

**BELTON CITY COUNCIL MEETING  
APRIL 24, 2012**

The Belton City Council met in regular session with the following members present: Mayor Jim Covington, Mayor Pro Tem Marion Grayson, Councilmembers Clifton Peters (arrived 6:00 p.m.), David K. Leigh, Wayne Carpenter, Craig Pearson, and John Agan. There were no members absent. Staff present were John Messer, Sam Listi, Connie Torres, Cristy Daniell, Les Hallbauer, Gene Ellis, Francisco Corona, Byron Sinclair, Erin Newcomer, Jerri Gauntt, Sandy Slade, and Denny Lassetter.

The Pledge of Allegiance to the U.S. Flag was led by Fire Chief Francisco Corona, the Pledge of Allegiance to the Texas Flag was led by Councilmember Wayne Carpenter, and the Invocation was given by Father James Misko of Christ the King Catholic Church.

The Mayor called the meeting to order at 5:32 p.m.

Public comments.

Frankie Pruettt, 700 W. Avenue C, thanked the City for the home provided him in the TDHCA HOME replacement program (as a result of the Pruetts losing their home in the September 2010 flood). He expressed special thanks to Support Services Coordinator Jerri Gauntt for her efforts throughout the application and construction process. Mr. Pruettt also thanked the Fire Chief for services recently provided by the City's EMS.

Presentation of Proclamation for Motorcycle Safety and Awareness Month.

The Mayor read the proclamation and presented it to members of the B.M.W. CREW Rider Club, on behalf of the Texas Confederation of Clubs and Independents Ride Safe in Texas Motorcycle Safety and Awareness Program, and motorcyclists in and around the community.

Consent Agenda

Mayor Pro Tem Grayson requested the Final Plat be removed from the consent agenda, and Councilmember Leigh made a motion to approve the remaining items. The motion was seconded by Councilmember Pearson, and the following items were approved 6-0:

Minutes of previous meetings: Both sets of minutes approved as presented.

A. March 27, 2012 regular meeting

B. April 10, 2012 regular meeting

Consider appointment to the Electrical Board.

Appointed Robert Bass of R. K. Bass Electric to fill a Master Electrician position previously held by Glen Baird.

Consider authorizing extension of lease agreement between the City and Belco Manufacturing Company, Inc. for property located on Taylor's Valley Road.

Approved the one year extension from June 1, 2012 to May 31, 2013, at \$825/month (increased from \$750/month), with a 30-day termination clause which may be exercised at the City's option. The lease also includes the following conditions:

- Lessee shall maintain the lease property at all times to the satisfaction of the Lessor.
- Lessee shall ensure stored materials remain exclusively within the fenced property boundary.
- Perimeter fence shall be maintained to the satisfaction of the City during the term of the lease by the Lessee.

Consider a resolution declaring that the updated January 1, 2012 population of the City of Belton is 18,665.

Approved the following captioned resolution declaring an updated population for the City of Belton to be 18,665 (up from 18,216, the population on April 1, 2010, provided in 2010 by the U.S. Census Bureau):

**RESOLUTION NO. 2012-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELTON, TEXAS, FINDING THAT THERE ARE 18,665 RESIDENTS WITHIN THE CORPORATE LIMITS OF THE CITY OF BELTON AND PROVIDING AN OPEN MEETING CLAUSE.**

Consider approval of an Interlocal Agreement with Bell County for use of the Bell County Animal Shelter for Belton stray and abandoned animals.

Approved the Interlocal Agreement with Bell County for use of the Bell County Animal Shelter for \$40,000 per year.

Consider authorizing extension of agreement with Jaynes, Reitmeier, Boyd and Therrell, P.C. for independent audit services.

Approved a one year extension of the agreement with Jaynes, Reitmeier, Boyd & Therrell, P.C., with base contract fees for audit services for FY 2012 at \$28,500 (allocated between the General Fund, Water & Sewer Fund, and the BEDC). Single audit fees related to major federal award programs included in the single audit, are estimated at \$14,800.

Consider authorizing the City Manager to execute a contract in response to a Request for Proposals for Engineering Services for the Miller Heights Relief Trunk Sewer CDBG project.

Authorized the City Manager to execute a contract with KPA Engineers in the amount of \$33,600. The City was awarded a \$275,000 federal Community Development Block Grant (CDBG) grant administered by the Texas Department of Agriculture (TDA) for upgrades to the Miller Heights trunk sewer line. The project will replace an existing sewer line, remove it from some residential back yards, and reroute it through the new Public Works facilities located on FM 436, benefiting approximately 3,087 citizens, of which 1,696 or 55% are of low-to-moderate income. Following receipt of six proposals, a staff committee scored each packet and recommended KPA Engineers be selected. Estimated project costs are \$330,000 funded by the grant and \$55,000 in matching funds from the City. Funding for this \$33,600 engineering contract will be paid from these designated funds.

Consider authorizing the City Manager to execute Change Order #1 to the contract with Christopher Butler (Personified Homes and Improvements) for construction of a home at 700 W. Avenue C for Dora and Frankie Pruett, using TDHCA HOME Program Disaster Relief funds.

Approved the change order to the contract with Christopher Butler, the primary contractor for the HOME Disaster Relief Project at 700 W. Avenue C. The \$1,477 change order is for a washer/dryer set and tile flooring in the master bath, funded with available TDHCA funds, making the final home construction price \$75,996.80.

Consider authorizing the City Manager to execute an amendment to the agreement with Kasberg, Patrick & Associates for professional services related to the West 9th Avenue Extension and Overpass Construction Project.

Approved an amendment to the agreement with KPA Engineers for an additional \$9,935 for preparation of documents required by the Texas Department of Transportation (TxDOT) to complete the LG Contract Components Checklist in Section 2 of Module 11 of the Local Government Project Procedures Qualification Manual.

TxDOT-funded and administered projects now require documentation of extensive and detailed legal procedures that staff believes are best accomplished with consultant expertise. Attorney Paul Sanderford, Sanderford & Carroll, has significant federal contracting experience, and will accomplish this task at a cost of \$6,195. KPA Engineers' project support, meetings, and coordination with TxDOT, results in a total of \$9,935 for these services. As a subcontract to KPA Engineers, this is an eligible, reimbursable expense within the FY 2010 Federal appropriation of \$750,000.

Miscellaneous

Consider a Final Plat for Dawson Ranch, Phase II, Section II, a 9.34 acre tract of land located in the Dawson Ranch Subdivision.

Mayor Pro Tem Grayson announced she would abstain from this item, and left the meeting room.

Planning Director Erin Newcomer explained this is a 27-lot subdivision, proposed as Phase II, Section II of Dawson Ranch, with Dancing Oaks Drive to be extended to the west and north. She presented the plat drawing and indicated the Planning & Zoning Commission (P&ZC) recommended approval by a vote of 7-0 at its meeting on April 17th subject to conditions identified in the City's letter to the applicant's engineer. Councilmember Pearson made a motion to approve the Final Plat as recommended. The motion was seconded by Councilmember Agan, and carried by a vote of 5-0-1, with Mayor Pro Tem Grayson abstaining.

Ms. Grayson returned to the meeting room.

Receive presentation from the Belton Independent School District (BISD), and consider a resolution of support for the May 12, 2012 Bond Election.

Dr. Susan Kincannon recognized BISD Board President Randy Pittenger and Judy Owens from BISD's Communications Department in the audience. Dr. Kincannon gave an overview of the 2012 BISD bond election, which would authorize a total \$60.0M package of school district enhancements, to include the following:

- Implement Phase II of the 10-year facilities plan by building a replacement middle school in the northern part of the District, then allow Belton High School to occupy the current Belton Middle School facility;
- Building a ninth elementary school in the northern part of the District near Highway 317 and FM 2483; and
- Build a tenth elementary school in the southern portion of the District to address enrollment growth and reduce dependence on portables for home room classrooms.

Councilmember Pearson commended the BISD Board and its employees for squeezing every penny the best they can to keep the tax rate down while meeting the needs of our children. Mayor Pro Tem Grayson also commended the School District for managing its growth, and stated she knows BISD didn't just come up with these numbers, but obtained citizen input throughout the process. Upon motion by Councilmember Pearson, seconded by Councilmember Leigh, the following captioned resolution was approved by a vote of 6-0:

**RESOLUTION NO. 2012-10**

**A RESOLUTION OF THE CITY OF BELTON, TEXAS, EXPRESSING SUPPORT FOR THE BELTON INDEPENDENT SCHOOL DISTRICT MAY 12, 2012 BOND ELECTION.**

Consider authorizing the City Manager to execute a contract for construction of the Safe Routes to School (SRTS) project, and any change orders associated with the contract, not to exceed the amount authorized under state law.

(Councilmember Peters arrived at the meeting at 6:00 p.m.)

The City Manager gave an overview of this project which will provide safe, accessible sidewalks in the Miller Heights neighborhood. This amounts to 9,200' (1.74

miles) of 5' and 6' sidewalks, to include signage, solar school zone signs, driveway repair, and crosswalk striping. The City was awarded this grant from the Texas Department of Transportation (TxDOT), which includes \$499,918 for construction and up to \$165,000 for grant administration (design, survey, property management, environmental, and contract administration).

Mr. Listi indicated KPA Engineers was awarded the contract to design and bid the project. Dixon Paving, Inc. is the low bidder at \$587,695, with the engineer's original estimate of probable construction cost just under \$500,000. Grant construction funds total \$499,918, with an opportunity for approval of a 15% cost overrun in the City's Advanced Funding Agreement with TxDOT. TxDOT has indicated similar requests have typically been approved, and they will also recommend approval of Belton's request. Assuming approval of the 15% overrun (\$74,988), the City Manager explained the balance remaining to reach the bid amount is \$12,789. Final actual cost to the City will be based on final actual quantities, but \$55,520 is allocated toward asphalt for street repair in the bid specs that could be deleted or reduced if necessary.

Mr. Listi recommended the Council authorize execution of a contract with Dixon Paving in the amount of \$587,695 (using SRTS Grant Funds and General Fund Capital Project Funds if needed), and any change orders associated with the contract not to exceed the amount authorized under state law. In closing, he explained the City would be responsible for cost overruns, which the Public Works Department will work hard to avoid.

Trae Sutton, KPA Engineers, gave an overview of the bid process and additional details related to project construction. He indicated Dixon Paving has done many projects for the City, and recommended the contract be awarded to the company. Councilmember Agan made a motion to approve the contract with Dixon Paving as recommended. The motion was seconded by Councilmember Carpenter, and carried unanimously (7-0).

Consider a resolution authorizing a contract for professional management services for administration of Texas Department of Housing & Community Affairs (TDHCA) Owner Occupied Housing Rehabilitation grant through the Texas HOME Owner Occupied Housing Assistance Program, Reservation Number 1001292.

Support Services Coordinator Jerri Gauntt explained after self-administering the HOME-DR (Disaster Relief) grant contract for the Pruetts' replacement home, City staff decided it would be best to seek a professional grant management company to assist with this HOME Program. Funding for administration is included in the grant, though City staff has gotten the program underway by accepting applications, and ordering title commitments and tax certificates, for the seven applications received (for five homes and two alternates).

Ms. Gauntt explained only one proposal was received on April 20th, from GrantWorks, who has worked with the City on several other HOME Program projects. She recommended authorizing the contract with GrantWorks to provide administrative and professional management services that encompass all areas of contract management, for an estimated 5-6 homes. (GrantWorks' fee will be equal to 4% of construction costs plus \$7,000 per home in soft costs for the first five homes, which increases to \$9,000 per home thereafter. Construction costs are capped at \$80,000 per replacement home, allowing the City to build 5-6 homes depending on bids and based on an estimated \$500,000 grant in the reservation program.)

Councilmember Pearson asked about the construction timeline, and Ms. Gauntt indicated it is uncertain, though title commitment work and tax certificates are in hand. Bidding one home at a time was difficult, so bidding five homes at once should expedite the process. The City Manager added the groundwork is laid and hiring GrantWorks will help expedite the process which should move along in a timely manner, with selection of a home model and advertising for a contractor to follow soon. Funding is supposed to be committed by January 2013, so it is anticipated this program will be substantially

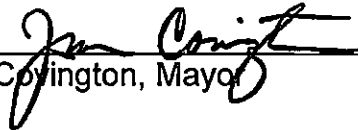
completed by the end of 2012. Upon motion by Councilmember Pearson, seconded by Mayor Pro Tem Grayson, the following captioned resolution was unanimously approved:

**RESOLUTION NO. 2012-11**

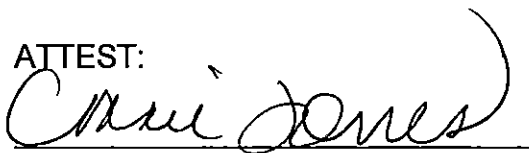
**A RESOLUTION BY THE CITY OF BELTON, TEXAS, AUTHORIZING THE AWARD OF CONTRACT FOR ADMINISTRATION SERVICES AND SOFT COST PROJECT MANAGEMENT SERVICES FOR THE RESERVATION NUMBER 1001292, HOME OWNER OCCUPIED HOUSING ASSISTANCE PROGRAM.**

Executive Session pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.071, to consult with the City Attorney.

The Mayor indicated this item was not needed, and there being no further business, the meeting was adjourned at 6:13 p.m.

  
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Jim Covington, Mayor

ATTEST:

  
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Connie Torres, City Clerk