section defines the specific service parameters that outline the service hours, service frequency, days of operations, funding sources and uses and are included as ATTACHMENT A to this Agreement. Each local government unit shall authorize by signature the parameters and funding levels each calendar year. HCTD shall invoice for the local commitment share after October 1st of each year so that the HCTD can provision services prior to the next calendar year of service. Funds must be received by November 30 of each year to ensure continuity of transit services delivery.
2. Funds allocated to HCTD but not spent shall be reserved for each funding partner and can be used for future years.

SECTION 7 – CONFLICT OF INTEREST

1. The HCTD covenants and agrees that it, its officers and employees have no interest or contract and shall not acquire any interest or contract, direct or indirect, which conflicts with the HCTD's efficient, diligent, and faithful performance of the terms of this contract and agreement.
2. This agreement shall not be assigned or transferred by the HCTD without the prior written consent of the Local Government.

SECTION 8 – LEGAL

Legal Liability:

The HCTD is a Political Subdivision of the State of Texas performing a governmental function and service and shall have the immunities and liabilities of a district under the Texas Civil Practices and Remedies Code.

Interruption of Service:

The HCTD shall not be liable to the Local Government for any failure, delay, or interruption of service or for any failure or delay in the performance of any duties and obligations under this Agreement or similar acts beyond the control of the HCTD.

Venue:

The parties agree that in any legal action brought hereunder, venue shall lie in Bell County, Texas.

Choice of Law:

The validity of this Agreement and of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the state of Texas.

SECTION 9 – CAPTIONS AND SEVERABILITY

1. The descriptive captions of this Agreement are for informational purposes only and shall not limit nor affect the terms and conditions of the paragraphs.
2. The sections, paragraphs, sentences, clauses, and phrases of this Agreement are severable and if any designated portion is declared invalid, such invalidity shall not affect any remaining portions of this Agreement.

SECTION 10 – TERMINATION AND ASSIGNMENT

Any party at any time may terminate this Agreement or any extension thereof for convenience upon ninety (90) days prior written notice to the other party. Upon termination, all obligations under this Section shall cease and HCTD shall be reimbursed for all reasonable expenses incurred to complete its obligations to the Local Government and other parties to this agreement. This Agreement shall not be assigned or transferred by the HCTD.

SECTION 11 – FORCE MAJEURE

No party shall be responsible for damages or expected to fulfill its obligations under this Agreement should an act of God or other unforeseen catastrophe occur and cause such damage or prevent the performance of such obligation.

SECTION 12 – PREVIOUS AGREEMENTS

All previous agreements regarding transportation services between the parties are superseded upon execution of this agreement.

SECTION 13 - ENTIRE AGREEMENT

This Agreement contains all commitments and obligations of the parties and represents the entire agreement of said parties. No verbal or written conditions not contained herein shall have any force or effect to alter any term of this Agreement.

SECTION 14 – EFFECTIVE DATE AND TERM

This Agreement shall take effect January 1, 2024, upon execution by the Local Government and the HCTD and shall remain in effect as authorized by the Local Government through approval of annual funding allocations by Federal, State and Local funding sources, and annual approval of service levels by the Local Government Unit as defined in Attachment A on an annual basis.

HCTD services shall be delivered without interruption to the Local Government until such time that the Local Government provides HCTD notice of cancellation at least 90 days prior to the end or service stoppage. HCTD shall commence orderly shutdown of services upon

notice and will be reimbursed by the Local Government Unit for all reasonable expenses incurred for services rendered and required activities necessary to provide for orderly shutdown of service and cancellation of contracts.

Attachment A, which dictates annual Service Parameters and Cost/Revenue Assumptions for each Local Government is tied to this base Agreement but is subject to change and therefore shall be subject to annual execution by both the Local Government Unit and the HCTD.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized representatives.

SIGNED AND AGREED TO this _____ day of _____, 2023.

THE LOCAL GOVERNMENT:

For Belton, TX
Mr. Sam Listi, City Manager

THE HILL COUNTRY TRANSIT DISTRICT

For Hill Country Transit District
Mr. Raymond Suarez, General Manager

ATTACHMENT: A

This attachment A is incorporated into the 2024 Interlocal Agreement Dated _____ by reference in Section 6 and is subject to annual execution by all participating Local Government members and Hill Country Transit District. The following Service Parameters and Cost / Revenue projections for FY2024 are hereby included in the Base ILA.

URBAN INTERLOCAL AGREEMENT - FY2024 SERVICE PARAMETERS AND COSTS/REVENUE

Parameters:	Belton
Service Parameters	
Planned Hours of Operation Weekday	7am-9pm
Planned Hours of Operation Weekend Day	8a-5pm
In Service Peak Vehicles	3
In Service Off-Peak Vehicles	2
Planned Connector Service from Copperas Cove Through Temple	To be a shared cost between all Local Governments
Not to Exceed Total Service Hours per Year	9,776
Avg. Targeted Wait Times During Peak Times	30 min.
Avg. Targeted Wait Times During Off-Peak Times	40 min.
Cost and Revenue Assumptions	
Cost:	
Total Projected Costs*	\$ 724,410
Revenue:	
Anticipated Fare Box Revenue	\$ 50,486
Anticipated Federal, State, and Medicaid Contract Revenue	\$ 618,551
Total Revenue without Local Subsidy	\$ 669,037
Local Share:	
Net Required Local Government Subsidy**	\$ 55,373

**Total Costs includes on and off peak Microtransit Services, TNC's, NEMT, and Commuter Bus allocations*

***HCTD shall invoice Local governments for local share by October 15 annually.*

For Belton, TX
Mr. Sam Listi, City Manager

For Hill Country Transit District
Mr. Raymond Suarez, General Manager



Staff Report – City Council Agenda Item

Date: October 24, 2023
Case No.: P-23-24
Request: Final Plat
Applicant: Crunk Engineering
Owner/Developer: HMM Cedar Crest

Agenda Item #8

P-23-24 – Consider a final plat for Cedar Crest Amending Plat, comprising 38.55 acres, located at 3500 S. IH 35, east side of Interstate 35, south of Grove Road.

Originating Department

Administration – Sam Listi, City Manager
Planning – Tina Moore, Planner

Case Summary

This final plat proposes an amendment to the Cedar Crest Final Plat previously approved in August 2018, containing 25 acres. The amendment consolidates the existing site with the northern adjacent property. This plat will facilitate the future expansion of the behavioral health and substance abuse residential treatment facility. This is a one-block, one-lot subdivision comprising 38.55 acres. Please see Exhibit 1.

Project Analysis and Background

A zoning change was approved on October 24, 2023, for the southern portion of the property consisting of 25.881 acres, from Commercial-1 (C-1) to Commercial Highway (CH). The newly acquired northern property, 12.67 acres, is already zoned CH. The proposed lot and development plans satisfy the following requirements of the CH district.

Water/Sewer: This property is located within the City of Belton Water and Sewer Certificate of Convenience and Necessity (CCN). Services are currently available to this site and no extension of service is necessary with this plat.

Access: An existing driveway is located on the southern portion of the property along Interstate 35 Frontage Road. A second access is proposed for the northern addition along the frontage road. TxDOT has approved a driveway permit for this additional driveway location.

Drainage: Drainage plans are under review with the Civil Site Plans.

Street ROW for Capitol Way and Mesquite

Capitol Way is proposed along the eastern border of this property and is identified as a major collector on the City's Thoroughfare Plan. Major collectors require a minimum ROW width of 80'. This property is required to dedicate one-half of the needed ROW, with the other one-half anticipated to come from the property to the east when it develops. The developer has provided a 40' ROW dedication on this plat. A previous dedication was provided with the previous Cedar Crest plat to the south in 2018.

Proposed Mesquite Road is anticipated to be located along the southern Cedar Crest property, south of the existing hospital, and is also identified as a major collector on the City's Thoroughfare Plan. A 40' ROW dedication was previously provided in 2018. No additional ROW is needed. The remaining 40' will be dedicated when the property south of Cedar Crest develops, currently owned by Ellen Morris.

Perimeter Street Improvement (PSI) Requirements

Under the Subdivision Ordinance, the developer is required to provide perimeter street improvements for future roadways adjacent to their property being platted. The developer is required to provide one-half the cost of paving (up to 18.5 feet) including curb and gutter and a 5-foot-wide sidewalk.

With the previous Cedar Crest plat approved in 2018, the applicant provided \$69,076, its shared cost toward the construction of Capitol Way. The owner has provided a cost estimate of \$187,506.14 for the remaining portion of Capitol Way PSI, excluding the portion previously funded in 2018, and is willing to pay this amount. Previous contributions to Capitol Way PSI are shown on Exhibit 2, and amount to \$154,507. With the funds proposed here of \$187,506, \$342,013 will be available and would allow design to get underway to meet development needs in the area.

A variance was requested and approved to waive the PSI requirements for Mesquite Road in 2018, at which time, the realignment of Mesquite Road was under review. With the support of Cedar Crest representatives and Ellen Morris, Mesquite Road was realigned to the southern boundary of the Cedar Crest property, and this change has since been added to the updated 2021 Thoroughfare Plan Map. The cost estimate provided for Mesquite Road totals \$962,576, adjacent to this plat. The applicant has submitted a variance request for the Mesquite Road requirement.

Funds provided to the City for the PSI requirements that are not expended within 7 years will be refunded with interest back to the developer, based on the current ordinance.

Updated Information

At the October 24, 2023, meeting, the City Council tabled this item to provide staff and Cedar Crest representatives the opportunity to confirm TxDOT's position on Mesquite Road and existing and proposed Cedar Crest driveways; evaluate the applicant's Traffic Impact Analysis;

and review the history of action that occurred when the Thoroughfare Plan was amended and the original plat was approved in 2018.

TxDOT Input

On October 30, 2023, Staff met with TxDOT and Cedar Crest representatives to discuss the project. TxDOT confirmed its concurrence with the proposed location of the Mesquite Road intersection with Interstate 35 Frontage Road. TxDOT also reiterated its support for the existing Cedar Crest driveway and the proposed northern driveway for the Cedar Crest expansion. TxDOT has concurred in writing with staff prepared meeting notes, Exhibit 3, and emailed an approved driveway permit for the proposed northern driveway.

Cedar Crest TIA

Cedar Crest has provided a Traffic Impact Analysis (TIA) indicating minimal impact on Interstate 35 due to the proposed Cedar Crest expansion. There are no anticipated impacts to Mesquite Road from Cedar Crest since driveway access is not currently proposed.

2018 Thoroughfare Plan Update/Cedar Crest Plat Approval History

In 2018, Belton's Thoroughfare Plan was amended to place Mesquite Road on the south side of the Cedar Crest property. The initial Cedar Crest plat was then approved with a variance granted for contribution to Mesquite Road improvements. City Staff supported the variance request.

Conclusion

Several factors support a change in our recommendation regarding the perimeter street improvement requirements for Mesquite Road in relation to the proposed consolidated amending plat for Cedar Crest:

1. TxDOT has approved the proposed location of Mesquite and supports existing and proposed driveways connecting to the Interstate 35 Frontage Road.
2. A TIA indicating minimal traffic impacts to Interstate 35 has been provided by the applicant. There are no proposed driveways to future Mesquite Road from Cedar Crest, therefore, no traffic impacts are anticipated to the perimeter street.
3. A variance was granted to the Mesquite Road improvements contribution in 2018 adjacent to this property and remains valid for the amended plat.

Recommendation

We recommend approval of the final plat of Cedar Crest Amending Plat acknowledging:

1. The previously approved variance for Mesquite Road improvements; and
2. 40' ROW dedication for Capitol Way and contribution of \$187,506.14 for the Capitol Way perimeter street improvements.

Attachments

Exhibit 1 – Final Plat

Exhibit 2 – ROW/Subdivision Contributions to Mesquite, Capitol Way

Exhibit 3 – Summary of TxDOT Meeting held on October 30, 2023

Exhibit 4 – Final Plat Application

Exhibit 5 – Variance Request Letter

Exhibit 6 – Estimated Perimeter Street Improvements for Capitol Way
Estimated Perimeter Street Improvements for Mesquite

EXHIBIT 2

ROW / SUBDIVISION CONTRIBUTIONS (PSI) TO MESQUITE RD AND CAPITOL WAY.



Meeting Summary – Monday, October 30, 2023

Participants:

- Cedar Crest: Brady Serafin, Chief Executive Officer, and Luke Potts, representative.
- TxDOT: Richard Rangel Jr., Area Permit and Utility Coordinator
- City of Belton: Sam Listi, City Manager, Bob van Til, Planning Director, Tina Moore, Planner

The discussion with TxDOT involved the proposed location/alignment of Mesquite Road at the south boundary of the Cedar Crest property, adjacent to Ellen Morris' property, as well as the driveway locations for Cedar Crest.

Mr. Rangel stated that TxDOT agrees with the proposed alignment for Mesquite Road. The City must secure an approved driveway permit by submitting construction plans before construction. TxDOT has no objections to the existing Cedar Crest driveway and has approved the driveway permit for the proposed northern driveway for Cedar Crest. Richard will email a copy of the approved permit to Tina. Mr. Rangel left the meeting at this juncture.

DocuSigned by:



CBC988B87B8144D

Richard Rangel Jr.

Concurrence with Notes

Staff and Cedar Crest representatives discussed the catalyst for the perimeter street improvement (PSI) requirements. During the 2018 plat review, Cedar Crest dedicated 40' of right of way for Mesquite Road. The City Council waived the PSI with the approval of the plat.

Mr. Serafin stated that if Cedar Crest had decided to plat only the northern tract of the property, the requirement for the PSI for Mesquite Road would not be necessary. The proposed development is on the newly acquired northern property and has no impact on the southern developed property, which was previously platted. A Traffic Impact Analysis reflecting no impact to future Mesquite Road was presented. Mr. Serafin requests that the requirement be waived because it was previously addressed. The existing access and proposed northern access are adequate for their needs; no access is anticipated from Mesquite.

Staff indicated the requirements of the current subdivision ordinance are applicable to the amending subdivision plat. The proposed road has significant importance to surrounding developments. Staff requested that the applicant look at the different cost estimates provided and evaluate possible contribution to Mesquite.



EXHIBIT 4

City of Belton Request for Subdivision Plat to the Planning and Zoning Commission and City Council

Application is hereby made to the City Council for the following:

- ☐ General Development Plan Review
- ☐ Preliminary Subdivision
- ☐ Final Subdivision
- ☐ Administrative Plat
- ☒ Replat

Fees due \$ 655

☐ ETJ
☐ Inside Belton City Limits

Date Received: 08-23-2023 Date Due: 08-24-2023

(All plans are to be returned to the Planning Department according to the Plat Submission Calendar.)

Applicant: Josh Erhard Phone: 615-873-1795

Address: 7112 Crossroads Blvd, Suite 201, Brentwood, TN 37027

Email: josh@crunkeng.com

Owner: HMH Cedar Crest LLC c/o Acadia Healthcare Company, Inc. Phone 833-873-2824

Mailing Address: 6100 Tower Circle, Ste. 1000 Franklin, TN 37067

Email Address: tammy.russell@acadiahealthcare.com

Current Description of Property:

Lot: 1 Block: n/a Subdivision: Cedar Crest Subdivision

Acres: 50.82 Survey: Edward Burleson Survey, A-16

Abstract #: S5758BE Street Address: 3500 South Interstate 35, Belton, TX 76513

Frontage in Feet: 960 Depth in Feet: 1753

Does Zoning comply with proposed use? YES Current Zoning: D-1-CRSD-PZC DISTRICT 1

Name of proposed subdivision: Cedar Crest Subdivision

Number of Lots: 1 Fee: \$ 655

Signature of Applicant: [Signature] Date: 08-24-2023

Signature of Owner: [Signature] Date: 8/24/2023

NOTE: Variances to code requirements may be considered by P&ZC and City Council.

EXHIBIT 5



October 16, 2023

City of Belton
Planning Department
333 Water Street
Belton, TX 76513
254-933-5812

Variance Request:

Below is our request for a variance to waive the requirement to fund or construct the future Mesquite Rd extension along the southern border of the property.

The proposed project is the construction of a new behavioral health hospital that will be a part of the existing Cedar Crest Hospital & Residential Treatment Center. The new hospital will be constructed on an undeveloped parcel adjacent to the existing Cedar Crest Campus. To ease setback requirements and to bring the existing lot into conformance with the zoning ordinance, the two parcels will be consolidated. In addition, the city has requested sewer system improvements. These can be constructed without associated easements by consolidating these parcels.

While the undeveloped parcel is not bordered by the extension of the future Mesquite Roadway, the consolidation of the parcels will reinstate the requirement to fund or construct it. The existing Cedar Crest facility was granted a variance to waive the construction/fee to construct the future Mesquite Roadway at the August 28, 2018, City Council Meeting. We ask that this decision be extended to the current project.

Please note that the revised cost estimate provided by KPA Engineers, the consulting firm for the city reflects a significant escalation in cost from the originally approved estimate. This would place a much higher burden on the project. As such we respectfully request a variance to waive this requirement.

Sincerely,

A handwritten signature in blue ink, which appears to read 'Adam Crunk', is located below the 'Sincerely,' text.

Adam Crunk, PE
Crunk Engineering LLC



October 6, 2023

Tina Moore
333 Water Street
Belton, TX 76513

Re: Cedar Crest – Escrow for Capital Way Roadway Construction

Dear Mrs. Moore:

This letter is being written to accompany to Cedar Crest Roadway application for the Capital Way Road Escrow requested by the City of Belton.

Table 1.0 below includes our itemized opinion of probable cost to construct half of the requested 321.48' of Capital Way.

Table 1.0 below includes our itemization.

PRELIMINARY OPINION OF PROBABLE COST

		Quantity	Unit	Unit Cost	Total	Acadia Portion
1	Site Preparation and Clearing (Incl Sod/Landscape Removal and Replace)	3.2	STA	1,100.00	\$3,520.00	\$1,760.00
2	Erosion Control Plan and Implementation	1.0	LS	3,750.00	\$3,750.00	\$1,875.00
3	Silt Fence	321.0	LF	4.00	\$1,284.00	\$642.00
4	Traffic Control Plan	1.0	LS	500.00	\$500.00	\$250.00
5	Traffic Control Plan Implementation	1.0	LS	2,500.00	\$2,500.00	\$1,250.00
6	Site Mobilization and Insurance	1.0	LS	20,000.00	\$20,000.00	\$10,000.00
7	Fire Hydrants and Assemblies	1.0	EA	10,000.00	\$10,000.00	\$5,000.00
8	6" Waterline	321.0	LF	135.00	\$43,335.00	\$21,667.50
9	Roadway and Sidewalk Excavation and Fill	1,284.0	CY	9.00	\$11,556.00	\$5,778.00
10	8" Crushed Limestone Base Pavement	1,319.7	SY	32.00	\$42,229.33	\$21,114.67
11	New 4" Type B HMA Replacement	1,141.3	SY	17.00	\$19,402.67	\$9,701.33
12	New 2" Type B HMA Replacement	1,141.3	SY	33.00	\$37,664.00	\$18,832.00
13	New Concrete Curb and Gutter	642.0	LF	25.00	\$16,050.00	\$8,025.00

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Tina Moore
333 Water Street
Belton, TX 76513
Page 2

14	New 5' Sidewalk	178.3	SY	115.00	\$20,508.33	\$10,254.17
15	18" RCP	20	LF	130.00	\$2,600.00	\$1,300.00
16	24" RCP	160	LF	130.00	\$20,800.00	\$10,400.00
17	Curb Inlets	1	EA	10,000.00	\$10,000.00	\$5,000.00
18	Trench Safety Plan	1	LS	2,500.00	\$2,500.00	\$1,250.00
19	Trench Safety	180	LF	1.50	\$270.00	\$135.00
20	Topsoil and Seeding	700	SY	6.00	\$4,200.00	\$2,100.00

Subtotal Construction	\$272,669.33	\$136,334.67
Contingency 15%	\$40,900.40	\$20,450.20
Construction Total to Use	\$313,569.73	\$156,784.87
Professional Services	\$56,442.55	\$28,221.28
Utility Adjustments (Oncor, Telecom, Water, etc...)	\$5,000.00	\$2,500.00
Project Total	\$375,012.29	\$187,506.14
Total for Escrow		\$187,506.14

Sincerely,



Tommy Meserole
Director of Preconstruction
Adolfson & Peterson Construction



October 6, 2023

Tina Moore
333 Water Street
Belton, TX 76513

Re: Cedar Crest – Escrow for Mesquite Roadway Construction

Dear Mrs. Moore:

This letter is being written to accompany to Cedar Crest Roadway application for the Mesquite Road Escrow requested by the City of Belton.

Table 1.0 below includes our itemized opinion of probable cost to construct half of the requested 1,841.35' of Mesquite Road.

Table 1.0 below includes our itemization.

PRELIMINARY OPINION OF PROBABLE COST

	Quantity	Unit	Unit Cost	Total	Acadia Portion
1 Site Preparation and Clearing (Incl Sod/Landscape Removal and Replace)	18.4	STA	1,100.00	\$ 20,240.00	\$ 10,120.00
2 Erosion Control Plan and Implementation	1.0	LS	3,750.00	\$ 3,750.00	\$ 1,875.00
3 Silt Fence	1,841.0	LF	4.00	\$ 7,364.00	\$ 3,682.00
4 Traffic Control Plan	1.0	LS	1,500.00	\$ 1,500.00	\$ 750.00
5 Traffic Control Plan Implementation	1.0	LS	7,500.00	\$ 7,500.00	\$ 3,750.00
6 Site Mobilization and Insurance	1.0	LS	80,000.00	\$ 80,000.00	\$ 40,000.00
7 Fire Hydrants and Assemblies	3.0	EA	10,000.00	\$ 30,000.00	\$ 15,000.00
8 6" Waterline	1,841.0	LF	135.00	\$ 248,535.00	\$ 124,267.50
9 Roadway and Sidewalk Excavation and Fill	7,364.0	CY	9.00	\$ 66,276.00	\$ 33,138.00
10 8" Crushed Limestone Base Pavement	5,523.0	SY	32.00	\$ 176,736.00	\$ 88,368.00
11 New 4" Type B HMA Replacement	6,750.3	SY	17.00	\$ 114,755.67	\$ 57,377.83
12 New 2" Type B HMA Replacement	6,750.3	SY	33.00	\$ 222,761.00	\$ 111,380.50
13 New Concrete Curb and Gutter	3,682.0	LF	25.00	\$ 92,050.00	\$ 46,025.00
14 New 5' Sidewalk	1,022.8	SY	115.00	\$ 117,619.44	\$ 58,809.72
15 18" RCP	100	LF	130.00	\$ 13,000.00	\$ 6,500.00
16 24" RCP	920	LF	130.00	\$ 119,600.00	\$ 59,800.00
17 Curb Inlets	5	EA	10,000.00	\$ 50,000.00	\$ 25,000.00

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18	Trench Safety Plan	1	LS	2,500.00	\$ 2,500.00	\$ 1,250.00
19	Trench Safety	1020	LF	1.50	\$ 1,530.00	\$ 765.00
20	Topsoil and Seeding	4090	SY	6.00	\$ 24,540.00	\$ 12,270.00
Subtotal Construction					\$ 1,400,257.11	\$ 700,128.56
Contingency 15%					\$ 210,038.57	\$ 105,019.28
Construction Total to Use					\$ 1,610,295.68	\$ 805,147.84
Professional Services					\$ 289,853.22	\$ 144,926.61
Utility Adjustments (Oncor, Telecom, Water, etc...)					\$ 25,000.00	\$ 12,500.00
Project Total					\$ 1,925,148.90	\$ 962,574.45
Total for Escrow						\$ 962,574.45

Sincerely,



Tommy Meserole
Director of Preconstruction
Adolfson & Peterson Construction



Staff Report – City Council Agenda Item

Agenda Item #9

Receive a presentation on the utility rate setting process and consider various policy issues in the development of a utility rate structure for FY 2024 to FY 2028

Originating Department

Finance Department – Mike Rodgers, Director of Finance

Summary Information

In 2021, the City of Belton hired Nelisa Heddin Consulting, LLC (NHC) to perform a rate design study for the City's water and wastewater utility. The study's intent was to achieve a rate structure that ensured equitable and adequate revenues for operations, debt service, and capital improvements. NHC worked closely with City staff to develop revenue requirements and determine the cost of providing service to customers. Operating expenditures were projected for five years, reflecting anticipated employee costs and inflationary trends. Contracted costs for water treatment, sewer treatment, and debt service were projected using known contractual factors and debt service information. Capital project costs based upon the capital improvements program were also considered. The revenues required to cover these project costs and operational expenses were incorporated into the respective water and sewer rate recommendations.

The study was completed in August 2022 with the approval of Resolution 2022-27-R that established a five-year water and wastewater rate structure for fiscal years 2023 to 2027. Major capital projects that are likely to have an impact on utility rates over the next five years include the expansion of the Temple-Belton Wastewater Treatment Plant, the expansion of the BCWCID #1 water plant, and costly water distribution projects. System demand will also increase with the addition on new residential subdivisions. These significant events compel an update to the rate structure.

The City has again hired Nelisa Heddin Consulting, LLC to perform this rate study. City Council is being asked to provide input on the various billing practices that could be considered in the development of a new rate structure. These billing practices include:

1) Winter averaging for sewer charges

Sewer charges are based upon the amount of water that has been consumed through a domestic water meter. For years, the City has capped residential sewer charges at 15,000 gallons. Consumption in excess of 15,000 gallons is assumed to be used for irrigation. Winter averaging calculates the average amount of water consumed during the winter months (typically, November to February) to create a distinct sewer cap for

each residential customer. Likely less than 15,000 gallons, this lower cap would reduce the amount of gallons that are billed for sewer.

2) Conservation/tiered rates for water consumption

As we experienced during the recent summer drought, irrigation creates a huge demand on our system. A conservation or tiered rate structure would charge a higher price per gallon for greater rates of consumption. This structure benefits water conservation efforts by consumers and charges higher amounts for those who put a greater burden on water infrastructure.

3) Addition of customer classes for commercial, industrial, and apartment billing

This structure recognizes the different water consumption patterns for each type of customer. We currently charge the same water and wastewater rates for residential and non-residential customers. However, system demand is not the same for each class. A rate structure could be developed that charges different rates for each customer class.

4) Frequency of rate changes could also be considered

The utility rate study will calculate the rates that are necessary to recover enough revenue to cover estimated expenses. City Council may then determine how the calculated rates could be implemented. Are smoothed annual rate increases desired, or should rate increases occur less frequently in larger amounts?

5) Other City Council input regarding utility rates

Getting this feedback in advance will result in a more efficient and well-vetted utility rate study. Once the rates have been calculated, our consultant recommends the formation of a utility rate committee to review the details of the study and recommend a structure for City Council to consider.

Fiscal Impact

The cost of the study will not exceed \$29,870, plus out of pocket expenses.

Recommendation

Receive a presentation on the utility rate setting process and consider various policy issues in the development of a utility rate structure for FY 2024 to FY 2028.

Attachments

Professional Water & Wastewater Utility Rate Study Proposal
Presentation by Nelisa Heddin Consulting, LLC.

Professional Proposal

City of Belton, Texas

Water & Wastewater Utility Rate Study Proposal

September 7, 2023



September 7, 2023

Mr. Michael Rodgers
Director of Finance
City of Belton
1502 Holland Rd
Belton, TX 76513

Dear Mr. Rodgers:

Nelisa Heddin Consulting (NH Consulting) is pleased to present the City of Belton (City) with a Proposal for a Cost of Service and Rate Design Study for the City's Water and Wastewater Utility.

With extensive experience in the financial management of utilities and the performance of cost of service and rate design studies, the project team offers an extraordinary pool of resources to support the City's needs. NH Consulting is specifically qualified to meet the needs of the City in the following areas:

- The project manager assigned to this engagement clearly understands the operating environment of municipal utilities in the State of Texas and is committed to understanding the City's long-term and short-term goals such that strategies to achieve those goals may be identified;
- NH Consulting is committed to providing value-added services to the City that go beyond simply the performance of a rate study, but assisting the City in planning for the future of its Utilities;
- The project manager assigned to this engagement is experienced in the performance of and specializes in cost of service and rate design studies, having consulted with numerous entities through the US, and is a recognized expert in the industry having testified before the State Office of Administrative Hearings and the State Legislature on utility rates; and
- NH Consulting is dedicated to assisting the City in guaranteeing the future efficiency and effectiveness of the City's Utilities.

Thank you for the invitation to propose for this project, we look forward to the opportunity to work with the City. Please feel free to contact us with any questions or comments regarding this proposal, or any other services required by the City at (512) 589-1028

Sincerely,

A handwritten signature in blue ink, appearing to be 'NH' followed by a long horizontal stroke.

Nelisa Heddin
President

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EXECUTIVE SUMMARY

Nelisa Heddin Consulting, LLC (NH Consulting) is pleased to provide the City of Belton with a proposal for a Water and Wastewater Cost of Service and Rate Design Study. NH Consulting will work with the City to develop rate recommendations which will assure equitable and adequate revenues for operations, debt service retirement, capital improvements, debt coverage ratios, and bond covenant requirements and to ensure that the Utility is operated on a self-sustaining basis, while considering the economic impact on the Utility's customers. ***NH Consulting offers the City of Belton unparalleled expertise in the performance of cost of service and rate design analysis.***

NH Consulting is a financial and management consulting firm specializing in meeting the needs of municipal utilities.

NH Consulting intends to provide the City with a comprehensive package of services intended to enable the City to more efficiently manage its utilities and fully evaluate the City's Water and Wastewater rate structure.

The following proposal identifies the project team's qualifications and outlines our approach to the project.

The project team believes that the successful completion of this project will be dependent on the following requirements:

- A project manager who clearly understands the City's operating environment including long-term and short-term goals and is committed to helping the City identify strategies to achieving those goals
- A project manager who is committed to providing value-added services to the City that go beyond simply the performance of a rate study, but assisting the City in planning for the future of its Utilities
- A project manager who is experienced in the performance of and specializing in cost of service and rate design studies for numerous entities throughout the U.S and is a recognized expert in the industry having testified before the State Office of Administrative Hearings and the State Legislature
- Responsiveness and constant communication with the City

As outlined in this proposal, NH Consulting is uniquely qualified to meet each of these requirements.

FIRM PROFILE

NH Consulting is a management consulting firm specializing in the financial planning and management of municipal utilities. NH Consulting works closely with each client to develop strategic, individualized solutions. We provide a full range of services to meet our clients' complex needs including cost of service and rate design studies, impact fee analysis, and budgeting assistance.

NH Consulting works closely with each client to thoroughly understand their unique needs, goals, issues and challenges and develops strategic solutions customized to address the individualized needs of each client.

Services provided by NH Consulting include:

- Cost of Service and Rate Design Studies
- Comprehensive Fee Analysis
- Indirect Cost Allocation Studies
- Impact Fee Analysis
- Pro Forma Analysis
- Bond Issuance Support
- Annual and Long Term Operational Budgeting
- Cost Benefit Analysis
- Comparative Benchmarking Analysis
- Financial Planning and Modeling
- Financial Planning and Budgeting for CIP Programs
- Public Education Programs
- Service Area Valuations
- Feasibility Analysis
- Regionalization Planning and Implementation
- Expert Witness Testimony
- Legislative Support
- Billing System Reviews and Implementation

Strategic – Innovative - Excellence

Nelisa Heddin, president of NH Consulting, is Past Chair of the Texas AWWA Rates and Charges Sub-Committee, and is still actively involved in this professional organization. Ms. Heddin brings the most innovative solutions in the industry to each of her clients – allowing her to develop customized strategies to meet each of her clients' needs.

PROJECT TEAM PROFILE

NELISA HEDDIN, PROJECT MANAGER

Ms. Heddin will serve as the project manager for this engagement, bringing nearly 15 years in utility rate design to this engagement. Ms. Heddin will be performing the financial analysis and will be responsible for the overall quality control for this engagement. . Ms. Heddin will also present findings to City Council as directed by City staff.

Ms. Heddin is an industry expert in financial planning and management for municipal utilities, specializing in cost of service and rate design studies, impact fee analysis, cost benefit analysis, and annual and long-term budgeting. Ms. Heddin has nearly 15 years experience in providing consulting services to utilities of all sizes throughout the Southwest. Among Ms. Heddin's most recent clients are the West Travis County Public Utility Agency, the City of Corinth, the City of Webster, the City of Southside Place, and Travis County WCID #17. Ms. Heddin has a Masters of Business Administration with a specialty in Finance. She is a Past-Chair of the Texas AWWA Rates and Charges Sub-committee and has been invited to speak at numerous industry functions regarding cost of service issues, rate design, water loss and capital financing.

Expertise You Can Rely On – Quality You Can Trust

NH Consulting assigns a single project manager who services as project manager and analyst for each engagement – this ensures continuity throughout each engagement. Nelisa Heddin, the proposed project manager for this engagement, is a leading expert in cost of service and rate design studies, having worked for entities across the United States such as the Cities of Dallas, Phoenix, Tucson, Little Rock, Webster, Pflugerville, and Georgetown.

UNDERSTANDING OF PROJECT

Below is a description of the project team's understanding of this project and the intended goals and deliverables.

NH Consulting understands that the City wishes to conduct a Cost of Service and Rate Design Study for the City's Water and Wastewater Utility. The study would assist the City in achieving water & wastewater rates that will assure equitable and adequate revenues for operations, debt service retirement, capital improvements, debt coverage ratios, and bond covenant requirements and to ensure that the Utility is operated on a self-sustaining basis, while considering the economic impact on the Utility's customers.

Strategic Solutions to Meet Your Goals

A clear understanding of the City's goals is imperative for the successful completion of the study. NH Consulting will work closely with City staff to develop strategies which enable the City to achieve a balance between full cost recovery, fiscal responsibility and prudent planning as well as mitigating the economic impact of rate increases on the City's customers.

The project team also understands that the City wishes examine the relationship between the rate structure and the City's Capital Improvement Plan for the water and wastewater utility. The project team would incorporate the City's CIP which is currently being developed, into the revenue requirements in order to understand the impact of this CIP on customer rates.

While rate setting by a municipality has specific governmental guidelines that must be followed, the ultimate rates set by the municipality are subject to that entity's specific policy decisions. NH Consulting would provide the City with the benefit of our extensive industry knowledge and expertise to facilitate the decision making process.

Unparalleled Expertise

Nelisa Heddin, firm president and project manager for this engagement, has extensive experience in working with municipal utilities throughout the United States, having annual budgets ranging from \$100,000 to \$100,000,000. While Ms. Heddin has worked for large utilities such as the cities of Dallas, Tucson, Phoenix and Little Rock; her specialty is working with smaller systems and developing strategies to address the unique challenges these systems face.

PROJECT APPROACH

Water Rates:

“Inflation and resulting cost impacts on water utility customers, as well as increased public awareness of the need for conservation and more effective use of natural resources, together with the need to provide proper price signals, have challenged utility managers to continue providing high-quality service to water utility customers on an equitable and fair cost basis.”¹ There are many State and Federal regulations surrounding water and wastewater rates. Chapter 13 of the Texas Water Code states, “rates shall not be unreasonably preferential, prejudicial, or discriminatory but shall be sufficient, equitable, and consistent in application to each class of consumers.” Special care must be taken during the development of water and wastewater rates to ensure that the rates developed are in accordance with this statute.

NH Consulting utilizes a cost of service rate design methodology, called the base-extra capacity method, which is endorsed by the American Water Works Association (AWWA). “The AWWA Rates and Charges Subcommittee does not endorse any substantial departure from cost-of-service based rates to achieve social objectives.”¹ The AWWA emphasizes the importance of using sound cost-of-service principles while setting rates.

The development of water rates utilizing the base-extra capacity method involves four primary steps:

1) Determination of Annual Revenue Requirements for the Study Period

It is particularly important that all costs associated with providing service are included in the revenue requirement. This includes direct costs such as those required to pump and treat water, as well as indirect costs such as allocations for administrative overhead incurred by other City departments. It is imperative that the costs included in the revenue requirements are within the confines of State and Federal regulations.

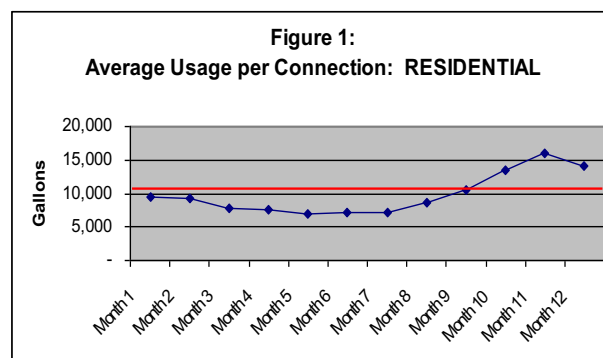
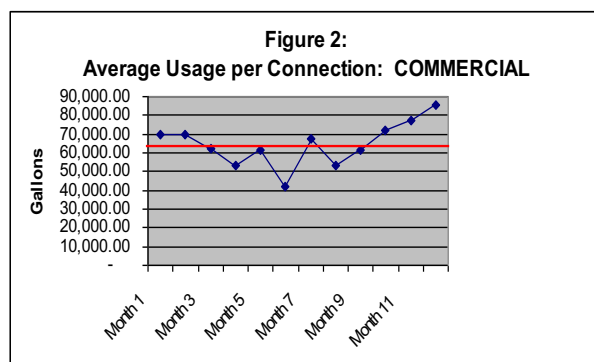
There are two primary approaches to the development of revenue requirements, the “cash-needs” approach, and the “utility” approach. The “cash-needs” approach ensures that the revenues generated by the utility cover the cash needs of the utility, including debt obligations, as they come due, whereas the “utility” basis does not consider debt obligations. The primary difference is that the “utility” basis considers depreciation rather than debt. While the “utility” approach has its place, NH Consulting recommends that revenue requirements for the City be developed utilizing the “cash-needs” approach whereas the City’s current and future debt is used in developing rates.

2) Functionalize Revenue Requirements into Cost Components

Chapter 290 of the Texas Administrative Code outlines strict guidelines that the water utility must abide by while providing retail water services. These guidelines outline specific requirements for items such as minimal system capacities. Thus, the City must maintain the infrastructure to meet these requirements. Infrastructure capacity requirements are determined by the number of connections that the system serves, and the size of each connection as well as the usage patterns of those customers. Water utilities are designed to handle times of peak usage, such as summer months when residents are irrigating heavily.

¹ American Water Works Association M1 Manual, Water Rates, Fourth Edition, 1991.

Even though the utility may have average usage at a certain level, it must have the capacity to serve customers at a level that is much greater, in order to meet peaking demands. Figures 1 and 2 demonstrate different usage patterns of residential and commercial customers that may occur on a water utility.



According to the AWWA, “a water utility is required to supply water in total amounts and at such rates of use desired by the customer. A utility incurs costs in relationship to the various expenditure requirements caused by meeting those customer needs. Since the needs for total volume of supply and peak rates of use vary among customers, the costs to the utility of providing service also vary among customers or classes of customers.”² In other words, there are significant cost implications to the ability a utility system must have to meet peaking patterns. Therefore, one must have an in-depth understanding of the Utility’s expenses in order to allocate them properly into functional cost components.

NH Consulting uses a base-extra capacity methodology to functionalize costs into the following components, as defined by the AWWA in the M1 Manual:

- **Base Costs** – costs that tend to vary with the total quantity of water used plus those O&M expenses and capital costs associated with service to customers under average load conditions, without the elements of cost incurred to meet water use variations and resulting peaks in demand.
- **Extra Capacity Costs** – costs associated with meeting rate-of-use requirements in excess of average and include O&M expenses and capital costs for system capacity beyond that required for average rate of use.
- **Customer Costs** – those costs associated with serving customers, irrespective of the amount or rate of water use.
- **Direct Fire Protection Costs** – those costs that are applicable solely to the fire-protection function.

3) Allocation of Cost Components into Customer Classes

Special care must be taken in the selection of customer classifications. In setting customer classes, one must consider service characteristics, demand patterns, and whether service is provided both inside and outside city limits. Customers grouped in the same classification must utilize water for similar purposes and in similar patterns.

The utilization of the base-extra capacity methodology requires an in-depth analysis of customer usage patterns in order to gain a thorough understanding of the demand factors imposed by each customer classification. While setting appropriate customer classifications, the customer’s average and peak usage must be examined.

The ultimate goal of the customer usage analysis is to distribute cost components (base costs, extra-capacity costs, customer costs, and direct fire protection costs) to customer classes based on their specific usage patterns.

² American Water Works Association M1 Manual, Water Rates, Fourth Edition, 1991.

4) Design Water Rates

Water rate design is often a daunting and complex task. The primary consideration is to recover from each customer class, within practical limits, the cost to serve that customer class. However, special care must be taken to ensure that rates are equitable among customer classes, and that customers do not experience “rate shock” because of the new rate structure. In addition, it is important to realize that there are many political and policy influences on the rates charged by a water utility. Water rates must also send appropriate pricing signals to the utility’s customers. Many rate options exist, including: Minimum bill by meter size; Minimum bill by customer class; Volumetric rate by meter size; Volumetric rate by customer class; Conservation rates; Inclining block rates; Declining block rates; Uniform block pricing; Conservation incentives; Marginal cost rates; Unmetered rates; Direct fire-protection rates. The goals of the individual utility must be taken into consideration while evaluating each water rate option.

Wastewater Rates:

The determination of wastewater rates is accomplished through a similar approach. The four primary steps that are required in wastewater rate analysis are as follows:

1) **Determination of Annual Revenue Requirements for the Study Period**

The determination of wastewater revenue requirements is accomplished in the same manner as the water revenue requirements. NH Consulting will use the “cash-needs” basis for determination and will project costs into the five-year study period accounting for known and measurable changes and inflationary influences.

2) **Functionalize Revenue Requirements into Functional Cost Components**

Just as the water costs that the utility incurs are related to the demand the customers put on the water system, wastewater costs are related to the flow and strength of the wastewater returned to the system. The wastewater treatment process is dependent on both the strength of the wastewater and the volume of the wastewater treated. Thus, costs are related to these factors. Wastewater revenue requirements must be functionalized based on:

- **Flow Costs**– Costs incurred by the wastewater utility that can be directly related to the volume of wastewater treated. These costs include pumping costs and wastewater treatment plant capacity.
- **Strength** – Costs incurred by the utility that can be related to the strength of the wastewater treated, such as chemical costs. Strength costs can be further functionalized in terms of BOD, TSS, and NH₃, depending on the facility’s specific permit treatment parameters.
- **Customer Costs** – those costs associated with serving customers, irrespective of the amount or rate of wastewater treated.

3) **Allocation of Cost Components into Customer Classes**

The functionalized wastewater costs are then allocated to customer classes based on projected flow, and, in the case of surcharge design, strength.

4) **Design Wastewater Rates**

The design of wastewater rates is a complex task. This is due to the fact that most utilities do not meter wastewater, as they do water. Thus, best estimates must be made during the determination of billing units. This is a particularly sensitive task. It is imperative that a utility normalize the historical data to ensure they do not over-estimate billing units. Additionally, the City must adopt a policy for the determination of wastewater billing. Options include winter averaging and maximum fee capping. Another consideration in setting wastewater rates is the option of wastewater surcharges for industrial customers

WORK PLAN

The Project Team has put together a work plan that accomplishes the four steps of rate design and accomplishes the goals/objectives outlined by the City. NH Consulting's general approach to rate design is to first thoroughly understand the goals of the Utility and design rates which meet those goals. The Project Team will discuss rate design options and project goals with the City in a kick-off meeting, which will set the tone and direction of the project. Below is an outline of the general tasks to be completed during the conduct of this engagement.

Task Number	Task Name	Description	Deliverable (if any)
1	Revenue Requirement Determination	Development of Revenue Requirements for the base-year utilizing historical actual costs, City budgets, debt service schedules, capital improvement plans and information/input from City staff. Revenue requirements to be developed using the "cash-needs" basis.	Detailed schedule outlining the base-year revenue requirement and the basis of development, assumptions, and adjustments will be provided to and reviewed with City staff in a work-paper document. Base year revenue requirements will be relied upon to develop five-year revenue requirements.
2	Development of CIP Funding Plan	The project team will work closely with City staff to develop a CIP funding plan in order to identify strategies to see that critical CIP projects are adequately funded during the five-year study period. This funding plan may include the issuance of future debt service, cash-funded projections through existing fund balance, rate-funded projections, and/or grant funded projects. The results of the CIP funding plan will be incorporated into the revenue requirements and described in the final report.	The project team will work with City staff to develop the funding plan. The final funding plan will be incorporated into the revenue requirements and outlined in the final report.
3	Allocation of Revenue Requirements Between Utilities	Base-year Revenue Requirements will then be allocated between the water and wastewater utilities based upon a variety of cost-causation factors. NH Consulting will rely upon input from City staff to ensure appropriate allocations have been made.	A detailed schedule which allocates the Revenue Requirements between the three utilities and the allocation factors utilized for each line-item will be identified and provided to City staff in a work-paper document. The project team will seek approval of the allocations. The results of this analysis will be incorporated into the five-year Revenue Requirement projections for each utility.
4	Development of Five-Year Revenue Requirement Forecast	Once the base year revenue requirements for the test year have been developed, NH Consulting will work with City staff to develop a five-year projection of revenue requirements for each utility. Known and measurable changes such as capital	Detailed schedules outlining the five-year projection and the basic assumptions used to make those projections. These schedules will likely be

		improvements, future debt issues and process changes, will be taken into account. The project team will work closely with City staff to project these costs into the five-year planning period considering elements including, but not limited to, inflation, personnel changes, growth impacts, etc.	included in the final report of the study.
5	Functionalization of Revenue Requirements	Once revenue requirements have been determined and projected for the five-year study period, NH Consulting will functionalize each cost component into functional categories, based on that cost. Cost components for the water utility will be further functionalized into base, extra-capacity, and customer cost categories. Wastewater components will be functionalized into flow, treatment, and customer cost categories.	Cost functionalization work-paper schedules will be reviewed with City staff and will be relied upon for the allocation of costs to customer classes.
6	Customer Demand Analysis	NH Consulting will next examine the historical usage patterns of the City's customer classes. NH Consulting will examine the usage patterns of the customer classes to determine their average and peak usage. The customer demand analysis is not only useful in cost allocations, it also enables the utility to make future revenue projections, as well as serve as a tool in water resource planning.	Historical customer demands, average use, and peaking patterns will be provided to City staff in detailed work-papers for review and incorporation into the customer cost allocations and future use projections.
7	Customer Count and Demand Projections	The next step in the analysis is to project future customer growth. NH Consulting will examine historical growth patterns, and discuss future growth with the City's utility and planning departments to make this projection.	Future projections of customer count and demands will be reviewed with City staff. The final report will summarize these projections and the basic assumptions utilized in making these projections.
8	Allocation of Cost Components to Customer Classes	Once NH Consulting has accurately functionalized costs into cost components and has analyzed customer demands, NH Consulting will be able to allocate costs to customer classes based on their usage patterns, and thus relative demands they place on the water and wastewater utilities.	Detailed work-papers allocating costs to customer classes will be reviewed with City staff. The final report will summarize the results of the cost allocation analysis.
9	Rate Design	The previous steps have allocated costs to customer classes based on their system demands and have projected customer demands, and thus billing units, into the future. The final step of the analysis is to design rates for the utilities. NH Consulting will first determine cost-of-	The final rate design work papers will be reviewed with City staff. The recommended rate design will be incorporated into the final report.

		service based rates for each customer class. Additionally, NH Consulting will provide alternative rate design options if deemed necessary. The ultimate rates recommended by the project team will be fair and equitable among customers; fully recover the costs associated with providing services; and will meet the goals of the City as defined in the project kick-off meeting.	
10	Preliminary Draft Report	NH Consulting will prepare a preliminary draft report for the City that discusses the methodology used during the analyses, the critical assumptions made by the project team, and findings and recommendations. The project team will present the draft report to City staff for comment.	A draft report will be provided to City staff for comment/edits. Unless otherwise requested by the City, the draft report will be provided in an electronic, PDF format.
11	Issuance of Final Report	NH Consulting will incorporate the City's comments into the draft report, and will issue a final report to the City. This report would include an executive summary, which documents the findings and recommendations in a clear and concise manner.	The project team will provide the City with the final report. The project team will provide the City with up to 10 printed copies as well as a PDF of the final report.
12	Presentation of Findings	NH Consulting will present findings in up to two regularly scheduled or special called meetings/workshops or public hearings. The project team will educate the Council and/or the public on the methodology, findings, and recommendations of the project.	NH Consulting typically presents findings with a Power-Point presentation, or similar format as deemed appropriate.

In order to meet the specific needs of the City of Belton, in addition to the above listed tasks, NH Consulting will also incorporate the below items into the engagement:

1. Conduct a Council work session at the beginning of the study. This work session would include an overview of the rate setting process, and a detailed discussion of various policy issues. During this meeting, NH Consulting will seek Council feedback/input related to Council's specific concerns, and direction on policy issues. Specific policy issues that may be discussed may include, but would not be limited to:
 - a. Wastewater winter averaging – what winter averaging involves and why utilities use this approach.
 - b. Customer classes – why utilities bill based on customer class, and specific customer classes that the City of Belton may consider.
 - c. Tiered rate structure/conservation rates – what is a tiered rate structure, why and how other utilities use these structures, which customer classes may be most appropriate for tiered rate structures.
 - d. Appropriate timing for a change in rates – spring, summer or fall

- e. Discussion of frequency of rate changes – is it preferred to change rates once every 3-5 years, whereby there is an over recover in early years and under recovery in later years, or is it preferred to change rates a little each year.
- 2. Include long-term planning for the BCWCID planned plant expansion.
- 3. Include financing plan for the sewer plant expansion which is currently anticipated to cost nearly double the amount originally planned.
- 4. Include/recognize additional growth associated with newly platted subdivisions.
- 5. Additional work sessions with a Rate Committee to review work papers, and receive direct feedback on assumptions

RESUME

Nelisa Heddin

Nelisa Heddin Consulting, LLC

President

Professional Background

Nelisa Heddin is an industry expert in financial planning and management for water and wastewater utilities; specializing in cost of service and rate design studies, impact fee analysis, cost benefit analysis, and annual and long-term budgeting. Ms. Heddin has nearly 15 years experience in providing consulting services to utilities of all sizes throughout the Southwest. Among Ms. Heddin's most recent clients are the West Travis County Public Utility Agency, the City of Corinth, the City of Webster, the City of Southside Place, and Travis County WCID #17. Ms. Heddin has a Masters of Business Administration with a specialty in Finance. She is a Past-Chair of the Texas AWWA Rates and Charges Subcommittee and has been invited to speak at numerous industry functions regarding water and wastewater rates, rate design, water loss, and capital financing.

Education

B.S., Biology, New Mexico State University, 1996

MBA, Finance, New Mexico State University, 1999

Professional Affiliations

American Water Works Association

Past Chairman Texas AWWA Rates and Charges Subcommittee

Texas Municipal League

Texas Government Financial Officers Association

Sample of Relevant Project Experience

Cost of Service and Rate Design Projects

West Travis County Public Utility Agency

Travis County WCID #17

City of Midland, Texas

City of Corinth, Texas

City of Southside Place, Texas

La Ventana Water Co.

City of Friendswood, Texas

City of Bellmead, Texas

City of West, Texas

City of Midland, Texas

City of Cuero, Texas

City of Mexia, Texas

City of Wortham, Texas

Bistone Municipal Water Supply Corporation

Whiterock Water Supply Corporation

City of Copperas Cove, Texas

City of Del Rio, Texas

City of Krum, Texas

City of North Lake, Texas

City of Missouri City, Texas

City of Alamo Heights, Texas

City of Selma, Texas

City of Bonham, Texas

City of Cameron, Texas

City of Pecos, Texas

City of Pflugerville, Texas

City of Burnet, Texas

City of Idabel, Oklahoma

City of New Madrid, Missouri

Quail Valley Utility District

MB Wastewater Services, LLC

City of Richmond, Texas

Fair Management, LC

City of Lindale, Texas

City of Webster, Texas

City of Garland, Texas

City of Gladewater, Texas

City of Phoenix, Arizona

City of Garland, Texas

Impact Fee Studies

West Travis County Public Utility Agency	City of Burnet, Texas
City of Southside Place, Texas	City of Corinth, Texas
City of Cuero, Texas	City of Missouri City, Texas

Valuation Analysis

Central Texas UDC	U.S. Navy	Green Valley Special Utility
West Travis County Public Utility Agency	City of Dallas, Texas	

Operations and Management Reviews

Quail Valley Utility District	City of Bastrop, Texas	City of Gladewater, Texas
City of Waco, Texas	City of Uvalde, Texas	City of Galveston, Texas

Other Projects

West Travis County Public Utility Agency – Financial Manager	City of Lakeway – Review of Utility Rates of Lakeway MUD
Central Texas UDC - Facilities Acquisition Negotiations	City of Bee Cave - Litigation Support and Expert Witness Testimony
Highland Lakes Firm Water Customer Cooperative – Review of LCRA Raw Water Rates	La Ventana - Litigation Support and Expert Witness Testimony
City of Georgetown/ Chisholm Trail SUD - Regionalization Feasibility	White Bluff Rate Payers - Litigation Support and Expert Witness Testimony
City of Georgetown - Contract Assignment Consents	Canyon Lake Rate Payers – Litigation Support and Expert Witness Testimony

Publications and Presentations

Texas H2O, November/December 2004, “Finding the Water: How to Cope with HB3338”
Office of Rural Community Affairs, 2004 – Water Related Training for Local Leaders
Texas Water, 2004 – Professional Paper - Water Audits, Water Loss and HB3338
Texas Rural Water Association Annual Conference 2002– Presentation – Encroachment Issues
Incode Education Forum, 2007 – Selling Utility Rate Studies
Texas Water, 2006 – Water Loss Determination
Munis Education Forum, 2006 – Utility Rate Analysis
Incode Education Forum, 2006 – Utility Rate Analysis
TAWWA Rate Seminar, 2010 - Utility Rate Analysis
GFOAT, 2005 – Capital Financing Seminar
GFOAT Gulf-Coast Chapter, 2005 – Presentation – The GFO's Water Challenges

REFERENCES

West Travis County Public Utility Agency Financial Manager Cost of Service and Rate Design Study	
Project Description	Nelisa Heddin became familiar with the West Travis County water and wastewater systems beginning in 2007 during a contested proceeding between the Lower Colorado River Authority (LCRA) and the City of Bee Cave and eventually testified on the equitability of the rates implemented by the LCRA before the State Office of Administrative Hearings (SOAH). Ultimately, the City of Bee Cave along with Travis County MUD #3 and Hays County purchased the systems and created the West Travis County Public Utility Agency (Agency) to own and operate the systems. Ms. Heddin assisted in the acquisition of the systems and the transition of the operation of the systems to the Agency. Ms. Heddin served as the Financial Manager for the Agency assisting with budgeting, revenue tracking, and the many challenges associated with this large, regional system. Ms. Heddin has completed multiple cost of service and rate design studies for the Agency.
Project Completion	2012 - present
Project Highlights	Financial Manager Annual Budgeting Impact Fee Analysis Wholesale Rate Analysis Cost of Service and Rate Design Capital Improvement Planning Public Education
Contact	Jennifer Riechers West Travis County Public Utility Agency General Manager (512) 501-8086 12117 Bee Cave Rd. Building 3, Suite 120 Bee Cave, Texas 78738 jriechers@wtcpua.org

City of Southside Place, Texas
Cost of Service and Rate Design Study

Project Description	In 2008, Nelisa Heddin conducted a Cost of Service and Rate Design study for the City of Southside Place. The analysis evaluated the cost of providing services to residential and commercial customers and made recommendations to adjustments in rates based upon those costs. Ms. Heddin has been asked to complete two additional follow-up studies for the City.
Project Completion	2008, 2014, 2022
Project Highlights	Cost of Service and Rate Design Transitional Implementation Plan Capital Improvement Planning
Contact	David Moss City of Southside Place, Texas City Manager (713) 668-2341 6309 Edloe Ave Houston, Texas 77005 citymgr@southside-place.org

Travis County WCID #17
Cost of Service and Rate Design Study

Project Description	Nelisa Heddin conducted a cost of service and rate design study for Travis County WCID #17 in 2004 and then performed a subsequent study in 2013 for the District. The focus of the analysis was to derive strategies to allow the District to meet the many challenges of this rapidly growing system and to balance revenue recovery between tax rates, impact fees and rate revenues.
Project Completion	2004, 2013 and 2018
Project Highlights	Cost of Service and Rate Design Capital Improvement Planning Public Education
Contact	Jason Homan Travis County WCID #17 General Manager (512) 266-1111 Ext. 13 3812 Eck Lane Austin, Texas 78734 dgermes@wcid17.org

Proposed Fees

NH Consulting proposes to perform the services described herein for a guaranteed-not-to exceed fee of \$29,870. The City would be billed monthly based upon percentage of completion, with the final payment to be due upon delivery of final report and presentation of findings. The project budget and scope of services presented herein reflect the project team's understanding of the City's specific needs.

Cost of Service and Rate Design Study



City of Belton Water and Wastewater Utility

November 14, 2023



Presentation Overview:

➤ Driving Forces

➤ Policy Issues

“When the well is dry, we learn the worth of water.”

- Ben Franklin -

Driving Forces:

- Identification of Additional Capital Projects:
 - Expansion of BCWCID Water Plant
 - Expansion of Temple-Belton WWTP
 - Water Distribution Projects
- New Development



Policy Issues

Item 1: Winter Averaging

- Current billing for residential customers is on 100% water consumption with cap at 15,000 gallons
- Winter averaging establishes average winter use for customer that is assumed to reflect the customer's disposal into the wastewater system
- Considered to be industry best-management practice
- Likely results in higher volumetric rate, but customers would be billed for lower volumes



Policy Issues

Item 2: Tiered Rates

- Currently customers are all billed the same volumetric rate for water, regardless of use
- Tiered rates require customers who use above average consumption to pay a higher volumetric rate.
- Considered to be an industry best-management practice.
- Likely to result in lower volumetric rate for lower-end users, and higher rates for customers who use more water



Policy Issues

Item 3: Customer Classes

- Currently all customers are billed the same volumetric rates regardless of customer class
- Customer class billing recognizes the unique consumption characteristics of different classifications of customers.
- Considered industry best-management practice.
- Requires customers to pay for their cost-burden on the system



Policy Issues

Item 4: Frequency of Rate Changes

- Analysis includes a 5-year plan.
- Council can adopt a plan that examines rate changes each year or increases at specified intervals.
- If increases aren't adopted annually, then the utility would usually adopt rates that achieve an over-recovery of revenues in the early years of the plan, and under-recovery in later years of the plan.





Staff Report – City Council Agenda Item

Agenda Item #10

Receive a report and consider implementing the recommendations of the City's Beautification Committee.

Originating Department

City Council – Wayne Carpenter, Councilmember
Administration – Sam A. Listi, City Manager

Summary Information

Former Mayor Carpenter initiated the concept of a Beautification Committee to develop recommendations to complement the extensive development occurring in Downtown Belton, and the anticipated activity in the adjacent Imagine Belton areas.

History of Discussion in Belton

The Beautification Committee was established by Council at its February 14, 2023, meeting and met five times between March and September 2023. The wide-ranging Committee spent early meetings exploring a variety of potential beautification elements, including:

- Themed artwork such as St. Paul Peanuts characters, Temple trains, Hutto hippos;
- Historic elements;
- Chamber's Parade of Stars;
- Texas Longhorns;
- Other sculptures;
- Rodeo themes; and
- Murals on buildings.

Beyond these elements of community identity and interest, the Committee discussed enhanced attractiveness of highway and street corridors; streetscapes; signage and lighting; building maintenance and code enforcement; and landscape planters.

One of the catalysts for the investigation was the excitement generated by the Imagine Belton vision developed and presented by BEDC last year. There was a strong sense among decisionmakers that identifying concepts, development standards, and financial incentives for a more attractive community could induce a positive response as development or redevelopment occurs. The Beautification Committee went to work and developed several recommendations for Council and community considerations. The recommendations are summarized below.

1. **Murals on buildings represent the Committee's first priority.**
 - Simple, low cost, impactful, changeable
 - Mural policies important, especially if publicly funded
 - Soliciting interest among business owners important
 - See attached
2. **"Landscaping" elements emerged as a second, complementary priority.**
 - Simple, modest cost, quick and visible impact
 - Landscape planters installed by Parks Department during Committee work
 - Eldred's Nursery engaged or possible maintenance agreement
 - Bench or built seating under review for pedestrians
 - See attached
3. **"Welcome to Belton" entry signage also a priority.**
4. **"Themed" elements (stars, longhorns, sculptures, history, rodeo) represent a low priority.**
 - Limited interest, higher cost, limited impact, permanence

Fiscal Impact in FY 2024

- | | |
|--|--|
| 1. Landscaping elements | |
| a. Four planters Downtown | \$2,000 (funded by Parks) |
| b. Landscaping | \$500 (nominal expense) |
| c. Eldred's agreement | <u>\$8,000 (annual contract)</u> |
| (Downtown landscape maintenance) | \$8,500 total |
| 2. FIG expansion (\$50,000-\$150,000) | \$0 (Increase to \$150,000 budgeted) |
| ○ Amend policies to extend Façade Improvement Grants to Imagine Belton areas | |
| (annual budget consideration of up to six (6) \$25,000 grants) | |
| 3. Building structure grants | \$100,000 (BEDC or City annual budget consideration for four (4) \$25,000 grants) |
| 4. Public infrastructure grants | \$100,000 (TIRZ, BEDC, COB and/or Utilities, annual budget consideration) |
| 5. Corporate Foundation Grants | \$0 (Staff support from City Manager's Office) |
| 6. Wall mural painting/wall lease | \$50,000 (COB funding for five (5) murals, annual budget consideration) |
| 7. Welcome to Belton signage | \$15,000 (COB funding for 1 sign; seek partnership in future years) |
| Additional FY'24 Year 1 funding estimate | \$273,500 |

Recommendation

Recommend approval of Beautification Committee's recommendations including:

1. Focus on murals, landscaping, and welcome signage as key beautification elements;
2. Amend sign code and refine policies to achieve effective implementation;
3. Establish annual maintenance agreement with Eldred's for current planters and expanded Downtown maintenance;
4. Evaluate adding seating near planters while preserving sidewalk passage;
5. Amend FIG criteria to allow murals and expand boundary to Imagine Belton ;
6. Address Building Structure Grants with BEDC, Council ;
7. Establish parameters for Public Infrastructure Grants and secure funding;
8. Identify opportunities for Corporate Foundation Grants and provide staff support;
9. Coordinate mural program following funding allocation; and
10. Prioritize location(s) for "Welcome to Belton" signage, fund initial sign and seek partnership for others.

Attachments

Beautification Committee Membership
Final Beautification Committee Meeting Summary
Exhibit 1 – Proposal Mural Sign Ordinance
Exhibit 2 – Proposed mural policies
Exhibit 3 – Mural policy amendment suggested by Chamber
Exhibit 4 – Proposed landscape components
Exhibit 5 – Proposed funding recommendations
Exhibit 6 – Proposed wall mural/lease and funding by City
Exhibit 7 – Proposed "Welcome to Belton" signage

Beautification Committee Meeting Sign-In Sheet

Committee Members	Phone #	E-Mail Address	03/20/23	05/01/23	06/05/23	08/07/23	09/11/23
Ciaburri, John	254-935-0007	john@ciaburribrand.com	✓	✓	✓	✓	✗
Coppin, Dorothy	254-760-1415	coppindl@yahoo.com	✓	✓	✓	✓	✗
Denman, Tilatha	254-718-1172	denman.tilatha@yahoo.com	✓	✓	✗	✗	✗
Fincher, Sherri	254-718-4923	wsfincher@gmail.com	✓	✓	✓	✓	✓
Fox, Cathy	254-338-3699	cfox@umhb.edu	✗	✓	✓	✗	✗
Goode, John	512-638-7889	john@crwtx.com	✓	✓	✗	✓	✗
Kirkley, Kandy	254-780-8673	kandy.kirkley@gmail.com	✓	✓	✓	✗	✓
Kirkpatrick, Steven	254-258-6844	steven@sekirkpatrick.com	✓	✓	✓	✗	✗
sLufburrow, Blake	254-780-5466	twolakeshomes@gmail.com	✓	✓	✓	✓	✓
McLaughlin, Tyson	254-780-7308	tyson.mclaughlin@lstnb.com	✓	✓	✓	✓	✓
Pearson, Kerri	254-831-3029	kerripearson@hotmail.com	✓	✓	✗	✗	✗
Pittenger, Randy	254-541-6212	randy@beltonchamber.com	✓	✗	✓	✓	✓
Potts, Kayla	254-718-1026	kpotts86@yahoo.com	✓	✓	✗	✓	✗
Seals, Hershall	254-760-9942	hseals@umhb.edu	✗	✓	✓	✓	✓
Staff	Phone #	E-Mail Address	03/20/23	05/01/23	06/05/23	08/07/23	09/11/23
Bates, Matt	254-933-5823	mbates@beltontexas.gov	✓	✓	✓	✓	✓
Carpenter, Wayne	254-913-1949	wcarpenter@beltontexas.gov	✓	✓	✓	✓	✓
Fogle, Michelle	254-933-5818	mfogle@beltontexas.gov	✗	✓	✓	✗	✗
Garrett, Judy	254-721-3180	jgarrett@beltontexas.gov	✗	✓	✓	✓	✗
Grant, James	254-933-5899	jgrant@beltontexas.gov	✓	✓	✓	✓	✓
Hernandez, Cynthia	254-831-6961	chernandez@beltonedc.org	✓	✗	✓	✓	✗
Guzman, Jo-Ell	254-933-5813	jguzman@beltontexas.gov	✓	✗	✗	✓	✓
Leigh, David K.	254-718-2081	dkleigh@beltontexas.gov	✗	✗	✗	✓	✓
Listi, Sam	254-933-5818	slisti@beltontexas.gov	✓	✓	✓	✓	✓
Rodgers, Mike	254-933-5808	mroddgers@beltontexas.gov	✓	✓	✓	✓	✓

Belton Beautification Committee Meeting Summary

09-11-23

1. Councilmember Carpenter opened the meeting at 5:00 pm with welcome.
2. City Manager Listi continued discussion from Agenda with a meeting summary and meeting attendance from last meeting.
 - Overview of the last meeting (08/07/23).
3. Discussed final policy recommendations for Murals and reached these conclusions.
 - Reached consensus to pursue Murals as the Committee's first priority due to relative simplicity, low cost, ability to make an impact and to change mural over time. Policies and funding determination recommended.
 - Adopted recommendations for mural policies to include two types of mural criteria: Private (non-grant funded) and Public (grant funded). Recommend a total \$150,000 in TIRZ FIG funding, with \$50,000 in TIRZ funds available for Murals and the additional \$100,000 for FIGs for eligible structural building enhancements.
 - Soliciting interest in creating murals among Downtown business owners remains important.
4. Reached consensus on Themes (Stars, Longhorns, Rodeo, Sculptures) acknowledging these elements represent a low priority at this time due to limited interest, higher cost, limited impact, and permanence.
5. Landscaping emphasis emerged as second, complementary priority and reached consensus to pursue landscaping options due to relatively quick and visible impact and modest cost.
 - City had purchased and placed large planters downtown over existing tree wells, and explored costs for seating, other approaches.
 - Eldred's Nursery agreement proposed for maintenance, partnership with DBBA, with special needs employees maintain planters 2-3 times a week.
 - Bench seating a possible future focus, so long as sidewalks not obstructed.
6. Funding Beautification discussed, with Committee consensus for incentivizing Murals and landscaping planters, in association with Eldred's Nursery/DBBA, as well as possible additional sources discovered in Exhibits 4-7.

7. Final Committee Recommendations:

See Exhibits 1-7:

Ex. 1: Proposed Mural Sign Ordinance Amendment (added wording)

Ex. 2: Proposed Mural Policies (complete)

Ex. 3: Mural Policy Amendment suggested by Chamber (included above)

Ex. 4: Proposed Landscape Components – Planter costs, Eldred’s Agreement cost, etc.

Ex. 5: Proposed Funding Recommendations – FIGs; Building Grants; Infrastructure;
Foundation Grants – subject to future appropriation by City, BEDC

Ex. 6: Proposed Wall Mural/lease and funding by City

Ex. 7: Proposed Welcome to Belton signage



Sample Wording:

Greetings from Belton
County Seat of Bell County

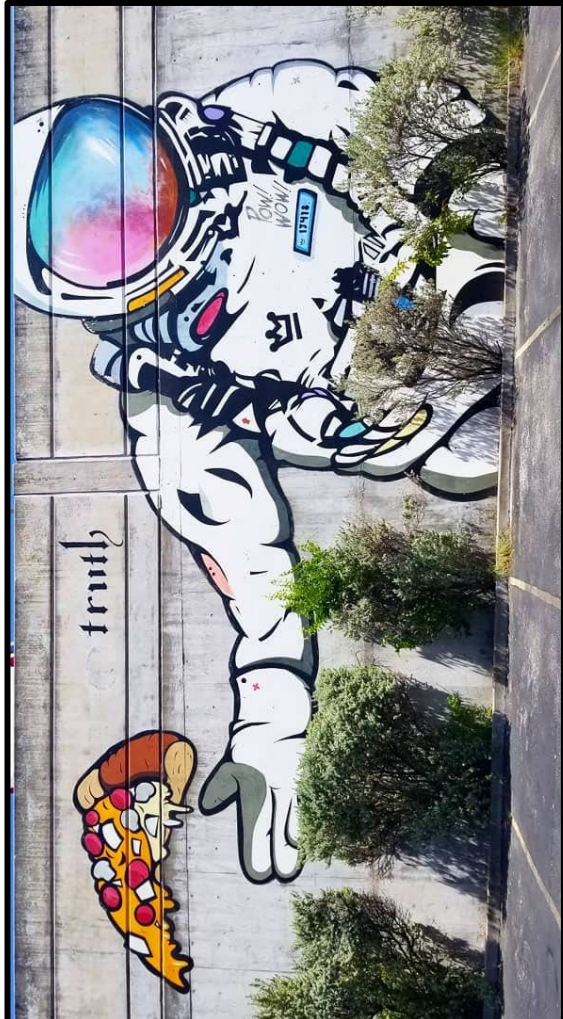
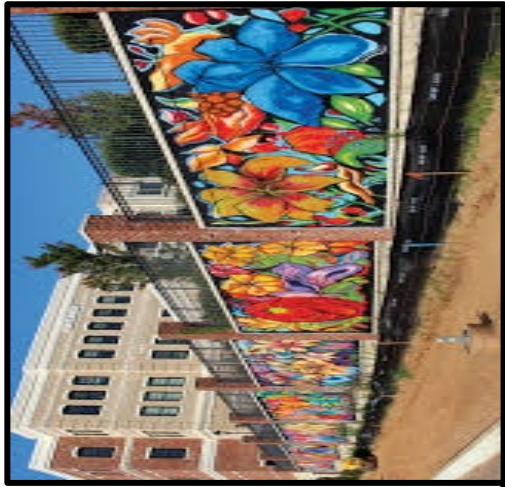
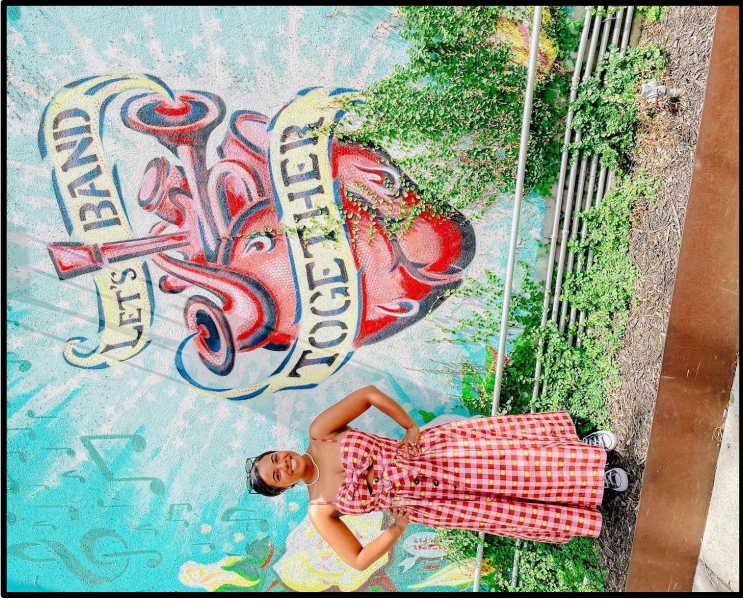
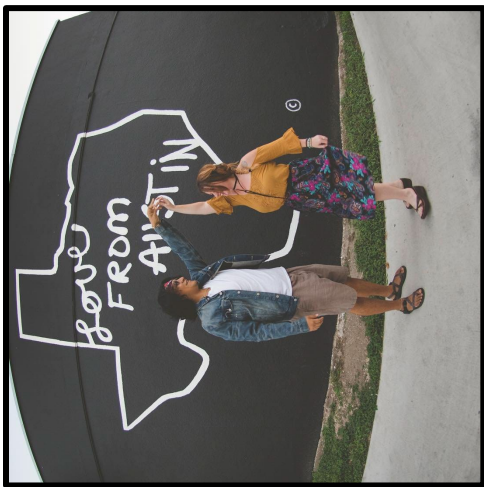
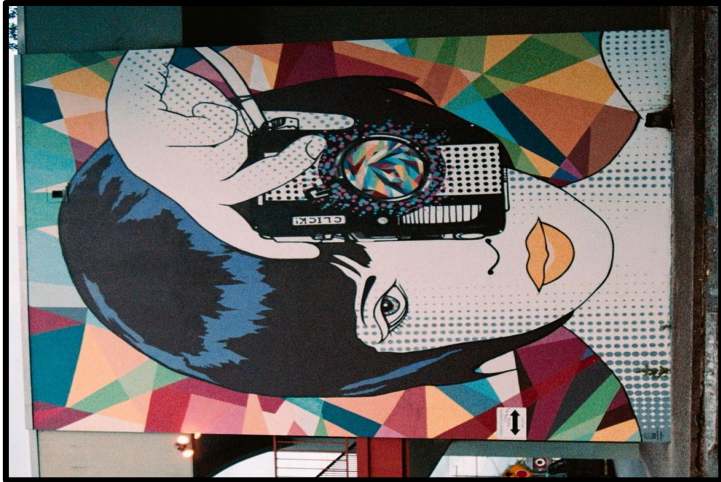


EXHIBIT 1

Belton Beautification Committee Recommended Ordinance Wording 09/11/2023

Mural Signs

- a. A mural is defined in this Section as a hand-painted work of visual art that is either affixed or painted directly on the exterior wall of a structure with the permission of the property owner. A mural does not include mechanically produced or computer-generated prints or images, including but not limited to digitally printed vinyl, electrical or mechanical components, or changing image art display. Embellishments to or decoration of architectural elements are not deemed a mural. A mural is not a wall sign.
- b. Murals must comply with the City's policy for murals.
- c. A City permit is required prior to affixing or painting a mural. A City permit will be considered if the proposed mural complies with the City's mural policy.

EXHIBIT 2: Mural Policies/Issues

Before creating a mural on a building in the City of Belton, Texas there are several criteria that should be followed to ensure they are safe, legal, and appropriate for public display.

Here are the guidelines:

1. **Secure Permission**

Before creating a mural, it is essential to obtain permission from the property owner or relevant authority, such as the local government. This is to ensure that the mural does not violate any zoning or building codes, and that it aligns with the owner's or authority's vision for the area.

2. **Consider Location**

The location of the mural is crucial. The mural should be in a place where it is visible and accessible to the public, but also safe from potential hazards, such as heavy traffic or environmental damage.

3. **Consider Materials**

Murals should adhere to certain design guidelines, such as the use of non-toxic, weather-resistant, and durable materials. They should also be designed to withstand outdoor elements, such as wind, rain, and sun exposure.

4. Respect Local Culture and History

Murals should be designed in a way that respects and celebrates the local culture and history. This can include using culturally significant images, symbols, or colors.

5. Ensure Safety

The safety of the public and the artist is crucial when creating a mural. The mural should not obstruct traffic or create any other safety hazards. It is also important to ensure that the artist has the proper training and equipment to work safely on the mural.

6. Avoid Controversial Content

Murals should not include controversial content that could offend or upset the community. This includes avoiding explicit or offensive language or imagery: **The City reserves the right to disapprove any proposed mural that does not meet approved criteria including content that is highly controversial, offensive, divisive, or detracting from the goals of the mural program, would potentially jeopardize the safety of community, volunteers, drivers, participants, and/or spectators. Examples of unacceptable content includes offensive flags or symbols (Nazi, Confederate Battle, political endorsements, or detractions), or decorations and displays that include any use of profanity, obscenity, or nudity.**

By following these guidelines, the City can ensure that murals are a positive addition to the urban landscape, adding beauty and culture to the community.

EXHIBIT 3: Controversial Content

Avoid controversial content reflected in #6 above as recommended by Belton Area Chamber of Commerce.

EXHIBIT 4: Proposed Landscape Components/Recommendations

1. Cost for purchasing large planters with and without seating for Downtown
 - a. \$1,100 per planter w/o seating (We have purchased 4 of these already at a discounted rate of \$750 per planter).
 - b. \$2,100 per planter with seating.
2. Variety of trees/plants to be planted in existing tree wells and upkeep responsibility.
 - a. Currently we have three planters set out. Each has Mountain Laurels in them.
 - b. Eldred's Nursery is maintaining these currently and has agreed to contract with City for maintenance outlined below.
3. Proposed Landscape Maintenance (pruning, watering, etc.):
 - a. Eldred's Nursery: \$20 p/h for 5-8 man-hours per week.
 - b. \$100-\$160 per week.
 - c. \$5,200 + per year.
4. Cost for hiring masons to build planters with and without seating.
 - a. \$300-\$500 for materials.
 - b. City Labor is "free." Estimated 20-30 man-hours per planter.
 - c. Contractor Labor is \$1,200 - \$1,500 per planter.
5. Beautification Committee recommends:
 - a. Continued experimentation with purchased concrete planters (4).
 - b. Alternating landscape based on season.
 - c. Contracting with Eldred's Nursery for expanded maintenance of planters.
 - d. Evaluate adding seating in vicinity of planters in future while avoiding blocking sidewalks.

EXHIBIT 4: Proposed Landscape Components/Recommendations



EXHIBIT 5: Funding Recommendations

1. Façade Improvement Grants (FIG)

- a. Public Improvements funded by TIRZ.
- b. Existing or new building facades, landscaping, wall signs located within public ROW.
- c. Available in limited TIRZ boundary PLUS recommended Imagine Belton Areas.
- d. Recommend budget of \$150,000, with an increase from \$10,000 to \$25,000 available for a \$50,000 project with 50% owner participation, up to 6 projects.
- e. Amend FIG criteria, application, and map, and establish standards for murals funded with public dollars, following Council/TIRZ concurrence.

2. Building Structure Grants

- a. Private property projects potentially funded by BEDC, as permissible by 4A economic development standards.
- b. Available in Imagine Belton Areas for new building or rehabilitation of existing buildings for asbestos abatement, window replacement, ADA compliance, fire protection or other life safety elements, grease traps, demolition, or similar needed improvements.
- c. Consider up to \$25,000 grants available for a \$50,000 project, with a 50% owner participation.
- d. Funding allocation to be determined as appropriate by BEDC, City.

3. Public Infrastructure Grants

- a. Grants could be funded by a variety of sources – TIRZ, BEDC, COB Utilities.
- b. Available in limited TIRZ boundary PLUS Imagine Belton Areas.
- c. Purpose would be to address utility and infrastructure needs – streets, sidewalks, water, wastewater, drainage, gas, electricity, lighting, security enhancements.
- d. Funding allocation and sources to be determined as appropriate by BEDC, TIRZ, City.

4. Corporate Foundation Grants – Variety of grant opportunities available, with City of Belton serving as an information resource.

EXHIBIT 5: Funding Recommendations

FACADE IMPROVEMENT GRANTS (FIG)



- Public Improvements funded by TIRZ
- Existing/new facades, landscaping, wall signs within public ROW
- Possible in TIRZ boundary, recommend Imagine Belton Areas
- Adopted budget of \$150,000, an increase from \$50,000
- Amend FIG criteria
- Standards for murals funded with public dollars

PUBLIC INFRASTRUCTURE GRANTS



- Grants funded by TIRZ, BEDC, COB Utilities
- Available in limited TIRZ boundary PLUS Imagine Belton Areas.
- Address utility/infrastructure needs – streets, sidewalks, water, wastewater, drainage, gas, electricity, lighting, security
- Funding allocation/sources determined by BEDC, TIRZ, City

BUILDING STRUCTURE GRANTS

\$25,000 GRANTS



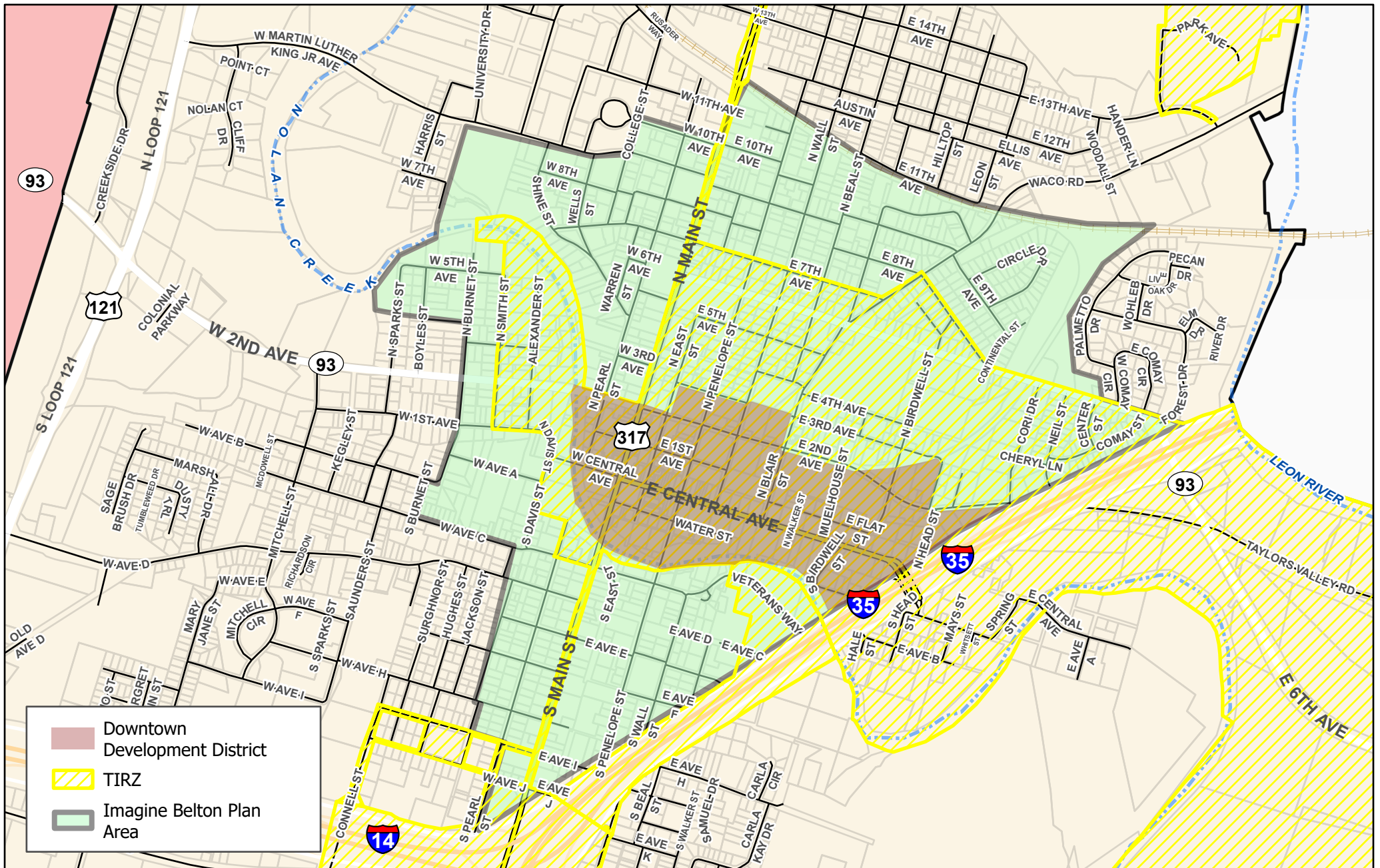
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CORPORATE FOUNDATION GRANTS

EXAMPLES: WALMART, SCOTT & WHITE, AARP



- Grant opportunities available with City serving as primary resource



POSSIBLE EXPANDED FIG INCENTIVE BOUNDARY: 2023

0 500 1,000 Feet

EXHIBIT 6 : Wall Mural Painting/Wall Lease

- City coordinates mural design with building owner/lessor
- City executes 5-year lease with owner, including mural maintenance
- Owner compensation is mural painted on wall without cost
- Cost estimate to City:
 - \$7,500 - mural contract
 - \$2,500 - 5 year \$500 maintenance
 - \$10,000
- Recommend allocation of \$50,000 for 5 murals



EXHIBIT 7 : Welcome to Belton Sign

- Roads present many opportunities for “Welcome to Belton” signs
- Area examples – Salado, Temple, Harker Heights, Nolanville, Killeen
- Possible Belton locations include:
 - IH-35, North and South
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- Estimated sign cost \$10,000 - \$15,000 each
- Recommend Council prioritize location and fund 1 at \$15,000 with invitation to partners





Beautification Committee Recommendations

BELTON CITY COUNCIL MEETING

NOVEMBER 14, 2023

Former Mayor Carpenter proposed a Beautification Committee to develop recommendations to enhance Downtown Belton and Imagine Belton areas.

Committee Member	Council/Staff Support
John Ciaburri	Wayne Carpenter
Dorothy Coppin	David K. Leigh
Tilatha Denman	Sam A. Listi
Sherri Fincher	Matt Bates
Cathy Fox	James Grant
John Goode	Mike Rodgers
Kandy Kirkley	Cynthia Hernandez
Steven Kirkpatrick	Judy Garrett
Blake Lufburrow	Jo-Ell Guzman
Tyson McLaughlin	Michelle Fogle
Kerri Pearson	
Randy Pittenger	
Kayla Potts	
Hershall Seals	



History of Discussion in Belton

Beautification Committee established by Council February 14, 2023, met five times between March and September 2023, and explored a variety of beautification elements:

- Themed artwork such as St. Paul Peanuts characters, Temple trains, Hutto hippos
- Historic elements
- Chamber's Parade of Stars
- Texas Longhorns
- Other sculptures
- Rodeo themes
- Murals on buildings

Committee discussed enhanced attractiveness of highway and street corridors; streetscapes; signage and lighting; building maintenance and code enforcement; and landscape planters.

A strong sense emerged that identifying concepts, development standards, and financial incentives for a more attractive community could have positive outcomes.



Recommendation #1

Murals on buildings represent the Committee's first priority.

- Simple, low cost, impactful, changeable
- Mural policies important, especially if publicly funded
- Soliciting interest among business owners important



EXHIBIT 1

Belton Beautification Committee Recommended Ordinance Wording 09/11/2023

Mural Signs

- a. A mural is defined in this Section as a hand-painted work of visual art that is either affixed or painted directly on the exterior wall of a structure with the permission of the property owner. A mural does not include mechanically produced or computer-generated prints or images, including but not limited to digitally printed vinyl, electrical or mechanical components, or changing image art display. Embellishments to or decoration of architectural elements are not deemed a mural. A mural is not a wall sign.
- b. Murals must comply with the City's policy for murals.
- c. A City permit is required prior to affixing or painting a mural. A City permit will be considered if the proposed mural complies with the City's mural policy.



EXHIBIT 2: Mural Policies/Issues

Before creating a mural on a building in the City of Belton, there are several criteria that should be followed to ensure they are safe, legal, and appropriate for public display.

Here are the guidelines:

- 1. Secure Permission**
- 2. Consider Location**
- 3. Consider Materials**
- 4. Respect Local Culture and History**
- 5. Ensure Safety**
- 6. Avoid Controversial Content**

Recommendation #2

“Landscaping” elements emerged as a second, complementary priority.

- Simple, modest cost, quick and visible impact
- Landscape planters installed by Parks Department during Committee work
- Eldred’s Nursery engaged or possible maintenance agreement
- Bench or built seating under review for pedestrians



EXHIBIT 4: Proposed Landscape Components/Recommendations

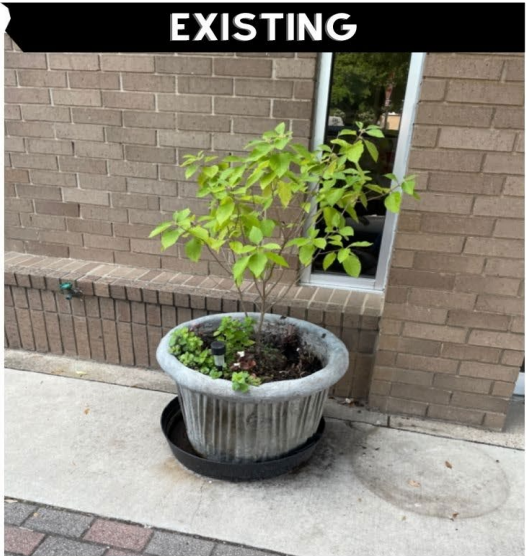
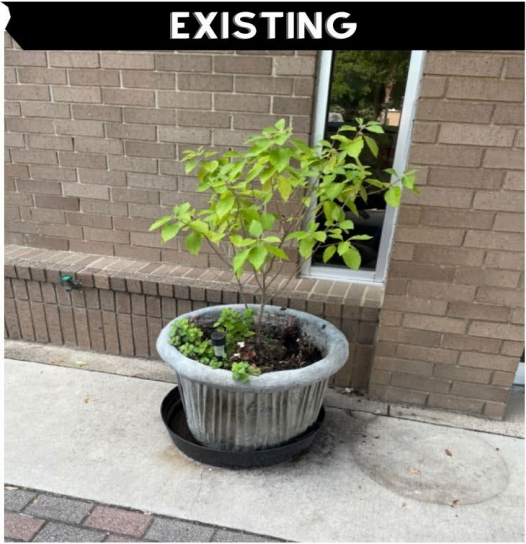


EXHIBIT 4: Proposed Landscape Components/Recommendations

1. Cost for purchasing large planters with and without seating for Downtown
 - a. \$1,100 per planter w/o seating (We have purchased 4 of these already at a discounted rate of \$750 per planter).
 - b. \$2,100 per planter with seating.
2. Variety of trees/plants to be planted in existing tree wells and upkeep responsibility.
 - a. Currently we have three planters set out. Each has Mountain Laurels in them.
 - b. Eldred's Nursery is maintaining these currently and has agreed to contract with City for maintenance outlined below.
3. Proposed Landscape Maintenance (pruning, watering, etc.):
 - a. Eldred's Nursery: \$20 p/h for 5-8 man-hours per week.
 - b. \$100-\$160 per week.
 - c. \$5,200 + per year.
4. Cost for hiring masons to build planters with and without seating.
 - a. \$300-\$500 for materials.
 - b. City Labor is "free." Estimated 20-30 man-hours per planter.
 - c. Contractor Labor is \$1,200 - \$1,500 per planter.
5. Beautification Committee recommends:
 - a. Continued experimentation with purchased concrete planters (4).
 - b. Alternating landscape based on season.
 - c. Contracting with Eldred's Nursery for expanded maintenance of planters.
 - d. Evaluate adding seating in vicinity of planters in future while avoiding blocking sidewalks.



EXHIBIT 4: Proposed Landscape Components/Recommendations



Recommendation#3

“Welcome to Belton” entry signage also a priority.



Recommendation #4

“Themed” elements (stars, longhorns, sculptures, history, rodeo) represent a low priority.

- Limited interest, higher cost, limited impact, permanence



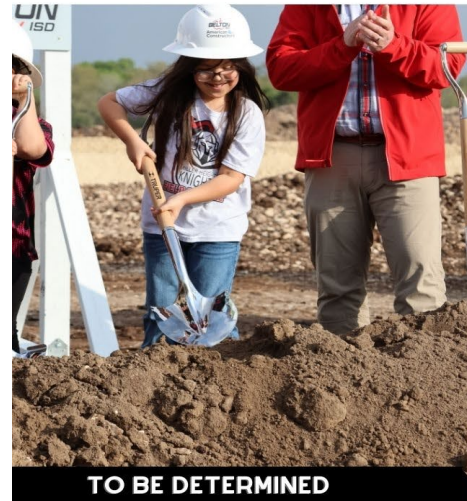
EXHIBIT 5: Funding Recommendations

FACADE IMPROVEMENT GRANTS (FIG)



- Public Improvements funded by TIRZ
- Existing/new facades, landscaping, wall signs within public ROW
- Possible in TIRZ boundary, recommend Imagine Belton Areas
- Adopted budget of \$150,000, an increase from \$50,000
- Amend FIG criteria
- Standards for murals funded with public dollars

PUBLIC INFRASTRUCTURE GRANTS



- Grants funded by TIRZ, BEDC, COB Utilities
- Available in limited TIRZ boundary PLUS Imagine Belton Areas.
- Address utility/infrastructure needs – streets, sidewalks, water, wastewater, drainage, gas, electricity, lighting, security
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BUILDING STRUCTURE GRANTS



- Private property projects potentially funded by BEDC
- Available in Imagine Belton Areas
- Used for asbestos abatement, window replacement, ADA compliance, fire protection/life safety, grease traps, demo
- Up to \$25,000 grants for \$50,000 project, with a 50% owner participation
- Funding allocation determined by BEDC, City

CORPORATE FOUNDATION GRANTS



- Grant opportunities available with City serving as primary resource



EXHIBIT 5: Funding Recommendations

1. Façade Improvement Grants (FIG)

- a. Public Improvements funded by TIRZ.
- b. Existing or new building facades, landscaping, wall signs located within public ROW.
- c. Available in limited TIRZ boundary PLUS recommended Imagine Belton Areas.
- d. Recommend budget of \$150,000, with an increase from \$10,000 to \$25,000 available for a \$50,000 project with 50% owner participation, up to 6 projects.
- e. Amend FIG criteria, application, and map, and establish standards for murals funded with public dollars, following Council/TIRZ concurrence.

2. Building Structure Grants

- a. Private property projects potentially funded by BEDC, as permissible by 4A economic development standards.
- b. Available in Imagine Belton Areas for new building or rehabilitation of existing buildings for asbestos abatement, window replacement, ADA compliance, fire protection or other life safety elements, grease traps, demolition, or similar needed improvements.
- c. Consider up to \$25,000 grants available for a \$50,000 project, with a 50% owner participation.
- d. Funding allocation to be determined as appropriate by BEDC, City.

3. Public Infrastructure Grants

- a. Grants could be funded by a variety of sources – TIRZ, BEDC, COB Utilities.
- b. Available in limited TIRZ boundary PLUS Imagine Belton Areas.
- c. Purpose would be to address utility and infrastructure needs – streets, sidewalks, water, wastewater, drainage, gas, electricity, lighting, security enhancements.
- d. Funding allocation and sources to be determined as appropriate by BEDC, TIRZ, City.

4. Corporate Foundation Grants – Variety of grant opportunities available, with City of Belton serving as an information resource



Summary of Fiscal Impact

1. Landscaping elements

- | | |
|---|----------------------------------|
| a. Four planters Downtown | \$2,000 (funded by Parks) |
| b. Landscaping | \$ 500 (nominal expense) |
| c. Eldred's agreement
(Downtown landscape maintenance) | <u>\$8,000 (annual contract)</u> |
| | \$8,500 total |

2. FIG expansion (\$50,000-\$150,000) **\$0** (Increase to \$150,000 budgeted)

- Amend policies to extend Façade Improvement Grants to Imagine Belton areas (annual budget consideration of up to six (6) \$25,000 grants)

3. Building structure grants **\$100,000** (BEDC or City annual budget consideration for four (4) \$25,000 grants)

4. Public infrastructure grants **\$100,000** (TIRZ, BEDC, COB and/or Utilities, annual budget consideration)



Summary of Fiscal Impact (continued)

5. Corporate Foundation Grants	\$0 (Staff support from City Manager's Office)
6. Wall mural painting/wall lease annual budget consideration)	\$50,000 (COB funding for five (5) murals,
7. Welcome to Belton signage seek partnership in future years	\$15,000 (COB funding for 1 sign;
Additional FY'24 Year 1 funding estimate	\$273,500



EXHIBIT 6 : Wall Mural Painting/Wall Lease

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Conclusion

Staff seeks direction to implement Beautification Committee recommendations.

