



CITY OF BELTON

City Council Meeting Agenda Tuesday, August 23, 2016 - 5:30 p.m. Wright Room, Harris Community Center 401 N. Alexander, Belton, Texas

Pledge of Allegiance. The Pledge of Allegiance to the U.S. Flag will be led by Mayor Pro Tem David K. Leigh.

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

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

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

1. Call to order.
2. Public Comments.

Consent Agenda

Items 3-4 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. Minutes of August 9, 2016, City Council Meeting
4. Consider an amended Interlocal Agreement between the City of Belton and the Belton Independent School District for the School Resource Officer Program.

Miscellaneous

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

6. Consider authorizing the City Manager to enter into an agreement for Employee Benefits Consulting Services.
7. Consider adopting an ordinance reducing the speed limit from 45 MPH to 35 MPH on N. Main Street (SH 317) beginning at Sparta Road and ending just north of Guthrie Drive.
8. Consider a resolution of support for Mobility 2040 Metropolitan Transportation Plan roadway and trail project submittal for the City of Belton.

Planning and Zoning

9. Consider a preliminary plat for the Meadows subdivision, a 28.474 acre tract of land, located on the east side of FM 1670 and south of Amity Road, in Belton's Extra Territorial Jurisdiction (ETJ).
10. Consider authorizing a Façade Improvement Grant to Nancy Boston, 100 South East Street.
11. Consider authorizing a Façade Improvement Grant to Wild Miller's LLC, 300 East Central Avenue.

FY 2017 Budget

12. Receive a presentation on the FY 2017 – FY 2021 Strategic Plan and invite public input on September 13, 2016.
13. Conduct a public hearing on the proposed 2016 Property Tax Rate used for the FY 2017 Annual Budget.
14. Call for a public hearing to be held on Tuesday, September 13, 2016, at 5:30 p.m., at the Harris Community Center, 401 N. Alexander, for the City of Belton Budget for Fiscal Year beginning October 1, 2016, and ending September 30, 2017.
15. Conduct vote by the City Council to place a proposal to adopt a tax rate for Fiscal Year 2017 on the Monday, September 19, 2016, Special Called City Council Meeting agenda.
16. Consider an ordinance amending the City of Belton Fee and Rate Schedule.

Other

17. Receive a presentation regarding growth management boundaries and consider authorizing preparation of a Growth Management Study.

18. Receive a report on the petition from customers of Dog Ridge Water Supply Corporation (DRWSC).

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



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OFFICE OF THE CITY MANAGER

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3. Minutes of August 9, 2016, City Council Meeting

Copy attached. Recommend approval.

4. **Consider an amended Interlocal Agreement between the City of Belton and the Belton Independent School District for the School Resource Officer Program.**

See Staff Report from Assistant City Manager/Police Chief Gene Ellis. This amended agreement refines the Police Department's role in the schools. Recommend approval.

Miscellaneous

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

See Staff Report from Director of Parks and Recreation Matt Bates who is the Staff Advisor to the Youth Advisory Commission. Recommend approval of the appointments.

6. **Consider authorizing the City Manager to enter into an agreement for Employee Benefits Consulting Services.**

See Staff Report from Director of Human Resources Charlotte Walker and City Clerk Amy Casey. Recommend approval of the contract with IPS Advisors for Employee Benefits Consulting Services.

7. **Consider adopting an ordinance reducing the speed limit from 45 MPH to 35 MPH on N. Main Street (SH 317) beginning at Sparta Road and ending just north of Guthrie Drive.**

See Staff Report from Director of Public Works Byron Sinclair. Recommend adoption of the ordinance reducing the speed limit on N. Main Street (SH 317) as presented.

8. **Consider a resolution of support for Mobility 2040 Metropolitan Transportation Plan roadway and trail project submittal for the City of Belton.**

See Staff Report from Director of Planning Erin Smith. Recommend approval of the resolution of support for these important Belton projects.

Planning and Zoning

9. **Consider a preliminary plat for the Meadows subdivision, a 28.474 acre tract of land, located on the east side of FM 1670 and south of Amity Road, in Belton's Extra Territorial Jurisdiction (ETJ).**

See Staff Report from Director of Planning Erin Smith. The P&ZC unanimously recommended approval of the preliminary plat on August 16, 2016, and Staff concurs in that recommendation.

10. **Consider authorizing a Façade Improvement Grant to Nancy Boston, 100 South East Street.**

See the Staff Report from Director of Planning Erin Smith. The Historic Preservation Commission unanimously recommended grant approval on August 11, 2016, and Staff concurs. Recommend approval of the Façade Improvement Grant.

11. **Consider authorizing a Façade Improvement Grant to Wild Miller's LLC, 300 East Central Avenue.**

See Staff Report from Director of Planning Erin Smith. Recommend approval of the Façade Improvement Grant.

FY 2017 Budget

12. **Receive a presentation on the FY 2017 – FY 2021 Strategic Plan and invite public input on September 13, 2016.**

See Staff Report from City Manager Sam Listi. Following presentation of the FY 2017 – FY 2021 Strategic Plan, recommend the Council invite public input at their meeting on September 13, 2016.

13. **Conduct a public hearing on the proposed 2016 Property Tax Rate used for the FY 2017 Annual Budget.**

The State's truth-in-taxation statutes specify that a proposed ad valorem tax rate which exceeds the lower of the effective rate or the rollback rate requires additional steps before the rate may be adopted. Although the proposed tax rate of \$0.6598 is unchanged from the current year, anything above the effective rate of \$0.6457 is considered a "tax increase". This public hearing is the first of two required by State law.

14. **Call for a public hearing to be held on Tuesday, September 13, 2016, at 5:30 p.m., at the Harris Community Center, 401 N. Alexander, for the City of Belton Budget for Fiscal Year beginning October 1, 2016, and ending September 30, 2017.**

We are recommending that the Council set Tuesday, September 13, 2016, at 5:30 p.m., for the required public hearing on the FY 2017 Budget.

15. **Conduct vote by the City Council to place a proposal to adopt a tax rate for Fiscal Year 2017 on the Monday, September 19, 2016, Special Called City Council Meeting agenda.**

This is an amended item from the prior Council meeting. The Tax Appraisal District asked that we move our tax rate adoption up a week to facilitate their timeline for printing and mailing tax bills. Recommend conducting a roll call vote to place a proposal to adopt a specific tax rate on the September 19, 2016, Special Called City Council Meeting agenda.

16. **Consider an ordinance amending the City of Belton Fee and Rate Schedule.**

See Staff Report from City Clerk Amy Casey. Recommend approval of the ordinance establishing the fees/rates for FY2017.

Other

17. **Receive a presentation regarding growth management boundaries and consider authorizing preparation of a Growth Management Study.**

See Staff Report from City Manager Sam Listi. Following the presentation, recommend Council authorize preparation of a Growth Management Study.

18. **Receive a report on the petition from customers of Dog Ridge Water Supply Corporation (DRWSC).**

See Staff Report from City Manager Sam Listi. Following the presentation, recommend Council take no action.

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

Belton City Council Meeting
August 9, 2016 – 5:30 P.M.

The Belton City Council met in regular session in the Wright Room at the Harris Community Center with the following members present: Mayor Marion Grayson, Mayor Pro Tem David K. Leigh, and Councilmembers Craig Pearson, Guy O'Banion (arrived at 5:54 p.m.) and Dan Kirkley. Councilmembers Jerri Gauntt and Paul Sanderford were absent. Staff present included Sam Listi, John Messer, Gene Ellis, Amy Casey, Brandon Bozon, Erin Smith, Chris Brown, Byron Sinclair, Angellia Points, Matt Bates, Charlotte Walker, Paul Romer, Aaron Harris, Kim Kroll, Bruce Pritchard, Susan Allamon, Doug Taylor, Wes Gilbreath, Larry Berg and Cynthia Hernandez.

The Pledge of Allegiance to the U.S. Flag was led by Mayor Marion Grayson, the Pledge of Allegiance to the Texas Flag was led by Director of Planning Erin Smith, and the Invocation was given by Steve Cannon, Director of J.A.I.L. Ministry, Inc.

1. **Call to order.** Mayor Marion Grayson called the meeting to order at 5:33 p.m.

2. **Public Comments.**

- **Rucker Preston, Director of Helping Hands Ministry.** Mr. Preston informed the Council that the Consumer Financial Protection Bureau (CFPB) has proposed a new rule concerning the federal regulation of payday and auto title lending businesses. Mr. Preston stated that the public has until September 14th to comment on this rule. Mr. Preston is asking the Council and the public to contact the CFPB in support of the rule, but also to ask that the rule be strengthened.
- **Kristen Bulgrien of Helping Hands Ministry.** Ms. Bulgrien said that she is the Director of Community Partnerships at Helping Hands Ministry. She discussed a partnership between Heart of Texas Goodwill, United Way of Central Texas, and Helping Hands Ministry, and described a collaborative project that addresses the payday loan/auto title loan issue described by Mr. Preston. The group has developed the Community Loan Center of the Heart of Texas. She asked that the City of Belton participate and also consider allocating funds. She asked for workshop time in the near future to provide more detailed information to the Council.
- **Mike Pedersen, 1625 George Wilson, Belton, Texas.** Mr. Pedersen presented the City Council with a petition requesting that the City of Belton take action to help the residents of Belton who are currently served by Dog Ridge Water Supply Corporation (DRWSC). He asked that the Council pursue options to provide the customers of DRWSC with safe, reliable drinking water. He said that the DRWSC customers need immediate action to protect their families, pets and livestock. He added that he understands there is not much the City Council can do at this time, but the DRWSC customers need help moving forward because they don't know what to do other than to ask for help.

Consent Agenda

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3. **Consider minutes of July 26, 2016, City Council Meeting.**
4. **Consider reappointments to the following Boards and Commissions:**
 - A. Housing Board of Adjustment and Appeals**
 - B. Historic Preservation Commission**
 - C. Civil Service Commission**
5. **Consider a Memorandum of Understanding between the City of Belton and Hill Country Transit regarding emergency transportation.**

Mayor Pro Tem David K. Leigh asked to remove item 4 for discussion. He then made a motion to approve items 3 and 5. The motion was seconded by Councilmember Dan Kirkley, and items 3 and 5 were unanimously approved upon a vote of 4-0.

City Clerk Amy Casey stated that the following people were up for reappointment on their respective boards/commissions, and each has expressed a desire to continue serving in their current capacity:

- Housing Board of Adjustment – 4 year terms
 - James Neeley
 - Leo Camden, Jr.
- Historic Preservation Commission – 2 year terms
 - Sheila Donahue
 - Dave Covington
 - Tammy Baggerly
- Civil Service Commission – 3 year terms
 - Jimmy Rowton

Mayor Pro Tem Leigh recognized those who serve on boards and commissions for the City and expressed his thanks for their service. Upon a motion by Mayor Pro Tem Leigh and a second by Councilmember Craig Pearson, item 4 was unanimously approved upon a vote of 4-0.

Miscellaneous Items

6. **Consider authorizing the Belton Economic Development Corporation to execute a contract with Cedon Realty, Ltd., for the sale of property at 420 E. Central Avenue.**

Belton Economic Development Corporation (BEDC) Executive Director Cynthia Hernandez explained that the BEDC has received an offer from Cedon Realty, Ltd., to purchase the 0.322 acres at 420 E. Central Avenue. She said that the buyer intends to build an office building that will complement the Belton Chamber/Mickey Wade Building on the adjacent tract, and will be fully contained within the 0.322 acres.

Mrs. Hernandez said that the BEDC Board of Directors approved a contract for the sale of the property for \$64,000 on July 25, 2016. She added that the contract provides for a 15 day feasibility period, and BEDC will be responsible for \$2,000 in broker's fees with the buyer paying all other closing costs.

Upon a motion by Councilmember Craig Pearson and a second by Councilmember Dan Kirkley, item 6 was unanimously approved upon a vote of 4-0.

Budget

7. Presentation of Belton Economic Development Corporation Annual Report and Budget for FY 2017.

Executive Director, Cynthia Hernandez, presented the BEDC Annual Report. She reviewed BEDC activities during FY 2016, projects that are underway and projects on the horizon. Ms. Hernandez also highlighted some specific budget requests for FY 2017.

Director of Finance Brandon Bozon reviewed BEDC's revenue projections and estimated operating expenditures through 9/30/16.

FY 2017 Budget:

Estimated Beginning Fund Balance		\$4,051,296
Projected Revenues	\$1,651,712	
Proposed Expenditures	<u>(\$1,367,998)</u>	
Net Impact of Proposed Budget		<u>\$ 283,714</u>
Projected Ending Fund Balance		<u>\$4,335,010</u>
Less: 3 months O&M		(\$183,632)
Less: Annual Debt Service		<u>(\$90,471)</u>
Balance in excess of minimum		<u>\$4,060,907</u>

Mr. Bozon discussed the Incentive Fund that was established in FY 2014, as well as cash flow projections for the Corporation.

8. **Receive presentations on annual goals and priorities from the following departments:** *(Councilmember Guy O'Banion joined the meeting during this item.)*

- A. **Police**
- B. **Fire**
- C. **Planning and Inspections**
- D. **Public Information Officer**

Department Heads presented FY 2016 accomplishments, as well as FY 2017 goals and priorities, for their respective departments. They also discussed specific departmental needs including long term plans for service improvement, capital needs and personnel needs.

A. **Police** (see attached Exhibit "A")

Assistant City Manager/Police Chief Gene Ellis presented accomplishments and goals for the Police Department. Chief Ellis said that it was difficult to retain officers when the pay is \$10K less than area cities and because Belton is the only 5% TMRS city in the area. Councilmember Craig Pearson stated that he believes it is time to review the City's compensation and benefits. He wants to ensure that we are not losing ground to area cities.

B. **Fire** (see attached Exhibit "B")

Fire Chief Bruce Pritchard presented accomplishments and goals for the Fire Department.

Mayor Pro Tem Leigh commented that cell phones are now more common than landlines, and because of that, the caller is less likely to know the address where the emergency is happening. He asked what the City of Belton is doing to be proactive regarding this issue, and he added that there are apps available that can send a push notification with the address of your location. The cell phone owner must download this app, and when he or she calls 911, the phone will show them the current location's address. Mr. Leigh said that he doesn't see anything related to technology in what has been presented for the goals for next year, and he thinks it is something that needs to be addressed. Chief Pritchard said that cell phones will provide emergency responders with a Phase 1 ping, and then it will narrow the location even further through a Phase 2 ping. Chief Ellis added that the City has a partnership with Bell County for 911 services. He said that the Bell County Communications Center is deep into the planning stages of a Phase 2 system, and they are researching and planning for all of the situations that have been described.

C. **Planning and Inspections** (see attached Exhibit "C")

Director of Planning Erin Smith presented accomplishments and goals for Planning, Building Inspections and GIS.

D. Public Information Officer. (see attached Exhibit “D”)

Public Information Officer Paul Romer presented accomplishments and goals for the PIO Office. Mr. Romer said that the City’s website is not mobile friendly, and one of the goals for the next year is to upgrade the website to make it scalable. Councilmember Pearson agreed that he is unable to view most of the City’s website on his mobile device.

Mayor Grayson suggested separate social media pages for the Library and the Parks and Recreation Departments. Mayor Pro Tem Leigh suggested utilizing more short videos like those available on Instagram on our social media pages.

9. **Presentation of Tax Increment Reinvestment Zone (TIRZ) Fund Budget for FY 2017.**

Director of Finance Brandon Bozon summarized the Operating Fund, TIRZ Bond Fund and the TIRZ Capital Projects Fund and the purpose of each. He presented the proposed FY 2017 TIRZ Budget and reviewed the projected revenues and proposed expenditures for the TIRZ Operating Fund. Additionally, he listed the projects that had been granted a Façade Improvement Grant in FY 2016 and those that were in the pipeline for FY 2017.

Mr. Bozon reviewed the debt service schedule, and he also discussed several capital projects that were completed in FY 2016 and those that were on the horizon for FY 2017 and beyond. He informed the Council that the TIRZ board approved the proposed TIRZ budget at their meeting on July 29, 2016.

City Attorney John Messer said that it is difficult to imagine Belton without the TIRZ funded capital improvements. The TIRZ Board, along with current and prior Councils, have had great vision in fully utilizing it.

10. **Receive a presentation and discuss the Ad Valorem Tax Rate, Debt Service Fund and proposed General Fund budget for Fiscal Year 2017.**

Director of Finance Brandon Bozon presented a comparison of the FY 2016 vs. FY 2017 certified tax roll. The FY 2017 total market value increased \$68.5M over FY 2016, and the taxable value increased approximately \$52M. He added that the City loses approximately \$2.7M due to ad valorem tax exempt properties.

Mr. Bozon discussed the historical ad valorem tax rate data. The highest tax rate in the last 25 years was \$0.8239 in 1995. He said that the FY 2017 Non-TIRZ growth is 5.24% and the annualized growth has been 5.55% since the creation of the TIRZ.

Mr. Bozon reviewed the definitions of the various tax rates including the effective tax rate and the rollback tax rate. He also presented the effective rate (\$0.6457), the current rate (\$0.6598) and the rollback rate (\$0.6680). He showed a comparison of Belton’s ad valorem to other area cities’ rates.

The Debt Service Tax Rate is \$0.1205 for FY 2017, and Mr. Bozon said that the increase in the Debt Service Tax Rate since FY 2013 is approximately 9%. Mr. Bozon reviewed the outstanding GO Debt and the corresponding debt service schedule.

Mr. Bozon presented a financial summary of the General Fund showing that the beginning fund balance proposed at 10/1/2016 is estimated at \$4.9M. He said that the proposed FY 2017 budget includes a proposed decrease to the fund balance of \$99,989 that will be used to fund a portion of the Capital Equipment Replacement Fund. He reviewed the proposed revenues which show an increase from FY 2016 of 6.19%. The new proposed revenues, totaling \$781,210, will be used to fund Capital Equipment Replacement Funds, new personnel, and the increase in the refuse collection contract for the Three Creeks addition.

Next, Mr. Bozon discussed the proposed expenditures for the General Fund for FY 2017. He highlighted department reorganizations, personnel additions and Capital Equipment Replacement Plans. He also reviewed the FY 2017 Contributions to AUSA Scholarship, Bell County Health District, Hill Country Transit District, HOT Defense Alliance, BISD Crossing Guard Program, Senior Citizens Center, and the Downtown Belton Merchant Association. Contributions for FY 2017 equal \$119,078.

Mr. Bozon summarized the FY 2017 Proposed Budget as follows:

- Budget as presented has no change to current tax rate (\$0.6598)
- Budgeted to spend into fund balance by \$99,989 for Capital Equipment Replacement Funds
- Key budget initiatives and components included:
 - Full implementation of the capital equipment replacement plans
 - Additions of needed personnel

He also added that future budget challenges include ongoing funding for the Street Maintenance Plan, staffing pressures, and a return to balance.

11. Conduct vote by the City Council to place a proposal to adopt a tax rate for Fiscal Year 2017 on the Tuesday, September 27, 2016, agenda.

Councilmember Kirkley made a motion to place a proposal to adopt the current ad valorem tax rate of \$0.6598 on the agenda for the September 27, 2016, City Council meeting. The motion was seconded by Councilmember Pearson and required a roll call vote. Mayor Pro Tem Leigh suggested that the Council consider rounding the number to \$0.66. This was not made as a motion, merely a suggestion.

City Council	For	Against	Present and Not Voting	Absent
Mayor Marion Grayson	X			

Mayor Pro Tem David K. Leigh	X			
Councilmember Craig Pearson	X			
Councilmember Dan Kirkley	X			
Councilmember Guy O'Banion	X			
Councilmember Jerri Gauntt				X
Councilmember Paul Sanderford				X

12. **Call for two public hearings on a proposed tax rate for Fiscal Year 2017 to be held on Tuesday, August 23, 2016 and Tuesday, September 13, 2016, at 5:30 p.m. at the Harris Community Center, 401 N. Alexander Street.**

Councilmember Pearson made a motion to set Tuesday, August 23, 2016, and Tuesday, September 13, 2016, at 5:30 p.m., at the Harris Community Center, 401 N. Alexander, for the public hearings on the proposed ad valorem tax rate. The motion was seconded by Councilmember Kirkley and carried unanimously upon a vote of 5-0.

There being no further business, the Mayor adjourned the meeting at 8:02 p.m.

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk



EXHIBIT "A"



FY 2017

Prevention Focused

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



Guiding Principles

Prevention

We are a *PREVENTION FOCUSED*
Community Policing
Department

Safety

We are dedicated to
keeping our community
and roadways safe.

QUALITY Of LIFE

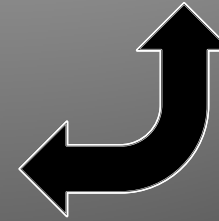
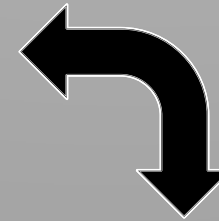
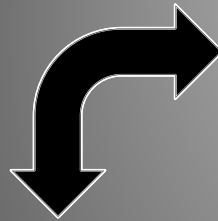
We are committed
to creating an
environment
whereby our
community can
enjoy an excellent
quality of life.

Partnerships

We maintain strong
relationships with our
stakeholders built on trust and
transparency.

Team

We value all members
of our team.



FY 2016 Goals & Accomplishments

Goals	Status	
Complete PD expansion	✓	
Begin remodel of original PD building	In progress	Sep '16
Open Central Texas Firearms Training Center	✓	Mar '16
Training ALL Staff in Procedural Justice	✓	
Update BPD Strategic Plan	In Progress	Oct '16
Maintain Recognition status (accreditation)	✓	6 years
Reduce Crime	✓	-15%
Expand Community Outreach <i>CPA, NNO, CHIPS, Explorer, Coffee with a Cop, RUOK, Youth Police Academy, Clergy-Police Partnership</i>	✓	CPA 7, NNO=24, CWC=6, CHIPS=90 RUOK=140
Develop replacement plan for PD technology (MDT)	In Progress	Surface Pro
Capital Equipment Replacement with help of Finance	✓	4 New Cars
Cross-Train Code Enforcement and Animal Control	✓	



FY 2017 Goals



Challenges

► Sufficient Staff to Meet Service Demands

- Minimum staffing need
- Heavy CID caseload



► Staff Retention

- One-year officer = \$10K more at competitors
- Benefits–TMRS
- Three years to fully develop a new officer

► Replace Mobile Crime Scene Unit

- 1993 International (Old Ambulance)



Thank You!!



Belton Fire Department 2017 Budget

EXHIBIT "B"

Mission

The mission of the Belton Fire Department is to provide the highest level of fire protection and emergency medical services possible. The citizens of Belton deserve to be protected at all times regardless of the threat or danger. The Fire Department does this through prompt emergency response, advanced personnel training, fire prevention, public education, and code enforcement. The Belton Fire Department stands ready to protect and serve our community and others in our service area, as well as visitors.



Priorities

Administration

- Provide quality supervisory and leadership training for all officers
- Fire Marshal to obtain Peace Officer Certification
- Obtain Texas Fire Chief's Association Best Practices Recognition
- Develop a Fire Department Strategic Plan
- Continue to increase retention of firefighters

Priorities

Fire Suppression

- Create a 3-5 year air pack replacement plan. Current packs are +20 years old
- Establish first City Fire Corps Program
- Work with BISD to improve and expand the current High School Fire Science Program and target students starting at 6th grade.
- Conduct Hazard Risk Assessment
- Continue to research safe practices for firefighters specifically:
 - Training
 - Rehab
 - Wellness and Fitness
 - Roadway incidents

Priorities

EMS

- Establish a rotating training plan for ACLS, CPR and PALS
- Improve community outreach programs targeting schools, churches and civic groups
- Conduct AED, Take 10 CPR and basic first aid to all city departments
- Send 2 firefighters to Paramedic training

Accomplishments/Goals

2016 Accomplishments

- Appointed new Assistant Fire Chief
- Promoted two new Lieutenants
- Added two new firefighters both of which were Valedictorians of their classes
- Added one new paramedic
- Began new Fire Stop outreach program
- Completed 45% ICMA recommendations
- Established capital vehicle replacement plan (Thanks to Brandon 😊)
- Established Swift Water Rescue Team. To date 6 rescues from the Leon and Lampasas rivers
- Purchased new ambulance to replace the reserve unit. Scheduled for Nov/Dec

2017 Goals

- Complete Best Practices Recognition
- Continue to provide leadership training and mentoring for officers
- Conduct one-on-one meetings with all personnel regularly
- Secure Fire Officer 1 and Fire Instructor 1 certifications for all personnel
- Provide Civil Service training to officers
- Seek grant opportunities for health and fitness assessments

Staffing

- 30 firefighters (currently 1 short due to new AFC)
- 1 Fire Marshal/Training Officer
- Fire Administrative Assistant
- Ambulance Billing Administrator
- Assistant Fire Chief
- Fire Chief

Questions?





Planning Department

- ❖ Planning
- ❖ Building Inspections
- ❖ GIS



Accomplishments

- **Planning**

- Coordinated Thoroughfare Plan needs for Loop 121 - KTMPO and TXDOT.
- Held public workshops and worked with Citizens Committee on Comprehensive Plan Update (Complete: September 2016).
- Recommended growth management framework.
- Submitted roadway and trail projects for inclusion in the 2040 MTP.
- Developed a sidewalk policy.
- Developed master signage plan.
- Recommended amendments on maximum cul-de-sac length, means of access, and required parkland.
- Recommended amendments for tree replacement.
- Developed boarding home ordinance.
- Integrated mobile food vendor permits as Planning Department function.



Accomplishments

- **Building Inspections**

- Implemented mobile inspections and enhanced webpage to allow submission of building permits online.
- Completed continuing education for plumbing and code enforcement.
- Began review of the 2015 International Building Codes.

- **GIS**

- Mapped City annexation history.
- Fully integrated GPS inventory of water infrastructure.
- Implemented location/direction maps into website for all departments.
- Developed Sidewalk inventory.
- Assessed impact of IH-14 name change.



Goals

- **Planning**

- Represent the City of Belton in KTMPO re: Loop 121, other projects.
- Implement a growth management strategy.
- Update the Sign Ordinance.
- Coordinate re-addressing of properties along IH-14.
- Develop recommendations for Recreational Vehicle Parks.
- Create temporary use permitting process.
- Complete the application for Certified Local Government status.
- Designate historic landmarks in the City.

Goals

- **Building Inspections**

- Adopt 2015 International Building Codes.
- Create code amendments to the Housing Board of Adjustment structure.
- Scan and digitize all construction plans and floodplain permits.

- **GIS**

- Integrate AMI project inventory into GIS database.
- Fully integrate inventory of sewer infrastructure to GIS.
- Integrate scanned construction plans into GIS.
- Complete the readdressing of properties along IH-14.
- Upgrade Internal and Public Mapping through ArcGIS.



FY 2017 Personnel Request

- **Assistant Planner**

- Entry-level planning position that performs advanced professional work related to variety of planning assignments.
- Main function is to assist the Planning Director with daily activities.
- Assist in the evaluation of rezonings, ordinance amendments, site plan reviews, plats, permits, variances, and other proposals.
- Provide information to the public regarding development standards.

Interesting Facts

- Population Growth (19,809 to 20,517)
- Single Family Building Permits
 - 2015– 81 permits
 - 2016 (to date) – 40 permits
- Three Creeks
 - 2015 – 19 permits
 - 2016 (to date) – 57 permits
- UNDER CONSTRUCTION: UMHB Performing Arts Center, Mi Pueblo, Commerce Marketplace, Expo Inn and Suites, Edward Jones, Goodyear Tire, Bush's Chicken, Bluebonnet Building #4
- COMING SOON: Arby's, Popeyes, NAPA Auto Parts

Bluebonnet Building #4



Goodyear Tire



Commerce Marketplace



City of Belton	2014	2015	2016 (to date)
Zoning Changes	40	27	9
Plats	34	23	26
Single Family Permit Valuation	\$19,035,326	\$21,965,729	\$10,485,190
Commercial Permit Valuation	\$7,495,562	\$42,065,455	\$14,702,000

Public Information Office Mission Statement

The Public Information Office fosters an environment of open and honest communication with the goal of establishing and maintaining trust and credibility.

EXHIBIT "D"



PIO 2016 Accomplishments

- Awards
 - Best Public Improvement (Nolan Creek Project, Texas Downtown Association)
 - Award of Excellence (RU OK?, Texas Association of Municipal Information Officers)
- ✓ Facebook
 - Combined City and PD “Likes” more than doubled (8,066 to 18,027)
 - Reached up to 117,000 people with single post
- ✓ Twitter
 - 412 new followers on City account (1,576 total)
- ✓ Redesigned FYI into *Belton News*
- Website
 - 184,007 visits in past year
 - 226,207 unique page views

PIO FY2017 Goal/Priorities

- Increase website/social media statistics by 10 percent
- Improve Online Presence
 - Review/Edit/Add content to website
 - Redesign website
 - Improve image/graphic quality for website and social media
 - Run three structured ad campaigns
 - Recycling/Trash
 - One Community One Day
 - RUOK
- Review/Update Social Media Policy

Staff Report – City Council Agenda Item



Agenda Item #4

Consider an amended Interlocal Agreement between the City of Belton and the Belton Independent School District for the School Resource Officer Program.

Originating Department

Police Department – Gene Ellis, Chief of Police / Assistant City Manager

Summary Information

The City and BISD have maintained a strong partnership to keep our schools safe through the use of school resource officers (SRO) for over two decades. There are currently three Belton police officers and one sergeant assigned as SROs. BISD pays 10/12ths of the salary and benefits for the SROs plus funding for vehicle use, equipment, and training.

This amended agreement strengthens our partnership and the SRO program by refining our role in the schools, specifying training requirements, and addressing confidentiality of certain information. Additionally, body worn cameras, reporting requirements for the use of restraints, and additional funding for vehicle use are addressed in the amended agreement.

The BISD School Board approved the agreement on August 15, 2016.

Fiscal Impact

BISD will pay ten months of salary for four officers and the City will pay two months. BISD will pay \$6,000 for each vehicle used by SROs, and pay 50% of training costs related to SRO duties.

Budgeted: ☒ Yes ☐ No

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

Funding Source(s): Police Department budget

Revenues:

10/12 th SRO salary x4	\$202,651
Equipment & training	<u>\$ 24,000</u>
Total	\$226,651

Expenditures:

SRO salary x4	\$ 243,181
Vehicle costs	<u>\$ 27,132*</u>
Total	\$ 270,313

*Vehicle cost reported is 60% of the average mileage for 10 months for four SRO vehicles, multiplied by the State mileage reimbursement rate of \$.54/mile.

Recommendation

Recommend approval of amended interlocal agreement.

Attachments

Amended interlocal agreement between City and BISD

**INTERLOCAL AGREEMENT
BETWEEN THE CITY OF BELTON, TEXAS, AND
THE BELTON INDEPENDENT SCHOOL DISTRICT
REGARDING SCHOOL RESOURCE OFFICERS**

THIS Interlocal agreement is made and entered into by and between the City of Belton, Texas (the “CITY”) and the Belton Independent School District (the “BISD”).

Pursuant to the Texas Interlocal Cooperation Act, Tex. Govt. Code, §§791.001 *et seq.*, the parties are empowered to contract with each other for the performance of governmental functions, including police protection.

WHEREAS, the CITY and BISD desire to enter into an interlocal agreement pursuant to which uniformed Belton Police Department (“the Department” or “BPD”) police officers will be assigned to BISD campuses located within the City of Belton as School Resource Officers (“SROs”) under the terms and conditions stated herein, this Agreement will establish a joint cooperative effort and relationship between the CITY and BISD to foster an efficient and cohesive program that will build a positive relationship between police, BISD administration and staff, and students (hereinafter referred to as the “SRO Program”).

A. Term. The initial term of the Agreement shall commence upon the date that parties signatures are affixed hereto and shall expire on July 1, 2017. After the initial term, this Agreement will automatically renew and extend for successive one (1) year terms unless either party elects to exercise their right to terminate under Section L of this Agreement.

B. SRO Program. The City agrees to provide Police Officers, known as SROs, to BISD schools situated within the jurisdiction of the Department. The number of SROs will be as agreed between the parties to this Agreement.

1. Concept

The SRO Program utilizes the SRO Triad concept as set forth by NASRO (National Association of School Resource Officers). The SRO Triad concept generally means that the officers assigned to the program are Law Enforcement Officers, Informal Counselors, and Teachers.

SROs are first and foremost Law Enforcement Officers for the City of Belton Police Department. SROs shall be responsible for carrying out all duties and responsibilities as a police officer and shall remain at all times under the control, through the chain of command, of the Belton Police Department; however, SROs will notify BISD administrators before taking police action on campus when practical. SROs are enforcement officers in criminal matters only. SROs are not responsible for enforcement of any “school or house rule,” but will support the administration in providing for a safe and secure school environment by reminding students of acceptable conduct and referring students, when appropriate, to campus administrators for discipline. SROs are not school disciplinarians and will not assume this role. SROs will report directly to their designated supervisor in the Department in connection with normal law enforcement duties and shall

consult with BISD administrators concerning duties that affect the District as a whole or a particular campus. SROs will not involve themselves in administrative matters of BISD, which are not criminal offenses.

SROs are not formal counselors, and will not act as such, however, they may be used as a resource to assist students, faculty, staff and all persons involved with the District in a wide variety of subjects including, but not limited to, drug and alcohol education, in order to build rapport with students and staff.

2. Selection

When a SRO position becomes available, notice **shall** be given to all sworn Belton Police Officers through regular postings. Interested officers will be interviewed by a committee consisting of Department personnel and BISD administrators with the final selection being made by the Chief of Police with consideration of input from BISD. The Chief of Police will make SRO assignments for a school year with an annual review.

BISD and the City will mutually agree on the specific schools to which each officer will be assigned.

If an assigned officer is not satisfactory to BISD, BISD may request that the officer be removed from the campus or District, and BPD will use good faith efforts to replace the officer, subject to available personnel resources.

3. Qualifications

The SROs will be certified Peace Officers for the State of Texas and meet all requirements as set forth by Department Rules and Regulations.

4. Scope of Services

(a) Assigned officers shall serve primarily as SROs as outlined in this Agreement and will not be regularly assigned additional police duties during the school year. SROs will remain at the assigned BISD campus during duty hours and will attend school activities. The City reserves the right, however, to reassign any or all officers temporarily in the event of an emergency or when the City, in its sole discretion, deems necessary.

(b) SROs will take enforcement action on criminal matters occurring on BISD campuses when appropriate and keep campus administrators informed of such actions. SROs will perform other duties consistent with law enforcement, including, but not limited to, traffic enforcement and direction, security monitoring and consulting, and investigation of crimes.

(c) The City shall coordinate assignment and duty hours with BISD. SROs will check in with the front office of the assigned BISD campus upon arrival and departure when practical. SROs will notify the principal of the assigned BISD campus in advance of a planned absence, and in the event of an unplanned absence, such as an illness or accident, will notify the assigned campus principal

prior to the beginning of the school day. If necessary to handle unplanned absences, BPD officers from other units may be assigned temporarily to provide coverage.

(d) The City shall provide to the SROs all the law enforcement training and certification, vehicles and police equipment, benefits, and insurance (including liability coverage) that are provided to all of City's police officers. BISD shall provide any equipment necessary to allow the SROs to communicate with BISD staff. BISD also agrees to reimburse the City for certain expenses related to vehicle usage and training as outlined in Section H of this Agreement.

(e) SROs will assist the District's Director of Student Services with the Safety and Security Audit required by Texas Education Code §37.207.

(f) SROs will assist with emergency drills and simulations related to crisis management, emergency operations, soft and hard lock down drills and threat mediation, as needed.

(g) SROs will attend campus and District meetings, as requested by either the campus principal or District administrative staff.

5. Required Training

Selected SROs are required to have the following training:

- NASRO Basic SRO Course, or equivalent course, within three months of date of SRO assignment, subject to availability;
- NASRO Advanced SRO Course, or equivalent course, within six months of date of SRO assignment, subject to availability;
- Use of restraints on students in accordance with Texas Education Code §37.0021 and 19 TAC §89.1053;
- Any other training requested and paid for by BISD and approved by the Chief of Police.

6. Replacement SRO

In the case of an extended absence of an officer who is assigned to BISD due to illness, vacation, FMLA, pending internal investigation or other leave, the City may assign a replacement officer. The replacement officer must obtain the required training as outlined in Section B, Subsection 5 of this Agreement.

C. Confidential Information. BISD, for itself, its officers, agents and employees, agrees that it shall treat all information provided to it by the City as confidential and shall not disclose any such information to a third party without the prior written approval of the City, except as required by law.

City, for itself and its officers, agents and employees, agrees that it shall treat all information provided to it by the District as confidential and shall not disclose any such information to a third party, except as allowed by law. In carrying out its duties, the City, and its officers, agents and

employees, shall at all times recognize and respect the confidentiality of student information, including, but not limited to, confidential student records, and shall seek access to such records, **including District surveillance video**, either for “legitimate educational purposes” or, in the event of an emergency, for the purpose of protecting the health or safety of students or others.

BISD will allow each SRO a secure computer terminal for access to select BISD student data, **including District surveillance video upon request**, maintained in the Skyward software system, including student profile information, student family information, emergency contacts and critical alerts, student attendance and each student’s schedule. However, SROs are not authorized to redisclose any personally identifiable information from students’ education records unless the disclosure meets an exception to FERPA’s general consent requirement as set forth in BISD Board Policy FL(LEGAL) and (LOCAL).

Both Parties understand and agree that each Party is subject to the requirements of the Texas Public Information Act (“PIA”), Texas Government Code, Chapter 552. Nothing in this agreement shall be interpreted to waive the requirements of the PIA.

D. Body Worn Cameras. City and District agree that any use of body-worn cameras by SROs will be subject to and in compliance with state law and local regulations regarding the use and operation of body-worn cameras (BWC), in particular Texas Occupations Code §§1701.651, *et seq.* City will provide written information and training to the principal and assistant principals of the schools to which the officers are assigned, on the objectives and procedures for the use of BWCs. City may, if not otherwise prohibited by law, provide to the District copies of any such filming of students, parents, employees, or others upon school property, upon request for such copies by the District, as an intergovernmental transfer. In the event the City believes the providing of a copy of such videos would be prohibited, City agrees to utilize its best efforts to facilitate the availability of the officer who made the video to answer questions, upon request by the District, in any school disciplinary investigation concerning the Officer’s knowledge of the facts and circumstances of the incident which was videoed. The parties also agree that any such film or video taken by, and kept in the possession of, the City’s officers may be considered “law enforcement records” under FERPA, 20 U.S.C. §1232g and 34 C.F.R. §99.8, and that any copy of such film or video, if permitted by law to be provided to the District, may then become an educational record of the District under FERPA.

E. Restraints.

In the event an SRO determines that the use of a restraint is necessary, the SRO shall promptly complete a Restraint Incident Report form as required by Texas Education Code §37.0021 **and as mutually agreed upon.**

F. Supervision. The day-to-day operation and administrative control of the SRO Program shall remain with the City of Belton Police Department. The Department shall assign supervisory personnel to oversee the program.

G. Independent Contractor. City shall operate hereunder as an independent contractor and not as an officer, agent, servant or employee of BISD. City shall be solely responsible for the acts and omissions of its officers, members, agents, servants and employees. BISD shall be solely

responsible for the acts and omissions of its officers, members, agents, servants, and employees. Neither City nor BISD shall be responsible under the Doctrine of Respondent Superior for the acts and omissions of the officers, members, agents, servants, employees or officers of the other. Nothing in this Agreement shall waive any statutory or common-law immunity or defense of City or BISD.

H. Compensation. BISD, in consideration for the governmental services being provided by the City pursuant to this Agreement, agrees to reimburse the City for the following expenses:

1. Ten (10) months of each SRO's salary and benefits,
2. \$6,000 per vehicle for use and travel, and
3. One-half of all required training outlined in Section B, Subsection 5 of this Agreement, upon proof of completion, and the cost of all additional training requested.

The City shall provide an invoice to BISD within fifteen (15) days after the ending date of each month of the regular school year. BISD shall pay the invoice within thirty (30) days of receipt.

I. BISD Responsibilities. BISD will work cooperatively with the SROs to reduce criminal acts on school property and threats to schools. This will be accomplished by:

- Reporting violations of the law committed on school property, at off-campus school programs, or crimes about which school staff become aware to the SROs or the appropriate local law enforcement agency as soon as possible after becoming aware of the incident. Title 5 offenses shall be reported to a SRO or appropriate law enforcement agency without delay. Offenses classified as Class C misdemeanors may be handled informally by BISD without involving a SRO unless a victim or parent insists on reporting to law enforcement.
- Reporting suspicious activity or other events that come to the attention of school staff that could jeopardize school safety or prevent a criminal act. BISD will not require school employees to refrain from reporting crimes witnessed at school or restrict to whom such reports may be made in accordance with Texas Education Code §37.148.
- Turning over to SROs or the appropriate law enforcement agency illegal contraband seized or found by BISD staff without delay.

BISD shall provide the SROs the following materials and facilities, which are deemed necessary to the performance of the SROs duties:

- Access to an air-conditioned and properly lighted private office, which shall contain a telephone, to be used for general business purposes.
- A location for files and records which can be properly locked and secured.
- A desk with drawers, chair, filing cabinet and office supplies.
- A campus hand-held communication radio.

J. Notice. Any notice given hereunder shall be in writing, and may be affected by personal delivery or by registered or certified mail, return receipt requested, at the address of the respective parties indicated below:

District: Superintendent
 Belton Independent School District

P.O. Box 269
Belton, Texas 76513

City: City Manager
City of Belton
P.O. Box 120
Belton, Texas 76501

The foregoing addresses for notice may be changed by either the City or BISD by delivering written notice of such change, in accordance with the requirements of this Section, to the other party.

K. General Provisions.

1. **Interlocal Cooperation.** The City and BISD agree to cooperate with each other in good faith, at all times during the term hereof in order to effectuate the purposes and intent of this Agreement. Each party hereto acknowledges and represents that this Agreement has been duly authorized by their respective governing body.
2. **Entire Agreement/Amendments.** This Agreement contains the entire agreement between the parties respecting the subject matter thereof, and supersedes all prior understandings and agreements between the parties regarding such matters. This Agreement may not be modified or amended except by written agreement duly executed by the parties hereto.
3. **Invalid Provisions.** Any clause, sentence, paragraph or article of the Agreement which is determined by a court of competent jurisdiction to be invalid, illegal or unenforceable, in any respect shall not be deemed to impair, invalidate or nullify the remainder of this Agreement.
4. **Applicable Laws.** This Agreement shall be constructed in accordance with Texas law.
5. **Governmental Powers/Immunities.** It is understood and agreed that by execution of this Agreement, neither the City nor BISD waives or surrenders any of its governmental powers or immunities.
6. **No Waiver.** The failure of the City or BISD to insist upon the performance of any term or provision of this Agreement or to exercise any right granted herein shall not constitute a waiver of the City's or BISD's respective right to insist upon appropriate performance or to assert any such right on any future occasion.
7. **Force Majeure.** The City and BISD shall exercise their best efforts to meet their respective duties and obligations as set forth in this Agreement, but shall not be held liable for any delay or omission in performance due to force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with any government law, ordinance or regulation, acts of God, acts of the public enemy, fires, strikes, lockouts, natural disasters, wars, riots, material or labor restrictions by any governmental authority, transportation problems and/or any other similar causes.

L. Termination of Agreement. This Agreement may be terminated by either party upon thirty (30) days written notice. However, BISD shall be responsible for payment due to the City for officers provided at any time during the immediately preceding year.

**BELTON INDEPENDENT
SCHOOL DISTRICT**

Randy Pittenger, President
Board of Trustees

Date: _____

CITY OF BELTON

Marion Grayson, Mayor

Date: _____

Staff Report – City Council Agenda Item



Agenda Item #5

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

Originating Department

Parks and Recreation – Matt Bates, Director

Background

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

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

For 2016-2017, we are proposing the following Juniors and Seniors be appointed to YAC:

	Last Name	First Name	Male/Female	Grade	School	Position 2014-15	Volunteer Hours
Proposed Board Members 2016-2017							
1	Aviles-Osario	Adriana	Female	12	BHS	Team	45
2	Fitzwater	Andrew	Male	12	BHS	Team	14.5
3	Gaw	Emily	Female	11	BHS	Team	19
4	Martinez	Maria	Female	11	BHS	Team	27

5	McDonald	Cole	Male	12	BHS	Team	8.25*
6	Ruopu	Jiao	Male	12	BHS	Team	17
7	Smith	Garrett	Male	11	BHS	Team	32
8	Smith	Lauren	Female	11	BHS	Team	31
9	Taylor	Zachary	Male	11	BHS	Team	33.5

Proposed YAC Chair: Adriana Aviles-Osario

*Cole McDonald had fewer hours than other candidates; however, he suffered a near fatal head injury last winter which saw him in the hospital and rehab for several months. Cole has been a part of YAC since his freshman year, and he is recommended as a Board Member.

The proposed chair, Adriana Aviles-Osario, did a fantastic job shadowing last year's chair, and I am recommending she be appointed as the Chair of the 2016-2017 YAC.

City Attorney John Messer will conduct the swearing-in of the 2016-2017 YAC members.

Fiscal Impact

YAC Budget for FY2017: \$1,000

Recommendation

Recommend approval of the appointments.

Attachments

None

Staff Report – City Council Agenda Item



Agenda Item #6

Consider authorizing the City Manager to enter into an agreement for Employee Benefits Consulting Services.

Originating Department

Human Resources – Charlotte Walker, Director of Human Resources
Administration – Amy M. Casey, City Clerk

Summary Information

The City recently engaged in a Request for Proposals (RFP) process for an employee benefits consultant. Thirteen companies requested a copy of the RFP from the City Clerk, and seven companies returned proposals: BKCW, Crystal & Company, FBS, Higginbotham, IPS Advisors, MSW, and Smith & Associates. Our current consultant, Gallagher & Company did not submit a proposal. Our management team consisting of the City Manager, Assistant City Manager, Director of Finance, City Clerk and Director of Human Resources reviewed the seven proposals on various criteria including experience, scope of services provided, and fee structure. We conducted face-to-face interviews with the top three consultants, and ultimately, chose to recommend IPS Advisors to represent the City.

IPS Advisors brings professionalism, a broad scope of services, and an extensive client list of cities to ensure we offer the most comprehensive and competitive insurance benefits package to our employees.

In addition to preparing RFPs, evaluating offers and negotiating contracts for employee insurance products, IPS Advisors will monitor claims data and help manage employee wellness. As a part of this contract, the City will move to online management of benefits. IPS Advisors' *Benefit Connector* will provide the City and its employees with year round online enrollment, confirmation statements outlining the benefits selected during enrollment, COBRA administration, health reform administration and preparation of comprehensive Employee Benefit Statements. IPS Advisors will also help the City grow its wellness program.

Fiscal Impact

Amount: \$33,000 base services, plus \$9,018 for *Benefit Connector* totaling \$42,018.
(*Benefit Connector* calculation is \$4.50 per employee per month for 167 employees)

NOTE: IPS has agreed to retain its fees unchanged for three years.

Budgeted: ☒ Yes ☐ No ☐ Capital Project Funds

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

Recommendation

Staff recommends authorizing the City Manager to enter into an agreement with IPS Advisors for Employee Benefit Consulting Services.

Attachments

Proposed Contract

CONTRACT AGREEMENT FOR PROFESSIONAL SERVICES

STATE OF TEXAS

PROJECT: Employee Insurance Benefits
Consulting Services

COUNTY OF BELL

Date: August 23, 2016

This is an agreement by and between the City of Belton, Texas, a municipal corporation (hereinafter called "CITY") and IPS Advisors (hereinafter called "CONSULTANT").

WHEREAS, the CITY desires to contract for Employee Insurance Benefits Consulting Services hereinafter called the "PROJECT;" and

WHEREAS, the CONSULTANT is qualified and capable of performing the professional consulting services proposed herein, is acceptable to the CITY, and is willing to enter into an Agreement with the CITY to perform such services.

NOW, THEREFORE, BE IT RESOLVED, that the parties hereto do mutually agree as follows:

ARTICLE 1 SERVICES TO BE PROVIDED

1.1 The CITY agrees to retain the CONSULTANT, and the CONSULTANT agrees to perform professional consulting services for the PROJECT as an independent contractor and professional consultant as set forth in the sections following; and the CITY agrees to pay, and the CONSULTANT agrees to accept fees as specified in the sections following as full and final compensation for the work accomplished.

1.2 In the event an insurance company cancels or refuses to renew an insurance coverage that has been placed by the CONSULTANT, on behalf of the CITY, CONSULTANT will use its best efforts to obtain appropriate replacement coverage from another insurance company.

ARTICLE 2 BASIC SERVICES

2.1 The CONSULTANT will render services necessary for the PROJECT. Upon receipt of the CITY'S written authorization, the CONSULTANT will perform services as outlined in the Proposal dated July 8, 2016, attached hereto and incorporated herein as Exhibit "A."

ARTICLE 3 ADDITIONAL SERVICES

3.1 The outline of the scope of work set forth in Article 2 will be considered sufficient to perform the work. The consulting services set forth hereinafter as Additional Services are not included as part of the services to be provided by the CONSULTANT under Article 2. It is recognized that the elements of such consulting work cannot be accurately predetermined or controlled entirely by the CONSULTANT. Therefore, such consulting work will be performed as Additional Services.

3.2 The CONSULTANT will furnish Additional Services only when agreed between CITY and CONSULTANT in writing and only after such Additional Services have been approved by the CITY and additional funds have been authorized by the City Council.

ARTICLE 4 COMPENSATION AND TERM

4.1 PAYMENT FOR BASIC SERVICES

4.1.1 For basic services, CONSULTANT will be paid an annual amount not to exceed **\$33,000** to be paid in equal monthly installments plus **\$4.50 PEPM for Benefit Connector** inclusive of the services shown on the negotiated rates page included in Exhibit "B."

4.2 PAYMENT FOR ADDITIONAL SERVICES

4.2.1 Payment for Additional Services will be made based upon presentation of invoices, statements and billings to the CITY sufficient to show the work accomplished. Under no condition will any additional services be paid for until the CONSULTANT has received written authorization from the CITY for such work.

4.3 TERM OF AGREEMENT

4.3.1 The effective date of this Agreement is **August 23, 2016**. The term under this Agreement will begin as of the Effective Date and will remain in effect for one (1) year from the Effective Date. **The Consulting Period may be automatically extended for twelve months for up to two (2) additional one-year periods on each anniversary of the Effective Date. No increases to compensation amount will be allowed during the term of the contract. However, decreases will be allowed at any time.**

ARTICLE 5 SERVICES BY THE CITY

5.1 In general, the CITY, through its contract administrator, will render services as follows:

5.1.1 Provide available criteria and full information as to the CITY'S requirements for the PROJECT.

5.1.2 Assist the CONSULTANT by placing at his disposal all available written data pertinent to previous operations, reports, and any other data.

5.1.4 Respond promptly in writing to requests by the CONSULTANT for authorization to proceed with specific activities deemed desirable.

5.1.5 Examine documents submitted by the CONSULTANT and render decisions pertaining thereto, promptly, to avoid unreasonable delay in the progress of the CONSULTANT'S services.

5.1.6 Furnish required information as expeditiously as necessary for the orderly progress of the work.

5.2 The CONSULTANT will be entitled to rely upon the CITY'S administrator regarding decisions made by CITY; further, all notices or information will be deemed made when conveyed in writing to the administrator.

5.3 The services, information and reports required above will be furnished at the CITY'S expense.

ARTICLE 6 PROJECT DOCUMENTS

6.1 All documents including, but not limited to, estimates, specifications, investigations, and studies completed or partially completed will be the property of the CITY. CONSULTANT, its subcontractors, agents and employees will be liable to CITY for any loss or damage to any such documents while they are in the possession of or while being worked upon by the CONSULTANT or anyone connected with him. All documents so lost or damaged will be replaced or restored by CONSULTANT without cost to the CITY.

ARTICLE 7 CONFIDENTIALITY

7.1 Confidential Information from CITY. CONSULTANT shall recognize that certain confidential information may be furnished by the CITY to CONSULTANT in connection with its services pursuant to this Agreement. CONSULTANT agrees that it will disclose Confidential Information only to those who, in CONSULTANT'S reasonable determination, have a need to know such information.

7.2 HIPAA Privacy. CONSULTANT and CITY will each comply with any prohibitions, restrictions, limitations, conditions or other requirements to the extent they apply to them directly or indirectly pursuant to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and its implementing regulation concerning privacy of individual identifiable health information as set forth in 45 CFR Parts 160-164, as amended from time to time. Where required, the CITY, as a representative of the health plans, and CONSULTANT will enter into a separate Business Associate Agreement.

ARTICLE 8 NOTICE TO PROCEED; SCHEDULING OF WORK

8.1 It is understood and agreed that the CONSULTANT will work as an Independent Contractor, but the CITY will have ultimate control of the services to be rendered, and that no work will be done under this Agreement until the CONSULTANT is instructed in writing to proceed with the work. Such work shall be completed in accordance with a mutually agreed upon schedule.

ARTICLE 9 ASSIGNMENT

9.1 The parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this contract. Neither party will assign, sublet nor transfer any interest in this contract without the written authorization of the other.

ARTICLE 10 TERMINATION

10.1 In connection with the work outlined in this contract, it is agreed and fully understood by the CONSULTANT that the CITY may cancel or indefinitely suspend further work hereunder or terminate this contract upon thirty (30) days written notice to the CONSULTANT with the understanding that immediately upon receipt of said notice all work and labor being performed under this contract will cease. Before the end of such thirty (30) day period CONSULTANT will invoice CITY for all work satisfactorily completed and will be compensated in accordance with the terms of this Agreement.

10.2 Nothing contained in paragraph 10.1 above will require the CITY to pay for any work which is unsatisfactory as determined by the Director of Human Resources or which is not submitted in compliance with the terms of the Agreement. The CITY will not be required to make any payments to the CONSULTANT when the CONSULTANT is in default under this Agreement, nor will this article constitute a waiver of any rights, at law and at equity, which the CITY may have if the CONSULTANT is in default, including the right to bring legal action for damages or to force specific performance of this contract.

10.3 CONSULTANT understands and agrees that time is of the essence and that any failure of the CONSULTANT to complete his services within the time limit established will constitute a material breach of this Agreement. The CONSULTANT will be fully responsible for any delays or for failures to use his best efforts in developing contractual documents in accordance with the terms of this Agreement. Where damage is caused to the CITY due to the CONSULTANT'S failure to perform in this manner, the CITY may withhold all or any portion of the CONSULTANT'S payments hereunder without waiver of any of the CITY'S additional legal rights or remedies.

10.4 The CONSULTANT will have the right to terminate this Agreement, on thirty (30) days written notice to the CITY should the CITY fail to satisfactorily perform its obligation herein. In the event of termination, the CONSULTANT will be paid for all services rendered to date of

termination. Nothing contained herein will constitute a waiver of CONSULTANT'S right to bring a suit for damages or to enforce specific performances of this Agreement under these circumstances. In the event of termination hereunder, CONSULTANT will invoice CITY for all work satisfactorily completed up to the date of this notice of termination and will be compensated in accordance with the terms of Agreement.

10.5 Notwithstanding anything contained herein to the contrary, the CITY will have the right to withdraw from this Agreement on the last day of CITY'S current fiscal year in the event of non-appropriation of funds by its governing body.

ARTICLE 11 VENUE

11.1 Venue and jurisdiction of any suit or right or cause of action arising under or in connection with this Agreement will be exclusively in Bell County, Texas, and any court of competent jurisdiction will interpret this Agreement in accordance with the laws of the State of Texas. The prevailing party in an action brought under or concerning this Agreement may recover costs of court, attorney's fees, and expert witnesses' and consultants' fees.

ARTICLE 12 CONTRACT AGREEMENT

12.1 This instrument represents the entire understanding between the CITY and the CONSULTANT in respect to the PROJECT and may only be modified in writing signed by both parties.

ARTICLE 13 UNLAWFUL PROVISIONS DEEMED STRICKEN

13.1 If this Agreement contains any unlawful provisions not an essential part of the Agreement and which shall not appear to have been a controlling or material inducement to the making thereof, such unlawful provisions shall be of no effect. Upon the application of either party or the ruling of a court of competent jurisdiction, the unlawful part shall be considered stricken from the Agreement without affecting the remainder of the Agreement.

ARTICLE 14 RESPONSIBILITIES FOR CLAIMS AND LIABILITIES

14.1 Approval by the CITY will not constitute nor be deemed a release of the responsibility and liability of the CONSULTANT, his employees, subcontractors, agents and consultants for the accuracy and competency of their designs, drawings, or other documents and work, nor will such approval be deemed to be an assumption of such responsibility by the CITY for any defect in the designs, drawings, or other documents prepared by the CONSULTANT, his employees, subcontractors, agents and consultants.

ARTICLE 15 INDEMNIFICATION

15.1 The CONSULTANT will indemnify and hold the CITY and all of its officers, agents, servants, and employees harmless from any loss, damage, liability or expense, including costs of court, reasonable attorneys' fees, expert witnesses' and consultants' fees, on account of damage to property and injuries, including death, to all persons, whether caused by CONSULTANT or its officers, agents, employees, subcontractors, licensees, invitees, or other persons due to any act of negligence or breach of any obligation under this Agreement, defend CITY in any suits or other proceedings brought against the CITY and its officers, agents, servants and employees, or any of them on account thereof, and pay all expenses and satisfy all judgments which may be incurred by or rendered against them, or any of them in connection herewith.

The indemnity obligations herein shall survive the termination of the contract for any reason and shall survive the completion of the work on the project.

ARTICLE 16 COMPLIANCE WITH LAWS

16.1 The CONSULTANT, his consultants, agents and employees and subcontractors, will comply with all applicable Federal and State laws, the Charter and Code or Ordinance of the City of Belton, and all other applicable rules and regulations promoted by all local, State and National boards, bureaus and agencies.

ARTICLE 17 NOTICES

17.1 This contract will be administered on the CITY'S behalf by the Director of Human Resources. All written notices, documentation, or questions arising under this Agreement should be addressed to the CITY'S contract administrator at:

City of Belton
Human Resources Department
P.O. Box 120
Belton, Texas 76513

All written notices from CITY to CONSULTANT will be addressed to the CONSULTANT as follows:

IPS Advisors
Attn: _____

**ARTICLE 18
CAPTIONS**

The captions of this Agreement are for information purposes only and will not in any way affect the substantive terms and conditions of this Agreement.

**ARTICLE 19
EXECUTION OF AGREEMENT**

The execution of this Agreement shall proceed as follows: signature of the CONSULTANT (and the Corporate Clerk and seal, if applicable) shall be affixed hereto, whereupon the Agreement shall be submitted to the City Attorney's Office for review and approval. After such approval, the Agreement shall then be signed by the City Manager. An executed original of this Agreement shall be kept on file in the City Clerk's Office.

IN WITNESS WHEREOF, the City of Belton, Texas, has caused these presents to be executed by its City Manager and attested by its City Clerk and executed by IPS Advisors.

THE CITY OF BELTON, TEXAS

CONSULTANT

Sam A. Listi, City Manager

ATTEST:

ATTEST:

Amy M. Casey, City Clerk

STATE OF TEXAS

COUNTY OF BELL

This instrument was acknowledged before me on the _____ day of _____, 2016,
by Sam A. Listi, City Manager of the City of Belton, Texas.

Notary Public, State of Texas

SINGLE ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF _____

This instrument was acknowledged before me on the _____ day of _____, 2016,
by _____, the _____ for _____
_____.

Notary Public, State of Texas

CORPORATE ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF _____

This instrument was acknowledged before me on the _____ day of _____, 2016,
by _____, the _____ for _____, a
_____ corporation.

Notary Public, State of Texas



OFFEROR COVER SHEET

Request for Proposal

Consultant Services for Employee Insurance Benefits

IPS Advisors, LLP

10000 North Central Expressway, Suite 1100

Dallas, TX 75231

Phone – 214-443-2400 Fax – 214-443-2424

www.ipsadvisors.com

Presented by:

Brent Weegar, MBA
Principal
bweegar@ipsadvisors.com
214-443-2429

July 8, 2016



CORPORATE BENEFITS CONSULTING
INSURANCE PLANNING SERVICES
RETIREMENT PLAN CONSULTING
DALLAS - AUSTIN - HOUSTON

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July 8, 2016

City of Belton
Amy Casey, City Clerk
333 Water Street (P.O. Box 120)
Belton, Texas 76513

Dear Amy,

IPS Advisors would like to thank the City of Belton for considering our response to the solicitation for Group Benefits Consultant Services. Established in 1978, IPS Advisors is an independent brokerage and consulting firm. We specialize in assisting public and closely held business owners, governmental sector clients, individuals and family groups with their employee benefits needs, executive benefits, business succession planning and estate planning and wealth counseling.

IPS Advisors has reviewed the requested Scope of Services and we are capable of performing the items listed and more through three core practice areas:

- Corporate Benefits Consulting
- Insurance Planning Services
- Retirement Planning Services

At IPS, our consultants will assess the City of Belton's specific needs in order to provide customized, balanced and flexible solutions. Our success is rooted in our skillful ability to separate the process from the product. Our consultants first evaluate the City of Belton's benefits strategies and goals, and when insurance products and tools are required, they are selected to fit the need. Only when both aspects of planning are considered can a cost and tax-effective strategy be discerned and City of Belton's real needs be met.

We are confident in our abilities to deliver unmatched experience and a unique consulting perspective which will deliver upon your requested scope of services outlined in this solicitation. The team assigned to your account currently provides consulting services to over 40 government clients and state government agencies. In addition, your assigned team provides consulting and account management services to private entities including top tier Fortune 500 companies and can bring unique perspectives from both public and private vantage points.

If the City of Belton should have any questions regarding the proposal submitted, please feel free to contact me directly.

Best Regards,

Brent Weegar
Principal
bweegar@ipsadvisors.com
Direct: 214-443-2429
Fax: 214-443-2424



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Proposal Letter Including Proposed Scope of Work and Fees



IPS Advisors proposes a flat fee of \$33,500 for consulting services for your health plan and the proposed fee is inclusive of travel for the first three years.

Optional Services and Fees

Additional services and pricing not included in the consulting fee include:

Custom communication material (printing)	At Cost
457 Plan Consulting	TBD
Benefit Connector	\$5.00 PEPM
Year Round On-Line Enrollment	
Confirmation Statements	
Benefit Statements	
COBRA Administration	
EEO1 Reporting	TBD
Truveris – RX Claim Audit	TBD
Health Care Reform Administration	\$1.50 PEPM
Tracking of On-going Measurement Periods	
Tracking of New Hire Measurement Periods	
Notifications to Employer of Newly Eligible Employees	
Employer Reporting	
Preparation of Employee Benefit Statements (Only)	\$25.00 Per EE



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1. Provide an overview of your firm and identify which local office will be performing the work.

IPS Advisors was founded in 1978 as an independent brokerage and consulting firm known as The Schooler Group. The founding principals of the firm developed the philosophy that they would approach the insurance industry as representatives of their clients, rather than being representatives of the insurance carriers.

The firm grew by adding other independent-minded advisors and consultants such as Rod Sager from Prudential in 1981, and Randy Martell from Deloitte and Touché Consulting in 1992 as Principals. The Principals are both original founding members of Partners Financial, a national organization of independent firms specializing in life insurance and employee benefits. Upon joining Partners Financial, the company changed its name to Insurance Partners Southwest in 1988. The IPS Advisors name was instituted in 2002 reflecting the company's emphasis on representing their client's needs for the future due to the ever changing developments in the world that affect financial well-being.

In 2013, in preparation for future ownership succession, IPS Advisors named three additional principal shareholders including Brent Weegar, Michelle Lewis and Justin Scott. Each Principal brings greater than nine years of tenure at IPS Advisors and are considered leaders in the benefit consulting industry.

IPS Advisors is an independent consulting firm and is not owned by a parent company or insurance company. We traditionally provide consulting services in the following areas to our clients:

Group Medical	Group Dental
Retiree Benefits	Life and Disability
Group Vision	Long Term Care
Consumer Driven Health Plans	Employee Assistance Program
Pharmacy Benefit Management	Wellness Programs
Stop Loss Insurance	Worksite Benefits (ex. Aflac)
Third Party Administration	Employee Health Clinics
Limited Medical	Benefits Concierge Services
Flexible Spending Account	457 Plans and 401(a) Plans
Executive Benefits	Enrollment Software

Profile / Qualifications of Proposing Firm

2. Identify and describe at least five (5) recent projects of similar size and complexity to the project defined herein that have been performed by your firm's local office that will be completing the work (preferably work performed for governmental entities). Please provide in this section reference information for each listed project: contact person, phone number, and email address.

Below are a list of similar size clients and scope of services requested by City of Belton.

City of Hewitt – Adam Miles
City Manager
adamiles@cityofhewitt.com
(254) 666-6171



City of Live Oak – Trudy Whitfield
HR Generalist
twhitfield@liveoaktx.net
(210) 653-9140 Ext. 201



Brazos River Authority – Monica Wheelis
Human Resources Manager
MonicaW@Brazos.org
(254) 761-3104



City of Cleburne – Debra Powledge
Human Resources Director
Debra.Powledge@cleburne.net
(817) 645-0917



City of Bastrop – Tanya Cantrell
Human Resources Director
tcantrell@cityofbastrop.org
(512) 322-8812



3. List the Project Manager and other key staff members who will be working on the City of Belton project. For each of these individuals, please identify their assigned responsibilities for the City of Belton project, the time commitment that each of the individuals will have in the City of Belton project, their education, years of experience, and project-specific experience in the last five years.

We strive to keep staff continuity for our clients and understand the importance of having a team familiar with your organization. Clients are assigned a team of experts and experienced support staff providing depth and value that is unmatched. We currently have 50 employees with 36 staff members in the Corporate Benefits Consulting Practice, with an average of 15 years of experience and an employee attrition rate of 3% over the last three years. Collectively, IPS Advisors has 37 professional designations and 32 undergraduate and graduate degrees.

IPS will provide the City of Belton with multiple service contacts to answer questions and intervene as issues or emergencies arise. The assigned Account Executive, Brandon Wilson, will assist the City of Belton with day-to-day questions and service issues. He will be available via phone, e-mail and on-site as needed. He will not only assist with issues but also prepare employee communications, manage open enrollment processes, assist with Health Fairs, coordinate and conduct carrier meetings and be on-site as needed. If Brandon is unavailable, Andrew Weegar – Employee Benefits Specialist / Consultant and Charlotte Starks – Senior Marketing Assistant will be available for back up. If an issue arises where a higher level of support is needed, Brent Weegar, Principal and other executive team members will be involved.

Key Staff Members

Brent Weegar, MBA – Principal

Brent joined the IPS team after graduating from Baylor University in 2004. He has moved up through the organization as a benefits analyst, account manager, employee benefits specialist, and became a Principal of IPS Advisors in 2013. Brent not only provides consulting services for large corporate clients but also heads our consulting unit for public entities including Municipal, County and State Governments. He possesses a strong understanding of governmental organizational structure and processes. His ability to provide strategic insight with alternative funding arrangements, plan design, claims analysis, budgeting and forecasting, health care reform and compliance issues are key strengths. Brent, being the Project Manager, will oversee the assigned team to ensure quality control and needs are being met.

Andrew Weegar – Employee Benefits Specialist - Consultant

Andrew is dedicated to our public sector consulting unit and provides benefit plan analysis, strategy and implementation expertise. He possesses a strong background in communication, organization, and time management skills. Andrew's skill set and level of commitment contributes to his positive and proactive role as an Employee Benefits Specialist. Andrew will serve as City of Belton's main point of contact. His responsibilities will include, but are not limited to:

- Requests for Proposals
- Renewal Analysis
- Negotiations

- Plan Design Analysis
- Contribution Analysis
- Benchmarking
- Budgeting and IBNR Analysis
- Utilization Reviews
- Implementation Strategy and Coordination
- Wellness Program Coordination / On-site Health Clinic Consulting
- Claims and Carrier Audits
- Employee Benefits Surveys
- Council Presentations

Brandon Wilson – Manager of Corporate Benefits / Account Manager

Brandon comes to IPS with over 15 years of experience in Human Resources and Supervisory roles. He has a strong background in all stages of organization, construction and maintenance of benefit plans and enrollment to provide the expertise that our clients expect. Brandon's responsibilities will include, but are not limited to:

- Provide Industry Updates – newsletters, annual benefits brief, white papers
- Develop customized employee communications and enrollment forms
- Develop enrollment packets for enrollment meetings
- Coordinate and conduct enrollment meetings
- Handle implementation of new or renewing contracts
- Coordinate the distribution of ID cards and benefit booklets
- Perform claim and premium audits when necessary
- Handle and resolve claim/eligibility issues with clients and/or employee
- Review and approve plan documents and contracts
- Assist in filing individual claims for reimbursement in special situations

Bennett Champagne – Corporate Benefits Analyst

Bennett will serve as a benefits and reporting analyst for the City of Belton. His mathematical background allows him to efficiently analyze client's needs and implement solutions that closely match both the needs of our clients and their employees. He is also working towards a Fellowship in the Society of Actuaries so that he can provide his clients with the highest level of expertise as a Corporate Benefits Analyst. Bennett's responsibilities include, but are not limited to:

- Claim cost projections and COBRA rate development
- IBNR/reserves



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- Trend analysis
- Large claim expectation and stop loss cost/benefit analysis
- Benefit design and cost evaluation
- Utilization review, analysis and executive summary
- Enrollment migration scenarios upon plan elimination or introduction

Charlotte Starks – Senior Marketing Assistant

Charlotte has worked in Underwriting, Marketing and Administration since 1987. Her well-rounded background brings a seasoned perspective in helping to achieve our client's goals. Mrs. Starks will assist Andrew Weegar in the renewal and request for proposal processes with the City of Belton.

4. Provide a list of any sub-consultants who will be used on this project, including their related experience and the time commitment that the sub-consultant will have on the City of Belton project.

The requirements described in the RFP will not necessitate IPS Advisors to utilize subcontractors. If a request outside of the Scope of Services is made by the City that IPS Advisors is unable to perform without the assistance of a subcontractor, the City of Belton will be asked for approval prior to utilizing their services.

Proposed Methodology and Timeline

1. Provide detail with regards to your project approach. Within this section, please highlight how you will comply with or vary from the Scope of Services as defined in Section IV of this RFP.

In order to comply with the Scope of Services as defined in Section IV of this RFP, IPS has developed a proprietary process to better understand the City of Belton, their employees, and your unique needs. This process improves our ability to deliver the best possible solutions for City of Belton and is what sets us apart from our competitors. With this process we are equipped to:

- Help you make educated decisions on how to invest in your benefits program
- Manage implementation as seamlessly as possible
- Provide ongoing support for your HR Department and your employees
- Track and report critical indicators of plan success to make changes where necessary

The process consists of five steps:

1. Discovery
2. Develop Strategy
3. Product Service and Selection
4. Implementation
5. Ongoing Service and Performance Monitoring

DISCOVERY PHASE

We will work with you to understand your philosophy about employee benefits, your history, your current benefits, and your goals. We want to understand your employee population - not just their claims history, and also their needs and wants from a benefits program and their tolerance for change. By gaining an understanding of your competitive position and your benefits philosophy, we can help you set a strategic direction for the future.

Upon award of representation, IPS Advisors will immediately initiate a Strategy meeting with the City of Belton to personally introduce your service team, review key contact information, set timelines, prioritize deliverables, and discuss future short and long term goals for the budgeting, growth, and optimization of your benefit plans.

Our team will perform a comprehensive assessment of your current benefits position to include:

- Comprehensive review, benchmarking, and gap analysis of your benefit offerings, plan designs, current carriers and service providers, administration, network and funding.
- Thorough financial assessment of your benefits budget, plan costs (historical and forecasted future costs), main cost drivers, opportunities for savings, and employer and employee contributions for your health and welfare plans.
- Analysis of current Health Risk Management Strategies including Wellness Program, Employee Health Clinic and Disease / Case Management.
- Benefits Benchmarking analysis specific to size, industry and region(s).
- Assessment of your communications strategy including online, print and carrier resources for your employees and find ways we may be able to enhance your strategy.

Proposed Methodology and Timeline

- Employee Benefits Survey to gauge satisfaction, demographics, culture and needs of the employee population and effectiveness of current tactics.
- Compliance audit of the City of Belton, which will include (not limited to) PPACA, HIPAA, COBRA, USERRA, ERISA (as applicable), Medicare Part D and all insurance contracts.

DEVELOP STRATEGY

Once we have completed our gap analysis, we will provide you with formal recommendations to help move the City of Belton closer to its goals. Considering both the City of Belton's financial and cultural objectives, as well as the needs of your employees, we will prepare recommendations to include opportunities for savings, alternate plan design considerations, employee engagement options, and new products or services not currently being offered. Areas we will focus on vary depending on our analysis, but may include the following:

- Plan Performance
- Plan Oversight (Audits / Performance GTs / Reporting)
- Benefits Communication and Resources
- Benefits Administration
- Employee Satisfaction and Benefits Understanding
- Compliance Requirements
- Healthcare Reform Requirement
- Health Risk Management (Wellness)
- Catastrophic Risk Planning
 - * Serious Medical (Health)
 - * Premature Death (Life)
 - * Loss of Income (Disability)
 - * Retirement (Savings / Health)
- Ancillary Insurance (Dental / Vision / Worksite)

PRODUCT AND SERVICE SELECTION

Once we have established the type of plans, products, and services that need to be included in your benefits package, we will begin the process of soliciting bids from the appropriate carriers and service vendors. We will prepare and submit Requests for Proposals and analyze the responses received. Throughout this process, we will also negotiate with carriers and vendors to obtain the most competitive price and performance guarantees available. After securing all of the carrier and vendor proposals, we will present analysis in a format that allows you to easily compare the details of each.

IMPLEMENTATION

We understand that our clients are searching for more efficient methods to manage, administer, and ultimately deliver employee benefits to their employees. They are not only looking for cost-effective solutions but also user-friendly tools and resources that heighten the employee experience. Our Benefits & HR Administration technology allows us to deliver a seamless implementation and ongoing administration and communications platform. **It consists of two main components:** Our Benefits and HR Administration Service, powered by **Benefit Connector™**, and the **Benergy Employee Communications System**. See Appendices B and C for examples of *Benefit Connector* and *Benergy*.

Proposed Methodology and Timeline

Both Benefit Connector and Benergy can help you reduce costly errors, eliminate paperwork and other manual processes, allow your HR staff to be more effective, and give your employees the right tools at the right time to enroll in their benefits in a safe and secure manner. The technology provides you with the tools you need for a smooth implementation and ongoing administration support, including:

- **Multiple Enrollment Options:** online, HR-administered, call center, and/or worksite
- **Flexible Administration Options:** employee self-service and/or HR-approved
- **Dedicated & Experienced Customer Service:** accessible, responsive, and professionally-trained customer service staff

We also realize that communication is of the utmost importance when implementing benefits. We make communicating those benefits clear with the use of our customizable Employee Communication booklet. See *Appendices H - Sample Employee Communication Booklet*.

ON-GOING SERVICES

At IPS Advisors, we know that our job does not end after your annual open enrollment period. We seek to provide you with unparalleled service by acting as an extension of your HR department, giving you the ongoing support capabilities you need to administer your benefits efficiently and effectively. We will serve as a liaison between you and the various insurance carriers and service vendors, offering assistance as needed with any claims, billing, or general service issues.

- Benchmarking: Industry / Size / Geography Specific
- Monthly Claim Reporting / Quarterly Claim Analysis
- Zywave Claim Analysis
- In House COBRA / HIPAA Administration
- In House Benefits Administration Software and On-Line Enrollment Technology
- Dedicated & Experienced Client Advocates – Dedicated Call Center
- Wellness Program Coordination and Consulting
- Health Clinic Monitoring
- Direct Contracting Evaluation
- Benefits Analysis and Satisfaction
- Industry Trends and Emerging Issues
- Compliance Audit, Legislation Updates, Training
- Access to In House Attorneys
- Monthly Webinars and Bi-Annual Seminars
- Ongoing Account Management Services
- Benefit Cloud Communication Tools

ACCOUNT MANAGEMENT

- Be available for on-site meetings as needed
- Prepare annual communication plan
- Assist in drafting, preparing and printing employee communications
- Prepare communication booklet for employees
- Participate and conduct open enrollment meetings
- Handle employee issues with vendors, claims, etc.



Proposed Methodology and Timeline

- Advise and assist in reviewing contracts, plan documents, insurance policies and other documents for applicability, accuracy and consistency
- Conduct employee surveys
- Assist throughout the implementation / renewal process
- Conduct meetings with carriers to address issues, concerns, updates as needed

ACTUARIAL SERVICE

IPS Advisors will provide the City of Belton comprehensive actuarial services including:

- Partial self-insured and fully insured budget projections for all benefits plans. Process includes historical review of paid claims and fixed costs. Adjustments to historical costs for demographic changes, prior plan design changes, large claims risk, health risk management, ACA fees, and other factors. IPS projects forward utilizing published regional trend data cutting across multiple years of data to give the City of Belton the most accurate projection of future plan costs
- Trend recommendations for claim projections using published trend rates and tables
- Rate making, relativity and subsidy analysis for employee and retiree rates
- Plan modeling, contribution modeling and subsidy benchmarking
- Health fund / reserve analysis, projections and recommendations for IBNR and contingency reserves
- Analysis and recommendations for health and welfare benefits funding models including risk retention levels (Stop Loss)
- Health care reform liability analysis and Cadillac Tax liability assessment
- Health risk management program results and ROI assessment

Consulting Expertise

IPS Advisors traditionally provides consulting services in the following areas to our clients and we do not limit the markets we access:

- | | |
|--------------------------------|---------------------------------|
| • Group Medical | • Group Dental |
| • Retiree Benefits | • Life and Disability |
| • Group Vision | • Long Term Care |
| • Consumer Driven Health Plans | • Employee Assistance Program |
| • Pharmacy Benefit Management | • Wellness Programs |
| • Stop Loss Insurance | • Worksite Benefits (ex. Aflac) |
| • Third Party Administration | • Employee Health Clinics |
| • Limited Medical | • Benefits Concierge Services |
| • Flexible Spending Account | • 457 Plans and 401(a) Plans |
| • Executive Benefits | • Near-site Health Clinics |
| • Enrollment Software | |



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Proposed Methodology and Timeline

Alternative Funding Experience

Your IPS Advisors consulting team has significant experience with alternative funding of health, prescription, dental, and vision benefits. Currently over 50% of the teams block of business utilizes an alternative funding strategy. Strategies include but are not limited to Fully Insured, Self-Funded, Partial Self-Funded, Minimum Premium and MERP plans.

Health Risk Management

IPS will provide the City with health risk management consulting services as part of its core scope of services. Your IPS team has significant experience implementing participatory and outcomes based wellness programs. IPS has implemented biometric screenings, annual physical and preventive care programs, on-site health and wellness clinics, tobacco cessation, fitness programs, disease management programs, health coaching programs and much more. We will listen to your needs and evaluate base line participation, claims and biometric data to recommend programs and strategies to ensure the City of Belton maximizes participation, satisfaction and performance of its wellness program.

Actuarial Resources / Reporting

IPS has actuarial experience, expertise, and systems that allow us to provide comprehensive services for both fully insured and self-insured customers. Services included but are not limited to ACA plan valuation, budget projections, plan design pricing options, contribution modeling, subsidy analysis, COBRA rates, and IBNR Reserve recommendations.

Additionally, IPS will provide the City of Belton with monthly financial reporting and quarterly utilization statistics. We will sit down at implementation with the appropriate parties to review our standard reporting and adjust as needed to include all data elements needed for appropriate parties. We will be available to review these reports on an as needed basis. We project to be on-site at least twice a year to review utilization reporting and provide analysis / recommendations. *See Appendix E for Sample Monthly Reporting.*

Zywave

Zywave is a claims analysis and data warehousing system that assists in managing health care costs. It helps identify high cost claimants, provides plan design modification analysis, and helps determine strategies for reducing plan utilization.

Direct Contracting

IPS can conduct data analysis and evaluation of direct contracting solutions with Hospital Systems, Physicians, Lab and Radiology. These processes have yielded additional discount arrangements beyond carrier discounts and provided cost saving opportunities and higher quality care for our clients.

On-Site / Near-Site Health Clinics

IPS has assisted its clients in setting up and managing on-site and near-site primary and preventive care health clinics. IPS has four public entity clients who utilize health-clinics today and are one of few consultants with our level of hands on experience. Our employer clinics are not only involved with acute care, but also actively engage with high risk individuals to provide coaching and disease management support.

Proposed Methodology and Timeline

Accountable Care Organizations

IPS has multiple clients who have implemented an Accountable Care Organization model of care. This care model transforms the fragmented health care system we have today into one that provides a continuum of care that is focused on efficient and high quality care. A primary care physician quarterbacks employee care and is financially rewarded based upon the health outcomes of his/her patients. IPS has implemented ACO models that have saved upwards of 10% against traditional PPO models of care.

Consumer Driven Health Plans

Over 75% of IPS Advisors clients are utilizing consumer driven health care strategies. IPS can provide the City analysis and insight on this model of care and will assist with plan design, contribution, implementation and educational efforts.

Pharmacy Benefit Consulting

IPS has access to preferred contracts and auditing solutions through our partnership with Truveris, a pharmacy benefits auditor and consultant. IPS will evaluate your plan spend in concert with Truveris to determine if your pharmacy contracts are competitive with potential market alternatives and offer best in class contractual performance guarantees. IPS will utilize this process to negotiate with your current vendor and if the vendor is unable to offer competitive terms, IPS will market the services. Additionally, at a cost, Truveris can provide a daily audit of pharmacy claims to ensure the pharmacy benefit manager is meeting contractual pricing guarantees on all claims. This audit finds between .5% and 2% error rate on average.

Preferred Vendor Service Levels

Our company strength with all major health insurance carriers allows our clients access to preferred service platforms, performance guarantee arrangements, vendor allowances, underwriter access and much more. This is specifically valuable to our clients when special circumstances arise that require out of the box solutions.

PPACA Compliance

IPS has proprietary analysis tools to assist City of Belton in determining administrative and financial liabilities from Health Care reform. This includes but is not limited to Contributions / Income Analysis, Minimum Benefit Analysis, FTE Analysis, and on-going look back, stability period administration.

Benefit Connector - Our Benefits & HR Administration Service

IPS Advisors can offer the City of Belton (additional cost) our proprietary on-line benefits enrollment and administration system called Benefit Connector. Benefit Connector is an electronic system that "communicates" with insurance carriers, vendors, and payroll to keep track of enrollment and eligibility. Over 70% of our public entities use Benefit Connector for their enrollment and administration needs. This program includes:

- Year Round On-Line Enrollment
- Connection Feed to Carriers
- Aggregated Billing
- Total Compensation Statements
- Full Service COBRA Administration
- Health Care Reform Tracking

Proposed Methodology and Timeline

- Tracking of Measurement / Stability Periods
- Data elements of form 6055 and 6056 Reporting

Benergy

This web-based application helps companies demonstrate their dedication to employees by putting them in touch 24/7 with benefits, health, compensation, and human resources programs. Our employee communication platform features:

- **Benefits Center** – A resource where employees can utilize interactive decision support tools to research, plan, and make decisions about their benefits package.
- **Human Resources Center** – A tool that allows HR offices to easily publish company documents, such as employee handbooks, and provides employees with access to relevant and timely company news and information.
- **Health & Wellness Center** – A database that gives employees and their families access explanations, health risk assessments, illustrations, and interactive video on thousands of health topics.
- **My Info Center** – An interactive site where employees and their families can create and maintain personal health records that include doctor visits, medications taken, and immunizations – safely and securely.

2. Provide a list of tasks and support that you will expect City personnel to provide for the project, including where relevant, an estimated number of City staff hours.

On question 3, we have highlighted in yellow the tasks we would need Belton to assist with. The most significant of which are providing necessary information / forms to appropriately transition your account to IPS, providing a census for RFP and review of our RFP draft to ensure it meets your expectations. In regard to the data request we will collect as much information from your current carriers but will need a few items from the City including but not limited to carrier list / contact information, carrier history, rate history, benefit communication documents, and claims history.

3. Explain in detail how the services will be performed, including the tasks you will ask City of Belton staff to complete.

IPS Advisors will provide the appropriate level of manpower, resources, and services to meet a dedicated schedule upon direction of the City. IPS will assist in creating a project schedule and tracking document to make sure all deadlines are met and the City is satisfied with the work performed. Below is a work plan with projected milestones for the upcoming plan year.

The work plan schedule assumes contract implemented by August 1st and a renewal date of January 1st. We can adjust dates if your plan year does not match up with renewal date of January 1st. Also, IPS has no issue streamlining processes if the City needs to meet a shorter schedule.

We have highlighted in yellow the tasks we would need Belton to assist with. The most significant of which are providing necessary information / forms to appropriately transition your account to IPS and review of our RFP draft to ensure it meets your expectations.

Proposed Methodology and Timeline

August

- ✓ Introductory Meeting
 - Team Introduction – Contact Information
 - Data Request Review – Required from the City
 - AOR and BAA Agreements - Required from the City
 - Time Lines and Deliverables
- ✓ Conduct Employee Benefits Survey
- ✓ August 15th – Compliance and Plan Performance Review
 - Claims Analysis Including Utilization and Trends
 - Benefits and Contribution Benchmarking
 - Renewal Projections / Budget Projections
 - Compliance Audit Results
 - 5 Year Strategy Discussion
 - Preliminary Recommendations
- ✓ Complete Action Items from Strategy Meeting

September

- ✓ Benefit Connector On-Line Enrollment Demonstration
 - Demonstration
 - Implementation Walk Through
- ✓ Monthly Claims Reports
- ✓ September 5th – Submit RFP For Review – Review of RFP Required from the City
- ✓ September 16th – Release Request for Proposal
- ✓ Submit Census Request – Census Required from the City

October

- ✓ October 6th – RFP Due
- ✓ October 24th – Presentation of Renewal Results with Finalist Recommendations
- ✓ October 27th – Finalist Presentations (as applicable)
- ✓ October 31st – Presentations of Best and Final Offers

November

- ✓ Presentation of Recommendations to Benefits Committee
- ✓ Presentation of RFP Recommendations to Council
- ✓ Carrier Implementation Meetings
- ✓ Prepare Communication and Conduct Enrollment Meetings
- ✓ Begin On-Line Enrollment (as applicable)

December

- ✓ Close On-Line Enrollment
- ✓ Finalize Contracts
- ✓ Release ID Cards
- ✓ Schedule Post Implementation Meetings

Proposed Methodology and Timeline

4. Provide a list of your firm's current and awarded projects, highlighting the stage/status of each of these projects and how the City of Belton project will work into your firm's master schedule.

PUBLIC SECTOR CURRENT AND AWARDED PROJECTS

In regard to employee benefit plans; there are a unique set of rules and culture that apply to public entities. With that in mind, it's important to partner with a consulting team who has significant experience working with public sector employers and employees. There are few, if any, consultants in the state who can match the municipal experience of your IPS Advisors team.

Your assigned IPS Advisors team provides Health and Welfare Consulting and Plan Management services for over 35 public entities across the state including municipalities, counties, and state government agencies. The average tenure of our public clients is currently eight years. Below is our client list of municipal entities across the State of Texas.

Public Client	# of Employees	Public Client	# of Employees
City of Fort Worth	6,000	City of Lancaster	225
City of Wichita Falls	1,300	City of Plainview	180
City of Conroe	1,000	Wilson County	160
City of Richardson	1,000	Brazos River Authority	150
City of Carrollton	800	Gulf Coast Waste Disposal Authority	150
City of Lewisville	750	City of Tomball	150
City of Pearland	700	City of Sachse	150
City of Texarkana	700	City of Live Oak	130
City of Sugar Land	700	Town of Highland Park	130
City of Allen	650	City of Corinth	125
City of League City	480	City of Port Neches	125
City of La Porte	350	City of Bastrop	120
City of Rowlett	330	City of Seabrook	120
City of Missouri City	310	City of Nederland	115
City of Cleburne	300	City of Hewitt	100
City of the Colony	300	Town of Trophy Club	80
City of Keller	300	City of Melissa	30
City of Duncanville	250	City of Eldorado	20
City of Burleson	250		

Proposed Methodology and Timeline

IPS has multiple teams handling the above consulting projects. IPS has assigned a team with appropriate experience, local presence and capacity to handle the scope of services requested and expects no issue meeting the City's expectations.

1. State your ability to execute and comply with the terms of the attached Professional Services Agreement, and if needed, note any terms with which your firm cannot comply.

IPS Advisors has the ability to execute and comply with the terms of the attached Professional Services Agreement. Please note we would need to discuss with City of Belton the EEO1 reporting as this is typically not requested by our clients.

2. If applicable, submit Form CIQ.

The Form CIQ is not applicable for IPS Advisors.



Request for Proposals

Consultant Services for Employee Insurance Benefits

**Sealed proposals will be received until
2:00 p.m. on Friday, July 8, 2016**

Return Proposal to: City Clerk
City of Belton
333 Water Street (P.O. Box 120)
Belton, Texas 76513

INSTRUCTIONS TO OFFERORS

1. The sealed envelope or package containing the completed proposal should be marked legibly on the outside with the description of the item being proposed as shown on the cover sheet of this Request for Proposals.
2. The Offeror shall sign and date the proposal where provided within the RFP. The person signing the proposal must have the authority to bind the firm in a contract. Proposals which are not signed and dated in this manner may be rejected.
3. The Offeror shall submit **one (1) unbound original, five (5) bound copies, and one (1) electronic copy (PDF format) on a flash drive of the proposal documents unless stated otherwise within the specifications.** All documents shall be received at the Office of the City Clerk, 333 Water Street (P.O. Box 120), Belton, Texas 76513, by the deadline shown on the cover sheet of this Request for Proposals. Proposals received after the deadline shall be considered void and unacceptable. The City of Belton is not responsible for lateness or non-delivery of mail, carrier, etc. The proposal will be date/time stamped in the City Clerk's Office when received, and this will be considered to be the official time of receipt.
4. Facsimile transmittals and electronic transmittals *will not* be acceptable.
5. The City of Belton, Texas, reserves the right to reject any or all proposals as it shall deem to be in the best interest of the City of Belton. The award of this contract shall be made to the responsible Offeror whose proposal is determined to be the highest evaluated offer resulting from negotiation, taking into consideration the relative importance of price and the other evaluation factors set forth in the RFP.
6. Proposals cannot be altered or amended after submission deadline. Any interlineation, alteration or erasure made before opening by the City must be initialed by the signer of the proposal, guaranteeing authenticity.
7. A proposal may not be withdrawn or canceled by the Offeror without the permission of the City for a period of ninety (90) days following the date designated for the receipt of proposals, and Offeror so agrees upon submittal of his proposal.
8. The City of Belton Employee Benefit Trust is exempt by law from payment of Texas Insurance Premium Tax as well as Texas Sales Tax and Federal Excise Tax.
9. All proposals meeting the intent of this Request for Proposals will be considered for award. Offerors taking exception to the specifications, or offering substitutions, shall state these exceptions by attachment as part of the proposal. The absence of such a list shall indicate that the Offeror has not taken exceptions, and shall hold the Offeror responsible to perform in strict accordance with the specifications in this RFP. The City of Belton reserves the right to accept any, all or none of the exception(s)/substitution(s) deemed to be in the best

interest of the City.

10. Any interpretations, corrections or changes to this Request for Proposals and specifications will be made by addenda. Sole issuing authority of addenda shall be vested in the City of Belton Director of Human Resources. Addenda will be emailed to all firms known by the City to have received a copy of the RFP. Offerors shall acknowledge receipt of all addenda on the sealed envelope or package containing their proposals.
11. Proposals must comply with all applicable federal, state, county and local laws concerning these types of services.
12. The apparent silence of these specifications as to any detail or to the apparent omission of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.
13. A prospective Offeror must affirmatively demonstrate Offeror's responsibility. A prospective Offeror must meet the following requirements:
 - a. have adequate financial resources, or the ability to obtain such resources as required;
 - b. be able to comply with the required or proposed delivery schedule;
 - c. have a satisfactory record of performance;
 - d. have a satisfactory record of integrity and ethics; and
 - e. be otherwise qualified and eligible to receive an award.

The City of Belton may request representation and other information sufficient to determine Offeror's ability to meet these minimum standards.

14. Section 176.006 of the Texas Local Government Code, as amended through HB 23, requires a vendor of the City of Belton to file a completed conflict of interest questionnaire (Form CIQ) if the vendor has a business relationship with the City and:
 - (a) has an employment or other business relationship with a City of Belton local government officer or a family member of the City of Belton local government officer that results in that person receiving taxable income, other than investment income, that is more than \$2,500 in the preceding twelve months;
 - (b) has given a City of Belton local government officer or an officer's family member, one or more gifts totaling more than \$100 in the preceding twelve months, excluding a political contribution as defined by Title 15 of the Election Code or food accepted as a guest; or
 - (c) has a family relationship with a City of Belton local government officer.

A vendor is required to file a completed questionnaire with the City Clerk's office not later than the seventh business day after the later of the following:

- (a) the date the vendor begins discussions or negotiations to enter into a contract

- with the City of Belton or submits an application or response to a bid; or
- (b) the date the vendor becomes aware of any business relationship as outlined in the preceding paragraph.

“Local Government Officer” means:

- (a) a member of the governing body (i.e. mayor or council member);
- (b) a director, superintendent, administrator, or other person designated as an executive officer of the City of Belton; or
- (c) an agent of the City of Belton who exercise discretion in the planning, recommending, selecting, or contracting of a vendor.

State law requires that a vendor file an updated completed questionnaire with the City Clerk’s office not later than the seventh business day after the date on which the vendor becomes aware of an event that would make a statement in the questionnaire incomplete or inaccurate. Compliance with this law is the responsibility of each bidder/vendor.

<https://www.ethics.state.tx.us/forms/CIQ-New-2015.pdf>

- 15. In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code and applies to all contracts entered into on or after January 1, 2016. The law states that a governmental entity may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity at the time the business entity submits the signed contract to the governmental entity. The law applies to all contracts/purchases of a governmental entity that require an action or vote by the governing body of the entity.

With regards to City of Belton purchases, a vendor that is awarded a contract or purchase that is greater than \$50,000 is required to electronically create a Form 1295 through the Texas Ethics Commission website:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

and submit a signed and notarized copy of the form to the City. A contract, including a City-issued purchase order, will not be enforceable or legally binding until the City receives and acknowledges receipt of the properly completed Form 1295 from the awarded vendor.

The opening of the proposals is scheduled to be held in the Conference Room located in City Hall, 333 Water Street, Belton, Texas. Each Respondent is invited to attend.

The City of Belton is aware of the time and effort you expend in preparing and submitting proposals to the City. Please let us know of any submittal requirements causing you difficulty in responding to our Request for Proposals. We want to facilitate your participation so that all responsible vendors may compete for the City's business.

I. INTRODUCTION

The City of Belton seeks to identify and retain a consulting firm to assist in the solicitation, selection, implementation and oversight of the City's group health benefits program, including medical, dental, prescription, basic life and voluntary life/AD&D, voluntary long term and short term disability, and other voluntary supplemental benefits programs for employees and their dependents. The City's Employee Insurance Benefits plan year begins January 1, and the services related to this agreement will commence August 1, 2016. It is anticipated that the term of the contract resulting from this RFP will be for one year with options for renewal.

II. BACKGROUND

The City of Belton has 167 full and part-time employees. Of the employee workforce, approximately 60% are non-civil service employees (general) and approximately 40% are civil service employees (police and fire). The City provides the following municipal services: public safety (police and fire), public works, water utilities, solid waste, parks and recreation, library, planning and development, and other general administrative support services.

Benefits currently provided by the City include: employer paid employee medical, prescription, dental and basic life/AD&D insurance, EAP (Employee Assistance Program), mandatory TMRS retirement contributions, voluntary 457 Deferred Compensation Plan, 403(b), and supplemental Section 125 Cafeteria Plan (including accident, cancer, short-term disability, critical illness and permanent life). Various optional dependent coverages for medical, dental, Life/AD&D and Supplemental benefits are available.

A summary of the Employee Insurance Benefits programs for which the City is requesting assistance from the consultant are as follows:

<u>Benefit Type</u>	<u>Current Provider</u>	<u>Expiration Date</u>
Health Insurance	Blue Cross Blue Shield	12/31/2016
Dental Insurance	Met Life	12/31/2016
Voluntary Supplemental Insurance	Combined Benefits Group	12/31/2016
Basic Life	Lincoln Finance Group	12/31/2016
Employee Assistance Program	UTEAP	12/31/2016

III. GOALS AND OBJECTIVES

The purpose of this Request for Proposal (RFP) is to seek a qualified consultant to assist the City of Belton with strategically planning, designing and negotiating optimal coverage and cost for our Employee Insurance Benefit programs. Further, the successful consultant will assist the City in continuing to meet the challenges related to the Affordable Care Act regulations and requirements, in addition to minimizing the costs of providing benefits in a changing marketplace.

The consultant will be expected to provide innovative methods for offsetting risk in order to obtain the best coverage at the lowest cost possible, and ensuring that the City provides financially competitive and affordable benefit programs to offer employees.

IV. SCOPE OF SERVICES REQUESTED

Consultants are encouraged to be creative and resourceful in proposing the most cost-effective and efficient solutions for meeting the needs outlined herein. The successful Consultant will:

1. Review and evaluate the effectiveness of the current benefits program in terms of quality of services provided, cost effectiveness, competitiveness, and plan administration on an annual basis;
2. Consider possible alternatives such as deductibles, cost of coverages offered, and other options to optimize premium savings;
3. Provide coverage recommendations to City and write coverage program specifications;
4. Prepare competitive solicitation packets that will be released by the City for the employee insurance benefit needs;
5. Analyze proposals received and prepare side-by-side spreadsheet analysis comparing existing plan and costs;
6. Review policies, contracts or agreements when received from carrier(s) and audit contracts for accuracy of coverage, terms and conditions;
7. Assist in developing long-term strategies for employee benefit plans;
8. Coordinate carrier interviews, if necessary;
9. Recommend carriers and assist in selection;
10. Complete final negotiations with selected carrier(s);
11. Develop and recommend funding requirements, COBRA rates, and other alternatives;
12. Assist in the overall administration of the insurance program. This will include, but is not limited to, responding to coverage questions throughout the year, and auditing invoices for any retrospective premium payments;
13. Prepare a report with recommendations for renewal of the coverage and applicable premiums for the coverage. The final bid recommendations must be available for approval at a time determined by the City;

14. Coordinate communications process among City, Consultant, and the carrier(s);
15. Determine the type of claims history reports that will be needed and coordinate claim reporting data accordingly, without added cost to the City;
16. Monitor claim activity and participate with City in periodic reviews with carriers;
17. Provide status review of the plans in a consolidated report to the City, including: quarterly analysis of claims history and insurance utilization, Employee Insurance Benefit issues, trends, and proposed or new legislation;
18. Provide information and recommendations for compliance with the PPACA;
19. Provide information and recommendations to improve the health of the employee and dependent population by providing recommendations, reports and assistance with the Employee Wellness Program;
20. Negotiate Biometric Screenings with Insurance Carrier if requested by City;
21. Respond to inquiries from all personnel at City on a timely basis, including returning telephone calls or e-mails within 24 hours;
22. Evaluate insurance products identified in Section II above, along with any other benefits the consultant deems beneficial;
23. Assist City with data gathering and recommendations for future considerations in growing the City Wellness Program;
24. Provide an online benefit enrollment platform and administration system, and
25. Assist in complying with: IRS Forms, EEO1 reports, Legislative Updates, PPACA, and Open Enrollment Communication.

V. REQUIRED OFFEROR QUALIFICATIONS

The successful Offeror will have the following qualifications:

- Firm and proposed team shall have a successful experience and a positive reputation of providing Employee Insurance Benefits Consulting Services for governmental entities of similar size and structure as the City of Belton.
- Availability of staffing to enable commencement of the work in August 2016.
- Shall be able to execute the attached Professional Services Agreement and comply with the requirements stated therein.

VI. INFORMATION REQUESTED FROM OFFERORS

Each proposal shall contain all the items listed below and shall be indexed in the categorical order stated below. Submittals shall be prepared simply and economically, providing a straightforward, concise description of the respondent's ability to meet the requirements of this RFP. Emphasis shall be on the quality, completeness, clarity of content, responsiveness to the requirements, and an understanding of the City's needs. Incomplete submittals may be rejected in technical review by the Evaluation Committee.

A. Offeror Cover Sheet

B. Proposal Letter including Proposed Scope of Work and Fees

1. Briefly state your understanding of the services being requested and an executive summary as to how you will provide these services.
2. State your proposed annual fee inclusive of travel and out-of-pocket costs.
3. Give the names of the persons authorized to make representations for your firm, their titles, addresses, telephone numbers, and email addresses.

C. Profile/Qualifications of Proposing Firm

1. Provide an overview of your firm and identify which local office will be performing the work.
2. Identify and describe at least five (5) recent projects of similar size and complexity to the project defined herein that have been performed by your firm's local office that will be completing the work (preferably work performed for governmental entities). Please provide in this section reference information for each listed project: contact person, phone number, and email address.
3. List the Project Manager and other key staff members who will be working on the City of Belton project. For each of these individuals, please identify their assigned responsibilities for the City of Belton project, the time commitment that each of the individuals will have in the City of Belton project, their education, years of experience, and project-specific experience in the last five years.
4. Provide a list of any sub-consultants who will be used on this project, including their related experience and the time commitment that the sub-consultant will have on the City of Belton project.

D. Proposed Methodology and Timeline

1. Provide detail with regards to your project approach. Within this section, please highlight how you will comply with or vary from the Scope of Services as defined in Section IV of this RFP.
2. Provide a list of tasks and support that you will expect City personnel to provide for the project, including where relevant, an estimated number of City staff hours.
3. Explain in detail how the services will be performed, including the tasks you will ask City of Belton staff to complete.
4. Provide a list of your firm's current and awarded projects, highlighting the stage/status of each of these projects and how the City of Belton project will work into your firm's master schedule.

E. Other Information

1. State your ability to execute and comply with the terms of the attached Professional Services Agreement, and if needed, note any terms with which your firm cannot comply.
2. If applicable, submit Form CIQ.

VI. EVALUATION CRITERIA AND SELECTION

The award of this contract shall be made to the responsible Offeror(s) whose proposal is determined to be the highest evaluated offer resulting from negotiation, taking into consideration the importance of the evaluation factors set forth below:

- 40% - Experience of the firm in providing similar services to other governmental agencies; professional qualifications and experience of the individuals who will be performing the work.
- 25% - Proposed methodology for completing the services; and
- 35% - Proposed fees.

Proposals will be reviewed and ranked by the Evaluation Committee. Oral interviews may be conducted with firms selected by the committee.

The City of Belton reserves the right to reject any and all proposals submitted and to waive any informalities in proposals received. The City also reserves the right to request additional information from Offerors. The award will be made to the firm which, in the opinion of the City, is the best qualified to assist the City in accomplishing its objectives. The City reserves the right to negotiate a contract with the selected Offeror.

Proposals will be received and publicly acknowledged in the Conference Room at City Hall at the date and time stated on the cover of this RFP. Offerors, their representatives, and interested persons may be present. The proposals shall be received and acknowledged only so as to avoid disclosure of the contents to competing Offerors and shall be kept secret during negotiations. However, all proposals shall be open for public inspection after the contract is awarded, except for trade secrets and confidential information contained in the proposal and identified by Offeror as such.

VII. SUBMISSION INFORMATION

One (1) unbound original, five (5) bound copies, and one (1) electronic copy (PDF format) on a flash drive of the proposal documents should be submitted in a sealed envelope clearly marked as "Employee Insurance Benefits Consulting Services" no later than 2:00 p.m. CST on July 8, 2016, to:

City Clerk
City of Belton
333 Water Street (P.O. Box 120)
Belton, Texas 76513

For information regarding the RFP process, contact Amy Casey (City Clerk) at (254) 933-5817 or acasey@beltontexas.gov. The City of Belton is an Affirmative Action and Equal Opportunity Employer.

Proposals cannot be altered after submission deadline. Any interlineation, alteration or erasure made before opening must be initialed by the signer of the proposal, guaranteeing authenticity. A proposal may not be withdrawn or canceled by the Offeror without the written permission of the City for a period of ninety (90) days following the date designated for the receipt of proposals, and Offeror so agrees upon submittal of his proposal.

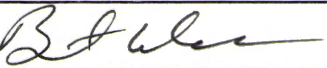
VIII. ADDITIONAL INFORMATION

The attached contract for services (Attachment 1) shall be the basis for contract negotiation. The method of payment shall be a lump sum fee agreement with payments distributed in equal monthly payments. Any additional services contracted for shall likewise be lump sum.

Any interpretations, corrections or changes to this Request for Proposals will be made by addenda. Sole issuing authority of addenda shall be vested in the City of Belton's City Clerk.

Requests for additional information shall be in writing and shall be e-mailed to Amy Casey, City Clerk, acasey@beltontexas.gov, and Charlotte Walker, Director of Human Resources, cwalker@beltontexas.gov. The deadline for submitting questions is 3:00 p.m. on July 1, 2016.

The following forms shall be completed and submitted with your proposal.

Company Name	IPS Advisors, LLP
Address	10000 North Central Expressway Suite 1100
City, State, Zip	Dallas, Texas 75231
Phone Number	214-443-2429
Fax Number	214-443-2424
E-mail Address	baweegar@ipsadvisors.com
Tax Identification Number	75-2817385
Signature of Authorized Agent	
Printed Name of Authorized Agent	Brent A. Weegar
Title	Principal
Date	July 8, 2016

XII. Conflict of Interest Questionnaire (FORM CIQ)

Form CIQ is a requirement arising from the passage of House Bill 914 during the 2005 legislative session. It has been enacted as Local Government Code Chapter 176 and became effective on January 1, 2006. The law requires a vendor that wishes to conduct business or be considered for business with a city to file a "conflict of interest questionnaire." The questionnaire was created by the Texas Ethics Commission.

Please note that this questionnaire should be completed and submitted with your proposal. This is a requirement of State law. Any questions regarding the completion of the form should be directed to your attorney. Any comments or complaints about this form should be directed to your State representative. All information provided will be posted on the internet as required by law.

PROPOSAL AFFIDAVIT

All pages in offeror's proposal containing statements, letters, etc., shall be signed by a duly authorized officer of the company, whose signature is binding on the proposal. The undersigned offers and agrees to furnish all of the services upon which information is submitted in the accompanying proposal. The period of acceptance of this proposal will be 90 calendar days from the date of the proposal opening. (Period of acceptance will be ninety (90) calendar days unless otherwise indicated by offeror.)

STATE OF Texas

COUNTY OF Dallas

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared, who after being by me duly sworn, did depose and say:

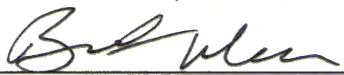
"I, Brent Weegar, am a duly authorized officer of/agent for
(name)
IPS Advisors, LLP, and have been duly authorized to execute the
(name of firm)

foregoing proposal on behalf of the said IPS Advisors, LLP.
(name of firm)

I hereby certify that the foregoing proposal has not been prepared in collusion with any other offerer or other persons engaged in the same line of business prior to the official receipt of this proposal. Further, I certify that the offerer is not now, nor has been in the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services offered, or to influence any person or persons to offer or not to offer thereon."

Name, address and phone number of offeror: IPS Advisors, LLP
10000 North Central Expressway, Suite 1100 Dallas, TX 75231

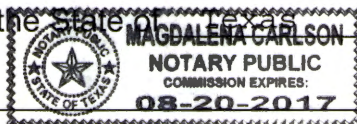
by: Brent A. Weegar Principal
printed name title

Signature: 

SUBSCRIBED AND SWORN to before me by the above named
Brent A. Weegar on this 6th day of July, 2016.

Notary Public in and for the State of Texas

Notary signature: _____



Return this affidavit as part of the proposal.



CREDIT CHECK AUTHORIZATION

The City is required to determine whether a bidder who may be awarded a contract is financially responsible. The City may run a credit check on the potential contractor before award of the contract. Please complete the following information and submit with your bid.

Company Name: IPS Advisors, LLP

Street Address: 10000 North Central Expwy. Ste. 1100 Dallas, TX 75231

Mailing Address: 10000 North Central Expwy. Ste. 1100 Dallas, TX 75231

Tax Identification Number: 75-2817385

I hereby authorize the City of Belton or credit bureau or other investigative agency employed by the City of Belton to investigate my credit history and financial responsibility.

Authorized signature: 

Title: Director of Operations

Date: 07/06/2016

Attachment 1
CONTRACT AGREEMENT FOR PROFESSIONAL SERVICES

STATE OF TEXAS

**PROJECT: Employee Insurance Benefits
Consulting Services**

COUNTY OF BELL

Date: _____

This is an agreement by and between the City of Belton, Texas, a municipal corporation (hereinafter called "CITY") and _____ (hereinafter called "CONSULTANT").

WHEREAS, the CITY desires to contract for Employee Insurance Benefits Consulting Services hereinafter called the "PROJECT;" and

WHEREAS, the CONSULTANT is qualified and capable of performing the professional consulting services proposed herein, is acceptable to the CITY, and is willing to enter into an Agreement with the CITY to perform such services.

NOW, THEREFORE, BE IT RESOLVED, that the parties hereto do mutually agree as follows:

**ARTICLE 1
SERVICES TO BE PROVIDED**

1.1 The CITY agrees to retain the CONSULTANT, and the CONSULTANT agrees to perform professional consulting services for the PROJECT as an independent contractor and professional consultant as set forth in the sections following; and the CITY agrees to pay, and the CONSULTANT agrees to accept fees as specified in the sections following as full and final compensation for the work accomplished.

1.2 In the event an insurance company cancels or refuses to renew an insurance coverage that has been placed by the CONSULTANT, on behalf of the CITY, CONSULTANT will use its best efforts to obtain appropriate replacement coverage from another insurance company.

**ARTICLE 2
BASIC SERVICES**

2.1 The CONSULTANT will render services necessary for the PROJECT. Upon receipt of the CITY'S written authorization, the CONSULTANT will perform services as outlined in the Proposal dated _____, attached hereto and incorporated herein as Attachment "A."

ARTICLE 3 ADDITIONAL SERVICES

3.1 The outline of the scope of work set forth in Article 2 will be considered sufficient to perform the work. The consulting services set forth hereinafter as Additional Services are not included as part of the services to be provided by the CONSULTANT under Article 2. It is recognized that the elements of such consulting work cannot be accurately predetermined or controlled entirely by the CONSULTANT. Therefore, such consulting work will be performed as Additional Services.

3.2 The CONSULTANT will furnish Additional Services only when agreed between CITY and CONSULTANT in writing and only after such Additional Services have been approved by the CITY and additional funds have been authorized by the City Council.

ARTICLE 4 COMPENSATION AND TERM

4.1 PAYMENT FOR BASIC SERVICES

4.1.1 For basic services, CONSULTANT will be paid an annual amount not to exceed \$ _____ to be paid in equal monthly installments.

4.2 PAYMENT FOR ADDITIONAL SERVICES

4.2.1 Payment for Additional Services will be made based upon presentation of invoices, statements and billings to the CITY sufficient to show the work accomplished. Under no condition will any additional services be paid for until the CONSULTANT has received written authorization from the CITY for such work.

4.3 TERM OF AGREEMENT

4.3.1 The effective date of this Agreement is _____. The term under this Agreement will begin as of the Effective Date and will remain in effect for one (1) year from the Effective Date. **The Consulting Period may be extended for up to four (4) additional one-year periods on each anniversary of the Effective Date. No increases to compensation amount will be allowed during the term of the contract.**

ARTICLE 5 SERVICES BY THE CITY

5.1 In general, the CITY, through its contract administrator, will render services as follows:

5.1.1 Provide available criteria and full information as to the CITY'S requirements for the PROJECT.

5.1.2 Assist the CONSULTANT by placing at his disposal all available written data pertinent to previous operations, reports, and any other data.

5.1.4 Respond promptly in writing to requests by the CONSULTANT for authorization to proceed with specific activities deemed desirable.

5.1.5 Examine documents submitted by the CONSULTANT and render decisions pertaining thereto, promptly, to avoid unreasonable delay in the progress of the CONSULTANT'S services.

5.1.6 Furnish required information as expeditiously as necessary for the orderly progress of the work.

5.2 The CONSULTANT will be entitled to rely upon the CITY'S administrator regarding decisions made by CITY; further, all notices or information will be deemed made when conveyed in writing to the administrator.

5.3 The services, information and reports required above will be furnished at the CITY'S expense.

ARTICLE 6 PROJECT DOCUMENTS

6.1 All documents including, but not limited to, estimates, specifications, investigations, and studies completed or partially completed will be the property of the CITY. CONSULTANT, its subcontractors, agents and employees will be liable to CITY for any loss or damage to any such documents while they are in the possession of or while being worked upon by the CONSULTANT or anyone connected with him. All documents so lost or damaged will be replaced or restored by CONSULTANT without cost to the CITY.

ARTICLE 7 CONFIDENTIALITY

7.1 Confidential Information from CITY. CONSULTANT shall recognize that certain confidential information may be furnished by the CITY to CONSULTANT in connection with its services pursuant to this Agreement. CONSULTANT agrees that it will disclose Confidential Information only to those who, in CONSULTANT'S reasonable determination, have a need to know such information.

7.2 HIPAA Privacy. CONSULTANT and CITY will each comply with any prohibitions, restrictions, limitations, conditions or other requirements to the extent they apply to them directly or indirectly pursuant to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and its implementing regulation concerning privacy of individual identifiable health information as set forth in 45 CFR Parts 160-164, as amended from time to time. Where required, the CITY, as a representative of the health plans, and CONSULTANT will enter into a separate Business Associate Agreement.

ARTICLE 8
NOTICE TO PROCEED; SCHEDULING OF WORK

8.1 It is understood and agreed that the CONSULTANT will work as an Independent Contractor, but the CITY will have ultimate control of the services to be rendered, and that no work will be done under this Agreement until the CONSULTANT is instructed in writing to proceed with the work. Such work shall be completed in accordance with a mutually agreed upon schedule.

ARTICLE 9
ASSIGNMENT

9.1 The parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this contract. Neither party will assign, sublet nor transfer any interest in this contract without the written authorization of the other.

ARTICLE 10
TERMINATION

10.1 In connection with the work outlined in this contract, it is agreed and fully understood by the CONSULTANT that the CITY may cancel or indefinitely suspend further work hereunder or terminate this contract upon thirty (30) days written notice to the CONSULTANT with the understanding that immediately upon receipt of said notice all work and labor being performed under this contract will cease. Before the end of such thirty (30) day period CONSULTANT will invoice CITY for all work satisfactorily completed and will be compensated in accordance with the terms of this Agreement.

10.2 Nothing contained in paragraph 10.1 above will require the CITY to pay for any work which is unsatisfactory as determined by the Director of Human Resources or which is not submitted in compliance with the terms of the Agreement. The CITY will not be required to make any payments to the CONSULTANT when the CONSULTANT is in default under this Agreement, nor will this article constitute a waiver of any rights, at law and at equity, which the CITY may have if the CONSULTANT is in default, including the right to bring legal action for damages or to force specific performance of this contract.

10.3 CONSULTANT understands and agrees that time is of the essence and that any failure of the CONSULTANT to complete his services within the time limit established will constitute a material breach of this Agreement. The CONSULTANT will be fully responsible for any delays or for failures to use his best efforts in developing contractual documents in accordance with the terms of this Agreement. Where damage is caused to the CITY due to the CONSULTANT'S failure to perform in this manner, the CITY may withhold all or any portion of the CONSULTANT'S payments hereunder without waiver of any of the CITY'S additional legal rights or remedies.

10.4 The CONSULTANT will have the right to terminate this Agreement, on thirty (30) days written notice to the CITY should the CITY fail to satisfactorily perform its obligation herein. In the event of termination, the CONSULTANT will be paid for all services rendered to date of

termination. Nothing contained herein will constitute a waiver of CONSULTANT'S right to bring a suit for damages or to enforce specific performances of this Agreement under these circumstances. In the event of termination hereunder, CONSULTANT will invoice CITY for all work satisfactorily completed up to the date of this notice of termination and will be compensated in accordance with the terms of Agreement.

10.5 Notwithstanding anything contained herein to the contrary, the CITY will have the right to withdraw from this Agreement on the last day of CITY'S current fiscal year in the event of non-appropriation of funds by its governing body.

ARTICLE 11 VENUE

11.1 Venue and jurisdiction of any suit or right or cause of action arising under or in connection with this Agreement will be exclusively in Bell County, Texas, and any court of competent jurisdiction will interpret this Agreement in accordance with the laws of the State of Texas. The prevailing party in an action brought under or concerning this Agreement may recover costs of court, attorney's fees, and expert witnesses' and consultants' fees.

ARTICLE 12 CONTRACT AGREEMENT

12.1 This instrument represents the entire understanding between the CITY and the CONSULTANT in respect to the PROJECT and may only be modified in writing signed by both parties.

ARTICLE 13 UNLAWFUL PROVISIONS DEEMED STRICKEN

13.1 If this Agreement contains any unlawful provisions not an essential part of the Agreement and which shall not appear to have been a controlling or material inducement to the making thereof, such unlawful provisions shall be of no effect. Upon the application of either party or the ruling of a court of competent jurisdiction, the unlawful part shall be considered stricken from the Agreement without affecting the remainder of the Agreement.

ARTICLE 14 RESPONSIBILITIES FOR CLAIMS AND LIABILITIES

14.1 Approval by the CITY will not constitute nor be deemed a release of the responsibility and liability of the CONSULTANT, his employees, subcontractors, agents and consultants for the accuracy and competency of their designs, drawings, or other documents and work, nor will such approval be deemed to be an assumption of such responsibility by the CITY for any defect in the designs, drawings, or other documents prepared by the CONSULTANT, his employees, subcontractors, agents and consultants.

**ARTICLE 15
INDEMNIFICATION**

15.1 The CONSULTANT will indemnify and hold the CITY and all of its officers, agents, servants, and employees harmless from any loss, damage, liability or expense, including costs of court, reasonable attorneys' fees, expert witnesses' and consultants' fees, on account of damage to property and injuries, including death, to all persons, whether caused by CONSULTANT or its officers, agents, employees, subcontractors, licensees, invitees, or other persons due to any act of negligence or breach of any obligation under this Agreement, defend CITY in any suits or other proceedings brought against the CITY and its officers, agents, servants and employees, or any of them on account thereof, and pay all expenses and satisfy all judgments which may be incurred by or rendered against them, or any of them in connection herewith.

The indemnity obligations herein shall survive the termination of the contract for any reason and shall survive the completion of the work on the project.

**ARTICLE 16
COMPLIANCE WITH LAWS**

16.1 The CONSULTANT, his consultants, agents and employees and subcontractors, will comply with all applicable Federal and State laws, the Charter and Code or Ordinance of the City of Belton, and all other applicable rules and regulations promoted by all local, State and National boards, bureaus and agencies.

**ARTICLE 17
NOTICES**

17.1 This contract will be administered on the CITY'S behalf by the Director of Human Resources. All written notices, documentation, or questions arising under this Agreement should be addressed to the CITY'S contract administrator at:

City of Belton
Human Resources Department
P.O. Box 120
Belton, Texas 76513

All written notices from CITY to CONSULTANT will be addressed to the CONSULTANT as follows:

ARTICLE 18
CAPTIONS

The captions of this Agreement are for information purposes only and will not in any way affect the substantive terms and conditions of this Agreement.

ARTICLE 19
EXECUTION OF AGREEMENT

The execution of this Agreement shall proceed as follows: signature of the CONSULTANT (and the Corporate Clerk and seal, if applicable) shall be affixed hereto, whereupon the Agreement shall be submitted to the City Attorney's Office for review and approval. After such approval, the Agreement shall then be signed by the City Manager. An executed original of this Agreement shall be kept on file in the City Clerk's Office.

IN WITNESS WHEREOF, the City of Belton, Texas, has caused these presents to be executed by its City Manager and attested by its City Clerk and executed by _____.

THE CITY OF BELTON, TEXAS

CONSULTANT

Sam A. Listi, City Manager

ATTEST:

ATTEST:

Amy M. Casey
City Clerk

STATE OF TEXAS

COUNTY OF BELL

This instrument was acknowledged before me on the _____ day of _____, 2016, by Sam A. Listi, City Manager of the City of Belton, Texas.

Notary Public, State of Texas

SINGLE ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF _____

This instrument was acknowledged before me on the _____ day of _____, 2016,
by _____, the _____ for _____
_____.

Notary Public, State of Texas

CORPORATE ACKNOWLEDGMENT

STATE OF TEXAS

COUNTY OF _____

This instrument was acknowledged before me on the _____ day of _____, 2016,
by _____, the _____ for _____, a
_____ corporation.

Notary Public, State of Texas

On Line With Benefit Connector™ *'Keeping It Simple'*

Welcome to your Online Enrollment System

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To Login,

Enter ID Number:

Enter Password:

Login

Your Member ID has been assigned by your employer and should have been sent to you or may appear on your Benefit ID Card.

[Site Requirements](#)

Depending on client setup, Member ID Number will be:

- 1) Employee SS#
- 2) Alt ID # assigned in software
- 3) Employee # assigned by employer

Password will initially be set as the last four digits of your SS#. Once in the site, you may change your password.



IMPORTANT NOTICE

You acknowledge and declare that elections you make and information you provide that relates to you or your dependents is true and accurate to the best of your knowledge and belief. You also authorize your employer to deduct from your earnings, any required contribution for elected coverages. If you do not agree with these terms, you should "EXIT" without continuing.



Once a valid ID and Password has been entered, you may proceed into the site after you have read and accepted the declaration statement.

Upon entering the site, you will be presented with basic demographic information and a menu of options to choose from.

My Information

Current User: Jake Roundtree
[Logout](#)

[Main Menu](#)

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- My Information
- Open Enrollment**
- My Family
- My Current Benefits
- My Benefit Statement
- Forms
- Change PIN
- Help
- Logout



You may choose from any of the available options in the Main Menu to navigate through the site.

Multiple links to different sites can be created

Information			
Certificate Number	143878745	Department	Plant
Gender	Male	Employer ID	
Date of Birth	1957-05-20	Date of Hire	1995-09-19
EE Tobacco Use	No	SP Tobacco Use	No

You are currently in an open enrollment period through 12/31/2007 to select or change benefits effective 01/01/2008. You may make or change your elections to be effective 01/01/2008 by clicking the 'Open Enrollment Options' button. For changes to benefits effective on some date other than 01/01/2008 you must contact your Human Resource Representative.

Non editable member demographic information

Change Information		
First Name	Last Name	
<input type="text" value="Jake"/>	<input type="text" value="Roundtree"/>	
Address		
<input type="text" value="123 Maple St"/>		
<input type="text"/>		
City	State	Zip
<input type="text" value="Greensboro"/>	<input type="text" value="NC"/>	<input type="text" value="27409"/>
Marital Status: <input type="text" value="M - Married"/>		
E-Mail		
<input type="text" value="jake.roundtree@gmail.com"/>		
<input type="button" value="Save Changes"/> <input type="button" value="Reset"/>		

You may edit any information within the blue data fields

Note
This is a freeform comment field, it can be used to give instructions or otherwise provide information to employees.
Links
Triune Technologies

A customized note can be displayed providing specific details and instructions

Current Benefits

Current User: Jake Roundtree

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"Current Benefits" display the coverages, plan, and coverage tier you are currently enrolled in.

Coverage	Plan	Tier	
 Medical	Blue Cross Blue Shield	Full Family	Plan Information
 Dental	Dental	EE Only	Plan Information
 Basic Life	2 X Salary Change Beneficiary	Full Family	Plan Information
 Supplemental Life	Supplemental Life Change Beneficiary	EE & Spouse	Plan Information
 Long Term Disability	Waived Long Term Disability		
 Short Term Disability	Short Term Disability	EE Only	Plan Information
 Flexible Spending Plan	Section 125 - Flex	EE Only	
 401K	401 Not Elected		

Click on "Plan Information" to view a summary or description of the selected plan.

My Family Information

Current User: Jake Roundtree

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"My Family" displays those dependents that have been established within the member record. This overview screen provides name, relationship, gender and age.

[Add New Family Member](#)

	Name	Relation	Gender	Age	
	Rhonda Roundtree	Spouse	Female	48	View or Delete
	Richard Roundtree	Student	Male	25	View or Delete
	Amy Roundtree	Student	Female	23	View or Delete
	Lisa Roundtree	Child	Female	14	View or Delete

Family Member Information

<input type="text" value="Rhonda"/>	<input type="text" value="Roundtree"/>	Suffix: 02
Relationship	<input type="text" value="SP - Spouse"/>	
SSN	<input type="text" value="484-14-5874"/>	Gender
Date of Birth	<input type="text" value="02/02/1959"/>	<input type="text" value="F - Female"/>
Date of Death	<input type="text"/>	

Select Benefits

Coverage	Tier
<input type="checkbox"/>	No Coverage Available

Apply Changes

[Save and Exit](#)

[Delete this Dependent](#)

[Exit without Saving](#)

Click "View or Delete" to access more detailed information regarding a specific dependent. Information can be edited or updated in this area.

Open Enrollment

Current User: Jake Roundtree

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Select "Open Enrollment" to view your Open Enrollment Benefit Options.

Enrolled	Coverage	Plan	Tier	Deduction
<input type="checkbox"/>	Medical	Click Here To Enroll Now		
<input type="checkbox"/>	Dental	Click Here To Enroll Now		
<input type="checkbox"/>	Supplemental Life	Click Here To Enroll Now		
<input type="checkbox"/>	Short Term Disability	Click Here To Enroll Now		
<input type="checkbox"/>	Long Term Disability	Click Here To Enroll Now		
<input type="checkbox"/>	Flexible Spending Plan	Click Here To Enroll Now		
Open Enrollment Not Completed			Total Monthly Deduction:	\$0.00

Only those coverages that are available to elect during the open enrollment will be displayed.

Enrollment Not Completed is present until all coverages have been elected.

Selecting "Click Here to Enroll Now" will take the member to the actual enrollment screen to make his/her elections.

Medical Benefit Election

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Current User: Jake Roundtree

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Step 1. Select Plan (To be effective 01/01/2008)

Click Box
to Select

Current Plan: Blue Cross Blue Shield

[Retain Current Elections](#)

☐

Blue Cross Blue Shield

[Plan Information](#)

☒

United Health Care - H D H P

[Plan Information](#)

☐

Waived Medical

Follow the Step-by-Step enrollment process to make the desired elections.

Clicking "Retain Current Elections" will automatically select your current coverage.

Step 2. Select Coverage Tier

Full Family

Will you or any of your dependents be eligible for or covered by other health coverage while this benefit is in effect?

No

If you have elected the High Deductible Plan and wish to participate in the Health Savings Account, enter your contribution amount here. This step only appears if the high deductible plan is selected.

Step 3. Health Savings Account Contribution

Annual Contribution to Health Savings Account

\$ 2000

Click on "Plan Information" to view a summary or description of the selected plan.

Continued

Benefit Election Continued

Tobacco surcharge can be applied if included in plan. This step is visible only if tobacco surcharge applies.

Step 4. Tobacco Use

☒

I use tobacco products.

☐

My Spouse uses tobacco products.

Step 5. My Dependents

To view/edit family information use the "My Family" screen.

Select	Name	Relationship
Ineligible	Richard Roundtree	Student
<input checked="" type="checkbox"/>	Amy Roundtree	Student
<input checked="" type="checkbox"/>	Lisa Roundtree	Child
<input checked="" type="checkbox"/>	Rhonda Roundtree	Spouse
<input checked="" type="checkbox"/>	Robbie Roundtree	Child
Add Family Member		

Dependents will automatically be selected based on the coverage tier selected. You may unselect a specific dependent.

If a dependent is not listed, and needs to be included, selecting "Add Family Member" will bring up the dependent detail screen, at which time the dependent can be added.

Step 6. My Monthly Deduction

The deduction frequency is determined by your pay frequency.

Employee	\$30.00
Dependent	\$295.00
HSA Contribution	\$166.67
Total	\$491.67

Based on the options selected, the applicable payroll deduction will be displayed.

Step 7. Pre/Post Tax Deduction Selection

☐

The Deduction for this coverage is assumed to be Pre-Tax. Check this box if you want your deduction to be withheld on a Post-Tax basis

Step 8. Save and Exit

Save and Exit

Reset Selections

Exit Without Saving

Supplemental Life Benefit Election

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Step 1. Select Plan (To be effective 01/01/2008)

Click Box
to Select

Current Plan: Supplemental Life

[Retain Current Elections](#)



Supplemental Life

[Plan Information](#)



Waived Supplemental Life

Step 2. Select Coverage Tier

EE & Spouse



Step 3. Select Amount of Coverage

Employee

200000

Guarantee Issue \$140,000
Maximum \$300,000
In Increments of \$10,000

Spouse

70000

Guarantee Issue \$80,000
Maximum \$100,000
In Increments of \$10,000

Dependent

0

Maximum \$20,000
In Increments of \$10,000

Please Note

The amount of coverage elected exceeds the **Guaranteed Issue** amount for this coverage and an **Evidence of Insurability** form must be completed and submitted to the carrier for underwriting review. Your life benefit will be limited to the guarantee issue amount until evidence of insurability has been approved.

This **Evidence of Insurability** form can be printed from the **Forms** area on your member home page.

The deduction amount listed below is based on the **Guarantee Issue** amount.

Logic criteria is built in for coverages with Guarantee Issue limits and subject to Health Evidence. Employee will be advised when these limits are exceeded

Continued

Benefit Election Continued

Step 4. Beneficiaries

Valid Beneficiaries include individuals, estates, corporations/organizations, and trusts.

Examples

Jane Doe, Spouse, 08/19/1970, 100%

Estate of the insured.

Acme Charitable Organization.

The John Doe Trust. Trustee Ronald Roundtree.

Both Primary and
Secondary
Beneficiaries can
be listed for each
coverage that
maintains
beneficiary
information.

Primary Beneficiaries

Rhonda Roundtree

Contingent (Secondary) Beneficiaries

Richard, Amy & Lisa Roundtree - Children - 1/3 Each

If beneficiary designations are left blank for this existing coverage, they will default to retain whatever elections are currently on file.

Step 5. Monthly Deduction After Evidence of Insurability is Accepted

Please Note

To elect this coverage an **Evidence of Insurability** form must be completed and submitted to the carrier for underwriting review. The deduction amount shown is what your deduction will be after Evidence of Insurability has been accepted by the carrier.

Employee	\$94.00
Dependent	\$20.30
Total	\$114.30

Whenever the
requested amount
exceeds Guarantee
Issue limits, both the
pending and
approved payroll
deduction amounts
will be displayed.

Step 6. My Monthly Deduction (Effective 01/01/2008)

Employee	\$65.80
Dependent	\$20.30
Total	\$86.10

Step 7. Save and Exit

Save and Exit

Reset Selections

Exit Without Saving

Open Enrollment

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Click to view,
change, or
delete an
election

Congratulations, you have completed the enrollment process! Click Here to view your Benefit Confirmation Statement. When you are done, log out by clicking here , or the logout link on the menu.				
Enrolled	Coverage	Plan	Tier	Deduction
<input checked="" type="checkbox"/>	Medical	United Health Care - H D H P View/Edit Election or Remove Election	Full Family	\$491.67
<input checked="" type="checkbox"/>	Dental	Dental View/Edit Election or Remove Election	Full Family	\$46.00
<input checked="" type="checkbox"/>	Supplemental Life	Supplemental Life View/Edit Election or Remove Election	EE and Spouse	\$86.10
<input checked="" type="checkbox"/>	Short Term Disability	Short Term Disability View/Edit Election or Remove Election	EE Only	\$7.66
<input checked="" type="checkbox"/>	Long Term Disability	Waived Long Term Disability View/Edit Election or Remove Election		\$0.00
<input checked="" type="checkbox"/>	Flexible Spending Plan	Section 125 - Flex View/Edit Election or Remove Election	EE Only	\$583.33
Open Enrollment Completed			Total Monthly Deduction: \$1,214.76	
Congratulations, you have completed the enrollment process! Click Here to view your Benefit Confirmation Statement.				

Once an Open Enrollment election has been made, the election is clearly identified. Plan description, coverage tier, and deduction information is displayed.

Once ALL coverages have been elected, a "Congratulations" box appears indicating your enrollment is complete.

A running total of your monthly deduction will be displayed as each coverage is elected

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Selecting "My Benefit Statement" during an open enrollment period will provide a confirmation report of your open enrollment benefit elections.

When not in an open enrollment period, the statement will provide current coverage information.

Your Company Name Here Benefit Confirmation Report



Jack Roundtree
 123 Maple St
 Greensboro, NC 27409

Alternate ID: 143878745
 Date of Birth: 05/20/1957
 Gender: Male
 Marital Status: Married

Status: Active
 Date of Hire: 09/19/1995
 Occupation: Delivery
 Department: 3-0000
 Group: All Salaried Employees

Benefits Effective 01/01/2008

Coverage	Plan	Tier	Deduction	
Medical	United Health Care - H D H P	Full Family	\$491.57	Annual Contribution to Healthcare Savings Account: \$2,000.00
Dental	Dental	Full Family	\$46.00	
Supplemental Life	Supplemental Life	EE & Spouse	\$86.10	EE Volume: \$140,000, SP Volume: \$70,000
Short Term Disability	Short Term Disability	EE Only	\$7.66	Weekly Volume: \$348.00
Long Term Disability	Long Term Disability Not Elected	EE Only	\$0.00	Not Elected
Flexible Spending Plan	Section 125 - Flex	EE Only	\$583.33	Health Care: \$2,000.00, Dependent Care: \$5,000.00
			Total: \$1,214.76	

Dependents

Name	Date of Birth	Gender	Relationship	Coverages
Richard Roundtree	06/06/1982	Male	Student	
Amy Roundtree	01/31/1984	Female	Student	Medical, Dental
Lisa Roundtree	05/05/1993	Female	Child	Medical, Dental
Rhonda Roundtree	02/02/1959	Female	Spouse	Medical, Dental, Supplemental Life
Robbie Roundtree	09/13/2004	Male	Child	Medical, Dental

Supplemental Life Beneficiary

Primary: Rhonda Roundtree
 Secondary: Richard, Amy & Lisa Roundtree - Children - 1/3 Each

This statement outlines the elections you have requested. Actual coverages and volumes will be governed by the guidelines of your policy provisions (including Guarantee Issue) and eligibility information provided by you or your employer. Please refer to your summary plan description for detailed policy provisions.

Generated on: 10/29/2007

Download Documents

Current User: Jake Roundtree

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Contents of Forms

Filename	Filesize	Added	Download
Company Holiday.pdf	21KB	08/03/2007	Download
EEOC - Equal Employment.pdf	23KB	08/03/2007	Download
Employee Benefit Booklet.pdf	122KB	08/03/2007	Download
FMLA - Family Medical Leave.pdf	61KB	08/03/2007	Download
I-9 - Employment Eligibility Verification.pdf	245KB	08/03/2007	Download
Leave of Absence Policy.pdf	51KB	08/03/2007	Download
Life - Disability EOI Form.pdf	320KB	08/03/2007	Download
Minimum Wage Information.pdf	24KB	08/03/2007	Download
Prescription Drug Claim Form.pdf	19KB	08/03/2007	Download
Vacation Policy.pdf	10KB	08/03/2007	Download
W-4 - Employee Withholding Certificate.pdf	55KB	08/03/2007	Download



Select "Forms" to access and download any forms and documents that have been posted for your convenience.

Change Password

Current User: Jake Roundtree

[Logout](#)

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UserID

143878745

Name

Jake Roundtree



Selecting "Change PIN" allows you to change your Password.

Change Password

Old Password

New Password

Verify New Password

The New Benergy ...

branded to your company

personalized to employees

shortcuts to popular tasks

clear organization

timely communication

enrollment ready

The screenshot shows the Benergy employee portal. At the top, the Xuberant logo is on the left and the Benergy logo is on the right. Below the logos is a navigation bar with links: Home, Benefits, Human Resources, Health & Wellness, and My Info. A date stamp 'May 15th, 2007' is on the right. The main content area starts with a personalized welcome message for Krista Cleer. Below this is a section titled 'I'm Here To...' with a list of tasks: Get A Form, Check My Accounts, Report A Life Event, Make A Benefits Decision, Review a Health Topic, Find A Doctor, Review Plan Costs, and Watch Videos About My Benefits. To the right of this list is an image of a group of people. Below the 'I'm Here To...' section is a list of links: Benefits, Human Resources, Health & Wellness, and My Info, each with a brief description. At the bottom, there are three sections: 'My Info - Your secure location for personal info' with a 'read more...' link, 'Xuberant News' with a 'read more...' link, and 'Attention Xuberant Employees' with a 'ready...enroll' button and a '100 Days to Enroll!! BEGIN' button. The footer contains the text 'BROKERS', a disclaimer, and copyright information.

Welcome Krista Cleer,
In Benergy, your personal portal brought to you by Xuberant Inc. and Cotton States Insurance, you can manage your benefits, health and wellness and much more. Xuberant provides you with the most important benefits and gives you a carefully selected list of optional benefits so you can pick what's right for you.

I'm Here To...

- Get A Form
- Check My Accounts
- Report A Life Event
- Make A Benefits Decision
- Review a Health Topic
- Find A Doctor
- Review Plan Costs
- Watch Videos About My Benefits

Benefits - Find answers to important questions, plus forms and resources for you and your family.
Human Resources - Read company policies and procedures, get HR contacts and links.
Health & Wellness - Explore the vast knowledgebase of health and medical information.
My Info - See what a personalized portal can do for you.

My Info - Your secure location for personal info
It's easy to create a personal portal; see what we can do for you. Start today!
read more...

Xuberant News
06/10/2007 - FSA Claims extension - Good ...
04/11/2007 - Real Value Right Now!
02/24/2007 - Welcome to Xuberant Comm...
read more...

Attention Xuberant Employees
ready...enroll
100 Days to Enroll!!
BEGIN

BROKERS

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Four Centers

Health & Wellness Center

We care about the health of you and your family. Get the health information you want using either Search or the links listed below.

Search a Health Topic

ABCDEFGHIJKLMNOPQRSTUVWXYZ (0-9)

Research a Disease, Condition or Treatment

Health Illustrated Encyclopedia
In-Depth Reports
Surgical Procedures
Alternative Medicine

Assess My Health

Health Risk Assessment
DecisionMaker Tool
Weight Management
Stress Management
Symptoms A-Z

Live a Healthy Lifestyle

Healthy Living
Healthy Weight
Healthy Diet
Healthy Sleep
Healthy Stress Management
Symptoms A-Z

Webzone

Exercise your body and mind

Read more webzones
HealthFairs
Physical Well-being

Podcasts

Podcast.com
Without to all things
music & fitness

Checkout all the podcasts

My Info

Personal Profile

Welcome to your personal profile. This is your personal portal and it offers you many ways to conveniently view and store information critical to your life. Any sensitive information you enter will be kept private and secure.

Listed below is the login and contact information we have on file for you. To edit your personal information, please use the "Edit my profile" button found on the right.

Personal Profile

Name: Krista Ceder

User ID: krista1985

E-mail: krista@kubank.com

Password:

Security Question: What is my mother's maiden name?

Security Answer:

[Edit my profile](#)

[E-mail Newsletter Subscription](#)

Your newsletter preference is:

☒ I wish to Receive the Health & Benefits Newsletter

☐ DO NOT wish to Receive the Health & Benefits Newsletter

About the Health & Benefits e-mail newsletter:

- Master your health & finances
- Find engaging



Health & Wellness



Personal Health Record

Keep track of your doctor visits, tests, and family history all in one place. Add a record today!



Benefits

The Benefits Center helps you and your family learn about your employee benefits, and take the actions you need to get the most out of your company's programs.



Research My Benefits



My Health
Medical
Dental
Vision



My Income Protection
Life Insurance
Disability



My Finances
401K



My Work/Life
Employee Assistance Program
Flexible Spending Accounts

Plan My Benefits

Health Plan Comparison
Financial Calculators

Benefits

Take Action

- Get a Form
- Check My Accounts
- Report a Life Event
- Make a Benefits Decision
- Review a Health Topic
- Find a Doctor
- Review Plan Costs
- Watch videos about benefits

Human Resources Center

The Human Resources Center helps you learn about your organization's policies and procedures. Find what you need at your location.



Find Information



Communications
1/16/07 Breast Cancer Awareness
1/13/07 PSA Claims Extension
2/13/07 Free Blood Pressure Checks
3/13/07 Lunchroom Etiquette
4/10/07 New Parking Permits

1/14/07 Breast Cancer Awareness
1/11/07 PSA Claims Extension
2/13/07 Free Blood Pressure Checks
3/13/07 Lunchroom Etiquette
4/10/07 New Parking Permits



Policies
Computer Use
Diversity Policy
Emergency Procedures
Employee Referral
Marriage Policy

Hiring & Recruitment
Payroll Info
Performance Reviews
Terminations
Paid Time Off

Hiring & Recruitment
Payroll Info
Performance Reviews
Terminations
Paid Time Off



Contacts
Human Resources
Benefits
Payroll
Helpdesk

Marketing
Customer Service
Training
Security

Marketing
Customer Service
Training
Security



Forms
Payroll Time off
Performance Reviews
Paid Time off
Trip Reimbursement
Work & Family Resources

Suggestion Box
Office Supply Request
Email Change Request
Promotion Form
Merit Increase

Restaurant Specials
Discount Movie Club
Open Membership
Vanguard Travel
March of Dimes

HR

HEALTH & WELLNESS

delivered
within your
portal



E-mail HR | Help | Logout

Benergy

Home Benefits Human Resources Health & Wellness My Info

May 15th, 2007

powerful
search

Alerts



- Real Value Statement- Last Update: 9/30/06
- FSA: Recently Paid Claims

News

- 06/10/2007 - FSA Claims Extension - Good news for Participants!
- 04/11/2007 - Real Value Right Now!
- 02/24/2007 - Welcome to Xuberant Communicator ...more news

My Info

- Personal Profile
- Health Records

See Also

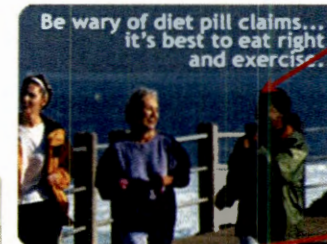
- Glossary

encyclopedias
of conditions
& treatments
(Spanish, too)

Health & Wellness Center

We care about the health of you and your family. Get the health information you want using either Search or the links listed below.

Search a Health Topic

ABCDEFGHIJKLMNOPQRSTUVWXYZ (0-9) 

featured
health
stories

decision
assistance
tools

wellness
guidance



Research a Disease, Condition or Treatment

- Health Illustrated Encyclopedia
- In-Depth Reports
- Surgeries & Procedures
- Alternative Medicine



Assess My Health

- Health Risk Assessments
- Decision Assist Tools
- Health Calculators
- My Checkups
- Symptoms A-Z



Live a Healthy Lifestyle

- Get Fit
- Lose Weight
- Pregnancy Wellness
- Nutrition A-Z
- Supplements A-Z



Webzine

Exercise your body and mind.

- Read more webzines
- HealthSmarts
 - Health Plans
 - Physical Well-being
 - Mental Well-being



Podcasts

fitPod.com
Workout to all things music & fitness.

Checkout all the podcasts



Where does it hurt?

Click to find your symptoms



Male
Female
Adult
Child
Front
Back

View Full Size

All Symptoms

Personal Health Record

Keep track of your doctor visits, medications and family history all in one place. Add a record today!

Personal Health Record

Medication Table	
Medication	Frequency

cool
tools and
information

HEALTH & WELLNESS

Emphysema

Definition

Emphysema is a lung disease that involves damage to the air sacs (alveoli) in the lungs. The air sacs are unable to completely deflate, and are therefore unable to fill with fresh air to ensure adequate oxygen supply to the body.

Causes

Cigarette smoking is the most common cause of emphysema. Tobacco smoke and other pollutants are thought to cause the release of chemicals from within the lungs that damage the walls of the air sacs. This damage becomes worse over time, affecting the exchange of oxygen and carbon dioxide in the lungs.

A naturally occurring substance in the lungs called alpha-1 antitrypsin may protect against this damage. People with alpha-1 antitrypsin deficiency are at an increased risk for this disease.

Symptoms

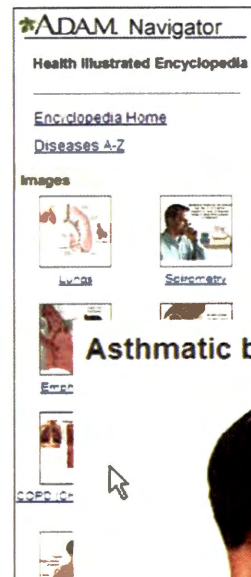
- Shortness of breath
- Chronic cough with or without sputum production
- Wheezing
- Decreased ability to exercise

Additional symptoms that may be associated with this disease include the following.

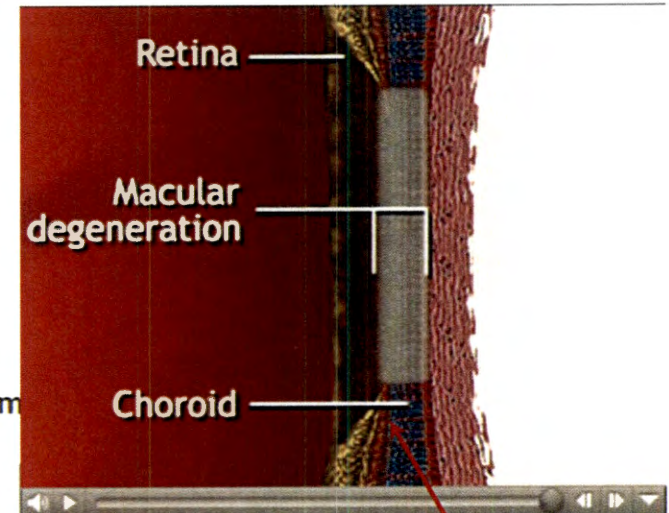
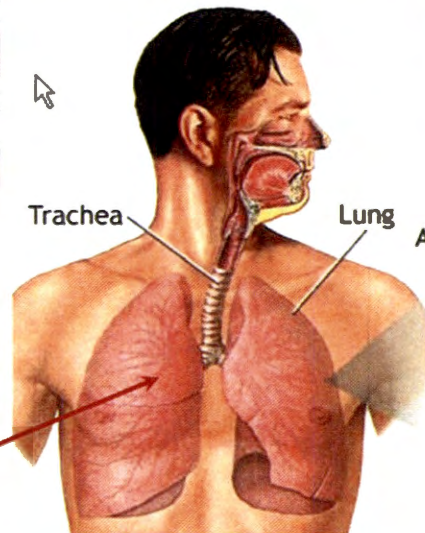
- Anxiety
- Unintentional weight loss

physician-reviewed
explanations of
symptoms, conditions,
procedures, treatments

world-class
illustrations



Asthmatic bronchiole and normal bronchiole



Asthmatic bronchiole



Normal bronchiole

ADAM

HEALTH & WELLNESS

ADAM Health Risk Assessments

General Risk Assessment

If you want an overall view of your health, the [General Risk Assessment](#) is the place to start. This assessment covers important areas such as diet, exercise, smoking, and blood pressure. When you are done, you'll receive customized messages to explain your risks and help you take next steps. You'll also receive links to read more about your risks.

- [General Health](#)

Lifestyle and Condition Assessments

To stay healthy, you must fully understand your current health status as well as your risk of developing diseases in the future. The following health assessments give you personalized messages that you need to improve your health and maintain a healthy lifestyle.

Lifestyle

- [Career Burnout](#)
- [Diet and Nutrition](#)
- [Emotional Health](#)
- [Fitness](#)
- [Sleep Health](#)
- [Stress and Anxiety](#)
- [Work and Life Balance](#)

Conditions

- [Allergy](#)
- [Cancer](#)

Symptom Navigator

Click to find your symptoms

Male

Female

Adult

Child

Front

Back

Ears/
Nose/
Throat

Care Guides

... your step by step condition guides.



High Blood Pressure



Allergy



Type 1 Diabetes



Low Back Pain



Bloodless Medicine

Transfusion-free surgery



Exercise

Hig

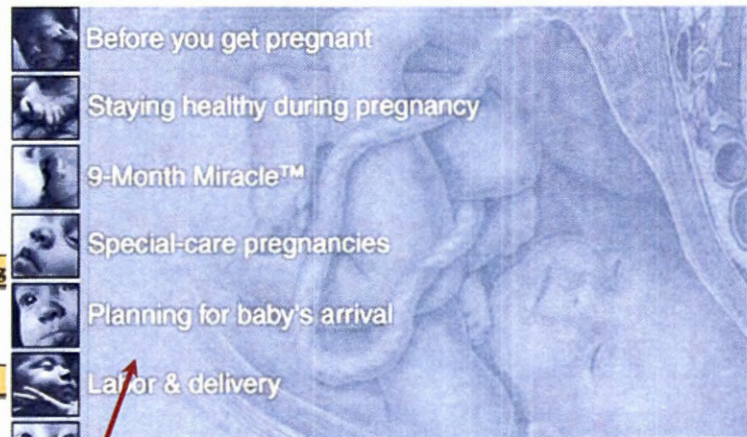
Arthritis

Typ

Arthritis

Surgical Weight Loss

Weight Loss



Before you get pregnant

Staying healthy during pregnancy

9-Month Miracle™

Special-care pregnancies

Planning for baby's arrival

Labor & delivery

Your baby's

ADAM DecisionAssist



Tools to help you make th

DecisionAssist tools can help you n options. These decisions include w a test, take certain medications, or t

The tools allow you to select from a making your decision, so that you c are most important to you. The tools doctor, recommended reading, and

Surgeries and Procedures

- [Angioplasty and stenting](#)
- [Back surgery](#)
- [Bowel resection](#)
- [Carotid artery surgery](#)
- [Cataract removal](#)
- [Cesarean section](#)
- [Ear tube insertion](#)
- [Gallbladder removal](#)
- [Heart bypass](#)
- [Hysterectomy](#)
- [Knee replacement](#)
- [Prostate removal](#)
- [Tonsil and adenoid removal](#)

Tests

- [Amniocentesis](#)
- [Angiography](#)
- [Colon cancer screening](#)
- [CT scan](#)
- [ECG](#)
- [GI tests](#)
- [Heart catheterization](#)
- [Mammography](#)
- [MRI](#)
- [Prostate biopsy](#)
- [Prostate cancer test](#)
- [Ultrasound](#)
- [X-ray](#)

health
risk
assessments

symptom
checker

multi-step
care guides

wellness
centers

help with
medical choices

BENEFITS



E-mail HR | Help | Logout



Home Benefits Human Resources Health & Wellness My Info

May 15th, 2007

Welcome,
Krista Cleer



- Real Value Statement - Last Updated: 9/30/06
- FSA recently Paid Claims

News

- 06/10/2007 - FSA Claims Extension - Good News for Participants!
- 04/11/2007 - Real Value Right Now!
- 02/24/2007 - Welcome to Xuberant Communicator ...more news

My Info

- Personal Profile
- Health Records

See Also

- Glossary

Benefits

The Benefits Center helps you and your family learn about your employee benefits, and take the actions you need to get the most out of your company's programs.



decision
assistance
tools

Research My Benefits



My Health

- Medical
- Dental
- Vision



My Income Protection

- Life Insurance
- Disability



My Finances

- 401K



My Work/Life

- Employee Assistance Program
- Flexible Spending Accounts

Plan My Benefits

- Health Plan Comparison
- Financial Calculators

Take Action

- Get a Form
- Check My Accounts
- Report a Life Event
- Make a Benefits Decision
- Review a Health Topic
- Find a Doctor
- Review Plan Costs
- Watch videos about benefits

tools to
perform
benefits
tasks

research
the
entire
benefits
package

BENEFITS



E-mail HR | Help | Logout



Home Benefits Human Resources Health & Wellness My Info

May 15th, 2007

core plan facts

custom content

built-in education tools

convenient resources

context-sensitive quick links

Welcome,
Krista Cleer

Take me to...

- Highlights
- Eligibility
- Contributions
- FAQs
- Care 24
- UHC Brochure
- Contacts
- Forms
- Links
- Plan Tips
- Plan Tours
- Notice of Privacy Practices
- All Medical Plans

Health & Wellness

- Illustrated Encyclopedia
- Care Guides
- Health Risk Assessments
- Health & Wellness Center

Related Articles

- Health Smarts
- Health Plans
- Physical Well-being
- Mental Well-being

See Also

- Glossary

Benefits: Medical

Medical

Xuberant provides medical coverage to help protect you and your family from the high cost of medical care. You can choose among three options during open enrollment.

Krista, you are currently enrolled in:

- United Healthcare High Deductible Plan
 - Employee + Spouse
- XYZ Bank Health Savings Account



My Current Plan

United Healthcare High Deductible Plan

Effective 1/1/2006 thru 12/31/2006 — (Group #: UH-5348)

How it works:

- Highlights
- Benefits Summary
- Eligibility
- Contributions
- FAQ's

Find out more:

- Case 24
- UHC Brochure

Get:

- Contacts
- Forms
- Links
- Legal Summaries
- Notice of Privacy Practices

This plan is currently open for enrollment

View plan tour videos

Tips on using this plan

Compare plans

My Current Plan

XYZ Bank Health Savings Account

Effective 1/1/2006 thru 12/31/2006 — (Group #: UH-5348)

How it works:

- Highlights
- Benefits Summary
- Eligibility

Find out more:

- Case 24
- UHC Brochure

Get:

This plan is currently open for enrollment

View plan tour videos

BENEFITS

Benefits Summary

CIGNA High Option Point-of-Service (POS)

The CIGNA Point-of-Service (POS) Plan offers you the flexibility to seek health care services from providers in the CIGNA network or to out-of-network. In-network benefits are generally higher, but you the choice is yours.



My Current Plan

< Back

General Provisions

In Network Benefits

Out-of-Network Benefits

Deductible:

None

The accrual period is: Calendar Year
\$2,500 Individual / \$5,000 Family

Out-of-Pocket Maximum:

Copayments/Coinsurance

Physician's Office Visit:

Medical Plan Comparison

Check the plans you want to compare.



< Back

Select Plans to compare

- ☐ United Healthcare High Deductible Plan
(Effective 1/1/2006 thru 12/31/2006)
- ☐ United Healthcare HMO
(Effective 1/1/2006 thru 12/31/2006)
- ☐ CIGNA High Option Point-of-Service (POS)
(Effective 1/1/2006 thru 12/31/2006)
- ☐ CIGNA Low Option Point-of-Service (POS)
(Effective 1/1/2006 thru 12/31/2006)

Compare Plans >

summaries,
rules, costs,
SPDs, FAQs,
custom content

on-the-fly
plan comparisons

ready-made
multimedia
education

Webzine

With dozens of articles, the Webzine can be an invaluable resource for everybody. Choose a topic area and then explore its articles to learn about issues that affect your personal planning, your family, your well-being and more. You'll find links to reliable Internet resources as well.



Health smarts

< Back

Bird flu: pandemic or passe'?

What is bird flu?
Effects on humans
Bird flu as a public health problem
Overseas travel
Imported birds and feather products
Implications for other animals



Your chances of dying in a car accident are much, much greater than your chances of dying from bird flu. Still, bird flu has caught the attention of public health officials around the world, because of its potential to lead to a pandemic, and it is nothing to sneeze at.

Bird flu: pandemic or passe'?

One type of bird flu called avian influenza A (H5N1) mainly affects wild birds, hence the name. Highly contagious and deadly, this virus has also infected domesticated birds such as chickens, ducks, and turkeys. The disease spreads when susceptible birds come in contact with the saliva, nasal secretions or feces of infected birds. Often this occurs through direct contact with infected wildfowl or with contaminated surfaces, such as dirt, cages, water or feed.

In July 2006, the World Health Organization reported that the disease had spread to humans in China and southeast Asia, particularly in the form of direct contact with the secretions/excretions from infected birds.

communication
articles on
health, insurance,
finances and life

HUMAN RESOURCES



E-mail HR | Help | Logout



Home Benefits Human Resources Health & Wellness My Info

May 15th, 2007

Welcome,
Krista Cleer



- Real Value Statement - Last Updated: 9/30/06
- FSA recently Paid Claims

News

- 06/10/2007 - FSA Claims Extension - Good News for Participants!
- 04/11/2007 - Real Value Right Now!
- 02/24/2007 - Welcome to Xuberant Communicator ... MORE NEWS

My Info

- Personal Profile
- Health Records

Human Resources Center

The Human Resources Center helps you learn about your organization's policies and procedures. Find what you need, all in one location.



Find Information

Communications

- | | |
|--------------------------------------|--------------------------------------|
| • 1/16/07 Breast Cancer Awareness | • 1/14/07 Breast Cancer Awareness |
| • 1/31/07 FSA Claims Extension | • 1/31/07 FSA Claims Extension |
| • 2/15/07 Free Blood Pressure Checks | • 2/15/07 Free Blood Pressure Checks |
| • 3/12/07 Lunchroom Etiquette | • 3/12/07 Lunchroom Etiquette |
| • 4/10/07 New Parking Permits | • 4/10/07 New Parking Permits |

Policies

- | | |
|------------------------|------------------------|
| • Computer Use | • Hiring & Recruitment |
| • Diversity Policy | • Payroll Info |
| • Emergency Procedures | • Performance Reviews |
| • Employee Referral | • Terminations |
| • Harassment Policy | • Paid Time Off |

Contacts

- | | |
|-------------------|--------------------|
| • Human Resources | • Marketing |
| • Benefits | • Customer Service |
| • Payroll | • Training |
| • Helpdesk | • Security |

Forms

- | | | |
|---------------------------|-------------------------|-----------------------|
| • Payroll | • Suggestion Box | • Restaurant Specials |
| • Time off | • Office Supply Request | • Discount Movie Club |
| • Performance Reviews | • E-mail Change Request | • Gym Memberships |
| • Paid Time off | • Promotion Form | • Vanguard Travel |
| • Trip Reimbursement | • Merit Increase | • March of Dimes |
| • Work & Family Resources | | |

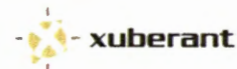
great place
for timely
news

important
messages
and
documents

centralized
employee
handbook

directories
for
contacts,
forms &
links

HUMAN RESOURCES



Home Benefits Human Resources Health & Wellness My Info

Welcome, Krista Cleer

ready, enroll!
3 DAYS TO ENROLL!

- Real Value Statement- Last Updated: 9/30/06
- FSA recently Paid Claims

Take me to...

- Communications
- Policies
- Contacts
- Forms
- Links
- Resources
- News
- All Human Resources

See Also

- Glossary

well-organized, current policies

Human Resources: Policy

Computer Use

In support of the University's mission of teaching, research, and public service Berkeley provides computing, networking, and information resources to the faculty, and staff.

Rights and Responsibilities

Computers and networks can provide access to resources on and off campus, as well as the ability to communicate with other users worldwide. Users must respect the rights of others and observe all relevant laws.

Students and employees may as specified in federal and may access user files as required guidelines, system administration misuse, or that have been

Existing Legal Context

All existing laws (federal and state) that are specific to the University of California, Berkeley.

Misuse of computing, networking, and information resources. Additionally, misuse can be under any applicable University policy. Alleging misuse of campus disciplinary action. Reproduction of software, without permission, is a criminal offense under federal and state laws.

Human Resources: Communications

Breast Cancer Awareness

February 2, 2007

Disparities continue to play a role in all phases of breast cancer. In their new publication, Cancer Facts & Figures for African Americans 2007-2008, the American Cancer Society (ACS) reported that the death rate from cancer for African Americans is declining but still lags behind the decline seen for other races in the US.

According to the report the death rate is 18 percent higher in African American women compared to white women. In fact, African Americans have the highest death rate and shortest survival rate of any other racial or ethnic group for most cancers.

Breast cancer information in this report includes:

- * The incidence rate for African Americans is about 12 percent lower than for white women
- * The incidence is higher for younger African Americans under 40 than for African American women over the age of 40.
- * Mammography use is believed to be the reason for the increased incidence rates in the 1990s for African Americans. These rates are stabilizing for African Americans over age 50 and decreasing for African Americans under age 50.
- * 5830 breast cancer deaths are expected in African American women in 2007
- * From 1996-2002 the five-year survival rate for breast cancer among African American women was 77 percent, compared to 90 percent among white women. Later stage at the time of detection and poorer stage-specific survival for African American women were given as reasons for this.
- * Fifty-two percent of all breast cancers among African American women are diagnosed at an early stage (local stage) compared to 62 percent for white women.

Komen Perspective

Breast cancer is the most common cancer and the second-leading cause of cancer death among African American women. They also have a higher death rate from breast cancer than women of any other racial or ethnic population. Given those startling statistics, it's sad to realize that historically, African American women have not been provided sufficient and

up-to-date company forms

communications can be text, audio, video or links

Renervv

Human Resources: Forms

Forms

- Payroll
- Time Off
- Performance Reviews

MY INFO: personalized experience



E-mail HR | Help | Logout

Benergy

Home Benefits Human Resources Health & Wellness My Info

May 15th, 2007

Welcome,
Krista Cleer



- Real Value Statement-
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News

- 06/10/2007 - FSA Claims Extension - Good News for Participants!
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My Info

- Total Compensation
- Current Benefits
- FSA
- Health Record

See Also

- Glossary

My Info

Personal Health Record

If you have previously created a Privacy ID Account, please enter your Privacy ID and Password below. To create an Privacy ID Account, click the "Create a Personal Health Record" button below.

Privacy ID:

Password:

Submit

☐ Remember my Privacy ID

[Forgot your Privacy ID?](#) | [Delete my Privacy ID Account](#) | [Forgot your Password?](#) | [Change my Password!](#)

No Account? Sign up today!!

Having important health information in one secure location can help you and your family manage your healthcare.

Xuberant believes that the Personal Health Record is a useful tool in documenting, tracking and managing your health, benefits, and ultimately, your finances. The first step is to sign up for an account...create your Personal Health Record for you and your family.

Create a Privacy ID Account



a place for
personal
benefits and
health
information

Privacy ID
ensures that
only user can
see sensitive
information

MY INFO

My Info

ADAM Personal Health Record

This page lists the health conditions that you are tracking for a selected individual. A health condition can be a symptom, such as a recurring headache, or a disease or illness, like the flu or diabetes.

The purpose of this page is to track events like diagnoses, checkups, medication changes, symptom flare-ups, treatment dates, and related notes on a given health condition. Once you enter a condition, you can make as many separate entries for different events as you wish.



Menu

> Records

Basic Information

> Name & Gender
> Summary
> Family History
> Wallet Card

Record Events

> Office Visits
> Health Journal
> Conditions
> Immunizations
> Medications
> Procedures
> Supplements
> Tests

Contacts

> Insurance
> Pharmacies
> Providers

My Info

Safe, Private & Secure

Krista Cleer

Conditions

Add Condition

Asthma				Edit	Delete
01/02/2007	Bad attack	Had a LOT of trouble breathing and was almost ready to go to hospital.		Edit	Delete
03/03/2007	Meds changed again	Taste bad too		Edit	Delete
Add Event					
Headaches				Edit	Delete
03/03/2007	Splitting headache	Kyle had some imitrex for me.		Edit	Delete
Add Event					
Cataracts				Edit	Delete
03/08/2007	Bad Night Vision	Cataract needs to be addressed.		Edit	Delete
Add Event					
Shoulder Pain				Edit	Delete
04/20/2007	Exercise injury	Hurt shoulder doing push-ups		Edit	Delete
Add Event					

totally private,
convenient place
to track health
history

dynamic total
compensation
statements,
benefits records
and more

My Info

Total Compensation

Welcome to Total Compensation. Obtain all the information you want from one place. Click on the items to obtain a more detailed description if desired.

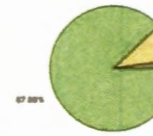
Prepared for: Krista Cleer

Last Update

Cash Compensation

Salary:	8/28/06	\$ 75,000.00
Bonus:	1/1/2005 - 12/31/2005	\$ 1,800.00
Commissions:	1/1/2005	\$ 4650.00

Summary of your cash compensation.

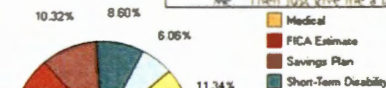


Benefits:

Program:	Current Benefit:	Coverage Level:	Employee Contribution:
Medical	United Healthcare HMO	EE + Family	\$ 3,600.00
Dental	Horizon Dental PPO	EE + Family	\$ 500.00
Vision	Davis Vision Plan	EE + Family	\$ 120.00
Life & Accident	John Hancock	2X Salary	
Long Term Disability	Unum Provident	60% of Income	
Short-Term Disability	Unum Provident	100% for 6 months	

Annual Total:	\$14,457.50
---------------	-------------

Summary of your cash compensation.



Trusted Work, Health & Financial News for Employees

May 15th, 2007

The Insider

Benergy.

Health Smarts: Help for Headaches

Do you have headaches on a regular basis? Headaches are one of the most common health problems in adults. A headache can make it difficult to concentrate, get through your work, and enjoy your day. When they happen on a regular basis, they can lead to stress, depression, and further health problems. On a positive note, there are many new treatment approaches gaining in popularity.

Do you want a behind-the-scenes look at one of the top headache clinics in America, and learn what makes it so successful? Then don't put this off - check out our interview with leading headache expert, Dr. Karen Smith. She also explains some techniques you can try immediately. [Go to article](#)



Work/Life: What would you do?

Your child wakes you in the middle of the night. It's 2am, and you groggily ask, "What's the matter?" But before you get a reply, it is immediately obvious - your child is coughing harshly - and in an odd way. The coughing fits are making your child extremely anxious. Do you have any idea what it might be or what you should do? [Check to see if you are right.](#)



Win this iPod!!

We want to know how our health and wellness information helped you in a specific health situation.

All you have to do is send us a brief email explaining what health situation occurred, and what you found on our site that guided you in the right direction. We'll look through all the submissions and pick a few of the best. The winner gets \$200. The next 5 runners up will win a copy of our Family Health Guide.

[For contest details, click here.](#)

Quicktip

Have you been to the doctor lately? Don't forget to visit our Personal Health Record and track your visit. Go to your Health & Benefits website and [login here](#).

What will it cost me? By Adam Johnson, health editor for The Insider

Recently I was on the phone with my doctor's office and my frustration was growing. To jump right into the middle of the conversation, it was going something like this:

Me: "Can you tell me how much the tests will cost?"
Doctor's Office X: "There's no way for me to know that."
Me: "How often do you treat this condition?"
Doctor's Office X: "All the time."
Me: "Then just give me a ballpark."

monthly health
newsletter keeps
employees connected

IMPROVE PLAN-OUTCOMES



Reduce Cost

You incur a significant cost for producing, printing and distributing Benefits Information throughout the year and for communicating with your employees.

Whether it's an Enrollment Guide, a Notice, a Reminder, SPDs or a Handbook; cost easily adds up.

Now with Benefitcloud through Trustmark, you can reduce this cost to only \$0.50 per employee per month.



Increase Satisfaction

You can streamline employee benefits support with Benefitcloud. No more knocking on the door, ad-hoc Emails or busy phone lines.

Benefitcloud provides a mobile messaging support that seamlessly integrates into your workflow and keeps your employees happy.

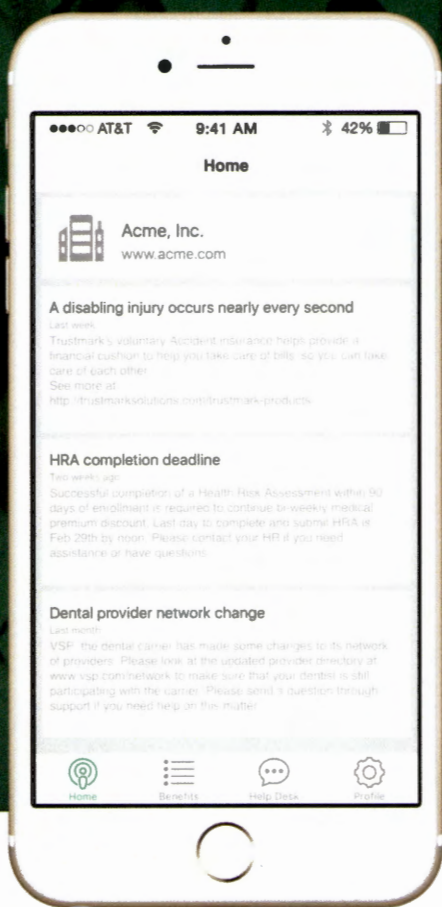
The ease of access and use of Benefits through Benefitcloud significantly increases Employees' satisfaction and perceived value of their Employee Benefits Package.



Improve Participation

Benefitcloud provides the most effective Mobile Communication Experience to Educate, Remind and Engage Employees throughout the year.

Whether it's awareness leading to Open Enrollment, reminders for HRA completion after Enrollment, HSA contribution deadlines, monthly education topics; Benefitcloud delivers all communication through effective Push-notifications on your Employees' mobile device.

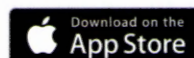


Benefitcloud

The Mobile Communication App

Benefitcloud, LLC
14681 Midway Rd.
Addison TX 75001

(469) 500-5105
@ contact@benefitcloud.com
www.benefitcloud.com



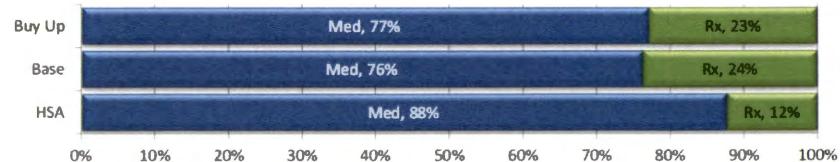
Sample Company

Net Employer Cost and Budget Exhibit - Medical, Rx
2014 Plan Year

	A	B	C	D = A+B+C	E	F	G	H	I = E+F+G-H	J	K	L = J+K	M	N = I+L-M	O = I+L	P	Q = P-O
	ENROLLMENT ¹				CLAIMS DATA					FIXED COST			EMPLOYER NET COST		BUDGET DATA		
Month	HSA	Base	Buy Up	Total	HSA	Base	Buy Up	Stop Loss	Total	Admin ²	Stop Loss	Total	EE Contribs ³	Net Cost	Total Cost	Budget ⁴	Surplus
2014-01	53	468	62	583	\$12,037	\$214,684	\$151,709	\$0	\$378,431	\$25,097	\$48,768	\$73,865	(\$71,611)	\$380,685	\$452,296	\$394,460	(\$57,836)
2014-02	54	466	61	581	\$20,650	\$153,856	\$64,278	\$0	\$238,785	\$24,153	\$48,601	\$72,754	(\$70,619)	\$240,919	\$311,538	\$390,954	\$79,415
2014-03	55	462	60	577	\$10,381	\$243,250	\$40,683	\$0	\$294,314	\$23,972	\$48,266	\$72,239	(\$69,787)	\$296,766	\$366,553	\$387,491	\$20,939
2014-04	54	459	59	572	\$4,616	\$181,997	\$41,784	\$0	\$228,396	\$24,787	\$47,848	\$72,634	(\$69,107)	\$231,924	\$301,031	\$383,839	\$82,808
2014-05	54	460	59	573	\$4,441	\$324,002	\$88,449	(\$47,053)	\$369,839	\$23,779	\$47,931	\$71,711	(\$69,150)	\$372,400	\$441,549	\$384,254	(\$57,295)
2014-06	53	457	56	566	\$4,348	\$311,299	\$124,622	(\$44,785)	\$395,483	\$23,506	\$47,346	\$70,851	(\$68,821)	\$397,514	\$466,335	\$381,692	(\$84,643)
2014-07	53	459	55	567	\$6,950	\$270,269	\$133,536	(\$105,449)	\$305,305	\$25,237	\$47,430	\$72,666	(\$68,831)	\$309,140	\$377,971	\$382,145	\$4,173
2014-08	53	467	54	574	\$23,694	\$270,797	\$39,523	(\$173,236)	\$160,778	\$23,783	\$48,015	\$71,798	(\$69,024)	\$163,552	\$232,577	\$384,804	\$152,228
2014-09	49	468	56	573	\$7,694	\$233,088	\$47,962	(\$65,621)	\$223,123	\$23,747	\$47,931	\$71,679	(\$69,692)	\$225,110	\$294,802	\$385,666	\$90,865
2014-10	49	471	55	575	\$5,772	\$199,834	\$26,587	(\$83,656)	\$148,537	\$31,047	\$48,099	\$79,146	(\$69,840)	\$157,842	\$227,683	\$386,885	\$159,202
2014-11	48	473	55	576	\$18,074	\$233,100	\$35,139	(\$40,369)	\$245,944	\$23,943	\$48,182	\$72,125	(\$69,722)	\$248,347	\$318,069	\$386,622	\$68,553
2014-12	48	471	55	574	\$8,627	\$250,073	\$71,908	(\$36,477)	\$294,131	\$33,095	\$48,015	\$81,110	(\$69,823)	\$305,417	\$375,241	\$386,492	\$11,252
Total	623	5581	687	6891	\$127,285	\$2,886,248	\$866,178	(\$596,646)	\$3,283,065	\$306,146	\$576,432	\$882,578	(\$836,028)	\$3,329,616	\$4,165,643	\$4,635,304	\$469,660
Avg/PEPM	52	465	57	574	\$204.31	\$517.16	\$1,260.81	(\$86.58)	\$476.43	\$44.43	\$83.65	\$128.08	(\$121.32)	\$483.18	\$604.50	\$672.66	\$68.16

Budget and Contribution Data				
HSA Plan	EE	EESp	EECh	Fam
2014 Expected Claims			\$461.06	
Employee Contributions	\$19.67	\$111.32	\$87.01	\$180.31
Employer Contributions	\$322.56	\$597.95	\$543.91	\$817.64
Premium Equivalents	\$342.23	\$709.27	\$630.92	\$997.95
Fixed Costs - Admin	\$41.54	\$41.54	\$41.54	\$41.54
Fixed Costs - Stop Loss	\$83.65	\$83.65	\$83.65	\$83.65
Base Plan	EE	EESp	EECh	Fam
2014 Expected Claims			\$559.53	
Employee Contributions	\$42.94	\$162.15	\$136.37	\$257.40
Employer Contributions	\$372.38	\$698.61	\$629.32	\$953.71
Premium Equivalents	\$415.32	\$860.76	\$765.69	\$1,211.11
Fixed Costs - Admin	\$36.43	\$36.43	\$36.43	\$36.43
Fixed Costs - Stop Loss	\$83.65	\$83.65	\$83.65	\$83.65
Buy Up Plan	EE	EESp	EECh	Fam
2014 Expected Claims			\$637.30	
Employee Contributions	\$101.10	\$375.70	\$317.59	\$601.03
Employer Contributions	\$371.95	\$604.70	\$554.52	\$778.42
Premium Equivalents	\$473.05	\$980.40	\$872.11	\$1,379.45
Fixed Costs - Admin	\$36.43	\$36.43	\$36.43	\$36.43
Fixed Costs - Stop Loss	\$83.65	\$83.65	\$83.65	\$83.65

Year to Date Summary	Total	PEPM
Total Net Paid Claims	\$3,283,065	\$476.43
Total Fixed Costs	\$882,578	\$128.08
Subtotal - Total Costs	\$4,165,643	\$604.50
Total Cost as % of Budget	89.9%	
Employee Contributions	(\$836,027.58)	(\$121.32)
Total - Net Employer Costs	\$3,329,616	\$483.18



ASO and Stop Loss Detail	
Administration	
Administrator	Cigna
Network	Cigna OAP
Stop Loss	
Carrier	Cigna
Specific Stop Loss Deductible	\$130,000
Contract	Paid
Coverage	Medical / Rx
Aggregate Stop Loss	None

¹ Due to carrier enrollment reporting, figures such as Contributions and Budget may vary slightly.

² Accounts for estimated administrative fees and MSI (high-end radiology) capitation fees.

³ Employee Contributions represent an estimate based on the monthly headcounts multiplied by the monthly employee contributions, not the actual employee contributions collected by Sample Company.

⁴ Budget represents the monthly headcounts multiplied by the 2014 HSA, Base and Buy Up fully-insured equivalent rates. Does not include HSA contributions.

Stop Loss Exhibit
2014 Plan Year

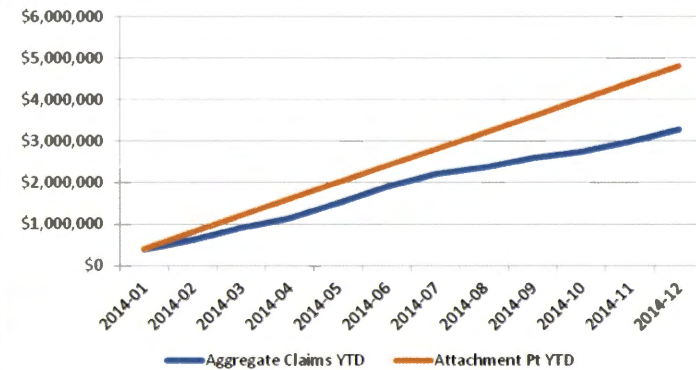
	A	B	C	D = A+B+C	E	F	G	H = E+F+G	I	J = H-I	K	L	M = K/J
	ENROLLMENT				CLAIMS DATA				AGGREGATE ACCUMULATION				
Month	HSA	Base	Buy Up	Total	HSA	Base	Buy Up	Total	Specific Stop Loss	Aggregate Claims	Attachment Point ¹	% of Expected Claims	% of Maximum Claims
2014-01	53	468	62	583	\$12,037	\$214,684	\$151,709	\$378,431	\$0	\$378,431	\$407,260	116%	93%
2014-02	54	466	61	581	\$20,650	\$153,856	\$64,278	\$238,785	\$0	\$238,785	\$405,641	74%	59%
2014-03	55	462	60	577	\$10,381	\$243,250	\$40,683	\$294,314	\$0	\$294,314	\$402,623	91%	73%
2014-04	54	459	59	572	\$4,616	\$181,997	\$41,784	\$228,396	\$0	\$228,396	\$399,152	72%	57%
2014-05	54	460	59	573	\$4,441	\$324,002	\$88,449	\$416,892	(\$47,053)	\$369,839	\$399,851	116%	92%
2014-06	53	457	56	566	\$4,348	\$311,299	\$124,622	\$440,268	(\$44,785)	\$395,483	\$394,787	125%	100%
2014-07	53	459	55	567	\$6,950	\$270,269	\$133,536	\$410,754	(\$105,449)	\$305,305	\$395,389	97%	77%
2014-08	53	467	54	574	\$23,694	\$270,797	\$39,523	\$334,014	(\$173,236)	\$160,778	\$400,187	50%	40%
2014-09	49	468	56	573	\$7,694	\$233,088	\$47,962	\$288,744	(\$65,621)	\$223,123	\$400,175	70%	56%
2014-10	49	471	55	575	\$5,772	\$199,834	\$26,587	\$232,193	(\$83,656)	\$148,537	\$401,476	46%	37%
2014-11	48	473	55	576	\$18,074	\$233,100	\$35,139	\$286,313	(\$40,369)	\$245,944	\$402,299	76%	61%
2014-12	48	471	55	574	\$8,627	\$250,073	\$71,908	\$330,607	(\$36,477)	\$294,131	\$400,900	92%	73%
Total	623	5581	687	6891	\$127,285	\$2,886,248	\$866,178	\$3,879,711	(\$596,646)	\$3,283,065	\$4,809,739	85%	68%
Avg/PEPM	52	465	57	574	\$204.31	\$517.16	\$1,260.81	\$563.01	(86.58)	\$476.43	\$697.97		

Budget and Contribution Data

HSA Plan	EE	EESp	EECh	Fam
2014 Expected Claims			\$461.06	
2014 Maximum Claims			\$576.32	
Base Plan	EE	EESp	EECh	Fam
2014 Expected Claims			\$559.53	
2014 Maximum Claims			\$699.41	
Buy Up Plan	EE	EESp	EECh	Fam
2014 Expected Claims			\$637.30	
2014 Maximum Claims			\$796.63	

ASO and Stop Loss Detail

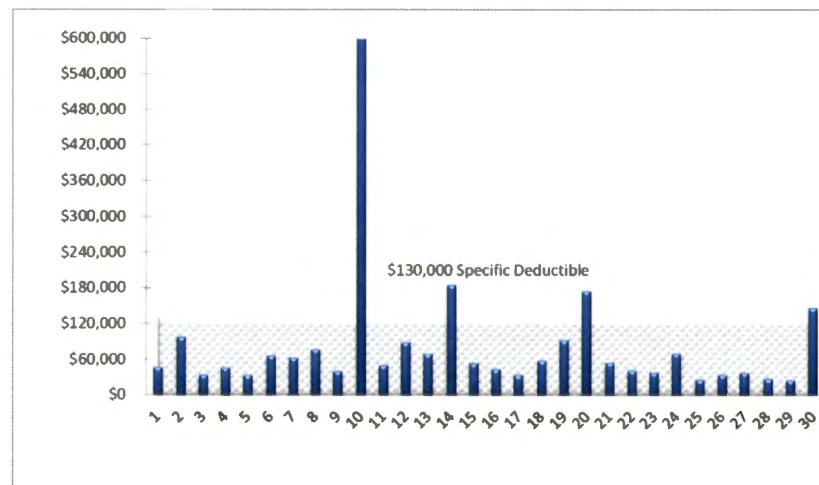
Administration	
Administrator	Cigna
Network	Cigna OAP
Stop Loss	
Carrier	Cigna
Specific Stop Loss Deductible	\$130,000
Contract	Paid
Coverage	Medical / Rx
Aggregate Stop Loss	None



¹ Attachment Point represents an estimate based on the monthly headcounts multiplied by the monthly maximum claims factor.

Large Claimants > \$25,000
January 1 - December 31, 2014

Claimant	Total Paid	Over / Under ISL	Diagnosis Code	Diagnosis	Plan
1	\$47,071	(\$82,929)	71536	LOC OA NOS-LOWER LEG	Buy-Up
2	\$97,527	(\$32,473)	V700	ROUTINE MEDICAL EXAM	Base
3	\$33,865	(\$96,135)	72210	LUMBAR DISC DISPLACEMENT	Base
4	\$45,790	(\$84,210)	9962	MECH COMP NERV SYST DEV	Buy-Up
5	\$33,308	(\$96,692)	311	DEPRESSIVE DISORDER NEC	Base
6	\$66,328	(\$63,672)	42731	ATRIAL FIBRILLATION	Buy-Up
7	\$62,744	(\$67,256)	3384	CHRONIC PAIN SYNDROME	Base
8	\$76,850	(\$53,150)	20510	CML W/O REMISSION	Base
9	\$40,015	(\$89,985)	34690	MIGRAINE NOS W/O SM	Base
10	\$609,609	\$479,609	5856	ESRD	Base
11	\$50,293	(\$79,707)	1478	NASOPHARYNX CA NEC	Buy-Up
12	\$88,883	(\$41,117)	42833	AC & CHR DIASTOLIC HF	Base
13	\$69,195	(\$60,805)	41401	COR AS- NATIVE VESSEL	Base
14	\$185,367	\$55,367	4240	MITRAL VALVE DISORDER	Base
15	\$53,627	(\$76,373)	25000	DM2/NOS UNCOMP NSU	Buy-Up
16	\$43,629	(\$86,371)	71885	JT DERANG NEC-PELVIS	Buy-Up
17	\$33,753	(\$96,248)	5849	ACUTE KIDNEY FAILURE NOS	Base
18	\$57,863	(\$72,137)	6120	RECONST BREAST DEFORMITY	Buy-Up
19	\$92,490	(\$37,510)	81000	CLSD FX CLAVICLE NOS	Buy-Up
20	\$174,948	\$44,948	4240	MITRAL VALVE DISORDER	Base
21	\$54,547	(\$75,453)	44021	AS EXT W INTERMITT CLAUD	Buy-Up
22	\$41,224	(\$88,776)	V5881	FIT/ADJUST VASC CATH	Buy-Up
23	\$38,154	(\$91,846)	V5789	REHABILITATION PX NEC	Base
24	\$70,060	(\$59,940)	1960	2ND/NOS HEAD/NECK LN CA	Base
25	\$26,041	(\$103,959)	5569	ULCERATIVE COLITIS NOS	Base
26	\$33,920	(\$96,080)	57511	CHRONIC CHOLECYSTITIS	Base
27	\$37,608	(\$92,392)	72610	ROTATOR CUFF SYND NOS	Base
28	\$27,245	(\$102,755)	85180	OTH CEREB LAC/CONTU-NOS	Base
29	\$25,286	(\$104,714)	57411	GB CAL W CHOL NEC-OBSTR	Base
30	\$146,722	\$16,722	1418	TONGUE CA NEC	Base



Medical Historical Experience Analysis - HSA, Base & Buy Up PPO Plans, Combined
Data through December 2014

Month	Enrollment					Claims Data				
	EE	EEsp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Rolling PEPM
2012-01	309	70	99	108	586	\$224,762	\$59,733	\$0	\$284,495	\$505.64
2012-02	313	70	95	107	585	\$165,943	\$57,404	\$0	\$223,347	\$502.04
2012-03	319	70	94	109	592	\$274,461	\$60,556	\$0	\$335,017	\$512.19
2012-04	317	69	95	106	587	\$199,345	\$63,188	\$0	\$262,533	\$510.27
2012-05	314	70	95	106	585	\$217,963	\$49,329	\$0	\$267,292	\$490.62
2012-06	316	70	93	107	586	\$249,906	\$53,624	(\$7,808)	\$295,722	\$486.40
2012-07	316	72	91	108	587	\$186,173	\$57,798	(\$20,525)	\$223,446	\$469.45
2012-08	311	71	91	109	582	\$240,546	\$62,526	(\$25,625)	\$277,447	\$478.21
2012-09	314	70	90	109	583	\$407,041	\$72,844	(\$70,779)	\$409,106	\$505.49
2012-10	316	71	90	107	584	\$260,345	\$49,993	(\$18,895)	\$291,444	\$514.87
2012-11	313	69	92	106	580	\$276,447	\$62,592	(\$51,381)	\$287,657	\$505.50
2012-12	309	69	91	105	574	\$475,675	\$69,665	(\$239,812)	\$305,528	\$493.94
2013-01	314	80	88	108	590	\$375,349	\$60,275	(\$8,913)	\$426,711	\$513.93
2013-02	311	78	87	107	583	\$263,560	\$56,440	(\$12,854)	\$307,146	\$526.03
2013-03	313	78	90	107	588	\$204,970	\$54,297	(\$30,912)	\$228,355	\$511.11
2013-04	319	78	90	108	595	\$347,968	\$62,799	(\$67,207)	\$343,559	\$522.08
2013-05	315	81	89	106	591	\$210,863	\$56,344	(\$17,567)	\$249,640	\$519.12
2013-06	311	80	90	106	587	\$206,140	\$54,354	(\$10,931)	\$249,562	\$512.47
2013-07	305	80	89	104	578	\$233,636	\$58,301	(\$16,222)	\$275,715	\$520.58
2013-08	308	79	89	108	584	\$222,498	\$85,628	(\$17,779)	\$290,346	\$522.27
2013-09	304	78	90	108	580	\$223,413	\$64,248	(\$7,898)	\$279,763	\$504.05
2013-10	306	80	90	106	582	\$181,979	\$61,440	(\$19,468)	\$223,952	\$494.57
2013-11	305	80	89	104	578	\$416,480	\$60,551	(\$49,950)	\$427,081	\$514.60
2013-12	306	80	89	104	579	\$217,948	\$64,427	(\$40,537)	\$241,839	\$505.16
2014-01	298	84	99	102	583	\$296,835	\$81,595	\$0	\$378,431	\$498.77
2014-02	299	83	100	99	581	\$185,224	\$53,560	\$0	\$238,785	\$489.16
2014-03	299	80	99	99	577	\$230,880	\$63,434	\$0	\$294,314	\$499.35
2014-04	295	81	100	96	572	\$164,891	\$63,505	\$0	\$228,396	\$484.48
2014-05	296	81	100	96	573	\$323,705	\$93,187	(\$47,053)	\$369,839	\$503.02
2014-06	290	80	98	98	566	\$308,201	\$132,067	(\$44,785)	\$395,483	\$525.59
2014-07	291	81	97	98	567	\$345,445	\$65,309	(\$105,449)	\$305,305	\$530.70
2014-08	299	78	98	99	574	\$273,150	\$60,864	(\$173,236)	\$160,778	\$512.73
2014-09	295	82	99	97	573	\$211,553	\$77,190	(\$65,621)	\$223,123	\$505.04
2014-10	297	82	98	98	575	\$159,305	\$72,888	(\$83,656)	\$148,537	\$494.62
2014-11	300	80	98	98	576	\$215,066	\$71,247	(\$40,369)	\$245,944	\$468.50
2014-12	296	80	100	98	574	\$266,119	\$64,488	(\$36,477)	\$294,131	\$476.43

		Enrollment					Claims Data				
Begin	End	EE	EEsp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Period PEPM
Experience Periods - January 2013 through December 2014											
Jan-14	Dec-14	3555	972	1186	1178	6891	\$2,980,375	\$899,336	(\$596,646)	\$3,283,065	\$476.43
Jan-13	Dec-13	3717	952	1070	1276	7015	\$3,104,804	\$739,103	(\$300,238)	\$3,543,669	\$505.16
Plan Year - January through December											
Jan-13	Dec-13	3717	952	1070	1276	7015	\$3,104,804	\$739,103	(\$300,238)	\$3,543,669	\$505.16
Jan-12	Dec-12	3767	841	1116	1287	7011	\$3,178,608	\$719,252	(\$434,825)	\$3,463,035	\$493.94
Year-to-Date - January through December											
Jan-14	Dec-14	3555	972	1186	1178	6891	\$2,980,375	\$899,336	(\$596,646)	\$3,283,065	\$476.43
Jan-13	Dec-13	3717	952	1070	1276	7015	\$3,104,804	\$739,103	(\$300,238)	\$3,543,669	\$505.16
Jan-12	Dec-12	3767	841	1116	1287	7011	\$3,178,608	\$719,252	(\$434,825)	\$3,463,035	\$493.94

**Medical Historical Experience Analysis - HSA Plan
Data through December 2014**

Month	Enrollment					Claims Data				
	EE	EESp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Rolling PEPM
2013-01	17	3	5	3	28	\$147	\$0	\$0	\$147	\$5.25
2013-02	17	3	5	3	28	\$730	\$129	\$0	\$859	\$17.96
2013-03	17	3	6	3	29	\$1,269	\$720	\$0	\$1,989	\$35.23
2013-04	16	4	6	3	29	\$19,227	\$62	\$0	\$19,289	\$195.47
2013-05	16	4	6	3	29	\$15,027	\$581	\$0	\$15,608	\$264.98
2013-06	16	4	6	3	29	\$510	\$848	\$0	\$1,358	\$228.20
2013-07	16	4	6	3	29	\$3,765	\$310	\$0	\$4,075	\$215.55
2013-08	15	4	6	3	28	\$3,992	\$971	\$0	\$4,963	\$210.86
2013-09	15	4	6	3	28	\$8,819	\$1,078	\$0	\$9,897	\$226.40
2013-10	15	4	6	3	28	\$6,193	\$965	\$0	\$7,157	\$229.27
2013-11	14	4	6	3	27	\$3,966	\$1,770	\$0	\$5,736	\$227.81
2013-12	14	4	6	3	27	\$23,011	\$2,024	\$0	\$25,035	\$283.52
2014-01	28	6	12	7	53	\$11,620	\$418	\$0	\$12,037	\$296.71
2014-02	29	6	12	7	54	\$20,493	\$158	\$0	\$20,650	\$327.68
2014-03	30	6	13	6	55	\$9,977	\$404	\$0	\$10,381	\$327.37
2014-04	29	6	13	6	54	\$3,879	\$737	\$0	\$4,616	\$275.54
2014-05	29	6	13	6	54	\$3,887	\$554	\$0	\$4,441	\$236.80
2014-06	28	6	13	6	53	\$3,420	\$928	\$0	\$4,348	\$231.30
2014-07	28	6	13	6	53	\$4,802	\$2,147	\$0	\$6,950	\$226.09
2014-08	28	6	13	6	53	\$20,123	\$3,571	\$0	\$23,694	\$250.36
2014-09	26	5	13	5	49	\$6,551	\$1,143	\$0	\$7,694	\$237.04
2014-10	26	5	13	5	49	\$4,642	\$1,131	\$0	\$5,772	\$226.08
2014-11	26	5	13	4	48	\$16,513	\$1,561	\$0	\$18,074	\$238.69
2014-12	26	5	13	4	48	\$5,714	\$2,913	\$0	\$8,627	\$204.31

Begin	End	Enrollment					Claims Data				
		EE	EESp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Period PEPM
Experience Periods - January 2013 through December 2014											
Jan-14	Dec-14	333	68	154	68	623	\$111,620	\$15,664	\$0	\$127,285	\$204.31
Jan-13	Dec-13	188	45	70	36	339	\$86,655	\$9,457	\$0	\$96,112	\$283.52
Plan Year - January through December											
Jan-13	Dec-13	188	45	70	36	339	\$86,655	\$9,457	\$0	\$96,112	\$283.52
Year-to-Date - January through December											
Jan-14	Dec-14	333	68	154	68	623	\$111,620	\$15,664	\$0	\$127,285	\$204.31
Jan-13	Dec-13	188	45	70	36	339	\$86,655	\$9,457	\$0	\$96,112	\$283.52

Medical Historical Experience Analysis - Base Plan
Data through December 2014

Month	Enrollment					Claims Data				
	EE	EESp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Rolling PEPM
2012-01	242	57	95	97	491	\$133,745	\$41,866	\$0	\$175,611	\$470.38
2012-02	244	57	92	96	489	\$109,677	\$34,206	\$0	\$143,883	\$467.60
2012-03	250	56	91	98	495	\$175,092	\$43,105	\$0	\$218,197	\$479.00
2012-04	250	55	92	95	492	\$145,875	\$45,014	\$0	\$190,889	\$478.15
2012-05	248	56	92	95	491	\$157,218	\$32,240	\$0	\$189,458	\$446.35
2012-06	249	56	90	96	491	\$203,116	\$41,550	\$0	\$244,666	\$444.73
2012-07	249	58	88	97	492	\$131,501	\$40,520	\$0	\$172,021	\$427.55
2012-08	245	57	88	98	488	\$178,798	\$40,376	\$0	\$219,175	\$438.29
2012-09	248	56	87	98	489	\$185,922	\$51,619	\$0	\$237,541	\$448.72
2012-10	253	57	87	96	493	\$203,118	\$37,095	\$0	\$240,214	\$456.32
2012-11	252	55	89	95	491	\$126,472	\$33,873	\$0	\$160,345	\$429.89
2012-12	251	55	88	94	488	\$204,305	\$56,421	\$0	\$260,726	\$416.42
2013-01	243	63	79	96	481	\$244,507	\$41,674	(\$8,913)	\$277,268	\$434.42
2013-02	242	63	78	95	478	\$131,921	\$46,631	(\$12,854)	\$165,698	\$438.95
2013-03	241	63	80	95	479	\$134,569	\$30,440	(\$30,912)	\$134,097	\$425.78
2013-04	246	62	79	97	484	\$199,002	\$48,398	(\$16,868)	\$230,531	\$433.15
2013-05	243	65	78	95	481	\$160,875	\$38,865	(\$9,159)	\$190,581	\$434.08
2013-06	238	65	79	95	477	\$162,070	\$37,309	(\$10,039)	\$189,340	\$425.62
2013-07	234	65	78	93	470	\$184,327	\$42,459	(\$15,297)	\$211,489	\$434.04
2013-08	235	64	78	97	474	\$154,908	\$49,399	(\$17,399)	\$186,908	\$429.51
2013-09	234	63	77	97	471	\$177,894	\$51,110	(\$7,770)	\$221,234	\$428.03
2013-10	235	65	77	95	472	\$142,054	\$47,714	(\$19,337)	\$170,431	\$417.45
2013-11	238	65	76	93	472	\$314,042	\$52,305	(\$49,906)	\$316,441	\$446.09
2013-12	239	65	76	93	473	\$130,688	\$49,030	(\$40,406)	\$139,312	\$426.00
2014-01	228	68	84	88	468	\$164,741	\$49,943	\$0	\$214,684	\$415.99
2014-02	228	68	85	85	466	\$114,456	\$39,400	\$0	\$153,856	\$414.79
2014-03	227	66	83	86	462	\$193,445	\$49,805	\$0	\$243,250	\$435.28
2014-04	225	67	84	83	459	\$133,974	\$48,022	\$0	\$181,997	\$428.61
2014-05	226	67	84	83	460	\$243,447	\$80,555	(\$47,053)	\$276,949	\$445.57
2014-06	224	66	82	85	457	\$208,474	\$102,825	(\$44,785)	\$266,514	\$460.93
2014-07	226	67	81	85	459	\$220,426	\$49,843	(\$105,449)	\$164,819	\$453.49
2014-08	235	64	82	86	467	\$227,094	\$43,703	(\$173,236)	\$97,561	\$438.07
2014-09	233	68	82	85	468	\$176,306	\$56,782	(\$65,621)	\$167,467	\$428.67
2014-10	236	68	81	86	471	\$135,892	\$63,942	(\$83,656)	\$116,178	\$419.03
2014-11	239	66	81	87	473	\$185,000	\$48,100	(\$40,369)	\$192,731	\$396.80
2014-12	235	66	83	87	471	\$198,074	\$51,999	(\$36,477)	\$213,596	\$410.25

Begin	End	Enrollment					Claims Data				
		EE	EESp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Period PEPM
Experience Periods - January 2013 through December 2014											
Jan-14	Dec-14	2762	801	992	1026	5581	\$2,201,328	\$684,920	(\$596,646)	\$2,289,603	\$410.25
Jan-13	Dec-13	2868	768	935	1141	5712	\$2,136,857	\$535,334	(\$238,861)	\$2,433,331	\$426.00
Plan Year - January through December											
Jan-13	Dec-13	2868	768	935	1141	5712	\$2,136,857	\$535,334	(\$238,861)	\$2,433,331	\$426.00
Jan-12	Dec-12	2981	675	1079	1155	5890	\$1,954,840	\$497,887	\$0	\$2,452,727	\$416.42
Year-to-Date - January through December											
Jan-14	Dec-14	2762	801	992	1026	5581	\$2,201,328	\$684,920	(\$596,646)	\$2,289,603	\$410.25
Jan-13	Dec-13	2868	768	935	1141	5712	\$2,136,857	\$535,334	(\$238,861)	\$2,433,331	\$426.00
Jan-12	Dec-12	2981	675	1079	1155	5890	\$1,954,840	\$497,887	\$0	\$2,452,727	\$416.42

Medical Historical Experience Analysis - Buy Up Plan
Data through December 2014

Month	Enrollment					Claims Data				
	EE	EESp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Rolling PEPM
2012-01	67	13	4	11	95	\$91,017	\$17,867	\$0	\$108,884	\$661.72
2012-02	69	13	3	11	96	\$56,267	\$23,198	\$0	\$79,465	\$656.19
2012-03	69	14	3	11	97	\$99,369	\$17,451	\$0	\$116,820	\$662.66
2012-04	67	14	3	11	95	\$53,470	\$18,174	\$0	\$71,644	\$658.12
2012-05	66	14	3	11	94	\$60,745	\$17,089	\$0	\$77,833	\$697.93
2012-06	67	14	3	11	95	\$46,790	\$12,074	(\$7,808)	\$51,055	\$684.92
2012-07	67	14	3	11	95	\$54,672	\$17,277	(\$20,525)	\$51,424	\$671.85
2012-08	66	14	3	11	94	\$61,748	\$22,150	(\$25,625)	\$58,273	\$673.50
2012-09	66	14	3	11	94	\$221,119	\$21,225	(\$70,779)	\$171,565	\$786.88
2012-10	63	14	3	11	91	\$57,227	\$12,898	(\$18,895)	\$51,230	\$809.90
2012-11	61	14	3	11	89	\$149,975	\$28,719	(\$51,381)	\$127,312	\$894.08
2012-12	58	14	3	11	86	\$271,370	\$13,244	(\$239,812)	\$44,802	\$901.26
2013-01	54	14	4	9	81	\$130,695	\$18,601	\$0	\$149,296	\$949.16
2013-02	52	12	4	9	77	\$130,909	\$9,680	\$0	\$140,589	\$1,021.92
2013-03	55	12	4	9	80	\$69,132	\$23,138	\$0	\$92,270	\$1,015.21
2013-04	57	12	5	8	82	\$129,739	\$14,339	(\$50,339)	\$93,739	\$1,048.57
2013-05	56	12	5	8	81	\$34,961	\$16,898	(\$8,408)	\$43,451	\$1,028.71
2013-06	57	11	5	8	81	\$43,560	\$16,196	(\$892)	\$58,864	\$1,050.26
2013-07	55	11	5	8	79	\$45,544	\$15,532	(\$925)	\$60,151	\$1,075.41
2013-08	58	11	5	8	82	\$63,598	\$35,257	(\$380)	\$98,475	\$1,128.36
2013-09	55	11	7	8	81	\$36,700	\$12,061	(\$129)	\$48,632	\$1,019.00
2013-10	56	11	7	8	82	\$33,733	\$12,761	(\$130)	\$46,364	\$1,023.39
2013-11	53	11	7	8	79	\$98,472	\$6,476	(\$44)	\$104,904	\$1,010.85
2013-12	53	11	7	8	79	\$64,249	\$13,373	(\$131)	\$77,492	\$1,052.10
2014-01	42	10	3	7	62	\$120,475	\$31,234	\$0	\$151,709	\$1,075.81
2014-02	42	9	3	7	61	\$50,275	\$14,003	\$0	\$64,278	\$1,012.19
2014-03	42	8	3	7	60	\$27,459	\$13,224	\$0	\$40,683	\$977.71
2014-04	41	8	3	7	59	\$27,038	\$14,746	\$0	\$41,784	\$944.45
2014-05	41	8	3	7	59	\$76,370	\$12,079	\$0	\$88,449	\$1,020.58
2014-06	38	8	3	7	56	\$96,307	\$28,315	\$0	\$124,622	\$1,129.37
2014-07	37	8	3	7	55	\$120,217	\$13,319	\$0	\$133,536	\$1,252.67
2014-08	36	8	3	7	54	\$25,934	\$13,589	\$0	\$39,523	\$1,222.33
2014-09	36	9	4	7	56	\$28,696	\$19,266	\$0	\$47,962	\$1,261.55
2014-10	35	9	4	7	55	\$18,771	\$7,816	\$0	\$26,587	\$1,280.99
2014-11	35	9	4	7	55	\$13,553	\$21,586	\$0	\$35,139	\$1,226.11
2014-12	35	9	4	7	55	\$62,331	\$9,577	\$0	\$71,908	\$1,260.81

Begin	End	Enrollment					Claims Data				
		EE	EESp	EECh	Fam	Total	Medical	Rx	Stop Loss	Total Paid	Period PEPM
Experience Periods - January 2013 through December 2014											
Jan-14	Dec-14	460	103	40	84	687	\$667,426	\$198,752	\$0	\$866,178	\$1,260.81
Jan-13	Dec-13	661	139	65	99	964	\$881,292	\$194,313	(\$61,377)	\$1,014,227	\$1,052.10
Plan Year - January through December											
Jan-13	Dec-13	661	139	65	99	964	\$881,292	\$194,313	(\$61,377)	\$1,014,227	\$1,052.10
Jan-12	Dec-12	786	166	37	132	1121	\$1,223,768	\$221,365	(\$434,825)	\$1,010,308	\$901.26
Year-to-Date - January through December											
Jan-14	Dec-14	460	103	40	84	687	\$667,426	\$198,752	\$0	\$866,178	\$1,260.81
Jan-13	Dec-13	661	139	65	99	964	\$881,292	\$194,313	(\$61,377)	\$1,014,227	\$1,052.10
Jan-12	Dec-12	786	166	37	132	1121	\$1,223,768	\$221,365	(\$434,825)	\$1,010,308	\$901.26



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/6/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Baldwin-Cox Agency, LLC 5930 Preston View Blvd Ste 200 Dallas TX 75240		CONTACT NAME: Bridget Hanvey PHONE (A/C, No, Ext): (972) 644-2688 FAX (A/C, No): (972) 644-8035 E-MAIL ADDRESS: bridget@baldwincoxagency.com															
INSURED IPS Advisors, LLP 10000 N. Central Expy. #1100 Dallas TX 75231-2313		<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Sentinel Insurance Co</td><td>11000</td></tr><tr><td>INSURER B: Texas Mutual Insurance Co</td><td>22945</td></tr><tr><td>INSURER C: Endurance American Specialty</td><td>41718</td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Sentinel Insurance Co	11000	INSURER B: Texas Mutual Insurance Co	22945	INSURER C: Endurance American Specialty	41718	INSURER D:		INSURER E:		INSURER F:	
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INSURER F:																	

COVERAGES**CERTIFICATE NUMBER:** CL1552103571**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		46SBAVJ7631 (Endorsement SS0008 04 05)	5/31/2015	5/31/2016	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 2,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 1,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 2,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 4,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 4,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 2,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 2,000,000	GENERAL AGGREGATE	\$ 4,000,000	PRODUCTS - COMP/OP AGG	\$ 4,000,000		\$
EACH OCCURRENCE	\$ 2,000,000																			
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000																			
MED EXP (Any one person)	\$ 10,000																			
PERSONAL & ADV INJURY	\$ 2,000,000																			
GENERAL AGGREGATE	\$ 4,000,000																			
PRODUCTS - COMP/OP AGG	\$ 4,000,000																			
	\$																			
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		46SBAVJ7631	5/31/2015	5/31/2016	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 2,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000																			
BODILY INJURY (Per person)	\$																			
BODILY INJURY (Per accident)	\$																			
PROPERTY DAMAGE (Per accident)	\$																			
	\$																			
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 5,000		46SBAVJ7631	5/31/2015	5/31/2016	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 1,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	AGGREGATE	\$ 1,000,000		\$								
EACH OCCURRENCE	\$ 1,000,000																			
AGGREGATE	\$ 1,000,000																			
	\$																			
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		TSP0011200602 (Endorsement: WC420304A)	5/31/2015	5/31/2016	<table border="1"><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 500,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 500,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 500,000</td></tr></table>	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		E.L. EACH ACCIDENT	\$ 500,000	E.L. DISEASE - EA EMPLOYEE	\$ 500,000	E.L. DISEASE - POLICY LIMIT	\$ 500,000						
<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER																				
E.L. EACH ACCIDENT	\$ 500,000																			
E.L. DISEASE - EA EMPLOYEE	\$ 500,000																			
E.L. DISEASE - POLICY LIMIT	\$ 500,000																			
C	Professional Liability Claims Made		APL10002363405	11/17/2015	11/17/2016	<table border="1"><tr><td>Per Claim</td><td>2,000,000</td></tr><tr><td>Aggregate</td><td>3,000,000</td></tr></table>	Per Claim	2,000,000	Aggregate	3,000,000										
Per Claim	2,000,000																			
Aggregate	3,000,000																			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

*** SAMPLE CERTIFICATE ***

CERTIFICATE HOLDER**CANCELLATION**

*** SAMPLE CERTIFICATE ***

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Bill Baldwin/SMS

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CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

No Conflicts Exist

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;
or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

- I. Review and evaluate the effectiveness of the current benefits program in terms of quality of services provided, cost effectiveness, competitiveness, and plan administration on an annual basis;
- II. Consider possible alternatives such as deductibles, cost of coverages offered, and other options to optimize premium savings;
- III. Provide coverage recommendations to City and write coverage program specifications;
- IV. Prepare competitive solicitation packets that will be released by the City for the employee insurance benefit needs;
- V. Analyze proposals received and prepare side-by-side spreadsheet analysis comparing existing plan and costs;
- VI. Review policies, contracts or agreements when received from carrier(s) and audit contracts for accuracy of coverage, terms and conditions;
- VII. Assist in developing long-term strategies for employee benefit plans;
- VIII. Coordinate carrier interviews, if necessary;
- IX. Recommend carriers and assist in selection;
- X. Complete final negotiations with selected carrier(s);
- XI. Develop and recommend funding requirements, COBRA rates, and other alternatives;
- XII. Assist in the overall administration of the insurance program. This will include, but is not limited to, responding to coverage questions throughout the year, and auditing invoices for any retrospective premium payments;
- XIII. Prepare a report with recommendations for renewal of the coverage and applicable premiums for the coverage. The final bid recommendations must be available for approval at a time determined by the City;
- XIV. Coordinate communications process among City, Consultants, and the carrier(s);
- XV. Determine the type of claims history reports that will be needed and coordinate claim reporting date accordingly, without added cost to the City;

- XVI. Monitor claim activity and participate with City in periodic reviews with carriers;
- XVII. Provide status review of the plans in a consolidated report to the City, including: quarterly analysis of claims history and insurance utilization, Employee Insurance Benefit issues, trends, and proposed or new legislation;
- XVIII. Provide information and recommendations to improve the health of the employee and dependent population by providing recommendations, reports and assistance with Employee Wellness Program;
- XIX. Negotiate Biometric Screenings with Insurance Carrier if requested by City;
- XX. Respond to inquiries from all personnel at City on a timely basis, including returning telephone calls or e-mails within 24 hours;
- XXI. Evaluate insurance products, along with any other benefits the consultant deems beneficial;
- XXII. Assist City with data gathering and recommendations for future considerations in the growing the City Wellness Program;
- XXIII. Provide and print custom communication materials to the City and employees;
- XXIV. Provide an online benefit enrollment platform and administration system, and
- XXV. Assist in complying with: IRS Forms, EEO1 reports, Legislative Updates, PPACA, and Open Enrollment Communication.

IPS Advisors Fees



For the first 12 month term of this agreement, IPS Advisors will collect a flat fee of \$33,000 for consulting services for the scope of services outlined and is inclusive of travel. This annual fee will be guaranteed for two additional terms and may be renewed annually thereafter at a mutually agreeable fee.

Optional Services and Fees

Additional services and pricing not included in the consulting fee include:

Benefit Connector	\$4.50 PEPM
Year Round On-Line Enrollment	
Confirmation Statements	
Benefit Statements	
COBRA Administration	
Health Reform Administration	
Preparation of Employee Benefit Statements	

Staff Report – City Council Agenda Item



Agenda Item #7

Consider adopting an ordinance reducing the speed limit from 45 MPH to 35 MPH on N. Main Street (SH 317) beginning at Sparta Road and ending just north of Guthrie Drive.

Originating Department

Public Works – Byron Sinclair, Director of Public Works

Background

Officer Robert Gatewood investigated the need to reduce the speed limit in this area and presented a letter to Chief Gene Ellis on February 2, 2016. This investigation showed that there were 445 crashes in the area from Sparta to Lake Rd. The current speed limit of 45 MPH has been in place a long time, and well before all the new growth in this area. We feel that the reduction will reduce the total number of accidents and reduce the severity of accidents when they occur. Staff met on this matter and decided to pursue it with TXDOT. Mike Mazoch from the Belton office of TXDOT reviewed our request and forwarded this item to the Waco office for consideration. At this time it was deemed necessary to perform a "Speed Rate Study" for this section of roadway. On May 13, 2016, we were contacted by TXDOT and informed that the study showed that a reduction in speed from 45 MPH to 35 MPH from Sparta Road to Estate Drive was acceptable. After further review, it seemed more appropriate to continue the reduction in speed to just north of Guthrie Drive. This distance is only 250 linear feet farther, and would be north of River Fair Boulevard. Jacob Chau with TXDOT was contacted and a request was made to extend the 35 MPH zone to north of Guthrie Drive. Jacob felt this was a reasonable request, modified the map to extend the limits to north of Guthrie Drive, and sent to the request to TXDOT in Austin for final implementation. As a part of the approval and implementation process, TXDOT requires an ordinance, approved by Council, adopting the reduced speed.

Fiscal Impact

None

Recommendation

Staff recommends approval of an ordinance reducing the speed limit from 45MPH to 35 MPH in the area from Sparta Road to Guthrie Drive.

Attachments

Letter from Officer Robert Gatewood
Map of the TXDOT Boundaries of the "Speed Rate Study"
Ordinance



MEMO

~ Police Department ~



TO : Chief Gene Ellis

FROM : Officer Robert Gatewood

CC : Deputy Chief Jen Wesley *gw*

DATE : 02-02-2016

SUBJECT : Decrease of Speed on N. Main St. @ Lake Road

Dear Chief Ellis,

I was speaking with Texas Department of Transportation (TXDOT) at their office in reference to the lighting on IH-35 that was on during the daytime hours. During this conversation it was mentioned that if we ever needed a speed zone reduced for safety that we could request that through our channels and they could review the information and possibly bring the speed to a safer level.

Therefore, this possibility of being able to reduce a speed in our city that would benefit our citizens could be looked at for the intersection of North Main and Lake Road. The speed in this area is currently 45 from in front of HEB North on SH 317. If we looked at bringing the speed down to the 35 mph zone that is in place just before this change, it may reduce potential accidents at the intersection of HEB/Sparta and SH 317 or at least reduce severity. These locations are where people tend to speed up to get through the light and are traveling already at 45 even further north at Lake Road. The speed limit of 45 miles per hour could be positioned near Guthrie (Church of Christ), for northbound traffic on SH 317. We could position the 35 mph sign for southbound at this position across the way. This suggestion could possibly assist in the following manner:

- A. Reduce Traffic Accidents at HEB/Sparta and SH 317 due to speed or hurrying.
- B. Reduce Accidents at Lake Road and SH 317 due to speed or hurrying
- C. Reduce cross over accidents at Riverfair Blvd. and SH 317 due to cars leaving and going across from theater onto North SH 317 against cars traveling at or near 45 mph (or above).
- D. Increase the chances for drivers to safely stop at businesses along this route due to lower speeds. (This reduction will be at minimum of 14.6 feet of reduced stopping space needed for each car).
- E. Increase alertness for all drivers and evasive action options in case of backup of traffic due to a lower speed on the roadway.



MEMO

~ Police Department ~



- F. Increase the opportunity of the home owners in the 3500 block of North Main and the tenants of the current apartments on the southbound side.
- G. For the long term this speed could assist in the reduction of traffic crashes, speed violations, citizen loss due to crash, reduction in injuries to our citizens and improve their quality of life in the long run.
- H. For long term potential growth in the commercial area a lower speed means more visibility for their customer(s) to see their business and utilize their services.
- I. Reduce need for emergency services to include ambulance transports, police response and fire equipment. This will allow focus on other needs throughout the city, reduce costs and equipment wear and tear however minimal it may be.

Traffic levels have increased in this area and the chances of traffic crashes have grown. In reviewing the records through Inpursuit (Old Leads) I located 445 crashes within the range of **2500-3000 block of North Main within 6 years**. Within the last year, 2015 to present we have investigated 50 reported accidents in this same 5 blocks (specifically Lake and Main and Sparta and Main). The speed that was designated in this area has been the same for as long as I have worked here and that is nearly 13 years. During this time, we did not have the larger businesses (Walmart, CVS, Wal-Greens and H.E.B.) or the amount of traffic that we have now. I believe that we need to request that the speed be brought down through the recommendations presented here for the long term safety of our citizens. Please see pictures below for current locations of speed limit signs.

Some are private property like Walmart, HEB





MEMO

~ Police Department ~

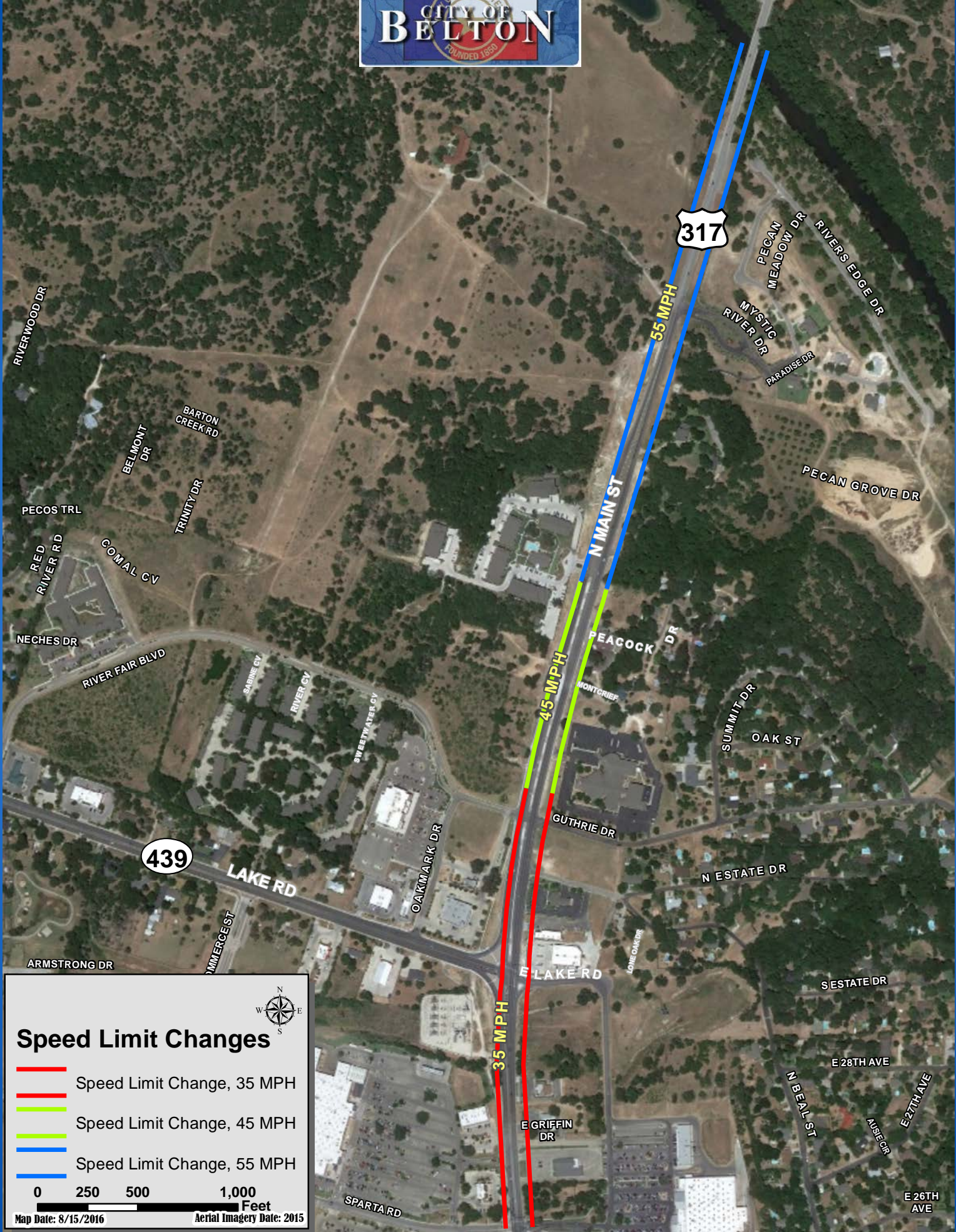
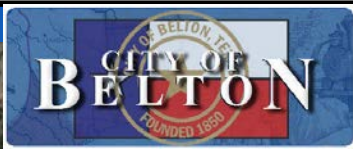


Attachments: 1. Photo of North Bound Traffic in the 2500 Block of North Main. 2. Photo of South Bound Traffic in the 2500 block of North Main

Thank you for taking the time to look at this option and reviewing the possibility of lowering the speed in this area for long term citizen safety and commercial growth.

Sincerely,

Officer Robert Gatewood



ORDINANCE NO. 2016-33

AN ORDINANCE REGULATING THE RATE AND SPEED OF MOTOR VEHICLES; PROVIDING A REPEALER CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING AN OPEN MEETINGS CLAUSE.

WHEREAS, in Belton, Texas, an engineering and traffic investigation has been made to determine the reasonable and safe prima facie maximum speed of motor vehicles on a certain section of SH 317;

WHEREAS, it has been determined by the engineering studies and traffic investigation that the reasonable and safe prima facie maximum speed for motor vehicles on said section of the herein above mentioned highway in Belton, Texas, should be as set out hereinafter;

NOW, THEREFORE BE IT ORDAINED BY THE CITY OF BELTON, TEXAS, ACTING BY AND THROUGH ITS CITY COUNCIL:

PART 1: The section of highway described as follows:

Starting at FM 436 and US 190 FR. Rd., proceeding north of SH 317, the speed limit shall be 35 MPH for a distance of 0.609 miles. The speed limit shall then be 30 MPH for a distance of 1.062 miles. Then the speed limit shall be 35 MPH for a distance of 1.370 miles, except in times of ingress and egress, the speed limit shall then be 25 MPH for 0.153 miles when so signed for school crossing. Then the speed limit shall be 45 MPH for a distance of 0.2 miles. Then the speed limit shall be 55 MPH to the north Belton city limits.

is hereby regulated as to the speed of motor vehicles traveling within said section in any direction as evidenced by the attached plan which is hereby approved and made a part of this ordinance, and it shall be unlawful for any person to drive a vehicle at a speed in excess of any speed so declared in this ordinance when signs are in place giving notice thereof.

PART 2: Any person violating any provision of this ordinance shall upon conviction be fined in any sum not exceeding Two Hundred and no/100 Dollars.

PART 3: All ordinances or part of ordinances in conflict with the provisions of this ordinance are to the extent of such conflict hereby repealed.

PART 4: It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED at a regular meeting of the Belton City Council on the 23rd day of August, 2016.

THE CITY OF BELTON, TEXAS

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

Staff Report – City Council Agenda Item



Agenda Item #8

Consider a resolution of support for the Mobility 2040 Metropolitan Transportation Plan roadway and trail project submittal for the City of Belton.

Originating Department

Planning – Erin Smith, Director of Planning

Summary Information

The Killeen – Temple Metropolitan Planning Organization (KTMPO), serves as the planning organization in the Central Texas area. KTMPO has issued a Call for Projects (CFP) to update the project listing of the Mobility 2040 Metropolitan Transportation Plan (MTP). The MTP is a long-range plan, typically 20 to 25 years, which outlines the long-term goals for the region's transportation system. The MTP includes a list of projects that are grouped into three component project lists: a short range plan, a long range plan, and a regionally significant-unfunded plan.

Projects representing all modes of transportation are requested to include roadway, bike and pedestrian, transit, and other eligible activities. Projects included in the MTP will be funded through various sources at the local, state, and federal levels based on established priority and funding availability. These projects are anticipated to be needed within the 25 year planning horizon of the MTP.

The project submittal must include project readiness status and describe any issues with timing, staging, funding, or coordination with other projects. Each project submittal must include a brief narrative stating how it addresses the overall vision of developing a fully-integrated, multimodal transportation system for people and freight, and how it addresses applicable KTMPO long-range goals adopted in the MTP:

- Accessibility & Mobility
- Infrastructure Condition
- Environmental Sustainability
- Reliability
- Economic Vitality & Freight Movement
- Safety
- Regional Coordination

The projects will be evaluated and scored by the KTMPO Staff (objective criteria) and Technical Advisory Committee (TAC) (subjective criteria). Once projects have been scored, they will be placed in the financially constrained component project lists of the MTP based on projected funding levels for the MTP planning horizon, the project's score, and the project's implementation timeline (readiness). When fiscal constraint for the MTP planning horizon is reached, the remaining projects will be placed in the regionally significant-unfunded section of the MTP. The TAC will provide a recommendation to the TPPB. Final approval of the prioritized project list will be made by the KTMPO TPPB.

A resolution supporting the project submittal, which has been approved by the Belton City Council, will result in a project scoring of up to 5 points for local support.

Recommendation

Recommend approval of a Resolution supporting the Mobility 2040 Metropolitan Transportation Plan roadway and trail project submittal for the City of Belton.

Attachments

Proposed Resolution

RESOLUTION NO. 2016-25-R

A RESOLUTION OF THE CITY OF BELTON, TEXAS, SUPPORTING, THE MOBILITY 2040 METROPOLITAN TRANSPORTATION PLAN ROADWAY AND TRAIL PROJECT SUBMISSIONS FOR BELTON.

WHEREAS, the City of Belton has a strong tradition of planning for its future needs; and

WHEREAS, the City of Belton has emphasized transportation planning through, and participation in, the Killeen-Temple Metropolitan Planning Organization (KTMPO), serving as its Regional Metropolitan Planning Organization (MPO); and

WHEREAS, the Killeen-Temple Metropolitan Planning Organization (KTMPO) has issued a Call for Projects (CFP) to update the project listing of the Mobility 2040 Metropolitan Transportation Plan (MTP); and

WHEREAS, the Metropolitan Transportation Plan (MTP) is a long-range plan, which outlines the long-term goals for the region's transportation system; and

WHEREAS, the City of Belton is proposing to submit roadway and trail projects that will provide significant benefits to the Belton community; and

WHEREAS, the roadway and trail projects will address the KTMPO goals, to include:

1. Accessibility & Mobility
2. Infrastructure Condition
3. Environmental Sustainability
4. Reliability
5. Economic Vitality & Freight Movement
6. Safety
7. Regional Coordination; and

WHEREAS, the projects will be evaluated and scored by the KTMPO Staff and Technical Advisory Committee (TAC), with final approval of a project listing by the KTMPO Transportation Planning Policy Board (TPPB).

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

Part 1: The City of Belton, acting through its governing body, hereby confirms that it supports the Belton roadway and trail project submissions, attached as Exhibit A, for the Mobility 2040 Metropolitan Transportation Plan (MTP).

Part 2: It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

PASSED AND APPROVED by the Belton City Council on this the 23rd day of August, 2016.

APPROVED:

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

EXHIBIT A

Proposed Belton Projects for MTP 2040		
Roadway Projects		
Rank	Project Name	Full Extent
1	Loop 121	<u>Phase I:</u> FM 439 to US 190 <u>Phase II:</u> US 190 to IH 35 <u>Phase III:</u> IH 35 to FM 436
2	FM 93	<u>Phase I:</u> SH 317 to Loop 121 <u>Phase II:</u> Loop 121 to Wheat Road
3	FM 2271 (Lake to Lake Road)	FM 439 to US 190
4	Connell Street	US 190 to Loop 121
5	Huey Drive	Washington Drive to IH 35 frontage road
6	Southwest Parkway	Loop 121 to Avenue O
7	Sparta Road	Loop 121 to Dunn's Canyon Road
8	West Avenue D	Loop 121 to Wheat Road
9	Shanklin Road West - Outer Loop	IH 35 to East end of Three Creeks subdivision
10	FM 1670	US 190 to Three Creeks Blvd.
11	Shanklin Road East - Outer Loop	IH-35 to FM 436
Trail Projects		
Rank	Project Name	Full Extent
1	Nolan Creek Hike and Bike Trail Extension - South	Confederate Park to E. Avenue H (0.77 Miles)
2	Nolan Creek Hike and Bike Trail Extension- North	Confederate Park to E. Avenue A (0.59 Miles)
3	Nolan Creek Hike and Bike Trail Extension- West/SW	Harris Community Park to SBMS Park (3.5 Miles)

Staff Report – City Council Agenda Item



Date: August 23, 2016
Case No.: P-16-26
Request: Preliminary Plat
Applicant: Clark and Fuller

Agenda Item #9

Consider a preliminary plat for the Meadows subdivision, a 28.474 acre tract of land, located on the east side of FM 1670 and south of Amity Road, located partially in Belton's Extra Territorial Jurisdiction (ETJ).

Originating Department

Planning – Erin Smith, Director of Planning

Case Summary

This is a 46-lot subdivision proposed for single family residential development in Belton's ETJ.

Project Analysis and Discussion

This is a residential subdivision, containing 46 lots, proposed as the Meadows subdivision. Meadows Drive is the subdivision entrance roadway that extends to FM 1670. The residential streets will extend from Meadows Drive and create a loop within the development. There are 24 proposed lots on the eastern side of this subdivision located in Belton's ETJ and the remaining 22 lots on the western side of this subdivision are located in Bell County. The applicant's engineer has indicated that each lot in this subdivision will contain a septic system. All of the proposed lots are over 0.50 acres in size. A letter is required with final plat submission from Salado Water Supply Corporation and the Bell County Health Sanitarian.

There is an existing culvert along FM 1670 just south of this proposed subdivision that captures flow from the western drainage area. This culvert leads to an existing drainage channel on the adjacent property to the south extending to the 100-year floodplain. The developer is proposing to create drainage easements within this development and release the drainage onto the property to the south leading to a proposed off-site retention/detention pond. The drainage channel and retention/detention pond will need to be designed and improved to adequately handle the post-development flows. City and Bell County staff have met with the applicant's engineer to discuss the need for a drainage easement and agreement with the southern property owner that states the southern property owner will be responsible for maintenance of the drainage channel and retention/detention pond in perpetuity. The drainage easement and agreement will address enforcement measures to maintain the off-site pond. The easement and agreement are being drafted at this time.

The Subdivision Ordinance requires the developer to construct and install a 6 feet wide sidewalk along the subdivision side of arterial streets. Since FM 1670 is a minor arterial street, the developer is required to install a 6 feet wide sidewalk along the eastern side of FM 1670. The developer is requesting a variance to the sidewalk requirement since there are no sidewalks nearby for a potential future connection, and the fact this portion of the subdivision is located in Bell County, not the City's ETJ. Bell County has stated that sidewalks are not required; therefore, a sidewalk is not recommended in this location.

This subdivision is proposed to contain 24-lots in Belton's ETJ boundary; therefore, a dedication of 0.24 acres of parkland or a \$4,800 fee-in-lieu of land dedication is required in conjunction with this plat request. City staff strongly encouraged the development a HOA-owned neighborhood park for the residents in this subdivision. The developer is requesting a variance to the parkland requirements. The lots in this subdivision are 0.50 acres and larger, which provides open space on each lot for the residents. This subdivision is located quite far outside the Belton City limits, and is not close to any existing City parks. The Parks Master Plan does not identify any future parkland in this area. Compliance with the ordinance would result in escrowing \$4,800 for up to 10 years to give the City allowable time to determine where in the vicinity these neighborhood park funds might be used. Since one half of this subdivision is located outside Belton's ETJ, and there is open space provided within these larger rural lots, staff concurs with the developer's request for a variance.

We have reviewed the plat and find it acceptable as a preliminary plat, subject to conditions contained in the letter to applicant's engineer. Since this proposed subdivision is located in Belton's ETJ, the Bell County Engineer's Office has reviewed this plat and made comments. After Council action, this plat will be taken to Bell County Commissioners Court for approval.

Recommendation

At their meeting on August 16, 2016, the Planning and Zoning Commission recommended approval of the preliminary plat for the Meadows subdivision, a 28.474 acre tract of land, located on the east side of FM 1670 and south of Amity Road, located partially in Belton's Extra Territorial Jurisdiction (ETJ), subject to:

1. FM 1670 sidewalk variance. (recommended)
2. Parkland requirement variance. (recommended)
3. City's Letter to Applicant's Engineer dated August 3, 2016

Staff concurs in this favorable recommendation.

Attachments

Preliminary Plat Application

Preliminary Plat

Location Map

City's Letter to Applicant's Engineer dated August 3, 2016

Belton Park and Bike Trail

P&ZC Minutes Excerpt

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

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

- ☒ Preliminary Subdivision Fees due \$ 388.00
☐ Final Subdivision
☐ Administrative Plat
☐ Replat
☒ ETJ
☐ City Limits

Date Received: _____ Date Due: _____ (All plans are to be returned to the Planning Department by the 15th day of the month ahead of the next month's P&Z meeting.)

Applicant: Clark & Fuller, PLLC Phone: 254-899-0899
Mailing Address: 215 N. Main Street Temple, TX 76501
Email Address: jfuller@clark-fuller.com

Owner: Pampa Investment Group, LP Phone: 512-415-0338
Mailing Address: 8455 Lyndon Lane Austin, TX 78729
Email Address: rcollins4@austin.rr.com

Current Description of Property:

Lot: _____ Block: _____ Subdivision: _____
Acres: 28.474 Survey: Young Williams Survey, Abstract No. 861
Abstract #: _____ Street Address: _____
Frontage in Feet: 659 Depth in Feet: 1725

Does Zoning comply with proposed use? NA Current Zoning: _____

Name of proposed subdivision: The Meadows

Number of Lots: 46 Fee: \$ 388.00

Signature of Applicant: _____ Date: 7-15-16

Signature of Owner: _____ Date: 7-15-16

President

STATE OF TEXAS
COUNTY OF BELL

PAMPA INVESTMENT GROUP, L.P. BEING THE OWNER OF THE LAND SHOWN ON THIS PLAT AND DESIGNATED HEREIN AS THE MEADOWS, A SUBDIVISION IN THE ETJ OF THE CITY OF BELTON, BELL COUNTY, TEXAS, AND WHOSE NAME IS SUBSCRIBED HERETO, HEREBY DEDICATE THE USE TO THE PUBLIC FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES SHOWN HEREON WITHIN THE PLAT BOUNDARIES OF THIS SUBDIVISION.

BY: R.J. COLLINS
PAMPA INVESTMENT GROUP, LP

STATE OF TEXAS
COUNTY OF BELL

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED R.J. COLLINS, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE ____ DAY OF _____, 2016.

NOTARY PUBLIC, STATE OF TEXAS

STATE OF TEXAS
COUNTY OF BELL

WHEREAS, PAMPA INVESTMENTS LLC IS THE OWNER OF A TRACT OF LAND SITUATED IN THE YOUNG WILLIAMS SURVEY, ABSTRACT NO. 861, BELL COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING A 28.474 ACRE TRACT OF LAND LOCATED IN THE YOUNG WILLIAMS SURVEY, ABSTRACT NO. 861, BELL COUNTY, TEXAS, SAID 28.474 ACRE TRACT BEING ALL OF THAT CALLED 5.00 ACRE TRACT AND A 10.00 ACRE TRACT RECORDED IN DOCUMENT NO. 20160008625, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS, AND A PORTION OF THAT CALLED 14.062 ACRE TRACT RECORDED IN DOCUMENT NO. 20160008623, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS, SAID 28.474 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD FOUND IN THE EAST LINE OF FM HIGHWAY 1670, SAID POINT BEING THE NORTHWEST CORNER OF SAID 10.00 ACRE TRACT AND BEING THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, WITH THE NORTH LINES OF SAID 5.00 ACRE TRACT, SAID 14.062 ACRE TRACT, S 73°27'45" E, A DISTANCE OF 1725.00' TO A 1/2" IRON ROD FOUND AT THE NORTHEAST CORNER OF SAID 14.062 ACRE TRACT, SAID POINT BEING THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, WITH THE EAST LINE OF SAID 14.062 ACRE TRACT, S 16°48'59" W, A DISTANCE OF 719.17' TO A 1/2" IRON ROD FOUND AT THE SOUTHEAST CORNER OF SAID 14.062 ACRE TRACT, SAID POINT BEING THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, WITH THE SOUTH LINE OF SAID 14.062 ACRE TRACT, N 73°28'10" W, A DISTANCE OF 1537.48' TO A 1/2" IRON SET WITH A BLUE "QUICK INC RPLS 6447" PLASTIC CAP FOR AN ANGLE POINT OF THE HEREIN DESCRIBED TRACT;

THENCE, N 69°54'28" W, A DISTANCE OF 210.49' TO A 1/2" IRON SET WITH A BLUE "QUICK INC RPLS 6447" PLASTIC CAP IN THE EAST RIGHT-OF-WAY LINE OF F.M. HIGHWAY 1670 FOR THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, WITH THE EAST RIGHT-OF-WAY LINE OF F.M. HIGHWAY 1670, N 18°14'37" E, A DISTANCE OF 659.61' TO THE POINT OF BEGINNING CONTAINING 28.474 ACRES OF LAND.

NOTE: THIS DESCRIPTION IS BASED ON AN ON-THE-GROUND SURVEY PERFORMED ON 05-17-2015. THE BASIS OF BEARINGS WAS ESTABLISHED FROM THE TRIMBLE VRS NETWORK SYSTEM, NAD (83) TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, 4203, US SURVEY FOOT, GRID.

STATE OF TEXAS
COUNTY OF BELL

SAID ADDITION SHALL BE SUBJECT TO ALL THE REQUIREMENTS OF THE SUBDIVISION ORDINANCE OF THE CITY OF BELTON, TEXAS.

WITNESS MY HAND THIS ____ DAY OF _____, 20__.

CITY CLERK

AFFIDAVIT.

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

DATED THIS THE ____ DAY OF _____, 2016.

BY: _____
BELL COUNTY TAX APPRAISAL DISTRICT

STATE OF TEXAS
COUNTY OF BELL

I HEREBY CERTIFY THAT THE ABOVE AND FOREGOING PLAT OF THE MEADOWS, AN ADDITION TO THE CITY OF BELTON WAS APPROVED THIS ____ DAY OF _____, 2016, 2016 BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF BELTON, TEXAS.

CHAIRMAN _____ SECRETARY _____

STATE OF TEXAS
COUNTY OF BELL

I HEREBY CERTIFY THAT THE ABOVE AND FOREGOING PLAT OF THE ADDITION TO THE CITY OF BELTON WAS APPROVED THIS DAY OF _____, 2016, BY THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS.

MAYOR _____ SECRETARY _____

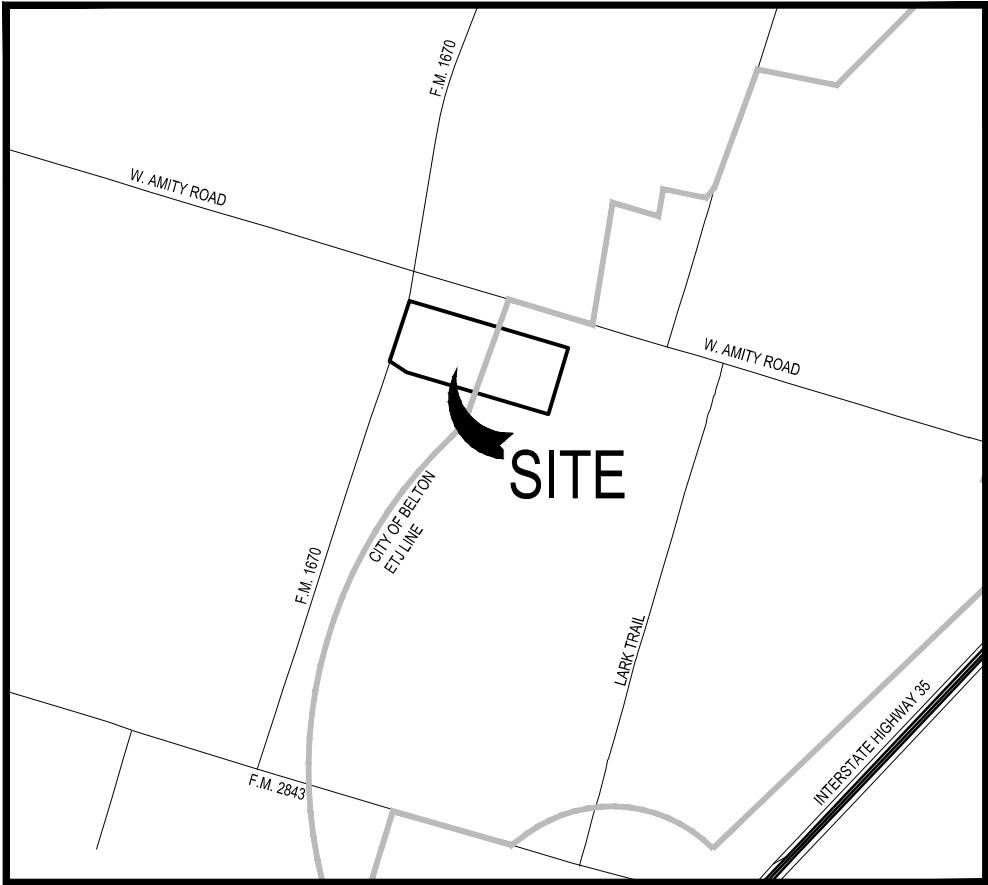
"PRELIMINARY PLAT" THE MEADOWS

A SUBDIVISION IN THE E.T.J. OF THE
CITY OF BELTON, BELL COUNTY, TEXAS.

BEING A 28.474 ACRE TRACT OF LAND LOCATED IN THE YOUNG WILLIAMS SURVEY, ABSTRACT NO. 861, BELL COUNTY, TEXAS. SAID 28.474 ACRE TRACT BEING ALL OF THAT CALLED 5.00 ACRE TRACT AND A 10.00 ACRE TRACT RECORDED IN DOCUMENT NO. 20160008625, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS, AND A PORTION OF THAT CALLED 14.062 ACRE TRACT RECORDED IN DOCUMENT NO. 20160008623, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS.

NOTE:
1. SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF VILLAGE ORDINANCE AND STATE LAW, AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.
2. ALL PUBLIC ROADWAYS AND EASEMENTS AS SHOWN ON THIS PLAT ARE FREE OF LIENS.
3. NO FENCES ARE ALLOWED TO CROSS THE DRAINAGE EASEMENTS SHOWN ON THIS PLAT.

LEGEND
P.O.B. POINT OF BEGINNING
● 1/2" IRON ROD FOUND UNLESS SPECIFIED OTHERWISE
○ SET 1/2" IRON ROD WITH A BLUE "QUICK INC" PLASTIC CAP
P.U.E. PUBLIC UTILITY EASEMENT
D.E. DRAINAGE EASEMENT
B.S.L. BUILDING SETBACK LINE



LOCATION MAP
1" = 2000'

OWNERS RESPONSIBILITIES
IN APPROVING THIS PLAT, THE COMMISSIONERS COURT OF BELL COUNTY, TEXAS, IT IS UNDERSTOOD THAT THE BUILDING OF ALL STREETS, ROADS, AND OTHER PUBLIC THOROUGHFARES AND ANY BRIDGES OR CULVERTS NECESSARY TO BE CONSTRUCTED OF PLACE IS THE RESPONSIBILITY OF THE OWNERS OF THE TRACT OF LAND COVERED BY THIS PLAT IN THE CITY OF BELTON, BELL COUNTY, TEXAS. THE CITY OF BELTON, BELL COUNTY, TEXAS, HAS NO OBLIGATION TO BUILD ANY OF THE STREETS, ROADS, OR OTHER PUBLIC THOROUGHFARES SHOWN ON THIS PLAT OR OF CONSTRUCTING ANY OF THE BRIDGES OR CULVERTS OR DRAINAGE EASEMENTS SHOWN ON THIS PLAT OR OF CONSTRUCTING ANY OF THE BRIDGES OR CULVERTS OR DRAINAGE EASEMENTS IN THIS SUBDIVISION, OTHER THAN THOSE DRAWING OR PRESENTING THE ROAD SYSTEM AND STREETS. THE CITY OF BELTON, BELL COUNTY, TEXAS, ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF REPRESENTATION BY OTHER PARTIES IN THIS PLAT. FLOOD PLAIN DATA, IN PARTICULAR, MAY CHANGE DEPENDING ON SUBSEQUENT DEVELOPMENT.



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S73°27'45"E	51.49
L2	S73°27'45"E	31.79
L3	N61°32'15"E	14.14
L4	N28°27'45"W	14.14
L5	N47°27'45"W	31.79
L6	N47°27'45"W	33.14
L7	N61°32'15"E	14.14
L8	S38°19'33"E	14.11
L9	S61°42'37"W	14.16
L10	N28°27'45"W	14.14

CURVE TABLE				
CURVE	RADIUS	LENGTH	DELTA	CHORD BEARING
C1	109.50'	22.84'	11°56'55"	S67°29'17"E
C2	190.50'	39.73'	11°56'55"	S67°29'17"E
C3	50.00'	47.69'	54°39'19"	S01°42'29"E
C4	50.00'	56.08'	64°19'32"	S57°44'54"W
C5	50.00'	54.31'	62°13'58"	N59°02'21"W
C6	50.00'	158.08'	181°08'49"	N61°32'15"E
C7	50.00'	73.51'	84°14'25"	N76°54'55"W
C8	50.00'	68.61'	78°37'17"	N04°30'56"E
C9	50.00'	16.20'	18°33'48"	N53°09'28"E
C10	50.00'	168.32'	181°22'59"	S38°19'33"E
C11	50.00'	15.92'	18°14'41"	N19°38'03"W
C12	50.00'	71.02'	81°23'11"	N30°12'53"E
C13	50.00'	70.89'	81°14'10"	S68°30'27"E
C14	50.00'	157.84'	180°52'02"	N61°42'37"E
C15	50.00'	53.59'	61°21'52"	S88°21'11"E
C16	50.00'	48.49'	67°01'40"	S24°09'25"E
C17	50.00'	46.04'	52°45'14"	S35°44'01"W
C18	50.00'	158.08'	181°08'49"	N61°32'15"E
C19	190.50'	39.73'	11°56'55"	N76°28'12"W
C20	109.50'	22.84'	11°56'55"	N76°28'12"W

REMAINING PORTION OF A
CALLED 160.152 ACRE TRACT
VOLUME 3849, PAGE 663
O.P.R.

"PRELIMINARY PLAT" THE MEADOWS

A SUBDIVISION IN THE E.T.J. OF THE
CITY OF BELTON, BELL COUNTY, TEXAS.

BEING A 28.474 ACRE TRACT OF LAND LOCATED IN THE YOUNG WILLIAMS SURVEY, ABSTRACT NO. 861, BELL COUNTY, TEXAS. SAID 28.474 ACRE TRACT BEING ALL OF THAT CALLED 5.00 ACRE TRACT AND A 10.00 ACRE TRACT RECORDED IN DOCUMENT NO. 20160008625, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS, AND A PORTION OF THAT CALLED 14.062 ACRE TRACT RECORDED IN DOCUMENT NO. 20160008623, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS.

SURVEY NOTES:
1. THIS PLAT WAS RECORDED ON MAY 12, 2016.
2. ACCORDING TO THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP FOR BELL COUNTY, TEXAS, MAP NUMBER 48070301E EFFECTIVE DATE SEPTEMBER 26, 2009 THIS PROPERTY LIES IN ZONE X WHICH IS PERMITTED AS REGARDED TO BE OUTSIDE THE SPECIAL FLOOD HAZARD AREA. THE SPECIAL FLOOD HAZARD INSURANCE PROGRAM IT DOES NOT NECESSARILY IDENTIFY ALL AREAS SUBJECT TO FLOODING, PARTICULARLY FROM LOCAL DRAINAGE SOURCES OF SMALL SIZE OR ALL PLANNETRIC FEATURES OUTSIDE SPECIAL FLOOD HAZARD AREAS. THE FREE FROM FLOODING OR FLOOD DAMAGE, THE FLOOD HAZARD AREA IS SUBJECT TO CHANGE AS DETAILED STUDIES OCCUR AND/OR WATERBODIES OR CHANNEL CONDITIONS CHANGE. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

DATE: JULY 12, 2016

OWNER/DEVELOPER
PAMPA INVESTMENT GROUP, LP
SALADO, TX
(512)415-0338



FROM NUMBER 11941010
OFFICE: 1203 W. 11TH ST., SUITE 100, DALLAS, TEXAS 75204
MAIN: (214) 443-1100
FAX: (214) 443-1101
WWW.QUICKINC.COM



NOTE: IT IS IMPORTANT THAT THE DEVELOPER CONTACT THE PERMITTING AUTHORITY PRIOR TO ANY SITE PREPARATION. SIZE AND TYPE OF BUSINESS WILL DETERMINE ON-SITE SEWAGE DISPOSAL REQUIREMENTS. FAILURE TO DO SO MAY RESULT IN MAJOR FINANCIAL DIFFICULTIES. THIS DEPARTMENT ENFORCES THE LOCAL ORDER APPROVED FOR BELL COUNTY BY THE (TCEQ) TEXAS COMMISSION ON ENVIRONMENTAL QUALITY.

SANITARIAN _____ DATE _____

BELL COUNTY
PUBLIC HEALTH DISTRICT CERTIFICATE

THE BELL COUNTY PUBLIC HEALTH DISTRICT, THE LICENSING AUTHORITY FOR ON-SITE SEWAGE DISPOSAL IN BELL COUNTY TEXAS, HEREBY CERTIFIES THAT THIS SUBDIVISION HAS BEEN EVALUATED FOR ON-SITE DISPOSAL. IN ITS CURRENT CONDITION, THE PROPOSED SUBDIVISION MEETS OR EXCEEDS THE MINIMUM STANDARDS ESTABLISHED BY THE BELL COUNTY BOARD OF HEALTH.

COUNTY JUDGE

WITNESS, MY HAND, THIS THE ____ DAY OF _____, 20__.

NOTARY PUBLIC

I HEREBY CERTIFY THIS PLAT WAS APPROVED THIS ____ DAY OF _____, 20__ BY THE BELL COUNTY COMMISSIONERS' COURT, AND MAY BE FILED FOR RECORD IN THE DEED RECORDS OF BELL COUNTY BY THE COUNTY CLERK.

"APPROVED FOR PREPARATION OF FINAL PLAT"

CHAIRMAN, PLANNING & ZONING COMMISSION _____ DATE _____

RECORDATION INFORMATION.

FILED FOR RECORD THIS ____ DAY OF _____, 2016.

IN YEAR _____ PLAT # _____, PLAT RECORDS OF BELL COUNTY, TEXAS.

DEDICATION INSTRUMENT NO. _____, OFFICIAL PUBLIC RECORDS, BELL COUNTY, TEXAS.

PRELIMINARY, NOT TO BE RECORDED FOR ANY PURPOSE

TRAVIS L. QUICKSALL, RPLS
REGISTRATION NO. 6447

P-16-26 The Meadows ETJ

PROPOSED PLAT:


Preliminary Plat
The Meadows
28.474 Acres

PROPERTY OWNER:

Pampa Investment Group LP

Proposed The Meadows Subdivision

Legend

 P_16_26



0 290 580 1,160
Feet

For informational purposes only. Boundaries are approximate and not legally binding.

P-16-26 The Meadows ETJ

PROPOSED PLAT:

Preliminary Plat
The Meadows
28.474 Acres

PROPERTY OWNER:


Pampa Investment Group LP

FM 1670

AMITY RD

Proposed The Meadows Subdivision

Legend

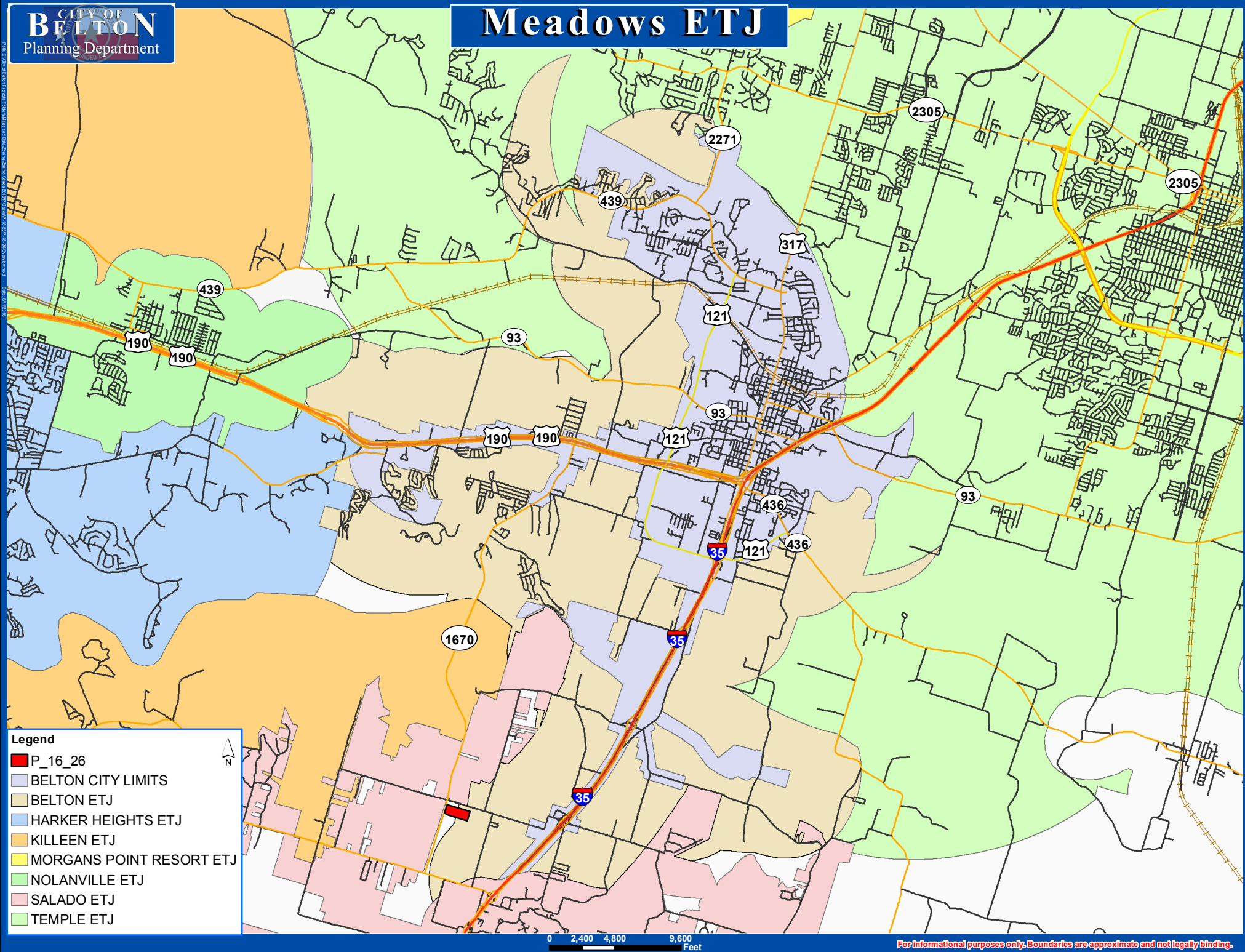
 P_16_26



0 90 180 360
Feet

For informational purposes only. Boundaries are approximate and not legally binding.

Meadows ETJ





City of Belton

Planning Department

August 3, 2016

Applicant: Clark and Fuller PLLC / Pampa Investment Group LP

Date Submitted: 07-15-16

Project: The Meadows ETJ – Preliminary Plat

Location: 28.474 Acres, Farm Market 1670, Belton, Texas 76513

*****Please comment back in red under the comments submitted on this sheet.*****

Planning:

1. What is the proposed street pavement width of Wild Seed?
2. Based on Belton's subdivision standards, park fees in the sum of \$9,200 are required for this single family development provided all 46 lots are developed with single family dwellings (\$200 per dwelling). Recommend providing parkland at this time to be owned and maintained by the HOA instead of paying the park fee.
3. Please provide Bell County Health Department comments for staff review.
4. Please have the surveyor sign the preliminary plat.
5. FM 1670 is designated a minor arterial street on the Belton Thoroughfare Plan. Based on Belton's Sidewalk Policy, a 6 feet wide sidewalk is required along this roadway.
6. It appears this property's east half is located in Belton's ETJ and the west half is unclear. Please advise if balance located in any city's ETJ.

Public Works/KPA:

1. The owner's engineer submitted a revised drainage easement document for review on August 1, 2016. The document is under review. The following items are being reviewed:
 - a. Enforcement of maintenance and functionality (volume) of the pond.
 - b. The enforcer of this easement.
 - c. Question for the Owner: Are there any liens on the Cosper property?
2. Is a channel proposed in the drainage easement between Lots 2 and 3 of Block 1? Can the easement be offset to a single property?
3. Plat - Planning and Zoning signature block references "Mystic River Phase Two" and lists '2016' twice.
4. Plat - Block 1, Lot 2 needs to be labeled as a detention lot on the plat to match the proposed improvements shown on other sheets.
5. Sheets 3 and 4 - The C-values for both pre-project and post-project conditions should vary by storm event. It is recommended that Coefficient Adjustment Factor, Cf, be 1.0 for the 10-year, 1.1 for the 25-year, and 1.25 for the 100-year storm events, respectively.
6. Sheet 4 – It appears that the "panhandle" portion of drainage area SA1 would actually drain towards the low point of SA2 (appears to be a break between Block 1, Lots 7-8).

7. Sheet 3 - A detention pond is denoted on Sheet 3 at Block 1, Lot 2 which appears to capture flow from the western drainage area, SA1. However, there are no calculations for it. This pond is not shown on Sheet 4.
8. Sheet 4 – Does the proposed drainage easement also cover a channel to the pond? Are there any channel improvements proposed?
9. A detention pond has been discussed with the owner's engineer since the project's beginnings. A question has been asked that needs to be clarified. Has an analysis been performed to evaluate the effects of placing detention improvements for this project? In other words, will the proposed detention improvements lessen overall peak flows in the watershed or will they possibly increase them?
10. The subject development is sufficient in size to require the establishment of base flood elevations on the property, specifically the drainage area from FM 1670 to the FEMA designated Zone A area. Has this been evaluated? If not, please explain.
11. Has the entrance drive and drainage along FM1670 been approved by TxDOT? A widened entrance may be needed to facilitate access into and out of subdivision at Farm Market 1670.
12. It is our understanding this property is located in Salado's Water CCN. Confirm its approval to the proposed water plans.

Building Official:

No comments.

Fire Department:

No comments.

Police Department:

No comments.

GIS:

The proposed use of "Wild Seed" as a single street name for this long circle may present addressing and public safety response issues. We recommend four (4) street names, with changes at each 90 degree turn.

Bell County:

See attached.

TxDOT:

TxDOT requests a one foot non-access easement to be placed along the entire frontage abutting FM 1670 being broken only at the shown, approved access location.

Note: Acceptance by the City of Belton of a plat, zoning change, conceptual drawing, construction drawing, or other development submittal complying with City of Belton minimum standards for drainage does not provide approval beyond what the City may authorize. Approval is limited, and this approval does not limit any obligations you may have under applicable state statutes, such as the Texas Water Code, or federal statutes. You should consult with your own professionals as you continue to pursue this development project.



County Engineer

P. O. Box 264 • Belton, Texas 76513 • (254) 933-5275 • Fax (254) 933-5276

BRYAN NEAVES, P. E.

July 19, 2016

Mr. Travis Quicksall R.P.L.S.
Quick Inc. Land Surveying
3305 Shell Road
Georgetown, Texas 78628

Mr. Justin Fuller, P.E.
Clark & Fuller Engineering
215 North Main Street
Temple, Texas 76501

Re: Final Plat/ Plans of "The Meadows" Subdivision- City of Belton ETJ

Mr. Quicksall, Mr. Fuller,

After reviewing the Final Plat submitted by your office on July 18, 2016 the following are the County's comments:

Subdivision Regulations:

- 204.1- Street Names- 911 approval of the chosen street name is required. Please include the suffix "LOOP" to the proposed street name on the plat. A suffix is required and will reduce the amount of street name signs needed for the subdivision.
- 204.1- Location & Accuracy- Dimension the street centerlines on the plat.
- 204.6- Wastewater- Certification from the Bell County Health Department is required, along with a copy of the Health Dept.'s site evaluation letter.
- 204.11- Restrictions- Provide a copy of any proposed restrictions or covenants that apply to this proposed subdivision.
- 204.16- Compliance- Include the compliance statement on the plat above the owner's signature and below the plat dedication, or provide a separate letter of compliance signed by the owner.
- 204.17- Survey Ties- Survey Ties across the right-of-way of FM 1670 at each end of the property are required on the plat.
- Dimension the right-of-way at the entrance to the subdivision.
- Provide TXDOT approval of the proposed entrance to the subdivision.
- Please label FM 1670 as a "state maintained roadway".

- Show the ownership and recordation information for the surrounding properties and the properties directly across FM 1670.
- The signature block shown for the City of Belton Planning & Zoning Chairman refers to "Mystic River-Phase Two". Please revise.
- If the City of Belton is in agreement with, and allows the proposed offsite drainage easement for the increased storm water runoff generated by this proposed subdivision in lieu of onsite detention, Bell County requests a plat statement and signature block be placed on the plat indicating approval of the adjoining property owner receiving the additional storm water runoff. The plat statement and easement documents should clearly state which parties will be responsible for the maintenance of the offsite drainage area. The easement documents should be filed separately, and the recordation information should be included in the plat statement.
- Bell County requests a plat note stating: "No fences or structures are allowed to be built across or within the drainage easements shown on the plat." This statement should also be included in the restrictions & covenants for the subdivision.
- Address all comments from the City of Belton.

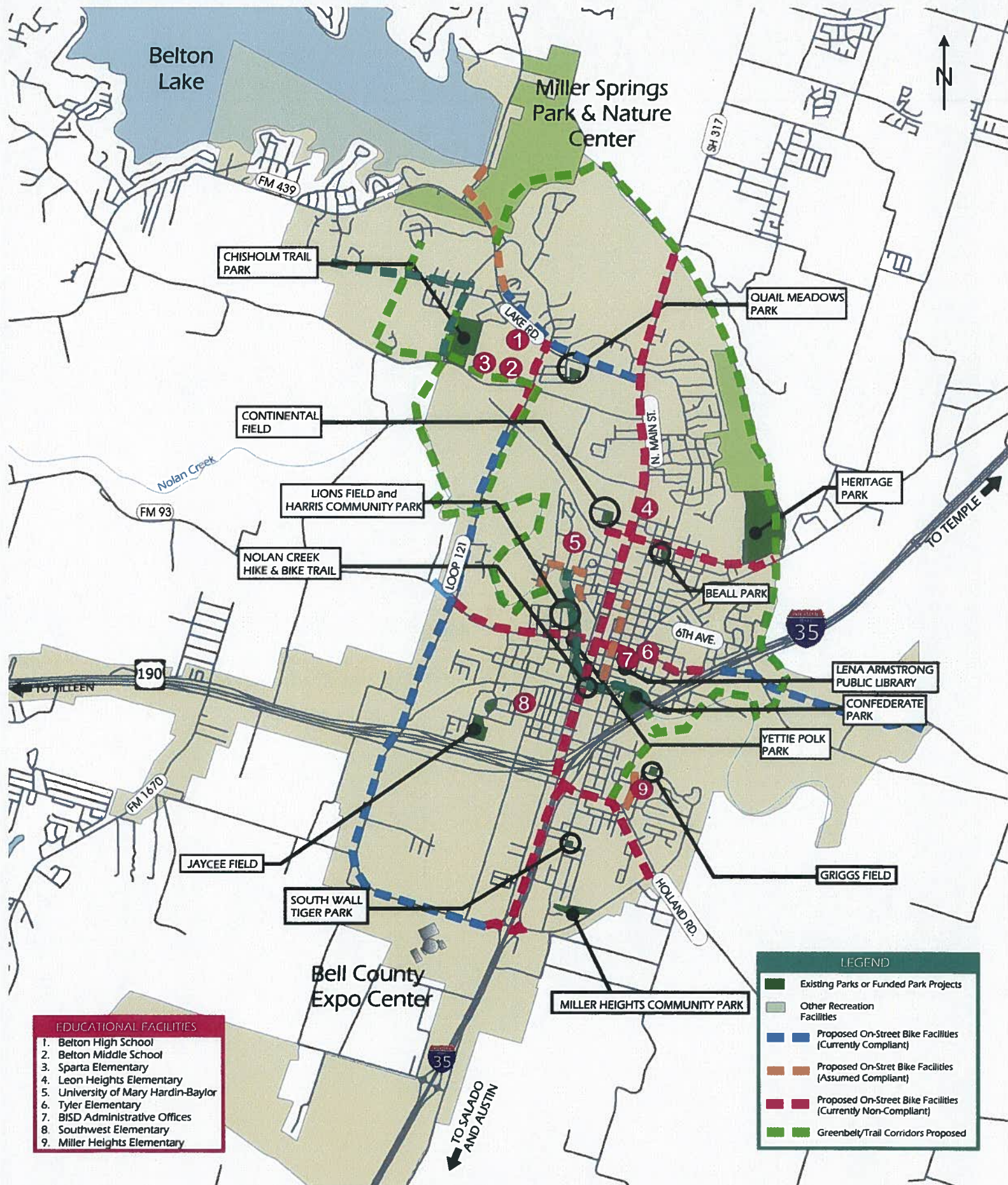
Construction Plans:

- 203.9- Drawing Requirements- Please provide for review, the construction drawings required to accompany a preliminary plat submittal including Plan/Profile drawings, Drainage & Topography drawings and calculations, typical street sections from ROW to ROW, geotechnical report, any proposed offsite storm water detention areas, etc..

Two Mylar's and three paper copies of the plat, complete with signatures are required to proceed to Commissioners Court.

Sincerely,

Steve Eubanks
Bell County- Land Development



BIKE & TRAIL PLAN

Minutes of the meeting of the
Planning and Zoning Commission (P&ZC)
City of Belton
333 Water Street
Tuesday, August 16, 2016

The Planning and Zoning Commission met at 5:30 P.M. in the Wright Room at the Harris Community Center. The following members were present: Chair John Holmes, Joel Berryman, Mat Naegele, Brett Baggerly, Rae Schmuck, Jason Morgan, and Frank Minosky. The following staff members were present: Director of Planning, Erin Smith and Planning Clerk, Laura Livingston. Members Ben Pamplin and Eloise Lundgren were absent.

3. P-16-26 Consider a preliminary plat for the Meadows Subdivision, a 29.474 acre tract of land, located on the east side of FM 1670 and south of Amity Road, located partially in Belton's Extra Territorial Jurisdiction (ETJ).

Ms. Smith presented the staff report.

Chair Holmes asked if the proposed detention pond will be located on a different owner's property? Ms. Smith said yes, the applicant is proposing to release the drainage onto the property to the south leading to a proposed off-site retention/detention pond. Staff consulted with the city attorney regarding the off-site drainage easement document to ensure all aspects are covered for the property owner, and any future owners, to accept responsibility for the drainage. Mr. Joel Berryman asked what would motivate a property owner to accept the drainage? Ms. Smith said her understanding is the off-site retention/detention pond will be used as a stock tank for horses.

Mr. Minosky asked if a park is proposed? Ms. Smith said the applicant is requesting a variance to the parkland requirements. Since the lots in this subdivision are 0.50 acres and larger, each lot will contain open space for the residents. This subdivision is located far outside the City limits and the Parks Master Plan does not identify any future parkland in this area. Chair Holmes asked if there is another development near this proposed subdivision? Ms. Smith said yes, it is the Chick Addition.

Mr. Minosky said the developer utilized this entire property for residential lots only and didn't provide any space for parkland. He said the City believes it is acceptable, but he does not believe it is acceptable. Ms. Smith said staff encouraged the developer to provide a park in this subdivision that is owned and maintained by the HOA, but the developer has expressed reluctance to create an HOA for this subdivision. Ms. Smith said if parkland is dedicated to the City, it would be far removed from the City limits and difficult for staff, from a maintenance standpoint, to ensure it is well kept.

Mr. Mat Naegele said of course they will choose to pay the fee instead of dedicating parkland, if required, because it is a \$4,800 fee compared to a much higher lot cost. Mr. Minosky said they are requesting a waiver for the parkland fee.

Ms. Rae Schmuck said Quail Meadows has a nice, little park and she didn't understand why something like that could not be done there.

Mr. Naegele said he understands the City's point of view, \$4,800 is a very minimal amount of money and it will just sit in an escrow account. Mr. Naegele said he would like to see fee-in-lieu cost change for each dwelling unit to be comparable to the land cost. Ms. Smith said the City's fee

is comparable with other cities in this area. Mr. Naegele said he agrees with the variance in this particular case.

Ms. Baggerly asked if the parkland dedication requirement would be a quarter-acre for the 46 lots. Ms. Smith said yes, it would be 0.24 acres since 24 lots are located in Belton's ETJ. Most lots within City limits are much smaller, anywhere from 5,000 to 10,000 square feet, and this subdivision does provide more open space on each lot (21,780 square feet or 0.50 acres).

Mr. Naegele made the motion to approve a preliminary plat for the Meadows subdivision, a 28.474 acre tract of land, located on the east side of FM 1670 and south of Amity Road, located partially in Belton's Extra Territorial Jurisdiction, subject to the parkland and sidewalk variances and letter to the applicant's engineer. Mr. Morgan seconded the motion, which was approved unanimously with 7 ayes, 0 nays.

Staff Report – City Council Agenda Item



Date: August 23, 2016
Case No.: H-16-14
Request: FIG
Address: 100 South East Street

Agenda Item #10

Consider authorizing a Façade Improvement Grant to Nancy Boston, 100 South East Street.

Originating Department

Planning – Erin Smith, Director of Planning/Historic Preservation Officer

Historic District

Downtown Belton Commercial Historic District

Background

This present building at 100 South East Street was built in 1880 and is located in the Downtown Belton Commercial Historic District. The Downtown Belton Commercial Historic District contains an excellent range of buildings constructed between 1870 and 1959. Forty-six percent of the buildings in this district are Contributing historic structures. Most of the buildings that are Non-Contributing have been classified that way due to inappropriate alterations that have covered or removed historic building materials and details. The 2012 City of Belton Historic Resources Survey states that the architectural style associated with this structure is two-part commercial block.

Summary Information

Nancy Boston has submitted a Façade Improvement Grant (FIG) application to complete exterior repairs and renovations on the northern and western exterior façades of the building located at 100 South East Street.

The proposal involves items included in the attached summary proposals from Metals2Go and Robert Young Construction:

- Remove stone from the northern and western facades and install new stone veneer;
- Install new composite windows and shutters;
- Install new exterior doors; and
- Construct a balcony along the northern and western facades.

The applicant has submitted a request to complete exterior repairs on the northern and western building facades. The applicant's contractor has demolished in interior and has determined the issue with leaning exterior wall. The applicant is proposing to remove the exterior stone, re-build the wall and complete other exterior repairs. Once the repairs are complete, the contractor will install the new stone facades. The applicant has researched old photographs of the building and is proposing to recreate the historic appearance that included several windows, doors, and a balcony. There are several window openings that have been closed throughout the years. All of the windows on the second floor will have shutters on either side of the window opening, similar to the windows on this building in a historic photograph. The first floor windows will be larger with transom windows above each window. The first and second floors are proposed to have doors leading to the northern and western facades. The applicant would also like to install a metal balcony along the northern and western facades, similar to other balconies that have been installed in this area recently.

At their August 11th meeting, the Historic Preservation Commission unanimously recommended approval of this request.

Fiscal Impact

Total projected cost on the application is \$112,439. The FIG application requests the maximum match amount of \$20,000, which is consistent with application guidelines. If determined appropriate, recommend approval.

Amount: \$20,000

Budgeted: ☒ Yes ☐ No

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

Funding Source(s): \$110,000 was included in the TIRZ FY 2016 budget for FIG funding. To date, grants for 115 North East Street, 112 North Main Street, 209 East Central Avenue, and 221 East Central Avenue have been approved in FY 2016. There are not sufficient funds remaining in FY 2016 for this grant request, so we propose to reimburse the applicant in FY 2017.

Recommendation

Recommend approval of this request to complete exterior renovations to the northern and western façades, and approval of a FIG if deemed appropriate.

Attachments

FIG Application, including current photographs of 100 South East Street
Certificate of Appropriateness Application
Location Map

COA notice to owners
Proposal – Robert Young Construction
Proposal – Metals2Go
Proposal Summary – Architectural Edge
Proposed Plans and Elevations

Planning Department

Date _____

Recommended _____

Rejected _____



FACADE IMPROVEMENT GRANT PROGRAM APPLICATION

Applicant's Name: Nancy Boston Date: 7.17.16
 Business Name: _____
 Contact Person: Nancy Boston (Tanya M. Reed)
 Mailing Address: P.O. Box 173 Temple, Tx. 76503
 Phone: 760.8155 Fax: _____
 E-mail: boston39@att.net

Details of Planned Improvements (attach additional paper if necessary).

Remove existing stone, storefront: glazing on the 2 street sides of existing building. Restore west: north facades to reflect original building design. (See attached)

If you are using a contractor (not required), please list the names of contractors from whom you have received proposals (list in order of preference):

1. Gus Caballero - Gus' Welding - Balcony: stairs ± 25,000.00
2. Robert Young Construction
3. _____

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

Total cost of improvement project: \$ 112,439.00

Amount of Grant requested: \$ + 20K

Amount to be paid by the applicant: \$ 92,439.00

Anticipated completion date: Fall 2016

Nancy Boston
 Applicant's signature

7/20/2016
 Date

N PARTY
NTY











Certificate of Appropriateness Application Historic Preservation Commission

Applicant contact information

Name: NANCY Boston by Tanya Mikecka Reed

Address: 3010 Scott Blvd #102 76504

Phone: 771-2054 Fax: _____ Email: treed@archedge.com

Role: ☐ Owner ☒ Architect/contractor ☐ Other: _____

Property Address: 100 South East Street

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

Description of proposed work:

Remove all existing structure and materials on the exterior walls, north and west sides.

Construct new facades complete with new windows, doors and balcony. Historic photographs have been used as reference to create window patterns, match historically appropriate building materials. See Elevation drawings by Arch Edge.

Signature

6-27-16

Date

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

Request

Renovate North
& West Exterior Facade

LEGAL DESCRIPTION:

BELTON ORIGINAL,
BLOCK 004 LOT PT 5, 6,


PROPERTY OWNER:

BOSTON, NANCY

ADDRESS/LOCATION:

100 S East Street

Legend

 H_16_14

 Tax Appraisal Parcels



0 12.5 25 50
Feet

For informational purposes only. Boundaries are approximate and not legally binding.

HPC Case # H-16-14

Request

Renovate North
& West Exterior Facade

LEGAL DESCRIPTION:

BELTON ORIGINAL,
BLOCK 004 LOT PT 5, 6,

PROPERTY OWNER:

BOSTON, NANCY

ADDRESS/LOCATION:

100 S East Street

Legend

-  H_16_14
-  200' Property Owner Notification Area
-  Tax Appraisal Parcels
- Historic Districts**
-  Downtown Belton

200' Property Owner
Notification Area

0 30 60 120
Feet

For informational purposes only. Boundaries are approximate and not legally binding.

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

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: NANCY BOSTON / TANYA MIKESKA REED,
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 100 SOUTH EAST STREET,
LOCATED IN THE DOWNTOWN BELTON HISTORIC DISTRICT HISTORIC DISTRICT,
TO renovate northern and western exterior facades.

THE HISTORIC PRESERVATION COMMISSION WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT
5:00 P.M., Thursday, August 11, 2016 IN THE WRIGHT ROOM AT THE T.B. HARRIS CENTER, 401 N.
ALEXANDER, BELTON, TEXAS.

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

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

circle one

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

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

DATE: _____ SIGNATURE: _____

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

1799
ALLEN, CARL HUDSON JR
3410 CLARKSBURG DR
AUSTIN, TX 78745-5820

9927
BIGHAM, SANDRA J
2006 N EAST ST
BELTON, TX 76513-2052

16304
AMBRECO FAMILY LP
200 E CENTRAL AVE
BELTON, TX 76513

20066
GLEN-RIDDLE MANOR PROPERTIES LLC
410 N MAIN ST
BELTON, TX 76513-3165

26948
POTTS, ROY C
221 E CENTRAL AVE
BELTON, TX 76513-3237

38233
ARLDT-ROBERTS, DIANA
4805 LAKEAIRE CIR
TEMPLE, TX 76502-6833

50961
HOLLE, DENNIS C ETUX NANCY J
PO BOX 908
BELTON, TX 76513-0908

56701
GAINES, ROBERT D
PO BOX 1274
BELTON, TX 76513-5274

73179
MESSER, JOHN ETAL
PO BOX 969
BELTON, TX 76513-0969

92483
MACEY, HARRY B III ETUX DEBRA J
PO BOX 2717
TEMPLE, TX 76503-2717

8028
BOSTON, NANCY
12435 FM 2305
BELTON, TX 76513-5438

9928
BIGHAM, SANDRA J
2006 N EAST ST
BELTON, TX 76513-2052

16305
AMBRECO FAMILY LP
200 E CENTRAL AVE
BELTON, TX 76513

20410
CITY OF BELTON
PO BOX 120
BELTON, TX 76513-0120

30889
SERIES C OF BOESELT GROUP PROPERTIES LLC
113 N EAST ST
BELTON, TX 76513

40595
GIBBS, MICHAEL F
PO BOX 907
BELTON, TX 76513-0907

51259
HARPER, BARRY D
1415 MILL CREEK DR
SALADO, TX 76571

56702
GAINES, ROBERT D
1217 W AVENUE J
BELTON, TX 76513-3715

75449
MONTEITH ABSTRACT & TITLE CO INC
PO BOX 178
BELTON, TX 76513-0178

92484
MACEY, HARRY B III ETUX DEBRA J
PO BOX 2717
TEMPLE, TX 76503-2717

8029
BELL COUNTY
PO BOX 768
BELTON, TX 76513-0768

13283
ROWE, SCOTT
106 BLACK WALNUT CT
NOLANVILLE, TX 76513

16306
AMBRECO FAMILY LP
200 E CENTRAL AVE
BELTON, TX 76513

25210
MCWHA, KENNETH R
456 WOODLAND POINT RD
BELTON, TX 76513-6747

30891
DULANY, OUIDA MAE
PO BOX 701277
HOUSTON, TX 77270-1277

43277
BEGLEY, RODNEY SHANE ETUX MICHELLE
511 QUALLA DR
HARKER HEIGHTS, TX 76548

54460
CABRERA, NOE D ETUX GUADALUPE
1520 SHADY LOOP
KILLEEN, TX 76549-6534

56862
ELSER, TIMOTHY A ETUX IRMA V
2102 DOWNING ST
BELTON, TX 76513-2027

75450
MONTEITH ABSTRACT & TITLE CO INC
PO BOX 178
BELTON, TX 76513-0178

94604
BELL COUNTY
PO BOX 768
BELTON, TX 76513-0768

94633

POTTS, ROY COCHRAN ETAL
221 E CENTRAL AVE
BELTON, TX 76513-3237

103292

SHINE BRANCH LLC
500 NORTH LOOP 121
BELTON, TX 76513-3238

118794

MONTEITH ABSTRACT & TITLE COMPANY
PO BOX 178
BELTON, TX 76513-0178

96857

BELL COUNTY
PO BOX 768
BELTON, TX 76513-0768

107861

JESUS ACTS IN INMATES LIVES INC
PO BOX 634
BELTON, TX 76513-0634

205289

RIDDLE, WESLEY A ETUX MARIA AIDA
410 N MAIN ST
BELTON, TX 76513-3165

99788

HEARTLAND RESOURCES INC
6 S 1ST ST
TEMPLE, TX 76501-7604

117830

RIDDLE, MARIA AIDA
410 N MAIN ST
BELTON, TX 76513-3165

230656

WILSON, TIMOTHY B ETUX TAMMY L
PO BOX 252
BELTON, TX 76513-0252

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

THE CITY OF BELTON HAS RECEIVED A REQUEST FROM: NANCY BOSTON/ TANYA MIKESKA REED
TO CHANGE THE FOLLOWING DESCRIBED PROPERTY: 100 SOUTH EAST STREET
LOCATED IN THE DOWNTOWN BELTON HISTORIC DISTRICT HISTORIC DISTRICT,
TO renovate northern and western exterior facades

THE HISTORIC PRESERVATION COMMISSION WILL HOLD A PUBLIC HEARING PURSUANT TO THIS REQUEST AT
5:00 P.M., Thursday, August 11, 2016 IN THE WRIGHT ROOM AT THE T.B. HARRIS CENTER, 401 N.
ALEXANDER, BELTON, TEXAS.

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

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

circle one

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

1. _____
2. _____
3. _____

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

DATE: 8-8-16 SIGNATURE: 

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

92484

MACEY, HARRY B III ETUX DEBRA J

PO BOX 2717

TEMPLE, TX 76503-2717

92483

MACEY, HARRY B III ETUX DEBRA J

PO BOX 2717

TEMPLE, TX 76503-2717

**NOTICE OF APPLICATION
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circle one

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ABOVE FOR THE REASONS EXPRESSED BELOW:

1. _____
2. _____
3. _____

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

DATE: 8/4/16 SIGNATURE: David E Leigh

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

103292
SHINE BRANCH LLC
500 NORTH LOOP 121
BELTON, TX 76513-3238

**Robert Young Construction
Belton, Texas
76513
254-254-913-0960**

Estimate for Nancy Boston – 100 South East Street

- 1. Furnish all labor to demolish and dispose of the entire first floor of stone, rumble, debris, storefront and doors as it currently exists.**
- 2. Furnish labor and material for the installation of the entire first floor with new stone, repointing and salvaging stone as allowed. (North and West walls)**
- 3. Furnish labor and material for the partial reconstruction of the second floor. (North and West walls)**
- 4. Provide labor and material for a lightweight concrete topping on newly constructed balcony.**

This proposal excludes any metal work, stairs, railing and balcony. To be constructed by others.

Estimated cost of \$15,000.00

July 18, 2016

Metals 2 Go**For All Of Your Metal Needs**

Metals 2 Go
1300 Old Hewitt Road
P.O. Box 20425
Waco, Texas 76702
ph:254-235-7700 fax:254-235-7703

Q u o t e**Ticket # 923664**

07-13 9:49:19 #

Waco

Ordered	7/13/2016
Promised	7/13/2016

Bill To: GUS'S WELDING
7505 PEGESUS ROAD
TEMPLE, TX
76504

Ship To: GUS'S WELDING
7505 PEGESUS ROAD
TEMPLE, TX
76504
Telephone 254-563-9115

FAX # 254-780-1211

Entered LO	Sold By LO	Ship Via TRUCK	Sale Type Quote	Customer # GUS123	Customer PO GUS	Terms COD
---------------	---------------	-------------------	--------------------	----------------------	--------------------	--------------

Quantity	Description	Grade	Weight	Unit Price	Total Price	
	This quote is based on a complete order. Pricing could change with deletion of item or items. Quotations are good for 5 days unless the producing mills increase prices. If they raise prices, we will also update our prices at that time.					
10	TUBE-SQ. & RECT. TS6X6X1/4	A500B	24' 0"	4565	238.19 U	\$2381.90
15	Wide Flange W12X26 WIDTH 12.22" X .230" FLANGE 6.49" X .380"	A992	20' 0"	7800	38.33 Cwt	\$2989.74
20	Floor Plate FPL3/16X48 STEEL FLOOR PLATE	CQ	8' 0"	5574	102.56 U	\$2051.20
50	Z-Purlin ZP8X2-1/2X14GA	CQ	20' 0"	3680	2.52 F	\$2520.00
30	TUBE-SQ. & RECT. TS2X2X14GA	A513	24' 0"	1558	1.07 F	\$770.40
100	TUBE-SQ. & RECT. TS1X1X16GA	A513	24' 0"	1985	0.41 F	\$984.00
3	Plate PL3/8X48	A36	8' 0"	1471	178.17 U	\$534.51
	Continued next page					

Metals 267

Q u o t e

Waco

Ticket # 923664

Page 2

For All Of Your Metal Needs

Quantity	Description	Grade	Weight	Unit Price	Total Price
	Sub Total				\$12231.75
Totals			26633		\$12231.75

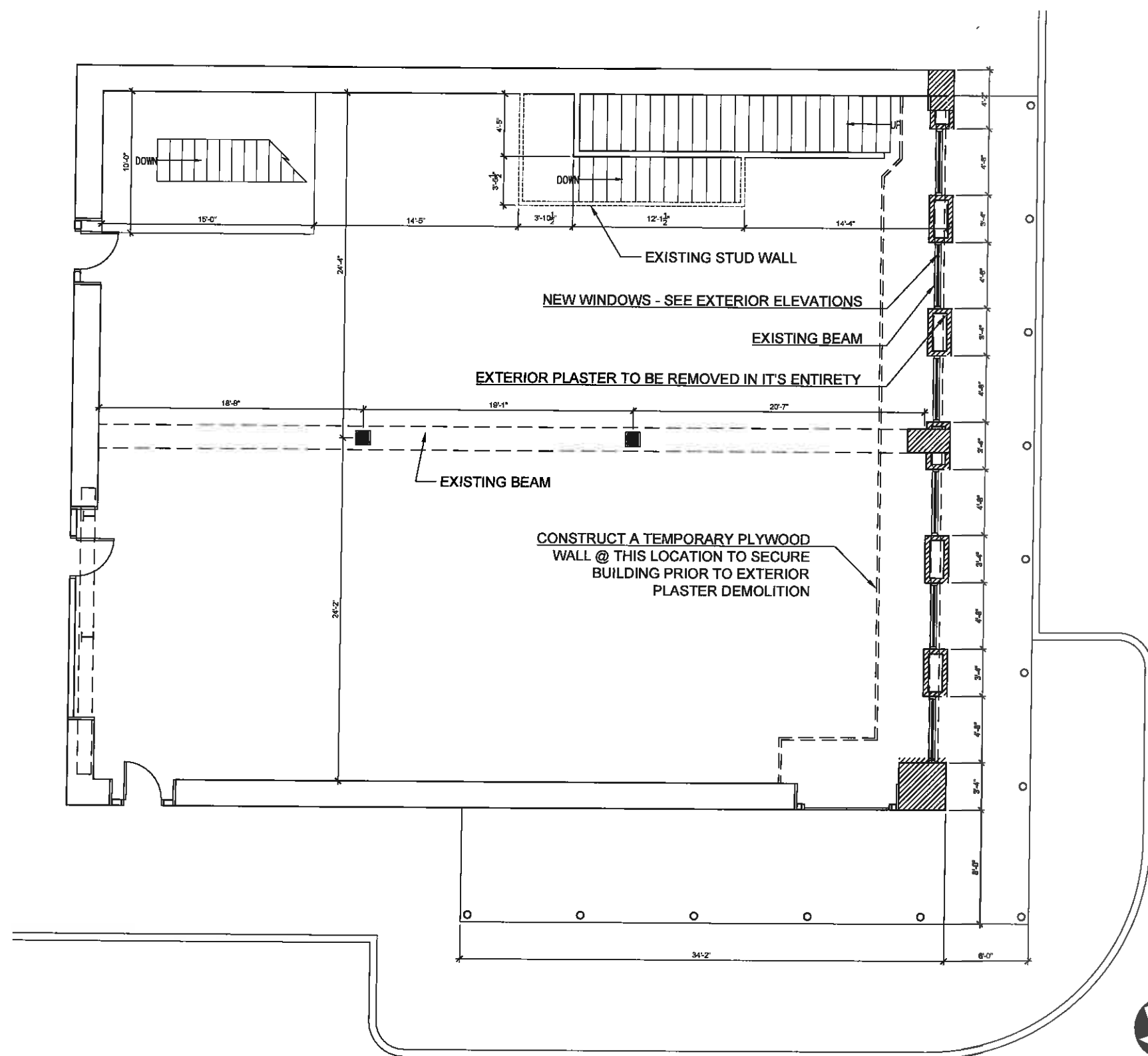
labor cost estimated \$12,000.00

Nancy Boston - 100 South East Street

This is an Opinion of Probable Cost

DATE: 19-Jul-16
A/ E: Architectural Edge Inc.
ESTIMATE: Probable Cost
BY: Tanya Mikeska-Reed
SPECIFICS: Nancy Boston

DIVISION	DIVISION TITLE	TOTAL
1	PROJECT OVERHEAD	
2	SITE CONSTRUCTION	
3	CONCRETE	\$1,200
4	MASONRY	\$8,000
5	METALS	\$27,500
6	WOODS/PLASTICS	\$17,400
7	THERMAL/ MOISTURE PROTECT	\$15,750
8	DOORS & WINDOWS	\$21,000
9	FINISHES	\$1,500
10	SPECIALTIES	\$0
11	EQUIPMENT	\$0
12	FURNISHINGS	\$0
13	SPECIAL CONSTRUCTION	\$0
14	VERTICAL SYSTEMS	
15	MECHANICAL	\$0
16	ELECTRICAL	\$5,000
	PROJECT TOTAL Bare Costs	\$97,350
	Overhead & Profit 5%	\$4,868
	PROJECT SUBTOTAL	\$102,218
	State/Local Sales Taxes 0%	\$0
	Bond 0%	\$0
	Estimate Contingency 10%	\$10,222
	PROJECT TOTAL	\$112,439



NEW FACADE PLAN
SCALE: 1/4" = 1'-0"



proj. date:	09.24.2016
proj. no.:	15025
drawn by:	cnc
checked by:	TLR
revision 1:	
revision 2:	
revision 3:	

sheet no.

A1.1

NEW EXTERIOR WALL PLAN

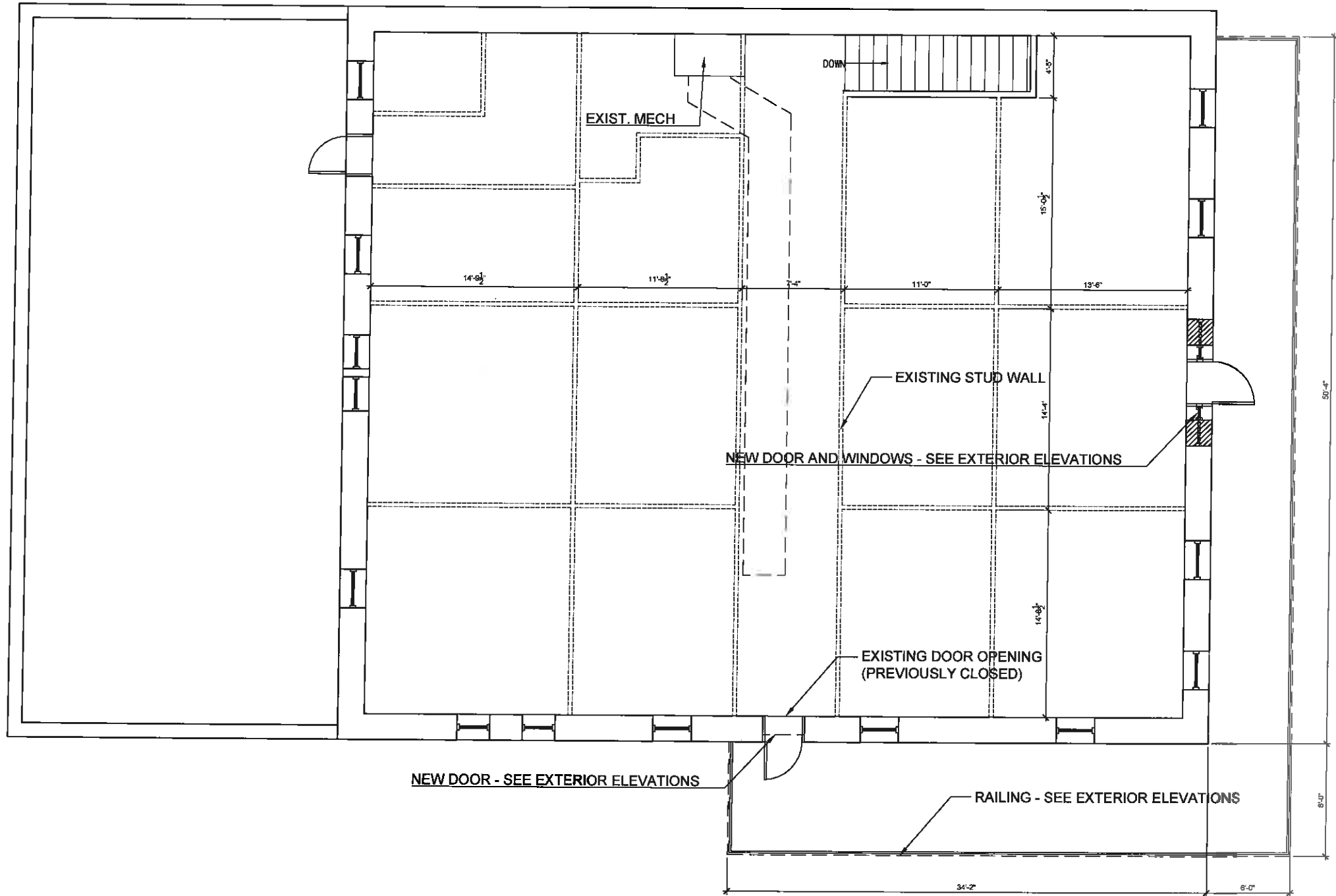
FOR:
HISTORIC BUILDING RENOVATION
NANCY BOSTON
BELTON, TEXAS

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Suite 102
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254.771.2054 P
254.773.2144 F



NEW FACADE PLAN
SCALE: 1/4" = 1'-0"



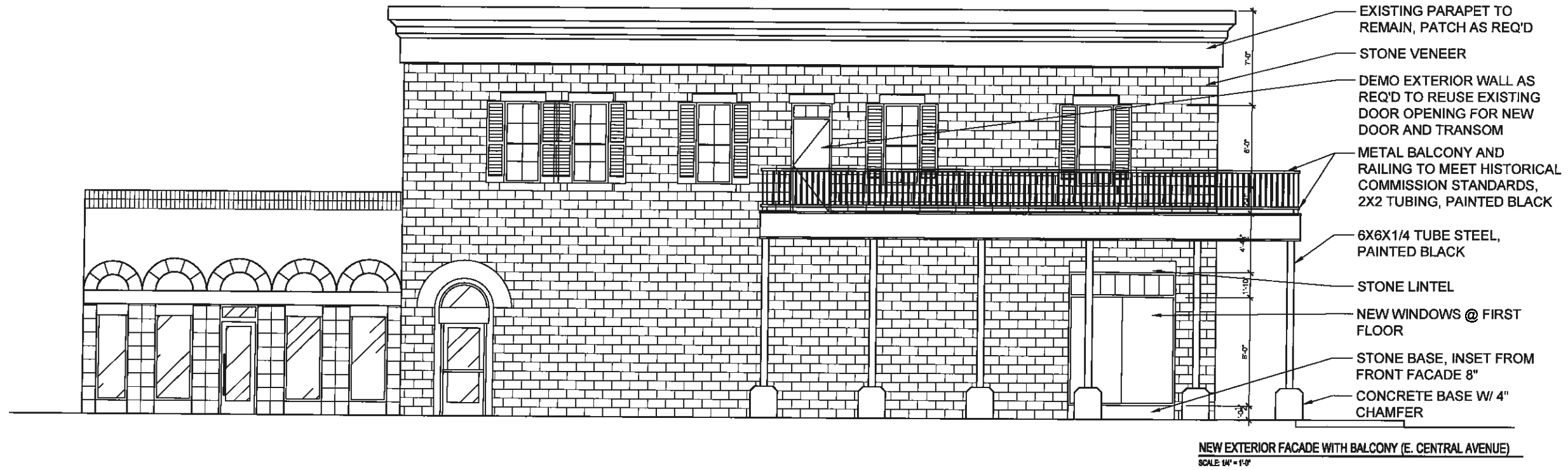
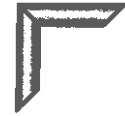
proj. date: 08.24.2016
proj. no.: 15025
drawn by: cnc
checked by: TLR
revision 1:
revision 2:
revision 3:

sheet no.
A1.2

NEW EXTERIOR WALL PLAN
FOR:
HISTORIC BUILDING RENOVATION
NANCY BOSTON
BELTON, TEXAS

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NEW EXTERIOR FACADE WITH BALCONY (E. CENTRAL AVENUE)
SCALE: 1/4" = 1'-0"

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NEW EXTERIOR FACADE
FOR:
HISTORIC BUILDING RENOVATION
NANCY BOSTON
BELTON, TEXAS

proj. date: 08.24.2016
proj. no.: 15025
drawn by: cnc
checked by: TLR
revision 1:
revision 2:
revision 3:

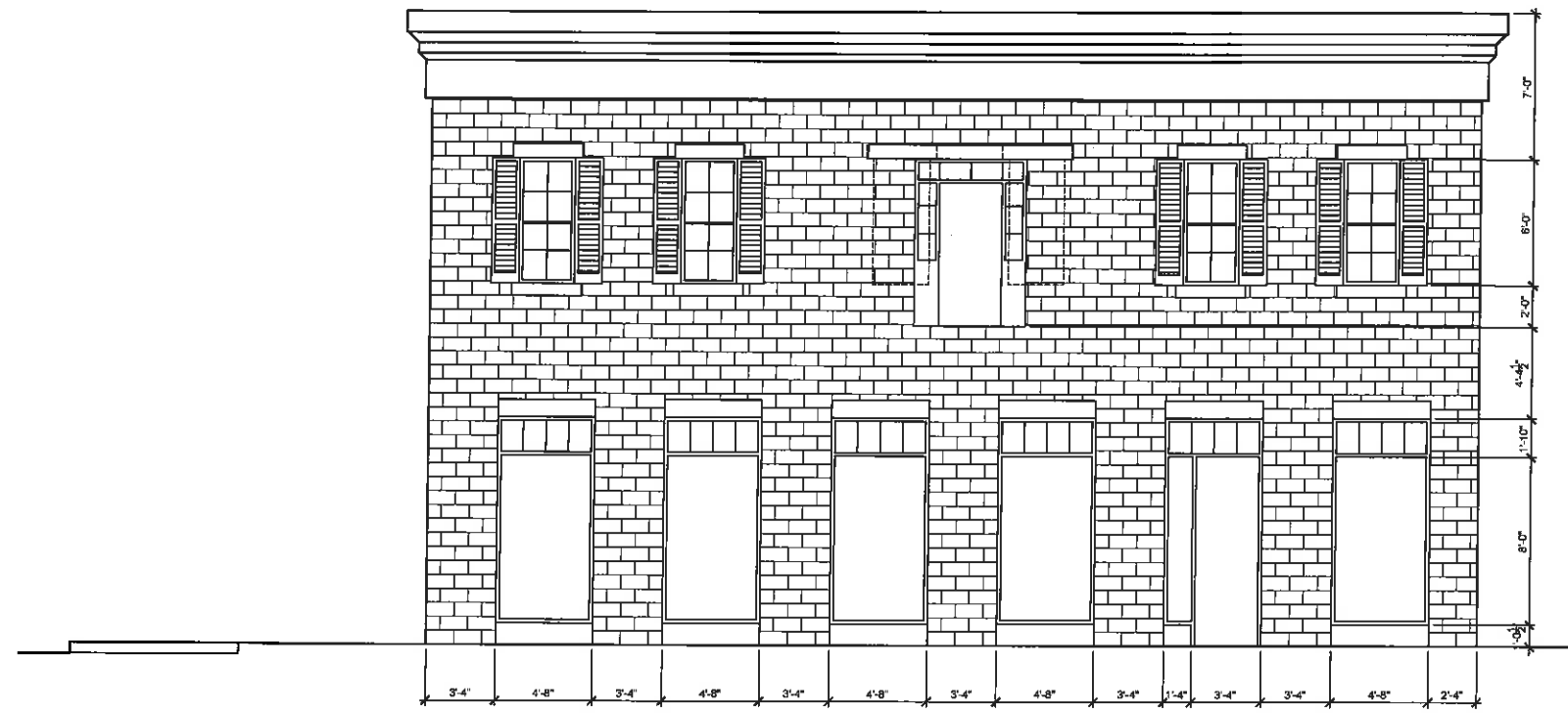
sheet no.
A2.1

NEW EXTERIOR FACADE W/OUT BALCONY (E. CENTRAL AVENUE)
SCALE: 1/4" = 1'-0"





NEW EXTERIOR FACADE WITH BALCONY (S. EAST STREET)
SCALE: 1/4" = 1'-0"



NEW EXTERIOR FACADE W/OUT BALCONY (S. EAST STREET)
SCALE: 1/4" = 1'-0"

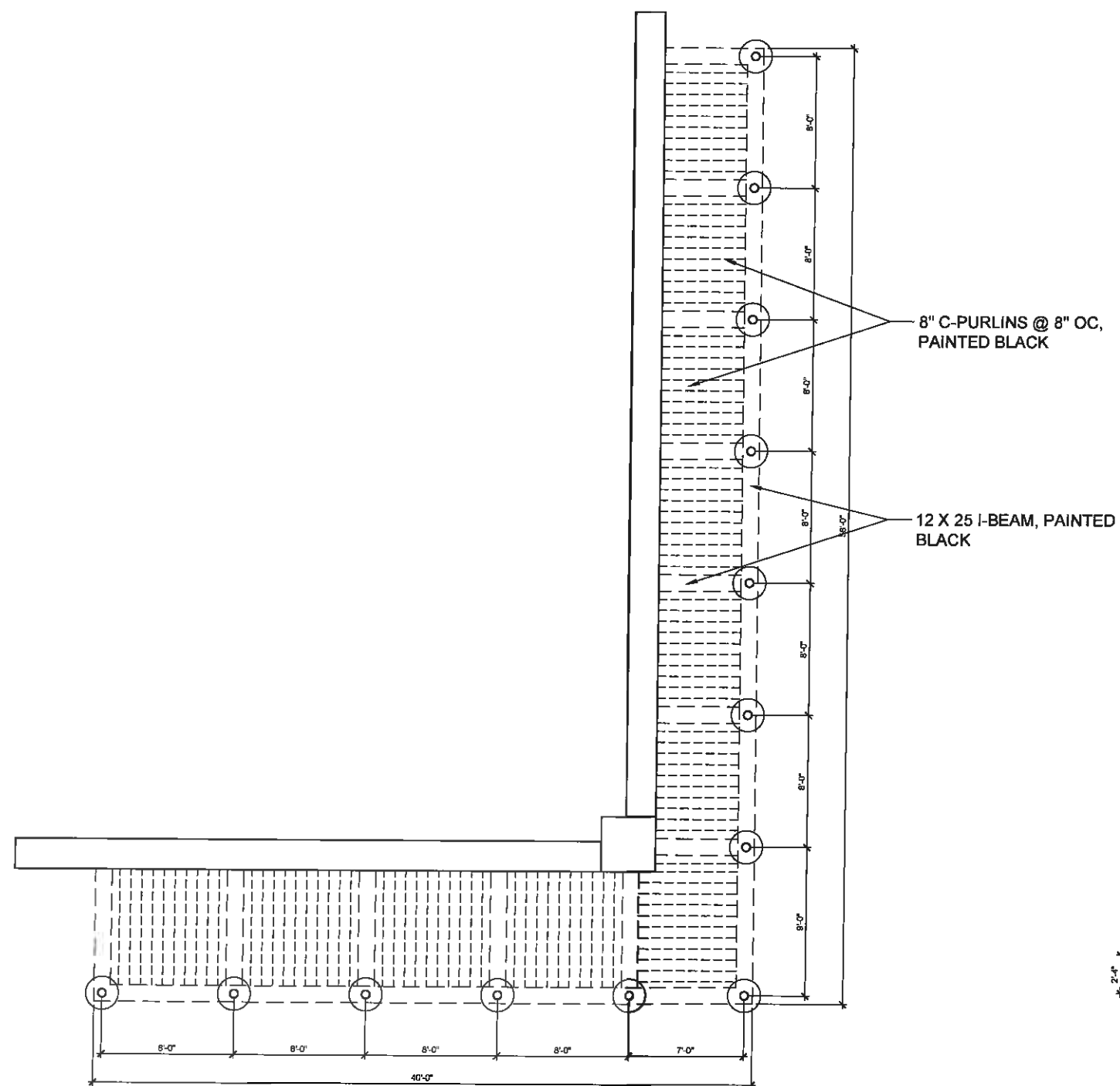
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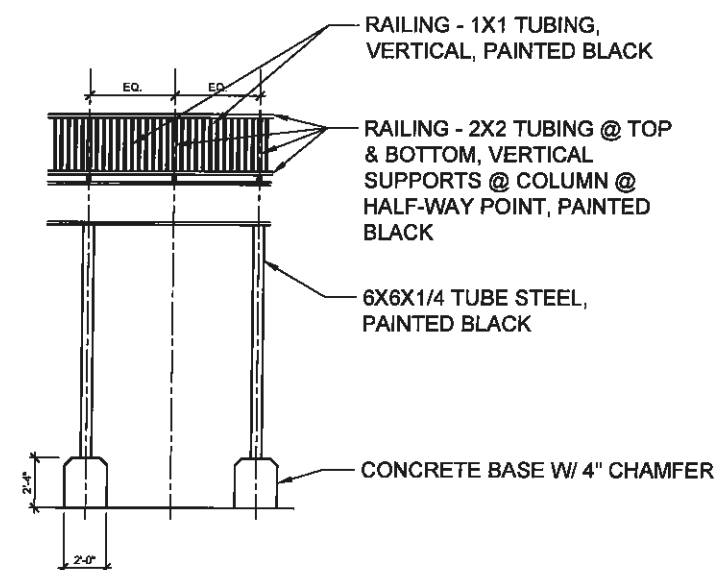
NEW EXTERIOR FACADE
FOR:
HISTORIC BUILDING RENOVATION
NANCY BOSTON
BELTON, TEXAS

proj. date:	06.24.2016	enc	TLR
proj. no.:	15025		
drawn by:			
checked by:			
revision 1:			
revision 2:			
revision 3:			

sheet no.
A2.2



FRAMING PLAN
SCALE: 1/4" = 1'-0"



RAILING DETAILS

SCALE: 1/4" = 1'-0"



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FRAMING PLAN & DETAIL

FOR:
HISTORIC BUILDING RENOVATION
NANCY BOSTON
BELTON, TEXAS

proj. date: 08.24.2016
proj. no.: 15025
drawn by: cnc
checked by: TLR

sheet no.

A3.1

Staff Report – City Council Agenda Item



Date: August 23, 2016
Request: FIG
Address: 300 East Central Avenue

Agenda Item #11

Consider authorizing a Façade Improvement Grant to Wild Miller's LLC, 300 East Central Avenue.

Originating Department

Planning – Erin Smith, Director of Planning

Summary Information

Dusty Miller has submitted a Façade Improvement Grant (FIG) application to complete exterior repairs and renovations on the southern and western exterior façades of the building located at 300 East Central Avenue.

The proposal involves items included in the attached summary proposal from Peerless Enterprises:

Southern Façade (facing Central Avenue):

- Construct a 35 feet X 45 feet metal awning;
- Install 3 feet tall black wrought iron fence around the awning;
- Paint exterior walls gray;
- Install new entrance door; and
- Install two glass bay doors.

Western Façade (facing Penelope Street):

- Construct a 5 feet wide metal awning with support columns;
- Install two glass bay doors;
- Install new entrance double doors; and
- Paint a mural on the exterior wall.

Miller's BBQ has purchased the building at 300 East Central Avenue for their new restaurant location, and it will be opening soon. They are proposing to renovate the building to allow for indoor and outdoor seating. The smokers will be located inside the building and will vent out through an exhaust system. There will be five stacks extending from the roof with fan-assisted airflow. The applicant is proposing to restore the façades facing Central Avenue and Penelope Street. The applicant would like to remove all of the green fabric awnings and install black metal awnings with removable support columns extending the length of the building along Penelope Street. City staff met with the applicant to ensure the support columns do not cause issues for future sidewalk enhancements in this area. The applicant's contractor is designing the columns to be removable if needed for sidewalk reconstruction. The applicant would also like to construct a 35 feet X 45 feet

metal awning to provide covered outdoor seating in the open space between the building and Central Avenue. A 3 feet tall black wrought iron fence will be installed around the awning along Central Avenue. There will also be an outdoor stage located under the awning for live music opportunities. The exterior is stucco and is currently painted a beige color. The applicant is proposing to paint the entire exterior gray and create a mural on the western exterior wall facing Penelope Street.

The building was utilized as an automotive shop before the conversion to an office building was completed. The areas around the building with large windows are where the large bay doors were located at one time. The applicant is proposing to replace the exterior doors and windows facing Central Avenue and Penelope Street. The applicant would like to install two glass bay doors and a new entrance facing Central Avenue. They are also proposing to install two glass bay doors and new entrance double doors facing Penelope Street.

Work is scheduled to occur upon approval of the grant request. This would represent another excellent example of the value of targeted public investment in Downtown Belton funded by the Tax Increment Reinvestment Zone (TIRZ). Other examples of TIRZ funded façade improvement grants in the vicinity include Cochran, Blair, and Potts, Don Ringle's Office, Camden Enterprises, Tirzah, and Liberty Church.

Fiscal Impact

Total projected cost on the application is \$57,700. The FIG application requests the maximum match amount of \$20,000, which is consistent with application guidelines.

Amount: \$20,000

Budgeted: ☒ Yes ☐ No

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

Funding Source(s): \$110,000 was included in the TIRZ FY 2016 budget for FIG funding. To date, grants for 115 North East Street, 112 North Main Street, 209 East Central Avenue, and 221 East Central Avenue have been approved in FY 2016. There are not sufficient funds remaining in FY 2016 for this grant request, so we propose to reimburse the applicant in FY 2017.

Recommendation

Recommend this FIG application be approved in the amount of \$20,000.

Attachments

FIG Application, including current photographs of 300 East Central Avenue
Location Map
Proposal – Peerless Enterprises
Proposed Elevations

Planning Department

Date _____

Recommended _____

Rejected _____

**FACADE IMPROVEMENT GRANT PROGRAM
APPLICATION**

Applicant's Name: Dusty Miller Date: 08/04/2016
Business Name: Miller's Smokehouse
Contact Person: Dusty Miller
Mailing Address: 208 N. Penelope St.
Phone: 254-718-9048 Fax: _____
E-mail: dusty@wildmillers.com

Details of Planned Improvements (attach additional paper if necessary).

See attached

If you are using a contractor (not required), please list the names of contractors from whom you have received proposals (list in order of preference):

1. Peerless Enterprises
2. _____
3. _____

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

Total cost of improvement project: \$ 57,700

Amount of Grant requested: \$ 20,000

Amount to be paid by the applicant: \$ 37,700

Anticipated completion date: 11/15/2016

Dusty Miller

Applicant's signature

08/04/2016

Date



FACADE IMPROVEMENT GRANT PROGRAM AGREEMENT

I have met with the Planning Department, and I fully understand the Facade & Sign Reimbursement Grant Procedures and Details established by the Belton City Council. I intend to use this Grant program for the aforementioned renovation projects to forward the efforts of the downtown revitalization and historic preservation program.

I have read the Facade Grant Application Procedures and Guidelines.

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

Miller's Smokehouse
Business/Organization Name

Dusty Miller 08/04/2016
Applicant's Signature Date


Dusty Miller 08/04/2016
Building Owner's Signature Date

Elin Smith 8/18/16
Planning Director Recommendation Date

Mayor Approval Date



LEGEND

 300 E Central Ave



A horizontal scale bar with a blue background. It has white tick marks and labels for 0, 25, 50, and 100. The word "Feet" is written in white at the right end of the bar.

For informational purposes only. Boundaries are approximate and not legally binding.

Peerless Enterprises

"your one stop for ALL TYPES OF REPAIRS"

ROOFING, REMODELING, LEVELING

Free Estimates

254-939-3300

Customer Info:

Job #: 1266

Miller's BBQ - Miller, Dusty

300 E. Central,

Belton, TX, 76513

(254) 718-9048

Peerless Roofing

5513 Taylors Valley Rd Temple, TX 76502

Phone: (254) 939-3300

Fax: (254) 939-3355

Company Representative:

Jeff Ling

(254) 939-3300

jeff@peerlessroofing.com

Remodel

Description
East Central Ave Facade: Construct a steel frame shed style roof from the existing structure toward Central Ave., approximately 35' long and 45' wide. Construct and install black railing along East Central and Penelope. Install new signage over shed roof. Paint façade with a grey color and shed roof black. Install glass style garage door for open air concept on front façade.

Total for all sections: \$35,700.00

Total: **\$35,700.00**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. The Owner is to carry fire, tornado and other necessary insurance. Peerless to carry \$2,000,000 general liability policy. Peerless to offer 5 year workmanship warranty.

*** Should Peerless work on your behalf to satisfy the scope of work as provided by your insurance carrier, all supplements paid by the insurance carrier for additional work required during construction, to include material and/or labor, needed beyond the original scope of work are authorized to be paid to Peerless Enterprises. ***

"This Contract is subject to Chapter 27, Property Code. The provisions of that chapter may affect your right to recover damages arising from the performance of this contract. If you have a complaint concerning a construction defect arising from the performance of this contract and that defect has not been corrected through normal warranty service, you must provide notice regarding the defect to the contractor by certified mail, return receipt requested, not later than the 60th day before the date you file suit to recover damages in a court of law. The notice must refer to Chapter 27, Property Code, and must describe the construction defect. If requested by the contractor, you must describe the construction defect as provided by Section 27.004, Property Code"

Terms and Conditions of Contract

1. Acceptance of this contract by Purchaser shall be acceptance of all terms and conditions. Allowing Contractor to commence the Work or preparation for the work.
2. Payment is due in full upon completion for all Cash Contracts. Payment is due upon receipt of Insurance Proceeds or within 30 days of completion for all Insurance Proceeds and Deductible Contracts plus any Customer Upgrades. Payments made by credit card will be subject to a 3% processing fee.
3. It is at the discretion of the Contractor to create a Builder's, Mechanic's, Materialman's and Laborer's Lien as to help secure prompt payment. This Contract is executed, acknowledged and delivered before any labor has been performed and before any material has been furnished for the construction of the improvements for which the liens hereby created are given. All sums not paid when due shall bear interest at the maximum contract rate provided by Article 1.04, Title 79 Revised Civil Statutes of Texas, as amended; and all costs of collection, including a reasonable attorney's fee shall be paid by Owner. If Purchaser fails to make payment to Contractor as herein provided, then contractor may stop work without prejudice to any other remedy it may have.
4. All Proposals /Contracts are subject to approval of Peerless Enterprises Management and can be repealed at their discretion within 10 days of execution of this Proposal/Contract.
5. Upon acceptance of this Contract, Contractor shall be given a reasonable time in which to make delivery of materials and/or labor to commence work. Contractor shall not be responsible for delays or default occasioned by any causes of any kind and extent beyond its control. Additional costs of any type incurred by Contractor by reason of any of the foregoing or supplier imposed increases or transportation increases and reasonable overhead and profit thereon shall be paid by Purchaser.
6. This Proposal/Contract comprises all representations between Purchaser and Contractor. Any changes, alterations, additions or deletions in the Work should be placed in writing specifying such and the cost incurred or saved.
7. Contractor shall not be held liable for any damages arising from HVAC lines, water lines, or any electrical wires installed less than 3" from the roof decking. Purchaser warrants and represents to Contractor (and Contractor is relying thereon) that there is no mold, other substance or condition (toxic or not) in or on the premises of the job location or any of the systems in or on those premises. Purchase agrees to indemnify, pay, and hold Contractor harmless of and from any and all claims as a result of the existence.
8. A Proposal/Contract written for "Insurance Proceeds and Deductible" shall mean Contractor is due full price for repairs, which includes taxes, overhead and profit, associated with the insurance payment.
9. The work shall be performed in a good and workmanlike manner. Contractor warrants that it will make such repairs as are necessary to put the Work into a good and workmanlike condition with respect to any faults or defects reported to Contractor. Contractor warranty is in lieu of all other warranties, express or implied including any warranties of merchantability or fitness for a particular purpose. Contractor will not be responsible for special, incidental or consequential damages. Contractor shall not be responsible for damage to its work by other parties and any repair work necessitated by such damage will be considered an order for extra work hereunder. All materials furnished in accordance with the respective industry tolerance of color variation, thickness, size, finish and performance standards. Materials will be applied using materials recommended guidelines and nails will be installed per code and are required to penetrate the decking.



Peerless Roofing
5513 Taylors Valley Rd Temple, TX 76502
Phone: (254) 939-3300
Fax: (254) 939-3355
Company Representative:
Jeff Ling
(254) 939-3300
jeff@peerlessroofing.com

Customer Info:

Job #: 1266
Miller's BBQ - Miller, Dusty
300 E. Central,
Belton, TX, 76513
(254) 718-9048

Remodel

Description
Penelope Street Facade: Construct a steel frame and build a 5' covered awning length of building. Install support columns onto sidewalk. Install new entrance doors. Create a mural, using local artists, to cover exterior wall.

Total for all sections: \$22,000.00

Total: **\$22,000.00**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. The Owner is to carry fire, tornado and other necessary insurance. Peerless to carry \$2,000,000 general liability policy. Peerless to offer 5 year workmanship warranty.

*** Should Peerless work on your behalf to satisfy the scope of work as provided by your insurance carrier, all supplements paid by the insurance carrier for additional work required during construction, to include material and/or labor, needed beyond the original scope of work are authorized to be paid to Peerless Enterprises. ***

"This Contract is subject to Chapter 27, Property Code. The provisions of that chapter may affect your right to recover damages arising from the performance of this contract. If you have a complaint concerning a construction defect arising from the performance of this contract and that defect has not been corrected through normal warranty service, you must provide notice regarding the defect to the contractor by certified mail, return receipt requested, not later than the 60th day before the date you file suit to recover damages in a court of law. The notice must refer to Chapter 27, Property Code, and must describe the construction defect. If requested by the contractor, you must describe the construction defect as provided by Section 27.004, Property Code"

1. Acceptance of this contract by Purchaser shall be acceptance of all terms and conditions. Allowing Contractor to commence the Work or preparation for the work.
2. Payment is due in full upon completion for all Cash Contracts. Payment is due upon receipt of Insurance Proceeds or within 30 days of completion for all Insurance Proceeds and Deductible Contracts plus any Customer Upgrades. Payments made by credit card will be subject to a 3% processing fee.
3. It is at the discretion of the Contractor to create a Builder's, Mechanic's, Materialman's and Laborer's Lien as to help secure prompt payment. This Contract is executed, acknowledged and delivered before any labor has been performed and before any material has been furnished for the construction of the improvements for which the liens hereby created are given. All sums not paid when due shall bear interest at the maximum contract rate provided by Article 1.04, Title 79 Revised Civil Statutes of Texas, as amended; and all costs of collection, including a reasonable attorney's fee shall be paid by Owner. If Purchaser fails to make payment to Contractor as herein provided, then contractor may stop work without prejudice to any other remedy it may have.
4. All Proposals /Contracts are subject to approval of Peerless Enterprises Management and can be repealed at their discretion within 10 days of execution of this Proposal/Contract.
5. Upon acceptance of this Contract, Contractor shall be given a reasonable time in which to make delivery of materials and/or labor to commence work. Contractor shall not be responsible for delays or default occasioned by any causes of any kind and extent beyond its control. Additional costs of any type incurred by Contractor by reason of any of the foregoing or supplier imposed increases or transportation increases and reasonable overhead and profit thereon shall be paid by Purchaser.
6. This Proposal/Contract comprises all representations between Purchaser and Contractor. Any changes, alterations, additions or deletions in the Work should be placed in writing specifying such and the cost incurred or saved.
7. Contractor shall not be held liable for any damages arising from HVAC lines, water lines, or any electrical wires installed less than 3" from the roof decking. Purchaser warrants and represents to Contractor (and Contractor is relying thereon) that there is no mold, other substance or condition (toxic or not) in or on the premises of the job location or any of the systems in or on those premises. Purchase agrees to indemnify, pay, and hold Contractor harmless of and from any and all claims as a result of the existence.
8. A Proposal/Contract written for "Insurance Proceeds and Deductible" shall mean Contractor is due full price for repairs, which includes taxes, overhead and profit, associated with the insurance payment.
9. The work shall be performed in a good and workmanlike manner. Contractor warrants that it will make such repairs as are necessary to put the Work into a good and workmanlike condition with respect to any faults or defects reported to Contractor. Contractor warranty is in lieu of all other warranties, express or implied including any warranties of merchantability or fitness for a particular purpose. Contractor will not be responsible for special, incidental or consequential damages. Contractor shall not be responsible for damage to its work by other parties and any repair work necessitated by such damage will be considered an order for extra work hereunder. All materials furnished in accordance with the respective industry tolerance of color variation, thickness, size, finish and performance standards. Materials will be applied using materials recommended guidelines and nails will be installed per code and are required to penetrate the decking.

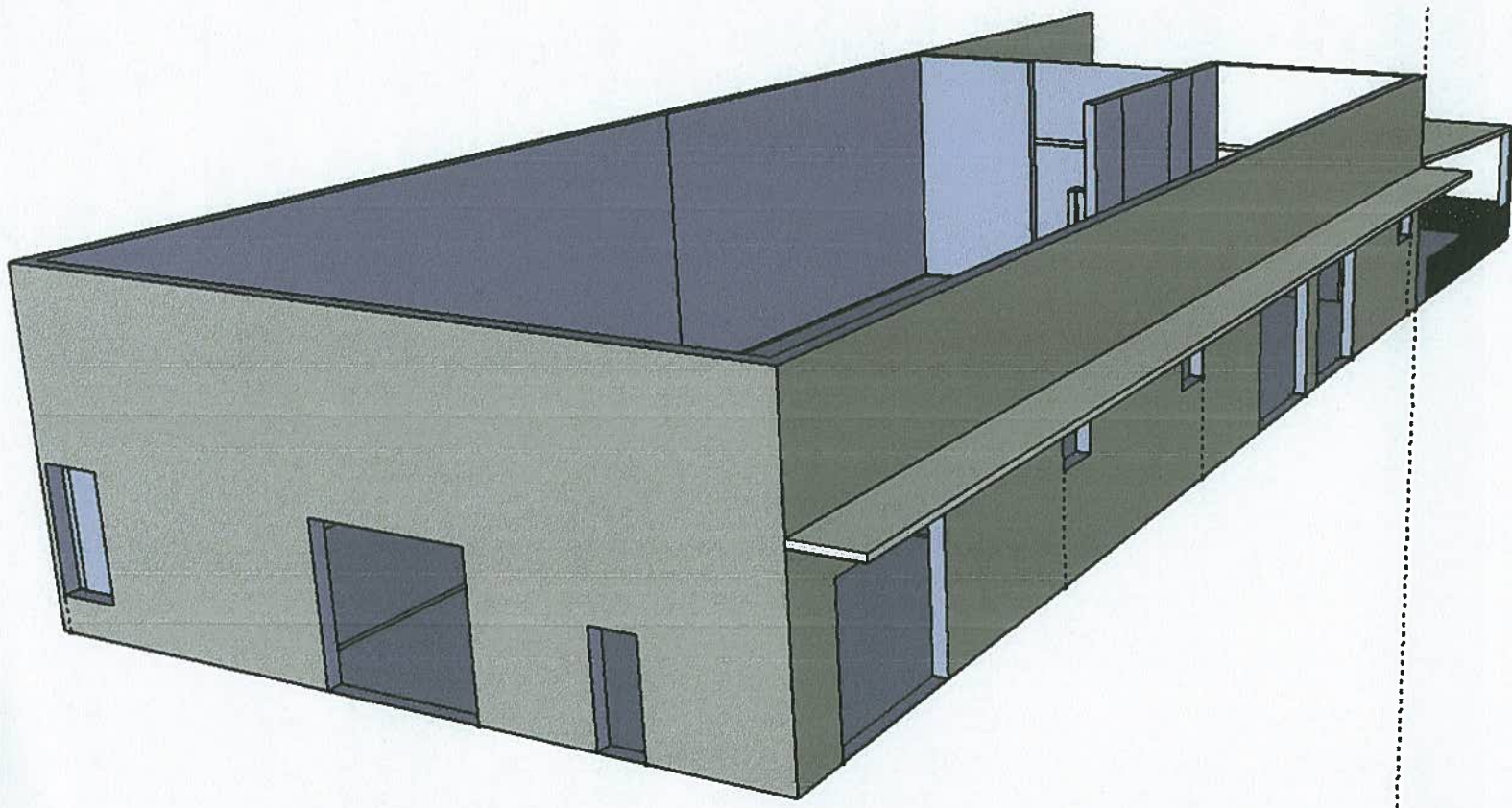
Company Authorized Signature

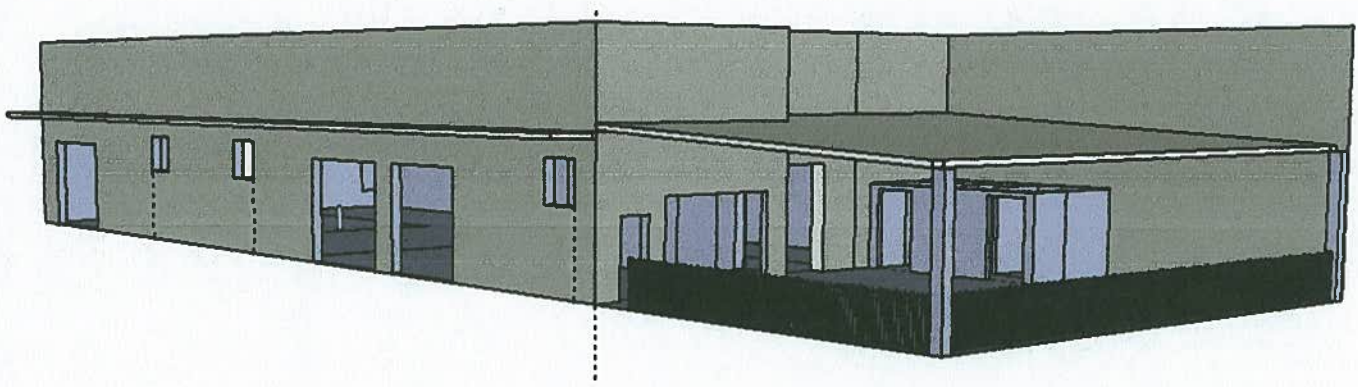
Date

Customer Signature

Date









Staff Report – City Council Agenda Item



Agenda Item #12

Receive a presentation on the FY 2017 – FY 2021 Strategic Plan and invite public input on September 13, 2016.

Originating Department

Administration – Sam A. Listi, City Manager

Summary Information

Attached is the Strategic Plan Update for FY 2017-2021. Following a comprehensive update last year, this Plan was developed in-house and reflects achievements in 2016, and will guide the Community through the future. The Plan is substantial and realistic in scope, and also projects near term goals. Twenty (20) Priority 1 Goals are identified for FY 2017.

Key elements contained in the Strategic Plan Update include:

- A Scorecard for FY 2016 Priority 1 Goals (16), some of which were completed, while some were extended to FY 2017. See page 8.
- FY 2017 Priority 1 Goals total twenty (20) items, including some extended from FY 2016 and a few new items. See all FY 2017 Goals, including these new Goals, on page 9.
 - Implement Growth Management Strategy
 - Develop Comprehensive Analysis of Dog Ridge Water Supply Corporation
 - Update/Implement Comprehensive Plan
 - Prepare Employee Compensation Plan Update – Salary, Benefits, Classifications, Job Descriptions
 - Enhance Safety Training for City Employees
 - Develop Police Department and Fire Department Strategic Plan Updates
 - Plan/Implement S. IH 35 Sewer
 - Develop Hotel/Conference Center Assessment
 - Implement Updated City's Parks and Recreation Master Plan
- FY 2018 and FY 2019 Goals have been updated. See pages 11 and 12.
- FY 2020 and FY 2021 Goals have been added to reflect anticipated major decision points, and to ensure this is truly a FY 2017-2021 Strategic Plan. See pages 13 and 14.

Fiscal Impact

For FY 2017, contained within the proposed budget across multiple funds.

Amount: Varies by Goal.

Budgeted: ☒ Yes ☐ No

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

Funding Source(s): Varies by Goal.

Recommendation

No action required at this meeting, except to invite public input on September 13, 2016, prior to recommended approval on September 19, 2016.

Attachments

Strategic Plan Update FY 2017-2021



City of Belton Strategic Plan

FY 2017 – 2021

October 1, 2016

HISTORY OF STRATEGIC PLANNING IN BELTON, TEXAS

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

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

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

As a prelude to the annual budget process, a review and update of the Strategic Plan has occurred each year since the initial Strategic Plan adoption in 2001. Periodically, due to Councilmember changes, and as significant tasks identified in the Plan are accomplished, the Council conducts comprehensive updates of the Strategic Plan. With the consistent direction of the City Council over the past decade and a half, the Plan has been reviewed as part of the annual budget process each year. Additionally, the Council has directed that the Plan should be comprehensively reviewed at least every five years. A comprehensive review occurred during 2010, recognizing important long term needs, and in conjunction with adoption of the FY 2011 annual budget. Another comprehensive review occurred in 2015, which resulted in a change in the format of the Plan and an updated process, which follows, for FY 2017-2021. Another comprehensive update is anticipated in 2020.

The City of Belton has been successful in the delivery of exceptional services to the citizens of Belton, due in large part to visionary leadership and strategic planning. In 2015, a comprehensive review of the City's Strategic Plan was conducted. This process began with a strategic planning retreat in the Spring of 2015 attended by the City Council, City Manager, and Department Heads responsible for each City department. The retreat was led by Mike Conduff, a recognized expert in local government management. Goals, Vision and Mission Statements, and Outcome Statements emerged from Council and staff input during the retreat, and in work sessions that followed in late Spring and Summer. **Governance, Public Safety, Quality of Life, Economic Development, Connectivity, and Parks/Natural Beauty** were the six goal categories identified during the strategic planning retreat. The City Council then confirmed the Vision and Mission Statements, established the six Goal Categories, and determined the six Outcome Statements for the updated 2017-2021 City of Belton Strategic Plan. This updated Plan includes Goals expressed in an active voice and a new format. A Three Year Action Plan with identified Goals was developed, and Management Team executed the Plan's Goals for FY 2016, the first year of the five year Plan. The Plan focused on Belton's Vision of being *the Community of Choice in Central Texas, providing an Exceptional Quality of Life*.

This Strategic Plan update for FY 2017-2021 continues the outstanding tradition of planning in Belton by updating the Plan. Steps include reviewing the Three Year Action Plan for years 2016-2018, dropping year 2016, refining years 2017 and 2018, and adding a year 2019 Action Plan. A new feature this year is to project Future Action Plans for Year 4 – 2020, and Year 5 - 2021. The result will be a continuously updated Plan, with a viable and relevant Three Year Action Plan of achievable Goals, and with a recognition that there is even more anticipated within Belton's future planning horizon.

City of Belton, Texas

Strategic Plan Definitions and Process

FY 2017-2021

Vision Statement

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

Mission Statement

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

Six Goal Categories

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

Six Outcome Statements

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

City of Belton, Texas

Strategic Plan

Reoccurring Prioritization Process

FY 2017-2021

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

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

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

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

**City of Belton, Texas
Strategic Plan
Reoccurring Community/Policy Initiatives
FY 2017-2021**

- **Agency Partnership Enhancements**

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

- **Volunteer Programs**

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

- **RUOK**

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

- **Citizen Involvement**

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

Multi-Year Implementation Plan

To be Inserted Here

By Brandon Bozon

Priority 1 Goal **Scorecard**: FY 2016

Below is a summary of a total sixteen FY 2016 Priority 1 Goals, Proposed Funding, and Assigned Coordinators for anticipated goal achievement in FY 2016. Goal status is reflected in the last column. All Goals completed in FY '16 (1) will be dropped from the FY 2017 Goal list, with other existing Goals refined, and with new Goals added.

Goal Category	Strategic Plan Goal	Funding	Coordinator	Status
1 Governance	a Analyze Principal Funding Sources	In House	Director of Finance	1
	b Develop Growth Management Strategy	In House	City Manager	2
	c Update Comprehensive Plan	\$60,000	Director of Planning	2
	d Implement Sidewalk Standards	In House	Director of Planning	1
2 Public Safety	a Implement Capital Equipment Replacement Plan for PD, FD, PW & IT	Ongoing	Director of Finance	1
3 Quality of Life	a Continue CIP (2013/15) Implementation	2013/15 CIP; TIRZ	Director of PW, City Engineer	2
	b Implement Street Maintenance Plan	2013/15 CIP; BEDC, TIRZ	Director of PW, City Engineer	2
	c Plan Enhancement for 6 th Ave.	\$10,000 TIRZ	City Engineer	3
	d Evaluate MLK/Main Intersection	\$10,000 TIRZ	City Engineer	2
4 Economic Development	a Develop Downtown Revitalization Plan	\$200,000 TIRZ (Includes Implementation)	Director of Planning	2
	b Plan/Implement S. IH 35 Sewer	\$500,000 Design (constr. cost TBD)	City Engineer	2
	c Enhance Working Relationship between City/BEDC to maximize project success	Varies	City Mgr/ BEDC Exec. Dir.	2
5 Connectivity	a Facilitate Cable/Fiber Service Expansion	In House	Director of Planning	2
	b Expand Hike/Bike Trail	\$2.6770M (\$534,123 Local; \$2.136M TxDOT grant)	Director of PW, City Engineer	2
	c Secure ROW for Lake to Lake Road	Varies	City Manager	2
6 Parks/Natural Beauty	a Update City's Parks and Recreation Master Plan	\$15,000	Director of Parks/Rec.	1

GOAL STATUS:

- 1) Completed in FY '16
- 2) Underway in FY '16, extended to FY '17
- 3) Deferred in FY '16, extended to FY '17

Priority 1 Goals: FY 2017

Below is a summary of a total twenty (20) FY 2017 Priority 1 Goals, Proposed Funding, and Assigned Coordinators for anticipated goal achievement in FY 2017. Other near term Priority Goals are summarized in year 2 (FY '18) and year 3 (FY'19) of the Strategic Plan. Goals for FY 2020 and FY 2021 are also previewed.

Goal Category	Strategic Plan Goal	Funding	Coordinator
1 Governance	a Implement balanced tax/fee schedule following analysis	In House	Director of Finance
	b Implement Growth Management Strategy	In House	City Manager
	c Update/Implement Comprehensive Plan	\$60,000	Director of Planning
	d Develop Comprehensive Analysis on Dog Ridge Water Supply Corporation (DRWSC)	In House	Director of Finance
	e Prepare Employee Compensation Plan Update – Salary, Benefits, Classifications, Job Descriptions	In House	Director of Human Resources
	f Enhance Safety Training for City Employees	In House	Director of Human Resources
2 Public Safety	a Implement Capital Equipment Replacement Plan for PD, FD, PW & IT	Ongoing	Director of Finance
	b Develop Police Dept. and Fire Dept. Strategic Plan Updates	In House	Police/Fire Chiefs
3 Quality of Life	a Continue CIP (2013/15) Implementation/ plan for future needs	2013/15 CIP; TIRZ	Director of PW, City Engineer
	b Implement Street Maintenance Plan	2013/15 CIP; BEDC, TIRZ	Director of PW, City Engineer
	c Implement MLK/Main Intersection Improvements	\$155,742 TIRZ	City Engineer
	d Plan Enhancement for 6 th Ave.	TBD	City Engineer
4 Economic Development	a Develop/Implement Downtown Revitalization Plan	\$200,000 TIRZ	Director of Planning
	b Plan/Implement S. IH 35 Sewer	\$500,000 Design (\$6.0M constr. cost)	City Engineer
	c Conduct two joint meetings; Enhance coordination between City/ BEDC to maximize project success	In House	City Manager/ BEDC Exec. Dir.
	d Develop Hotel/Conference Center Assessment	In House	Retail Development Coordinator
5 Connectivity	a Expand Hike/Bike Trail	\$2.6770M (\$534,123 Local; \$2.136M TxDOT grant)	Director of PW, City Engineer
	b Secure ROW for Lake to Lake Road	Varies	City Manager
	c Facilitate Cable/Fiber Service Expansion	In House	Director of Planning
6 Parks/Natural Beauty	a Implement updated City's Parks and Recreation Master Plan	Varies	Director of Parks & Recreation

City of Belton, Texas Strategic Plan FY 2017

Year 1: Three Year Action Plan Priority 1 Goals: FY 2017

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Balanced Tax/Fee Schedule following analysis b) Implement Growth Management Strategy c) Update/Implement Comprehensive Plan d) Develop Comprehensive Analysis on Dog Ridge Water Supply Corporation (DRWSC) e) Prepare Employee Compensation Plan Update – Salary, Benefits, Classifications, Job Descriptions f) Enhance Safety Training for City Employees
2. Public Safety	<ul style="list-style-type: none"> a) Implement Capital Equipment Replacement Plan for PD, FD, PW & IT b) Develop Police Dept. and Fire Dept. Strategic Plan Updates
3. Quality of Life	<ul style="list-style-type: none"> a) Continue CIP (2013/2015) Implementation Plan for future needs b) Implement Street Maintenance Plan c) Implement MLK/Main Intersection Improvements d) Plan Enhancement for 6th Ave.
4. Economic Development	<ul style="list-style-type: none"> a) Develop/Implement Downtown Revitalization Plan b) Plan/Implement S. IH 35 Sewer c) Enhance Coordination between City/BEDC to maximize project success d) Develop Hotel/Conference Center Assessment
5. Connectivity	<ul style="list-style-type: none"> a) Expand Hike/Bike Trail b) Secure ROW for Lake to Lake Road c) Facilitate Cable/Fiber Service Expansion
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement updated City's Parks and Recreation Master Plan

City of Belton, Texas

Strategic Plan

FY 2017

Year 2: Three Year Action Plan

Priority 1 Goals: FY 2018

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Balanced Tax/Fee Schedule. b) Update Growth Management Strategy. c) Maintain and Integrate updated Comprehensive Plan elements. d) Resolve City's interest in Dog Ridge Water Supply Corporation's Service Area. e) Maintain/Implement Updated Compensation Plan
2. Public Safety	<ul style="list-style-type: none"> a) Develop and Implement Annual Capital Equipment Replacement Plan. b) Analyze/benchmark need for 3rd Fire Station – population growth, calls for service, funding, related issues. c) Replace aging 14" Wastewater Force Main crossing Nolan Creek, east of major Temple/Belton lift station, and replace two force mains d) Identify realistic Alternate Water Supply Sources.
3. Quality of Life	<ul style="list-style-type: none"> a) Implement Annual Street Maintenance Plan. b) Implement Street Entry Corridor Plan on South Main. c) Analyze/benchmark need for expanded Library Services.
4. Economic Development	<ul style="list-style-type: none"> a) Facilitate Infrastructure Expansion. b) Upgrade 6th Avenue based on Plan. c) Develop IH-35, US 190 Corridors. d) Construct third (NW) Water Tank in NW Belton. e) Develop Rockwool Land f) Develop a New BEDC Business Park
5. Connectivity	<ul style="list-style-type: none"> a) Complete Hike/Bike Trail Extension to Sparta Road. b) Secure Lake to Lake Road ROW and Identify Phased Construction Funding. c) Repair/replace Central Avenue Bridge east of IH 35 in Shirt Tail Bend. d) Continue expansion of Temple/Belton Wastewater Treatment Plant
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement Updated Parks and Recreation Strategic Master Plan. b) Update Nolan Creek Recreational Enhancements.

City of Belton, Texas

Strategic Plan

FY 2017

Year 3: Three Year Action Plan

Priority 1 Goals: FY 2019

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Maintain/implement Balanced Tax/Fee Schedule. b) Maintain and Integrate updated Comprehensive Plan elements. c) Complete Sunset Review of Design Standards. d) Develop Historic District Design Guidelines. e) Evaluate Belton's Long Term Future Water Rights for sufficiency. f) Address City Storage Needs.
2. Public Safety	<ul style="list-style-type: none"> a) Analyze/benchmark PD Facility needs and Municipal Court. b) Forecast need for 3rd Fire Station. c) Evaluate options for providing fire sprinkler protection downtown.
3. Quality of Life	<ul style="list-style-type: none"> a) Implement Street Maintenance Plan b) Implement recommendations to address Library Services. c) Address Drainage at 4th/Blair.
4. Economic Development	<ul style="list-style-type: none"> a) Keep Downtown Belton vital. b) Assess Infrastructure Needs and Facilitate expansion to include Water along So. IH 35. c) Establish Façade Grants for 6th Avenue properties, IH 35 to Main. d) Develop Rockwool Land e) Develop a New BEDC Business Park f) Evaluate Small Business Support Center
5. Connectivity	<ul style="list-style-type: none"> a) Participate in Regional (KTMPPO) Planning for Transportation and Hike/Bike Needs. b) Repair/replace Central Avenue Bridge in Yettie Polk Park. c) Continue expansion of Temple/Belton Wastewater Treatment Plant (TBWWTP).
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement Parks and Recreation Master Plan and analyze/benchmark need for City Rec Center.

City of Belton, Texas Strategic Plan FY 2017

Year 4: Future Action Plan Priority 1 Goals: FY 2020

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Conduct Comprehensive Strategic Plan Update (2020). b) Update Comprehensive Plan and its elements (At 5 Year Anniversary). c) Begin Assessment of TIRZ Extension (Expires in 2024). d) Implement Balanced Tax/Fee Schedule. e) Begin Assessment of Three Creeks Subdivision for Annexation (Earliest 2020).
2. Public Safety	<ul style="list-style-type: none"> a) Continue Funding for Annual Capital Equipment Replacement Program. b) Schedule 3rd Fire Station Construction as needed. c) Address City Court Facility Needs. d) Construct Parallel 21" Water Transmission Line from BCWCID #1 Plant to Sparta Pump Station.
3. Quality of Life	<ul style="list-style-type: none"> a) Continue Funding for Annual Street Maintenance Plan. b) Complete Corridor Enhancements on So. Main Street. c) Address Library Service Needs.
4. Economic Development	<ul style="list-style-type: none"> a) Continue Downtown Infrastructure Investments. b) Assess Improvements to 6th Avenue and Resulting Investments. c) Continue Development of BEDC Properties.
5. Connectivity	<ul style="list-style-type: none"> a) Assess next Hike/Bike Trail Extension. b) Phase Lake to Lake Road Construction.
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Update Park and Recreation Master Plan (At 5 Year Anniversary).

City of Belton, Texas Strategic Plan FY 2017

Year 5: Future Year Action Plan Priority 1 Goals: FY 2021

Goal Categories	Goals
1. Governance	<ul style="list-style-type: none"> a) Implement Updated Strategic Plan. b) Complete Assessment of TIRZ Extension (expires in 2024). c) Implement Balanced Tax/Fee Schedule. d) Appoint Capital Improvement Plan (CIP) Committee to assess GO Bond Issue (debt payoff in 2023). e) Begin Process to Conduct Charter Review (required in 2025).
2. Public Safety	<ul style="list-style-type: none"> a) Continue Funding for Capital Equipment Replacement. b) Upgrade Sparta Pump Station and add Parallel Transmission Main from Pump Station to Loop 121.
3. Quality of Life	<ul style="list-style-type: none"> a) Continue Funding for Annual Street Maintenance Plan.
4. Economic Development	<ul style="list-style-type: none"> a) Assess Effectiveness of the Full Range of Economic Development Incentives – City, County, BEDC b) Continue Development of BEDC Properties
5. Connectivity	<ul style="list-style-type: none"> a) Continue Phased Lake to Lake Road Construction.
6. Parks / Natural Beauty	<ul style="list-style-type: none"> a) Implement Updated Park and Recreation Master Plan.



City of Belton
Strategic Plan Goal
Action Plan Goals
for
FY 2017



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Governance	
Goal:	Implement balanced tax/fee schedule following analysis	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Finance	City Manager	

Outcome Description(s):	<ul style="list-style-type: none"> City Council reaches consensus on a long term plan for funding operational and strategic goals, as well as fund balance.
Performance Indicator(s):	<ul style="list-style-type: none"> Staff has prepared options for Council consideration Public hearings have been held to discuss funding options available and Council direction. Council has adopted its plan to address future funding needs of the City, including utility debt issue. Plan is implemented during FY 2018 budget cycle and assessed annually. Consensus reached on mix of funding and rates for local needs.
Challenges/Barriers:	<ul style="list-style-type: none"> Reluctance to property tax increase. Need for complete analysis to consider changes in sales tax allocation. Reluctance to increase fees.
Partners:	<ul style="list-style-type: none"> Citizens Property Taxpayers BEDC

Timeline for Implementation	Expected Completion Date
FY 2017	Spring 2017

Cost	Funding Source(s)
N/A	In-House



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Governance	
Goal:	Implement Growth Management Strategy, including Annexation Priorities along IH 35.	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
City Manager	Dir. of Planning, Dir. of PW, City Engineer	

Outcome Description(s):	<ul style="list-style-type: none"> Develop and implement orderly future annexation planning in south Belton. Belton's scheduled infrastructure establishes infrastructure service delivery boundary for the next 10 years.
Performance Indicator(s):	<ul style="list-style-type: none"> Total acres of land annexed along IH 35 into the City limits anticipated. Increase in total population projected. Public infrastructure extensions to newly annexed areas anticipated. Council reaches consensus and draws urban service boundary. Linkage to Comprehensive Plan Update.
Challenges/Barriers:	<ul style="list-style-type: none"> Reaching consensus on growth boundary. Cost for serving growth – infrastructure, staff, etc. Legislative challenge to City annexation authority anticipated in 2017 Session.
Partners:	N/A

Timeline for Implementation	Expected Completion Date
FY 2017	January 2017

Cost	Funding Source(s)
Nominal, some survey work	GF



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Governance	
Goal:	Update/Implement the City's Comprehensive Plan and Integrate Plan Elements.	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Planning	All Management Team	

Outcome Description(s):	<ul style="list-style-type: none"> Comprehensive Plan Update provides a guide to address anticipated future needs of the community.
Performance Indicator(s):	<ul style="list-style-type: none"> New residential, commercial, and industrial projects consistent with future Land Use Plan. Development of roadway projects consistent with the Thoroughfare Plan. Comprehensive Plan components consistent with the Zoning Ordinance and Design Standards. Population projections match actual population.
Challenges/Barriers:	<ul style="list-style-type: none"> Staff resources to analyze and develop elements given current planning activity levels. P&ZC/Council/Community time for public involvement process. Integration of elements and keeping them updated over time.
Partners:	<ul style="list-style-type: none"> Management Team Consultants

Timeline for Implementation	Expected Completion Date
FY 2017	Fall 2016

Cost	Funding Source(s)
\$60,000	Strategic Plan - GF



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Governance	
Goal:	Develop Comprehensive Analysis on Dog Ridge Water Supply Corporation (DRWSC).	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Finance	Director of PW, City Engineer, City Manager	

Outcome Description(s):	<ul style="list-style-type: none"> • DRWSC System Parameters Analyzed – line sizes and locations, easements, storage tanks, pressure planes, water rights, hydrants. • DRWSC Financial Obligations Analyzed – revenues, expenses, debt, employees, operations. • DRWSC relationship to Belton, Heights, evaluated.
Performance Indicator(s):	<ul style="list-style-type: none"> • Water system condition • Financial system condition • Pressure plane analysis
Challenges/Barriers:	<ul style="list-style-type: none"> • Historical relationship • Previous operational and financial management • Current debt • Customer concerns and expectations
Partners:	<ul style="list-style-type: none"> • DRWSC • TCEQ • BEDC • Harker Heights • 439 Water Supply Corporation • Consultants

Timeline for Implementation	Expected Completion Date
FY 2017	Fall 2016

Cost	Funding Source(s)
In-House	N/A



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Governance	
Goal:	Prepare Employee Compensation Plan Update – Salary, Benefits, Classifications, Job Descriptions.	
Applicable Outcome Statement(s):	Belton's governance is fair, transparent, and fiscally responsible	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Human Resources	Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> • Compensation Plan is updated for City employees including salaries, benefits, classifications, job descriptions. • All employees understand available benefits.
Performance Indicator(s):	<ul style="list-style-type: none"> • Survey of benchmark cities for salaries for recruitment, retention. • Analysis of other benefit elements. • Compare TMRS contribution rates with other cities. • Keep job descriptions and classifications up-to-date, competitive, best value. • Enhance employee education regarding benefits.
Challenges/Barriers:	<ul style="list-style-type: none"> • Available staff time to complete process. • Securing comparison information. • Fluctuations in market. • Product element costs. • Available City revenues to remain competitive.
Partners:	<ul style="list-style-type: none"> • Management Team • Benefits Consultant • Providers

Timeline for Implementation	Expected Completion Date
FY 2017	September 30, 2017

Cost	Funding Source(s)
In-House	N/A



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Governance	
Goal:	Enhance Safety Training for City Employees.	
Applicable Outcome Statement(s):	Belton is safe and family friendly.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Human Resources	Management Team	

Outcome Description(s):	<ul style="list-style-type: none"> • Ensure safety of City personnel. • Heightened employee awareness of proper safety procedures. • Provide training for City personnel.
Performance Indicator(s):	<ul style="list-style-type: none"> • Reduced personnel job injuries. • Reduced TML-IRP claims experience.
Challenges/Barriers:	<ul style="list-style-type: none"> • Finding appropriate training. • Limited personnel may make their availability to attend training difficult. • Training may be off-site, further complicating scheduling.
Partners:	<ul style="list-style-type: none"> • City Safety Committee • TML • Director of Public Works • Director of Internal Services • Fire Chief

Timeline for Implementation	Expected Completion Date
FY 2017	Ongoing

Cost	Funding Source(s)
In-House/TML	N/A



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Public Safety	
Goal:	Implement Capital Equipment Replacement Plan Funding for Public Safety Operation Needs (PD, FD, PW, and IT).	
Applicable Outcome Statement(s):	Belton is safe and family friendly.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Finance	Management Team	

Outcome Description(s):	<ul style="list-style-type: none"> The City has a sustainable, funded plan for the replacement of: <ul style="list-style-type: none"> Police Department Vehicles; Fire Department Vehicles and Heavy Equipment; Public Works Vehicles and Heavy Equipment; and IT Equipment (computers, MTDs, etc.). HVAC Units Water Meter
Performance Indicator(s):	<ul style="list-style-type: none"> All capital replacement plans are up-to-date. All capital replacement plans are fully funded in operating budgets. Update annual dollar amount for equipment costs.
Challenges/Barriers:	<ul style="list-style-type: none"> Fiscal discipline to set funds aside on an annual basis for expensive capital equipment.
Partners:	Management Team

Timeline for Implementation	Expected Completion Date
FY 2017	Summer FY 2017

Cost	Funding Source(s)
FY 2017 Amount: \$987,981	All Funds



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Public Safety	
Goal:	Develop Police Dept. and Fire Dept. Strategic Plan Updates.	
Applicable Outcome Statement(s):	Belton is safe and family friendly. Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Police Chief/Fire Chief	City Manager/Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> • Update Police Department Strategic Plan. • Develop Fire Department Strategic Plan.
Performance Indicator(s):	<ul style="list-style-type: none"> • Use City Strategic Plan as Framework. • Assess successful elements of previous Plan. • Develop Goals and Action Plans, and seek consensus with Management. • Implement Year 1 of Goals, reducing crime rate and improving Police Dept. and Fire Dept. service delivery.
Challenges/Barriers:	<ul style="list-style-type: none"> • Staff time to develop Plan. • Resources to implement recommendations. • Staff buy-in for goal achievement.
Partners:	

Timeline for Implementation	Expected Completion Date
FY 2017	Fall 2016

Cost	Funding Source(s)
In-House	N/A



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Quality of Life	
Goal:	Continue CIP (2013-2015) Project Implementation & Plan for future needs.	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Public Works, City Engineer	Director of Finance, City Manager	

Outcome Description(s):	<ul style="list-style-type: none"> All projects included in the 2013 and 2015 CIP are under construction, construction is complete, or are scheduled. 	
Performance Indicator(s):	<ul style="list-style-type: none"> Projects are completed and accepted, under construction, or scheduled. Engineering Department manages the progress and construction of projects based on priority. Projects to be completed include, but not limited to: <ul style="list-style-type: none"> Sparta Road widening; So. Wall Sidewalks; So. Main Water Line/Sidewalks; River Fair Widening; and Various Utility Projects, esp. S. IH 35 Sewer (see Item 4b). Temple/Belton Wastewater Treatment Plant (TBWWTP) 	
Challenges/Barriers:	<ul style="list-style-type: none"> Project scheduling with available staff/labor market. Project funding as prices increase over time. 	
Partners:	<ul style="list-style-type: none"> Management Team TxDOT UMHB Community Partners City of Temple (TBWWTP) Brazos River Authority Consultants TCEQ 	

Timeline for Implementation	Expected Completion Date
FY 2017	FY 2018

Cost	Funding Source(s)
Funds vary by project.	2013 and 2015 CIP proceeds; TIRZ



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Quality of Life	
Goal:	Implement Street Maintenance Plan.	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Public Works, City Engineer	Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> The five year street maintenance plan of preventative maintenance is funded and implemented.
Performance Indicator(s):	<ul style="list-style-type: none"> Prescribed work for years one and two is engineered, bid, and funded for completion in Fall 2016. Prescribed work for years 3-5 of the street maintenance plan to be refined, finalized, and funded.
Challenges/Barriers:	<ul style="list-style-type: none"> Available contractors to perform work. Management of contractors, inspections. Funding for year 3-5 projects. Updating Street Maintenance Priority List.
Partners:	<ul style="list-style-type: none"> Private Contractors Consultant Engineers

Timeline for Implementation	Expected Completion Date
FY 2017	Fall 2016 for years 1-2 Spring 2017 for Plan for years 3-5

Cost	Funding Source(s)
2013/2015 CIP: \$1,421,500 TIRZ Street Maint. Funds: \$301,051 BEDC Contribution for Business Park Streets: \$33,622 Chip Seal Funds – General Operating Budget: <u>\$26,072</u> TOTAL: <u>\$1,782,245</u>	2013-2015 CIP, FY '16 Street Maintenance Funds, TIRZ Street Maintenance Funds; Future funding source TBD.



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Quality of Life	
Goal:	Implement W. MLK, Jr. Avenue/N. Main Street Intersection Improvements.	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
City Engineer	Director of Public Works	

Outcome Description(s):	<ul style="list-style-type: none"> A preliminary design and cost estimate for realignment of the MLK Jr. Ave./N. Main St. Intersection has been prepared to improve traffic flow and safety of intersection.
Performance Indicator(s):	<ul style="list-style-type: none"> A preliminary design and cost estimate has been approved by Council and TxDOT.
Challenges/Barriers:	<ul style="list-style-type: none"> Original project limited to MLK/Main intersection, but analysis suggested larger project scope. Commitment to UMHB to complete intersection by Summer 2017 with opening of Performing Arts Center. Construction costs for entire project to 6th Avenue may require phasing. Plan includes median in Main from 10th to 6th. Property owner response.
Partners:	<ul style="list-style-type: none"> UMHB Consultant Engineer TxDOT

Timeline for Implementation	Expected Completion Date
FY 2017	Design: Dec. 2016 Construction: Spring 2017

Cost	Funding Source(s)
\$155,742	TIRZ



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Quality of Life	
Goal:	Plan Enhancement for Street Entry Corridor on 6 th Avenue.	
Applicable Outcome Statement(s):	Belton has an outstanding quality of life for its citizens	
Project Year:	FY 2017/2018	
Team Leader:	Assisted By:	
City Engineer	Director of Planning, Retail Development Coordinator	

Outcome Description(s):	<ul style="list-style-type: none"> Sixth Avenue becomes an attractive gateway with the City, from IH 35 to SH 317 (Main Street).
Performance Indicator(s):	<ul style="list-style-type: none"> Conceptual plan and preliminary design to be completed.
Challenges/Barriers:	<ul style="list-style-type: none"> Project funding. Property owner input.
Partners:	<ul style="list-style-type: none"> TxDOT Property Owners

Timeline for Implementation	Expected Completion Date
FY 2017 for conceptual plan and project cost estimate	FY 2018 for Construction

Cost	Funding Source(s)
TBD	TIRZ/City of Belton



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Economic Development	
Goal:	Develop/Implement Downtown Revitalization Plan.	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Planning	Retail Development Coordinator, Director of Public Works, City Engineer, Fire Chief	

Outcome Description(s):	<ul style="list-style-type: none"> • Façade Improvement Plan continued. • Second Story Living extended. • Downtown Directional Signage Plan prepared and implemented. • Streetscape, Sidewalk Plan developed and implemented.
Performance Indicator(s):	<ul style="list-style-type: none"> • Increased Façade Improvement Grants. • Increased Second Story Residences/Offices. • Signage installed. • Increased Tourism, DBMA activities. • Increased Sales Taxes.
Challenges/Barriers:	<ul style="list-style-type: none"> • Owner/Lessee Participation.
Partners:	<ul style="list-style-type: none"> • DBMA • Bell County • TxDOT • Private Property Owners

Timeline for Implementation	Expected Completion Date
FY 2017	Summer 2017

Cost	Funding Source(s)
\$200,000	TIRZ, Hotel/Motel



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Economic Development	
Goal:	Plan/Implement South IH 35 Sewer Service.	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
City Engineer	Director of Public Works, Director of Finance	

Outcome Description(s):	<ul style="list-style-type: none"> • South IH 35 Corridor is served with sanitary sewer service.
Performance Indicator(s):	<ul style="list-style-type: none"> • 100% Design complete by December 2016. • Funding secured.
Challenges/Barriers:	<ul style="list-style-type: none"> • IH 35 Barriers • Construction challenges • ROW needs • Construction funding
Partners:	<ul style="list-style-type: none"> • TxDOT • Private Property Owners (easements) • Financial Advisors

Timeline for Implementation	Expected Completion Date
FY 2017	December 2016 – Design complete, with funding/ construction go ahead to follow in 2017.

Cost	Funding Source(s)
\$500,000 Design Cost Construction Cost TBD	2015 CIP CO Debt Issue



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Economic Development	
Goal:	Conduct two (2) Joint Meetings, Enhance coordination between City and Belton Economic Development Corporation (BEDC) to maximize project success and to facilitate: <ol style="list-style-type: none"> 1. Future or Expanded Business Park Land Search; 2. Redevelopment of the former Rockwool Property; and 3. Infrastructure Project Implementation. 	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
BEDC Exec. Director	City Manager	

Outcome Description #1:	Future or expanded Business Park Land search results in options for consideration by BEDC, Council.
Performance Indicator(s):	Analysis of one or more suitable parcels, review of total development costs, and appraisal and purchase.
Challenges/Barriers:	Identifying suitable land, in appropriate location, land cost and infrastructure costs, and financing purchase.
Partners:	City for GIS information and existing/planned infrastructure.

Timeline for Implementation	Expected Completion Date
FY 2017	FY 2017-2018

Cost	Funding Source(s)
\$12,000 <ul style="list-style-type: none"> • Engineering: \$5,000 • Appraisal: \$7,000 	BEDC

Outcome Description #2:	Sale/Redevelopment of the former Rockwool property upon prospect due diligence, coordination with TCEQ/EPA and BEDC water extension.
Performance Indicator(s):	LI development at Rockwool.
Challenges/Barriers:	TCEQ/EPA site development regulations and monitoring
Partners:	BEDC, City

Timeline for Implementation	Expected Completion Date
FY 2017	FY 2017

Cost	Funding Source(s)
\$51,500 (estimate) environmental and property development services.	BEDC

Outcome Description #3:	Infrastructure Project Implementation
Performance Indicator(s):	a) Design and install water line to serve former Rockwool Property. b) Design Avenue D extension in BEDC Business Park between Loop 121 and Wheat Road.
Challenges/Barriers:	Need for easements/ROW.
Partners:	Property Owners, City

Timeline for Implementation	Expected Completion Date
FY 2017	FY 2017

Cost	Funding Source(s)
a) \$208,000 b) \$257,000	BEDC



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Economic Development	
Goal:	Develop Hotel/Conference Center Assessment.	
Applicable Outcome Statement(s):	Belton has a vibrant, diverse, and flourishing business community.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Retail Development Coordinator	City Manager	

Outcome Description(s):	<ul style="list-style-type: none"> • Belton opens a Hotel-Conference Center.
Performance Indicator(s):	<ul style="list-style-type: none"> • Market analysis may be needed to demonstrate need, opportunity • So. IH 35 sewer line construction is funded, scheduled. • Collaborative team assembled to secure desired result.
Challenges/Barriers:	<ul style="list-style-type: none"> • Area market constraints. • Awareness of Belton by Hotel developers. • Availability of sanitary sewer on So. IH 35. • Availability of local incentives.
Partners:	<ul style="list-style-type: none"> • Director of Marketing and Tourism • Belton Area Chamber of Commerce • Bell County • UMHB

Timeline for Implementation	Expected Completion Date
FY 2017	Spring 2017

Cost	Funding Source(s)
TBD	TBD



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Connectivity	
Goal:	Expand Belton's Hike and Bike Trail.	
Applicable Outcome Statement(s):	Belton is safe and family friendly. Belton has an outstanding quality of life for its citizens Belton is a fully connected community with active and engaged citizens.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Public Works, City Engineer	Dir. of Parks & Recreation, Dir. of Finance, Grants/Special Projects Coordinator	

Outcome Description(s):	<ul style="list-style-type: none"> Expanded Hike and Bike Trail is constructed to include an extension north along University Drive, under the railroad tracks, and connecting to Sparta Road.
Performance Indicator(s):	<ul style="list-style-type: none"> Grant Funding Secured – Fall 2015 City Match Authorized – Fall 2015 Donor Match secured Spring 2016 Design Completed – Spring 2017 Construction Completed – Fall 2018
Challenges/Barriers:	<ul style="list-style-type: none"> ROW Railroad Crossing
Partners:	<ul style="list-style-type: none"> UMHB/David K. Leigh BISD Railroad TxDOT Consultant Engineer

Timeline for Implementation	Expected Completion Date
FY 2017-2018	Fall 2018

Cost	Funding Source(s)
\$2,670,615 <ul style="list-style-type: none"> TxDOT: \$2,136,492 Local Match: \$ 334,123 Donors: \$ 200,000 	TxDOT Grant, GF, Private Donors



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Connectivity	
Goal:	Secure Right-of-Way (ROW) for Lake to Lake Road, US 190 to FM 439.	
Applicable Outcome Statement(s):	Belton is a fully connected community with active and engaged citizens.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
City Manager	Director of Public Works, City Engineer, Director of Finance, Director of Planning	

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

Timeline for Implementation	Expected Completion Date
FY 2017-2021	FY 2025

Cost	Funding Source(s)
ROW Costs Vary TBD Construction Cost (Est. \$30M)	KTMPO, City, County, Developers



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Connectivity	
Goal:	Facilitate Cable/Fiber Service Expansion.	
Applicable Outcome Statement(s):	Belton is a fully connected community with active and engaged citizens.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Planning	Director of Public Works, City Engineer	

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

Timeline for Implementation	Expected Completion Date
FY 2017	Ongoing

Cost	Funding Source(s)
TBD	Developer



City of Belton

Strategic Plan Goal

Action Plan

FY 2017

Goal Category:	Parks / Natural Beauty	
Goal:	Implement updated City's Parks and Recreation Master Plan.	
Applicable Outcome Statement(s)	Belton has an outstanding quality of life for its citizens Belton has dynamic recreational opportunities and natural beauty.	
Project Year:	FY 2017	
Team Leader:	Assisted By:	
Director of Parks and Recreation	Director of Public Works/City Engineer, Director of Planning	

Outcome Description(s):	<ul style="list-style-type: none"> Park Plan Update will serve as guide for future development of parks, trails, and recreational opportunities within the community.
Performance Indicator(s):	<ul style="list-style-type: none"> City of Belton has available a newly revised Belton Parks Master Plan. The revised Plan includes: <ul style="list-style-type: none"> Updated Community Needs Assessment Updated Park Amenities New/Revised Parks, Park Priorities
Challenges/Barriers:	<ul style="list-style-type: none"> Staff resources and financial resources to implement recommendations. Community input/access. Prioritizing park desires.
Partners:	<ul style="list-style-type: none"> Consultant, Community, U.S. Army Corps of Engineers, U.S. Congress, Parks Board, and BISD

Timeline for Implementation	Expected Completion Date
FY 2017-2022	FY 2017: Year 1

Cost	Funding Source(s)
TBD	General Fund

Staff Report – City Council Agenda Item



Agenda Item #16

Consider an ordinance amending the City of Belton Fee and Rate Schedule.

Originating Department

Administration – Amy M. Casey, City Clerk

Summary Information

Annually, as a part of the budget process, Staff analyzes all fees and rates for services. A comprehensive ordinance revising or establishing fees for services is attached. Changes from current practice are shown in red and ~~striketrough~~, with page numbers noted. Most notable changes are as follows:

- Adding a Receive a Fax fee and revising the Print/e-mail fee (page 1)
- Removing the Fees for Impounding Dogs (page 2)
- Removing the Commercial Vent Hood Inspections (duplicated) and adding a Floodplain Assessment Permit Fee (page 3)
- Clarifying and adding a Mobile Food Vendor Permit Fee, removing Commercial False Alarm Service Fees and adding Boarding Home Fees (page 9)
- Removing Section on Construction Fees for Underground Facilities (page 12)
- Moving Construction Meter Fees (other than deposit) to a new section (pages 13-14)
- Revising Water/Sewer Rates and adding a Trip Charge to Bulk Water (pages 14-15)
- Removing Drainage Fee Language (page 15)
- Clarifying EMS Mileage Charges and reducing Variance Request Fees (page 16)
- Adding several Bound Publication Fees (page 17)
- Removing fees for emailed public information requests (page 18)
- Adding Convenience Fee for online credit card payments, clarifying when fee is charged for Historic Preservation Certificate of Appropriateness Application and clarifying City's Street and Facility Naming Policy Fees (page 19)
- Clarifying Ambulance Standby Rate is in addition to Personnel Cost (page 19)

All other fees remain unchanged from last year.

Fiscal Impact

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

Recommendation

Recommend adoption of the proposed ordinance.

Attachments

Proposed Ordinance

Revised Fee and Rate Schedule

ORDINANCE NO. 2016-34

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

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

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

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

I.

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

II.

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

III.

This Ordinance shall take effect and be in full force and effect on October 1, 2016.

PASSED AND APPROVED this the 23rd day of August, 2016.

Marion Grayson, Mayor

ATTEST:

Amy M. Casey, City Clerk

EXHIBIT "A"

**CITY OF BELTON
FEE & RATE SCHEDULE
(Effective October 1, 2016)**

Sec. 2-29 **Lena Armstrong Public Library Fees** (Fee Ordinance #~~2015-44~~ 2016-34)

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

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

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

**City of Belton Fee & Rate Schedule
Effective 10/1/2016**

Page 2

Sec. 3-42 Fees for Impounding Dogs (Fee Ordinance #2010-38)

1st occurrence	\$25.00
2nd occurrence	\$35.00
3rd occurrence	\$50.00

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

New Residential Construction	\$.10 per sq. foot
New Commercial Construction	\$.15 per sq. foot
Certificate of Occupancy	No fee
GIS fee (inputting subdivision, utilities, infrastructure)	\$25.00
Multiple units (2 or more units)	\$10.00 per unit fee additional
Technology Fee	\$10.00
<u>Residential/Commercial Remodel/Additions</u>	
0-1,000 sq. feet	\$85.00
Each additional 1,000 sq. feet	\$25.00 per additional 1,000 sq. foot or portion thereof
<u>Demolition by Owner</u> (Fee Ordinance #2014-39)	
Basic Permit	\$60.00 plus \$300.00 cash deposit or \$1,000.00 surety bond
<u>Demolition by City</u> (Fee Ordinance #2010-38)	
Equipment Cost	\$200.00/hour per piece of City equipment (includes operator) + 20% of disposal costs – 2 hour minimum
Additional Personnel Cost	\$50.00/hour per City employee
<u>Fence Permits</u> (Fee Ordinance #2014-39)	
Basic Permit	\$35.00
<u>Roof Permits</u> (Fee Ordinance #2015-44)	
Basic Permit	\$35.00
<u>House Moving Permits</u> (Fee Ordinance #2014-39)	
Basic Permit	\$110.00 plus \$300.00 cash deposit or \$1,000.00 surety bond

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<u>Moving In Permits (Mobile Home Installation)</u> (Fee Ordinance #2014-39)	\$110.00
<u>Contractor Registration</u> (Fee Ordinance #2004-40)	\$50.00
<u>Sign Permits</u> (Fee Ordinance #2014-39)	
On premises	\$60.00
Off premises	\$1,010.00
Portable/temporary	\$60.00
<u>Commercial Vent Hood Inspections</u>	\$35.00
<u>Floodplain Assessment Permit</u> (Fee Ord. #2016-34)	\$50.00

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

Basic Permit Fee	\$35.00 + fees below
Up to 200 amps	\$10.00
Additional 100 amps	\$10.00 each 100 amps
110 Circuits	\$4.00
220 Circuits	\$5.00
Equipment Motors (½ to 50 HP)	\$12.00
Equipment Motors (Over 50 HP)	\$25.00
Signs	\$15.00
Temporary Pole	\$20.00
Pool Bonding/Grounding	\$10.00
Mobile Home	\$20.00
Meter Loop/Service Charge	\$20.00
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

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

Basic Permit Fee	\$35.00 + fees below
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City of Belton Fee & Rate Schedule
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	Per Fixture	\$5.00
	Backflow Prevention Assembly	\$10.00
	Water Heater	\$5.00
	Gas System (up to 5 outlets)	\$6.00
	Per Added Outlet	\$1.00
	Grease Recovery Device	\$15.00
	Lawn Sprinkler System (per head)	\$1.00
	Sewer/Water Yard Line	\$5.00
	Gas Test	\$5.00
	LPG Tank (propane) installation	\$25.00 per tank
	Reinspection Fee	\$35.00
	Reschedule Inspection Fee	\$35.00
Sec. 4-227	<u>Swimming Pools</u> (Fee Ordinance #2014-39)	
	Above ground	\$35.00
	In ground	\$85.00
	Commercial/Institutional	\$110.00
Sec. 4-351	<u>Mechanical Permits</u> (Fee Ordinance #2014-39)	
	Basic Permit Fee	\$35.00 + fees below
	Each heating unit	\$20.00
	Each refrigeration unit	\$20.00
	Replacement of heating or refrigeration unit	\$20.00
	Modification of system, per air opening	\$1.00
	Each commercial vent hood	\$7.00
	Each commercial refrigeration system	\$7.00
	Any commercial work requiring inspection but not listed above	\$15.00

**City of Belton Fee & Rate Schedule
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Any residential work requiring inspection but not listed above	\$15.00
Reinspection Fee	\$35.00
Reschedule Inspection Fee	\$35.00

Sec. 5-3 Hazardous Material & Major Incident Response Fees (Fee Ordinance #2014-39)

Pumper Truck	\$100.00 per hour, minimum 1 hour
Support Vehicle	\$100.00 per hour, minimum 1 hour
Police Vehicle	\$100.00 per hour, minimum 1 hour
Other (public works, barricades, etc.)	\$100.00 per hour, minimum 1 hour
Additional personnel	\$50.00 per hour, minimum 1 hour
City supplied water (per 1,000 gallons as determined by calculation pumping time and rate)	\$5.50 per 1,000 gallons
Ambulance Standby	\$100.00 per hour
Bulldozer (includes operator)	\$100.00 per hour, 2 hour minimum
Backhoe (includes operator)	\$100.00 per hour, 2 hour minimum
Dump truck (includes operator)	\$100.00 per hour, 2 hour minimum
Sand (per cubic yard)	\$25.00, minimum 3 yards
Other approved absorbent as needed/required	Actual cost + 10%
Other items necessary to control/contain incident	Actual cost + 10%
Disposal of debris	Actual cost + 10%
Damaged Fire Hose	\$500.00 per 100' section plus S&H

Sec. 6-16 Fire Inspection Fees (Fee Ordinance #2014-39)

Blasting permit (per job/address)	
One day permit	\$50.00
Each additional day	\$25.00
Bond/insurance requirement	\$1,000,000
Fireworks	
Outdoor public display	\$50.00

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

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

City of Belton Fee & Rate Schedule
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Sec. 8-71 **Solid Waste Collection Rates - Residential** (Ordinance #2015-52)
(Effective January 1, 2016)

Curbside	\$15.29 per month
Curbside Additional Container	\$5.69 per month per additional container
Door-to-Truck Service	\$26.53 per month
Door-to-Truck Service Additional Container	\$10.36 per month additional container
Residential Recycling Service Additional Container	\$5.17 per month additional container

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

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

Sec. 8-72 **Solid Waste Collection Rates – Commercial Cart Collection** (Ordinance #2015-52)
(Effective January 1, 2016)

Once per week service	\$25.90 per cart
Commercial Cart Collection Additional Cart	\$15.53 per additional cart
Commercial Recycling Cart	\$8.29 per month
Institutional Recycling	\$8.29 per month
Replacement Recycling or Trash Container	\$70.00 per cart

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

Sec. 8-74 **Brush Collection** (Ordinance #2011-01)

Residential Garbage Customers	\$3.00 per month
Non-Residential As-Called	\$50.00 per 18 CY load (one load minimum)

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Sec. 10-40	<u>Vehicle Towing, Impoundment, and Wrecker Rotation List</u> (Ordinance #2012-10)	
	Annual Tow Service Permit and Inspection	\$50.00
	Each Additional Wrecker Permit	\$25.00/annually
	Annual Storage Facility Permit and Inspection	\$50.00
	<u>Maximum fees allowed to be charged by tow companies</u>	
	Non-consent tow	\$130.00
	Incident management tow	\$130.00
	Winching/overtown fee	\$75.00
	Dolly use fee	\$50.00
	Deep-water recovery fee	\$200.00
	Storage fee	\$20.00 per day
	Cleanup fee for large debris	\$25.00 per hour
	Waiting fee	\$65.00 per hour
	Fuel surcharge	10% of total fees excluding storage and waiting fees
	Driveshaft removal fee	\$50.00
	Specialized equipment fees for towing and cleanup	Reasonable hourly rates per industry standard or actual rates paid by tow service to third party vendor plus 10%
Sec. 11-17	<u>Alcoholic Beverage Permits</u> (Ordinance #70687-1)	
	Fees equal to ½ of the State fee	
Sec. 11-60	<u>Massage Establishment (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) License Fee</u> (Fee Ordinance #2002-41)	
	Annual fee for each establishment	\$1,000.00
Sec. 11-61	<u>Massagist Business (as authorized by a Specific Use Permit under Section 33.14 Item 19 of the Zoning Ordinance) Permit Fee</u> (Fee Ordinance #2002-41)	
	Annual fee	\$500.00

**City of Belton Fee & Rate Schedule
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Sec. 11-108 Peddlers, Solicitors, Itinerant Merchants Permit Fees (Fee Ordinance #2013-27 2016-34)

30 day license fee (not mobile food vendors) \$100.00
One or more agents - license fee above plus \$10.00
for each agent or employee so engaged.

12-Month Mobile Food Vendor Permit \$100.00

Sec. 11-117 Garage Sale Permit Fee (Ordinance #081391-1) \$5.00 (Limited to three per year)

~~Sec. 11-134 Commercial False Alarm Service Fees (Ordinance #2013-26)~~

False alarms within 12-month period	
5-7	\$50.00
8-10	\$75.00
11 or more	\$100.00

Sec. 11-143 Boarding Home Permit Fee (Ordinance #2016-10)

Permit to Operate a Boarding Home \$1,000.00

Sec. 11-148 Renewal of Permit to Operate a Boarding Home \$1,000.00 per year

Sec. 11-152 Reinspection Fee \$50.00 per inspector, per hour for each reinspection after first inspection

Sec. 15-50 Park Permit/Reservation Fees (Fee Ordinance #2015-44)

Park Facilities (resident in city limits)	\$25.00 per day + clean-up deposit*
Park Facilities (non-resident)	\$50.00 per day + clean-up deposit*
Park Attendant Fee (park events with vendors)	\$25.00 per hour, per attendant

Available Facilities

Yettie Polk Park Gazebo
Confederate Park Pavilion
Confederate Park Western Pavilion
Confederate Park Central Pavilion
Heritage Park Lions Pavilion
Heritage Park HEB Pavilion
Chisholm Trail Park Amphitheater

With electricity	\$10.00 additional (limited to two outlets)
Each additional outlet	\$10.00 additional
*Clean-up deposit (for each facility)	\$25.00 refundable deposit

Park Event

Confederate Park, Yettie Polk Park, Heritage Park, Chisholm Trail Park

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

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

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

Available Facilities

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

**Clean-up deposit (for each field)	\$25.00 refundable deposit
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***Fields available for reservation only during non-league play.

Practice Play

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

Neighborhood Recreational or Scrimmage Play

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

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

Heritage Park Baseball Complex	Chisholm Trail Park Softball Complex
Heritage Park Soccer Complex	Jaycee Baseball Field

\$500.00 clean-up deposit per organization

\$5.00 per player fee per organization per season (effective January 1, 2013)

Adult League Play

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

Chisholm Trail Park Soccer Complex	Heritage Park Soccer Complex
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\$375.00 fee per registered league team per season + 500.00 clean-up deposit

\$5.00 per player fee per organization per season (effective January 1, 2013)

Tournament Play

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

Heritage Park Baseball Complex \$1,000.00 + \$500.00 clean-up deposit
 (4 5 fields, bleacher seating, restrooms, concession)

Heritage Park Soccer Complex \$750.00 + \$500.00 clean-up deposit
 (4 fields, restrooms, concession)

Chisholm Trail Park Softball Complex \$750.00 + \$500.00 clean-up deposit
 (3 fields, bleacher seating, restrooms, concession)

Jaycee Baseball Field \$250.00 + \$500.00 clean-up deposit
 (1 field, bleacher seating, restrooms, concession)

Light Fee \$25.00 per hour, per complex

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

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

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

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

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

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

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

\$60.00 Reinspection Fee

Sec. 20-81 Construction Fees for Underground Facilities (Fee Ordinance #2014-39)

~~These fees are for plan review only. Construction costs are the responsibility of the applicant and subject to City Engineer review and approval.~~

Base Plan review fee: \$250.00

Drive Bore, each: \$15.00

Street Bore, each: \$20.00

Street cut, if approved: \$10.00 per linear foot

Location fee: \$2.00 per linear foot
 (Length of project within city limit)

Bond Required: 8% of Engineer's Estimate of Probable Cost

Right-of-Way Construction Permit No Fee

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

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

Single Family Residential and Commercial

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

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

Outside City limits 1¼ times the in-City rate

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Construction Meters	\$100.00/month rental + \$2,500.00 refundable deposit
Placement Fee	\$25.00
Meter Relocation Fee	\$25.00
Damaged Meter Repair Fee	Actual cost +10%
Tampering with water meter	\$500.00
Tampering with fire hydrant	\$1,250.00

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

5/8"-3/4" meter Laid in place type	\$400.00
Not laid in place type (no street cut)	\$900.00
Not laid in place type connected at service line	\$600.00
5/8"-3/4" meter - street cut	\$1,300.00
Over 5/8"-3/4" up to 1" meter	Appropriate fee above + \$100.00 additional
Over 1" meter	Actual cost material + equipment/labor
Equipment	\$100.00 per hour per piece of equipment
Labor	\$25.00 per employee per hour
Technology Fee	\$10.00

Sewer Tapping Fees (Fee Ordinance #2014-39)

Laid in place type – 4" sewer tap	\$300.00
Not laid in place type 4" sewer tap - no street cut	\$800.00
Not laid in place type 4" sewer tap - street cut	\$1,200.00
Sewer taps larger than 4"	Actual cost (\$800.00 minimum) + equipment/labor
Equipment	\$100.00 per hour per piece of equipment
Labor	\$25.00 per employee per hour
Technology Fee	\$10.00

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Sec. 23-138 Construction Water Meters

Rental	\$100.00 per month
Water cost	\$3.70 per 1,000 gallons
Placement Fee	\$25.00
Meter Relocation Fee	\$25.00

Sec. 23-139 Utility Reconnect Fees (Fee Ordinance #2014-39)

Normal hours	\$20.00
After hours	\$40.00
Irrigation meter reactivation/deactivation	\$20.00

Sec. 23-140 Transfer of Utility Service Fee (Ordinance #2008-32) \$20.00

Sec. 23-141 New Service Fee (Fee Ordinance #2008-32) \$20.00

Sec. 23-151 Water Rates (Fee Ordinance #~~2015-44~~ 2016-34)

0 - 2,000 gallons	\$15.50 \$16.00 minimum
Over 2,000 gallons	\$3.49 \$3.70 per thousand gallons

Bulk Water Rates (Fee Ordinance #~~2015-05~~ 2016-34)

~~\$3.50~~ \$3.70 per 1,000 gallons purchased in bulk from City facilities + \$75.00 Trip Charge

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

1¼ times the prevailing rate within the City

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

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

Sec. 23-171 Sewer Rates (Fee Ordinance #~~2015-44~~ 2016-34)

Class A	
0 – 2,000 gallons	\$12.50 \$13.00 minimum
2,001 – 15,000 gallons	\$4.50 \$5.00 per thousand gallons

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Classes B, C & D	
0 – 2,000 gallons	\$12.50 \$13.00 minimum
Over 2,000 gallons	\$4.50 \$5.00 per thousand gallons

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

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

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

Residential Property
(~~1-4 dwelling units on one parcel~~)

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

Other Property

~~Non-residential and developed residential properties with more than four (4) dwelling units will be imposed a flat fee based on the impervious cover of the parcel, as follows:~~

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

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

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

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

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

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

Sec. 24-76 Emergency Medical Services Rates (Fee Ordinance #2009-48 ~~2016-34~~)

EMS Transports:

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

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

Service Level	City	Rural
Non Transport Level 1: calls which result in no BLS, ALS1 or ALS2 treatment other than patient evaluation and non-transportation. <i>*If in the opinion of the Fire Chief or his representative, the frequency of no transport calls constitutes an abuse of public service, the City reserves the right to charge the BLS rate for such services.</i>	No Charge*	\$800
Non Transport Level 2: calls which result in BLS treatment and non-transportation.	\$500	\$800
Non Transport Level 3: calls which result in ALS1 or ALS2 treatment and non-transportation.	\$600	\$800

Mileage:

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

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

Zoning (Fee Ordinance #2013-27 ~~2016-34~~)

Rezoning	\$250.00
Specific use permit	\$250.00
Variance request	\$250.00 \$100.00

Subdivisions and Developments (Fee Ordinance #~~2015-44~~ 2016-34)

General Development Plan review	\$200.00
Administrative plat	\$200.00 + recording fees
Preliminary subdivision plat	\$250.00 + \$3.00 per lot + recording fees
Final subdivision plat	\$250.00 + \$3.00 per lot + recording fees
Preliminary 1-lot subdivision plat	\$250.00 + \$10.00 per acre + recording fees
Final 1-lot subdivision plat	\$250.00 + \$10.00 per acre+ recording fees
Placing traffic control devices and street name signs	\$275.00 for each sign assembly (typically includes pole, stop or yield sign and street name sign). Also applies to replacement signs due to accidents or vandalism.
Inspection /Material Testing Fees	Actual Costs + 10%
Park Land Dedication (Ord. #2005-05)	\$200 per dwelling unit, as provided for in Section 517.05 of the Subdivision Ordinance.
Tree Replacement Fee (Ord. #2016-25)	\$50 \$100 per caliper diameter inch

Miscellaneous Fees

Bound Publications (Fee Ordinance #~~2014-39~~ 2016-34)

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

Public Information Requests (Fee Ordinance #2015-44)

Accident Reports	\$5.00 per report
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Other requests (in accordance with current guidelines adopted by the Attorney General's Office)

Standard copy (up to 8½x14)

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

Electronic Copies - No charge if document contains less than 100 pages
 Paper Copies - No charge if total amount is less than \$1.00

Nonstandard copy

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

Personnel charge

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

Computer resource charge

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

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

Fax

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

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

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

**City of Belton Fee & Rate Schedule
Effective 10/1/2016**

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Nuisance Abatement (Fee Ordinance #2012-17)

By City:

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

By Vendor:

Grass mowing, lot cleanup, and debris removal	Actual cost + 20%
---	-------------------

Credit Card Payments (Fee Ordinance #2004-40)

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

Other (Fee Ordinance #~~2015-44~~ 2016-34)

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

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

A. Street Renaming Policy Application	\$150.00
B. City Facility Naming Application	\$75.00

~~Street Renaming Policy Application~~ ~~\$150.00~~

~~City Facility Naming Application~~ ~~\$75.00~~

Fingerprinting	\$5.00 per card
Vehicle Title Inspections (68A)	\$40.00 per vehicle
Vehicle Impound Fee	\$10.00/day

*Off-Duty Police	\$30.00 per hour (two hour minimum) or actual overtime rate if contracted through City
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City of Belton Fee & Rate Schedule
Effective 10/1/2016

Page 20

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

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

Staff Report – City Council Agenda Item



Agenda Item #17

Receive a presentation regarding growth management boundaries and consider authorizing preparation of a Growth Management Study.

Originating Department

Administration – Sam A. Listi, City Manager

Summary Information

On June 28, 2016 the City Council conducted a Growth Management Workshop to develop a framework for addressing growth management issues, as identified in the City's FY 2016 Strategic Plan. Following discussion of strategies such as promoting economic development, facilitating long range planning, and protecting future development, the Council adopted Resolution 2016-22-R, attached, as a guide for this effort, which has been underway ever since.

Seven areas have been identified that appear to warrant further analysis for possible annexation into the Belton City limits. These areas are summarized below.

Annexation Study Area 1

Area 1 contains approximately 723.14 acres, and is located on the east side of IH 35, along and south of Decker Road. The tract extends southward to the Lampasas River, and extends along the river to the south and southeast, connecting to existing city limits, east of Toll Bridge Road.

Annexation Study Area 2

Area 2 contains approximately 203.22 acres, and is located on the east side of IH 35, between the east/west portion of the Lampasas River and Elmer King Road.

Annexation Study Area 3

Area 3 contains approximately 263.9 acres, and is located south of the intersection of IH 35 and the Lampasas River. The tract extends along the west side of IH 35, measuring approximately 1,000' in width, and would add 1,000' additional on the west side of IH 35 to the current 1,000' total city limit width centered on IH 35. The tract extends southward along IH 35 south of Amity Road, and adjoins the Salado ETJ line.

Annexation Study Area 4

Area 4 contains approximately 324.88 acres, and is located south of the intersection of IH 35 and the Lampasas River. The tract extends along the east side of IH 35, measuring approximately 1,000' in width, and would add 1,000 additional feet to the current 1,000' total city limit width centered on IH 35. The tract extends southward along IH 35 south of Amity Road, and adjoins the Salado ETJ line.

Annexation Study Area 5

Area 5 contains approximately 228.15 acres, and is located along and north of Sparta Road and west of the existing city limits, extending west to FM 439.

Annexation Study Area 6

Area 6 contains approximately 25.54 acres, and is located generally along the proposed north/south alignment of Lake-to-Lake Road, north of Sendero Estates Subdivision, and south of FM 93.

Annexation Study Area 7

Area 7 contains approximately 2.142 acres, and is located on the south side of Avenue O, between Avenue O and Old Golf Course Road.

For a variety of reasons, these seven Areas appear to warrant a detailed Growth Management Study. This Study would, in each Area, develop an analysis for Council evaluation of possible annexation, including:

- Review existing and potential land uses;
- Assess the compatibility of anticipated future land uses;
- Identify existing and planned utilities;
- Review CCN (water and sewer utility) service boundaries;
- Assess street conditions and thoroughfare plan implications;
- Address the extension of other city services and city standards; and
- Identify location/proximity of surrounding area ETJ's (extra territorial jurisdictions).

The information assembled in the proposed Growth Management Study on each Area will lead to a discussion by Council on the appropriateness of annexation. We have developed a Proposed Annexation Schedule which provides for the necessary steps in this process, should Council decide to proceed with any annexation following development of the Study. Key dates include:

- Step 1: Council Authorizes Development of Growth Management Study 08/23/16
- Step 2: Council Sets Public Hearings/Directs Service Plans Preparation 09/13/16
- Step 3: Presentation of Service Plans/Annexation Public Hearings 10/25/16 & 11/01/16
- Step 4: Council Adopts Annexation Ordinance, if appropriate 12/13/16

Fiscal Impact

Costs for this analysis will be absorbed in-house, with the exception of survey drawings and ownership boundaries needed for the proposed study area.

Amount: \$5,000 (estimate)

Budgeted: ☒ Yes ☐ No

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

Funding Source(s): General Fund, City Council

Recommendation

Receive presentation regarding growth management boundaries and recommend authorizing preparation of a Growth Management Study on these seven areas.

Attachments

Growth Management Resolution 2016-22-R
Proposed Annexation Schedule
Annexation Study Areas 1-7

RESOLUTION NO. 2016-22-R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, ADOPTING A GROWTH MANAGEMENT FRAMEWORK TO GUIDE THE PLANNING AND PROCEDURES FOR THE ANNEXATION OF TERRITORY INTO THE CITY LIMITS AND PROVIDING AN OPEN MEETING CLAUSE.

WHEREAS, this resolution is established to provide guidance and rationale for the consideration of areas within the City of Belton extraterritorial jurisdiction (ETJ) for annexation; and

WHEREAS, the City of Belton, Texas, is committed to preserving and enhancing the quality of life and unique character of Belton, preserving the rich heritage and natural resources, promoting well-planned development, and protecting its citizens, the environment and all other assets; and

WHEREAS, Belton's land uses support economic, cultural and social activities for all residents, businesses and organizations; and

WHEREAS, Belton's historic and cultural resources need to be preserved, protected and promoted; and

WHEREAS, the positive, identifiable image of Belton needs to be enhanced and protected; and

WHEREAS, Belton's utility systems must continue to promote the economic health of the community; and

WHEREAS, the City Council has considered the matter and deems it in the public interest to authorize this action.

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

Part 1: The City Council declares that the statements contained in the preamble of this resolution are true and correct, and are adopted as finding of fact, in accordance with the resolution establishing a Growth Management Framework, attached as Exhibit A, to guide the planning and procedures for the annexation of territory into the City limits.

Part 2: It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

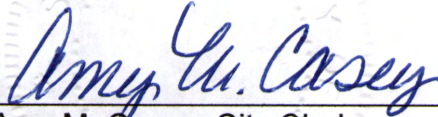
PASSED AND APPROVED this the 28th day of June, 2016.

THE CITY OF BELTON, TEXAS



Marion Grayson, Mayor

ATTEST:



Amy M. Casey, City Clerk

City of Belton, Texas



Growth Management Framework

Adopted June 28, 2016

I. PURPOSE AND INTENT

The purpose of this Growth Management Framework is to provide the guidance and rationale for the consideration of areas within the City of Belton extraterritorial jurisdiction (ETJ) for future growth and development with the potential for annexation. The intent of this Framework is to implement the Comprehensive Plan by providing City Council with specific, objective, and prescriptive guidance for making decisions about growth issues within Belton's extraterritorial jurisdiction (ETJ).

II. ANNEXATION AUTHORITY

The City of Belton has the authority to annex areas within its extraterritorial jurisdiction (ETJ) that are contiguous to the City limits, and not already part of an agreement with another city. The extraterritorial jurisdiction (ETJ) is a legally designated area of land located a specific distance beyond a city's corporate boundaries that a city has authority to annex. State statute defines the size of the ETJ boundaries according to a city's population. The statute provides a one-mile ETJ for cities 5,000 to 24,999 inhabitants. Belton, with a population of 18,216 (per 2010 U.S. Census), has an one-mile ETJ.

The State of Texas requires all cities to adopt an Annexation Plan on or before December 31, 1999 that specifically identifies major annexations that are proposed for 2002 and beyond. The City Council adopted the Annexation Plan by resolution in 1999 (Exhibit A), and established all future annexations in the ETJ would comply with allowed exceptions, making us exempt from a three year plan. Areas located within the Belton ETJ are exempt from the annexation plan requirements because the Plan indicates no future annexation will contain more than 100 residentially developed tracts.

The Growth Management Framework applies to any annexation Belton may consider. Belton should consider Full Purpose annexation in a manner that is consistent with the strategies and policies contained in this document. Full Purpose annexation requires the City to provide City services in accordance with a Municipal Service Plan. Belton should also consider Voluntary annexation, upon request from property owners, when the request is consistent with this Growth Management Framework.

HISTORY

The City of Belton was established as a city in 1850. The map below contains City of Belton annexation history dating from the 1960's to current (Exhibit B). The current City limits contain 20.06 square miles.

III. STRATEGIES

Belton should demonstrate how a Growth Management Framework can be administered as a positive tool for guiding development in its ETJ and implementing its Comprehensive Plan. The strategies listed below will help the City achieve its goal of promoting orderly and sustainable growth.

A. PROMOTE ECONOMIC DEVELOPMENT

Belton should use its Growth Management Framework, where appropriate, as a tool to facilitate public-private partnerships intended to stimulate local and regional economic growth and implement sound capital improvement programming.

1. The City should use its ETJ area as a planning tool in developing its Growth Management Framework. Such areas would primarily consist of raw land, and be accessible to public utilities and services provided by Belton.
2. The development review process will be important in revealing growth pressures, interests and opportunities.

B. FACILITATE LONG RANGE PLANNING

Belton should use its Growth Management Framework to manage development on the fringe of the City in accordance with the Comprehensive Plan.

1. As unincorporated areas become more densely developed, the Comprehensive Plan should identify additional growth centers in the ETJ which should be considered for annexation.
2. The Comprehensive Plan should address linkages to future growth centers in the ETJ. Consideration should be given to existing and planned thoroughfares and their impact on new development patterns as they extend into the ETJ.
3. A Growth Management Framework provides for the more efficient provision of public services and infrastructure necessary to develop land in a logical manner.

C. PROTECT FUTURE DEVELOPMENT

Belton should use its Growth Management Framework as a means of acknowledging the need to extend the City's land use standards and building codes to protect future development from inadequate design and construction that may proliferate in unincorporated areas.

1. Planning, zoning, building inspections, code compliance, and other enforcement jurisdictions of the City of Belton are extended to annexed territories on the effective date of the annexation ordinance.
2. Through subsequent application of City zoning standards, annexation prevents the establishment of incompatible development patterns, while protecting existing and future land uses. Annexation, therefore, can be used as a growth management tool by promoting orderly development patterns which serve to maintain and possibly enhance property values.
3. As part of a Growth Management Framework, the Planning Department should make available the Comprehensive Plan to any interested person.

D. FOSTER INTERGOVERNMENTAL COOPERATION

Belton should use its Growth Management Framework as an approach for alleviating jurisdictional conflicts with abutting municipal and county governments, and for coordinating service delivery arrangements with emergency response providers.

Belton should consider boundary adjustments with adjacent municipalities where an exchange of ETJ could occur between the cities in the mutual interest of both cities and the citizens served by each jurisdiction. The requesting municipality should have adequate land use standards to maintain development standards equivalent to those of the City of Belton.

V. POLICY STATEMENTS

The following policy statements comprise City of Belton's Growth Management Framework. Both City-initiated and Property Owner-initiated annexations are subject to these policy statements.

A. EVALUATION OF AREAS FOR ANNEXATION BASED ON EXISTING OR PLANNED LEVEL OF DEVELOPMENT

The City of Belton should consider annexation of:

1. Undeveloped areas.

2. Areas for which dense development activity is anticipated.
3. Areas planned or designated in the Comprehensive Plan as Mixed Use or Regional Growth Centers.
4. Areas that have become developed.

B. EVALUATION OF AREAS FOR ANNEXATION BASED ON SERVICE DELIVERY NEEDS

The City of Belton should consider annexation to provide municipal services to:

1. Residential, commercial and industrial land uses that would benefit from a level of service anticipated for a city rather than an unincorporated area.
2. Territories that do not adversely impact services to areas already within the City limits.
3. Territories that establish contiguity required for strategic expansion of the City and its services.

C. EVALUATION OF AREAS FOR ANNEXATION BASED ON NEED TO PROTECT PUBLIC HEALTH, SAFETY, AND WELFARE

The City of Belton should consider annexation to:

1. Provide zoning, land use, building codes, and other municipal development standards to promote and maintain safe living and working conditions and sustainable development.
2. Extend municipal standards before development occurs, on undeveloped land, where growth is anticipated.
3. Areas that, without such standards, could have an adverse impact on adjacent areas within the City.
4. Areas where unregulated development could have an adverse environmental impact.
5. Areas where unregulated development could have an adverse impact on Military missions/operations.

D. EVALUATION OF AREAS FOR ANNEXATION BASED ON INTERGOVERNMENTAL RELATIONS

The City of Belton should:

1. Protect its ability to expand its City limits.
2. Consider annexation to preclude the creation of other competing political jurisdictions.
3. Consider the impact on the City's ability to expand in the future, and potential for economic development.
4. Consider the impact on the City-owned utilities when evaluating requests for Utility Districts or other Special Districts in the ETJ.
5. Seek to ensure that Special Districts in the ETJ do not establish regulations that would be contrary to the best interests of the City.
6. Consider the following factors prior to releasing any portion of its corporate limits or ETJ to another jurisdiction, or accepting territory from another jurisdiction:
 - a. Adequate land use standards are in place in the other municipality (as determined by the City) to protect the subject property and surrounding area;
 - b. The existence of clear and logical planning boundaries are in place that define the current or proposed City limits and ETJ;
 - c. Significant negative fiscal impacts on the City's budget will not result if an area is released or accepted;
 - d. The need for City protection of environmental or other resources has been addressed;
 - e. The long-term effects of cumulative ETJ releases to other jurisdictions have been reviewed.

E. EVALUATION OF AREAS FOR ANNEXATION BASED ON FISCAL CONSIDERATIONS

The City of Belton should consider:

1. Extension of city limits ensure that areas benefitting from proximity to a urban City are contributing revenue to offset the cost of providing services within an urban environment.
2. Opportunities for agreements with other municipalities or regional/area service providers to assist with provision of services.
3. Fiscal impact to extend police, fire, street maintenance, city code enforcement, building inspection.

4. Transportation impacts of major roads to the City - IH 35, IH 14/US 190, FM 93, SH 439, TX 317, FM 436, Lake to Lake Road, Loop 121 – on its Regional Thoroughfare Plans and the City's Thoroughfare Plan.

F. CONSIDERATIONS FOR THE ISSUANCE OF NON-ANNEXATION AGREEMENTS

Non-Annexation Agreements:

1. Shall be offered to property owners, within a proposed Municipal Annexation Plan, that have Agricultural Exemptions, in accordance with state law.
2. Issued for Special Districts shall include a statement that the property owner consents to future voluntary annexation and a negotiated annexation schedule shall be included.
3. Should consider services in lieu of annexation to extend City regulations and requirements in anticipation of annexation at some point in the future.
4. Should consider revenue sharing options in exchange for the agreement, in areas that have taxing authority.
5. Shall be reviewed by the Planning Department for adherence to these policies.

Exhibit "A"

RESOLUTION NO. 99-20

A RESOLUTION ADOPTING AN ANNEXATION PLAN FOR THE CITY OF BELTON; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the 76th Texas Legislature, 1999, adopted S.B. 89, extensively amending the Texas Annexation Act, Chapter 43, Local Government Code; and

WHEREAS, Section 17(b) of S.B. 89, 76th Texas Legislature, 1999, requires that each city adopt an annexation plan on or before December 31, 1999, that includes territory the city plans to annex three years from the date the territory is placed in the plan in accordance with Section 43.052, Local Government Code; and

WHEREAS, there are a number of exceptions that authorize annexation of territory without the territory having been placed in an annexation plan and for the foreseeable future annexations of territory contemplated by the city fit into one of these exceptions.

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

SECTION 1.

For the purposes of Section 17(b) of S.B. 89, adopted by the 76th Texas Legislature, 1999, and Section 43.052, Local Government Code, the City Council adopts the following annexation plan:

CITY OF BELTON ANNEXATION PLAN

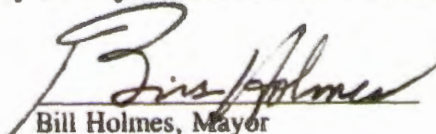
The City Council has reviewed the future expansion needs of the City and the prospects of development within the City's extraterritorial jurisdiction. After studying the effects of amendments to the Texas Annexation Act enacted by S.B. 89, 76th Texas Legislature, 1999, the City Council has determined that at this time, the City does not intend to annex any territory that in order to be annexed, is required to be in an annexation plan.

The City Council reserves the right to amend this annexation plan in the future to add territory for annexation should circumstances change.

SECTION 2.

This resolution shall take effect from and after its passage, and it is accordingly so resolved.

Passed this the 23rd day of November, 1999 by the City Council of Belton, Texas.


Bill Holmes, Mayor

ATTEST:


Connie Torres, City Clerk

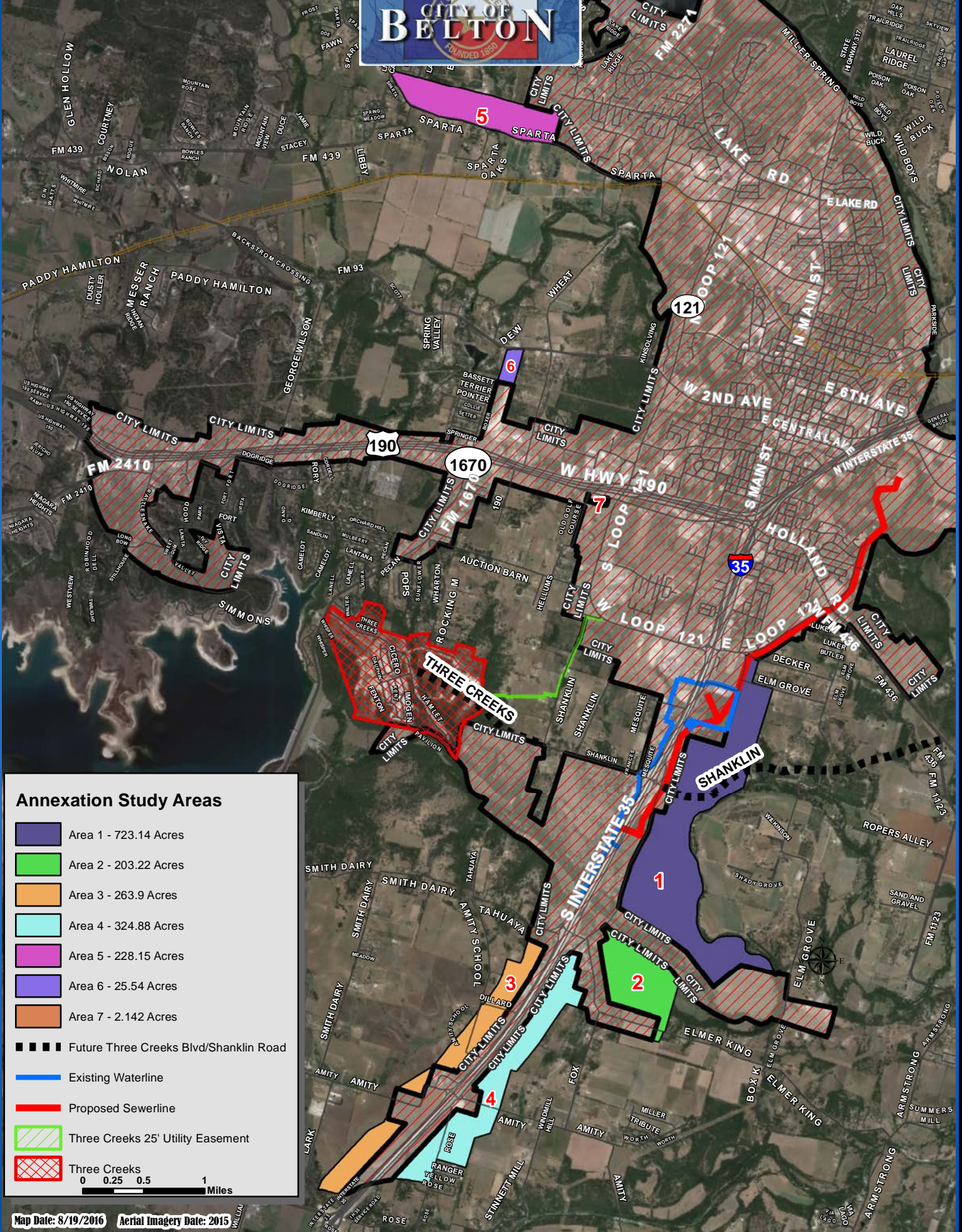
Involuntary Annexation

SCHEDULE FOR EXEMPT ANNEXATION WITHIN CITY LIMITS

DATE	ACTION/EVENT	LEGAL AUTHORITY
September 13, 2016	COUNCIL BY WRITTEN RESOLUTION (1) sets Public Hearings for October 25, 2016 and November 1, 2016 ; and (2) Council directs development of service plan for area to be annexed .	Loc. Gov't Code, §§ 43.063 & 43.065; Public Hearings: are on or after the 40th day but before 20th day before institution of proceedings.
September 23, 2016 last workday	Last day to provide written notice to each property owner and public entity.	Before 30th day before first public hearing. Loc. Gov't Code, §43.062.
October 13, 2016 Publish notice of 1st Public Hearing (1 time)	NEWSPAPER NOTICE RE: 1ST PUBLIC HEARING ; (If applicable, Notice to Railroad) SCHOOL DISTRICT NOTICE (notify each school district of possible impact) (NOTICE on WEB to remain through process)	Not less than 10 days nor more than 20 days before 1st public hearing. Loc. Gov't Code, §43.063 (c).
October 20, 2016 Publish notice of 2nd Public Hearing (1 time)	NEWSPAPER NOTICE RE: 2ND PUBLIC HEARING	Not less than 10 days nor more than 20 days before 2nd public hearing. Loc. Gov't Code, § 43.063 (c).
October 24, 2016 Ten days after the date the 1st Public Hearing notice is published	LAST DAY FOR SUBMISSION OF WRITTEN PROTEST BY RESIDENTS (10 days after first newspaper notice)	Site hearing required if 20 adult residents of tracts protest within 10 days after 1st newspaper notice. Loc. Gov't Code, § 43.063 (b)
October 25, 2016 Regular Meeting	1ST PUBLIC HEARING AND PRESENT SERVICE PLAN (Not more than 40 days before the 1st reading of ordinance.)	Not less than 20 days nor more than 40 days before reading of ordinance. Loc. Gov't Code, §§ 43.065 & 43.063(a).
November 1, 2016 Special Meeting	2ND PUBLIC HEARING AND PRESENT SERVICE PLAN (At least 20 days before 1st reading of ordinance.)	Not less than 20 days nor more than 40 days before reading of ordinance. Loc. Gov't Code, §§ 43.065 & 43.063 (a).
Institution Date November 22, 2016 Regular Meeting	FIRST READING OF ORDINANCE	Date of institution of proceedings. Not less than 20 days from the 2nd public hearing nor more than 40 days from the 1st public hearing.
December 13, 2016 Regular Meeting	SECOND-FINAL READING OF ORDINANCE	Not more than 90 days after 1st reading of Ordinance § 43.064
Within 30 days from receipt of Preclearance	PROVIDE DOCUMENTS AND MAPS TO COUNTY CLERK	Loc. Gov't Code §41.0015 (a)



Map Date: 8/19/2016 Aerial Imagery Date: 2015



Annexation Study Areas

- Area 1 - 723.14 Acres
- Area 2 - 203.22 Acres
- Area 3 - 263.9 Acres
- Area 4 - 324.88 Acres
- Area 5 - 228.15 Acres
- Area 6 - 25.54 Acres
- Area 7 - 2.142 Acres


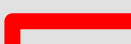

- Future Three Creeks Blvd/Shanklin Road
- Existing Waterline
- Proposed Sewerline
- Three Creeks 25' Utility Easement
- Three Creeks

Map Date: 8/19/2016

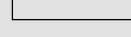

Aerial Imagery Date: 2015

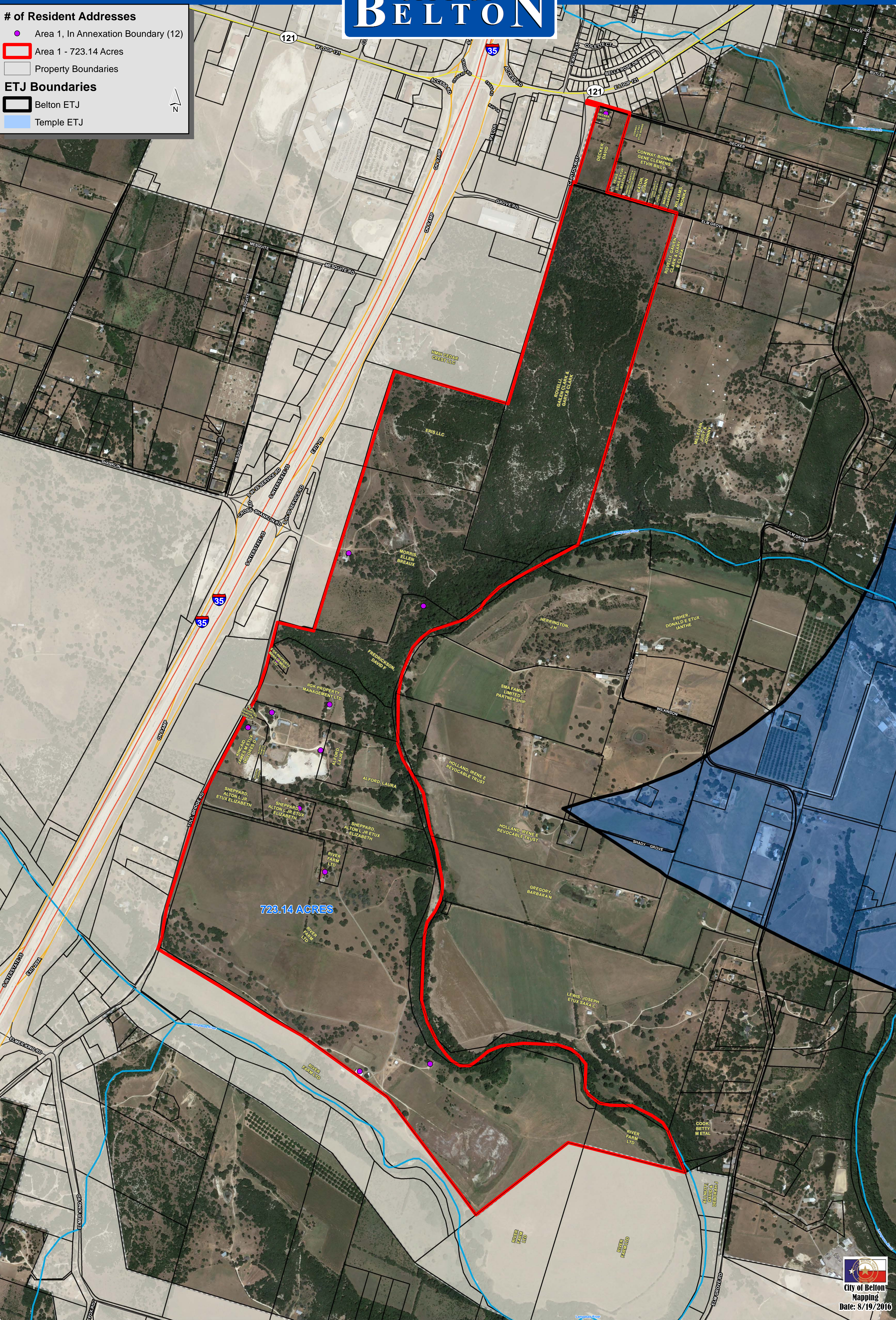

Maps and data are for informational purposes and may not have been prepared for or be suitable for legal, engineering or surveying purposes. They do not represent an on-the-ground survey and represent only the approximate relative location of property boundaries. No warranty is made by the City of Belton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

Patil, C. Activity in Person Project: overlaps and Duality: Departments Planning Department Annexation study 2010-2014. Annexation_4364461_2010-243300_Patil.pdf

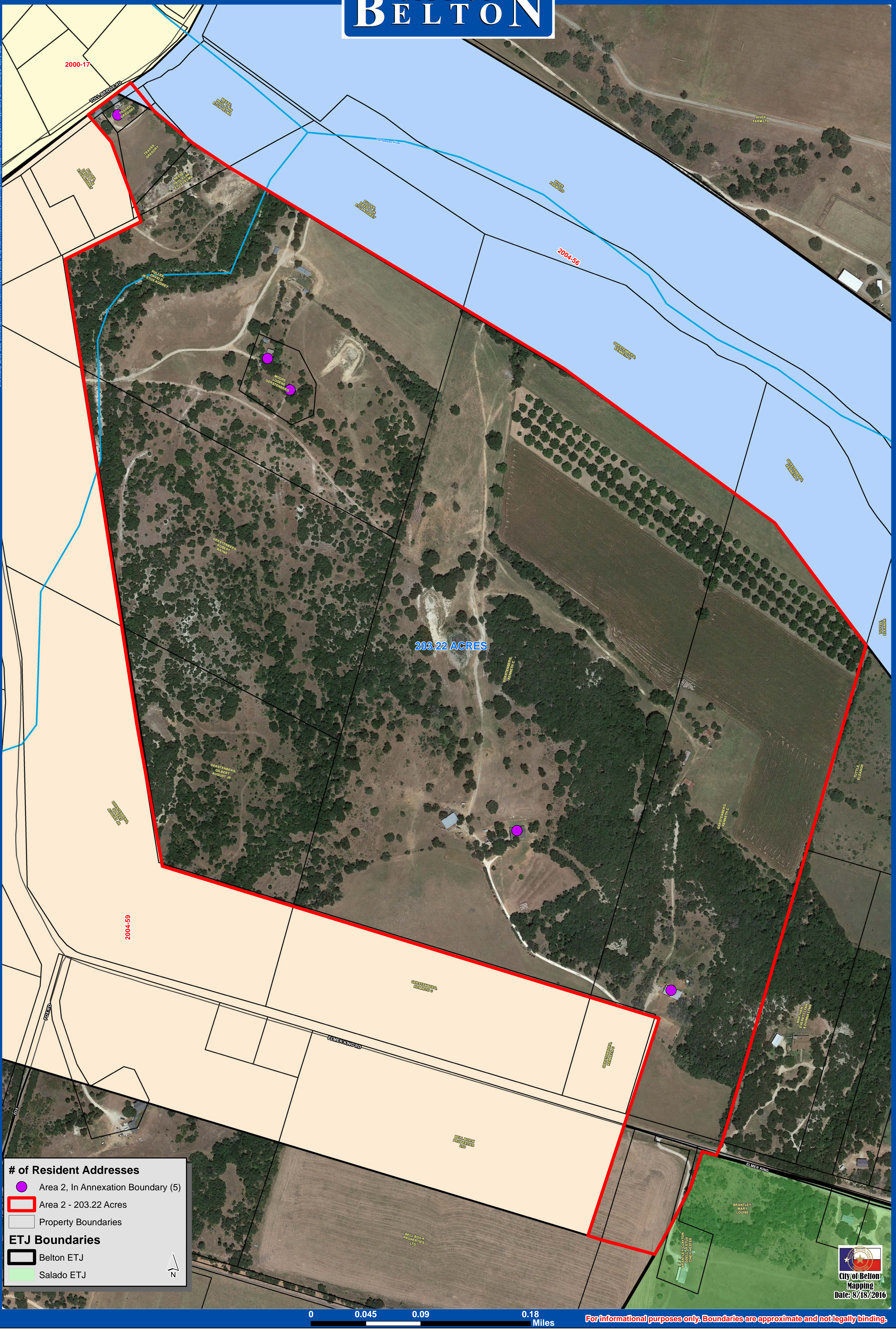
 Area 1, In Annexation Boundary (12)
 Area 1 - 723.14 Acres
 Property Boundaries

ETJ Boundaries

 Belton ETJ
 Temple ETJ



CITY OF BELTON



CITY OF BELTON

of Resident Addresses

Area 3, In Annexation Boundary (9)

Area 3, Outside Annexation Boundary (2)

Area 4, In Annexation Boundary (10)

Area 4, Outside Annexation Boundary (3)

Area 3 - 263.9 Acres

Area 4 - 324.88 Acres

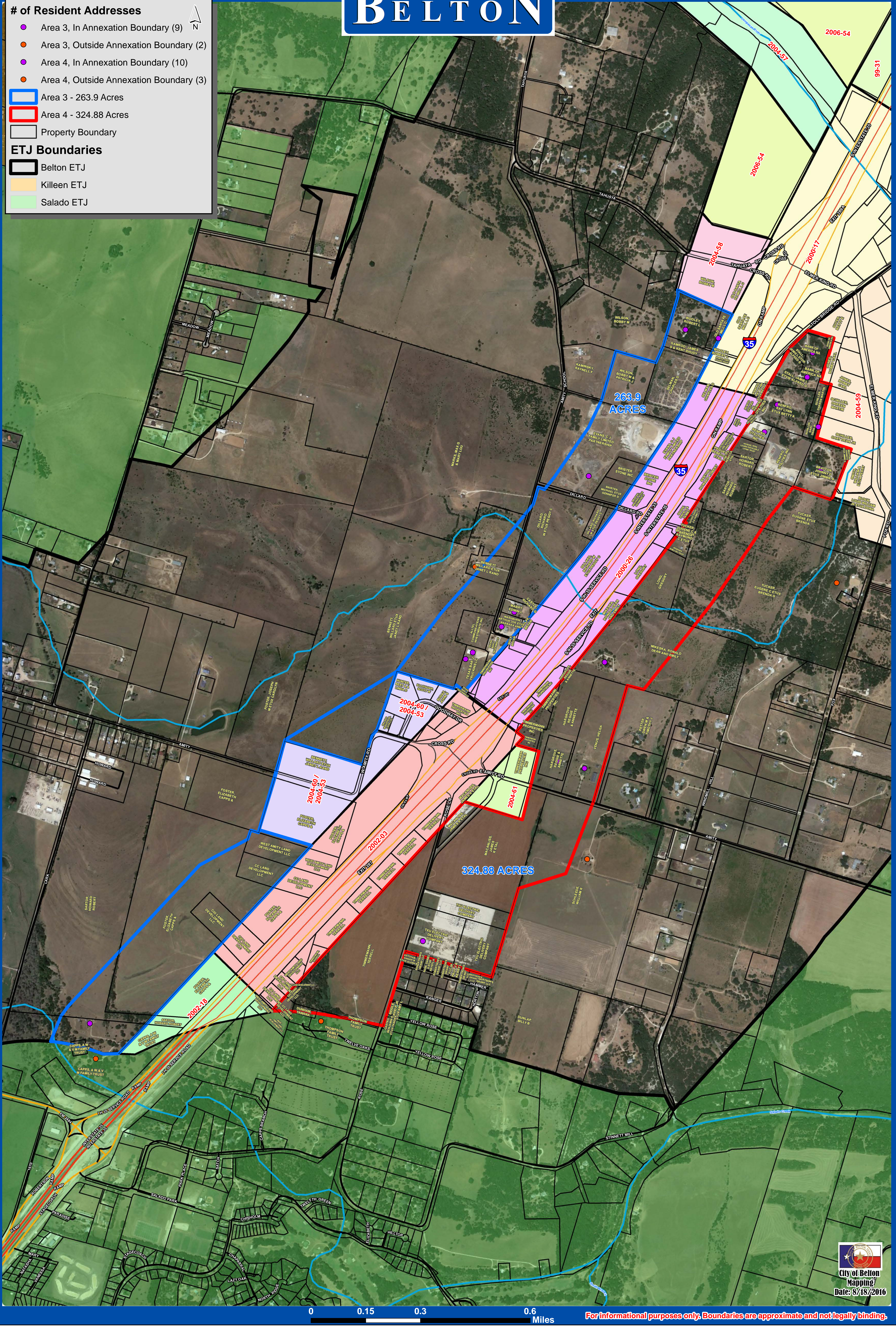
Property Boundary

ETJ Boundaries

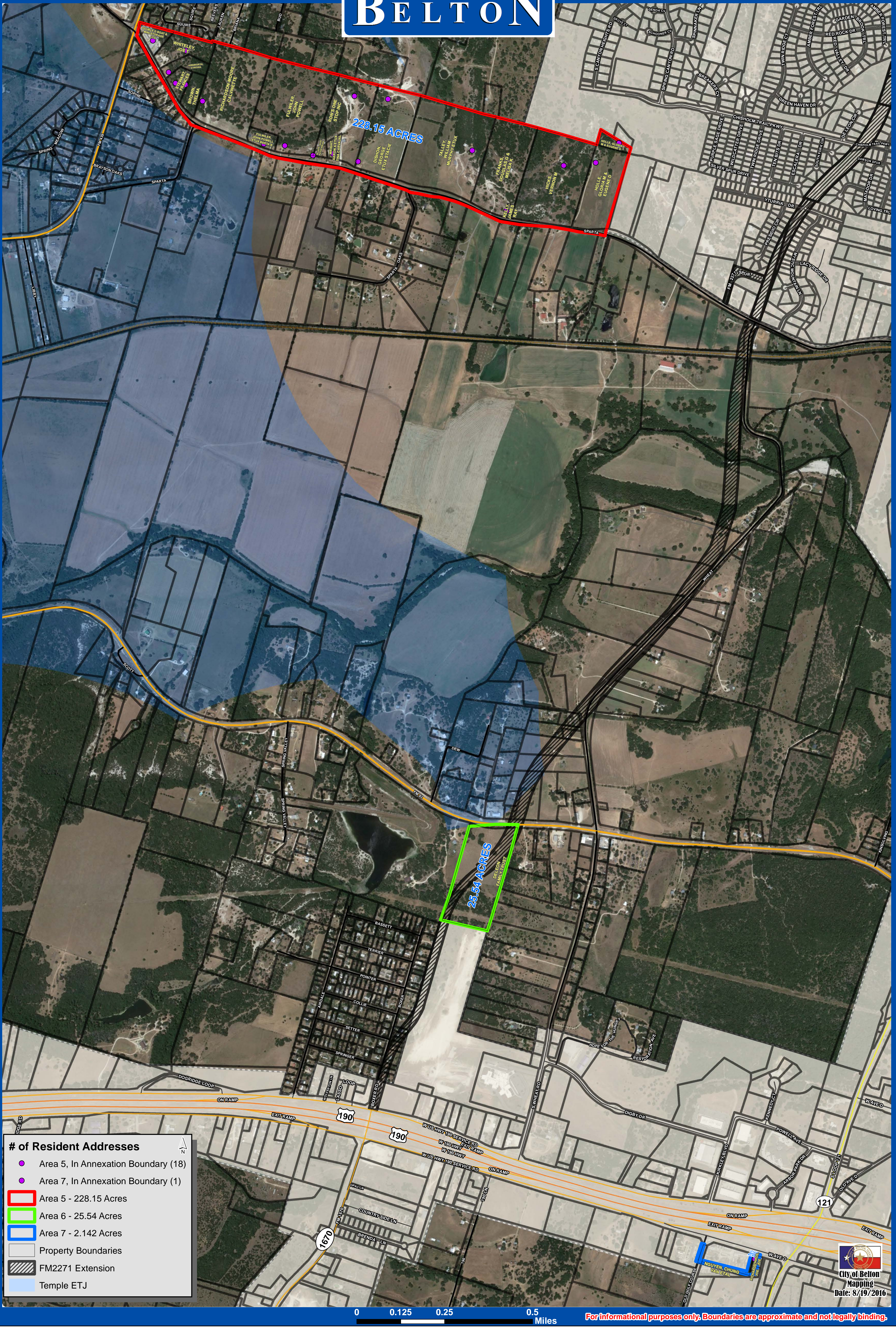
Belton ETJ

Killeen ETJ

Salado ETJ



CITY OF BELTON



of Resident Addresses

●

Area 5, In Annexation Boundary (18)

●

Area 7, In Annexation Boundary (1)

Area 5 - 228.15 Acres

Area 6 - 25.54 Acres

Area 7 - 2.142 Acres

Property Boundaries

FM2271 Extension

Temple ETJ

Staff Report – City Council Agenda Item



Agenda Item #18

Receive a report on the petition from customers of Dog Ridge Water Supply Corporation (DRWSC).

Originating Department

Administration – Sam A. Listi, City Manager

Summary Information

At the August 9, 2016 Belton City Council meeting, Mr. Mike Pedersen, resident at 1625 George Wilson Road, submitted a petition containing 95 signatures, and seeking “to have the Cities of Belton and the Harker Heights take over Dog Ridge” Water Supply Corporation (DRWSC). The petition is attached, as well as a map which shows the locations of all those signing the petition. They are located generally along W. US 190, FM 1670, FM 2410, and George Wilson Road, and some are currently in the Belton City limits.

While we have received the petition, and acknowledged this directly to Mr. Pedersen, this matter remains an issue between the customers and Board of the DRWSC. In this area DRWSC has a Certificate of Convenience and Necessity (CCN) issued by TCEQ/PUC (State Regulatory Agencies), which means it is their exclusive right and responsibility to serve water to these customers until a change is approved in the CCN, an extensive process which is now regulated by the PUC.

I have spoken with Mr. Wayne Rutherford, President of the DRWSC Board of Directors, and shared the petition and map with him. Mr. Rutherford said the Board is evaluating its position, and will schedule a meeting with us to discuss the matter in a few weeks. I said we are ready to meet whenever desired by the Board, in an effort to understand the DRWSC system more completely, and then to evaluate what role, if any, the City of Belton should play in the future. I have shared this information with City Manager David Mitchell in Harker Heights as well.

Fiscal Impact

N/A

Recommendation

Recommend receiving report and taking no action at this time, pending discussion with DRWSC Board of Directors.

Attachments

Petition Submitted on 08/09/16

DRWSC Customer Addresses

Map of Petitioner's Locations

CCN Service Area Map

Petition to have the City of Belton and Harker Heights take over Dog Ridge WSC.

We ask the City to please take action to help the residents of Belton who are currently on Dog Ridge WSC. We ask that you pursue options to bring Dog Ridge WSC customers safe and reliable drinking water. We need immediate action to protect our families, pets and livestock.

Benefits of making the change.

- Provide professional management of infrastructure..
- Lower Rates.
- Stability of pressures and flow of water.

94
with signatures

Name	Address	Phone #	Signature
MARSHALL GATHAM	6001 W. Hwy 190 Lot 1		Marshall Gatham
Edna Pruitt	3640 Springers St		Edna Pruitt
Don Pitt	6749 Dog Ridge Rd.		Don Pitt
Michael Deard	5345 Dogridge Rd		Michael Deard
William Meyers	2533 FORT RD		William Meyers
James Muscarello	6648 Dog Ridge Rd		James Muscarello
ZACK MATTHEWS	2581 Vista Trl		Zack Matthews
Frances Kirkham	3891 W. US Hwy 190		Frances Kirkham
Jason Warner	4733 Stoneoak Dr.		Jason Warner
Vickie Warner	4733 Stoneoak Dr.		Vickie Warner
Julie Martinez	1379 Niagara Heights		Julie Martinez
Lita Daniel	4755 Stoneoak Dr. Belton	254-624-4186	Lita Daniel
CLEMENT DANIEL	4725 STONEOAK DR. BELTON	254-624-4652	Clement Daniel
John Wesson	4741 Stoneoak Dr. Belton	254-613-4539	John Wesson
Josiah Kirkham	3891 W Hwy 190 Belton, TX		Josiah Kirkham
Isalah Kirkham	3891 W Hwy 190 Belton, TX		Isalah Kirkham
STEVE KIRKHAM	3891 US 190 BELTON-TX		Steve Kirkham
Kara Thorne	2581 Vista Trl		Kara Thorne
Danny Johnson	2576 Vista Trail	1-254-231-8858	Danny Johnson
Leona Torres	3593 Terrier St. Belton	(254) 217-6102	Leona Torres
Mildred Hickam	4202 Orchard Hill Dr Belton	854-231-1645	Mildred Hickam
Oscar Garret Jr	4202 Orchard H. 11 Dr Belton	254-221-7605	Oscar Garret Jr
Lorenzo Luna	17116 Texanna		Lorenzo Luna
Roni Rice	2710 George Wilson		Roni Rice
Yami Matos	2710 George Wilson		Yami Matos

Petition to have the City of Belton and Harker Heights take over Dog Ridge WSC.

We ask the City to please take action to help the residents of Belton who are currently on Dog Ridge WSC. We ask that you pursue options to bring Dog Ridge WSC customers safe and reliable drinking water. We need immediate action to protect our families, pets and livestock.

Benefits of making the change.

- Provide professional management of infrastructure..
- Lower Rates.
- Stability of pressures and flow of water.

Name	Address	Phone #	Signature
Sherry Goodwin	1473 George Wilson Rd	254 718 9967	Sherry Goodwin
Dennis RABROKER	1461 G.W. Rd.	254-217-3102	Dennis Rabroker
Leah Pedersen	1425 George Wilson Rd	956-615-3005	Leah Pedersen
Mike Pedersen	1625 George Wilson	254-661-8977	
Gerald Rabroker	1373 George Wilson Rd	254-970-8960	Gerald Rabroker
Shellie Rabroker	1373 George Wilson Rd	254-654-6482	Shellie Rabroker
Ron Rice	3549 Terrier	254 721 2886	Ron Rice
VICTORIA RICE	1116 Texanna Ln	254 217 4520	Victoria Rice
KYLER HOUTS	3629 TERRIER		Kyler Houts
GERALD FRITZ	3629 TERRIER	254-421-0861	Gerald Fritz
Shannon Fritz	3629 TERRIER	254 493-9963	Shannon Fritz
José M. Chavez	3653 Terrier		José Chavez
Michael M. Morse	1225 NIAGARA HTS	254 247 4472	Michael Morse
Robert Elkins	1175 Niagara S.	254 939-7889	Robert Elkins
Brynn Squiers	1162 Niagara Hts	254 521-0052	Brynn Squiers
Dana Squiers	1162 Niagara Hts	254-534-0835	Dana Squiers
Marina Sierra	1161 Niagara Hts	254-290-5664	Marina Sierra
Landon Squiers	1162 Niagara Hts	254-624-9311	Landon Squiers
Carlos Sierra	1161 Niagara Hts	254-290-5264	Carlos Sierra
Leonard LeMay	3592 Walter Ln	254 933 2368	Leonard LeMay
Jimmy D. Hodges	3585 Walter Ln	254 699 5674	Jimmy D. Hodges
Angela LeMay	3592 Walter Ln	254-933-2368	Angela LeMay
Beverly Hodges	3585 Walter Lane	(254) 433-2074	Beverly Hodges
Sherry Goodwin	1473 GEORGE WILSON RD	254-723-0214	Sherry Goodwin
HENRY BROOKS	6018 FORT RD E BELTON	(254) 493 8316	Henry Brooks

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Name	Address	Phone #	Signature
Carrie Dudik	2597 Fort Rd Belton	254-780-7827	Carrie Dudik
Robert Dudik	2597 Fort Rd Belton	254-913-0626	Robert Dudik
WED DIXON PAVING INC	3275 W HWY 190	(254) 939-3597	W Dixon
Bryan Brooks	6218 Fort Rd East Belton	254-541-5419	Bryan Brooks
HELEN BROOK	2600 Fort Rd Belton	254-721-6303	Helen Brooks
NELSON BROOKS	2600 Fort Rd Belton	254-721-6303	Nelson Brooks
Novella Corliss	2110 Cordell Lane	254-624-8474	Novella Corliss
STEPHEN CORLISS	2110 CORDELL LANE	254-624-6495	Stephen Corliss
Betsy Kestebek	3463 W US Highway 190	254-933-7879	Betsy Kestebek
Richard Burt	2910 George Wilson	254-681-3299	Richard Burt
Allyson Baker	4444 Pops Ln	254-598-1343	Allyson Baker
Charles Ann	3464 Bassett	254-231-8708	Charles Ann
Robert W	5698 Dogridge	254-534-8729	Robert W
Rogmartin	5925 Dogridge	254-563-2868	Rogmartin
Kevin Lacey	4121 W US Hwy 190	254-743-9874	Kevin Lacey
RANDOLPH BAKER	4931 W US HWY 190	254-421-1028	Randolph Baker
David H. II	5505 Katy Perry	254-214-6052	David H. II
Carl Smith	1029 George Wilson Rd	254-681-3299	Carl Smith
Sharon Gier	7335 FM 2410	254-721-2061	Sharon Gier
D. LaCroix	Simms / 2910 Co	254-291-0903	D. LaCroix
Dianne Heidley	1125 Niagara Heights	254-953-0227	Dianne Heidley
Damon Brown	1089 Niagara Heights	254-338-1837	Damon Brown
Melissa Doshner	1013 Niagara Heights	254-338-5009	Melissa Doshner
Fredrick Doshner	1073 Niagara Hts	254-338-2645	Fredrick Doshner
LOZAY FORTIS	1021 Niagara Hts	254-379-4195	Lozay Fortis

**Petition to have the City of Belton and Harker Heights
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[illegible]

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[illegible]

Sheet1

Name	City	State	Postal Code	Country	Signed	On
Katrina	Montelongo	Belton	Texas	76513	IS	States2016-08-02
Jenni	Johnson	Belton	Texas	76513	Unite	States2016-08-02
David	Perry	Belton	Texas	76513	Unite	States2016-08-02
leslie	mayfield	temple	Texas	76501	Unite	States2016-08-02
Chris	Truelove	Belton	Texas	76513	Unite	States2016-08-02
Sunshine	Sanchez	Belton	Texas	76513	Unite	States2016-08-03
Connie	Crow	Killeen	Texas	76542	Unite	States2016-08-03
Daniel	Mendez	Belton	Texas	76513	Unite	States2016-08-03
Diana	Barnard	Belton	Texas	76513	Unite	States2016-08-03
Georgianna	Hughes	Belton	Texas	76513	Unite	States2016-08-03
Pam	Boland	Grovetown	Georgia	30813	IS	States2016-08-04
Bethany	Throop	Belton	Texas	76513	Unite	States2016-08-04
Timothy	Throop	Belton	Texas	76513	Unite	States2016-08-04
Roxine	Moore	Belton	Texas	76513	Unite	States2016-08-04
Christina	Castillo	Belton	Texas	76513	Unite	States2016-08-04
Cindy	Ley-Rodriguez	Belton	Texas	7651	States	2016-08-06
Brandi	ODonnell	Belton	Texas	77513	IS	States2016-08-09

*No signatures
Not counted*

Recipient: City of Belton, The City of Harker Heights, and Dog Ridge Water Supply

Letter: Greetings,

Petition to ask The City of Belton and Harker Heights to take over Dog Ridge WSC.

Comments

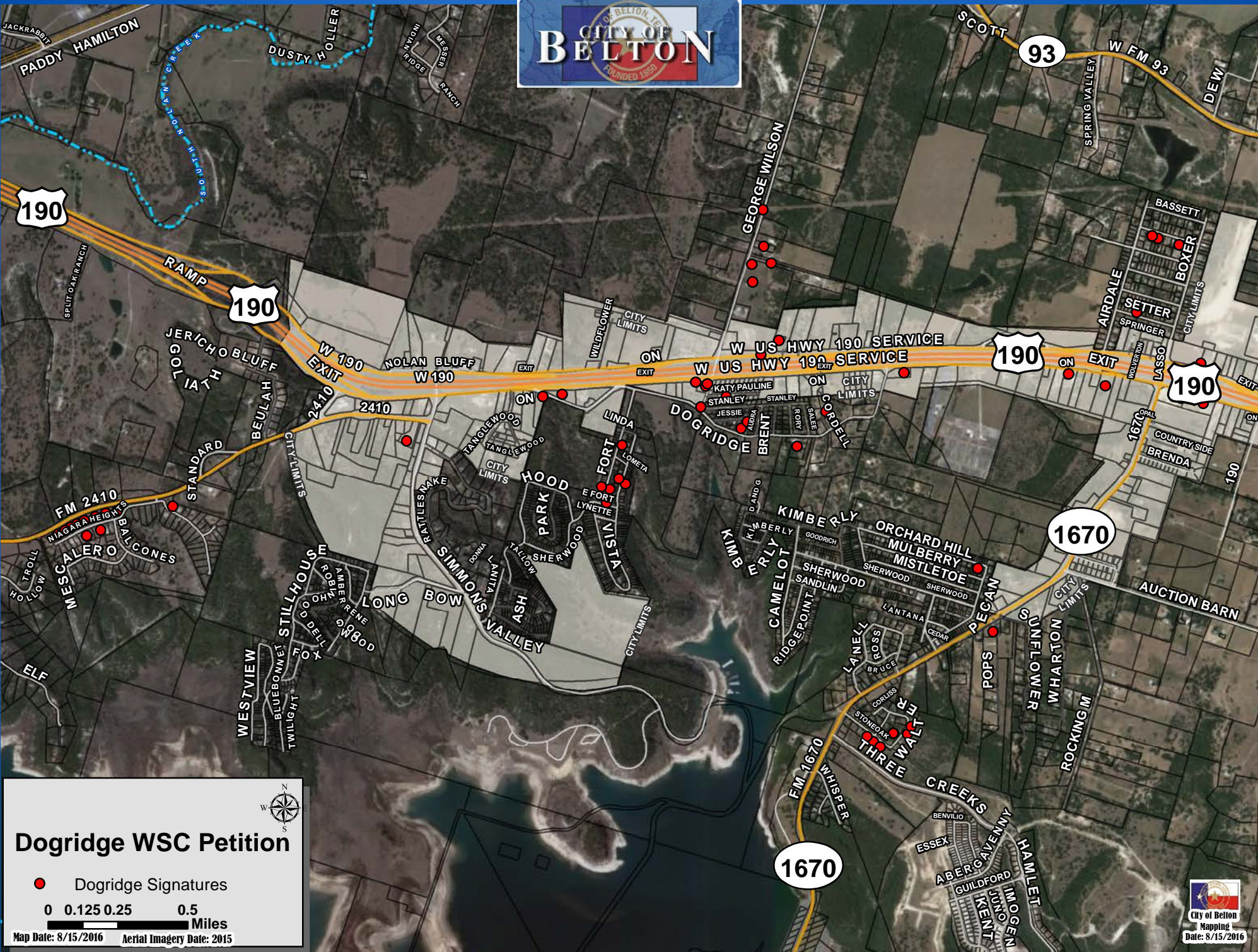
Name	Location	Date	Comment
Jenni Johnson	Belton, TX	2016-08-02	I shouldnt have to worry about giving my kids baths in dirty water
David Perry	Belton, TX	2016-08-02	I choose to sign this petition because I live within the dog Ridge Supply area and have experienced outages, boil notices, incompetent or inconclusive phone calls trying to find out health information regarding water in my area and because of concern for the health of my children who bathe, drink, and play in the water especially in the summer months. I am just looking for some confidence within the company that provides something so crucial to my family's well-being.
Chris Truelove	Belton, TX	2016-08-03	Major problems with this company!
Sunshine Sanchez	Belton, TX	2016-08-03	The quality of water and service is subpar. I think DRWS has done all they can and the community that they service has grown beyond their capabilities to serve us as customers/owners as we deserve.
Connie Crow	Killeen, TX	2016-08-03	The last year my water has been bad. I have live in Belton for the 12 years and the last year I have bad water. Like I said we have live here for 12 yrs and for 3 years they did not know where my water meter was . I had a guy knock on my door asking me where it was. I have always like the water here but now I am question it.
Georgianna Hughes	Belton, TX	2016-08-03	We've lived here almost 30 yrs. This company and its services have progressively worsened. When this last occurred we were without water for 3 days with no communication from the company. They were not answering their phones and that is unacceptable! They could at least send a text (I'm on text alert) or change their outgoing message with some sort of explanation as to what is going on. They had made a statement to local news media that they were providing bottled water to customers! I went to their website and it said there would be 1 case per family, which I was aware of a day late!!!! ... 3 days without water and that is the best they can do??!! They are not accountable for their lack of services and something has to change. I hope change comes SOON! This is a health hazard!!! As of yet I have received no text alerts as to boil alerts, etc. ... communication and common courtesy is the LEAST we should receive during times when we are without something as important as water!!!
Bethany Throop	Belton, TX	2016-08-04	Our water has been getting worse over the last yrs. I've been here. I've lived in Belton for 5 yrs now and it's not getting better, for sure. We constantly have discolored and smelly water. If I wasn't on an email alert from Dogridge I wouldn't know about boil notices. Also the said they tested the water last time and it was clean...this time it has ecoli in it!!!! Seriously. I'm appalled. I have a 7 yr and a 2 yr old and I'm having to drive to temple to bathe them at my sister's home. Not to mention the amount of extra \$ we are spending boiling water and buying water. I've emailed dogridge 2 times and received NO response. I was only asking for reimbursement on our bills for the 3rd boil order in July alone and we are still under it! Something's gotta give

*No signatures
Not counted*

Name	Location	Date	Comment
Roxine Moore	Belton, TX	2016-08-04	My husband and I bought our home in Belton as a place to retire in a few years. Until then, we've been leasing it with the assistance of a property management company. Our tenants have been getting the Boil Water Notices from Dog Ridge, of which there are many. Today our Property Manager told us that one of our tenants had to go to the hospital emergency room with a severe infection because of the Dog Ridge-supplied water. There is obviously no way that you can boil the water that you're going to shower with, do dishes with, "clean" with. And even our whole-house water filter will not get rid of harmful bacteria. Our Property Manager also said that he will not be able to rent the house out as long as these problems with Dog Ridge persist. We respectfully ask for assistance - please put the Dog Ridge customers on City water that is clean, safe, and doesn't make people sick. Thank you.
Brandi ODonnell	Jarrell, TX	2016-08-09	My water is yellow. The company said I used 56,000 gallons of water in one month and owe them \$335 now. They do not get bills out on time. They do not answer the phone when I call. They close at 4pm and I work until 5 so I need to conduct business over the phone which they don't answer.

*No signatures
Not counted*

ADDRESS	SIGNATURES
6001 W HIGHWAY 190	1
3640 SPRINGER ST	1
6749 DOG RIDGE RD	1
5345 DOGRIDGE RD	
2533 FORT RD	1
6648 DOG RIDGE RD	1
2581 VISTA TRL	2
3891 W HIGHWAY 190	4
4733 STONEOAK DR	2
1379 NIAGARA HEIGHTS	1
4725 STONEOAK DR	2
4741 STONEOAK DR	1
2576 VISTA TRL	1
3593 TERRIER ST	1
4202 ORCHARD HILL DR	2
1716 TEXANNA LN	2
2170 GEORGE WILSON RD	2
1473 GEORGE WILSON RD	4
1461 GEORGE WILSON RD	1
1625 GEORGE WILSON RD	2
1373 GEORGE WILSON RD	2
3599 TERRIER ST	1
3629 TERRIER ST	3
3653 TERRIER ST	1
1225 NIAGARA HEIGHTS	1
1175 NIAGARA HEIGHTS	1
1162 NIAGARA HEIGHTS	3
1161 NIAGARA HEIGHTS	2
3592 WALTER LN	2
3585 ??	1
3585 WALTER LN	1
6218 FORT RD	2
2597 FORT RD	2
3275 W HIGHWAY 190	1
2600 FORT RD	2
2110 CORDELL LN	2
3462 W HIGHWAY 190	1
2910 GEORGE WILSON RD	1
4494 POPS LN	1
3664 BASSTEN	1
5698 DOGRIDGE	1
5925 DOGRIDGE	1
4171 W HIGHWAY 190	1
4931 W HIGHWAY 190	1
5905 KATY PAULINE RD	5
1069 GEORGE WILSON RD	1
7335 FM 2410	1
2410	1
1125 NIAGARA HEIGHTS	1
1089 NIAGARA HEIGHTS	1
1073 NIAGARA HEIGHTS	2
1021 NIAGARA HEIGHTS	4
1055 NIAGARA HEIGHTS	2
1110 NIAGARA HEIGHTS	1
3463 W HIGHWAY 190	1
5941 JESSIE RD	1
102? ??	1
3577 WALTER ST	3
5772 W HIGHWAY 190	1



Dogridge WSC Petition

● Dogridge Signatures

0 0.125 0.25 0.5 Miles

Map Date: 8/15/2016 Aerial Imagery Date: 2015



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

City of Belton/DRWSC Water CCN

