

**BELTON CITY COUNCIL MEETING  
MARCH 8, 2011**

The Belton City Council met in regular session with the following members present: Mayor Jim Covington, Mayor Pro Tem Marion Grayson, Councilmembers Clifton Peters, 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, Bruce Pritchard, Jerri Gauntt, Sarah Maddaford, Sandy Slade, Charlotte Walker, and Denny Lassetter.

The Pledge of Allegiance to the U.S. Flag was led by Sandy Slade, Recreation & Events Director, the Pledge of Allegiance to the Texas Flag was led by Councilmember David K. Leigh, and the Invocation was given by Darren Walker of the First United Methodist Church.

The Mayor called the meeting to order at 5:31 p.m.

Public comments. There were no public comments.

Consent Agenda

Upon motion by Councilmember Leigh, seconded by Councilmember Pearson, the following items were unanimously approved:

Minutes of previous meeting. Approved as presented.

Consider appointment to the Library Board.

Appointed Denzel Holmes to fill the vacancy created by Beata McLendon's resignation.

Consider amendment of the Personnel Policy Manual to include notification methods for the Equal Employment Opportunity Plan (EEO).

Approved amendment of the Personnel Policy Manual to notify employees that the EEO is available by contacting the Human Resources office. (The City became a type III entity upon award of the Belton First Responder Technology Upgrade Project in the amount of \$700,000. Federal law requires that type III entities formulate an EEO for submission to the Office for Civil Rights, US Department of Justice for approval. The City's EEO Short Form was approved on February 23, 2011, which is effective for two years and satisfies this requirement for any subsequent grant awards received during the two-year period. The City now must disseminate the EEO internally and externally, and will do so by placing the EEO on the City website and through this amendment of the Personnel Policy Manual.)

Consider award of bid for Harris Community Center HVAC Renovations and related budget amendment for Harris Center repair and remediation.

Awarded the bid received on February 16, 2011, to Rabroker Air Conditioning & Heating in the amount of \$85,500, and approved a budget amendment from General Fund in the amount of \$138,868 to cover this expenditure and all other net remediation costs.

Consider award of bid for 2011 Seal Coating Program.

Awarded the bid received on February 25, 2011, to Blacktopper Technology of Blanco, Texas, with a single course seal coat price of \$1.61 per square yard and a double course price of \$3.10 per square yard. The contract is for one-year, with the option to extend for two additional one-year terms upon mutual agreement of the City and the bidder, with pricing and quantities to be negotiated upon extension. The FY 2011 budget includes \$100,000 for seal coating local streets.

Miscellaneous

Presentation of the Comprehensive Annual Financial Report for Fiscal Year 2010.

Assistant City Manager/Finance Director Cristy Daniell introduced Mike Abel of the City's auditing firm, Jaynes, Reitmeier, Boyd & Therrell, P.C., CPA's of Waco, who presented the City's Comprehensive Annual Financial Report for FY 2010. The City received a clean opinion on the financial statements, with no material weaknesses in internal control noted. Due to the amount of federal grants received by the City in FY 2010, a single audit of federal programs was required. The single audit also received a clean opinion, with a finding that the City complied with the requirements of its major federal program, with no material weaknesses or deficiencies in internal control reported.

Ms. Daniell thanked Assistant Finance Director Karen Evans and JRBT for their work on the audit. She also discussed the level of General Fund fund balance, and reminded Council that the addition to fund balance from FY 2010 operations would be utilized to replenish capital projects funds used for the Harris Center remediation, and for a grant match on the Nolan Creek Hike & Bike Trail extension project.

Consider authorizing the City Manager to execute a contract in response to a Request for Qualifications for Professional Services for the Safe Routes to School Project.

The City Manager explained the City was awarded an infrastructure grant in June 2010 in the amount of \$499,500 for construction, with up to \$165,000 available for grant administration (design, survey, property management, environmental, and contract administration). The Texas Department of Transportation required procurement for professional services, including contract administration, therefore the City invited requests for qualifications (RFQ's). Three firms submitted in response to the RFQ's on November 22, 2010: Bury & Partners, Austin; Klotz & Associates, Austin; and KPA Engineers, Temple. A rating committee selected KPA Engineers as the most qualified of the firms submitting.

Mr. Listi indicated negotiations have resulted in agreement on terms of a contract with KPA Engineers. He introduced Trae Sutton, KPA Engineers, who gave an overview of the project and reviewed the firm's scope of services for the project.

Councilmember Peters asked if any right-of-way (ROW) had to be obtained, and Mr. Sutton indicated everything will be constructed within existing ROW, with the sidewalks to be 5' wide and 5" thick. Mayor Covington commented about houses being fairly close to the street, and asked if the project would take chunks out of front yards. Mr. Sutton concurred and explained they will be evaluating both sides to determine which is the best side to locate the sidewalks. They will also look at existing utilities, dry utilities, power poles, and landscaping, and how they associate with the ROW.

There were no other comments, therefore the City Manager recommended the Council authorize execution of a contract with KPA Engineers in the not to exceed amount of \$131,695. Upon motion by Councilmember Agan, seconded by Councilmember Carpenter, the contract was unanimously approved as recommended.

At 6:00 p.m. the Mayor announced the Council would go into executive session and the City Council relocated to the Smith Room for the following:

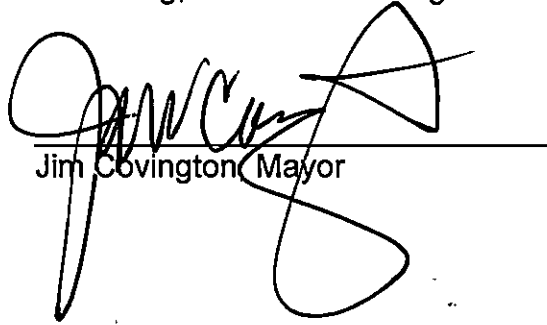
Executive Session pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.074, regarding personnel.

The first session ended at 6:31 p.m., and the Council proceeded to the next session.

**Belton City Council Meeting**  
**March 8, 2011 - Page 3**


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, regarding pending litigation.

At 7:05 p.m., the Mayor reopened the meeting, and there being no further business, the meeting was adjourned.



Jim Covington, Mayor

ATTEST:



Connie Torres, City Clerk