

**Belton City Council Meeting
November 8, 2016 – 5:30 P.M.**

The Belton City Council met in special session in the Wright Room at the Harris Community Center with the following members present: Mayor Marion Grayson, Mayor Pro Tem David K. Leigh (via videoconference) and Councilmembers Craig Pearson, Jerri Gauntt, Paul Sanderford, Guy O'Banion and Dan Kirkley. Staff present included Sam Listi, John Messer, Gene Ellis, Amy Casey, Brandon Bozon, Erin Smith, Chris Brown, Angellia Points, Kim Kroll, Matt Bates, Paul Romer, Bruce Pritchard, Byron Sinclair, Charlotte Walker and Aaron Harris.

The Pledge of Allegiance to the U.S. Flag was led by Councilmember Dan Kirkley and the Pledge of Allegiance to the Texas Flag was led by City Manager Sam Listi. The Invocation was given by Landon Hebison, Associate Pastor of Miller Heights Baptist Church.

1. **Call to order.** Mayor Marion Grayson called the meeting to order at 5:33 p.m.
2. **Public Comments.** There were none.

Consent Agenda

Items 3-5 under this section are considered to be routine by the City Council and may be enacted by one motion. If discussion is desired by the Council, any item may be removed from the Consent Agenda prior to voting, at the request of any Councilmember, and it will be considered separately.

3. **Consider the minutes of the October 25, 2016, City Council Meeting.**
4. **Consider authorizing the purchase of two (2) fire department staff vehicles from Caldwell Country Ford through the BuyBoard purchasing cooperative.**
5. **Consider ordinances amending certain sections of the City of Belton Fee and Rate Schedule with an effective date of January 1, 2017:**
 - A. **Sec. 8-71 Solid Waste Collection Rates – Residential**
Sec. 8-72 Solid Waste Collection Rates – Commercial Cart Collection
 - B. **Sec. 23-151 Bulk Water Rates**

Councilmember Jerri Gauntt requested that items 5A and 5B be pulled from Consent Agenda for discussion.

Upon a motion by Councilmember Paul Sanderford and a second by Councilmember Dan Kirkley, the Consent Agenda items 3 and 4 were approved upon a vote of 7-0.

Director of Finance Brandon Bozon stated that the proposed solid waste increases are allowed under the City's contract with Waste Management. The increases are based upon a CPI index specifically for refuse collection. This year's proposed increase is 1.33%. Councilmember Guy O'Banion asked if the increase was pretty standard. Mr. Bozon said that this is actually a smaller increase than in years past, but he added that the highest increase has been around 2%.

Additionally, Mr. Bozon said that the bulk water item is in response to the Council's request to survey surrounding cities to see how they charged for bulk water after Staff recommended a \$75 trip charge in addition to the cost of the water on a previous Fee Schedule adoption. The trip charge was proposed in order to recover costs associated with having a City employee leave a job site to meet a customer and sell them less than \$2 worth of water. Mr. Bozon explained that none of the surrounding cities allow customers to purchase on-site bulk water. He said that our customers will still be allowed to purchase bulk water through the use of a fire hydrant meter which is how other area cities handle it.

Upon a motion by Councilmember Jerri Gauntt, and a second by Councilmember Craig Pearson, items 5A and 5B, including the following captioned ordinances, were unanimously approved upon a vote of 7-0.

ORDINANCE NO. 2016-48

AN ORDINANCE AMENDING THE FEE SCHEDULE OF THE CITY OF BELTON FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017.

ORDINANCE NO. 2016-49

AN ORDINANCE AMENDING THE FEE SCHEDULE OF THE CITY OF BELTON FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017.

Regular Agenda

6. Consider the following:

- A. Providing notice to the Belton Area Chamber of Commerce of the City's intention to terminate the Professional Services Agreement regarding provision of a Convention and Visitor Services Program.**
- B. Authorizing the City Manager to execute a lease agreement with the Belton Area Chamber of Commerce regarding office space for tourism and retail development.**

City Manager Sam Listi said that City has contracted with the Belton Area Chamber of Commerce to conduct its Convention and Visitor Services (CVB)

Program, and he believes that they have done an excellent job. He explained that with City growth, increased event programming, and more tourism opportunities, Staff is proposing to shift CVB services in-house, to be managed as a City function, effective January 1, 2017.

Mr. Listi said that this change would be a natural extension of several City efforts including recruitment for a hotel/conference center and development of a Tourism component in the Strategic Plan. He added that Judy Garrett, the Chamber's Director of Marketing and Tourism, would become a City employee, but she will continue to be located at the Chamber for now to aid in the transition of tourism services. He added that a 60 day notice to the Chamber is required to proceed with the development of a final transition plan.

Mr. Listi explained that in April of 2012, the Hotel-Motel Fund financed a remodel of the Chamber's office building to create a Visitor's Center at a cost of \$193,500. At termination of the contract on December 31, 2016, 28 months of the 84 month amortization remains, requiring a payment of \$64,500 to the Hotel/Motel Fund. Mr. Listi said that Staff is proposing a 28 month lease of the Chamber office space to house the City's CVB operation. He added that the proposed lease allows the transition process from the Chamber to City operation without disruption to the CVB's operation or causing a financial burden to the Chamber.

Councilmember Gauntt said that the lease is approximately \$2,300 per month for a little more than two years for one room. Mr. Listi explained that the funding amount is proposed based on the amount of funding left in the agreement. He said that Ms. Garrett will also be allowed to utilize common areas and meeting rooms as a part of this lease. Councilmember O'Banion stated that it is really just a continuation of the existing amortization schedule, and Mr. Listi concurred.

Councilmember Gauntt said that she is excited that Ms. Garrett will be a City employee. She believes that Ms. Garrett should have been a City employee for the last eight or nine years.

Councilmember Dan Kirkley asked Belton Area Chamber of Commerce President Mark Arrazola how this would affect his budget. Mr. Arrazola said he expects very little impact.

Mayor Pro Tem David K. Leigh said that he believes this is good thing, and he agrees that the City needs to provide a transition. He added that the City should continue to collaborate with the Chamber to support tourism.

Upon a motion by Councilmember Craig Pearson, and a second by Councilmember Guy O'Banion, the Council unanimously approved items 6A and 6B upon a vote of 7-0.

7. **Consider authorizing the City Manager to execute a contract with Camden Enterprises LLC for construction of the renovation project at the Police Department, in substantially the form presented.**

Assistant City Manager/Chief of Police Gene Ellis said that in late 2013, the City approved a 2013 Capital Improvement Plan that included an addition to, and renovations of, the Belton Police Station. He explained that a total of \$3.5 million was authorized for the project. The new addition had a final cost of \$3.1 million, leaving just over \$400,000 for the renovation of the original Police and Courts building. Chief Ellis said that the main elements of the renovation project include: updating the interior of a 26 year old building; adding a separate entrance and lobby for courts; expanded space for dispatch; larger evidence room; evidence processing areas; and enhanced Emergency Operations Center (EOC) space.

On October 4, 2016, the City received proposals for construction services necessary to complete the renovations. Chief Ellis said that Camden Enterprises of Belton and Cody Stanley Construction of Belton submitted proposals. He added that it was difficult to generate interest in the project because, while this is a large project to the City, it is a small project to contractors who are very busy.

Camden Enterprises was ranked highest by the selection committee. The best and final price submitted by Camden Enterprises for this project is:

Base Bid Price	\$459,000
Recommended Alternates:	
Alternate #1: Sliding Wall/Door for courtroom flexibility	12,113
Alternate #3: Replace existing exterior windows in courtroom	10,000
Alternate #4: Replace interior doors in rooms 129, 134, 135, & 136	5,260
Alternate #5: Upgrade ceiling grid in rooms 129, 134, 135 & 136	3,300
MEP Alternate #1: Add redundant mini-split a/c to server room	4,173
MEP Alternate #3: Provide 35KW generator to replace old generator	<u>32,159</u>
Total with Alternates	\$526,005

Chief Ellis added that in addition to the construction costs, the Police Department will need the following items to complete the project:

Furniture, Fixtures, and Equipment (Dispatch Consoles & TV Monitors)	17,000
Additional Architect Fees (based on total construction costs)	<u>29,300</u>
Total:	\$46,300
TOTAL (Construction + FFE and Fees)	<u>\$572,305</u>

Mayor Pro Tem Leigh clarified that these are renovations to the old part of the building, and not updates to new addition. Chief Ellis said that all costs are for renovation to the old part of the building.

Mayor Grayson asked for information related to funding since the project cost is higher than what was originally budgeted. Director of Finance Brandon Bozon explained that the additional funding is from realized savings on other 2013 CIP projects, as well as savings from FY 2016 operations. He added that approximately \$59,000 will be a Capital Pool request.

Upon a motion by Councilmember Craig Pearson, and a second by Councilmember Guy O'Banion, the Council unanimously approved item 7 upon a vote of 7-0.

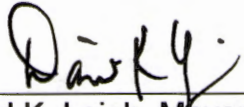
Mayor Grayson thanked the Belton Area Chamber of Commerce for their partnership and support over the years.

Executive Session

At 5:55 p.m., the Mayor announced the Council would go into Executive Session for the following item:

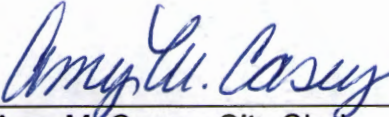
8. **Executive Session pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Govt. Code, Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.074, regarding personnel.**

The Mayor reopened the meeting at 6:12 p.m., and there being no further business, the meeting was adjourned.



David K. Leigh, Mayor Pro Tem

ATTEST:



Amy M. Casey, City Clerk