



**City of Bellmead
City Council Regular Meeting**

~ AGENDA ~

NOTICE: A QUORUM OF THE BELLMEAD CITY COUNCIL MEMBERS MAY BE PRESENT.

Tuesday, October 13, 2020	6:30 PM	Bellmead City Hall
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- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT**

(This time is for citizens to address the City Council on issues and items of concern that are not on this agenda. Citizens will be allowed comment time on any requested agenda item. There will be no City Council discussion or action at this time and there is a time limit of three (3) minutes per person.)

5. PRESENTATIONS

- A. Walker Partners – Lucky Branch Sewer Project

6. CONSENT

- A. Approval of the City Council Minutes for **September 8, 2020** Regular Meeting.
- B. Consider **Resolution 2020-109**; Authorizing the approval to apply for the Violence Against Women (VAWA) Grant.
- C. Consider **Resolution 2020-110**; Approval of a contract with Mass Notifications Services, Inc. in the amount of \$1,810.00, for renewal of the annual maintenance agreement for the outdoor public warning sirens.
- D. Consider **Resolution 2020-111**; Authorizing the auction of surplus equipment from various departments.
- E. Consider **Resolution 2020-112**; Approval of a contract with NAFECO in the amount of \$2,068.00, for the purchase of replacement personal protective equipment ensemble.

- F. Consider **Resolution 2020-113**; Approval of a contract renewal with Axon Enterprises, Inc. in the amount of \$14,894.00, for the web-based Evidence, Case Management, and Video Storage software program for the police department.
- G. Consider **Resolution 2020-114**; Approval of the ratification of expenses to T&W Tire in the amount of \$1,157.65 for the repair of a City tractor #49.

7. REGULAR AGENDA

- A. Consider **Resolution 2020-115**; Approval of agreement to conduct water and wastewater rate design study with NewGen Strategies and Solutions; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.
- B. Consider **Resolution 2020-116**; Approval of the authorization of purchase with Bird-Kultgen Ford in the amount of \$29,390.08 for a 2021 4x4 Ford Pickup as replacement to the Water Fleet.
- C. Consider **Resolution 2020-117**; Approving the appointments to the Bellmead Economic Development Corporation, Planning and Zoning Commission, Parks and Recreation, Building Standards Board and Board of Appeals.
- D. Consider **Resolution 2020-118**; Approving and authorizing the application for the 2020 Office of the Governor's 2020 Coronavirus Emergency Supplemental Funding Program Grant.

8. NEW BUSINESS

- A. Consider **Ordinance 2020-14**; An Ordinance of the City Council of the City of Bellmead, Texas, Amending Chapter 13 – Mobile Homes, Mobile Home Parks, Manufactured Homes, Ec., Article I. – In General, Sec. 12-2. – Mobile Homes; providing a severability clause; and providing for publication of an effective date. **First Reading**
- B. Consider **Ordinance 2020-15**; An ordinance of the City Council of the City of Bellmead, Texas, Amending Chpater 3 – Animals, Article II. – Dogs and Cats, Sec. 3-31. – Definitions and Amending Appendix A – Zoning, Section VIII. – “B-2” Secondary and Highway Business District.; providing a severability clause; and providing for publicatgion of an effective date. **First Reading**

- C. Consider **Ordinance 2020-16**; An Ordinance of the City Council of the City of Bellmead, Texas, Amending Chapter 19 – Streets, Sidewalks and Miscellaneous Public Places, Article II. – Excavations; providing a fee schedule; providing a severability clause; and providing for publication of an effective date. ***First Reading***
- D. Consider **Ordinance 2020-17**; An Ordinance of the City Council of the City of Bellmead, Texas, Amending the Master Fee Schedule Attached as Exhibit “A”, for the City of Bellmead to update fees; providing a fee schedule; providing a severability clause; and providing for publication of an effective date. ***First Reading***

9. OLD BUSINESS

- A. Consider **Ordinance No. 2020-08**; An ordinance of the City Council of the City of Bellmead, Texas, defining and setting guidelines for specific use permits (SUP); providing a fee schedule; a severability clause; and providing for publication of an effective date. ***Second and Third Final Reading***
- B. Consider **Ordinance No. 2020-09**; An ordinance of the City Council of the City of Bellmead, Texas, setting guidelines for the submission of replats, amended plats and minor plats; providing a fee schedule in connection with submission and review; a severability clause’ and providing for publication of an effective date. ***Second and Third Final Reading***

10. EXECUTIVE SESSION

The City Council shall convene into Executive Session pursuant to §551.074 of the Texas Government Code:

- a) To deliberate on the employment agreement for the City Manager.
- b) To deliberate on the employment agreement for the City Attorney.

*Executive Session is located in the Council Conference Room, City Hall Conference Room or Council Chambers.

11. RECONVENE INTO OPEN SESSION

Discussion and Action on Executive Session.

- a) City Manager Agreement
- b) City Attorney Agreement

12. ADJOURNMENT

CERTIFICATION

I certify that the attached Notice of Meeting was posted on the bulletin board in the Message Center located on the front northwest side of the City Hall Building, located at 3015 Bellmead Drive on the 9th day of **October 2020**, at **5:00** p.m. This notice will remain so posted continuously for at least 72 hours proceeding the scheduled time of said meeting in accordance with Chapter 551.041 of the Texas Government Code.

Holly Owens

Holly Owens, TRMC
City Secretary

NOTICE

In compliance with the American with Disabilities Act, the City of Bellmead will provide reasonable accommodations for persons attending and /or participating in this City Council Meeting. To better serve you, the request must be made at least 24 hours prior to the meeting. Contact the City of Bellmead at (254) 799-2436 or by fax at (254) 799-5969. The City Hall building is wheelchair accessible, with parking available at the front and east side of the building.

I certify the attached Notice and Agenda of items to be considered by the City Council was removed by me from the bulletin board at the City Hall on the _____ day of _____ 2020.

**CITY OF BELLMEAD
CITY COUNCIL REGULAR MEETING**

MINUTES

Tuesday, September 8, 2020

6:32 PM – 7:44 PM

1. CALL TO ORDER

The meeting was called to order on September 8, 2020, at Bellmead City Hall, 3015 Bellmead Drive, Bellmead, Texas, at 6:32 PM by Mayor James Cleveland.

COUNCILMEMBER	PRESENT	ABSENT	ARRIVAL TIME
Mayor James Cleveland	X		
Mayor Pro Tem Gary Moore	X		
Councilman Travis Gibson		X	
Councilman Dr. Alfreda Love	X		
Councilman William Ridings	X		
Councilman Doss Youngblood		X	

STAFF MEMBERS PRESENT	TITLE / DEPARTMENT
Yost Zakhary	City Manager
Karen Evans	Assistant City Manager / Chief Financial Officer
Herb Blomquist	Public Works Director
William Hlavenka	Fire Chief
Dan Porter	Police Chief
Holly Owens	City Secretary
Charles Buenger	City Attorney

2. INVOCATION

The Invocation was administered by Yost Zakhary.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by all.

4. ACKNOWLEDGEMENT OF GUEST AND VISITORS / PUBLIC COMMENT

- Norwood Campbell, 1504 San Jacinto, came forward to request ditch and culvert clean out at Sam Houston and Concord Road.

5. COUNCIL / CITY MANAGER REPORTS

A. American Bank: The demolition is moving along quickly. American Bank would like the City and the ISD to split the cost of the new sign three ways.

B. Diversified: The construction is moving along quickly.

C. Civic Center: Wes Folmar, Civic Center Manager, came forward and introduced himself.

D. Councilman Gary Moore presented Bellmead Police Department with a special flag representing Council and citizen support.

6. CONSENT AGENDA

- A. Approval of the City Council **Minutes for September 1, 2020** Special Meeting.
- B. Approval of **Resolution 2020-94**; A Negotiated Settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2020 Rate Review Mechanism Filling.
- C. Approval of **Resolution 2020-95**; Contract with ESO Solutions in the amount of \$1,500.00 for the web-based asset management, fire apparatus and equipment daily checklist system, for the Fire Department and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.
- D. Approval of **Resolution 2020-99**; Ratification of Expenses to Pioneer Steel and Pipe Co., Inc., in the amount of \$1,059.80 for the purchase of 15" culverts.

Discussion:

- No discussion.

CONSENT AGENDA

MOTION: Councilman Ridings motioned to approve the **CONSENT AGENDA** as presented.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Ridings, Moore, Love, and Cleveland.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

7. REGULAR AGENDA

- A. Consider **Resolution 2020-100**; Authorizing the expenditure for \$12,625 matching grant to Lake Country Ventures, Inc., Me Suds Laundry located at 2813 Bellmead Drive, Bellmead, TX 76705.

Discussion:

- No discussion.

RESOLUTION 2020-100

MOTION: Councilman Ridings motioned to approve Resolution 2020-100; Authorizing the expenditure for \$12,625 matching grant for Lake Country Ventures, Inc., Me Suds Laundry located at 2813 Bellmead Drive, Bellmead, TX 76705.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Love, Cleveland, Moore, and Ridings

NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

B. Consider **Resolution 2020-101**; Approving and Authorizing the Application for the 2020-2021 Edward Byrne Memorial Justice Assistance Grant (JAG).

Discussion:

- Ridings verified this is for leg restraints, cameras, and winter jackets.
- Zakhary stated yes.

RESOLUTION 2020-101

MOTION: Councilman Ridings motioned to approve **Resolution 2020-101**; Approving and Authorizing the Application for the 2020-2021 Edward Byrne Memorial Justice Assistance Grant (JAG).
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Moore, Ridings, Cleveland, and Love.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

C. Consider **Resolution 2020-102**; Authorization of Expenses to Flat Rock Trailers in the amount of \$2,699.00 for the purchase of a 20-foot Utility Trailer.

Discussion:

- No discussion.

Resolution 2020-102

MOTION: Councilman Ridings motioned to approve **Resolution 2020-102**; Authorization of Expenses to Flat Rock Trailers in the amount of \$2,699.00 for the purchase of a 20-foot Utility Trailer.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Love, Ridings, Moore, and Cleveland.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

D. Consider **Resolution 2020-103**: Authorizing of Purchase with Allen Samuels Dodge Chrysler Jeep in the amount of \$30,929.26 for a 2020 Dodge Pickup as Replacement to the Streets Fleet.

Discussion

- No discussion.

RESOLUTION 2020-103

MOTION: Councilman Ridings motioned to approve **Resolution 2020-103:** Authorizing of Purchase with Allen Samuels Dodge Chrysler Jeep in the amount of \$30,929.26 for a 2020 Dodge Pickup as Replacement to the Streets Fleet.

SECONDED: Seconded by Mayor Pro-Tem Moore.

Councilmembers were polled by Holly Owens, City Secretary.

AYES: Cleveland, Moore, Love, and Ridings.

NAYES: None

ABSTAIN: None

ABSENT: Youngblood and Gibson

MOTION PASSED 4-0-0

- E. Consider **Resolution 2020-104;** Authorization to enter into an Interlocal Agreement for Household Hazardous Waste Collection with the City of Waco in the amount of \$13,125.

Discussion:

- Mayor Cleveland verified this is first come, first serve for 175 residents.
- Zakhary stated yes.

RESOLUTION 2020-104

MOTION: Councilman Ridings motioned to approve **Resolution 2020-104;** Authorization to enter into an Interlocal Agreement for Household Hazardous Waste Collection with the City of Waco in the amount of \$13,125.

SECONDED: Seconded by Mayor Pro-Tem Moore.

Councilmembers were polled by Holly Owens, City Secretary.

AYES: Ridings, Moore, Love, and Cleveland.

NAYES: None

ABSTAIN: None

ABSENT: Youngblood and Gibson

MOTION PASSED 4-0-0

- F. Consider **Resolution 2020-105;** Authorizing the award of an administration service provider contract for the Texas Community Development Block Grant 2021-2022 Community Development Fund Program application and project implementation implemented through the Texas Department of Agriculture and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

Discussion:

- Moore asked when will the City know the results.
- Zakhary stated one year.

RESOLUTION 2020-105

MOTION: Councilman Ridings motioned to approve **Resolution 2020-105;** Authorizing the award of an administration service provider contract for the Texas Community Development Block Grant 2021-2022 Community Development Fund Program application and project implementation implemented through the Texas Department of Agriculture and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Moore, Ridings, Cleveland, and Love.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

G. Consider **Resolution 2020-106;** Authorizing the construction agreement with Cen-Tex Roof Systems to replace the Fire Department roof in the amount of \$17,075; and authorizing the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

Discussion:

- Moore asked how much the City received from insurance.
- Zakhary stated \$0.00. According to the insurance company, the roof had exceeded its life expectancy.

RESOLUTION 2020-106

MOTION: Councilman Ridings motioned to approve **Resolution 2020-106;** Authorizing the construction agreement with Cen-Tex Roof Systems to replace the Fire Department roof in the amount of \$17,075; and authorizing the City Manager to execute all documents related thereto on behalf of the City of Bellmead.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Love, Ridings, Cleveland, and Moore.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

H. Consider **Resolution 2020-107;** Proposed multi-purpose residential and commercial strip center located on New Dallas Hwy, 11.1 acres.

Discussion:

- Lori Roller stated the developer has already started to clear some of the property. Their proposal is retail and restaurant with single-family homes behind the strip center.
- Moore asked about the lot size.
- Zakhary stated 70-foot setbacks.

RESOLUTION 2020-107

MOTION: Councilman Ridings motioned to approve **Resolution 2020-107**; Proposed multi-purpose residential and commercial strip center located on New Dallas Hwy, 11.1 acres.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Cleveland, Moore, Love, and Ridings.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

- I. Consider **Resolution 2020-108**; Approving the Sale of Struck-Off Properties.

Discussion;

- Charles Brady with Linebarger Law Firm came forward to answer any questions.
- Moore asked about the timeline to make contact with the owner.
- Brady stated immediately.
- Moore asked about payment arrangements.
- Brady stated arrangements are made with the owners.

RESOLUTION 2020-108

MOTION: Councilman Ridings motioned to approve **Resolution 2020-108**; Approving the Sale of Struck-Off Properties
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Ridings, Moore, Cleveland, and Love.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
MOTION PASSED 4-0-0

8. NEW BUSINESS

- A. Consider **Ordinance 2020-08**; Defining and Setting Guidelines for Specific Use Permits (SUP); Providing a fee schedule; a severability clause; and providing for publication of an effective date.

Discussion:

- No discussion.

ORDINANCE 2020-08

MOTION: Councilman Ridings motioned to approve **Ordinance 2020-08**; Defining and Setting Guidelines for Specific Use Permits (SUP); Providing a fee schedule; a severability clause; and providing for publication of an effective date.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Cleveland, Moore, Ridings, and Love.

NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
1st Reading
MOTION PASSED 4-0-0

B. Consider **Ordinance 2020-09**; Setting Guidelines for the Submission of Replats, Amended Plats, and Minor Plats; Providing a fee schedule in connection with Submission and Review; A severability clause; and providing for publication of an effective date.

Discussion:

- No discussion.

ORDINANCE 2020-09

MOTION: Councilman Ridings motioned to approve **Ordinance 2020-09**; Setting Guidelines for the Submission of Replats, Amended Plats, and Minor Plats; Providing a fee schedule in connection with Submission and Review; A severability clause; and providing for publication of an effective date.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Ridings, Love, Moore, and Cleveland.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
1st Reading
MOTION PASSED 4-0-0

9. OLD BUSINESS

A. Consider **Ordinance 2020-07**; An ordinance requiring a permit for Mass Gatherings and Outdoor Music Festivals.

Discussion:

- No discussion.

ORDINANCE 2020-07

MOTION: Councilman Ridings motioned to approve **Ordinance 2020-07**; An ordinance requiring a permit for Mass Gatherings and Outdoor Music Festivals.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Moore, Love, Cleveland, and Ridings.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
2nd Reading
MOTION PASSED 4-0-0

ORDINANCE 2020-07

MOTION: Councilman Ridings motioned to approve **Ordinance 2020-07**; An ordinance requiring a permit for Mass Gatherings and Outdoor Music Festivals.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Love, Cleveland, Moore, and Ridings.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
3rd and Final Reading
MOTION PASSED 4-0-0

B. Consider **Ordinance 2020-10**; An ordinance amending Chapter 7; Fire Protection and Prevention, Article IV; Fireworks, Sec. 7-71 thru Sec. 7-74 of the Code of Ordinances.

ORDINANCE 2020-10

MOTION: Councilman Ridings motioned to approve **Ordinance 2020-10**; An ordinance amending Chapter 7; Fire Protection and Prevention, Article IV; Fireworks, Sec. 7-71 thru Sec. 7-74 of the Code of Ordinances.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Ridings, Moore, Love, and Cleveland.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
2nd Reading
MOTION PASSED 4-0-0

ORDINANCE 2020-10

MOTION: Councilman Ridings motioned to approve **Ordinance 2020-10**; An ordinance amending Chapter 7; Fire Protection and Prevention, Article IV; Fireworks, Sec. 7-71 thru Sec. 7-74 of the Code of Ordinances.
SECONDED: Seconded by Mayor Pro-Tem Moore.
Councilmembers were polled by Holly Owens, City Secretary.
AYES: Love, Ridings, Moore, and Cleveland.
NAYES: None
ABSTAIN: None
ABSENT: Youngblood and Gibson
3rd and Final Reading
MOTION PASSED 4-0-0

10. ADJOURNMENT

There being no further business on the Agenda, Council was adjourned at 7:44 PM.

Councilman Ridings motioned to adjourn. Seconded by Mayor Pro-Tem Moore. The motion carried 4-0-0.

James Cleveland, Mayor

ATTEST:

**Holly Owens, TRMC
City Secretary**



**CITY COUNCIL
AGENDA MEMO**

Prepared By: Chief Daniel Porter

October 13, 2020

Approval: Yost Zakhary

Resolution for Application to Violence Against Women Grant

DESCRIPTION:

Consider **Resolution 2020-109**; Authorizing the approval to apply for the Violence Against Women Act (VAWA) Grant; and authorize the Interim City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The City of Bellmead Police Department is requesting this resolution to make application for a Violence Against Women Grant to continue the Domestic Violence/Sexual Assault Investigator position. This grant is a continuation from 2013. This grant application will be for 2020-2021. The grant funds \$ 40,684.07 and the city received a waiver from matching fund responsibilities.

The Bellmead Police Department's investigative unit has a very high caseload. Due to the need to investigate and resolve domestic violence offenses in a timely manner and to provide protection and resolution for victims this position gives the department the ability to respond appropriately. The VAWA Detective cases specifically address violent person crimes and/or crimes that can lead to violent acts regarding domestic abuse and crimes against women.

FISCAL IMPACT or FUNDING SOURCE:

\$ 40,684.07 Federal Funding

Additional expenses:

\$	250.00	Uniforms
\$	500.00	Cell Phone
\$	600.00	Fuel
\$	1,200.00	Vehicle Maintenance
\$	250.00	Office Supplies
\$	1,200.00	Training & Travel
\$	4,000.00	Total City Costs

AGENDA ITEM 6B

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-109**, Authorizing the approval to apply for the Violence Against Women Act (VAWA) Grant and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-109

[Print This Page](#)**Agency Name:** Bellmead, City of**Grant/App:** 2657008 **Start Date:** 9/1/2020 **End Date:** 8/31/2021**Project Title:** Domestic Violence Detective**Status:** Pending OOG Review**Budget Details Information****Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Certified Peace Officer - Police Department	The VAWA Detective, VACANT current salary is \$62,224.18. She is a full time employee for the department and conducts investigations for crimes against women in all different areas including a majority being assaults family violence.	\$40,684.07	\$0.00	\$0.00	\$0.00	\$40,684.07	30

You are logged in as **User Name:** danporter2

**CITY OF BELLMEAD
RESOLUTION 2020-109**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING AND AUTHORIZING THE APPLICATION FOR THE 2020-2021 VIOLENCE AGAINST WOMEN (VAWA) GRANT AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, upon review and consideration, the City Manager approves the application for the 2020-2021 Violence Against Women (VAWA) Grant and recommends that City Council approves and authorizes the City Manager to execute all documents related thereto on behalf of the City of Bellmead; and,

WHEREAS, the City of Bellmead finds it in the best interest of the citizens of Bellmead, Texas that the Fiscal Year (FY) 2020-2021 Violence Against Women (VAWA) Grant be operated for the 2020-2021 fiscal year; and,

WHEREAS, the City of Bellmead understands that this grant funds the Domestic Violence/Sexual Assault Investigator's position and is partially funded by the City; and,

WHEREAS, the City of Bellmead agrees that in the event of loss or misuse of the fiscal year 2020-2021 VAWA program, the City of Bellmead assure that the funds will be returned in full.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD:

That the Fiscal Year (FY) 2020-2021 Violence Against Women (VAWA) Program application is hereby authorized to be filed on behalf of the City of Bellmead.

That the application will be utilized to continue the Violence Against Women program to fund the Domestic Violence/Sexual Assault investigator's position for the Bellmead Police Department.

That the Mayor and City Council strongly support this application to address the safety needs of the Community.

That the City of Bellmead designates the City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves and authorizes the application for the 2020-2021 Violence Against Women (VAWA) Grant and authorizes the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER, 2020.

APPROVED:

James Cleveland, City Major

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM & LEGALITY:

Charlie Buenger, City Attorney



**CITY COUNCIL
AGENDA MEMO**

Department William Hlavenka, Fire Chief

October 13, 2020

Department Head Approval: Yost Zakhary

Outdoor Warning Sirens Annual Maintenance Agreement

DESCRIPTION:

Consider **Resolution 2020-110**; Approval of a contract with Mass Notifications Services, Inc. in the amount of \$1,810.00, for renewal of the annual maintenance agreement for the outdoor public warning sirens, and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

This annual maintenance will address any found defects, wear and/or damage that have occurred within our current existing notification sirens so that in the event of a public notification within the city it will keep the sirens in a more reliable state since the last inspection of the system that was conducted. The annual maintenance inspection will consist of the checking of all operational components of the siren motor, control cabinet, electrical circuit testing, radio equipment, battery input and output, siren mounting pole, etc., along with providing a report of any prevailing circumstance/issue that might affect the operation of these notification siren(s) from the provider within this agreement.

FISCAL IMPACT or FUNDING SOURCE:

FY 2020-21, Fire Department, Radio Maintenance (5615325)

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-110**, authorizing the contract with Mass Notifications Services, Inc. in the amount of \$1,810.00 for the renewal of the annual outdoor public notification sirens maintenance; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-110

Copy of Agreement

Contract No: BELLMEAD2019
Release No: N/A
Date: 10/16/2019



**Mass Notification
Service Inc**

2019/2020 CONTRACT

CONTRACT

Work Provided by:
Mass Notification Services, Inc.
1999 Bryan Street – STE 900
Dallas, TX 75201

Work Provided for:
City of Bellmead
Attn: William Hlavenka
3015 Bellmead Drive
Bellmead, TX 76705

Work Description: Annual Maintenance of Outdoor Mass Notification Siren System

Contract Start Date: November 01, 2019
Contract End Date: October 31, 2020

Total Contract: \$1,810.00
Terms: 30 Days from Executed Contract

THIS ORDER IS ACCEPTED IN ACCORDANCE WITH THE TERMS AND CONDITIONS CONTAINED HEREIN. MAIL A COPY OF THIS ORDER WITH YOUR ORIGINAL AUTHORIZED SIGNATURE TO THE CONTRACT ADMIN IDENTIFIED BELOW.

City of Bellmead, TX
Auth. Signature *[Signature]*
Printed Name Yost Zakhary
Date 11-18-2019 Phone 254-799-2436

Mass Notification Services, Inc.
Auth. Signature _____
Printed Name _____
Date _____ Phone _____

KEY CONTACTS

Name	Title	Agency/Company	Role
William Hlavenka	Fire Chief/EP Coordinator	City of Bellmead	Customer POC
David Medford	Siren Technician	MNS Inc	Technician
Melanie Roe	Solution Care Manager	MNS Inc	Service Coordinator

Contract No: BELLMEAD2019
Release No: N/A
Date: 10/16/2019



BASE CONTRACT

This Agreement made this day of November 01, 2019 by and between Mass Notification Services, Inc., hereinafter called the Contractor and City of Bellmead, TX hereinafter called the Owner.

Witnesseth, that the Contractor and Owner for the considerations named agree as follows:

SCOPE OF WORK

PREVENTIVE MAINTENANCE

The Contractor shall perform Annual Preventative Maintenance of the Mass Notification Siren System and applicable Control Points/Activation Stations.

Preventative maintenance will be performed once each contract year on each of the 2 ASC AC/DC T-128 siren sites in the Mass Notification Siren System. The Contractor will schedule preventative maintenance cycle and submit this schedule to the Owner for review and comment.

- Preventive maintenance will be performed in accordance with Manufacturer Guidelines where available– if those guidelines are not available, a mutually agreed upon procedure will be developed in accordance with industry standards
- Preventive Maintenance will follow the attached Preventive Maintenance Check List that will be provided to the customer upon completion of the Preventive Maintenance Cycle along with recommendations and actions taken
- Preventive Maintenance includes tuning and adjusting of siren/control point equipment and does not include replacement or repair of components.
 - In the Event parts/materials are needed to restore a siren site to Manufacturer Specifications and/or working order, the costs of those repairs will be quoted to Customer POC listed above for approval prior to work being completed (Publish Rate Sheet Attached)
 - In the Event that a customer has provided a pre-authorized repair amount the details of this pre-authorization are provided in “Attachment A”
- Light Environmental Maintenance will be performed on the Siren Site location – but is limited to any vegetation or growth that is in contact with or will be in contact with the Siren Pole or Siren Control/Battery Boxes. This agreement does not include removal of any tree or tree limb (change order and Sub-Contractor will be needed)
- Although this agreement does not cover any monitoring of the system for functionality or operability, it is Contractor’s suggestion that monthly or periodical meetings are held (either via conference call or in person) to establish an open forum to discuss continuous improvement of the system and any Owner concerns. These meetings are not necessary to fulfil the SOW and contractual obligations, and are offered as a mutually beneficial value-added service of this agreement
- Contractor will make best efforts to respond to Siren System and Control Point issues in a timely manner, but this agreement does not set forth a structured onsite response time – further agreements would need to be listed and agreed to by Contractor and Owner and will be added to this agreement as “Attachment B”

Contract No: BELLMEAD2019
Release No: N/A
Date: 10/16/2019



PROVISIONS

All work shall be completed in a workman-like manner in compliance with all building codes, software licensing and applicable laws.

To the extent required by law all work shall be performed by individuals duly licensed and authorized by law to perform said work. Contractor may at its discretion engage subcontractors to perform work hereunder, provided Contractor shall fully pay said subcontractor and in all instances remain responsible for the proper completion of this contract. Contractor shall furnish Owner appropriate releases or waivers of lien for all work performed or materials provided at the time the next periodic payment shall be due.

All change orders shall be in writing and signed by Owner and Contractor and shall be incorporated in and become part of the contract. Contractor warrants it is adequately insured for injury to its employees and others incurring loss or injury as a result of acts of the Contractor.

Should Owner authorize additional work/services which are beyond the scope of this contract, Contractor will perform the work at the hourly rate stated in attached Rate Sheet.

In the event that the Owner shall fail to pay periodic installment payments due hereunder, Contractor may cease work without breach pending payment resolution of any dispute.

All disputes hereunder shall be resolved by binding arbitration in accordance with rules of the American Arbitration Association.

Contractor shall not be liable for any delay due to circumstances beyond its control.

Contract No: BELLMEAD2019
 Release No: N/A
 Date: 10/16/2019



**Mass Notification
 Service Inc**

Published Service Rate Sheet

EFFECTIVE January 2018

Labor	
Category	Rates
In House/Shop Labor	\$120/Hr
On-Site Labor	\$120/Hr
Travel Labor	\$65/Hr
Vehicle Hours (Travel + Onsite)	\$125/Hr
Holiday/Weekend On-Site Labor	\$175/Hr
Holiday/Weekend Travel Labor	\$100/Hr
Engineering Labor	\$175/Hr

Expenses	
Item	Pricing
Airfare	Cost plus 15% Round-trip
Hotel	Cost plus 15% Per Night
Per Diem-Food and Expense	\$50 Per Day
Equipment Rental (Vehicles, Buckets, Cranes, & Lifts, etc.)	Cost Plus 15%

Parts/Materials	
Availability	Pricing
All Stock Items	List Price - 15%
Non-Stock Items	Cost Plus 25%

Contract No: BELLMEAD2019
Release No: N/A
Date: 10/16/2019



Attachment A

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Contract No: BELLMEAD2019
Release No: N/A
Date: 10/16/2019



Attachment B

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Contract No: BELLMEAD2020
Release No: N/A
Date: 08/07/2020



2020/2021 CONTRACT

CONTRACT

Work Provided by:
Mass Notification Service, Inc.
1819 Peters Road
Irving, TX 75061

Work Provided for:
City of Bellmead
Attn: William Hlavenka
3015 Bellmead Drive
Bellmead, TX 76705

Work Description: Annual Maintenance of Outdoor Mass Notification Siren System

Contract Start Date: November 1, 2020
Contract End Date: October 30, 2021

Total Contract: \$1,810.00
Terms: 30 Days from Executed Contract

THIS ORDER IS ACCEPTED IN ACCORDANCE WITH THE TERMS AND CONDITIONS CONTAINED HEREIN. MAIL A COPY OF THIS ORDER WITH YOUR ORIGINAL AUTHORIZED SIGNATURE TO THE CONTRACT ADMIN IDENTIFIED BELOW.

City of Bellmead, TX
Auth. Signature _____

Mass Notification Services, Inc.
Auth. Signature _____

Printed Name _____

Printed Name _____

Date _____ Phone _____

Date _____ Phone _____

KEY CONTACTS

Name	Title	Agency/Company	Role
William Hlavenka	Fire Chief/EP Coordinator	City of Bellmead	Customer POC
Richard Roe	EVP	MNS Inc	Contract Owner

BASE CONTRACT

This Agreement made this day of August _____, 2020 by and between Mass Notification Services, Inc., hereinafter called the Contractor and City of Bellmead, TX hereinafter called the Owner.

Witnesseth, that the Contractor and Owner for the considerations named agree as follows:

SCOPE OF WORK

PREVENTIVE MAINTENANCE

The Contractor shall perform Annual Preventative Maintenance of the Mass Notification Siren System and applicable Control Points/Activation Stations.

Preventative maintenance will be performed once each contract year on each of the 2 ASC AC/DC T-128 siren sites in the Mass Notification Siren System. The Contractor will schedule preventative maintenance cycle and submit this schedule to the Owner for review and comment.

- Preventive maintenance will be performed in accordance with Manufacturer Guidelines where available— if those guidelines are not available, a mutually agreed upon procedure will be developed in accordance with industry standards
- Preventive Maintenance will follow the attached Preventive Maintenance Check List that will be provided to the customer upon completion of the Preventive Maintenance Cycle along with recommendations and actions taken.
- Preventive Maintenance includes tuning and adjusting of siren/control point equipment and does not include replacement or repair of components.
 - In the Event parts/materials are needed to restore a siren site to Manufacturer Specifications and/or working order, the costs of those repairs will be quoted to Customer POC listed above for approval prior to work being completed (Publish Rate Sheet Attached)
 - In the Event that a customer has provided a pre-authorized repair amount the details of this pre-authorization are provided in “Attachment A”
- Light Environmental Maintenance will be performed on the Siren Site location – but is limited to any vegetation or growth that is in contact with or will be in contact with the Siren Pole or Siren Control/Battery Boxes. This agreement does not include removal of any tree or tree limb (change order and Sub-Contractor will be needed)
- Although this agreement does not cover any monitoring of the system for functionality or operability, it is Contractor’s suggestion that monthly or periodical meetings are held (either via conference call or in person) to establish an open forum to discuss continuous improvement of the system and any Owner concerns. These meetings are not necessary to fulfil the SOW and contractual obligations, and are offered as a mutually beneficial value-added service of this agreement
- Contractor will make best efforts to respond to Siren System and Control Point issues in a timely manner, but this agreement does not set forth a structured onsite response time – further agreements would need to be listed and agreed to by Contractor and Owner and will be added to this agreement as “Attachment B”

Contract No: BELLMEAD2020
Release No: N/A
Date: 08/07/2020



PROVISIONS

All work shall be completed in a workman-like manner in compliance with all building codes, software licensing and applicable laws.

To the extent required by law all work shall be performed by individuals duly licensed and authorized by law to perform said work. Contractor may at its discretion engage subcontractors to perform work hereunder, provided Contractor shall fully pay said subcontractor and in all instances remain responsible for the proper completion of this contract. Contractor shall furnish Owner appropriate releases or waivers of lien for all work performed or materials provided at the time the next periodic payment shall be due.

All change orders shall be in writing and signed by Owner and Contractor and shall be incorporated in and become part of the contract. Contractor warrants it is adequately insured for injury to its employees and others incurring loss or injury as a result of acts of the Contractor.

Should Owner authorize additional work/services which are beyond the scope of this contract, Contractor will perform the work at the hourly rate stated in attached Rate Sheet.

In the event that the Owner shall fail to pay periodic installment payments due hereunder, Contractor may cease work without breach pending payment resolution of any dispute.

All disputes hereunder shall be resolved by binding arbitration in accordance with rules of the American Arbitration Association.

Contractor shall not be liable for any delay due to circumstances beyond its control.

Published Service Rate Sheet

EFFECTIVE January 2018

Labor	
Category	Rates
In House/Shop Labor	\$120/Hr
On-Site Labor	\$120/Hr
Travel Labor	\$65/Hr
Low Reach Vehicle	\$65/Hr
Vehicle Hours (Travel + Onsite)	\$125/Hr
Holiday/Weekend On-Site Labor	\$175/Hr
Holiday/Weekend Travel Labor	\$100/Hr
Engineering Labor	\$175/Hr

Expenses	
Item	Pricing
Airfare	Cost plus 15% Round-trip
Hotel	Cost plus 15% Per Night
Per Diem-Food and Expense	\$50 Per Day
Equipment Rental (Vehicles, Buckets, Cranes, & Lifts, etc.)	Cost Plus 15%

Parts/Materials	
Availability	Pricing
All Stock Items	List Price - 15%
Non-Stock Items	Cost Plus 25%

Contract No: BELLMEAD2020
Release No: N/A
Date: 08/07/2020



Attachment A

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Attachment B

Response Time

The City shall provide written notice to Contractor of any siren which is not functioning properly. Within seven (7) calendar days of its receipt of such written notice, Contractor shall notify the City of any maintenance or repair work necessary to return the siren to functional status and the anticipated time frame to complete the work based on parts availability. The City shall then provide the Contractor with a notice to proceed to order necessary parts and proceed with the maintenance or repairs.

In the event Contractor is not able to complete the maintenance or repairs needed to return the siren to functional status within their stated time frame, Contractor shall so notify the City in writing before the expiration of the given time frame, including the reasons for the sirens inoperability, the maintenance or repair work needed, the reasons such work cannot be completed within the designated response time, and the estimated time to complete the work to restore the operability of the siren.

A default will occur in the event that the Contractor fails to:

- Notify the City of the necessary maintenance or repair work and anticipated time frame to complete the work within seven (7) days from the City's written notice of siren inoperability; or
- Complete the required maintenance or repair to an inoperable siren within their stated time frame after the City provides a notice to proceed; or
- Provide the City with notice as to why the maintenance or repair cannot be completed before the expiration of their given time frame.

In an event of default, Contractor will rebate to the City the pro-rated portion of Contractor's annual maintenance fee for the number of days that such default continues to exist.

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-110**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING THE CONTRACT RENEWAL WITH MASS NOTIFICATION SERVICES, INC. FOR THE CITY'S OUTDOOR NOTIFICATIONS WARNING SIRENS ANNUAL MAINTENANCE; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, upon review and consideration, the City Manager approves the contract renewal with Mass Notification Services, Inc. in the amount of \$1,810.00 for the city's outdoor notification warning sirens annual maintenance, and recommends that City Council approve the contract renewal and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves the contract renewal with Mass Notification Services, Inc. in the amount of \$1,810.00 for the city's outdoor notification warning sirens annual maintenance and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

James Cleveland, Mayor
City of Bellmead, Texas

ATTEST:

Holly Owens,
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger
City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Herb Blomquist

October 13, 2020

City Manager Approval: Yousry Zakhary

Surplus Equipment Auction

DESCRIPTION:

Consider **Resolution 2020-111**; Authorizing the auction of surplus equipment from various departments and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The City of Bellmead has identified surplus equipment that is out of service and no longer needed by the City. This equipment is unusable for a variety of reasons to include repair costs exceed the value of the equipment or replacement costs, the equipment does not meet the needs of the City, the useful life of the equipment has expired, etc.

The items that the City has declared surplus are below:

Public Works:

1995 12 Passenger Chevy Van
1999 GMC Dump Truck #40

Police Department:

2000 Harley Davidson motorcycle (seizure)

City-Wide

Miscellaneous small equipment and furniture items.

FISCAL IMPACT or FUNDING SOURCE:

The sale of these items will not only generate sales revenue, it will also decrease insurance and maintenance costs related to the items sold.

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-111**, authorizing the auction of surplus equipment from various departments and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-111

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-111**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS AUTHORIZING THE AUCTION OF SURPLUS EQUIPMENT FROM VARIOUS DEPARTMENTS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, the City of Bellmead has identified surplus equipment that is out of service and no longer needed by the City. This equipment is unusable for a variety of reasons to include repair costs exceeds the value of the equipment or replacement costs. The equipment does not meet the needs of the City, the useful life of the equipment has expired.

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby authorizes he auction of surplus equipment from various departments and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

**James Cleveland, Mayor
City of Bellmead, Texas**

ATTEST:

**Holly Owens,
City Secretary**

APPROVED AS TO FORM & LEGALITY:

**Charles Buenger
City Attorney**



CITY COUNCIL AGENDA MEMO

Department Chief William Hlavenka

October 13, 2020

Department Head Approval: Yost Zakhary

Replacement Purchase of Personal Protective Equipment

DESCRIPTION:

Consider **Resolution 2020-112**; Approval of a contract with NAFECO in the amount of \$2,068.00, for the purchase of replacement personal protective equipment ensemble, and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The fire department has been made aware from an outsourced previous advanced inspection, along with the determination that was made on a set of personal protective equipment (PPE) that it has become non-complaint through mandated standards that has been set forth by the NFPA 1851, Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting, and the Texas Commission on Fire Protection. NFPA 1851, Chapter 10, 10.1 Retirement, 10.1.4. states that any PPE ensemble that become worn or damaged to the extent that the organization deems it not possible or cost effective to repair shall retire such ensembles. This PPE ensemble failed inspection from moisture barrier tape needing to be resealed and replaced along with it reaching retirement age being at 8 years and 2-month-old as of September 16, 2020. Replacing the moisture tape would cost at or around \$947.98 to make the ensemble potentially complaint again. NFPA 1851, section 10.1.2 states that all structural fire fighting ensembles and ensemble elements shall be retired in accordance of, with no more than 10 years from the date the ensembles or ensembles elements were manufactured. This upcoming non-compliant ensemble was manufactured back in July of 2012 and advisement was then forwarded to the city manager back on September 16, 2020 of the circumstance with approval granted for the purchase of a new PPE coat and pants. The new personal protective equipment ensemble was then ordered through NAFECO under the BuyBoard Purchasing Cooperative, Reference Number # 603-20.

FISCAL IMPACT or FUNDING SOURCE:

FY 2019-20 Budget, Fire Department, Clothing Supplies, (5615204)

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-112**, authorizing the contract with NAFECO; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-112

NAFECO Quote

**NAFECO**

Mailing: 1515 W Moulton St
 (2601 Beltline Road)
 Decatur, AL 35601
 (800) 628-6233
 info@nafeco.com

Quotation

Q8520911517

Date: 9/11/2020
Expires: 10/11/2020
FOB:

Customer Number: BEL179
 Customer Information: CITY OF BELLMEAD TEXAS
 Address: 3015 BELLMEAD DRIVE
 BELLMEAD, TX 76705

Attention: Rob Bailey
 Phone: 254-716-1178
 Email: robandtammy2006@gmail.com

Prepared By: Kirby Prince

Qty.	Product	Description	Each	Total
1	ArmCVFM318	V-Force Armor AP Gold Sz: 46 Coat NO FD name on yoke & NO FF's name patch	\$1,202.00	\$1,202.00
1	ARMPVFMK318-34	V Force Armor AP Gold Pant Sz:34R	\$836.00	\$836.00
1	999999	FREIGHT	\$30.00	\$30.00
1	603-20	BuyBoard Contract #	\$0.00	\$0.00
Total: \$2,068.00				
				tax & freight to be determined

Notes:

Thank you for your business!

NOTE: All accounts are subject to sales tax charges unless a valid state exempt certificate is on file with NAFECO, or provided at the time of the order.

If you have any questions concerning this quote, please call our number listed above.

Visit Us On The Internet At: www.nafeco.com

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-112**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING THE PERSONAL PROTECTIVE EQUIPMENT PURCHASE WITH NAFECO; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, upon review and consideration, the City Manager approves the personal protective equipment purchase with NAFECO in the amount of \$2,068.00, and recommends that City Council approve the personal protective equipment purchase and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead; and

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves the Personal Protective Equipment (PPE) purchase with NAFECO in the amount of \$2,068.00; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

James Cleveland, Mayor
City of Bellmead, Texas

ATTEST:

Holly Owens,
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger
City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Daniel Porter

October 13, 2020

City Manager Approval: Yost Zachary

Renewal of the Police Department's Evidence and Video Storage Software Applications

DESCRIPTION:

Consider **Resolution 2020-113**; Approval of a contract renewal with Axon Enterprises, Inc. in the amount of \$ 14,894.00, for the web-based Evidence, Case Management, and Video Storage software program for the police department, and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The Police Department's web-based evidence, case management, and video storage system is currently up for renewal with Axon Enterprise, Inc. This software is utilized for incident case management and submission of cases to the District Attorney's office for review and prosecution. The software also manages and stores the department's body camera videos as required by statute. This software program is internet web-based which provided storage and transmission capabilities within CJIS security guidelines.

FISCAL IMPACT or FUNDING SOURCE:

Police Department FY 2019-20 Budget; Computer System Maintenance, 10-5515323

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-113**, authorizing the contract renewal with Axon Enterprises, Inc. for the police department's evidence, case management and video storage applications in the amount of \$ 14,894.00; and authorize the City Manager to execute all documents related thereto on behalf of the City Manager.

ATTACHMENT(S):

- Resolution 2020-113
- Copy of annual renewal Axon Enterprises, Inc. invoice



Axon Enterprise, Inc.
 PO BOX 29661
 DEPARTMENT 2018
 PHOENIX, AZ 85038-9661
 Ph: (480) 991-0797
 Fax: (480) 991-0791
 AR@axon.com
 www.axon.com

INVOICE

Invoice No SI-1678647
 Invoice Date 25-Aug-20
 Payment Term Net 30
 Payment Due Date 24-Sep-20
 Sales Order SO200601112
 Customer account 109471
 Purchase Order YEAR THREE BILLINGS
 Customer reference

BILL TO:

BELLMEAD POLICE DEPT
 701 MAXFIELD ST
 BELLMEAD, TX 76705
 USA

SHIP TO:

BELLMEAD POLICE DEPT
 701 MAXFIELD ST
 BELLMEAD, TX 76705
 USA

Item number	Description	Quantity	Unit price	[USD]Amount
80014	BASIC EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	20	180.00	3,600.00
80024	PRO EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	4	143.00	572.00
85035	EVIDENCE.COM STORAGE	7,000	0.75	5,250.00
85070	TECH ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	20	240.00	4,800.00
85110	EVIDENCE.COM INCLUDED STORAGE	120	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE	200	0.00	0.00
87026	TECH ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	2	336.00	672.00

Please see <https://www.axon.com/legal/sales-terms-and-conditions> for all sales terms and conditions

Invoice Total	14,894.00
Shipping	0.00
Sales Tax	0.00
Total	14,894.00
Amount Received	0.00
BALANCE DUE	USD 14,894.00

RECEIVED

AUG 31 2020

BY *Angela Green*

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-113**

A RESOLUTION FO THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING THE CONTRACT RENEWAL WITH AXON ENTERPRISES, INC. FOR THE POLICE DEPARTMENT EVIDENCE.COM CASE MANAGEMENT AND VIDEO STORAGE SOFTWARE SOLUTIONS IN THE AMOUNT OF \$ 14,894.00; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATING THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, upon review and consideration, the City Manager approves the contract renewal with Axon Enterprises, Inc. in the amount of \$ 14,894.00 for the case management and video storage software programs, and recommends that the City Council approve the contract renewal and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

NOW, THEREFORE, BE IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

That the above findings are hereby found to be true and correct and are incorporated herein in their in their entirety.

That the City Council for the City of Bellmead, Texas hereby approved the contract renewal with Axon Enterprise, Inc. in the amount of \$ 14,894.00 for the case management and video storage software programs for the Bellmead Police Department and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

**James Cleveland, Mayor
City of Bellmead, Texas**

ATTEST:

**Holly Owens
City Secretary**

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA ITEM

Prepared By: Herb Blomquist

10-13-20

City Manager Approval: Yost Zachary

John Deere Tractor Tire Repair

DESCRIPTION:

Consider **Resolution 2020-114**; Approval of the ratification of expenses to T&W Tire in the amount of \$1,157.65 for the repair of a City tractor #49; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The City street crew uses John Deere Tractor #49 for right of way (ROW) maintenance. The left rear tire blew out on Williams Road and was unrepairable. City staff requested quotes from several different tire vendors. Only T&W Tire immediately responded with a quote in the amount of \$1,157.65 which requires approval of the expense.

FISCAL IMPACT or FUNDING SOURCE:

The fiscal impact is \$1,157.65 to 70-5-71-5321

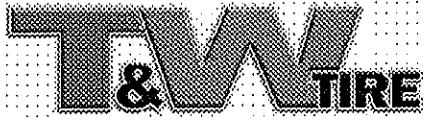
RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-114**, ratifying the expenditure \$1,157.65 for the tire repair for City John Deere Tractor #49; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-114

Invoice



T & W TIRE - WACO
 945 S. LOOP 340
 ROBINSON, TX 76706
 254/662-6600

REMIT TO:
 T & W TIRE
 P.O. BOX 258859
 OKC, OK 73125-8859

WORK ORDER #: 2160026057
 PAGE: 1

CUSTOMER: CITY OF BELLMEAD
 3015 BELLMEAD DR
 2160055
 BELLMEAD, TEXAS 76549

BUSINESS: 254/799-2436 0 PO NUMBER: UNIT#49
 SALESMAN: 00133
 WRK ORD DATE: 09/01/20 DUE: 10/10/20
 PICKUP AT STORE: Y

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
OTR/AG-HOURLY SERV (NORMAL) S0661	_____	1.00	105.00		105.00
460/85R34 FS PERFORMER RAD R1 OPFRM		1	917.65		917.65
460/85R34 DISMNT & MNT S0674	_____	1.00	70.00		70.00
OTR/AG DISPOSAL MED S1311		1.00	65.00		65.00
UNIT#49/RR @ THEIR YARD					
			MERCHANDISE:		917.65
			LABOR:		240.00
			WORK ORDER TOTAL:		1157.65
			*****THIS IS NOT AN INVOICE*****		
			*****DO NOT PAY FROM THIS FORM*****		

Please note that beginning 01/01/20, we will provide you invoices and statements via email only. Please send us your email address along with your customer number to: <<< statements@tandwtire.com >>>.

**** CHECK THE TORQUE ON LUG NUTS AFTER 50 MILES ****

**City of Bellmead
Resolution 2020-114**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, APPROVAL OF THE RATIFICATION OF EXPENSES TO T&W TIRE IN THE AMOUNT OF \$1,157.65 FOR THE REPAIR OF A CITY TRACTOR #49; AND AUTHORIZING THE CITY MANGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, the City street crew uses John Deere Tractor #49 for right-of-way (R-O-W) maintenance and the left rear tire blew out on Williams Road and was unrepairable; and,

WHEREAS, City staff requested quotes from several different tire vendors. Only T&W Tire immediately responded with a quote in the amount of \$1,157.65 which requires approval of the expense.

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves the ratification of expenses to T&W Tire in the amount of \$1,157.65 for the repair of a city tractor #49; and authorizing the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

James Cleveland, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM AND LEGALITY

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Karen Evans

October 13, 2020

City Manager Approval: Yousry Zakhary

Water and Wastewater Rate Design Study

DESCRIPTION:

Consider **Resolution 2020-115**; Approval of agreement to conduct water and wastewater rate design study with NewGen Strategies and Solutions; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The City of Bellmead last conducted a water and wastewater rate design study in 2014 that was performed by Water Resources Management, LLC. The study recommendations included a 5-year rate implementation schedule. However, the study also recommended that the City should revisit a formal analysis every three to five years as water and wastewater systems are very dynamic in nature.

The City of Bellmead's water and wastewater system has undergone many changes since 2014 to include moving from a partnership in WMARSS to a customer of the City of Waco. The system has also aged with little maintenance and additional capacity is needed for growth within the City.

NewGen Strategies & Solutions is a management and economic consulting firm that specializes in aiding the public sector, especially related to utilities and other capital-intensive activities. They have performed rate studies for numerous municipalities throughout the state. As part of the study, NewGen will prepare a five-year forecast of water and wastewater revenue requirements and accompanying rate scenarios which will meet the City's revenue recovery objectives. Additionally, NewGen will examine the City's capital requirements for planned development and replacement needs in suggesting rates sufficient to provide continuous and adequate service to the City's utility customers. NewGen will develop an electronic rate model in Microsoft Excel, to be provided to City staff for use for forecasting.

City Council adopted updated water/sewer rates on September 1, 2020 based upon staff recommendations to fund current water/sewer needs. If the water/sewer rate study determines that rates are higher than needed to fund water/sewer activities and debt service, the City has committed to rebate the excess fees collected.

FISCAL IMPACT or FUNDING SOURCE:

\$25,000 20-5-32-5408

AGENDA ITEM 7A

ALTERNATIVES CONSIDERED:

1. Authorize agreement to conduct water and wastewater rate design study.
2. Reject agreement to conduct water and wastewater rate design study.

Which alternative is recommended? Why?

Option 1 is the recommended option. The City of Bellmead's water/wastewater rates have not been professionally reviewed since 2014. Due to the dynamic nature of actual water/wastewater operations and economic conditions, it is necessary to revisit the rates and rate structure periodically. It is also crucial to the health of the water/sewer fund to consider other factors such as aging infrastructure, future capital needs, customer usage, growth, inflation, etc.

Failure to remain current and ensure that revenues align with actual costs will undermine the health of the fund. The City will be unable to service the needs of its citizens and will not be in a position to support future growth and development.

RECOMMENDED MOTIONS:

I move to approve Resolution 2020-115 approving the agreement to conduct water and wastewater rate design study with NewGen Strategies and Solutions; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-115
Proposal



275 W Campbell Road
Suite 440
Richardson, TX 75080
Phone: (972) 680-2000

September 25, 2020
via email: yzakhary@bellmead.com

Mr. Yousry Zakhary
City Manager
City of Bellmead
3015 Bellmead Drive
Bellmead, TX 76705

Subject: Proposal to Conduct Water and Wastewater Rate Design Study

Dear Mr. Zakhary:

NewGen Strategies and Solutions, LLC (“NewGen”) appreciates this opportunity to propose our assistance to the City of Bellmead (“City”). It is our understanding that at this time the City is seeking a qualified consultant to conduct a Water and Wastewater Rate Design Study.

As part of this study, NewGen will prepare a five-year forecast of water and wastewater revenue requirements and accompanying rate scenarios which will meet the City’s revenue recovery objectives. Additionally, NewGen should examine the utility’s capital requirements for both planned development and replacement needs in suggesting rates sufficient to provide continuous and adequate service to the City’s utility customers. Finally, NewGen will develop an electronic rate model in Microsoft Excel, to be provided as part of the study deliverables.

Introduction to NewGen

NewGen is a management and economic consulting firm specializing in assistance and advice to the public sector, especially utilities and other capital-intense activities. NewGen provides nationally recognized expertise in utility cost of service and rate design studies, depreciation and appraisals, organizational and performance management studies, litigation support for legal and regulatory proceedings, utility business and financial planning, and stakeholder engagement for water, wastewater, stormwater, solid waste, electric and natural gas utilities. NewGen was created by consultants who are dedicated to our client’s mission and recognized as experts in our respective fields of service. Our assistance to the public sector is provided with a keen insight to navigate the uncertain market and the growing role of stakeholders, resource availability, cost of providing utility services, and economic conditions. This ensures an integrated approach to delivering our products and services. *“Thoughtful Decision Making for Uncertain Times”* succinctly describes our approach to client challenges, opportunities, and problems.



Mr. Yousry Zakhary
September 25, 2020
Page 2

Firm History

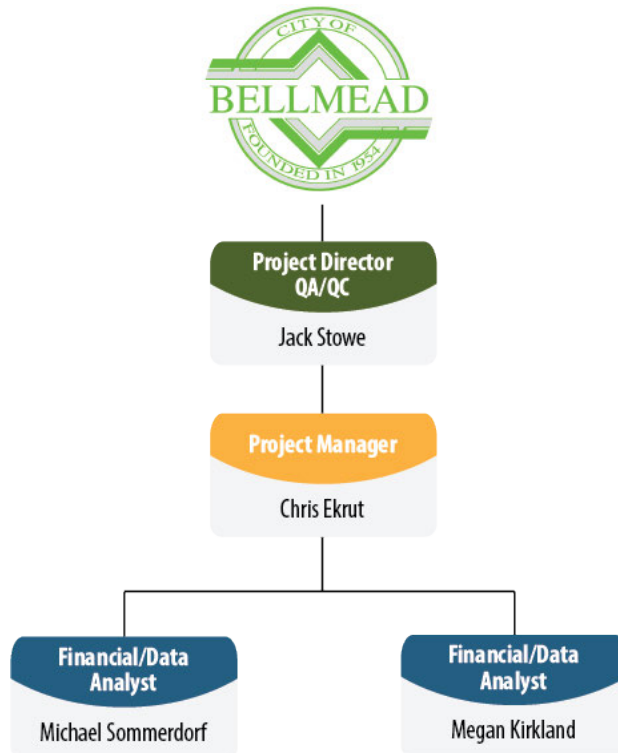
Our experience has been acquired while members and/or owners were with recognized national consulting groups such as R. W. Beck, Inc. (now SAIC and Leidos), Navigant Consulting, Touche Ross & Co. (now Deloitte), and Willdan Financial Services, and regional practices such as Reed, Stowe & Yanke. NewGen professionals provide the expertise gained from hundreds of cost of service and expert witness cases and filings supporting utility customers, regulatory staff, and utilities. Collectively, the founding members of NewGen possess in excess of one hundred and fifty years of consulting experience.

NewGen's recent merger with the nationally recognized management consulting firm of Municipal & Financial Services Group (MFSG) added a team focused on assisting clients with meeting the financial and management needs of public sector infrastructure (especially in environmentally related areas such as water, wastewater, stormwater and solid waste) and in the efficient delivery of public sector services. MFSG has been a key player in shaping the industry with staff authoring and co-authoring many industry standard books regarding utility rate setting, finance, and accounting.

Key principals of the company, having worked in this industry for the past 20 to 30 years, came together in 2012 to establish NewGen. NewGen has experienced significant growth since our inception, driven by our market-leading expertise in helping public utilities and dedication to our clients. Today, NewGen employs a staff of over 45 professionals in ten cities across the country.

Proposed Project Team

For this engagement, the Project Team will be directed by Mr. Jack Stowe, an Executive Consultant for NewGen. During the course of the study, Jack will be assisted by Mr. Chris Ekrut as Project Manager and Mr. Michael Sommerdorf and Ms. Megan Kirkland as Financial/Data Analysts.



Mr. Yousry Zakhary
September 25, 2020
Page 3



Mr. Jack Stowe has more than 45 years of professional consulting experience and is a recognized expert in water, wastewater, natural gas, and electric rate matters, having testified numerous times as an expert witness on rate-making matters before rate regulatory agencies, as well as federal and state courts. His experience encompasses utility ratemaking under federal, state, and municipal jurisdictions, as well as significant experience in organization and operations for investor owned utilities and municipal utilities, financial projections and operating system requirements, contract negotiations, and economic feasibility studies.



Mr. Chris Ekrut has been providing consulting services since 2004, with the majority of projects centered in the water and wastewater industry around user/impact fees. He has filed expert witness testimony with regard to cost of service and rate design, as well as provided litigation support before rate regulatory agencies. He has conducted a number of wholesale and retail water and wastewater rate studies, developed water and wastewater rate models, storm water fee models, and assisted in the negotiation and/or litigation involving a number of wholesale water contracts. Chris also specializes in the development of Utility Business Plans and has been called on by the Texas Section of the American Water Works Association to speak on the importance of business planning for municipal and governmentally owned utilities.



Mr. Michael Sommerdorf has been providing financial and strategic advisory for primarily environmental utility clients since 2016. Michael leads the continuous improvement of NewGen's modeling capabilities for the Environmental practice including enhancements to interactive dashboards, user interfaces, and AMI data analyses. Michael earned his undergraduate in Accounting from St. Edward's University, and holds a Master of Science in Business Analytics from the University of Texas at Dallas.



Ms. Megan Kirkland joined NewGen in May 2018 as a Staff Consultant and provides analytical support and assistance with industry and project research. Prior to NewGen, Megan worked with Robert Half as an Accounting Contractor, and graduated from Texas A&M with a Petroleum Engineering degree, and minor in Business Administration.

Resumes for all Project Team members are available on request.

Mr. Yousry Zakhary
September 25, 2020
Page 4

Proposed Work Plan

To perform the requested study, the Project Team proposes the following work plan. This work plan closely follows the approaches and methodologies utilized by NewGen's Project Team members in all of their water and wastewater cost of service and rate design studies. Therefore, the City can be assured that the work plan proposed by NewGen has been tested and proven in numerous studies across the state and nation. It is understood that, if selected, the Project Team will refine, customize, and finalize the work plan with the City upon award of the project.

NewGen maintains a strong and active presence before the State of Texas' rate regulatory authorities and is routinely requested to provide expert opinions on rate matters by legal counsels representing clients throughout the State of Texas. For NewGen to maintain its reputation and presence within the regulatory environment, our product must be of such quality to withstand intense scrutiny. The product(s) developed by NewGen for this engagement will withstand such scrutiny.

Unless otherwise specified or requested by the City, all meetings discussed throughout the work plan will take place virtually. NewGen utilizes a variety of tools to conduct virtual meetings and will work with the City to determine the best technology platform for all parties.

Task 1 – Initiation of Initial Data Request

The Project Team will develop an initial data request that will be needed to adequately begin the review and evaluation of the City's retail water and wastewater rates. This data will include, but is not limited to, operating, financial, management, policy, and ordinance data. The purpose of the initial data request is to become more familiar with the City's operations and policies in order to maximize the effectiveness of our time with City representatives in the project kickoff meeting. The Project Team will issue the initial data request within five (5) days after receiving notice to proceed on the project.

Task 2 – Initial Data and Information Assessment

Once the City has submitted the initially requested data, the data will be reviewed for discussion during the project kickoff meeting. Throughout the course of the project, data received by the Project Team will be sampled and tested for accuracy. The sampling and testing of data is imperative in regards to the billing data used to set rates. In all of our rate study engagements, NewGen conducts a thorough review and testing of the billing data queries provided by our clients. It is essential in the development of proper cost allocations and reliable revenue projections that the billing data be as accurate as possible. NewGen will work closely with the City's billing staff and/or software provider to extract the appropriate billing data. In addition, as necessary, the Project Team will conduct informal interviews with City staff during our review of the historical data to ensure that the Project Team understands the information provided.

It should be noted that in the interest of conducting this study in the most cost effective manner, should NewGen identify issues or discrepancies with the billing data, we will immediately bring this to the attention of City staff. Correction of the source data and provision of data suitable for the study will remain the responsibility of City staff.

Task 3 – Project Kickoff Meeting

After receiving the initially requested data, the Project Team will work with the City to schedule a kickoff meeting. The primary reason for the kickoff meeting is to allow the key Project Team consultants and

Mr. Yousry Zakhary
September 25, 2020
Page 5

participants from the City to be introduced and lay the general framework for how the study will be conducted. This meeting will also allow for the finalization of the proposed work approach, as well as discuss and clarify the information analyzed in Task 2.

In addition, the project kickoff meeting will allow for the Project Team to gain a better understanding of the goals and objectives, as well as expectations, the City desires to achieve from the study. As part of the kickoff meeting, the Project Team members will also discuss:

- Political and customer views/opinions of current rates;
- Capital/operational demand changes anticipated over the study's forecasted period;
- Initial rate design pricing objectives; and
- Initial strategies for implementing/communicating possible rate changes.

Task 4 – Determination of Test-Year Revenue Requirements

Revenue requirements will be developed for the water and retail wastewater studies using the American Water Works Association (“AWWA”) accepted cash needs approach. The cash needs approach closely follows municipal budgeting practices and incorporates a utility's operation and maintenance costs, debt service and bond coverage requirements, cash funded capital outlays, reserve requirements, and transfers. Specifically for the City, the revenue requirement will include the City's operational costs adjusted to reflect normal service conditions; current and future anticipated principal and interest payments; current and future cash capital outlays; future capital funding needs including the impact of inflation on construction cost; and pass-through charges for wholesale service.

In developing the revenue requirements, the Project Team will assess and project each utility's cost of service by analyzing each utility's historical costs, the current budget year, any forecasts made for future fiscal years, as well as any debt service ratio or bond covenant requirements. The Project Team will develop a test-year cost of service for each utility. A test-year is a common term in rate studies that refers to an adjusted fiscal year cost that will be used as a basis for setting rates. The test-year cost of service will be adjusted by non-rate revenue sources to develop the test-year revenue required from utility rates.

Task 5 – Forecast of Revenue Requirements

Using the test-year developed in Task 4, the Project Team will begin the development of a five-year revenue requirement forecast. As necessary, interviews with City staff may be conducted to gather additional data to complete this task. During this task, it is crucial to thoroughly analyze the assumptions used in projecting the revenue requirements. These assumptions may include, but may not be limited to, growth rate, inflation rates, regulatory changes, conservation, increase in contractual obligations, and capital improvements. These assumptions will be supported by standard industry forecasting practices and available indices. In addition, support will come from the City's applicable master plan studies and current infrastructure ratings.

The Project Team will work closely with City staff to examine the City's planned method of financing (e.g. cash, debt, grants) future capital improvements and the financing methods' impact on retail rates, operating and capital reserve targets, and debt coverage requirements, as well as examine anticipated operational and/or staffing changes over the five-year forecast. The five-year revenue requirement will serve as the basis for the development of the financing plan to meet projected capital improvement expenditures.

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September 25, 2020
Page 6

Task 6 – Determination of Realizable Revenue at Current Rates

The results of this task will provide the data to properly evaluate the cost of service, the magnitude of overall increases, if any, and the probability of redistribution of revenue responsibility between customer classes as well as providing the Project Team the ability to compare the actual cost to provide utility service with the anticipated billed revenues of the utility. In the revenue determination, adjustments will be made to the historical billing data to reflect normalized weather conditions and usage. This task will also provide a “check” of the data provided by City staff.

Task 7 – Development of Rate Design

In the formulation of a rate and fee design plan, a clear and distinct understanding of the City’s overall goals and objectives should serve as the foundation for the development of options since rate and fee design enables the utility to meet its service pricing objectives. Pricing objectives could include, but would not be limited to the following:

- Revenue Recovery
- Revenue Stability
- Affordability
- Equity
- Ease of Administration
- Regional Competitive Position
- Conservation
- Economic Development

Members of the Project Team will discuss with City staff the potential rate design alternatives that meet the City’s pricing goals and objectives. From these discussions, the Project Team will develop defensible rate structures that are reflective of industry accepted practices and procedures and rate regulations within the State of Texas and which balance the recovery of revenue between base rates and volumetric rates on an equitable basis.

Task 8 – Determination of Realizable Revenue with Rate Adjustments

The Project Team will analyze and compare the revenues forecasted to be generated under designed rate structures to determine the adequacy of the designed rate structures to meet the City’s financial goals, including bond coverage requirements and operating and capital reserves. To the extent the designed rates are projected to be inadequate, appropriate rate adjustments will be calculated. In the revenue determination, adjustments will be made to the historical billing data to reflect normalized weather conditions and usage. Also, the monthly impact of rate adjustments on customer bills under the designed rate structures will be examined.

Task 9 – Rate Comparison Review

The Project Team will compare the City’s current and adjusted utility rates to utility rates of municipal utilities of similar size, demographics, and operational characteristics so as to provide an estimation of the City’s comparable and competitive position.

After completing Task 9, members of the Project Team will conduct a briefing presentation with City staff to discuss the results of the rate design analysis. Included in these discussions will be the development of the strategy(ies) to communicate and institute any significant rate changes.

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September 25, 2020
Page 7

Task 10 – Draft Report Preparation

The Project Team will develop a draft report summarizing findings, conclusions, and recommendations of the water and wastewater rate study. The report will include all methodologies, assumptions, and calculations, and a background section that includes all data used in the determinations made in the study. The Project Team is committed to ensuring that the City thoroughly understands the recommendations in the draft report and will be available to discuss findings, answer questions, and receive input. The Project Team will ensure that City staff has sufficient time to address their concerns and/or questions prior to finalizing the report.

Task 11 – Final Report Preparation and Presentation

Upon receipt of City staff comments, the Project Team will make appropriate changes and provide the City with the final report. After completion of the final report, the Project Team will assist the City in the presentation of the results of the water and wastewater rate study to various stakeholders, including presenting the study's findings, conclusions, and recommendations to the City Council. Such presentations will be limited to participation at one (1) public meeting of the City Council either as a work session or general Council meeting.

Project Coordination and Reporting

For a rate study to be successful, input into the project and ownership of the results by the City staff, City Council, and ratepayers must occur. Efforts to achieve this success include the enhancement of communication between the City and the Project Team through several coordination activities provided within the scope of services, such as the Project Kickoff Meeting to allow the project participants to finalize the work approach, as well as establish the lines of communication. In addition, the Project Team will conduct briefing presentations with City representatives on the study's activities to-date as indicated in the presented scope. The Project Team will also assist City staff in the presentation of the study's findings, conclusions, and recommendations.

Project Timeline and Deliverables

The Project Team will provide the City with the following:

- Draft Report
 - Within 60 to 90 days of notification of award, given the timely receipt of the required financial and operational data, an electronic draft report will be provided for the City's review and comment that summarizes the Project Team's findings, conclusions, and recommendations.
- Final Report
 - The final report will be provided to the City within two weeks after delivery of the draft report, given the timely receipt of the City's comments.
- Meetings/Presentations
 - The Project Team will conduct up to three (3) meetings with City staff during the course of the engagement. In the interest of time and in order to complete the study in the most cost-effective manner, meetings will be conducted via web or teleconferencing whenever possible. Additional

Mr. Yousry Zakhary
September 25, 2020
Page 8

formal meetings and/or presentations beyond those listed here will be provided on a time and expense basis.

Services requested by the City not specifically outlined within the proposed work plan and which the Project Team is unable to provide within the proposed project pricing above will be provided on a time and expense basis.

Resource Commitment by the City

For this project to be successful, NewGen will need the assistance of the City Manager, the City's Financial Department, and the department Director(s) responsible for water and wastewater operations. The bulk of staff time will be needed at the outset of the study to gather required financial and utility billing data. The staff time needed to provide the necessary City data for our analyses are highly dependent on the ease of accessing the requested information. Where possible, NewGen will work directly with the City's utility billing provider to extract the data necessary to complete the study. Staff time will also be needed to provide guidance throughout the course of the project. Finally, the Project Team will require policy guidance from the City Council, either directly or through staff feedback, to ensure the Project meets the overall goals and objectives of the City.

Proposed Project Cost

Based on the work plan outlined herein, the Project Team agrees to perform the requested study for a **not to exceed price of \$25,000**, inclusive of out-of-pocket expenses incurred at cost.

Our Project Team is committed to the success of the City and this project and is seeking to develop a long-term relationship – we desire a partnership with the City, not just an engagement. NewGen could also propose a more limited scope of work if desired. If the proposed fee or scope are beyond what City staff envisioned, I would welcome the opportunity to revise both the scope and fee accordingly.

Again, NewGen appreciates the opportunity to propose our assistance to the City of Bellmead, and we stand ready to answer any questions or provide any additional information the City may need as you select a qualified firm for this important project. If you should have any questions regarding this letter and/or require additional information, please contact me at jstowe@newgenstrategies.net or (512) 900-8195.

Very truly yours,

NewGen Strategies and Solutions, LLC

DocuSigned by:

9D296584E5EF405...
Jack Stowe
Executive Consultant

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-115**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING THE AGREEMENT TO CONDUCT WATER AND WASTEWATER RATE DESIGN STUDY WITH NEWGEN STRATEGIES AND SOLUTIONS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, the City of Bellmead last conducted a water and wastewater rate design study in 2014 that was performed by Water Resources Management, LLC.; and,

WHEREAS, the study recommendations included a 5-year rate implementation schedule and to revisit a formal analysis every three to five years; and,

WHEREAS, the City of Bellmead's water and wastewater system has undergone many changes since 2014 to include moving from a partnership in WMARRS to a customer of the City of Waco; and,

WHEREAS, the system has also aged with little maintenance and additional capacity is needed for growth within the city.

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves the agreement to conduct water and wastewater rate design study with NewGen Strategies and Solutions and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

James Cleveland, Mayor
City of Bellmead, Texas

ATTEST:

Holly Owens,
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger
City Attorney



CITY COUNCIL AGENDA ITEM

Prepared By: Herb Blomquist

10-13-2020

City Manager Approval: Yost Zakhary

Water Pick-up Replacement

DESCRIPTION:

Consider **Resolution 2020-116**; Approval of the authorization of purchase with Bird-Kultgen Ford in the amount of \$29,390.08 for a 2021 4x4 Ford Pickup as replacement to the Water fleet; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND:

The Public Works Director budgeted funds in the 2020-21 budget year to replace several of the Water division pickups. The PW Director also reviewed the number of pickups that have 10 years of use or more and identified 6 pickups still in rolling stock that need to be placed in the auction. Unit #119 has in excess of 300,000 miles but has not yet been replaced.

City staff requested quotes on a replacement vehicle from BuyBoard; the lowest quote had to be replaced with a 2021 vehicle which has a 12-week lead time for delivery. Bird-Kultgen Ford responded with a quote for a replacement 4 x 4 pickup which meets specifications and has the same lead time in the amount of \$29,390.08 and requires approval to authorize the purchase. There are sufficient funds in the Water Capital Equipment budget to cover the purchase. The quotes came in as follows:

\$29,390.08 – Bird-Kulgen Ford (12-week lead time)

\$30,879.00 – Chastang Ford (12-week lead time)

\$32,575.00 – Allen Samuels Dodge

\$32,822.57 – Sam Pack Ford

FISCAL IMPACT or FUNDING SOURCE:

The fiscal impact is \$29,390.08 to 22-5-75-5706

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-116**, authorizing the expenditure of \$29,390.08 for the purchase of a City pickup to replace Unit #119; and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):

Resolution 2020-116

Allen Samuels Dodge Chrysler Jeep Quote

Bird-Kultgen Ford Order

Sam Pack Ford Quote

Chastang Ford Quote

Quote Summary Sheet

ALLEN SAMUELS DODGE CHRYSLER JEEP
 201 W LOOP 340
 WACO, TX 767126731

Priced Order Confirmation (POC)

Date Printed: 2020-09-16 12:32 PM VIN: 3C6UR5HJ0LG207772 Quantity: 01
 Estimated Ship Date: 2020-06-28 1:59 AM VON: 45731045 Status: KZ - Released by plant and invoiced
 Date Ordered: 2020-04-22 10:24 AM Ordered By: S17078C

Sold to: ALLEN SAMUELS DODGE CHRYSLER JEEP (45456)
 201 W LOOP 340
 WACO, TX 767126731
 Ship to: ALLEN SAMUELS DODGE CHRYSLER JEEP (45456)
 201 W LOOP 340
 WACO, TX 767126731

Vehicle: 2020 2500 TRADESMAN CREW CAB 4X4 (169 in WB 8FT 0 IN box) (DJ7L92)

	Sales Code	Description	MSRP(USD)
Model:	DJ7L92	2500 TRADESMAN CREW CAB 4X4 (169 in WB 8FT 0 IN box)	40,550
Package:	2ZA	Customer Preferred Package 2ZA	0
	ESA	6.4L Heavy Duty V8 HEMI with MDS	0
	DFX	8-Spd Auto 8HP75-LCV Transmission	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	XHC	Trailer Brake Control	295
	NAS	50 State Emissions	0
	GPG	Mirrors-Tow Pwr Adj Heat Black	195
	DSA	Anti-Spin Differential Rear Axle	445
	YG2	5.2 Additional Gallons of Gas	0
	5N6	Easy Order	0
	4EX	Sales Tracking	0
Destination Fees:			1,695

Total Price: 43,180

Order Type: Retail
 Scheduling Priority: 4-Dealer Order
 Salesperson:
 Customer Name:
 Customer Address:
 Instructions:

PSP Month/Week:
 Build Priority:

99
 Invoice 41,226
 VIP Rebate 9,100
 \$ 32,126
 + Fees

\$ 32,126
 + 449
 \$ 32,575
 Out the Door

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.



2020 MODEL YEAR RAM 2500 TRADESMAN CREW CAB 4X4 LONG BOX

THIS VEHICLE IS MANUFACTURED TO MEET SPECIFIC UNITED STATES REQUIREMENTS. THIS VEHICLE IS NOT REGISTERED FOR SALE OR RESIDENCE OUTSIDE OF THE UNITED STATES.

MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

Base Price: **\$40,550**

RAM 2500 TRADESMAN CREW CAB 4X4
Exterior Color: Bright White Clear-Coat, Exterior Paint
Interior Color: Black, Diesel Gray/Petroleum Colors
Interior Trim: Diesel Gray/Petroleum Colors
Tires: 275/65R18 All-Season High-Traction Tires
STANDARD EQUIPMENT (INCLUDES PREPACED OR OPTIONAL EQUIPMENT)
FUNCTIONAL/SAFETY FEATURES

Advanced Multistage Front Air Bags
Supplemental Side-Curtain Front and Rear Air Bags
Supplemental Front Seat Side Air Bags
ParkView® Rear Back-Up Camera
Manual Slide-On-The-Fly Trailer Case
3.79 Mile Per Gallon
739-Amp Maintenance Free Battery
190-Amp Alternator
Hill Start Assist
Electronic Stability Control
Electronic Roll Mitigation
Traction Control
Trailer Sway Dampening
4-Wheel Disc Anti-Lock Brakes
Sentry Key® Trail Deterrent System
Push-Button Start
Cruise Control
Tire Pressure Monitoring Display
Tow-RT Alert
32-Gallon Fuel Tank

INTERIOR FEATURES
Uconnect® 3 with 5-inch Display
Integrated Voice Command with Bluetooth®
8-Speakers
MediaHub-2 USB, Fuel Function, Auxiliary Input
40/229/40 Split Bench Seat
Rear Folding Seat
Rear Underseat Compartment Storage
12-40W Auxiliary Power Outlet
Rear View Day / Night Mirror
Tilt Steering Column
Temperature & Compass Gauge
Power Front Windows with 1-Touch Up & Down Feature
Black Vinyl Floor Covering
Driver / Passenger Assist Handles

EXTERIOR FEATURES
17-Inch x 7.5-Inch Steel Spare Wheel
LITZAFORITE 85W All-Season Tires
Locking Hubs

Assembly Plant of Day: SMT/ILLO, MEX/BO
wv-306-URSH-WLG-207772 UAW# 1045 634

STL 99718 604716
VIN: 1C4RSHW1G-207772



ITEM LABEL IS ADAPTED TO THIS VEHICLE TO COMPLY WITH FEDERAL LAW. THE LABEL CANNOT BE REPRODUCED OR ALTERED FROM THE ORIGINAL PACKAGE.
*SALES TAX, LICENSE AND TITLE FEES ARE NOT INCLUDED AND ARE BEING SEPARATED AND BILLED ON A SEPARATE INVOICE AT THE TIME OF PURCHASE.
©2019 RAM TRUCKS LLC

NOTE: Have this clarif

For more information visit www.ramtrucks.com or call 1-866-RAMINFO

FCA US LLC



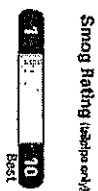
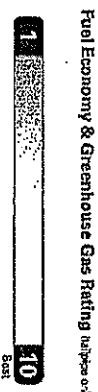
Fuel Economy and Environment

Fuel Economy
N/A
combined city/hwy city highway
N/A gallons per 100 miles

Heavy duty vehicle,
no label required.

You spend
N/A
in fuel costs
over 5 years
compared to the
average new vehicle.

Annual fuel cost
N/A



fuelconomy.gov

Calculates personalized estimates and compares vehicles



GOVERNMENT 5-STAR SAFETY RATINGS

This vehicle has not been rated by the government for overall vehicle score, frontal crash, side crash or rollover risk.

Source: National Highway Traffic Safety Administration (NHTSA) www.safercar.gov or 1-888-327-4236



CNGP530

VEHICLE ORDER CONFIRMATION

09/21/20 16:50:38

==>

Dealer: F52457

2021 F-SERIES SD

Page: 1 of 2

Order No: 0001 Priority: M2 Ord FIN: QT177 Order Type: 5B Price Level: 115

Ord PEP: 600A Cust/Flt Name: CITY OF BELLM PO Number:

RETAIL

RETAIL

W2B F250 4X4 CREW/C \$40830

FLEET SPCL ADJ NC

176" WHEELBASE

FRT LICENSE BKT NC

Z1 OXFORD WHITE

10000# GVWR PKG

A VNYL 40/20/40

425 50 STATE EMISS NC

S MEDIUM EARTH GR

512 SPARE TIRE/WHL2 NC

600A PREF EQUIP PKG

52B BRAKE CONTRLLR 270

.XL TRIM

JACK

572 .AIR CONDITIONER NC

.AMFM/MP3/CLK

TOTAL BASE AND OPTIONS 42795

996 .6.2L EFI V8 ENG NC

TOTAL 42795

44S 6-SPD AUTOMATIC NC

THIS IS NOT AN INVOICE

TD8 .LT245 BSW AS 17

*TOTAL PRICE EXCLUDES COMP PR

X37 3.73 REG AXLE NC

* MORE ORDER INFO NEXT PAGE *

JOB #1 BUILD

F8=Next

TRAILER TOW PKG

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S006 - MORE DATA IS AVAILABLE.

QC02617

V1DP0652

2,6

\$29,390.08 delv.

*14-16 weeks
from order date*

They quoted a 2020 vehicle
but we will actually have
to order a 2021 which
has a 12 week wait time.

2020 F-250 4x4 SD Crew Cab 8' box 176" WB SRW XL (W2B)

Price Level: 40



Client Proposal

Prepared by:

Ed Miller

Office: 713-678-5007

Email: EMILLER@CHASTANGFORD.COM

Quote ID: bell21w2b

Date: 08/28/2020



Chastang Ford | 6200 N. Loop East, Houston, Texas, 770261936

Office: 713-678-5000 | Fax: 713-678-5001



Prepared by: Ed Miller

08/28/2020

Chastang Ford | 6200 N. Loop East Houston Texas | 770261936

2020 F-250 4x4 SD Crew Cab 8' box 176" WB SRW XL (W2B)

Price Level: 40 | Quote ID: bell21w2b

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
W2B	Base Vehicle Price (W2B)	\$40,635.00
Packages		
600A	Order Code 600A <i>Includes:</i> - Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel - Transmission: TorqShift-G 6-Spd Auto w/SelectShift - 3.73 Axle Ratio - GVWR: 10,000 lb Payload Package - Tires: LT245/75Rx17E BSW A/S (4) Spare may not be the same as road tire. - Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments. - HD Vinyl 40/20/40 Split Bench Seat Includes center armrest, cupholder, storage and driver's side manual lumbar. - Radio: AM/FM Stereo w/MP3 Player Includes 4 speakers. - SYNC Communications & Entertainment System Includes enhanced voice recognition with 911 Assist, 4.2" LCD center stack screen, AppLink and 1 smart-charging USB-C port.	N/C
Powertrain		
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel	Included
44S	Transmission: TorqShift-G 6-Spd Auto w/SelectShift	Included
X37	3.73 Axle Ratio	Included
STDGV	GVWR: 10,000 lb Payload Package	Included
Wheels & Tires		
TD8	Tires: LT245/75Rx17E BSW A/S (4) Spare may not be the same as road tire.	Included
64A	Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments.	Included
Seats & Seat Trim		
A	HD Vinyl 40/20/40 Split Bench Seat Includes center armrest, cupholder, storage and driver's side manual lumbar.	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Ed Miller
08/28/2020

Chastang Ford | 6200 N. Loop East Houston Texas | 770261936

2020 F-250 4x4 SD Crew Cab 8' box 176" WB SRW XL (W2B)

Price Level: 40 | Quote ID: bell21w2b

As Configured Vehicle (cont'd)

Code	Description	MSRP
Other Options		
176WB	176" Wheelbase	STD
52B	Trailer Brake Controller <i>Verified to be compatible with select electric over hydraulic brakes. Includes smart trailer tow connector.</i>	\$270.00
PAINT	Monotone Paint Application	STD
587	Radio: AM/FM Stereo w/MP3 Player <i>Includes 4 speakers. Includes: - SYNC Communications & Entertainment System Includes enhanced voice recognition with 911 Assist, 4.2" LCD center stack screen, AppLink and 1 smart-charging USB-C port.</i>	Included
Emissions		
425	50-State Emissions System	STD
Interior Colors		
AS_01	Medium Earth Gray	N/C
Primary Colors		
Z1_01	Oxford White	N/C
Upfit Options		
Buy Board	Buy Board Fee <i>CONTRACT 601-19</i>	\$400.00
2021	2021 price increase	\$500.00
SUBTOTAL		\$41,805.00
Destination Charge		\$1,695.00
TOTAL		\$43,500.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Ed Miller

08/28/2020

Chastang Ford | 6200 N. Loop East Houston Texas | 770261936

2020 F-250 4x4 SD Crew Cab 8' box 176" WB SRW XL (W2B)

Price Level: 40 | Quote ID: bell21w2b

Pricing Summary - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$40,635.00
Options & Colors	\$270.00
Upfitting	\$900.00
Destination Charge	\$1,695.00

Subtotal	\$43,500.00
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Pre-Tax Adjustments

Code	Description	
01 ft	DISCOUNT AND CONCESSION	-\$12,621.00

Total	\$30,879.00
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Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

CUSTOMIZED PRODUCT PRICING SUMMARY BASED ON CONTRACT

Cars and Light Trucks

Team Members - Kevin Moore - Jessica Wooten - Jorge Guerra - Alan Rosner

BuyBoard - 601-19

End User: CITY OF BELLMEAD Sam Pack's Rep: AUSTIN MOORE

Contact: ROBBIE HORN Date: 8/31/2020

Contact TN/Email _____ Phone # _____

Product Description: 2020 or newer F-250 W2B Interior and Exterior Color Code White

A. Bid Line # #125 Base Price: \$ 19,985.00

B. Published Options (Itemize Each Below)

Code	Description	Bid Price	Code	Description	Bid Price
	Automatic	included		LONG WHEEL BASE	\$ 695.00
	Power Steering/Brakes/Air Conditioning	included		2021 PRICE INCREASE	\$ 979.00
	VINYL FLOORING	included			
	Crew Cab	\$ 4,490.00			
	VINYL INTERIOR	included			
	6.2 L Gass	included			
	Elock Axle	\$ 570.00			
52B	TRAILER BRAKE CONTROLER	\$ 270.00			
	Tow Package	included			
	4 Wheel Drive	\$ 3,375.00			
Total of B. - Published Options					\$ 10,379.00

C. Dealer Published Options

Code	Description	Bid Price	Code	Description	Bid Price
Total of C. - Dealer Published Options					\$ -

D. Off Menu Options

Code	Description	Bid Price	Code	Description	Bid Price
	EXTRA KEY AND FOB	\$225.00			
Delivery Discount					-\$37.25
Off Menu Options limited to 25% of Published Price Current % <u>0.62%</u>					
Total of D. - Off Menu Options					\$187.75
	Delivery Charges	118 Miles @ \$1.49/mile			\$ 175.82
	Floorplan Expense	Days		\$4.60 Per Diem	\$ -
	Lot Insurance Expense	Days		\$4.60 Per Diem	\$ -
	Manufacturer Delivery Fee				\$ 1,695.00
Total Each					\$ 32,422.57
Quantity Ordered	<u>1</u>	X F =			\$ 32,422.57
Administrative Fee					\$ 400.00
Trade in Allowance - Non-Equipment debits and credits					\$ -
TOTAL PURCHASE PRICE INCLUDING ADMIN FEE					\$32,822.57

**City of Bellmead
Resolution 2020-116**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, APPROVAL OF THE AUTHORIZATION OF PURCHASE WITH BIRD-KULGEN FORD IN THE AMOUNT OF \$29,390.08 FOR A 2021 4X4 FORD PICKUP AS REPLACEMENT TO THE WATER FLEET; AND AUTHORIZE THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, the Public Works Director budgeted funds in the 2020-2021 budget year to replace several of the Water Division pickups; and,

WHEREAS, the Public Works Director also reviewed the number of pickups that have 10 years of use or more and identified 6 pickups still in rolling stock that need to be placed in the auction; and,

WHEREAS, city staff requested quotes on a replacement vehicle from BuyBoard, Bird-Kultgen Ford responded with a quote for a replacement 4x4 pickup which meets specifications.

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves the authorization of purchase with Bird-Kultgen Ford in the amount of \$29,390.08 for a 2021 4x4 Ford pickup as replacement to the Water Fleet; and authorizing the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

James Cleveland, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM AND LEGALITY

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

Board Appointments

DESCRIPTION:

Consider **Resolution 2020-117**; Approving the appointments to the Bellmead Economic Development Corporation, Planning and Zoning Commission, Parks and Recreation, Building Standards Board, and Board of Appeals.

BACKGROUND:

Boards and Commissions are appointed by Council for a two (2) year term to work with Staff to serve the community. The boards are comprised of citizens, business owners, and representatives of other entities such as the school district and chamber.

FISCAL IMPACT or FUNDING SOURCE:

- N/A

RECOMMENDED MOTIONS:

I move to approve **Resolution 2020-117**; Approving the appointments to the Bellmead, Economic Development Corporation, Planning and Zoning Commission, Parks and Recreation, Building Standards Board, and Board of Appeals.

ATTACHMENT(S):

- Resolution 2020-117
- Applications

BOARDS/COMMISSION APPLICATION

The City of Bellmead welcomes your interest and application for board or commission service. Being involved in your community is an important responsibility for all citizens. The City encourages citizen participation on boards/commissions regardless of race, creed, color, national origin, gender or disability. If you require special accommodations in order to serve on a board or commission, the City will endeavor to make such accommodations.

NOTE: THIS INFORMATION IS PUBLIC INFORMATION IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS PUBLIC INFORMATION ACT. **IF APPOINTED TO SERVE ON A BOARD/COMMISSION YOU MUST COMPLETE OPEN GOVERNMENT TRAINING AS REQUIRED BY THE TEXAS ATTORNEY GENERAL.**

Name: Bainbridge Cathie M
(Last) (First) MI

Home Address: 1111 Kanie St City: Waco Zip Code: 76705

Home Telephone: N/A Email Address: 

Cell Phone:  Business Name: _____

Business Address: _____ City: _____ Zip Code: _____

Business Telephone: _____ Profession: _____

Preferred Mailing Address: _____ City: _____ Zip Code: _____

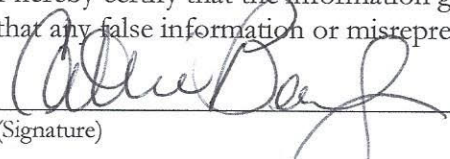
Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

I DO _____, DO NOT wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

 7-6-2020
(Signature) (Date)

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____

Registered Voter: yes Appointed by: _____

Appointed to: Bldg Standard Date Qualified: _____

BEDC
Parks & Recreation

BOARDS/COMMISSION APPLICATION

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Name: Bancala Phil
(Last) (First) MI

Home Address: 4312 Greenbriar City: WACO Zip Code: 76705

Home Telephone: [REDACTED] Email Address: [REDACTED]

Cell Phone: [REDACTED] Business Name: _____

Business Address: _____ City: _____ Zip Code: _____

Business Telephone: _____ Profession: _____

Preferred Mailing Address: 4312 Greenbriar City: WACO Zip Code: 76705

Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

DO NOT DO wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

Phil Bancala 9-21-2020
(Signature) (Date)

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____
Registered Voter: _____ Appointed by: _____
Appointed to: _____ Date Qualified: _____

BOARDS/COMMISSION APPLICATION

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Name: Garrett Dennis R
(Last) (First) MI

Home Address: 228 Selby Ln City: Bellmead Zip Code: 76705

Home Telephone: [REDACTED] Email Address: [REDACTED]

Cell Phone: [REDACTED] Business Name: Retired

Business Address: _____ City: _____ Zip Code: _____

Business Telephone: _____ Profession: _____

Preferred Mailing Address: Same as home City: _____ Zip Code: _____

Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

I **DO** _____, **DO NOT** X wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

Dennis R Garrett 7/29/2020
(Signature) (Date)

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____

Registered Voter: _____ Appointed by: _____

Appointed to: _____ Date Qualified: _____

BOARD/COMMISSION APPLICATION

The City of Bellmead welcomes your interest and application for board or commission service. Being involved in your community is an important responsibility for all citizens. The City encourages citizen participation on boards/commissions regardless of race, creed, color, national origin, gender or disability. If you require special accommodations in order to serve on a board or commission, the City will endeavor to make such accommodations.

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Name: Lucas Barbara A

Home Address: 928 Talbert Ranch Rd City: Anna Spgs MI Zip Code: 76633

Home Telephone: _____ Email Address: _____

Cell Phone: _____ Business Name: Skate Country

Business Address: 500 N. Loop 340 Hwy City: Bellmead Zip Code: 76705

Business Telephone: _____ Profession: Bus Manager

Preferred Mailing Address: Home City: _____ Zip Code: _____

Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

I X DO, DO NOT _____ wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

[Signature] _____ (Date)

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____
Registered Voter: yes Appointed by: _____
Police Check: ✓ Appointed to: Parks and Recreation
Date Qualified: _____

BOARDS/COMMISSION APPLICATION

The City of Bellmead welcomes your interest and application for board or commission service. Being involved in your community is an important responsibility for all citizens. The City encourages citizen participation on boards/commissions regardless of race, creed, color, national origin, gender or disability. If you require special accommodations in order to serve on a board or commission, the City will endeavor to make such accommodations.

NOTE: THIS INFORMATION IS PUBLIC INFORMATION IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS PUBLIC INFORMATION ACT. IF APPOINTED TO SERVE ON A BOARD/COMMISSION YOU MUST COMPLETE OPEN GOVERNMENT TRAINING AS REQUIRED BY THE TEXAS ATTORNEY GENERAL.

Name: MORGAN Charlie J.
(Last) (First) MI

Home Address: 4016 Treasure Island City: Waco Zip Code: 76705

Home Telephone: [REDACTED] Email Address: [REDACTED]

Cell Phone: [REDACTED] Business Name: Retired

Business Address: _____ City: _____ Zip Code: _____

Business Telephone: _____ Profession: _____

Preferred Mailing Address: Same as above City: _____ Zip Code: _____

Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

I **DO** _____, **DO NOT** wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

(Signature) Charlie Morgan (Date) 06-16-2020

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____
Registered Voter: yes Appointed by: _____
Appointed to: BEDC Date Qualified: _____

BOARDS/COMMISSION APPLICATION

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NOTE: THIS INFORMATION IS PUBLIC INFORMATION IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS PUBLIC INFORMATION ACT. **IF APPOINTED TO SERVE ON A BOARD/COMMISSION YOU MUST COMPLETE OPEN GOVERNMENT TRAINING AS REQUIRED BY THE TEXAS ATTORNEY GENERAL.**

Name: Myers Harry K.
(Last) (First) MI

Home Address: 4501 Circle C Dr. City: Bellmead Zip Code: 76705

Home Telephone: _____ Email Address: _____

Cell Phone: _____ Business Name: _____

Business Address: (same) City: _____ Zip Code: _____

Business Telephone: _____ Profession: _____

Preferred Mailing Address: _____ City: _____ Zip Code: _____

Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

I DO, DO NOT wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

[Signature] 7/20/2020
(Signature) (Date)

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____

Registered Voter: yes Appointed by: _____

Appointed to: BEDC, P#2, BOA(2021) Date Qualified: _____

BOARDS/COMMISSION APPLICATION

The City of Bellmead welcomes your interest and application for board or commission service. Being involved in your community is an important responsibility for all citizens. The City encourages citizen participation on boards/commissions regardless of race, creed, color, national origin, gender or disability. If you require special accommodations in order to serve on a board or commission, the City will endeavor to make such accommodations.

NOTE: THIS INFORMATION IS PUBLIC INFORMATION IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS PUBLIC INFORMATION ACT. IF APPOINTED TO SERVE ON A BOARD/COMMISSION YOU MUST COMPLETE OPEN GOVERNMENT TRAINING AS REQUIRED BY THE TEXAS ATTORNEY GENERAL.

Name: V. AUGUSTIN BRALEY S.
(Last) (First) MI

Home Address: 1224 LA Vega City: Bellmead Zip Code: 76705

Home Telephone: [REDACTED] Email Address: [REDACTED]

Cell Phone: [REDACTED] Business Name: Magination Video, LLC

Business Address: 1224 LA Vega City: Bellmead Zip Code: 76705

Business Telephone: [REDACTED] Profession: Videographer

Preferred Mailing Address: 1224 LA Vega City: Bellmead Zip Code: 76705

Under the Texas Public Information Act, you may elect to have certain personal information withheld from public release. Please indicate if you wish to have this information withheld from a Public Information request.

I DO DO NOT wish to have my home address, home telephone number, personal cell phone number or personal email provided as information in a public information request.

Have you ever been convicted of a crime, other than minor traffic violations? Yes No

If yes, please explain:

I hereby certify that the information given by me in this application is true and complete. I understand and agree that any false information or misrepresentation is sufficient grounds for disqualification.

[Signature] 07-27-2020
(Signature) (Date)

Thank you for taking the time to complete this application.

FOR OFFICE USE ONLY

Council District/Precinct: _____ Date Appointed: _____
Registered Voter: _____ Appointed by: _____
Appointed to: _____ Date Qualified: _____

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-117**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING THE APPOINTMENTS TO THE BELLMEAD ECONOMIC DEVELOPMENT CORPORATION, PLANNING AND ZONING COMMISSION, PARKS AND RECREATION, BUILDING STANDARDS BOARD, AND BOARD OF APPEALS.

WHEREAS, the Bellmead Economic Development Corporation, Planning and Zoning Commission, Parks and Recreation, Building Standards Board, and Board of Appeals are a vital part of the success for the City of Bellmead; and,

WHEREAS, citizens appointed by Council within their districts guarantee a fair and just voice in the betterment of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS;

The following are hereby nominated to the above-mentioned boards for a period of two (2) years:

- Phil Bancale – Precinct 1 – Board of Appeals
- Bradley Vaughn – Precinct 4 – Board of Appeals, Planning and Zoning Commission, and Parks and Recreation
- Dennis Garrett – Precinct 2 – Bellmead Economic Development Corporation, Planning and Zoning Commission, and Board of Appeals
- Barbara Lucas – Parks and Recreation
- Cathie Bainbridge – Precinct 4 – Building Standards Board, Bellmead Economic Development Corporation, and Parks and Recreation
- Charlie Morgan – Precinct 3 – Bellmead Economic Development Corporation
- Harry Myers – Precinct 2 – Bellmead Economic Development Corporation and Planning and Zoning Commission

The City Council for the City of Bellmead, Texas hereby appoint the nominations listed to the boards applied for to serve a two (2) year term.

PASSED AND APPROVED THIS 13TH DAY OF OCTOBER 2020.

James Cleveland, Mayor

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM & LEGALITY:

Charlie Buenger, City Attorney



CITY COUNCIL AGENDA ITEM

Prepared By: Chief Daniel Porter

October 13, 2020

City Manager Approval: Yost Zakhary

Resolution 2020-118 / 2020 Office of the Governor – Coronavirus Emergency Supplemental Funding Program Grant Award

DESCRIPTION: City Council **Resolution 2020-118** approving and authorizing the application for the 2020 Office of the Governor’s Coronavirus Emergency Supplemental Funding Program Grant and authorizing the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

BACKGROUND: The Governor’s Emergency Supplemental Funding Program Grant is a non-matching grant of \$ 10,000.00 that is earmarked for providing personal protection and equipment for the city’s police and fire personnel. Some of the items approved are a portable decontamination unit for the fire department and evidence processing equipment for the police evidence and property room to contain bio-hazardous materials.

FISCAL IMPACT or FUNDING SOURCE: This grant does not require any matching funds from the City and the funds are reimbursed to the City as the items are purchased.

RECOMMENDED MOTIONS: Move to approve **Resolution 2020-118**; A resolution of the City Council of the City of Bellmead, Texas approving and authorizing the application for the 2020 Office of the Governor’s 2020 Coronavirus Emergency Supplemental Funding Program Grant and authorizing the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

ATTACHMENT(S):
Resolution 2020-118

**CITY OF BELLMEAD, TEXAS
RESOLUTION 2020-118**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING AND AUTHORIZING THE APPLICATION FOR THE 2020 OFFICE OF THE GOVERNOR’S CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM GRANT AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED THERETO ON BEHALF OF THE CITY OF BELLMEAD.

WHEREAS, upon review and consideration by the City Manager, the City Council approves the application for the 2020 Office of the Governor’s Coronavirus Emergency Supplemental Funding Program Grant. The City Council understands this is a non-matching grant and any misuse of the Office of the Governor’s – Fiscal Year 2020 Coronavirus Emergency Supplemental Funding Program Grant the City of Bellmead assures that the funds will be returned in full recommends that City Council approves and authorizes the City Manager to execute all documents related thereto on behalf of the City of Bellmead.

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

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That, the City Council for the City of Bellmead, Texas hereby approves the application for the Office of the Governor’s 2020 Coronavirus Emergency Supplemental Funding Program Grant for the Bellmead Police Department and authorize the City Manager to execute all documents related thereto on behalf of the City of Bellmead; and

PASSED AND APPROVED THIS THE 13TH DAY OF OCTOBER 2020.

**James Cleveland, Mayor
City of Bellmead, Texas**

ATTEST:

Holly Owens, City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

Mobile Homes

DESCRIPTION:

Consider **Ordinance 2020-14**; An ordinance of the City Council of the City of Bellmead, Texas, Amending Chapter 13 – Mobile Homes, Mobile Home Parks, Manufactured Homes, Etc., Article I. – In General, Sec. 12-2. – Mobile Homes.; providing a severability clause; and providing for publication of an effective date.

BACKGROUND:

This ordinance will be an amendment to Sec. 12-2. – Mobile Homes from Chapter 13 - Mobile Homes, Mobile Home Parks, Manufactured Homes, Etc.

The amendment to this ordinance regulates the replacement of mobile homes within Bellmead city limits. Current regulations for mobile home parks are grandfathered based on the date of authorization for the park. As long as the park remains 50% occupied, the regulations can not be altered. Free-standing mobile homes, not located in a park can be regulated once an existing mobile home is removed. The new mobile home will be required to meet current regulations. Staff is requesting that any new mobile home set up on a free-standing lot, not located within a park and within an approved zoning location shall be manufactured on or after January 1, 2010.

This is the first reading. If approved, the second and third final reading will be November 10, 2020.

FISCAL IMPACT or FUNDING SOURCE:

There are no changes to the fees.

RECOMMENDED MOTIONS:

I move to approve **Ordinance 2020-14**; An ordinance of the City Council of the City of Bellmead, Texas, Amending Chapter 13 – Mobile Homes, Mobile Home Parks, Manufactured Homes, Etc., Article I. – In General, Sec. 12-2. – Mobile Homes.; providing a severability clause; and providing for publication of an effective date.

ATTACHMENT(S):

Ordinance 2020-14

**CITY OF BELLMEAD
ORDINANCE 2020-14**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, AMENDING CHAPTER 12 – MOBILE HOMES, MOBILE HOME PARKS, MANUFACTURED HOMES, ETC., ARTICLE I. – IN GENERAL, SEC. 12-2. – MOBILE HOMES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bellmead deems it necessary and proper and in the best interest of the health, safety, and general welfare of the City of Bellmead, Texas, by amending Chapter 12 – Mobile Homes, Mobile Home Parks, Manufactured Homes, etc., Article I. – In General.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

SECTION 1: Sec. 12-2 – Mobile Homes

a) No mobile home may be installed, placed, replaced, located or relocated within the city limits. Any pre-existing mobile home located in a mobile home or manufactured home park may be replaced with a HUD Code manufactured home provided that: (1) the HUD Code manufactured home meets housing standards of the city, and (2) the HUD Code manufactured home is put into place and brought into compliance with all applicable laws within ninety (90) days of the date that the pre-existing mobile home is removed. Any pre-existing mobile home or manufactured home that is not located in a mobile home or manufactured home park may be replaced with a HUD Code manufactured home that was manufactured on or after January 1, 2010, provided that: (1) such HUD Code manufactured home meets housing standards of the city, and (2) such HUD Code manufactured home is put into place and brought into compliance with all applicable laws within ninety (90) days of the date that the pre-existing mobile or manufactured home is removed.

SECTION 2: Savings Clause

- If any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so decided to be invalid or unconstitutional.
- This ordinance, upon becoming effective, shall repeal all ordinances or portions thereof that may conflict with the provisions of this ordinance or which relate to the matters set forth in this ordinance.
- This ordinance shall take effect and be in full force and effect immediately following the third and final reading.

PASSED AND APPROVED ON FIRST READING, _____.
PASSED AND APPROVED ON SECOND READING _____.

PASSED AND APPROVED ON THIRD READING _____.

CITY OF BELLMEAD

Mayor, James Cleveland

ATTEST:

Holly Owens, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

Kennals

DESCRIPTION:

Consider **Ordinance 2020-15**; An ordinance of the City Council of the City of Bellmead, Texas, Amending Chapter 3 – Animals, Article II. – Dogs and Cats, Sec. 3-31. – Definitions and Amending Appendix A – Zoning, Section VIII. – “B-2” Secondary and Highway Business District.; providing a severability clause; and providing for publication of an effective date.

BACKGROUND:

This ordinance is amending Chapter 3 – Animals, Article II. – Dogs and Cats, Sec. 3-31. – Definitions, adding the definition of kennel and amending Appendix A – Zoning, Section VIII. – “B-2” Secondary Business District, adding kennel to the list of approved uses within the zoning. There is an asterisk located next to Kennel, not allowing the use in “R-1”, R-1A”, or “R-2” without an approved Specific Use Permit.

Building Inspections and Code Enforcement have had difficulty tracking kennels within the city limits and have been responding to complaints regarding noise and odor in neighborhoods.

The current regulation does not address kennels. However, if someone wishes to have and/or keep four (4) or more dogs and/or cats, they can pay \$300.00 annually without any regulations or inspections.

This ordinance will change that. Kennels will have to register and be inspected to ensure the animals are being taken care and properly stored. The fee will not change, even if they are not in the proper zoning and are required to apply for an SUP.

This is the first reading. If approved, the second and third final reading will be November 10, 2020.

FISCAL IMPACT or FUNDING SOURCE:

There are no changes to the fees.

RECOMMENDED MOTIONS:

I move to approve **Ordinance 2020-15**; An ordinance of the City Council of the City of

AGENDA ITEM 8B

Bellmead, Texas, Amending Chapter 3 – Animals, Article II. – Dogs and Cats, Sec. 3-31. – Definitions and Amending Appendix A – Zoning, Section VIII. – “B-2” Secondary and Highway Business District.; providing a severability clause; and providing for publication of an effective date.

ATTACHMENT(S):

Ordinance 2020-15

**CITY OF BELLMEAD
ORDINANCE 2020-15**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, AMENDING CHAPTER 3 – ANIMALS, ARTICLE II. – DOGS AND CATS, SEC. 3-31. – DEFINITIONS AND AMENDING APPENDIX A – ZONING, SECTION VIII. – “B-2” SECONDARY AND HIGHWAY BUSINESS DISTRICT.; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bellmead deems it necessary and proper and in the best interest of the health, safety, and general welfare of the City of Bellmead, Texas, by amending Chapter 3 – Animals, Article II. – Dogs and Cats and amending Appendix A – Zoning; and,

WHEREAS, staff believes this will aid in regulating the treatment, health, and safety of boarded animals in residential areas.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

SECTION 1: ARTICLE II. – DOGS AND CATS, Sec. 3-31. – Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Health statement shall mean a statement from a veterinarian stating that an animal is healthy, free from signs of infectious or contagious diseases, and up to date on vaccinations. It shall include: the animal's microchip number, the animal identification such as the species, age or date of birth, sex, sterilization status and breed and must be dated within the last twenty-four (24) months.

Kennel shall mean an establishment, structure, or residence where four (4) or more dogs and/or cats are bred, trained, or boarded.

Livestock shall include, regardless of age, sex or breed, horses and all equine species, including mules, donkeys and jackasses; cows and all bovine species; sheep and all ovine species; llamas; goats and all caprine species; and pigs and all swine species.

Owner shall mean any person who has purchased or who owns, keeps, maintains, harbors or has care, custody or control of one (1) or more animals.

Operator shall mean legal owner, permit holder, or person in actual control of any activity involving animals at a kennel.

Performing animals shall mean any spectacle, display, act or event in which animals perform.

SECTION 2: APPENDIX A – ZONING

Section VIII. – “B-2” Secondary and Highway Business District.

A. *Use regulations:* A building or premises shall be used only for the following purposes:

1. Any use permitted in the “B-1” Neighborhood Business District; ***Exceptions**
2. Automobile salesroom and accompanying service facilities.
3. Automobile repair garage.
4. Bakery.
5. Billboards and poster boards.
6. Dance hall and skating rink.
7. Frozen food locker plant.
8. Hotel.
9. ***Kennel (not permitted in “R-1”, “R-1A”, or “R-2” without a Specific Use Permit)**
10. Moving picture house or theater.
11. Laundry and cleaning.
12. Tourist court or motel.
13. Trailer camp or mobile homes court.
14. Any retail or wholesale business, light industry and light manufacturing business which is not included in the Neighborhood Business District provided that such use is not noxious or offensive by reason of vibrations, smoke, odor, dust, gas or noise.

SECTION 3: Savings Clause

- If any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so decided to be invalid or unconstitutional.
- This ordinance, upon becoming effective, shall repeal all ordinances or portions thereof that are in conflict with the provisions of this ordinance or which relate to the matters set forth in this ordinance.
- This ordinance shall take effect and be in full force and effect immediately following the third and final reading.

PASSED AND APPROVED ON FIRST READING, _____.
PASSED AND APPROVED ON SECOND READING _____.
PASSED AND APPROVED ON THIRD READING _____.

CITY OF BELLMEAD

ATTEST:

Mayor, James Cleveland

Holly Owens, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

City Right-of-Way Permits

DESCRIPTION:

Consider **Ordinance 2020-16**; An Ordinance of the City Council of the City of Bellmead, Texas, Amending Chapter 19 – Streets, Sidewalks and Miscellaneous Public Places, Article II. – Excavations; providing a fee schedule; providing a severability clause; and providing for publication of an effective date.

BACKGROUND:

Currently Bellmead does not require a permit for franchise utilities to work within a city right-of-way. This permit will assist Public Works to track and inspect all work done within the city right-of-way. This is the first reading. If approved, the second and third final reading will be November 10, 2020.

FISCAL IMPACT or FUNDING SOURCE:

- Current Fees: \$0.00
- Proposed Fees: \$25.00
- Surrounding Communities: \$25.00 - \$50.00

RECOMMENDED MOTIONS:

I move to approve **Ordinance 2020-16**; An ordinance of the City Council of the City of Bellmead, Texas, Amending the Master Fee Schedule attached as “Exhibit “A”, for the City of Bellmead to include fees associated with right-of-way permits for franchise utilities; Amending Chapter 19 – Streets, Sidewalks and Miscellaneous Public Places, Article II. – Excavations providing a fee schedule; providing a severability clause; and providing for publication of an effective date.

ATTACHMENT(S):

- Ordinance 2020-16
- Exhibit “A”
- Application



City of Bellmead Right of Way Permit for Franchise Utilities

The purpose of this permit is for all Franchise Utilities performing work in the Public ROW

Date: _____

Applicant/Franchise Utility Company: _____

Applicant Name: _____ Phone #: _____

On Site Contractor Information

Company Name: _____ Address: _____

Contact Name: _____ Phone #: _____

Emergency Contact Name/Phone #(24 HR): _____

Email Address: _____

Address/Location of Project: _____

Purpose: _____

Description: () Road Bore () Other _____

Will this work require traffic control? () NO () YES If yes, please attach Traffic Control Plan (TCP)
(Attach Sidewalk Closure Plan if applicable)

Start Date: _____ Completion Date _____

NOTE: Attach TxDOT Permit where applicable (N State Loop 340, I-35)

Please contact the City of Bellmead Public Works (254-799-5829) to schedule on-site line locates and issuance of permit.

****This process MUST be completed prior to the start of any work in the Public Right of Way.****

PLEASE ALLOW 5 WORKING DAYS FOR PERMIT APPROVAL

THIS PERMIT BECOMES NULL AND VOID IF CONSTRUCTION IS NOT COMPLETED WITHIN 30 DAYS OF APPROVAL

By signing below, I acknowledge and agree to the following:

- All Right-of-Way shall be restored to original or better condition.
- Repair all damage caused to other utilities including irrigation.
- Provide Traffic Control Plan (TCP) to maintain traffic.
- Provide Certificate of Liability Insurance naming provider.
- Provide detailed copy of plans with this application for review.
- Contractor must have permit on the job site at all times.
- Approved lane closures can only be performed from 9:00 a.m. to 3:00 p.m. All approved lane closures require a minimum of two (2) business days' notice to allow for proper notification to the public.

Contractor Signature

Public Works Authorized Signature

Print Name

Date of Approval



Instructions for Submitting Right of Way Permit for Franchise Utilities

1. Print out form and complete
2. Attach 3 copies of the plans
3. Sign form

If you need further assistance, please call 254-799-5829.

BELLMEAD MASTER FEE SCHEDULE

Re-Inspection on any permit issued (flat fee)	\$165 per inspection
*After Hours/Partial Inspection	\$200

Community Development Fees

Zoning Change Application Fee	\$250
Variance Application Fee	\$150
Appeal to the Board of Adjustment Filing Fee	\$150
Specific Use Permit	\$300
Zoning Verification Letter	\$75

Subdivision and Developments

Minor Plats	\$200 per plat
Preliminary Plat Fee	\$200 per plat
Final Plat, Re-plat, and Amended Subdivision	\$250 per plat
Third Party review	Actual cost + 10%

Planned Unit Development (PUD)

PUD Concept Plan (Zoning)	\$350
PUD Preliminary & Final Plan (Subdivision)	\$300

***City may add actual engineering and attorney charges to the customer.**

Manufactured Home and Recreational Vehicle Parks

License Fee	\$10 per space – no less than \$150 Total Charge
Transfer Fee	\$125

Other Required Permits

Construct street, drive approach, sidewalk, street intersection, curb and gutter	\$35
To open, dig in, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way, right-of-way, or place	\$25

**CITY OF BELLMEAD, TEXAS
ORDINANCE 2020-16**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, AMENDING CHAPTER 19 – STREETS, SIDEWALKS AND MISCELLANEOUS PUBLIC PLACES, ARTICLE II. – EXCAVATIONS; PROVIDING A FEE SCHEDULE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION OF AN EFFECTIVE DATE.

WHEREAS, this ordinance will amend Chapter 19 – Streets, Sidewalks and Miscellaneous Public Places to add required permits for working in a public right-of-way; and,

WHEREAS, this ordinance will assist Public Works to track and inspect all work within the city right-of-way; and,

WHEREAS, the City Council desires to have the Master Fee Schedule amended annually during the budget process to amend or remove existing fees and does so by this Ordinance; and,

WHEREAS, in the event there is a conflict between a fee listed in the Master Fee Schedule, this ordinance is not intended to abolish or change any fee hereto established that is not listed in the Master Fee Schedule.

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

SECTION 1: Sec. 19-26. – Permit Required. Any person desiring to cut any hole, ditch or section into or through any paved street **and/or public right-of-way** in the city for the repairing of water, gas or sewer lines or for any purpose whatever, shall first procure from the city clerk a permit to do so.

SECTION 2: That from and after the effective date of this Ordinance, the fees and charges set out in the Master Fee Schedule attached hereto Exhibit “A” shall be collected on behalf of the City. Other sections, fees or charges not referenced in Exhibit “A” shall remain unaffected by this Ordinance.

SECTION 3: That in the event of a conflict between a fee set out in the Master Fee Schedule and the provision of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this Ordinance shall not amend, abolish, or change any fee heretofore all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

SECTION 4: That all ordinances or resolutions or parts of ordinances or resolutions in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 5: That should any section or part of any section, paragraph or clause of this ordinance be declared invalid or unconstitutional for any reason, it shall not invalidate or impair

the validity, force or effect of any other section or sections or part of a section or paragraph of this ordinance.

SECTION 6: That the Code of Ordinances of the City of Bellmead, Texas, as amended shall remain in full force and effect, save and except as amended by this ordinance.

THE ABOVE CHANGES WILL BECOME EFFECTIVE UPON FINAL READING AND APPROVAL.

PASSED AND APPROVED ON FIRST READING, _____.
PASSED AND APPROVED ON SECOND READING _____.
PASSED AND APPROVED ON THIRD READING _____.

CITY OF BELLMEAD

Mayor, James Cleveland

ATTEST:

Holly Owens, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

Master Fee Schedule

DESCRIPTION:

Consider **Ordinance 2020-17**; An Ordinance of the City Council of the City of Bellmead, Texas, Amending the Master Fee Schedule Attached as Exhibit "A", for the City of Bellmead to update fees; providing a fee schedule; providing a severability clause; and providing for publication of an effective date.

BACKGROUND:

This ordinance is adding and updating the fees associated with Hazardous Materials & Major Incident Responses, Peddler and Solicitor Permits, Nuisance Abatements, and Zoning Verification Letters to match surrounding communities. This is the first reading. If approved, the second and third final reading will be November 10, 2020.

FISCAL IMPACT or FUNDING SOURCE:

Hazardous Materials & Major Incident Responses:

- Current Fees: \$0.00
- Proposed Fees:

Engine	\$160 per hour, 1 hour minimum
Command Vehicle	\$100 per hour, 1 hour minimum
Police Vehicle	\$100 per hour, 1 hour minimum
Other, (Public Works, barricades, etc.)	\$100 per hour, 1 hour minimum
Additional Personnel	\$50 per hour, 1 hour minimum
City Supplied Water (as determined by calculating pumping time and rate)	\$5.50 per 1,000 gallons
Bulldozer (includes operator)	\$100 per hour, 2 hours minimum
Backhoe (includes operator)	\$100 per hour, 2 hours minimum
Dump Truck (includes operator)	\$100 per hour, 2 hours minimum
Sand (per cubic yard)	\$25, 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	\$800 per 100' section + shipping and handling

Peddler/Solicitor’s Permit:

- Current Fees: \$10.00 - \$0.00 replacement card
- Proposed Fees: \$100.00 - \$20 replacement card (per person)
- Surrounding Communities: \$100.00 - \$20 replacement card (per person)

Nuisance Abatement Fees:

- Current Fees: Amount invoiced from contractor. If work is completed by an employee, there is no fee involved.
- Proposed Fees:

Grass Mowing/Lot Cleanup (includes personnel)	\$100 per hour (2 hours minimum)
Debris Removal/Haul Costs	\$100 per hour per piece of City Equipment (includes operator) + disposal cost + 20% of disposal cost
Additional personnel	\$25 per hour
By Vendor:	
Grass Mowing/Lot Cleanup/Debris Removal	Actual cost + 20%

Zoning Verification Fees:

- Current Fees: \$0.00
- Proposed Fees: \$75.00
- Surrounding Communities: \$75.00

RECOMMENDED MOTIONS:

I move to approve **Ordinance 2020-17**; An Ordinance of the City Council of the City of Bellmead, Texas, Amending the Master Fee Schedule Attached as Exhibit “A”, for the City of Bellmead to update fees; providing a fee schedule; providing a severability clause; and providing for publication of an effective date.

ATTACHMENT(S):

- Ordinance 2020-17
- Exhibit “A”

CITY OF BELLMEAD

Master Fee Schedule



Adopted:
March 10, 2020; Amended July 14, 2020; Amended September
1, 2020

BELLMEAD MASTER FEE SCHEDULE

General Fees

Return Checks, Bank Drafts and Credit Card Fees \$35 per occurrence

Garage Sale Permits

Garage Sale – 3 days	\$10 per permit
Garage Sale Sign Violation	\$50 per violation per day

Miscellaneous Fees

Bound Publications

Budget	\$35
CAFR	\$35
Charter	\$15
Comprehensive Plan	\$25
Notary Services not City Business Related	\$5

City Secretary's Office

Publication Information Fees – In accordance with Government Code, Chapter 552

Alcohol License and Permit Fees – One-half (1/2) of the state license and permit fees for each permit issued for premises located with the city

Occupation Tax – one fourth (1/4) of the rate of the tax imposed under Texas Statutes Section 2153.451(b) for coin-operated machines

Nuisance Abatement

By City:

Grass Mowing/Lot Cleanup (includes personnel)	\$100 per hour (2 hour minimum)
Debris Removal/Haul Costs	\$100 per hour per piece of City Equipment (includes operator) + disposal cost + 20% of disposal cost
Additional personnel	\$25 per hour

By Vendor:

Grass Mowing/Lot Cleanup/Debris Removal	Actual cost + 20%
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BELLMEAD MASTER FEE SCHEDULE

Utility Rates

Water Rates

Residential

0-2,000 Gallons	\$18.50
2,000-5,000 Gallons	\$3.50/1,000 Gallons
5,001-15,000 Gallons	\$4.00/1,000 Gallons
15,001-25,000 Gallons	\$4.75/1,000 Gallons
>25,000 Gallons	\$5.50/1,000 Gallons

Sprinkler (Irrigation)

0-2,000 Gallons	\$20
> 2,000 Gallons	\$5.50/1,000 Gallons

Commercial

0-2,000 Gallons	\$30
2,001-15,000 Gallons	\$4.00/1,000 Gallons
15,001-25,000 Gallons	\$4.75/1,000 Gallons
>25,000 Gallons	\$5.50/1,000 Gallons

Outside City Limits

150% of City Rate

Wastewater Rates

Residential

0-1,000 Gallons	\$12
> 1,001 -10,000 Gallons	\$2.50/1,000 Gallons
> 10,000 Gallons	\$0.00/1,000 Gallons

Commercial

0-1,000 Gallons	\$12.50
> 1,000 Gallons	\$3.00/1,000 Gallons

Outside City Limits

150% of City Rate

Garbage Rates

Residential Unit

\$17.50 Monthly

Commercial Unit

\$35.00 Monthly

Additional Carts

\$5.00 per Cart

Outside City Limits

150% of City Rate

Notes: Union Pacific Railway Company and any other industrial user shall have rates established on a contract basis.

Utility Taps

Water Taps

BELLMEAD MASTER FEE SCHEDULE

Residential - ¾ inch – Water Tap add on	\$1,300
Commercial – 1 inch – Water Tap add on	\$1,750
Commercial - 1 ½ inch – Water Tap add on	\$2,000
Commercial - 2 inch – Water Tap add on	\$2,500
Larger than 2 inch – Water Tap add on actual cost-plus 15%	

Wastewater Taps

Wastewater Tap Fee - 4 inch	\$1,150
Wastewater Tap Fee - 6 inch	\$1,400
Wastewater Tap Fee - 8 inch	Actual cost-plus 15%
Manhole Set	Actual cost-plus 15%

Utility Deposits

Residential	
Non-Owner/Renter	\$150
Homeowner	\$100
Commercial	
¾" Meter	\$175
1" Meter	\$300
1 ½" Meter	\$500
2" Meter	\$750
4" Meter	\$1,000
Fire Hydrant Meter	\$1,200

Other Utility Charges

Initial Connection Fee	\$30
Initial Connection Fee – After 4:00 pm	\$45
Disconnection Fees	\$25
Reconnection Fees after hour 4:00 pm	\$20
Transfer Fee	\$30
Re-read Fees – after original read and one re-read	\$25
Meter Testing Fee	\$25
Tampering with Meter Fee	\$200
Late Penalty	10%

BELLMEAD MASTER FEE SCHEDULE

Business Licenses

First Year	\$150 per license
Renew	\$75 per renewal annually
Private Club	\$10 per license annually
On-Premise	\$75 per license annually
Off-Premise	\$30 per license annually
Mixed Beverage	\$375 per license annually

Building Permits

Note: Work without obtaining a permit will result in a penalty fee = Double Permit Fee

Residential – New Construction

Single Family Construction Permit	\$200 for first 1,000 sq. ft. (\$200 min) + 0.20 per sq. ft.
Electrical Permit	\$0.20 per square foot (\$200 min)
Plumbing	\$0.20 per square foot (\$200 min)
Mechanical	\$0.20 per square foot (\$200 min)

New Duplex

Construction Permit	\$250 for first 1,250 sq. ft. (\$200 min) + 0.20 per sq. ft.
Electrical Permit	\$0.20 per square foot (\$200 min)
Plumbing	\$0.20 per square foot (\$200 min)
Mechanical	\$0.20 per square foot (\$200 min)

New Multi-Family

Construction Permit	\$250 for first 1,250 sq. ft. (\$200 min) + 0.20 per sq. ft.
Electrical Permit	\$0.20 per square foot (\$200 min)
Plumbing	\$0.20 per square foot (\$200 min)
Mechanical	\$0.20 per square foot (\$200 min)

Residential – General Permits

Carport Permit	\$75
Concrete	\$30 (Driveway, Approach, Patio)
Deck/Patio Permit	\$50
Deck/Patio Cover	\$35
Deck/Patio Enclosure	\$85
Demolition	\$100
Fence Permit	\$30
Garage Enclosure	\$90
Irrigation System with backflow	\$50 per permit
Irrigation Heads	\$1 per head
Moving a Building or Structure	\$250
Non-Permit Inspection	\$35 per inspection

BELLMEAD MASTER FEE SCHEDULE

Residential – General Permits (Continued)

Re-Inspection	\$35 per re-inspection
Roof Permit	\$35 per permit
Storage Building	\$0.20 per square foot
Swimming Pool Permit	\$100 per permit
Temporary-Pole (T-Pole)	\$50 per permit
Work without a permit penalty fee	Double permit fee

Repairs/Remodel

Building Permit	\$85
Electrical	\$85
Mechanical	\$85
Plumbing	\$85

Commercial – New Construction Building Permits

New Commercial Permit	\$250 for first 1,250 sq. ft. (\$250 min) + 0.20 per sq. ft.
Electrical Permit	\$0.20 per square foot (\$250 min)
Plumbing	\$0.20 per square foot (\$250 min)
Mechanical	\$0.20 per square foot (\$250 min)

Commercial – General Permits

Backflow Annual Permit Fee	\$25
Installation Backflow Device	\$40
* Each Additional Backflow Device	\$10
Commercial Demolition	\$200
Moving a Building or Structure	\$250 per permit

Sign Permits

Signs less than 30 Sq. Ft.	\$25 per permit
Signs more than 30 Sq. Ft.	\$50 per permit
Sign Demolition	\$150 per permit
Sign Electrical Permit	\$150 per sign
Commercial/Billboard Sign	\$150 per sign

BELLMEAD MASTER FEE SCHEDULE

Fire Protection

Fire Sprinkler System	\$65
*Per Head	\$0.30
Fire Underground Main	\$65
*Fire Main Backflow Device	\$10 (New)
Fire Pump	\$65
Standpipe System	\$65
*Per Outlets	\$5
Fire Alarm System	\$50
*Per Device	\$1
Hood & Duct System	\$40
*Per Nozzle	\$2.50
Commercial Paint Spray Booth	\$55
*Per Head	\$2.50
Other Fire Suppression System	\$35
*Per Head	\$2.50

Emergency Management: Hazardous Materials & Major Incident

Responses

Engine	\$160 per hour, 1 hour minimum
Command Vehicle	\$100 per hour, 1 hour minimum
Police Vehicle	\$100 per hour, 1 hour minimum
Other, (Public Works, barricades, etc.)	\$100 per hour, 1 hour minimum
Additional Personnel	\$50 per hour, 1 hour minimum
City Supplied Water (as determined by calculating pumping time and rate)	\$5.50 per 1,000 gallons
Bulldozer (includes operator)	\$100 per hour, 2 hours minimum
Backhoe (includes operator)	\$100 per hour, 2 hours minimum
Dump Truck (includes operator)	\$100 per hour, 2 hours minimum
Sand (per cubic yard)	\$25, 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	\$800 per 100' section + shipping and handling

Storage Tank Removal/Installation

First Tank - Installation	\$80
Additional Tanks (at same location)	\$25
*Each dispensing nozzle	\$2
First Tank – Removal	\$65
Additional Tanks (at same location)	\$25
*Each dispensing nozzle	\$2

BELLMEAD MASTER FEE SCHEDULE

Re-Inspection on any permit issued (flat fee)	\$165 per inspection
*After Hours/Partial Inspection	\$200

Community Development Fees

Zoning Change Application Fee	\$250
Variance Application Fee	\$150
Appeal to the Board of Adjustment Filing Fee	\$150
Specific Use Permit	\$300
Zoning Verification Letter	\$75

Subdivision and Developments

Minor Plats	\$200 per plat
Preliminary Plat Fee	\$200 per plat
Final Plat, Re-plat, and Amended Subdivision	\$250 per plat
Third Party review	Actual cost + 10%

Planned Unit Development (PUD)

PUD Concept Plan (Zoning)	\$350
PUD Preliminary & Final Plan (Subdivision)	\$300

***City may add actual engineering and attorney charges to the customer.**

Manufactured Home and Recreational Vehicle Parks

License Fee	\$10 per space – no less than \$150 Total Charge
Transfer Fee	\$125

Other Required Permits

Construct street, drive approach, sidewalk, street intersection, curb and gutter	\$35
To open, dig in, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way, right-of-way, or place	\$25

BELLMEAD MASTER FEE SCHEDULE

Civic Center Deposits/Fees

Deposits	Maximum Capacity
Auditorium	\$200 (300 People)
Lions Room	\$200 (100 People)
Senior Room	\$200 (100 People)
Senior Center – Currently Unavailable	70 People

Rentals

Auditorium: Monday – Thursday	6 hours - \$350 per booking
Friday – Sunday	6 hours - \$700 per booking
Friday – Sunday w/Hotel Discount	6 hours - \$595 (if approved)
Lions Room: Monday – Thursday	6 hours - \$250 per booking
Friday – Sunday	6 hours - \$359 per booking
Friday – Sunday w/Hotel Discount	6 hours - \$295.50 (if approved)
Senior Room: Monday – Thursday	6 hours - \$275 per booking
Friday – Sunday	6 hours - \$450 per booking
Friday – Sunday w/Hotel Discount	6 hours - \$382.50 (if approved)

Senior Center – Currently Unavailable

Alcohol * - \$200 per officer (max 5 hours of alcohol permitted with all rentals)

Extra Hours - \$100 per hour (any room)

Accessories - \$25 Flat Rate for use of room Projector/WIFI

*A City of Bellmead Police Officer is required to be present at any event in which alcohol is served and/or consumed.

Civic Center Rental Rate for Non-Profit Organizations

Deposits	Maximum Capacity
Auditorium	\$0.00 (300 People)
Lions Room	\$0.00 (100 People)
Senior Room	\$0.00 (100 People)
Senior Center – Currently Unavailable	70 People

Rentals

Auditorium: Monday – Thursday (Daytime Meetings/Events)	6 hours - \$25 per hour
Monday – Thursday (Evening Meetings/Events)	6 hours - \$350 per booking
Lions Room: Monday – Thursday (Daytime Meetings/Events)	6 hours - \$25 per hour
Monday – Thursday (Evening Meetings/Events)	6 hours - \$250 per booking
Senior Room: Monday – Thursday (Daytime Meetings/Events)	6 hours - \$25 per hour
Friday – Thursday (Evening Meetings/Events)	6 hours - \$275 per booking

Senior Center – Currently Unavailable

BELLMEAD MASTER FEE SCHEDULE

Alcohol * - \$200 per officer (max 5 hours of alcohol permitted with all rentals)

Extra Hours - \$100 per hour (any room)

Accessories - \$25 Flat Rate for use of room Projector/WIFI

*A City of Bellmead Police Officer is required to be present at any event in which alcohol is served and/or consumed.

Civic Center Security Rates

Security Fee	Hours	Fees	Number of Officers
Auditorium	5 hrs. Max	\$200 per officer	2
Lions Room	5 hrs. Max	\$200 per officer	1
Senior Room	5 hrs. Max	\$200 per officer	1
Senior Center	Not Permitted	Not Permitted	Not Permitted

Note: Security is required for teenage events and events with alcohol.

BELLMEAD MASTER FEE SCHEDULE

Public Safety Fees

Police Department Records

Accident Reports	\$6.00 per copy
Public Information Fees – In accordance with Government Code, Chapter 552	
Solicitors Permit	\$100 per person
Replacement permit	\$20 per person

Animal Control

Licensing Fee for Cats and Dogs	\$2.00 per pet per year
Duplicate Tag Fee	\$1.00 per pet
Kennel Fee	\$300 per premises per year
Animal Reclaim Fee	\$85.00 per claim

Fire Services

Fireworks Storage	\$300 with a Specific Use Permit
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Special Events

Application Fee	\$100
Bellmead Fire Department	\$250 for each hour of standby per fire company
Bellmead Police Department	\$200 per officer (minimum 2 hours/maximum 5 hours)
Tent	\$75
Food Vendor	\$75
Sales Vendor	\$75
Alcohol Sales	\$150

Merchants

Bond for those requiring payment before delivery of services – Individual Permit or Master	\$1,000 or \$5,000 per permit
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Food Establishment Fees

Permit Fee	\$75 per year – Seating 0-10
Permit Fee	\$100 per year – Seating 11-30
Permit Fee	\$150 per year – Seating 31-50
Permit Fee	\$250 per year – Seating 51-100

If no seating, fee is based on square footage.

Permit Fee	\$75 per year – Less than 1,000
Permit Fee	\$75 per year – 1,000 – 2,500
Permit Fee	\$75 per year – 2,501 – 5,000
Permit Fee	\$75 per year – 5,001 – 10,000
Permit Fee	\$75 per year – 10,001 or more
Mobile Food Vendor Permit	\$75 per year
Late Payment Fee	\$10 per month
Re-Inspection Fee	\$50.00 per re-inspection
Reinstatement of Suspended Permit	\$50.00 per re-instatement

BELLMEAD MASTER FEE SCHEDULE

Temporary Food Establishment Permits

Events: 1-14 days	\$25 per vendor
Events: With a Coordinator	\$75 per event
Late Payment Fee	Double the Original Amount

Municipal Court Fees

Municipal Court Credit Card Processing Fee	Lessor of \$5 or 5% of charge
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**CITY OF BELLMEAD, TEXAS
ORDINANCE 2020-17**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, AMENDING THE MASTER FEE SCHEDULE ATTACHED AS EXHIBIT “A”, FOR THE CITY OF BELLMEAD TO UPDATE FEES; PROVIDING A FEE SCHEDULE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION OF AN EFFECTIVE DATE.

WHEREAS, this ordinance will be amendment to the Master Fee Schedule adding fees for Hazardous Materials & Major Incident Responses; and,

WHEREAS, amendment to the Master Fee Schedule for Peddler/Solicitor permit fees; and,

WHEREAS, amendment to the Master Fee Schedule for Nuisance Abatement fees; and,

WHEREAS, amendment to the Master Fee Schedule adding fees for Zoning Verification Letters; and,

WHEREAS, the amendments and additions to the Master Fee Schedule will bring our fees current with the surrounding communities; and,

WHEREAS, the City Council desires to have the Master Fee Schedule amended annually during the budget process to amend or remove existing fees and does so by this Ordinance; and,

WHEREAS, in the event there is a conflict between a fee listed in the Master Fee Schedule, this ordinance is not intended to abolish or change any fee hereto established that is not listed in the Master Fee Schedule.

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

SECTION 1: That from and after the effective date of this Ordinance, the fees and charges set out in the Master Fee Schedule attached hereto Exhibit “A” shall be collected on behalf of the City. Other sections, fees or charges not referenced in Exhibit “A” shall remain unaffected by this Ordinance.

SECTION 2: That in the event of a conflict between a fee set out in the Master Fee Schedule and the provision of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this Ordinance shall not amend, abolish, or change any fee heretofore all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

SECTION 3: That all ordinances or resolutions or parts of ordinances or resolutions in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 4: That should any section or part of any section, paragraph or clause of this ordinance be declared invalid or unconstitutional for any reason, it shall not invalidate or impair the validity, force or effect of any other section or sections or part of a section or paragraph of this ordinance.

SECTION 5: That the Code of Ordinances of the City of Bellmead, Texas, as amended shall remain in full force and effect, save and except as amended by this ordinance.

THE ABOVE CHANGES WILL BECOME EFFECTIVE UPON FINAL READING AND APPROVAL.

PASSED AND APPROVED ON FIRST READING, _____.
PASSED AND APPROVED ON SECOND READING _____.
PASSED AND APPROVED ON THIRD READING _____.

CITY OF BELLMEAD

Mayor, James Cleveland

ATTEST:

Holly Owens, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

Specific Use Permits

DESCRIPTION:

Consider **Ordinance 2020-08**; An ordinance of the City Council of the City of Bellmead, Texas, defining and setting guidelines for specific use permits (SUP); providing a fee schedule; a severability clause; and providing for publication of an effective date.

BACKGROUND:

This ordinance will be an addition to the Code of Ordinance to Appendix A. – Zoning, Section III – Definitions and a new Section X. – Specific Use Permits with an amendment to Section IV. – Districts.

By adding a SUP, any land use that is not listed within the Code of Ordinance under a specific zoning will be required to apply for a SUP which will be required to meet all submission requests, be reviewed by a development review committee, and have a public hearing with both the Planning and Zoning Commission and Council. All applications will be considered for approval and the time limit will be set by Council with a minimum of one year and a maximum of five years. All approved permits can be revoked at any time for the misuse of the permit and/or code violations.

Ordinance 2020-08 had its first reading on September 8, 2020. This item passed 4-0-0. This will be the second and third final reading.

FISCAL IMPACT or FUNDING SOURCE:

- Current Fees: \$0.00
- Proposed Fees: \$300.00
- Surrounding Communities: \$300.00

RECOMMENDED MOTIONS:

I move to approve **Ordinance 2020-08**; An ordinance of the City Council of the City of Bellmead, Texas, defining and setting guidelines for specific use permits (SUP); providing a fee schedule; a severability clause; and providing for publication of an effective date.

ATTACHMENT(S):

- Ordinance 2020-08
- Specific Use Permit Application
- Master Fee Schedule



SPECIFIC USE PERMIT APPLICATION

APPLICATION NO: SUP _____

	<u>APPLICANT</u>	<u>OWNER (IF DIFFERENT)</u>
NAME:	_____	_____
Address:	_____	_____
	_____	_____
Telephone:	_____	_____
Current Zoning:	_____	
Requested Use:	_____	

Application Checklist: *5 copies of each*

- Description of use and impact on surrounding property within 200-ft.
- Site Plan with current zoning of property and zoning of surrounding properties within 200-ft.
- Traffic Study and/or Plan
- Parking Plan
- Drainage Study and/or Plan
- Any and all required licenses per state, county and city.

Fee: \$300.00

For Office Use

Date Received: _____ Fees Paid: _____

Planning and Zoning Commission Meeting Date: _____

City Council Meeting Date: _____

Date signs posted on property site: _____

Legal Ad Notice Dated: _____ Letters Mailed Date: _____

Approval Date: _____ Expiration Date: _____

BELLMEAD MASTER FEE SCHEDULE

Re-Inspection on any permit issued (flat fee)	\$165 per inspection
*After Hours/Partial Inspection	\$200

Community Development Fees

Zoning Change Application Fee	\$250
Variance Application Fee	\$150
Appeal to the Board of Adjustment Filing Fee	\$150
Specific Use Permit	\$300
Zoning Verification Letter	\$75

Subdivision and Developments

Minor Plats	\$200 per plat
Preliminary Plat Fee	\$200 per plat
Final Plat, Re-plat, and Amended Subdivision	\$250 per plat
Third Party review	Actual cost + 10%

Planned Unit Development (PUD)

PUD Concept Plan (Zoning)	\$350
PUD Preliminary & Final Plan (Subdivision)	\$300

***City may add actual engineering and attorney charges to the customer.**

Manufactured Home and Recreational Vehicle Parks

License Fee	\$10 per space – no less than \$150 Total Charge
Transfer Fee	\$125

Other Required Permits

Construct street, drive approach, sidewalk, street intersection, curb and gutter	\$35
To open, dig in, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way, right-of-way, or place	\$25

**CITY OF BELLMEAD, TEXAS
ORDINANCE 2020-08**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, DEFINING AND SETTING GUIDELINES FOR SPECIFIC USE PERMITS (SUP); PROVIDING A FEE SCHEDULE; A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION OF AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bellmead deems it necessary and proper and in the best interest of the health, safety, and general welfare of the City of Bellmead, Texas, that an ordinance be enacted for Specific Use Permits (SUP); and,

WHEREAS, this will be an addition to Appendix A. – Zoning, Section III – Definitions; and,

WHEREAS, this will be an addition to Section IV. – Districts; and,

WHEREAS, this will be an addition to Appendix A – Zoning, New Section X – Specific Use Permit.

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

Section 1: Appendix A – Zoning, Section III – Definitions

- *Specific Use Permit (SUP)*. Permit recommended by the Planning and Zoning Commission and granted by the City Council for a use not listed in the Code of Ordinance under the zoning and/or a variance to a use not allowed within a specific zoning.
- *Development Review Committee (DRC)*. A committee comprised of multiple departments for a full review.

Section 2: Section IV. - Districts

- “SUP” Specific Use Permit

Section 3: Section X. – Specific Use Permit

A. *Submission*: All applications must be filled out completely with the following requirements:

1. Description of use and impact on surrounding property within 200-ft.
2. Site Plan with current zoning of property and zoning of surrounding properties within 200-ft.
3. Traffic Study and/or Plan
4. Parking Plan
5. Drainage Study and/or Plan
6. If use is temporary, specific dates need to be noted on application.
7. All licenses required by the state, county, or city must be obtained and copy given with application.

8. Application will be reviewed by the Development Review Committee.
9. A legal ad will be published in the official newspaper 10 days prior to the public hearing.
10. Signs will be placed on the property requesting the SUP with city staff contact information and case number 10 days prior to the public hearing.
11. Letters will be mailed out to all property owners within 200-ft., 15 days prior to the public hearing requesting feedback which will be reflected in the staff report given to both the Commission and Council.
12. A public hearing will be held during the Planning and Zoning Commission followed by a public hearing during City Council.
13. All permits are valid for a time period deemed appropriate by City Council. First time applicants will be given an automatic one year with approval and a renewable option for up to two or three years.
14. Approved permits will be given a resolution number.
15. Approved permits will be required to have all appropriate inspections and obtain a certificate of occupancy.
16. Approved permits can be revoked at any time for the misuse of the permit and/or code violations.

B. *Fees*: All fees are listed under the Master Fee Schedule.

SECTION 4: Savings Clause

- If any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so decided to be invalid or unconstitutional.
- This ordinance, upon becoming effective, shall repeal all ordinances or portions thereof that are in conflict with the provisions of this ordinance or which relate to the matters set forth in this ordinance.
- This ordinance shall take effect and be in full force and effect from and after publication of a descriptive caption hereof in the official newspaper of the City, in accordance with the appropriate statutes governing such publication, and the City Secretary is hereby directed to so publish the same.

PASSED AND APPROVED ON FIRST READING, SEPTEMBER 8, 2020.

PASSED AND APPROVED ON SECOND READING _____.

PASSED AND APPROVED ON THIRD READING _____.

CITY OF BELLMEAD

Mayor, James Cleveland

ATTEST:

Holly Owens, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney



CITY COUNCIL AGENDA MEMO

Prepared By: Holly Owens

October 13, 2020

City Manager Approval: Yousry Zakhary

Guidelines for Replats, Amended and Minor Plats

DESCRIPTION:

Consider **Ordinance 2020-09**; An ordinance of the City Council of the City of Bellmead, Texas, setting guidelines for the submission of replats, amended plats and minor plats; providing a fee schedule in connection with submission and review; a severability clause; and providing for publication of an effective date.

BACKGROUND:

This ordinance will be an addition to the Code of Ordinance to Chapter 20, Subdivisions, Sec. 20-21 – Replat, Amended and Minor Plats. Currently there are no guidelines for these types of plats, but as development and land sales proceed, these plats will need to be reviewed.

Ordinance 2020-09 had its first reading on September 8, 2020. This item passed 4-0-0. This will be the second and third final reading.

FISCAL IMPACT or FUNDING SOURCE:

- Current Fees: \$200.00 - \$250.00
- Proposed Fees: The fees will remain the same with the exception of a third-party review. Third-party review fee plus 10%.
- Surrounding communities: \$150.00 - \$300.00

RECOMMENDED MOTIONS:

I move to approve **Ordinance 2020-09**; An ordinance of the City Council of the City of Bellmead, Texas, setting guidelines for the submission of replats, amended plats and minor plats; providing a fee schedule in connection with submission and review; a severability clause; and providing for publication of an effective date.

ATTACHMENT(S):

- Ordinance 2020-09
- Master Fee Schedule

BELLMEAD MASTER FEE SCHEDULE

Re-Inspection on any permit issued (flat fee)	\$165 per inspection
*After Hours/Partial Inspection	\$200

Community Development Fees

Zoning Change Application Fee	\$250
Variance Application Fee	\$150
Appeal to the Board of Adjustment Filing Fee	\$150
Specific Use Permit	\$300
Zoning Verification Letter	\$75

Subdivision and Developments

Minor Plats	\$200 per plat
Preliminary Plat Fee	\$200 per plat
Final Plat, Re-plat, and Amended Subdivision	\$250 per plat
Third Party review	Actual cost + 10%

Planned Unit Development (PUD)

PUD Concept Plan (Zoning)	\$350
PUD Preliminary & Final Plan (Subdivision)	\$300

***City may add actual engineering and attorney charges to the customer.**

Manufactured Home and Recreational Vehicle Parks

License Fee	\$10 per space – no less than \$150 Total Charge
Transfer Fee	\$125

Other Required Permits

Construct street, drive approach, sidewalk, street intersection, curb and gutter	\$35
To open, dig in, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way, right-of-way, or place	\$25

**CITY OF BELLMEAD, TEXAS
ORDINANCE 2020-09**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, SETTING GUIDELINES FOR THE SUBMISSION OF REPLATS, AMENDED PLATS AND MINOR PLATS; PROVIDING A FEE SCHEDULE IN CONNECTION WITH SUBMISSION AND REVIEW; A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION OF AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bellmead deems it necessary and proper and in the best interest of the health, safety, and general welfare of the City of Bellmead, Texas, that an ordinance be enacted for the submission of replats, amended plats and minor plats; and,

WHEREAS, this will be an addition to Chapter 20, Subdivisions, Sec. 20-21 – Replat, Amended and Minor plats.

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

Section 1: Sec. 20-21. – Replat, Amended and Minor plats.

- (a) Submission. Two (2) copies of the replat, amended or minor plat shall be delivered to the city secretary for review.
 - (1) The replat, amended or minor plat shall be drawn on a permissible scale: 1" = 50', 1" = 100' (Prefer 1" = 100') Sheet size shall be 24" x 36"
 - (2) North arrow, graphic & written scale in close proximity
 - (3) Vicinity Map
 - (4) Appropriate title, i.e. "Amended Plat", "Final Plat", etc.
 - (5) Title includes Subdivision name, City, County, State and Survey and Abstract
 - (6) Title includes total gross acreage, number of lots, and date of preparation
 - (7) Name & address of record owner & subdivider (if different).
 - (8) Name, address and phone of Surveyor/Engineer/Planner
 - (9) Standard approval block provided
 - (10) Proper format for owner's dedication, lienholder ratification and notary
 - (11) Proper surveying certification statement
 - (12) Courthouse filing record note provided
 - (13) Legal description of the land to include: Current owners deed reference, name of survey, abstract, county, state, POB tied to survey corner, previously filed subdivision corner or USGS monument, total acreage
 - (14) Point of beginning labeled on plat
 - (15) Property corners labeled as to pins/rods, found or set with sizes shown
 - (16) Permanent survey monuments along existing/ dedicated perimeter R.O.W.
 - (17) Adjacent Property

- (a) Unplatted property: Name of record owner and corresponding deed record volume and page for all adjacent unplatted tracts within 200 feet, to include owners across any adjacent R.O.W.
 - (b) Platted property: Show the lot lines, lot & block numbers, street names, subdivision name and plat record vol. and page (or cabinet and slide, or cabinet & page)
 - (c) Locate City Limit or E.T.J. Lines
 - (d) Existing zoning labeled on adjacent property
 - (e) All survey lines shown and labeled
 - (f) Existing easements adjacent to this property (type, size, & deed or plat reference)
 - (g) Previously approved concept plans, preliminary or final plats
 - (h) Adjacent street intersections shown with street names; centerline and right-of-way widths dimensioned
 - (i) Lots and blocks labeled with numbers in consecutive order, with open spaces, etc. included
 - (j) Square footage of each lot shown
 - (k) Drainage and utility easements labeled and dimensioned, tie down along property lines, bearing and distance on easement where needed.
- (b) Approval
- (1) Staff shall render a decision within 30 days after submission on replats, amended and minor plats two (2) lots or less. Three (3) or more lots shall be reviewed by the city engineer.
 - (2) City engineer reviews shall go before the Planning and Zoning Commission for a decision within thirty (30) days after its submission, unless such time is extended by agreement of the applicant or applicant's agent. Such decision may consist of approval, disapproval or conditional approval. Conditional approval shall be considered to be approved subject to conforming with conditions prescribed by the commission, but shall be deemed to be a disapproval of such plat until such conditions are met. All objections or conditions imposed, shall be furnished to the applicant in writing.
 - (3) Upon approval the city manager and city secretary shall affix their signatures to the reproducible drawing and return same to the applicant.
- (c) Fees
- (1) All fees are listed under the Master Fee Schedule.

PASSED AND APPROVED ON FIRST READING, SEPTEMBER 8, 2020.
PASSED AND APPROVED ON SECOND READING _____.
PASSED AND APPROVED ON THIRD READING _____.

CITY OF BELLMEAD

Mayor, James Cleveland

ATTEST:

Holly Owens, TRMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Charles Buenger, City Attorney