



City of Killeen

Agenda

City Council

Tuesday, January 29, 2019

5:00 PM

Utility Collections
Conference Room
210 W. Avenue C
Killeen, Texas 76541

Call to Order and Roll Call

<input type="checkbox"/> Jose Segarra, Mayor	<input type="checkbox"/> Jim Kilpatrick
<input type="checkbox"/> Shirley Fleming	<input type="checkbox"/> Butch Menking
<input type="checkbox"/> Steve Harris	<input type="checkbox"/> Debbie Nash-King
<input type="checkbox"/> Gregory Johnson	<input type="checkbox"/> Juan Rivera

Invocation

Pledge of Allegiance

Approval of Agenda

Minutes

1. [MN-19-002](#) Consider Minutes of Regular City Council Meeting of January 15, 2019.

Attachments: [Minutes](#)

Resolutions

2. [RS-19-009](#) Consider a memorandum/resolution authorizing the award of Bid No. 19-09 to Four Seasons Equipment, LLC for purchase of a replacement crane for use at the Transfer Station.

Attachments: [Staff Report](#)

[Quote](#)

[Certificate of Interested Parties](#)

[Presentation](#)

3. [RS-19-010](#) Consider a memorandum/resolution authorizing the award of a professional services agreement with CP&Y to design the Septic Tank Elimination Program, Phase XI Project.

Attachments: [Staff Report](#)

[Proposal](#)

[Certificate of Interested Parties](#)

[Presentation](#)

4. [RS-19-011](#) Consider a memorandum/resolution authorizing a professional services agreement with Kimley-Horn & Associates, Inc. to develop land use assumptions and water, wastewater, and roadway impact fees in accordance with Texas Local Government Code Chapter 395.
Attachments: [Staff Report](#)
[Agreement](#)
[Certificate of Interested Parties](#)
[Presentation](#)
5. [RS-19-012](#) Consider a memorandum/resolution issuing Express Cab an operating authority.
Attachments: [Staff Report](#)
[Application](#)
[Presentation](#)
6. [RS-19-013](#) Consider a memorandum/resolution of support for Bell County Water Control and Improvement District #1 in its efforts to expand the district boundary to include all of its wholesale customers.
Attachments: [Staff Report](#)
[Presentation](#)
7. [RS-19-014](#) Consider a memorandum/resolution confirming the City Auditor's annual evaluation and pay increase.
Attachments: [Staff Report](#)

Ordinances

8. [OR-19-001](#) Consider an ordinance ordering a general election to be held on May 4, 2019 to elect a district council member for each district.
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)
9. [OR-19-002](#) Consider an ordinance amending Chapter 4, Article II, Municipal Ambulance Service.
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)

Public Hearings

10. [PH-19-002](#) HOLD a public hearing and consider an ordinance amending the FY 2019 Annual Budget and Plan of Municipal Services of the City of Killeen by increasing revenue and expenditure accounts to establish the Street

Maintenance Special Revenue Fund budget.

Attachments: [Staff Report](#)

[Ordinance](#)

[Presentation](#)

Adjournment

I certify that the above notice of meeting was posted on the Internet and on the bulletin boards at Killeen City Hall and at the Killeen Police Department on or before 5:00 p.m. on January 25, 2019.

Lucy C. Aldrich, City Secretary

The public is hereby informed that notices for City of Killeen meetings will no longer distinguish between matters to be discussed in open or closed session of a meeting. This practice is in accordance with rulings by the Texas Attorney General that, under the Texas Open Meetings Act, the City Council may convene a closed session to discuss any matter listed on the agenda, without prior or further notice, if the matter is one that the Open Meetings Act allows to be discussed in a closed session.

This meeting is being conducted in accordance with the Texas Open Meetings Law [V.T.C.A., Government Code, § 551.001 et seq.]. This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for those services, please call 254-501-7700, City Manager's Office, or TDD 1-800-734-2989.

Notice of Meetings

The Mayor and/or City Council have been invited to attend and/or participate in the following meetings/conferences/events. Although a quorum of the members of the City Council may or may not be available to attend this meeting, this notice is being posted to meet the requirements of the Texas Open Meetings Act and subsequent opinions of the Texas Attorney General's Office. No official action will be taken by Council.

- 46th Annual Freedom Fund Banquet, March 22, 2019, 6:15 p.m., Killeen Civic and Conference Center*
- VFW Post 9191 60th Anniversary of Service, June 1, 2019, 6:00 p.m., Club Hood*

Dedicated Service -- Every Day, for Everyone!



City of Killeen

Legislation Details

File #: MN-19-002 **Version:** 1 **Name:** Minutes of January 15, 2019
Type: Minutes **Status:** Minutes
File created: 1/8/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider Minutes of Regular City Council Meeting of January 15, 2019.
Sponsors: City Secretary
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		

City of Killeen
Regular City Council Meeting
Killeen Utilities Collections Conference Room
January 15, 2019 at 5:00 p.m.

Presiding: Mayor Jose Segarra

Attending: Mayor Pro Tem Jim Kilpatrick, Councilmembers, Butch Menking, Juan Rivera, Gregory Johnson, Shirley Fleming, Debbie Nash-King and Steve Harris

Also attending were City Manager Ron Olson, City Attorney Kathryn Davis, City Secretary Lucy Aldrich, and Sergeant-at-Arms Cole.

Mr. Jones gave the invocation, and Councilmember Fleming led everyone in the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mayor Pro Tem Kilpatrick to approve the agenda as written. Motion was seconded by Councilmember Fleming. The motion carried unanimously.

Minutes

Motion was made by Councilmember Nash-King to approve the minutes of the December 18, 2018 Regular City Council Meeting. Motion was seconded by Councilmember Menking. Motion carried unanimously.

Resolutions

RS-19-001 Consider a memorandum/resolution authorizing the procurement of fleet replacement vehicles and equipment.

Staff Comments: Jon Locke, Executive Director of Finance.

Mr. Locke gave a brief historical background of fleet procurement. At this time, the Fleet department is seeking authorization to purchase 12 pieces of fleet for the Public Works department at a cost of approximately \$3 million. Funds in the amount of \$1.2 million are available from the FY2018 fleet replacement fund (a budget amendment will be presented later in this evening's meeting to address the moving of funds forward to FY2019) and funds in the amount of \$1.8 million are budgeted in the FY2019 fleet replacement fund. The vehicle and equipment purchases are in compliance with the Local Government Code and the City's Purchasing Policy. City staff recommends that City Council approve the procurement of the fleet as stated above and that the City Manager or designee be authorized to execute any change orders as permitted by state and local law.

Motion was made by Councilmember Fleming to approve RS-19-001. Motion was seconded by Mayor Pro Tem Kilpatrick. Motion carried unanimously.

RS-19-002 Consider a memorandum/resolution approving an airport concession agreement for Killeen Fort Hood Regional Airport.

Staff Comments: Matthew Van Valkenburgh, Executive Director of Aviation. Mr. Van Valkenburgh reviewed the history of concession vendors at the airport since opening in 2004. With the departure of Subway in 2016 and Green Beans Coffee in 2017, aviation staff issued an RFP for food, beverage, and alcohol (bar) services late 2017. There were no responses to the RFP. Using outreach sources (such as local businesses, chambers, and Army/Air Force Exchange), a potential vendor was found to run all venues. Staff has negotiated an agreement with CCL Ventures, LLC to provide services that would consist of Blimpie sandwiches, Kahala Coffee and bar service. The agreement is for a five year team with an option for on negotiated extension. It was further acknowledged that the Kahala franchise would require CCL Ventures to complete and have approved by the City a lease addendum for their operations. Aviation staff and the city legal department have reviewed the agreement and addendum for compliance. City staff recommends that City Council approve the concession agreement and lease addendum with CCL Ventures, LLC and authorize the City Manager or designee to execute same as well as any and all amendments as allowed per federal, state, or local law.

Motion was made by Councilmember Rivera to approve RS-19-002. Motion was seconded by Councilmember Johnson. Motion carried unanimously.

RS-19-003 Consider a memorandum/resolution approving Addendum No. 1 to the David Gosnell dba Diamond Star Aviation hangar lease at Skylark Field.

Staff Comments: Matthew Van Valkenburgh, Executive Director of Aviation. Diamond Star Aviation has been leasing the commercial hangar on Skylark Field since 2017. The initial lease was for a 3 year team with two, one year options. The company has made capital improvements to the hanger by remodeling the existing office, upgrading the air conditioning and hot water heater, and installing LED hangar lighting and a CCTV security system. This addendum will extend the lease with Diamond Star Aviation for an additional seven years. Future capital improvements to the hangar that are planned to be completed by Diamond Star Aviation include additional office space, epoxy flooring, and insulate interior hangar walls. Total annual revenue to the Skylark Airport Enterprise Fund represented by these lease agreements is approximately \$7,800 annually through 2020, \$8,400 annually through 2024, and \$10,800 annually for the remainder of the agreement term. City staff recommends that City Council approve the agreement with David Gosnell dba Diamond Star Aviation and authorize the City Manager or designee to execute same as well as any and all amendments as allowed per federal, state, or local law.

Motion was made by Councilmember Menking to approve RS-19-003. Motion was seconded by Councilmember Nash-King. Motion carried unanimously.

RS-19-004 Consider a memorandum/resolution approving a professional services agreement with Garver, LLC, for design of the rehabilitation of Taxiway B and all associated improvements on Robert Gray Army Airfield.

Staff Comments: Matthew Van Valkenburgh, Executive Director of Aviation. Following the approval of Agenda Item PH-18-041A (inter-fund loan agreement between the General Fund and Aviation) by City Council during the December 18,

2018 regular meeting, staff has negotiated a design services contract with Garver, LLC to perform work associated with the rehabilitation of Taxiway B in the amount of \$701,400. City staff recommends that City Council approve the professional services agreement with Garver, LLC and authorize the City Manager or designee to execute same as well as any and all change orders or supplemental agreements within the amounts set by state and local law.

Motion was made by Councilmember Fleming to approve RS-19-004. Motion was seconded by Councilmember Nash-King. Motion carried 6 to 1 with Councilmember Johnson in opposition.

RS-19-005 Consider a memorandum/resolution to upgrade the Laserfiche electronic content management software.

Staff Comments: Colen Wilson, Interim Director of Information Technology Services.

Mr. Wilson gave a brief overview of Laserfiche and how city staff uses the services provided by the system recognizing that the current version used by city staff is outdated and needs to be upgraded. He further reviewed the services that the proposed upgrade to the system would be and how they would benefit the city. The upgrade would be a one-time cost of \$98,213.52 with maintenance and support costs beginning in 2020 in the amount of \$40,738 annually. Funds are available in the Capital Improvement Projects fund. City staff recommends the City Council authorize the City Manager or designee to execute a software agreement with MCCi for the upgrade of the Laserfiche ECM in the amount of \$98,213.52, and the City Manager, or designee, is authorized to execute any and all change orders within the amounts set by state law and city policy.

Motion was made by Mayor Pro Tem Kilpatrick to approve RS-19-005. Motion was seconded by Councilmember Fleming. Motion carried unanimously.

RS-19-006 Consider a memorandum/resolution approving the appointment of an Assistant City Manager.

Staff Comments: Eva Bark, Executive Director of Human Resources.

Following Mr. Dennis Baldwin's announcement to retire effective January 31, 2019; staff began the process to recruit a new assistance city manager using recruitment services provided by Strategic Government Resources (SGR). The position was posted for a month beginning October 5, 2018 with 115 applications being submitted. Work then began with SGR, the Executive Director of Human Resources and the City Manager to narrow the applicants down, which resulted in conducting 11 video interviews. Following the video interviews, 5 applicants were selected to have in-person interviews via a panel made up of executive city directors. Resulting from the interview process, Mr. David Ellison was selected to hold the position of assistant city manager. City staff recommends that City Council confirm the City Manager's appointment of David Ellison as the City of Killeen's Assistant City Manager beginning February 4, 2019.

Motion was made by Councilmember Nash-King to approve RS-19-006. Motion was seconded by Councilmember Rivera. Motion carried unanimously.

RS-19-007 Consider a memorandum/resolution approving the adoption of an Economic Development Policy.

Staff Comments: Ray Shanaa, Executive Director of Planning and Development Services.

The proposed policy was introduced to the City Council on November 13, 2018 and was followed by subsequent presentations seeking City Council input on December 4, 2018 and on January 8, 2019. This Policy delegates primary responsibility for economic development to the Killeen Economic Development Corporation (KEDC) with the intent of stimulating economic activity through attracting investments and creating competitive wage jobs, thereby broadening the tax base and improving the quality of life. City staff recommends that City Council adopt the proposed policy.

Motion was made by Councilmember Johnson to approve RS-19-007. Motion was seconded by Mayor Pro Tem Kilpatrick. Motion carried unanimously.

RS-19-008 Consider a memorandum/resolution amending the City of Killeen Governing Standards and Expectations directing the City Manager to develop an invocation procedure.

Staff Comments: Kathy Davis, City Attorney.

On January 8, 2019, City Council passed a Motion of Direction for the City Manager to bring back an amendment to the Governing Standards which directs the City Manager to develop a constitutional prayer procedure. The proposed amendment contains that directive and is attached to this agenda item. City staff recommends that City Council adopt the proposed amendment to its Governing Standards and Expectations.

Motion was made by Mayor Pro Tem Kilpatrick to approve RS-19-008. Motion was seconded by Councilmember Johnson. Motion carried unanimously.

Public Hearings

PH-19-001 **HOLD** a public hearing and consider an ordinance amending the FY 2019 Annual Budget and Plan of Municipal Services of the City of Killeen to authorize the carry forward of FY 2018 expenditure budgets to the FY 2019 budget.

The City Secretary read the caption of the ordinance.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KILLEEN, TEXAS, AMENDING THE FY 2019 ANNUAL BUDGET AND PLAN OF MUNICIPAL SERVICES OF THE CITY OF KILLEEN TO AUTHORIZE THE CARRY FORWARD OF FY 2018 EXPENDITURE BUDGETS TO THE FY 2019 BUDGET; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A SAVING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

Staff comments: Jon Locke, Executive Director of Finance.

Mr. Locke gave an overview of the proposed budget amendment that would carry forward the unspent budget for projects, services, and purchases that were approved by City Council and started in FY 2018 and not completed by the end of

the fiscal year into FY 2019. The one exception is the Fire Central Station dormitory renovation which the Fire Department has saved \$300,000 in FY 2018 for the project. City staff recommends that City Council approve the ordinance amending the Annual Budget and Plan of Municipal Services for FY 2019.

Mayor Segarra opened the public hearing.

Holli Teel, 1704 Hooten Street, spoke in favor of the ordinance.

With no one else appearing, the public hearing was closed.

Motion was made by Councilmember Menking to approve PH-19-001. Motion was seconded by Councilmember Rivera. Motion carried unanimously.

Adjournment

With no further business, upon motion being made by Councilmember Rivera, seconded by Councilmember Nash-King, and unanimously approved, the meeting was adjourned at 5:42 p.m.



City of Killeen

Legislation Details

File #: RS-19-009 **Version:** 1 **Name:** Transfer Station Replacement Crane
Type: Resolution **Status:** Resolutions
File created: 12/21/2018 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider a memorandum/resolution authorizing the award of Bid No. 19-09 to Four Seasons Equipment, LLC for purchase of a replacement crane for use at the Transfer Station.
Sponsors: Public Works Department, Transfer Station, Solid Waste
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Quote](#)
[Certificate of Interested Parties](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		



STAFF REPORT

DATE: January 22, 2019

TO: Ronald L. Olson, City Manager

FROM: David A. Olson, Executive Director of Public Works

SUBJECT: Award Bid No. 19-09 for the purchase of a replacement crane for use at the Transfer Station from Four Seasons Equipment, LLC.

BACKGROUND AND FINDINGS:

The Transfer Station uses two stationary grapple cranes; one is an Apprentice180-EHC, purchased in 2007 and the other is the Bultrite Model 2100, purchased in 2015. In 2012, the Apprentice crane and parts were discontinued. Many repairs have been made to the Apprentice crane by utilizing parts from an older model that was previously replaced. However, there are no longer any salvageable parts available and the crane is a vital piece of equipment for Transfer Station operations. Due to the age of the crane and lack of repair parts, a replacement crane is needed as soon as possible.

Use of the crane in the Transfer Station is necessary to fill each trailer that leaves the Transfer Station to the maximum weight. The crane is used to compact the municipal solid waste and distribute it evenly throughout the trailer. Without the use of the crane, the delays, backups, and/or transportation costs could increase significantly.

THE ALTERNATIVES CONSIDERED:

1. Do nothing, which would cause excessive amounts of waste on the transfer station floor. This will also limit the ability to load trucks for transportation to the landfill efficiently, resulting in higher transportation costs.
2. Authorize purchase of Bultrite Model 2100 crane from Four Seasons Equipment, LLC.

Which alternative is recommended? Why?

Alternative two is recommended in order to meet the department's mission of processing all municipal solid waste collected in the City to be transferred to the Temple Landfill for disposal.

CONFORMITY TO CITY POLICY:

Bid documents were made available through the City of Killeen Purchasing Division. Advertisements were made in the Killeen Daily Herald on December 9 and 16, 2018, and on the City's website. At the close of the bidding process, on December 20, 2018 at 11:00 a.m., one bid was received for this project. The bid was opened and read aloud. Four Seasons Equipment, LLC submitted a bid for \$249,675 for a Bultrite Model 2100 Stationary Electric

Material Handling Crane with Remote Power Units and Dual Remote Operator's Stations. After receiving the bid, Four Seasons Equipment, LLC sent a revised quote for \$243,675.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

Funds are allocated in the FY 2018/2019 Solid Waste CIP annual budget in the amount of \$246,000 for the purchase of crane replacement at the Transfer Station.

Is this a one-time or recurring expenditure?

One-time

Is this expenditure budgeted?

Yes

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line item for this expenditure?

Yes, \$246,000 is available in Machinery & Equipment, account #388-3475-439.61.35.

RECOMMENDATION

City staff recommends that the City Council authorize the City Manager or his designee to execute a contract for the procurement of a replacement crane from Four Seasons Equipment, LLC and the City Manager or designee is further authorized to execute any change orders in compliance with state law and city policy.

DEPARTMENTAL CLEARANCES:

Public Works
Purchasing
Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Quote
Certificate of Interested Parties

April 13, 2018- Updated: December 20, 2018

Contact: Joseph Dudley III
Transfer Station Superintendent
City Of Killeen – Solid Waste
(254) 501-8971 (Office)
(254) 634-2117 (Fax)
jdudley@killeentexas.gov

REF: Replacement of Prentice Tamping Crane for City of Killeen

Pursuant to your recent inquiry, we are pleased to quote you the following Bultrite Material Handler:

One (1) Bultrite Model 2100 Stationary Electric Material Handlers with Remote Power Units and Dual Remote Operator's Stations



***Lift and Compaction Capacities with 27'6" Hip Boom**

Avg. Lift Capacity of 2100

18,800 @ 10' Radius
12,700 @ 15' Radius
9,500 @ 20' Radius
6,600 @ 25' Radius

Avg. Tamping Force of 2100

11,000 Lbs @ 10' Radius
7,400 Lbs @ 15' Radius
6,000 Lbs @ 20' Radius

Note: Deduct Grapple Weight from Lift Capacities and add grapple weight to compacting forces

***Boom**

- Two-Piece Hip-Style Boom (Length to be determined, per pit design) w/ Tilt linkage for grapple
- Main boom fabricated from Hi-tensile steel w/ 3/8" thick Side, 1/2" thick top & bottom plates
- Jib Boom fabricated from Hi-Tensile steel w/ 1/2" thick Side, Top & Bottom plates
- 3" Pins at Main boom & Knuckle Pivot from 4140 TG&P material
- All boom pivot pins have aluminum bronze bushings

***Boom Cylinders**

- Two (2) 6" (152mm) bore x 36" (914mm) stroke x 3" (76mm) rod main boom cylinders.
- One (1) 7" (178mm) bore x 36" (914mm) stroke x 3.5" (89mm) rod, jib boom cylinder.
- Double acting, heavy walled, honed cylinder tube with cushioned stops.
- Wear rings on both pistons and glands.
- Rods with heavy chrome plating.
- Accumulators on main lift cylinders to cushion shock loading.

***Rotation**

- 5.3 RPM with Dual Motors
- Up to 310° Rotation on 38" Diameter Bearing. Electrical & Mechanical can be set to customer preference. Dual Swing Motors with Planetary Swing Drives.

***Base**

- 35" high pedestal base with inspection porthole.

***Electric Package**

- Starter, phase sequence, control accessories group, breaker in N.E.M.A. 4 enclosure, start/stop button on control console, disconnect.

***Controls**

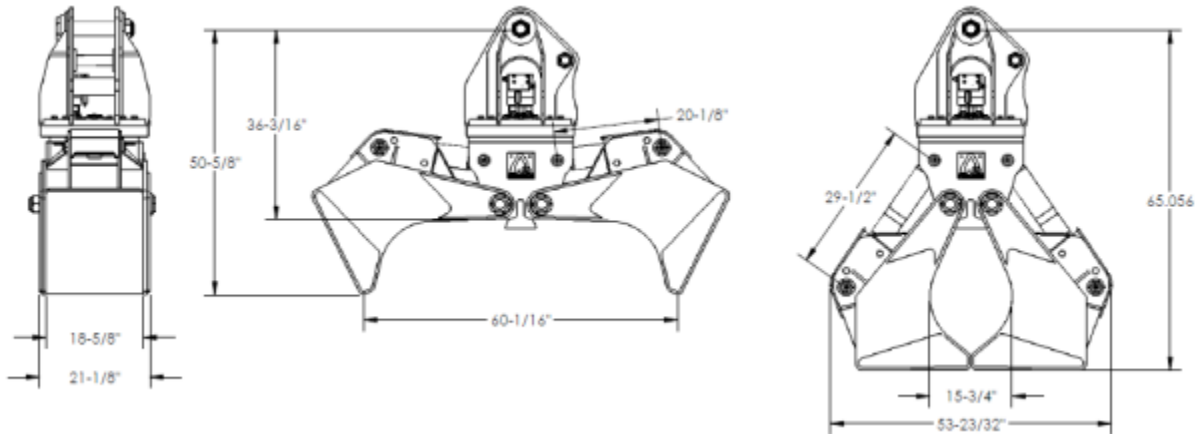
- Controls will be equipped with a Parker IQAN controller/MD3 Monitor. This system provides visual, basic machine functions and the ability to control machine speed (1/2, ¾ or Full) and provides multiple joystick configurations to match operator preference.
- E-Stops at operating station.

***Miscellaneous**

- Quote includes 25' of hosing from Power Unit to Loader
- Quote includes up to 100' electrical line(s) from operating console/remote cab to power unit
- 2 Sets Complete Manuals
- **Electric Soft Start**

*** Grapple Attachment**

- 21" Trash Handling/Tamping Grapple
- Continuous rotation w/ Wristing head on 20" bearing w/ single rotate motor. Approximate Dimensions 21" Wide, 56" Opening
- 1-1/2" Diameter Cylinder & 2" Arm Pivot Pins 4140 material
- Two (2) 3-1/2" x 10" Cylinders w/ 2" Rods
- Bolt-on cylinder guards



***Warranty**

- Standard, 4000 hours or 2 years, whichever occurs first.

***Pricing (in US Funds-Each)**

COMPONENT	NET PRICE EACH
Model 2100-SE with Remote Power Unit	\$ 185,400
Custom pedestal to match Prentice, including rubber pad, spacers and hardware	\$ 8,850
21" Trash Tamping Grapple	\$ 20,160
Hydraulic Hose – Power Unit to Loader – 40' (30' included in price of loader) 10' additional x \$ 195/foot	\$ 3,280
Inbound Freight to Killeen, TX	\$5,650
*Electric Soft Start	14,585
*Installation Assistance & Training	\$ 5,750
TOTAL COST (Less item in Note 1 below)	\$243,675.00

***Notes**

- The following items **are not included** in the quotation, and are the responsibility of the City of Killeen:
 - Crane Rental.
 - On-site Electrician to assist with install.
 - Machinery grouting for pedestal base mounting.
 - The pedestal base foundation and mounting bolts.
 - Customer to have Power supplied to pedestal base of material handler.
- *Installation Assistance & Training to include 3 full days on site to assist in the installation of the Bultrite Model 2100-SE. The 3rd day will be used for maintenance/service and operations training. If the maintenance and operational training schedule does not work for the City and thus, an additional trip is required, an additional charge of \$ 3,000 will be applied (includes airfare, hotel, meals and 1 day on site).
- The Payment Terms are: 35% Down payment with order, 55% due prior to shipping and 10% due after installation.
- Freight: F.O.B. City of Killeen Transfer Station**

FSEI Dallas
5524 West Ledbetter Dr.
Dallas, TX 75236
Toll Free: 866-270-1700
Local: 214-388-1700



FSEI Houston
8111 Mills Rd.
Houston, TX 77064
Toll Free: 800-234-5007
Local: 281-807-9777

6. A Civil Engineer will need to be consulted to ensure that the mounting foundation will be adequate for the Bulrite Model 2100 Stationary Electric Material Handler. The base design loads are:
 - 350,000 Lb-Ft Moment Load
 - 38,000 Lbs. Axial Load
 - 21,000 Lb-Ft Torsional Load
7. Delivery: Approximately 12-14 weeks after receipt of order, down payment and sign off of engineering drawings. A firm lead time will be given at the time of order.
8. **Quotation to remain valid for 60 Days.**

****Note:** Four Seasons Equipment LLC was awarded items listed on the Buyboard Contract 515-16.

Thanks again for your inquiry

Brad Brousseau
VP-Operations
Four Seasons Equipment, LLC.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2019-440336

Date Filed:
01/10/2019

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Four Seasons Equipment, LLC
Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Killeen

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

515-16
Builtrite Material Handler

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
National Equipment Dealers, LLC	Lexington, NC United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Bradley Brousseau, and my date of birth is 12/12/1985.

My address is 5524 W. Ledbetter Dr, Dallas, TX, 75236, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Dallas County, State of Texas, on the 10 day of January, 2019.
(month) (year)



[Signature]
Signature of authorized agent of contracting business entity (Declarant)

Sandie Sluder Boehme



BID NO. 19-09 TRANSFER STATION CRANE REPLACEMENT

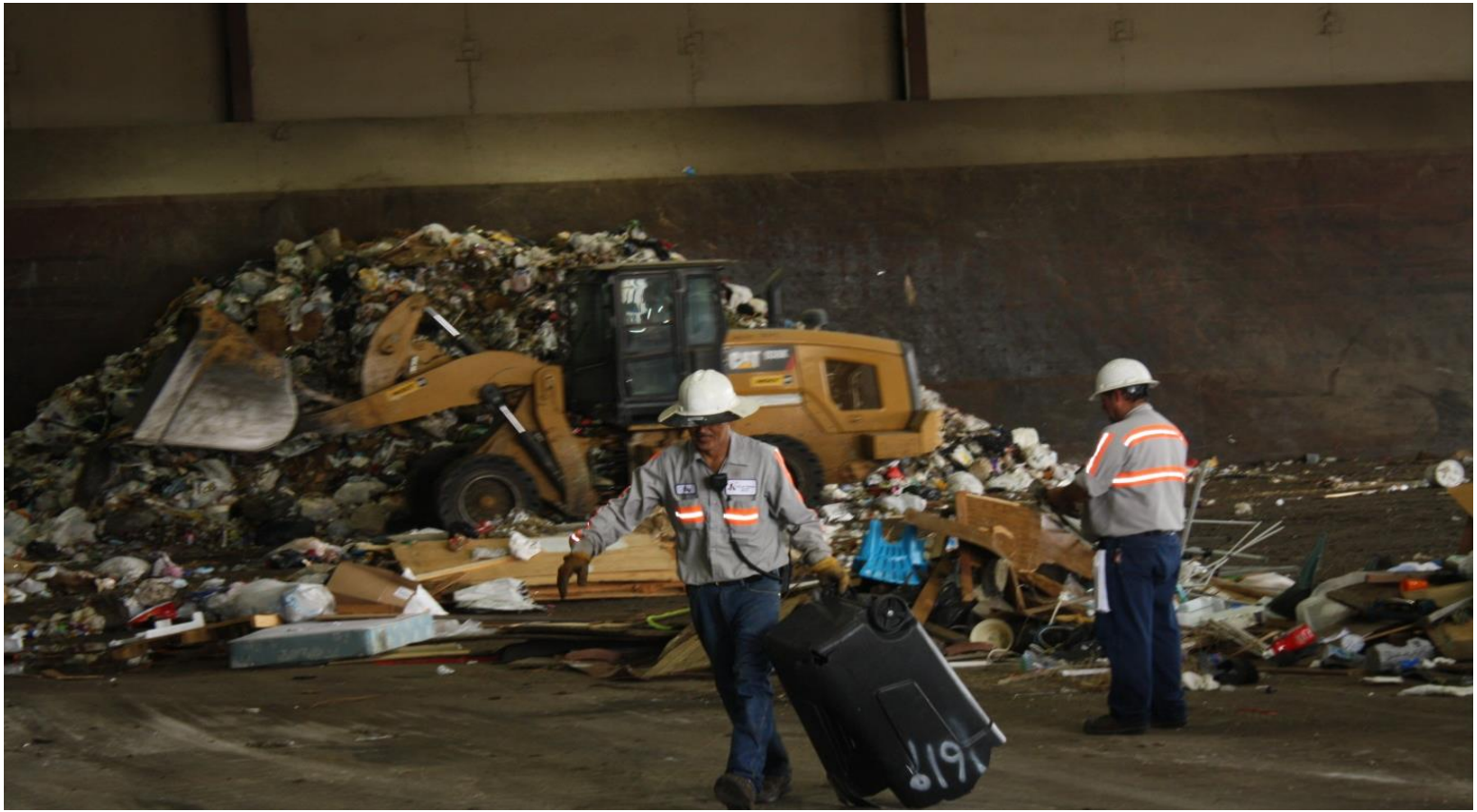
RS-19-009

January 22, 2019

Background

2

- Stationary cranes are a vital piece of equipment for Transfer Station Operations.
- The stationary grapple crane currently used at the transfer station was purchased in March 2007 and is no longer manufactured. There were two (2) Apprentice cranes in use at the transfer station beginning in 2007; the main apprentice crane was replaced in FY 14/15.
- Repairs have been made to the current Apprentice crane by utilizing parts from the one that has already been replaced. However, there are no longer any salvageable parts left.
- One bid was received from Four Seasons Equipment, LLC in the amount of \$243,675.
- Funding is available in the FY 19 Budget in the amount of \$246,000.



3

Tipping Floor

The tipping floor at the Transfer Station is where Solid Waste drivers and citizens from Killeen; as well as surrounding areas, drop off the municipal waste. From that point workers separate what can and cannot go to the landfill; then prepare the waste for transport.



4

Transportation of MSW

Stationary cranes are used at the Transfer Station to fill each trailer to the maximum weight allowed, which assists in lower transportation cost. Between FY14 and FY18 over 500,000 tons of waste have been processed through the Transfer Station.

Alternatives/Recommendation

□ Alternatives

▣ Do not replace existing crane.

- Leads to excessive waste on the tipping floor and inefficient truck loading.

▣ Authorize the purchase of Bultrite Model 2100 crane from Four Seasons Equipment, LLC.

□ Recommendation

- ▣ City staff recommends that the City Council authorize the City Manager or his designee to execute a contract for the procurement of a replacement crane from Four Seasons Equipment, LLC and the City Manager or designee is further authorized to execute any change orders in compliance with state law and city policy.



City of Killeen

Legislation Details

File #: RS-19-010 **Version:** 1 **Name:** STEP XI
Type: Resolution **Status:** Resolutions
File created: 1/4/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider a memorandum/resolution authorizing the award of a professional services agreement with CP&Y to design the Septic Tank Elimination Program, Phase XI Project.
Sponsors: Public Works Department, Engineering, Water & Sewer
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Proposal](#)
[Certificate of Interested Parties](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council	Workshop	



STAFF REPORT

DATE: January 22, 2019

TO: Ronald L. Olson, City Manager

VIA: David A. Olson, Executive Director of Public Works

FROM: Steve Kana, Director of Water & Sewer Utilities

SUBJECT: Authorize the Award of a Professional Services Agreement (PSA) with CP&Y to Design the Septic Tank Elimination Program (STEP), Phase XI Project

BACKGROUND AND FINDINGS:

In 2002, the City implemented the STEP to connect properties served by on-site sewage facilities (septic systems) to the City sanitary sewer collection system. The STEP has completed construction of STEP Phases I through Phase X. STEP Phase XI will provide 95 service taps with 74 of those being connected to the homes in the Morning Sun Mobile Home Park, located along Stagecoach Road, and 21 connected to the homes on Tiffany Circle, located adjacent to Mohawk Drive and South Clear Creek Road.

THE ALTERNATIVES CONSIDERED:

1. The City could discontinue STEP; however, this would stop a very successful program that has greatly enhanced the quality of life for citizens as well as increasing water quality in areas impacted by septic systems;
2. Another site for STEP XI could be chosen, but the sites chosen have the densest layout of septic systems;
3. Another engineering design firm could be chosen for this professional services agreement; or
4. Negotiate a PSA with CP&Y for the design and construction administration of the STEP, Phase XI Project.

Which alternative is recommended? Why?

Alternative 4 is recommended because:

1. CP&Y has extensive experience with the design of sanitary sewer systems.
2. CP&Y successfully completed the design of STEP Phase X and has independently conducted preliminary research into each of the proposed sites.
3. Continuing the STEP program will greatly enhance the quality of life for citizens as well as increase water quality in the areas impacted by septic systems.

CONFORMITY TO CITY POLICY:

Authorizing a PSA with CP&Y for the design and construction administration of the STEP Phase XI Project conforms to all State and City purchasing policies.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

Funding for this project is available in the amount of \$105,920.00 through Account Number 386-3495-800.54-58 of the 2013 Water and Sewer Bond. This amount of expenditure is available in the current fiscal year.

Is this a one-time or recurring expenditure?

The STEP is made up of several phases of work. However, this expenditure for STEP Phase XI is a one-time expenditure.

Is this expenditure budgeted? If not, where will the money come from?

This expenditure is budgeted.

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes, there is a sufficient amount in the budgeted line-item for this expenditure.

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager, or designee, to enter into a PSA with CP&Y for the design and construction administration of the STEP, Phase XI Project in the amount of \$105,920.00, and that the City Manager, or designee, is expressly authorized to execute any and all changes within the amounts set by state and local law.

DEPARTMENTAL CLEARANCES:

Public Works
Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Proposal
Certificate of Interested Parties



Partners for a Better Quality of Life

December 13, 2018

Caesar Arizpe, PE
Project Engineer, Engineering/Public Works
City of Killeen
3201-A S WS Young Drive
Killeen, Texas 76542

Re: Septic Tank Elimination Program - Phase XI

Dear Mr. Arizpe,

CP&Y, Inc. is pleased to submit this revision of our proposal dated December 3, 2018, to provide professional engineering and survey services for the Septic Tank Elimination Program – Phase XI (STEP XI). In the past we have considered several areas of Killeen to be included in the STEP such as Tiffany Circle, Llewelyn Ranchettes, and Western Oaks. For Phase XI, we have also looked at Morning Sun Mobile Home Park. CP&Y, Inc., (CPY) recommends that the City of Killeen (the City) consider Tiffany Circle and Morning Sun Mobile Home Park (Morning Sun). This letter of proposal covers both project areas as a single combined project.

Morning Sun Mobile Home Park

We have estimated that Morning Sun will require approximately 2,225 LF of 6-inch wastewater line with 6 new manholes and 2 new cleanouts. There appears to be about 53 spaces for manufactured homes within the park. This proposal provides for no other service connections. The new wastewater collection lines would connect to an existing manhole on the trunk line that crosses Stagecoach Road about 320 feet west of the entrance to Morning Sun on Stagecoach Road and includes a creek crossing. See Attachment 1 for a Preliminary Design Schematic drawing of our proposed layout of the wastewater lines. CPY estimates that the construction of this portion of the project will cost approximately \$472,000. A detailed Engineer's Opinion of Probable Cost (EOPC) can be found as Attachment 2.

Tiffany Circle

Tiffany Circle is comprised of Tucker Addition and Tucker Addition First Extension. The lots along the north side and east side are served with the wastewater collection lines installed with STEP X. We have estimated that the remainder of Tiffany Circle will require approximately 3,480 LF of 6-inch wastewater line with 6 new manholes and 2 new cleanouts. There appears to be about 42 lots for manufactured homes within the remainder of these subdivisions not already served by STEP X. This proposal provides for no other service connections. The new wastewater collection lines would connect to existing manholes installed with STEP X. See Attachment 3 for a Preliminary Design Schematic drawing of our proposed layout of the wastewater lines. CPY estimates that the construction of this portion of the project will cost approximately \$355,000. A detailed Engineer's Opinion of Probable Cost (EOPC) can be found as Attachment 4.

3010 Illinois Avenue, Suite 100
Killeen, Texas 76543
TBPE # F-1741

(p) 254.554.5959 · (f) 254.554.5979
www.cpyi.com



CPY believes that no new easements will be needed for the Tiffany Circle project area. If additional permanent easements are required, each permanent utility easement shall be compensated for at the rate of \$1,800.00. The City traditionally has not used temporary construction easements for these STEP projects. If the City chooses to use them for this project, there will be an additional \$500 for each temporary construction easement requested.

Proposed Professional Service Fees

The combined construction costs for the two project areas are estimated to be \$826,000. We propose the following fees for professional services:

Phase 12	Topographic Survey	\$ 17,210.00
Phase 16	Easements	\$ 9,000.00
Phase 30	Preliminary Design (50%)	\$ 25,400.00
Phase 40	Final Design (90%)	\$ 20,700.00
Phase 41	Final Design (100%)	\$ 7,600.00
Phase 50	Bidding	\$ 5,200.00
Phase 60	Construction Administration	\$ 8,200.00
Phase 61	Record Drawings	\$ 2,300.00
Phase 65	Construction Staking	\$ 10,310.00
Total		\$105,920.00

We will rely on the City of Killeen to obtain right-of-entry for our surveyors. This would include contact information from owners/residents to get access through locked gates and how to coordinate to get their pets penned up if necessary. We will provide S.U.E. Level C. Utility lines as marked on the ground by 811 and visible appurtenances on or above ground will be shown on the construction plans. We did not include any potholing, probing, or line tracing of utility lines. If this type of service is requested or found to be needed, fees for a higher level of S.U.E. can be negotiated. CPY has SUE crews and can handle this as an in-house service.

The proposed fee for easements includes \$1,800 for a permanent utility easement across the property to the west of Morning Sun and \$7,200.00 for on-site permanent easement on the Morning Sun property. No easements are anticipated for the Tiffany Circle project area. If additional permanent easements are required, each additional permanent utility easement shall be compensated for at the rate of \$1,800.00. The City traditionally has not used temporary construction easements for these STEP projects. If the City chooses to use them for this project, there will be an additional \$500 for each temporary construction easement requested.

The Preliminary Design fees will include coordinating with the Bell County Health Department to obtain maps showing the locations of the septic tanks. The Construction Administration fees assume that construction would be about five to six months.

Under this combined single project scenario, it is assumed that there will be a single construction contract. If it is decided later to bid the project as two separate construction contracts, additional fees will be requested.

Proposed Schedule

CPY proposes the following schedule of deliverables:

Preliminary Design (50%): 60 days after approval of contract by the City.

Final Design (90%): 30 days after approval/comments on the Preliminary Design (50%) by the City.

Final Design (100%): 15 days after approval/comments on the Final Design (90%) by the City.

Please find attached a professional services contract on the City of Killeen standard professional services form ready for consideration and action by the City. If you need any other information, please let us know. Thank you again for considering CPY to provide you with professional engineering services for this project.

Respectfully Submitted,



Paul M. Boyer, P.E./CFM
Project Manager
CP&Y, Inc.

PMB:lld

File: 18CKIL00624

ATTACHMENT 1

MORNING SUN
Mobile Home Park
53 Services
5,650 LF 6-inch WWL
8 MHs
2 COs



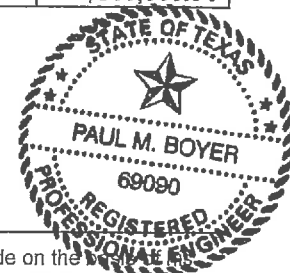


ENGINEERS OPINION OF CONSTRUCTION COST

Project: Killeen STEP XI
 Description: Morning Sun Mobile Home Park
 Date: 29-Nov-18
 By: Paul M. Boyer

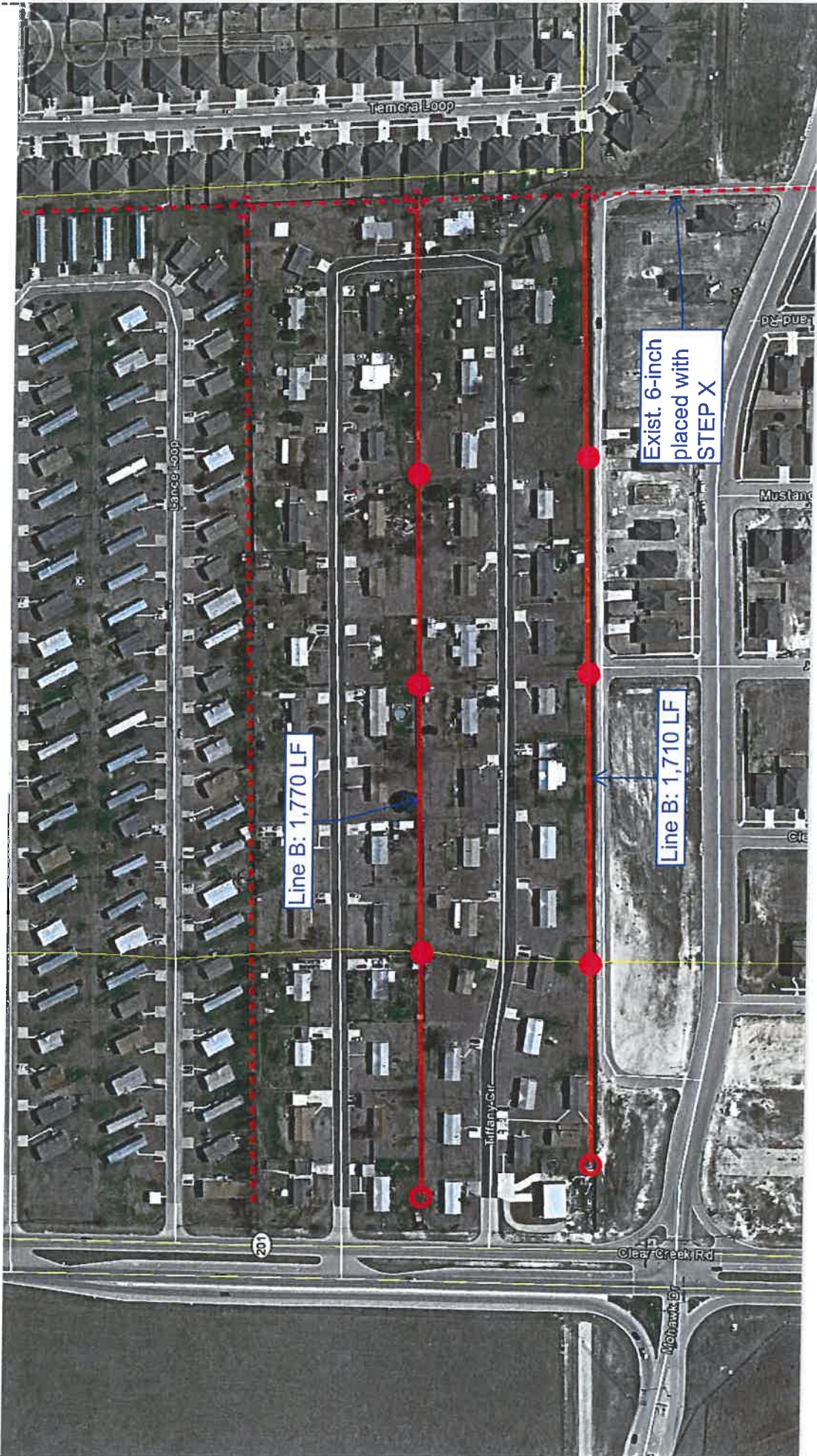
ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	SUB-TOTAL
1	6-inch PVC Wastewater line	2,225	LF	\$43.00	\$95,675.00
2	Standard 4-foot Diameter Manholes	6	EA	\$4,000.00	\$24,000.00
3	Clean Outs	2	EA	\$500.00	\$1,000.00
4	Asphalt Surface Repair	1,860	LF	\$50.00	\$93,000.00
5	Concrete Surface Repair	60	LF	\$100.00	\$6,000.00
6	Traffic Control and Barricading	1	LS	\$3,000.00	\$3,000.00
7	Trench Safety Plan	1	LS	\$1,200.00	\$1,200.00
8	Trench Safety Implementation (85% of total WWL)	1,891	LF	\$1.75	\$3,309.69
9	House Connection & Septic Tank abandonment (100% participation)	53	EA	\$3,000.00	\$159,000.00
10	Landscape restoration	1	LS	\$5,000.00	\$5,000.00
11	Site Preparation	2,225	LF	\$2.25	\$5,006.25
12	Contengencies (15% +/-)	1	LS	\$59,500.00	\$59,500.00
13	Mobilization (3.54% +/-)	1	LS	\$16,200.00	\$16,200.00
TOTAL CONSTRUCTION COST					\$471,890.94
ENGINEERING					\$38,700.00
SURVEYING					\$10,940.00
EASEMENTS					\$9,000.00
TOTAL PROJECT COST					\$530,530.94

Paul M. Boyer 12/13/18



This opinions of probable Project Cost or Construction Cost provided for herein are to be made on the basis of the ENGINEER'S experience and qualifications and represent his best judgement as a design professional familiar with the construction industry, but ENGINEER cannot and does not guarantee that proposals, bid, or the Construction Cost will not vary from opinions of probable cost prepared by him. If prior to the Bidding Negotiating Phase Owner wishes greater assurance as to the Construction Cost, he shall employ an independent cost estimator.

TIFFANY CIRCLE
Mobile Home Subdivision (individual lots)
43 Services
3,480 LF 6-inch WWL
6 MHs
2 COs



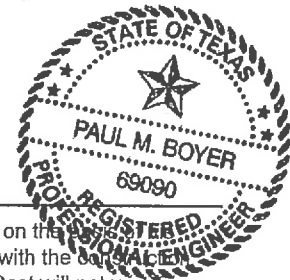


ENGINEERS OPINION OF CONSTRUCTION COST

Project: Killeen STEP XI Preliminary Study
 Description: Tiffany Circle WWL
 Date: 16-Nov-18
 By: Paul M. Boyer

ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	SUB-TOTAL
1	6-inch PVC Wastewater line	3,480	LF	\$43.00	\$149,640.00
2	Standard 4-foot Diameter Manholes	6	EA	\$4,000.00	\$24,000.00
3	Clean Outs	2	EA	\$500.00	\$1,000.00
4	Asphalt Surface Repair	28	LF	\$50.00	\$1,400.00
5	Traffic Control and Barricading	1	LS	\$3,500.00	\$3,500.00
6	Trench Safety Plan	1	LS	\$1,200.00	\$1,200.00
7	Trench Safety Implementation (85% of total WWL)	2,958	LF	\$1.75	\$5,176.50
8	Slick bore for 6-Inch Wastewater line	50	LF	\$116.00	\$5,800.00
9	Service Tap Stub Out Only	21	EA	\$675.00	\$14,175.00
10	House Connection & Septic Tank abandonment (50% participation)	21	EA	\$3,000.00	\$63,000.00
11	R&R Fences	630	LF	\$22.25	\$14,017.50
12	Landscape restoration	3,480	LF	\$2.00	\$6,960.00
13	Site Preparation	3,480	LF	\$2.25	\$7,830.00
14	Contengencies (15% +/-)	1	LS	\$44,700.00	\$44,700.00
15	Mobilization (3.54% +/-)	1	LS	\$12,200.00	\$12,200.00
TOTAL CONSTRUCTION COST					\$354,599.00
ENGINEERING					\$42,700.00
SURVEYING					\$16,580.00
EASEMENTS					\$0.00
TOTAL PROJECT COST					\$413,879.00

Paul M. Boyer 12/13/18



This opinions of probable Project Cost or Construction Cost provided for herein are to be made on the experience and qualifications and represent his best judgement as a design professional familiar with the industry, but ENGINEER cannot and does not guarantee that proposals, bid, or the Construction Cost will not vary from opinions of probable cost prepared by him. If prior to the Bidding Negotiating Phase Owner wishes greater assurance as to the Construction Cost, he shall employ an independent cost estimator.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
CP&Y, Inc.
Killeen, TX United States

Certificate Number:
2019-438194

Date Filed:
01/04/2019

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
City of Killeen

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
KPW - 519-001 - CKIL1800624
Septic Tank Elimination Program (STEP) XI - Engineering Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Patel, Pete	Dallas, TX United States	X	
	Chiang, Walter	Dallas, TX United States	X	
	Boswell, Jeremy	Dallas, TX United States	X	
	Vergara, Marisa	Dallas, TX United States	X	
	Hays, David	Dallas, TX United States	X	
	Roohms, JJ	Dallas, TX United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is R.E. Wallace, and my date of birth is 09/30/1940.

My address is 200 W. State Highway 6, Suite 620, Waco, TX, 76712, US.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in McLennan County, State of Texas, on the 4th day of January, 2019.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)



STEP, PHASE XI PROFESSIONAL SERVICES AGREEMENT

RS-19-010

January 22, 2019

Background

- In 2002, the City implemented the Septic Tank Elimination Program (STEP) to connect properties served by septic systems to the City sanitary sewer system.
- The STEP has completed construction of STEP Phases I through Phase X.
- STEP Phase XI will provide 95 service taps with 74 of those being connected to the homes in the Morning Sun Mobile Home Park, located along Stagecoach Road, and 21 connected to the homes on Tiffany Circle, located adjacent to Mohawk Drive and South Clear Creek Road.
- CP&Y has submitted a proposal in the amount of \$105,920 to design the STEP Phase XI Project.
- CP&Y, who has extensive experience designing sewer systems, has already completed design of STEP Phase X, and has independently conducted preliminary research into each of the proposed sites.
- Funding for this project is available in the 2013 Water and Sewer Bond.



3

Abandoning Existing Septic Tank

Alternatives

4

- Discontinue STEP
 - ▣ This would stop a very successful program that has greatly enhanced the quality of life for citizens as well as increased water quality.
- Choose a different STEP site
 - ▣ The sites chosen have the densest layout of septic systems.
- Design STEP Phase XI in-house
 - ▣ Due to limited engineering staff and time, this alternative is not recommended.
- Enter into a PSA with CP&Y.

Recommendation

- City Staff recommends that the City Council authorize the City Manager, or designee, to enter into a PSA with CP&Y for the design and construction administration of STEP Phase XI in the amount of \$105,920, and that the City Manager, or designee, is expressly authorized to execute any and all changes to this contract within amounts set by state and local law.



City of Killeen

Legislation Details

File #: RS-19-011 **Version:** 1 **Name:** 2018 Impact Fee Study
Type: Resolution **Status:** Resolutions
File created: 1/7/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider a memorandum/resolution authorizing a professional services agreement with Kimley-Horn & Associates, Inc. to develop land use assumptions and water, wastewater, and roadway impact fees in accordance with Texas Local Government Code Chapter 395.
Sponsors: Public Works Department
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Agreement](#)
[Certificate of Interested Parties](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		



STAFF REPORT

DATE: January 22, 2019

TO: Ronald L. Olson, City Manager

FROM: David A. Olson, Executive Director of Public Works

SUBJECT: Authorize a professional services agreement with Kimley-Horn & Associates, Inc. to develop land use assumptions and water, wastewater, and roadway impact fees

BACKGROUND AND FINDINGS:

On October 16, 2018, City Council authorized the creation of the Capital Improvements Advisory Committee (CIAC) to move forward with the process of implementing impact fees. In order to continue moving forward with impact fees, it is necessary to retain a consultant to develop land use assumptions and finalize the impact fee study for water, wastewater, and roadway impact fees. Kimley-Horn & Associates, Inc. submitted a proposal with a fee of \$70,000 to perform the following services:

- Project Management and Meetings;
- Land Use Assumptions;
- Water Impact Fee Study;
- Wastewater Impact Fee Study;
- Roadway Impact Fee Study;
- Public Hearings, Approvals, and Implementation Process.

THE ALTERNATIVES CONSIDERED:

1. Secure services from a different engineering consultant.
2. Do not move forward with impact fees.
3. Enter into a professional services agreement with Kimley-Horn.

Which alternative is recommended? Why?

City staff recommends Alternative 3, because it provides a highly qualified consultant, and allows the impact fee approval process to continue moving forward.

CONFORMITY TO CITY POLICY:

This item complies with all federal, state, and local policies.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The amount of the expenditure is \$70,000 in FY 2019.

Is this a one-time or recurring expenditure?

This is a one-time expenditure.

Is this expenditure budgeted?

Funding is available in account 349-3435-432-6901 (\$27,500) and in account 387-3435-432-6901 (\$42,500).

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes.

RECOMMENDATION:

City staff recommends that City Council authorize the City Manager, or designee, to enter into a professional services agreement with Kimley-Horn & Associates, Inc. to develop land use assumptions and water, wastewater, and roadway impact fees in accordance with Texas Local Government Code Chapter 395 in the amount of \$70,000, and that the City Manager, or designee, is expressly authorized to execute any and all changes within the amounts set by state and local law.

DEPARTMENTAL CLEARANCES:

Public Works
Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Agreement
Certificate of Interested Parties

INDIVIDUAL PROJECT ORDER NUMBER #2019-1

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and THE CITY OF KILLEEN, TEXAS (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 22, 2014, which is incorporated herein by reference.

Identification of Project: 2019 Impact Fee Study
General category of Services: Civil Engineering

Specific scope of basic Services:

This project consists of providing professional services associated with the update of the City's Land Use Assumptions and Water, Wastewater, and Roadway Impact Fees draft study completed in 2015, in accordance with Chapter 395 of the Texas Local Government Code.

This project is anticipated to include the following components:

1. Project Management and Meetings
2. Land Use Assumptions
3. Water Impact Fee Study
4. Wastewater Impact Fee Study
5. Roadway Impact Fee Study
6. Public Hearings, Approval and Implementation Tools

Task 1. Project Management and Meetings

Kimley-Horn will keep regular communication throughout the project through bi-weekly status meetings and status reports. These meetings will also be the meetings associated needed to accomplish the various tasks outlined in this scope.

- 1.1. Project Team Status Meetings and Coordination. Kimley-Horn will participate in monthly meetings with City's staff. These meetings will be held on specific days and times as agreed by the City. A maximum of two hours will be anticipated for each meeting. These meetings are planned for conference calls. Kimley-Horn will prepare notes from each meeting and submit to the City's Project Manager for review and approval. It is anticipated that the work will be completed within four (4) months.
- 1.2. Project Status Reports. Kimley-Horn will prepare and submit monthly status reports regarding the overall project schedule, critical tasks, and sub-consultant coordination in conjunction with each monthly invoice.

Task 2. Land Use Assumptions

Kimley-Horn will utilize the land use assumptions previously prepared by the City in 2015, in conformance with Chapter 395 of the Local Government Code. It is assumed that only minor modifications will be made from 2015.

- 2.1. Documentation. Kimley-Horn will incorporate the Land Use Assumptions information prepared by the City into the final Impact Fee Report. No separate documentation will be completed for the land use assumptions:

- 2.2. Meetings. The land use assumptions will be discussed during a coordination meeting.
- 2.3. Deliverables.
 - 2.3.1 Data collection request letter
 - 2.3.2 No specific deliverables for this task; the Land Use Assumptions will be incorporated into the final Impact Fee Study Report.

Task 3. Water Impact Fee Study

Kimley-Horn will update the water impact fee study, prepared in 2015, in conformance with Chapter 395 of the Local Government Code and shall include:

- 3.1. Data Collection. Kimley-Horn will deliver a letter request to the City describing water data that should be provided to Kimley-Horn. The data collection is as follows:
 - 3.1.1 Water Master Plan – Kimley-Horn will coordinate with the City to obtain the latest water system master plan adopted by the City.
 - 3.1.2 Water CNN boundaries
 - 3.1.3 Kimley-Horn will obtain water usage history - Annual water usage and maximum day usage records for the past ten (10) years for development of the service unit projection
- 3.2. Infrastructure Capacity Criteria. Kimley-Horn will coordinate with the City to obtain the criterion for determining the ten (10) year capacity of the following infrastructure:
 - 3.2.1 Future Transmission Lines (12-inch and larger)
 - 3.2.2 Existing and Future Elevated Storage Tanks
 - 3.2.3 Existing and Future Ground Storage Tanks
 - 3.2.4 Existing and Future Pump Stations
 - 3.2.5 Existing and Future Water Treatment Plant Facilities

A criterion will not be developed for existing City transmission lines. If the City does not have criteria for elevated storage tanks, ground storage tanks and pump stations sizing the ENGINEER will utilize the Texas Commission on Environmental Quality (TCEQ) criteria.

- 3.3. Water Impact Fee Capital Improvements Plan. Kimley-Horn will coordinate with the City to develop the Water Impact Fee Capital Improvements Plan. It will include the following infrastructure:
 - 3.3.1 Future Transmission Lines (12-inch and larger)
 - 3.3.2 Existing and Future Elevated Storage Tanks
 - 3.3.3 Existing and Future Ground Storage Tanks
 - 3.3.4 Existing and Future Pump Stations
 - 3.3.5 Existing and Future Water Treatment Plant Facilities

It will not include existing City transmission lines.

- 3.4. Maximum Assessable Water Impact Fee Calculation. Kimley-Horn will calculate the additional service units based on the Land Use Assumptions. Kimley-Horn will then calculate the Impact Fee per service unit, unit equivalents by meter size and the Maximum Assessable Water Impact Fee table by meter size. Kimley-Horn will use a 50% credit as outlined Chapter 395 determine the maximum assessable impact fee by service unit.
- 3.5. Water Impact Fee Study Report. Kimley-Horn will provide both a draft and final Water Impact Fee Study Report. The report will include:
 - 3.5.1 Water service area

- 3.5.2 Narrative of the impact fee methodology
- 3.5.3 Impact fee calculations
- 3.5.4 Water Impact Fee CIP
- 3.5.5 Exhibits
- 3.5.6 Because of the relatively high printing costs and the challenge of managing drafts and final versions of each major component of the Impact Fee Study Report, draft versions of the Water Impact Fee Study Report will be submitted in .pdf format.

3.6. Meetings. The Water Impact Fee CIP will be discussed during a bi-weekly coordination meeting.

3.7. Deliverables.

- 3.7.1 Data collection request letter
- 3.7.2 Electronic (.pdf) copy of the Draft Water Impact Fee Report.
- 3.7.3 Upon final approval of the Impact Fee Study and new ordinance by the City Council, Kimley-Horn will provide five (5) originals of the Final Impact Fee Study Report, including the Water Impact Fee component of the Report (see Task 7.2)

Task 4 – Wastewater Impact Fee Study

Kimley-Horn will update the wastewater impact fee study, prepared in 2015, in conformance with Chapter 395 of the Local Government Code and shall include:

- 4.1. Data Collection. Kimley-Horn will deliver a letter request to the City describing water data that should be provided to Kimley-Horn. The data collection is as follows:
 - 4.1.1 Wastewater Master Plan – Kimley-Horn will coordinate with the City to obtain the latest wastewater system master plan adopted by the City.
 - 4.1.2 Wastewater CNN boundaries
 - 4.1.3 Kimley-Horn will obtain wastewater usage history - Annual water usage and maximum day usage records for the past ten (10) years for development of the service unit projection
- 4.2. Infrastructure Capacity Criteria. Kimley-Horn will coordinate with the City to obtain the criterion for determining the ten (10) year capacity of the following infrastructure:
 - 4.2.1 Future Trunk Lines (8-inch and larger)
 - 4.2.2 Existing and Future Lift Stations
 - 4.2.3 Existing and Future Force Mains
 - 4.2.4 Existing and Future Wastewater Treatment Plant Facilities

A criterion will not be developed for existing City transmission lines.

- 4.3. Wastewater Impact Fee Capital Improvements Plan. Kimley-Horn will coordinate with the City to develop the Wastewater Impact Fee Capital Improvements Plan. It will include the following infrastructure:
 - 4.3.1 Future Trunk Lines (8-inch and larger)
 - 4.3.2 Existing and Future Lift Stations
 - 4.3.3 Existing and Future Force Mains
 - 4.3.4 Existing and Future Wastewater Treatment Plant Facilities

It will not include existing City trunk lines.

- 4.4. Maximum Assessable Wastewater Impact Fee Calculation. Kimley-Horn will calculate the additional service units based on the Land Use Assumptions. Kimley-Horn will then calculate the Impact Fee per

service unit, unit equivalents by meter size and the Maximum Assessable Wastewater Impact Fee table by meter size. Kimley-Horn will use a 50% credit as outlined Chapter 395 determine the maximum assessable impact fee by service unit to determine the maximum assessable impact fee by service unit.

- 4.5. Wastewater Impact Fee Study Report. Kimley-Horn will provide both a draft and final Wastewater Impact Fee Study Report. The report will include:
 - 4.5.1 Wastewater service area
 - 4.5.2 Narrative of the impact fee study methodology
 - 4.5.3 Impact fee calculations
 - 4.5.4 Wastewater Impact Fee CIP
 - 4.5.5 Exhibits
 - 4.5.6 Because of the relatively high printing costs and the challenge of managing drafts and final versions of each major component of the Impact Fee Study Report, draft versions of the Wastewater Impact Fee Study Report will be submitted in .pdf format.
- 4.6. Meetings. The Wastewater Impact Fee CIP will be discussed during a bi-weekly coordination meeting.
- 4.7. Deliverables.
 - 4.7.1 Data collection request letter
 - 4.7.2 Electronic (.pdf) copy of the Draft Wastewater Impact Fee Study Report.
 - 4.7.3 Upon final approval of the Impact Fee Study and new ordinance by the City Council, Kimley-Horn will provide five (5) originals of the Final Impact Fee Study Report, including the Wastewater Impact Fee component of the Report (see Task 7.2)

Task 5 – Roadway Impact Fee Study

Kimley-Horn will update the roadway impact fee study, prepared in 2015, in conformance with Chapter 395 of the Local Government Code and shall include:

- 5.1. Data Collection. Kimley-Horn will deliver a letter request to the City describing roadway data that should be provided to Kimley-Horn. The data collection is as follows:
 - 5.1.1 Thoroughfare Plan – The City shall provide Kimley-Horn the most recent thoroughfare plan adopted by the City. GIS shapefiles, databases, and layering information shall be provided if available.
 - 5.1.2 Traffic Counts – The City shall provide data (current and historical) for roadway segments on the current Master Thoroughfare Plan. This task does not include collection of traffic counts. City will collect necessary counts.
 - 5.1.3 Design Standards
 - 5.1.4 Historic Roadway Bid Data
- 5.2. 10-Year Growth Projections and Capacity Analysis:
 - 5.2.1 In consultation with the City staff, Kimley-Horn will determine land use categories to be included in the land use vehicle-mile equivalency table.
 - 5.2.2 Kimley-Horn will identify the service units for new development and the average trip length. Using the 9th Edition of the Institute of Transportation Engineer’s (ITE) Trip Generation Manual, Kimley-Horn will develop trip generation and pass-by trip rates.
 - 5.2.3 Kimley-Horn will perform an analysis of existing conditions. This will include a determination of roadway capacities, volumes, vehicle-miles of supply, vehicle-miles of demand, existing excess capacity, and existing deficiencies

- 5.2.4 Kimley-Horn will project traffic conditions for the ten-year planning period, the target year for the impact fee growth projections. This will include growth and new demand by service area. Kimley-Horn will determine the capacity available for new growth
- 5.3. 10-Year Growth Projections and Capacity Analysis:
- 5.3.1 Kimley-Horn will assist the City to develop a Roadway Impact Fee Capital Improvements Plan, which will include cost projections for anticipated projects to be included in the study. The Roadway Impact Fee Capital Improvements Plan will include existing oversized facilities and proposed facilities designed to serve future development. The Roadway Impact Fee Capital Improvements Plan shall include a general description of the project and a project cost projection. Planning level cost projections for future projects will be prepared based on previous experience with Roadway construction costs. The City shall provide Kimley-Horn with actual City cost information for previously completed projects with excess capacity and any cost contribution to County or State projects.
- 5.3.2 Kimley-Horn will identify the portion of project improvements required to serve existing demand and the portion of project improvements required to serve new development within the 10-year planning period.
- 5.4. Maximum Assessable Roadway Impact Fee Calculation. Using the newly developed 10-year growth projections, roadway impact fee capital improvements plan, and capacity available for new growth, Kimley-Horn will determine the cost of roadway improvements by service area, the maximum costs per service unit, and the resulting maximum assessable roadway impact fees by service area. Kimley-Horn will use a 50% credit as outlined Chapter 395 determine the maximum assessable impact fee by service unit determine the maximum assessable impact fee per service unit:
- 5.5. Roadway Impact Fee Study Report. Kimley-Horn will provide both a draft and final Roadway Impact Fee Report. The report will include:
- 5.5.1 Roadway service areas
- 5.5.2 Narrative of the impact fee study methodology
- 5.5.3 Impact fee calculations
- 5.5.4 Roadway Impact Fee CIP
- 5.5.5 Exhibits
- 5.5.6 Because of the relatively high printing costs and the challenge of managing drafts and final versions of each major component of the Impact Fee Study Report, draft versions of the Roadway Impact Fee Report will be submitted in .pdf format.
- 5.6. Meetings. The Roadway Impact Fee CIP will be discussed during a bi-weekly coordination meeting.
- 5.7. Deliverables.
- 5.7.1 Data collection request letter
- 5.7.2 Electronic (.pdf) copy of the Draft Roadway Impact Fee Report.
- 5.7.3 Upon final approval of the Impact Fee Study and new ordinance by the City Council, Kimley-Horn will provide five (5) originals of the Final Impact Fee Study Report, including the Roadway Impact Fee component of the Report (see Task 6.2)

Task 6 – Public Hearings, Approval and Implementation Tools

- 6.1. Public Hearings and Approval. It is anticipated that a representative from Kimley-Horn will prepare for and attend up to five (5) meetings during the public hearing and approval process with one Kimley-Horn representative. These anticipated meetings are as follows:
 - 6.1.1 One (1) CIAC/Council workshop to present fundamentals of Roadway Impact Fees, a summary of the Roadway Impact Fee methodology, Land Use Assumptions, and the CIP and Maximum Assessable Roadway Impact Fees;
 - 6.1.2 Two (2) CIAC public hearings to present the Land Use Assumptions, CIP, and Maximum Assessable Roadway Impact Fees; and
 - 6.1.3 Two (2) City Council public hearings to present the Roadway Impact Fee, including the Land Use Assumptions, Roadway Impact Fee CIP and Maximum Assessable Impact Roadway Fees.

- 6.2. Implementation Tasks.
 - 6.2.1 Upon final approval of the Impact Fee Study and new ordinance by the City Council, Kimley-Horn will provide five (5) copies of the Final Impact Fee Study Report, including Land Use Assumptions, Water, Wastewater, Roadway, and Financial Analysis components the Impact Fee Study, along with an electronic (.pdf) copy of the Final Impact Fee Study Report.
 - 6.2.2 At the request of the City, Kimley-Horn will review the proposed Impact Fee Ordinance as prepared by the City Attorney. It is anticipated the City Attorney will require exhibits from the Water, Wastewater, and Roadway Impact Fee Report to be included in the ordinance.
 - 6.2.3 Kimley-Horn will create a Water, Wastewater, and Roadway Impact Fee estimator spreadsheet tool to assist in calculating a development's impact fees based on the impact fee rates.

Project Meetings: Project Meeting are identified in Task 1 and Task 6.

Additional Services if required: Any services required by the Client in addition to the scope of services listed above, will be considered additional services and will only be performed when authorized by the Client. This may include, but are not limited to the following: Preparation for and attendance at additional public meetings not specifically identified in the Scope of Services, furnish additional copies of review documents and/or bid documents in excess of the number of the same identified in the Scope of Services, reanalysis or recalculation to reflect project scope changes or policy changes requested by the City, and addressing changes in direction previously approved by the City, or mandated by changing governmental laws.

Schedule: Kimley-Horn will endeavor to meet the Client's needs on this project. Upon receipt of a signed copy of this agreement and authorization by the Client to perform the above tasks, Kimley-Horn and the Client will agree upon a mutually acceptable schedule.

Deliverables: See task descriptions above.

Method of compensation: Kimley-Horn will perform the services in Tasks 1 – 6 for the lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Task	
Task 1: Project Management and Meetings	\$ 6,500
Task 2: Land Use Assumptions	\$ 1,500
Task 3: Water Impact Fee Study	\$ 16,500
Task 4: Wastewater Impact Fee Study	\$ 16,500
Task 5: Roadway Impact Fee Study	\$ 16,500
Task 6: Public Hearings, Approval, and Implementation Tools	\$ 12,500
	\$ 70,000

Fees will be invoiced monthly based upon the percentage of services performed as of the invoice date. Payment will be due within 25 days of your receipt of the invoice.

Special terms of compensation: None

Other special terms of Individual Project Order: None

ACCEPTED:
THE CITY OF KILLEEN, TEXAS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY: Scott R. Arnold

TITLE: _____

TITLE: Scott R. Arnold, P.E., Assistant Secretary

DATE: _____

DATE: January 8, 2019

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING**

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Kimley-Horn and Associates, Inc.
Dallas, TX United States

Certificate Number:
2019-438889

Date Filed:
01/08/2019

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
City of Killeen

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
IPO 2019-1
2019 Impact Fee Study Civil Engineering

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Wilson, Mark	Dallas, TX United States	X	
	Schiller, Mike	Dallas, TX United States	X	
	Peed, Brooks	Dallas, TX United States	X	
	Atz, John	Dallas, TX United States	X	

5 Check only if there is NO Interested Party.

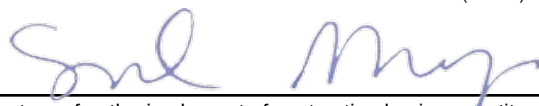
6 UNSWORN DECLARATION

My name is Sarah Meza, and my date of birth is 5/14/1981.

My address is 13455 Noel Road, Dallas, TX, 75240, US.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Dallas County, State of Texas, on the 8th day of January, 2019.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)



IMPACT FEE PROFESSIONAL SERVICES AGREEMENT

RS-19-011

January 22, 2019

Background

- In October 2018 City Council authorized the creation of the Capital Improvements Advisory Committee (CIAC).
- In order to move forward with work on Impact Fees the CIAC must develop the following for council approval:
 - ▣ Land Use Assumptions
 - ▣ Water Impact Fee Study and CIP
 - ▣ Wastewater Impact Fee Study and CIP
 - ▣ Roadway Impact Fee Study and CIP.
- Kimley-Horn & Associates, Inc. provided a proposal to develop the necessary documents for committee/council action for \$70,000.

Alternatives

3

- Secure services from a different engineering consultant.
 - ▣ Kimley-Horn has extensive background with Killeen Impact fees that will allow them a competitive edge.
- Do not move forward with impact fees.
 - ▣ City Council has directed staff to proceed with the adoption of impact fees.
- Enter into a professional services agreement with Kimley-Horn.

Recommendation

- City staff recommends that the City Council authorize the City Manager, or designee, to enter into a professional services agreement with Kimley-Horn & Associates, Inc. to develop land use assumptions and water, wastewater, and roadway impact fees in accordance with Texas Local Government Code Chapter 395 in the amount of \$70,000, and that the City Manager, or designee, is expressly authorized to execute any and all changes within the amounts set by state and local law.



City of Killeen

Legislation Details

File #: RS-19-012 **Version:** 1 **Name:** Express Cab Operating Authority
Type: Resolution **Status:** Resolutions
File created: 1/3/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider a memorandum/resolution issuing Express Cab an operating authority.
Sponsors: City Secretary
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Application](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		



STAFF REPORT

DATE: January 22, 2019
TO: Ronald L. Olson, City Manager
FROM: Kathryn Davis, City Attorney
SUBJECT: Operating Authority Application from Express Cab

BACKGROUND AND FINDINGS:

Chapter 29, City of Killeen Code of Ordinances, provides the manner by which an operating authority permit is granted. An operating authority is the written authority granted by city council to provide ground transportation which includes taxicab services. An applicant must file an application, pay the required fee, and provide necessary supporting documentation.

Express Cab filed its first application for a taxicab franchise in 2007 and has been operating without incident. With the latest adoption of Ordinance 17-056 amending Chapter 29, all transportation services shall obtain a five-year operating authority, as opposed to a five-year franchise. The amendment further states that ground transportation services operating under a valid franchise or operating authority granted before the effective date of the amended ordinance (November 14, 2017) may continue to operate under that franchise or operating authority. Upon expiration, the ground transportation service shall apply for an operating authority under Chapter 29 to continue operating in the city. Express Cab's franchise expires March 14, 2019.

The City Secretary's office has received an application from Express Cab along with the required fee and supporting documents to be in compliance with Chapter 29 of the Code of Ordinances. The application is complete and provides for taxicab services in the city. Operating authority permits are valid for five years with the window sticker permits expiring annually on December 31.

THE ALTERNATIVES CONSIDERED:

Grant the operating authority to allow the applicant to provide taxicab services to the citizens of Killeen, or do not grant the operating authority.

Which alternative is recommended? Why?

Staff recommends the City Council grant the operating authority to Express Cab. The application is complete and does conform to the City's Code of Ordinances.

CONFORMITY TO CITY POLICY:

This request conforms with Chapter 29, Transportation, of the City's Code of Ordinances.

FINANCIAL IMPACT:

\$300.00 application fee paid to the City of Killeen.

What is the amount of the expenditure in the current fiscal year? For future years?

N/A

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

City staff recommends the City Council approve an operating authority with Express Cab effective March 15, 2019.

DEPARTMENTAL CLEARANCES:

City Secretary
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Application



pd \$300.00
UPH
Cb 5368

APPLICATION FOR OPERATING AUTHORITY FOR TAXI CABS AND GROUND TRANSPORTATION SERVICES

Chapter 29, Article 2 of the City of Killeen Code of Ordinances

An operating authority is valid for five (5) years from date of approval. Vehicle permits are renewed annually.

1. Business/Trade Name: Express CAB
Business Address: 5904 E UMB Ste #6 Killeen TX 76543
Mailing Address: 5904 E UMB Ste #6 Killeen TX 76543
E-mail: et_cabexpress21@yahoo Telephone #: 254-554-8294

2. Please check the type(s) of Operating Authority requested:

- Limousine Service
- Shuttle Service
- Airport Shuttle Service
- Charter Service
- Other _____
- Taxi Cab

3. Business Owner(s) Information:

Name: Misty McClellan Driver's License # [REDACTED]
 Name: _____ Driver's License # _____
 Name: _____ Driver's License # _____

4. Number of permits requested for each service vehicle:

Limousine _____ Airport Shuttle 6 Shuttle _____
 Charter _____ Other _____ Taxi Cab 6

- ✓ 5. Provide the following information for each vehicle to be used to provide the service (if additional space is needed include on a separate page):

Yr.	Make	Model	Body Style	Seating Capacity*	Service Type**	License Number	Vehicle Identification No.
1)	Attached						
2)	2003 Dodge	Caravan	VAN	7	TAXI	[REDACTED]	Attached
3)	2003 Dodge	Neon	4DR	5	TAXI		"
4)	2000 Ford	CrownVic	4DR	6	TAXI		"
5)	2002 Ford	Taurus	4DR	6	TAXI		"
6)	2002 Ford	Taurus	4DR	6	TAXI		"
7)	2006 Dodge	Neon	4DR	5	TAXI		"
8)	All seating capacity includes the DRIVER						
9)							
10)							

* Manufacturer's rated seating capacity

** (L) Limousine (A) Airport Shuttle (S) Shuttle (C) Charter (O) Other

- ✓ 6. Name of Insurance Co.: Specialty Unlimited Agency LLC
 Agent Name: Dana (Powell) Moore
 Agent Phone #: 1-214-905-9970 Agent Insurance License #: 1091572

7. The applicant must provide the following information and attach as part of the application:

- ✓ > Current State of Texas registration on each service vehicle;
- ✓ > The proposed rate of fare.
- ✓ > A certificate of insurance as proof of insurance coverage listing the City of Killeen as additional insured.

For Taxi Cab services only:
 Color scheme of vehicles: Black w/ yellow lettering
 ✓ Attach a description of the taximeter proposed to be used and a current rate card.

- ✓ 8. A \$300.00 non-refundable operating authority application fee must be submitted with this application.

EXPRESS CAB INSURED VEHICLE LIST

#	YEAR	MAKE	MODEL	VIN#	TAGS	REG	INSP	TYPE	COLOR	SEATING
03	2005	DODGE	CARAVAN	[REDACTED]	[REDACTED]	4/19	4/19	VAN	BLACK	7 SEAT BEL
05	2003	DODGE	NEON	[REDACTED]	[REDACTED]	9/19	9/19	4DR	BLACK	5 SEAT BEL
06	2000	FORD	CRON VIC	[REDACTED]	[REDACTED]	5/19	5/19	4DR	BLACK	6 SEAT BEL
07	2002	FORD	TAURUS	[REDACTED]	[REDACTED]	9/19	9/19	4DR	BLACK	6 SEAT BEL
11	2002	FORD	TAURUS	[REDACTED]	[REDACTED]	2/19	2/19	4DR	BLACK	6 SEAT BEL
15	2005	DODGE	NEON	[REDACTED]	[REDACTED]	11/19	11/19	4DR	BLACK	5 SEAT BEL
CAB	COMPANY	OPERATING	METER	CENTRODYNE	MODEL					
			SILENT	610 SERIES						
<p><i>Service Type all vehicles CAB/Taxi use only</i></p> <p><i>All calls taken over phone and dispatched via 2-way radio service thru All points communications Georgetown Texas</i></p> <p><i>All pick up points & destinations logged date - time - phone number</i></p>										

EXPRESS CAB
5904 E VMB STE 6
KILLEEN, TX 76543

- **TAXI CAB RATES**
- **GREATER KILLEEN AREA**
 - INITIAL DROP \$2.50**
 - .57 CENTS EACH 1/5TH MILE AFTER**
 - \$1.00 EACH PERSON OVER ONE**
 - \$25.00 PER HOUR WAITING TIME**
 - 41.7 CENTS PER MINUTE**
 - THERE IS A \$5.00 MINIMUM FARE**
 - \$35.00 CLEANING FEE**

- 1- FARES / TIME
- 2- EXTRAS / DATE
- 3- TAXES / DATE
- 4- UNIT
- 5- PAID DIRT
- 6- TRIPS
- 7- CALIBRATION

\$ EXTRAS

centrodyne

CC No. 93 - 128

Silent 610™

Made in Canada

S/N 75929

\$ FARE

PATE

EXTRAS

TIME OFF

HIRED



- ✓ **Fees submitted upon approval of operating authority:**
- ✓ Vehicle permit - \$50.00/vehicle
- ✓ Airport permit - \$40.00/vehicle (if applicable)
- Driver permit - \$25.00/driver (this fee is collected by the Killeen Police Department)

All drivers must go to the Killeen Police Department headquarters, *Records department*, located at 3304 Community Boulevard in Killeen to obtain a Driver Permit. The police department will require a letter of sponsorship from the company, a valid current Texas Driver's License, and a \$25.00 fee (cash only).

See Section 29-22, Driver Qualifications, for regulations/requirements on service vehicle drivers.

I, Misty McClellan, applicant, do swear or affirm that all of the information included within this application is accurate, and I understand that any omitted information or information found to be inaccurate will result in the denial of this application for operating authority or the revocation of an operating authority that is granted based on the information provided in this application. I also swear or affirm that I have read and understand Chapter 29 of the Killeen City Code relating to Transportation and agree to comply with the terms as written and as may be amended.

<u>Misty McClellan</u>	<u>Owner</u>	<u>11/7/2018</u>
Signature of Applicant	Title	Date

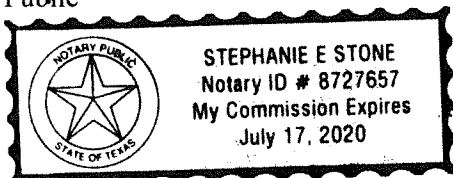
THE STATE OF TEXAS

COUNTY OF BELL

BEFORE ME, the undersigned authority, on this day appeared Misty McClellan, known to me to be the person whose name is signed to the foregoing application and duly sworn by me states under oath that he/she has read the said application and that all of the facts therein set forth are true and correct.

Sworn to before me, this, 7 day of November, 2018.

Stephanie E. Stone
Notary Public



Application must go to the city council for approval after City Manager approval.



**EXPRESS CAB
OPERATING AUTHORITY**

RS-19-012

January 22, 2019

Ordinance Requirements

2

- Express Cab has filed an application seeking operating authority to provide taxi services
- Once approved:
 - ▣ Authorities are valid for 5 years and are not transferable;
 - ▣ Each vehicle must obtain and display a permit;
 - ▣ Each driver must obtain a driver's permit from PD

Specifics and Findings

3

- Express Cab has operated since 2007; current franchise expires March 14, 2019
- Application submitted, is complete and in compliance with ordinance requirements

Alternatives

4

- Approve the application, allowing Express Cab to continue to provide taxicab services for a five year period.
- Deny the request.

Recommendation

5

- Staff recommends approval of the operating authority application from Express Cab.



City of Killeen

Legislation Details

File #: RS-19-013 **Version:** 1 **Name:** WCID #1 Boundary Expansion
Type: Resolution **Status:** Resolutions
File created: 1/23/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider a memorandum/resolution of support for Bell County Water Control and Improvement District #1 in its efforts to expand the district boundary to include all of its wholesale customers.
Sponsors: Public Works Department
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
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STAFF REPORT

DATE: January 22, 2019

TO: Ronald L. Olson, City Manager

FROM: David A. Olson, Executive Director of Public Works

SUBJECT: Resolution of support for the expansion of the boundaries of Bell County Water Control and Improvement District #1 to include all of its wholesale customers

BACKGROUND AND FINDINGS:

The Bell County Water Control and Improvement District #1 (WCID #1) Board currently has five elected members, comprised exclusively of City of Killeen residents/property owners. Additionally, until 1985, the WCID #1 boundary was limited to the 1952 Killeen city limits. In 1985, the boundary was extended to the then city limits of Killeen. However, outside the City of Killeen, WCID #1 water customers in Fort Hood, Copperas Cove, Harker Heights, Nolanville (WCID #3), Belton and 439 Water Supply Corporation, have no representation on the Board that provides them with this vital resource.

The WCID #1 Board recommended at its December 18, 2018 meeting that all wholesale water customers be granted a "seat at the table," including Killeen with three representatives, and all other entities with one representative. Furthermore the WCID #1 Board recommended that future board members be selected by appointment of a board member by the respective governing bodies of each wholesale water customer. WCID #1 has requested the City to support its proposal to the Texas legislature to expand its boundaries and allow for appointed board members.

On January 22, 2019, the majority of the City Council of the City of Killeen supported the expansion of the WCID #1 boundary, but did not support the appointment of board members rather than election of board members.

On January 23, 2019, the WCID #1 Board voted to remove the appointment of board members from its proposal to the state legislature. The WCID #1 proposal will now only include the expansion of its boundary to include all of its wholesale water customers, and an expansion from 5 board members to 7 board members and one ex officio member.

THE ALTERNATIVES CONSIDERED:

1. Take no action and neither support nor oppose the actions of the WCID #1 Board.
2. Adopt a resolution opposing the recommendation of the WCID #1 Board.

3. Adopt a resolution of support for both the expansion of the boundary and the appointment of board members.
4. Adopt a resolution supporting the expansion of the boundary, and not supporting the appointment of board members.

Which alternative is recommended? Why?

Alternative #4 is recommended. On January 22, 2019, the city council discussed the alternatives, and directed staff by a motion of direction to prepare a resolution of support for the expansion of the boundary of WCID #1, and not supporting the appointment of board members. Since then, WCID #1 has voted to remove the appointment of members from its proposal. Therefore, Alternative #4 represents Council's directive regarding boundary expansion, and election of board members, and is pertinent to WCID's proposal to the state legislature.

CONFORMITY TO CITY POLICY:

This action conforms to City policy.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

There is no fiscal impact associated with this item.

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

City staff recommends that the City Council adopt a resolution supporting the expansion of the boundary of Bell County Water Control & Improvement District #1, and not supporting the appointment of board members.

DEPARTMENTAL CLEARANCES:

Public Works
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

N/A



BELL COUNTY WCID #1 BOUNDARY EXPANSION

RS-19-013

January 29, 2019

Background

- ❑ Bell County WCID #1 Board currently has 5 members and is comprised of citizens and property owners within the COK city limits (1985).
- ❑ December 18, 2018 – WCID #1 voted to expand the boundary to all wholesale water customers, increase the number of board members to 9, and have governing bodies of each customer appoint board members.
- ❑ January 22, 2019 – City Council directed City staff to prepare a resolution supporting the expansion of the boundary, and not supporting the appointment of board members.
- ❑ January 23, 2019 – WCID #1 voted to amend its proposal to expand the boundaries to all wholesale water customers, increase the number of board members to 7 members and 1 ex officio member, and elect board members.

Alternatives

3

- Take no action and neither support nor oppose the actions of the WCID #1 Board.
- Adopt a resolution opposing the recommendation of the WCID #1 Board.
- Adopt a resolution of support for both the expansion of the boundary and the appointment of board members.
- Adopt a resolution supporting the expansion of the boundary, and not supporting the appointment of board members.

Recommendation

4

- Per the direction received during the January 22 workshop, City staff recommends that the City Council adopt a resolution supporting the expansion of the boundary of Bell County Water Control & Improvement District #1, and not supporting the appointment of board members.



City of Killeen

Legislation Details

File #: RS-19-014 **Version:** 1 **Name:** City Auditor Annual Performance Review
Type: Resolution **Status:** Resolutions
File created: 1/23/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider a memorandum/resolution confirming the City Auditor's annual evaluation and pay increase.
Sponsors: City Council
Indexes:
Code sections:
Attachments: [Staff Report](#)

Date	Ver.	Action By	Action	Result
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STAFF REPORT

DATE: January 29, 2019
TO: Ronald L. Olson, City Manager
FROM: Eva Bark, Executive Director of Human Resources
SUBJECT: Annual Evaluation and Pay Increase of City Auditor

BACKGROUND AND FINDINGS:

The position of City Auditor is currently filled by Matthew Grady. Matthew Grady has served in this capacity since January 17, 2017. Per City Charter Section 40, the City Council may appoint a city auditor to carry out the internal audit functions as the City Council shall assign to him and the city auditor shall be a Certified Public Accountant.

On January 22, 2019, Council met with Mr. Grady for his annual performance evaluation and based on the majority consensus Council approved a 2% step salary increase for the City Auditor.

THE ALTERNATIVES CONSIDERED:

Council can choose to approve a 2% step salary increase or can choose not to approve a 2% step salary increase.

Which alternative is recommended? Why?

Staff recommends that the Council approve a 2% step salary increase for the City Auditor, Matthew Grady, based on the majority consensus reached at the Council workshop held on January 22, 2019.

CONFORMITY TO CITY POLICY:

Texas Government Code sec. 40 provides that the governing body may appoint a city auditor. The city auditor shall carry out the internal audit functions, shall perform such other duties as the city council shall assign to him and shall be a Certified Public Accountant.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The City Auditor's current annual salary is \$78,407. A 2% increase will bring the total annual salary to \$79,975. The additional annual cost of salary and benefits associated with the 2% increase is as follows:

FY19 - \$1,650 (partial year)
FY20 - \$2,053 (full year)

Is this a one-time or recurring expenditure?

This is a recurring expenditure.

Is this expenditure budgeted?

Yes, it is budgeted in account 010-0208-413.40-05.

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

Staff recommends that the Council approve a 2% step salary increase for City Auditor Matthew Grady based on the majority consensus reached at the Council workshop held on January 22, 2019.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

N/A



City of Killeen

Legislation Details

File #: OR-19-001 **Version:** 1 **Name:** Calling the May 4, 2019 General Election
Type: Ordinance **Status:** Ordinances
File created: 1/4/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider an ordinance ordering a general election to be held on May 4, 2019 to elect a district council member for each district.
Sponsors: City Secretary
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		



STAFF REPORT

DATE: January 22, 2019
TO: Ronald L. Olson, City Manager
FROM: Kathryn Davis, City Attorney
SUBJECT: Order May 4, 2019 General Election

BACKGROUND AND FINDINGS:

The Texas Election Code, Chapter 3, provides for the ordering of an election not later than the 78th day before the election date. In addition to any other elements required, each order must state the date of the election and the offices or measures to be voted on at the election.

The attached ordinance has been prepared calling the election and giving notice of an election for the purpose of electing a district council member for each district and designating the polling places and times.

THE ALTERNATIVES CONSIDERED:

There are no legal alternatives. The four district council seats expire May 31, 2019.

Which alternative is recommended? Why?

Staff recommends holding a May 4, 2019 general election for the purpose of electing a district council member for each district because doing so is required by state law.

CONFORMITY TO CITY POLICY:

This ordinance conforms to Article IX of the City Charter authorizing the calling of an election to be held on a uniform election date provided for in the Texas Election Code.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The estimated cost to conduct this election is \$68,000. Funds are budgeted in 010-1010-416.50-45 Election Expense to cover costs associated with the election. If KISD and/or CTC has an election, it will be held jointly with the city and total costs of election equipment, personnel and supplies would then be distributed evenly amongst the participating entities.

Is this a one-time or recurring expenditure?

Annual expenditure

Is this expenditure budgeted?

Yes

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

Staff recommends City Council approve the attached ordinance calling for a May 4, 2019 general election to elect a district council member in each district.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Ordinance

ORDINANCE _____

AN ORDINANCE ORDERING THE HOLDING OF AN ELECTION IN THE CITY OF KILLEEN, TEXAS, FOR THE PURPOSE OF ELECTING A COUNCILMEMBER FOR EACH OF THE 4 DISTRICTS; PROVIDING FOR THE FILING OF WRITTEN APPLICATION TO HAVE THEIR NAMES PRINTED ON THE OFFICIAL BALLOT; SPECIFYING THAT THE PROVISIONS OF THE GENERAL ELECTION LAWS SHALL CONTROL ALL QUESTIONS PERTAINING TO SUCH ELECTION; PRESCRIBING THE CONTENTS OF THE OFFICIAL BALLOT; PROVIDING FOR COMPENSATION; DESIGNATING THE POLLING PLACES, AND PROVIDING FOR POSTING AND PUBLICATION OF NOTICE OF ELECTION AND CONTAINING MISCELLANEOUS PROVISIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:

SECTION 1. That, pursuant to the laws of the State of Texas and the Charter of the City of Killeen, it is ordered by the City Council that a general election be held in the City of Killeen, Texas, on May 4, 2019, for the purpose of electing from the City of Killeen a Council Member for District 1, 2, 3 and 4. Any reference in this ordinance hereinafter to “Election Day” shall mean May 4, 2019.

SECTION 2. The manner of holding the election and all questions pertaining to such election shall be governed by the V.T.C.A. Election Code, and the returns shall be made and canvassed and the results declared as in other legal elections of the City of Killeen.

SECTION 3. Any eligible and qualified person may have his or her name printed upon the official ballot as an independent candidate for the office of councilmember by filing a written application with the City Secretary beginning January 16 through 5:00 p.m. February 15, 2019. Any person wishing to file a declaration of write-in candidacy must do so not later than 5:00 p.m. on February 19, 2019.

SECTION 4. The names of all those who have filed their written applications to have their names printed on the official ballot as candidates shall be posted by the City Secretary in a conspicuous place at her office for the inspection of the public for at least ten days before she orders the ballot to be printed. The City Secretary shall preserve in her office for a period established by the Texas State Library and Archives Commission and adopted by the City all applications, statements, notice of objections, and other related papers.

SECTION 5. Any person eligible for the office of councilmember or other office who has filed his or her written application in accordance with the provisions of this ordinance shall have his or her name printed on the official ballot. Any such person may cause his or her name to be withdrawn at any

time prior to 5:00 p.m. on February 22, 2019, by filing in writing with the City Secretary, a request to that effect over his signature, duly attested to by a Notary Public. No name so withdrawn shall be printed on the ballots. Not later than twenty days before the election, the City Secretary shall have the official ballots printed.

SECTION 6. Each qualified voter who desires to cast an early vote or who expects to be absent on the date of the election shall be entitled to an official ballot and to cast such ballot in accordance with the applicable provisions of Title 7, V.T.C.A., Election Code, beginning April 22, 2019, and continuing through April 30, 2019. The City Secretary will be the early voting clerk, who may appoint by written order one or more temporary deputies to serve as deputy early voting clerks in accordance with the applicable law. Early voting will be held in the first floor lobby of the Killeen City Hall, 101 North College (mailing address: PO Box 1329, Killeen, TX 76540, Attention: Early Voting Clerk), at the Killeen Community Center, 2201 E. Veterans Memorial Boulevard, Killeen, and at the Killeen Lions Park Senior Center, 1700-B E. Stan Schlueter Loop between the hours of 8:00 a.m. and 5:00 p.m. on each day of early voting except Saturdays, Sundays, and official State or City holidays. Provided, however, that on the first and last day of early voting, the hours shall be 7:00 a.m. to 7:00 p.m. For the 2019 election those dates shall be April 22 and April 30. The City Hall location for early voting is also where ballot applications and ballots voted by mail may be sent. Should the Killeen Independent School District also have an election on such date, branch early voting shall also be at the KISD School Administration Office, 200 North W.S. Young Drive, Killeen, between the hours of 8:00 a.m. and 5:00 p.m. on each day of early voting except Saturdays, Sundays, and official State holidays.

SECTION 7. The election shall be held in the hereafter-designated polling places between the hours of 7:00 a.m. to 7:00 p.m. on the date of the election.

PRECINCT # 106/201

Fire Station #1
3800 Westcliff Road

PRECINCT #109/204/410

St. Joseph's Catholic Church
2903 East Rancier

PRECINCT #205

Jackson Professional Learning Center
902 Rev. R. A. Abercrombie Drive

PRECINCT #206/402/409

Killeen Senior Center at Lions Club Park
1700 E. Stan Schlueter Loop

PRECINCT #203/208/210/207

Cedar Valley Elementary School
4801 Chantz Drive

PRECINCT #405

Robert M. Shoemaker High School
3302 Clear Creek Road

PRECINCT #401/412/413
Fire Station #9
5400 Bunny Trail

PRECINCT #408/406/404
Fire Station #5
905 West Jasper Road

SECTION 8. The City Council shall appoint presiding election judges and alternate presiding judges for the election at the precinct polling places and as the Early Voting Ballot Board to process the early voting results, provided that if neither the presiding judge nor the alternate presiding judge can serve and their inability to serve is discovered so late that it is impracticable to fill the vacancy in the normal manner, the Mayor shall have the authority and is hereby directed to appoint a replacement judge to preside at the election. The presiding election judge for each precinct shall appoint no more than two (2) election clerks in addition to the alternate presiding judge named herein to assist the judge in the conduct of the election. The presiding election judges, alternate presiding judges, and clerks shall be paid \$10.00 per hour for serving in such capacities, and the election judges and/or alternate judges shall be paid an additional \$25.00 for delivering the returns of such election to the City Secretary for proper tabulation. No presiding election judge, alternate presiding judge, or clerk shall be compensated for a period in excess of the time extending from one hour before the polls open until two hours after the polls close. The Early Voting Ballot Board shall be paid a set rate of \$50.00 for serving in such capacity that will include proper tabulation. Provided, however, that should the Early Voting Ballot Board need to reconvene to tabulate provisional ballots, they shall be paid an additional \$10.00 per hour for such services.

SECTION 9. The following positions shall be set forth on electronic ballots hereinafter provided, in substantially the following form:

**CITY OF KILLEEN GENERAL ELECTION
MAY 4, 2019
OFFICIAL BALLOT**

FOR COUNCILMEMBER, DISTRICT 1

Vote for One

- _____
- _____
- _____

FOR COUNCILMEMBER, DISTRICT 2

Vote for One

- _____
- _____
- _____

FOR COUNCILMEMBER, DISTRICT 3

Vote for One

- _____
- _____
- _____

FOR COUNCILMEMBER, DISTRICT 4

Vote for One

- _____
- _____
- _____

SECTION 10. Digital scan ballots shall be used for early voting by mail, curbside voting, and Election Day and the Model DS200 Digital Image Scanner and ExpressVote BMD (ballot marking device) Terminals shall be used for early voting by personal appearance and on Election Day.

SECTION 11. All resident qualified electors of the City shall be permitted to vote at the election.

SECTION 12. The election materials enumerated in Sec. 272.001, et seq., V.T.C.A. Election Code, shall be printed and furnished in both English and Spanish for use at each polling place on Election Day and for early voting.

SECTION 13. Notice of election shall be given by posting substantial copies of the Notice of Election as prescribed by the Secretary of State’s office in both English and Spanish at the Killeen City Hall, the official city website and at three (3) other public places in the City at least thirty (30) days prior to the date set for the election; and substantial copies of the Notice of Election in both English and Spanish shall be one time in a newspaper of general circulation in the City, the date of publication to be not less than fourteen (14) days prior to the date set for the election.

SECTION 14. Returns of election shall be made by the election officers to the City Council at a meeting following the election; the returns will be canvassed and the results of the election declared as prescribed by the Election Code, V.T.C.A., of the State of Texas and the City Charter.

SECTION 15. It is officially found, determined, and declared that the meeting at which this Ordinance has been adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered and acted upon at the meeting, including this Ordinance, was given, all as required by the applicable provisions of the Texas Government Code, Sec. 551.001, *et seq.*

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 29th day of January 2019, at which meeting a quorum was present, held in accordance with the provisions of the Texas Government Code, Sec. 551.001, *et seq.*

APPROVED

Jose L. Segarra, MAYOR

ATTEST:

Lucy C. Aldrich, CITY SECRETARY

APPROVED AS TO FORM

Kathryn H. Davis, CITY ATTORNEY



CALLING FOR A MAY 4, 2019 GENERAL ELECTION

OR-19-001

January 22, 2019

Purpose of Election

2

Election is ordered for the purpose of:

- Electing a District Council Member for each of the 4 Districts

Application and Voting Dates

3

Applications for name placement on ballots:

- First day - January 16th
- Last day – February 15th

Early voting:

- April 22 – April 30, 8:00a.m. to 5:00p.m.

Extended hours:

- April 22, 7:00a.m. to 7:00p.m.
- April 30, 7:00a.m. to 7:00p.m.

Election Day: May 4, 7:00a.m. to 7:00p.m.

Polling Locations

4

Early Voting:

City Hall, Killeen Community Center, Lions Club Park Senior Center, KISD Administration Building

Election Day:

Precinct 106/201 – Fire Station #1

Precinct 109/204/410 – St. Joseph's Catholic Church

Precinct 205 – Jackson Professional Learning Center

Precinct 206/402/409 – Lions Park Senior Center

Precinct 203/207/208/210 – Cedar Valley Elementary School

Precinct 405 – Shoemaker High School

Precinct 401/412/413 – Fire Station #9

Precinct 404/406/408 – Fire Station #5

Ballot Form

CITY OF KILLEEN GENERAL ELECTION

MAY 4, 2019

OFFICIAL BALLOT

FOR COUNCILMEMBER , DISTRICT 1

Vote for One

- _____
- _____
- _____

FOR COUNCILMEMBER, DISTRICT 2

Vote for One

- _____
- _____
- _____

FOR COUNCILMEMBER , DISTRICT 3

Vote for One

- _____
- _____
- _____

FOR COUNCILMEMBER, DISTRICT 4

Vote for One

- _____
- _____
- _____



6

Voting Equipment

DS200 Precinct Scanner and Tabulator

ExpressVote Ballot-Marking Device (ADA)

Recommendation

7

- Staff recommends City Council approve the ordinance calling for a May 4, 2019 general election to elect a council member for each district.



City of Killeen

Legislation Details

File #: OR-19-002 **Version:** 1 **Name:** Ordinance Amending Chapter 4
Type: Ordinance **Status:** Ordinances
File created: 1/3/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: Consider an ordinance amending Chapter 4, Article II, Municipal Ambulance Service.
Sponsors: Fire Department
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		



STAFF REPORT

DATE: January 22, 2019
TO: Ronald L. Olson, City Manager
FROM: Brian Brank, Fire Chief
SUBJECT: Article II- Municipal Ambulance Service Ordinance Revision

BACKGROUND AND FINDINGS:

The Code of Ordinances Chapter 4 of the City of Killeen Section 4-26 through 4-46 contains outdated medical definitions, transport practices, and billing information. The last revision to the language in the ordinance was amended in 1996, as well as a fee schedule adjustment in 2015. This proposed change to this ordinance will alleviate antiquated language.

THE ALTERNATIVES CONSIDERED:

1. Adopt the proposed changes.
2. Do not adopt the proposed changes.

Which alternative is recommended? Why?

The Killeen Fire Department recommends adopting the proposed changes in order to modernize the language of the ordinance.

CONFORMITY TO CITY POLICY:

This item conforms to all state and local laws.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

N/A

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

Staff recommends that the City Council approve the revision to the Municipal Ambulance Ordinance.

DEPARTMENTAL CLEARANCES:

Fire, Legal, Finance

ATTACHED SUPPORTING DOCUMENTS:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 4 OF THE CODE OF ORDINANCES OF THE CITY OF KILLEEN, TEXAS, BY AMENDING ARTICLE II, MUNICIPAL AMBULANCE SERVICE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Killeen Fire Department operates an emergency medical service; and

WHEREAS, Chapter 4 establishes regulations and fees for the operation of the Killeen Fire Department emergency medical services; and

WHEREAS, changes to the ordinance are necessary for the efficient operation of the Killeen Fire Department emergency medical services provided, **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN, TEXAS:

SECTION I. That Chapter 4 is hereby amended as follows:

ARTICLE II. - MUNICIPAL AMBULANCE SERVICE

DIVISION 1. - GENERALLY

Sec. 4-26. - Definitions.

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

* * *

Advanced life support (ALS) ambulance shall mean an emergency medical service vehicle that has complex, specialized, life-sustaining equipment and, ordinarily, equipped for radio-telephone contact with a physician or hospital. Typical of this type of ambulance would be mobile ~~emergency~~ intensive care units and other ambulance vehicles that are appropriately equipped and staffed by personnel trained and authorized to administer IVs, ~~provide anti-shock trousers,~~ establish and maintain a patient's airway, defibrillate the heart, relieve pneumothorax conditions and perform other advanced life support procedures or services such as cardiac (EKG) monitoring.

- (a) *Advanced life support, level 1* shall mean transportation by ground ambulance, medically necessary supplies and services and an ALS assessment by ALS personnel or the provision of at least one ALS intervention.
- (b) *Advanced life support, level 2* shall mean emergency transport by ground ambulance with administration of three or more medications by intravenous push/bolus or by continuous infusion excluding crystalloid, hypotonic, isotonic, and hypertonic solutions, or transportation, medically necessary supplies and services and the provision of at least one of the following ALS procedures:

Manual defibrillation/cardioversion, endotracheal intubation, central venous line, cardiac pacing, chest decompression, surgical airway, and intraosseous line.

* * *

Emergency medical service (EMS) personnel shall mean emergency care attendant; basic emergency medical technician; ~~intermediate~~ advanced emergency medical technician; or paramedic emergency medical technician.

* * *

DIVISION 2. - ADMINISTRATION

Sec. 4-27. - Creation; operation by fire department; officer in charge.

There shall be, and it is hereby created, a service to the people to be called the City of Killeen Emergency Medical Service, which service shall be operated within the city fire department and under the authority of the fire chief or his designated representative. The primary purpose of said service shall be for the care and transportation of persons with moderate to life threatening trauma or illness, ~~and only secondarily as a transfer service for the infirm.~~ The fire chief is authorized to allocate or withhold equipment and personnel as he deems necessary to assure that adequate emergency care and transportation is available at all times for legitimate emergency medical needs in the city.

* * *

Sec. 4-30. - Destinations of emergency trips.

- (a) The destination of all emergency trips shall be to the closest and most appropriate medical facilities facility within Bell County, Texas. ~~The patient may choose the medical facility destination so long as it is within Bell County. If the patient is unable for any reason, to make such choice, the city~~ EMS personnel shall have discretion to choose the facility according to the EMS standard operating procedures.
- (b) In the event of mutual aid assistance, the city's EMS unit shall deliver emergency trip patients as directed by the authorized person in charge of the jurisdiction requesting mutual aid, or in the event no such orders are given, the city EMS personnel shall deliver patients to the nearest appropriate facility.

Sec. 4-43. - Presumption.

- (a) It shall be prima facie evidence that the person utilizing such emergency medical service did so with the intent to defraud the city, upon showing that such person was notified in writing of the indebtedness due for such service, and upon failure of such person to either: pay for such indebtedness within sixty (60) days after receipt of notice, or during that time, to make arrangements with the finance department or any designated billing agent for periodic installment payments on the debt.
- (b) If an account is delinquent more than one hundred twenty (120) days, the account shall be turned over to a collection agency for collection process, or sued upon, or such other remedy provided by law for the collection of unpaid debt may be used.

Sec. 4-44. - Right of refusal of service.

The city emergency medical service shall reserve unto itself the right to refuse service to the following persons:

- (a) ~~Those described in subsection (a)1—3 below, unless accompanied by a peace officer:~~
 - 1. ~~Persons who are in confinement of, under control of, or have been placed under arrest by any law enforcement officer or agency; or~~
 - 2. ~~Persons who have been adjudged insane, incompetent or mentally ill by a court of competent jurisdiction, or who have such proceedings pending. No insane or mentally ill person will be transported without an attendant or nurse accompanying such person. The city shall not be responsible for obtaining any nurse or attendant.~~
 - 3. ~~Persons~~ persons who, in the opinion of ambulance attendants, are unruly, disorderly, intoxicated or under the influence of alcohol or other substance to a degree that they cannot be transported in a safe manner, taking into consideration the safety and welfare of all occupants of the vehicle. ~~Any drunk, disorderly or unruly person ordered by a doctor or peace officer to be transported in an ambulance may be refused by the city, unless such~~ A person described in this section shall be refused unless accompanied by a peace officer in such ambulance.
- (b) Persons who, in the judgment of a paramedic on the scene, exhibit only normal health or a mild medical condition and not a medical emergency, not warranting use of the city's mobile intensive care units for immediate transportation (thereby assuring availability of such for legitimate medical emergencies). In such instances, the paramedic shall render any appropriate care or first aid, and inform the person that there are alternative methods of non-emergency transportation available (e.g., private vehicle, private ambulance transfer service, taxi, or public transportation). No city employee shall ever endorse or indicate favoritism for one transportation provider over another.

Sec. 4-45. - No transport calls.

When a call is received from a scene of an accident and/or event and treatment is provided but transport is unnecessary, a bill for services performed and supplies used will be charged if the cost exceeds \$25.00.

If a call is received from the patient's residence and no treatment is provided to the sick or injured, ~~but~~ and transportation to a medical facility is refused by the patient or family member, then a base rate fee of \$100.00 may be charged.

When ~~aid and/or patient assessment~~ treatment is provided to the sick or injured in response to a call for EMS, but transportation to a medical facility is refused by either the patient or a paramedic on the scene, then ~~no~~ a base rate fee of \$236.00 may be charged, if the call is to a location within the city limits. Fees for no-transport calls outside of the city limits shall be determined by contract with other governmental entities requesting the service.

DIVISION 3. - FEES

Sec. 4-46. - Fees.

- (a) Any person who uses the emergency medical services of the city, whether such person requested the same or not, shall pay for the service in accordance with the following fee schedule. Fees for services in addition to the ambulance service rate will be charged according to the fee schedule when additional services and supplies are needed by the person. The fee schedule shall apply to each person transported whether one or more persons are picked up in the same ambulance at the same time.
- (b) In the event a hospital, nursing home or other entity or individual is responsible for the transport, transfer or other transportation of a person using the ambulance service of the city, that responsible hospital, nursing home or other entity or individual shall pay for such service according to the following fee schedule:

Fee Schedule (Based upon a one-way trip)

~~Service Fee~~

- (1) Basic Life Support Transport (Emergency) on Advanced Life Support Ambulance \$560.00
- (2) Advanced Life Support Transport, Level 1 \$690.00
- (3) Advanced Life Support Transport, Level 2 \$770.00
- (4) Additional attendant *\$50.00
* If CPR is administered, the patient's weight obviously exceeds 300 lbs., or the patient is carried up or down a long flight of stairs.
- (5) Treatment - no transport \$236.00
- (6) No transport - no treatment \$100.00

- (7) Mileage, per mile \$13.00
- (8) Extrication \$100.00
- (9) Oxygen, drugs, medications, miscellaneous bandages and supplies are charged according to the reasonable cost per item in accordance with the Health Care Financing Administration (HCFA).

Standing time. Every emergency trip or transfer to any hospital, clinic, doctor's office or other place will include a waiting period of not more than fifteen (15) minutes without additional charge. An additional charge of fifteen dollars (\$15.00) will be made for each fifteen (15) minutes or fraction thereof, that the ambulance unit and its equipment must wait at any hospital, clinic, doctor's office or other place prior to discharge.

Emergency service outside of city. Fees for emergency ambulance services provided by the City of Killeen Emergency Medical Service to locations outside of the Killeen city limits but within Bell County shall be made in accordance with an EMS service contract between the City of Killeen and Bell County. Fees for emergency ambulance service provided by the City of Killeen Emergency Medical Service to locations out of county shall be charged in accordance with the above fee schedule. An additional fee of two hundred dollars (\$200.00) shall be applied.

~~*In county and out of county transfer service.* Each person transported on a non-emergency transfer basis, to and from points inside Bell County, shall be charged and pay the transfer and mileage fees stated above, or as modified by any EMS contract with another jurisdiction. Each person transported on a non-emergency transfer basis to or from a point outside of Bell County shall be charged and shall pay an additional two hundred dollars (\$200.00) for such service above prevailing rates and all charges for such service shall be paid for in advance. Availability of all transfer service is dependent on permission of the fire chief or his designee, based upon the need to assure adequate emergency personnel and equipment are present within the city at all times.~~

* * *

SECTION II: 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 III: That should any section or part of any section or paragraph 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 IV: That the Code of Ordinances of the City of Killeen, Texas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.

SECTION V: That this ordinance shall be effective upon publication.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, on this the 29th day of January, 2019, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et. seq.*

APPROVED:

Jose L. Segara
MAYOR

APPROVED AS TO FORM:

Kathryn H. Davis
CITY ATTORNEY

ATTEST:

Lucy C. Aldrich
CITY SECRETARY



CONSIDER AN ORDINANCE AMENDING CHAPTER 4, AMBULANCES

OR-19-002

January 22, 2019

Revisions to Chapter 4, Ambulances

2

- Revision of the *Municipal Ambulance Service Ordinance* to:
 - ▣ Clarify outdated definitions and language.
 - Removes antiquated EMS terminology and updates medical definitions.
 - Fixes conflicting billing information wording.
 - ▣ Update current transport practices.
 - Removes unutilized inter-facility patient transfer information.
 - ▣ Revise destinations of emergency trips to the most appropriate medical facility.

Revisions to Chapter 4, Ambulances

3

- Sec. 4- 26 Definitions.
 - ▣ Modernized.
- Sec. 4-27- Creation; Operation by Fire Dept; officer in charge.
 - ▣ Concise language.
- Sec. 4-30 Destinations of emergency trips.
 - ▣ (a) Language was changed to reflect the standard operating procedures set forth by the Medical Director.
- Sec. 4-43.- Presumption.
 - ▣ Added (or any designated billing agent).

Revisions to Chapter 4, Ambulances

- Sec. 4-44.- Right of refusal of service.
 - ▣ Second paragraph was removed due to redundancy.
- Sec. 4-45. No transport calls
 - ▣ The language in this section was revised for clarity.
- Sec. 4-46. Fees
 - ▣ The in county and out of county transfer service paragraph was removed. KFD does not participate in an inter-facility transfer program.

Alternatives Chapter 4, Ambulances

5

- Alternatives:
 - ▣ Not revising the Municipal Ambulance Service Ordinance
 - ▣ Revise the Municipal Ambulance Service Ordinance

- Staff recommends that the City Council authorize amending Chapter 4 of the Code of Ordinances.



City of Killeen

Legislation Details

File #: PH-19-002 **Version:** 1 **Name:** Street Maintenance Budget
Type: Ordinance/Public Hearing **Status:** Public Hearings
File created: 1/8/2019 **In control:** City Council
On agenda: 1/29/2019 **Final action:**
Title: HOLD a public hearing and consider an ordinance amending the FY 2019 Annual Budget and Plan of Municipal Services of the City of Killeen by increasing revenue and expenditure accounts to establish the Street Maintenance Special Revenue Fund budget.
Sponsors: Finance Department
Indexes:
Code sections:
Attachments: [Staff Report](#)
[Ordinance](#)
[Presentation](#)

Date	Ver.	Action By	Action	Result
1/22/2019	1	City Council Workshop		



STAFF REPORT

DATE: January 22, 2019
TO: Ronald L. Olson, City Manager
FROM: Jonathan Locke, Executive Director of Finance
VIA: Miranda Drake, Director of Budget
SUBJECT: Budget Amendment

BACKGROUND AND FINDINGS:

On December 11, 2018, the City Council approved an ordinance establishing a Street Maintenance Special Revenue Fund and providing for the collection of street maintenance fees. While the ordinance became effective immediately, the implementation phase will take approximately six (6) months to properly integrate the new fee into the billing system. The collection of this fee will start in the July 2019 billing cycle.

Ordinance No. 18-045, Section 25-226, created a separate fund within the City's fund structure known as the Street Maintenance Special Revenue Fund, for the purpose of maintenance of the transportation system. This budget amendment transfers the funds for Street Operations from the General Fund to the Street Maintenance Special Revenue Fund.

	Revenue Budget
Special Revenue Fund - Street Maintenance Fund	\$5,233,565
TOTAL	\$5,233,565

Expenditure Budget	
General Fund	\$ 0
Special Revenue Fund - Street Maintenance Fund	5,233,565
TOTAL	\$5,233,565

THE ALTERNATIVES CONSIDERED:

(1) Approve the attached ordinance amending the Annual Budget and Plan of Municipal Services for FY 2019 to establish the Street Maintenance Special Revenue Fund budget.; (2) Do not approve the ordinance.

Which alternative is recommended? Why?

Staff recommends option 1 to approve the ordinance amending the Annual Budget and Plan of Municipal Services for FY 2019 to establish the Street Maintenance Special Revenue Fund budget.

CONFORMITY TO CITY POLICY:

City Charter, Article VII., Section 71 and Section 73

FINANCIAL IMPACT:

Upon approval, accounts will be amended in the FY 2019 budget as follows:

An increase to General Fund expenditure accounts by \$0.

An increase to Special Revenue Funds - Street Maintenance Fund revenue accounts by \$5,233,565.

An increase to Special Revenue Funds - Street Maintenance Fund expenditure accounts by \$5,233,565.

What is the amount of the expenditure in the current fiscal year? For future years?

N/A

Is this a one-time or recurring expenditure?

This is a one-time transfer of the Streets operating budget from the General Fund to the Street Maintenance Special Revenue Fund.

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

Staff recommends that the City Council approve this ordinance amending the FY 2019 Annual Budget and Plan of Municipal Services of the City of Killeen to establish the budget for the Street Maintenance Special Revenue Fund.

DEPARTMENTAL CLEARANCES:

City Attorney
Finance

ATTACHED SUPPORTING DOCUMENTS:

Ordinance

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KILLEEN, TEXAS, AMENDING THE FY 2019 ANNUAL BUDGET AND PLAN OF MUNICIPAL SERVICES OF THE CITY OF KILLEEN BY INCREASING REVENUE AND EXPENDITURE ACCOUNTS TO ESTABLISH THE STREET MAINTENANCE SPECIAL REVENUE FUND BUDGET; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A SAVING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of the City of Killeen for the Fiscal Year October 1, 2018 to September 30, 2019, has been adopted by City Council in accordance with the City Charter; and

WHEREAS, the Killeen City Council created a Street Maintenance Special Revenue Fund with the approval of ordinance 18-045; and

WHEREAS, the creation of a Street Maintenance Special Revenue Fund requires a budget amendment;

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

SECTION 1. That Ordinance 18-032, adopting a budget for operating the municipal government of the City of Killeen for the Fiscal year October 1, 2018 to September 30, 2019, be amended as to the portion of said budget as follows:

Revenues:

Account Number	Description	Original Budget	Budget Change	Amended Budget
234-0000-391-0110	Transfer In from Fund 010	\$ -	\$ 4,498,667	\$ 4,498,667
234-0000-391-0110	Transfer In from Fund 010	-	334,899	334,899
234-0000-346-0101	Residential Services	-	160,000	160,000
234-0000-346-0102	Non-Residential Services	-	239,999	239,999
	Total	\$ -	\$ 5,233,565	\$ 5,233,565

Expenditures:

Account Number	Description	Original Budget	Budget Change	Amended Budget
010-9595-492-9234	Transfer to Fund 234	\$ -	\$ 4,498,667	\$ 4,498,667
010-9595-492-9234	Transfer to Fund 234	-	334,899	334,899
010-3445-434-4005	Full-time Salaries	1,771,920	(1,771,920)	-
010-3445-434-4015	Overtime	7,194	(7,194)	-
010-3445-434-4025	Longevity	19,776	(19,776)	-
010-3445-434-4030	Incentive Pay	32,880	(32,880)	-
010-3445-434-4055	On Call	11,340	(11,340)	-
010-3445-434-4070	Vacation - 4th Week Buyback	3,000	(3,000)	-
010-3445-434-4082	Medical Insurance	237,163	(237,163)	-

Expenditures (continued):

Account Number	Description	Original Budget	Budget Change	Amended Budget
010-3445-434-4083	Dental Insurance	\$ 14,906	\$ (14,906)	\$ -
010-3445-434-4084	Life Insurance	972	(972)	-
010-3445-434-4085	Retirement - TMRS	205,840	(205,840)	-
010-3445-434-4087	Social Security	109,406	(109,406)	-
010-3445-434-4088	Medicare	25,594	(25,594)	-
010-3445-434-4089	Workers Compensation	60,575	(60,575)	-
010-3445-434-4110	Office	1,700	(1,700)	-
010-3445-434-4115	Postage/Carrier Service	25	(25)	-
010-3445-434-4120	Uniforms & Clothing	32,200	(32,200)	-
010-3445-434-4130	Fuel	104,513	(104,513)	-
010-3445-434-4135	Print Supplies	1,450	(1,450)	-
010-3445-434-4137	Phones & Accessories	150	(150)	-
010-3445-434-4140	Computer Supplies	1,500	(1,500)	-
010-3445-434-4160	Food Supplies	1,400	(1,400)	-
010-3445-434-4165	Minor Tools	22,150	(22,150)	-
010-3445-434-4170	Cleaning Supplies	3,683	(3,683)	-
010-3445-434-4175	Medical & Chemical	125	(125)	-
010-3445-434-4187	Extinguishing Chemicals	1,500	(1,500)	-
010-3445-434-4190	Agricultural Supplies	3,575	(3,575)	-
010-3445-434-4205	Walks & Drives	50,000	(50,000)	-
010-3445-434-4236	Traffic Signals Maint.	2,500	(2,500)	-
010-3445-434-4237	Sign Maintenance	30,000	(30,000)	-
010-3445-434-4238	Pavement Marking	201,724	(201,724)	-
010-3445-434-4265	Street Maintenance	330,000	(330,000)	-
010-3445-434-4290	Roadway Drainage Maint.	487	(487)	-
010-3445-434-4310	Small Equipment Repair	4,500	(4,500)	-
010-3445-434-4315	Vehicle Repair/Maint.	111,809	(111,809)	-
010-3445-434-4350	Machinery	90,000	(90,000)	-
010-3445-434-4370	Signals & Traffic Lights	84,150	(84,150)	-
010-3445-434-4404	Water Service	1,800	(1,800)	-
010-3445-434-4405	Telephone	5,089	(5,089)	-
010-3445-434-4406	Gas Service	1,200	(1,200)	-
010-3445-434-4407	Cable Service	711	(711)	-
010-3445-434-4408	Waste Disposal	2,300	(2,300)	-
010-3445-434-4410	Equipment Rental/Lease	55,000	(55,000)	-
010-3445-434-4426	Advertising	310	(310)	-
010-3445-434-4430	Training and Travel	3,250	(3,250)	-

Expenditures (continued):

Account Number	Description	Original Budget	Budget Change	Amended Budget
010-3445-434-4448	Traffic Lights Electricity	\$ 67,000	\$ (67,000)	\$ -
010-3445-434-4449	Street Lights Electricity	750,000	(750,000)	-
010-3445-434-4450	Electricity Services	12,000	(12,000)	-
010-3445-434-4475	Dues and Memberships	1,300	(1,300)	-
010-3445-434-4701	Consulting Services	15,000	(15,000)	-
010-3445-434-4720	Engineering Services	4,000	(4,000)	-
010-9501-491-5020	Reserve Appropriation	334,899	(334,899)	-
234-3445-434-4005	Full-time Salaries	-	1,771,920	1,771,920
234-3445-434-4015	Overtime	-	7,194	7,194
234-3445-434-4025	Longevity	-	19,776	19,776
234-3445-434-4030	Incentive Pay	-	32,880	32,880
234-3445-434-4055	On Call	-	11,340	11,340
234-3445-434-4070	Vacation - 4th Week Buyback	-	3,000	3,000
234-3445-434-4082	Medical Insurance	-	237,163	237,163
234-3445-434-4083	Dental Insurance	-	14,906	14,906
234-3445-434-4084	Life Insurance	-	972	972
234-3445-434-4085	Retirement - TMRS	-	205,840	205,840
234-3445-434-4087	Social Security	-	109,406	109,406
234-3445-434-4088	Medicare	-	25,594	25,594
234-3445-434-4089	Workers Compensation	-	60,575	60,575
234-3445-434-4110	Office	-	1,700	1,700
234-3445-434-4115	Postage/Carrier Service	-	25	25
234-3445-434-4120	Uniforms & Clothing	-	32,200	32,200
234-3445-434-4130	Fuel	-	104,513	104,513
234-3445-434-4135	Print Supplies	-	1,450	1,450
234-3445-434-4137	Phones & Accessories	-	150	150
234-3445-434-4140	Computer Supplies	-	1,500	1,500
234-3445-434-4160	Food Supplies	-	1,400	1,400
234-3445-434-4165	Minor Tools	-	22,150	22,150
234-3445-434-4170	Cleaning Supplies	-	3,683	3,683
234-3445-434-4175	Medical & Chemical	-	125	125
234-3445-434-4187	Extinguishing Chemicals	-	1,500	1,500
234-3445-434-4190	Agricultural Supplies	-	3,575	3,575
234-3445-434-4205	Walks & Drives	-	50,000	50,000
234-3445-434-4236	Traffic Signals Maint.	-	2,500	2,500
234-3445-434-4237	Sign Maintenance	-	30,000	30,000
234-3445-434-4238	Pavement Marking	-	201,724	201,724

Expenditures (continued):

Account Number	Description	Original Budget	Budget Change	Amended Budget
234-3445-434-4265	Street Maintenance	\$ -	\$ 664,899	\$ 664,899
234-3445-434-4290	Roadway Drainage Maint.	-	487	487
234-3445-434-4310	Small Equipment Repair	-	4,500	4,500
234-3445-434-4315	Vehicle Repair/Maint.	-	111,809	111,809
234-3445-434-4350	Machinery	-	90,000	90,000
234-3445-434-4370	Signals & Traffic Lights	-	84,150	84,150
234-3445-434-4404	Water Service	-	1,800	1,800
234-3445-434-4405	Telephone	-	5,089	5,089
234-3445-434-4406	Gas Service	-	1,200	1,200
234-3445-434-4407	Cable Service	-	711	711
234-3445-434-4408	Waste Disposal	-	2,300	2,300
234-3445-434-4410	Equipment Rental/Lease	-	55,000	55,000
234-3445-434-4426	Advertising	-	310	310
234-3445-434-4430	Training and Travel	-	3,250	3,250
234-3445-434-4448	Traffic Lights Electricity	-	67,000	67,000
234-3445-434-4449	Street Lights Electricity	-	750,000	750,000
234-3445-434-4450	Electricity Services	-	12,000	12,000
234-3445-434-4475	Dues and Memberships	-	1,300	1,300
234-3445-434-4701	Consulting Services	-	15,000	15,000
234-3445-434-4720	Engineering Services	-	4,000	4,000
234-3445-434-5020	Reserve Appropriation	-	399,999	399,999
	Total	\$ 4,833,566	\$ 5,233,565	\$ 10,067,131

SECTION II: That the City Council finds that the public notice and public hearing requirements of Section 56 of the City Charter have been complied with prior to the enactment of this ordinance.

SECTION III: That should any section or part of any section or paragraph 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 IV: That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION V: That this ordinance shall be effective after its passage and publication according to law.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas, this 29th day of January, 2019, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 et seq.

APPROVED

Jose L. Segarra
MAYOR

ATTEST:

APPROVED AS TO FORM

Lucy C. Aldrich
City Secretary

Kathryn H. Davis
City Attorney



STREET MAINTENANCE FUND BUDGET AMENDMENT

PH-19-002

January 22, 2019

Background

2

- Purpose of budget amendment
 - ▣ To increase revenue and expenditure accounts to establish the Street Maintenance Special Revenue Fund budget.
- Fiscal Impact
 - ▣ An increase to General Fund expenditure accounts by \$0.
 - ▣ An increase to Special Revenue Funds – Street Maintenance Fund revenue accounts by \$5,233,565.
 - ▣ An increase to Special Revenue Funds – Street Maintenance Fund expenditure accounts by \$5,233,565.

Street Maintenance Special Rev. Fund Budget Amendment

3

Description	General Fund	Street Maint. Fund
Revenues:		
Annual Contribution from General Fund (73.65%)	\$ -	\$4,498,667
One-Time Transfer In from General Fund (H.O.P.)	-	334,899
SMF \$1.6M Annually (26.35%) – Prorated for 3 months	-	399,999
Total Revenues	\$ -	\$5,233,565
Expenditures:		
General Fund Street Operations	(4,498,667)	-
General Fund Reserve Appropriations (H.O.P.)	(334,899)	-
Annual Contribution to Street Maint. Fund	\$4,498,667	\$ -
One-Time Transfer to Street Maint. Fund (H.O.P.)	334,899	-
Street Maintenance Fund Operations	-	5,233,565
Total Expenditures	\$ -	\$5,233,565

Recommendation

4

Staff recommends that City Council approve the ordinance amending the FY 2019 Annual Budget and Plan of Municipal Services.