

AGENDA

CITY OF TAYLOR, TEXAS
CITY COUNCIL MEETING
CITY HALL, COUNCIL CHAMBERS, 400 PORTER STREET

SEPTEMBER 8, 2016, 6:00 P.M.

CALL TO ORDER AND DECLARE A QUORUM

INVOCATION

PLEDGE OF ALLEGIANCE

PROCLAMATION

1. Proclamation: September 11 is Patriot Day (Mayor)
2. Proclamation: Flood of Hope Challenge, September and October 2016. (Mayor)

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Registration forms are available at the sign in table.)

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items that the Council may act on with one single vote. The Mayor or any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

3. Receive semiannual report from the Taylor Marketing Partnership. (Holli Nelson)
4. Approve Ordinance 2016-18 regarding assignment pay for firefighters and police officers. (Chief Fluck; Chief Ekiss)
5. Approve minutes for August 25, 2016. (Susan Brock)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

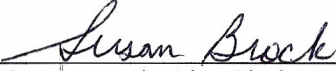
6. Approve Ordinance 2016-15 adopting the annual budget for fiscal year 2016/2017 and take a record vote. (Rosemarie Dennis)
7. Approve Ordinance 2016-16 fixing and levying ad valorem tax rate for tax year 2016/2017 and take a record vote. (Rosemarie Dennis)
8. Approve Ordinance 2016-17 establishing fees for city services for fiscal year 2016/2017. (Rosemarie Dennis)
9. Consider approving proposal for engineering services for the design of Edmond Street Phase I. (Walter Ragsdale)
10. Consider approving an agreement with Alliance Geotech for inspection and testing services related to the Main Street Trail project. (Mike DeVito)
11. Receive update on Transportation User Fee appeals process. (Isaac Turner)
12. Consider approving budgets for FY 2016/2017 for:
 - a. Taylor Chamber of Commerce
 - b. Taylor Economic Development Corporation. (Isaac Turner)
13. Consider approving Resolution R16-26 authorizing staff to accept a grant if awarded from Union Pacific Foundation for a skate park. (Mike DeVito)
14. Receive update on an energy savings performance contract with Siemens, Inc. (Noel Bernal)
15. Receive update on 12th Street wastewater emergency repairs. (Walter Ragsdale)
16. Consider awarding bid for mowing services. (Noel Bernal)
17. Discuss and consider taking action regarding the Planning and Zoning Commission including the possible removal of a board member. (Mayor; Isaac Turner)

18. Consider proposed future agenda topics and items for discussion. (Mayor)

ADJOURN

The Council may vote and/or act upon each of the items listed in this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act including: Section 551.071 (Consult with attorney); Section 551.072 (Real Property); Section 551.073 (Gifts and Donations); Section 551.074 (Personnel Matters); Section 551.076 (Security Devices); and Section 551.087 (Economic Development). I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 6:00 pm on September 5, 2016 and remained posted for at least 72 hours continuously before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.

In compliance with the ADA the City Hall and Council Chambers is wheelchair accessible. Reasonable accommodations will be provided for persons attending city council meetings in need of special assistance. Please contact Susan Brock, City Clerk, at least 24 hours prior to the meeting for special assistance.

Posted By:  Date 9/2/16
Susan Brock, City Clerk



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 1
Agenda Title: Proclamation recognizing September 11th as Patriot's Day
Council Action to be taken: Mayor reads and presents Proclamation
Initiating Department: Mayor
Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

In 2002, in memory of the victims and heroes of the Sept. 11, 2001 terrorist attacks against the United States, President Bush proclaimed that Sept. 11th be observed as "Patriot Day". This proclamation will be presented at the Patriot's Day Celebration in Heritage Square, Sunday, September 11.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

The significance of the date is to coincide with the 9/11 Remembrance and local parade and ceremony at Heritage Square.

5. RECOMMENDATION

Mayor reads and presents Proclamation to representatives in attendance.

6. REFERENCE FILES

1a. [Proclamation](#)

PROCLAMATION

Whereas, September 11, 2001 was a day marked by senseless acts of terror and thousands of innocent lives were lost. Police officers and firefighters were joined by ordinary men and women acting as rescuers, comforters and heroes performing countless acts of bravery; and

Whereas, to ensure this day is always remembered the United States Congress has designated September 11th of each year as Patriot Day; and

Whereas, Patriot Day is a time to reflect on these heroic deeds, to remember this solemn event, and to honor the memories of those who lost their lives and to “never forget” those innocent victims; and

Whereas, Patriot Day is also a time to express gratitude to the men and women of our armed forces who continue to fight for freedom throughout the world. Their service encourages us to be patriotic, promote peace, and reminds each of us to celebrate the many liberties we hold dear.

NOW, THEREFORE, I, Jesse Ancira, Jr., as the Mayor of the City of Taylor, do hereby proclaim September 11, 2016 as

PATRIOT DAY
in
Taylor, Texas

Proclaimed this 8th day of September, 2016.

Jesse Ancira, Jr., Mayor

Proclamation

“A Day To Remember”

WHEREAS, the unprovoked attacks of Sept. 11, 2001, upon America by foreign terrorists have thrust the United States, and other countries, into a war it never envisioned, militarily or diplomatically; and

WHEREAS, the challenges facing all the civilized people of the world as they relate to the war on terrorism will not end until those fanatics responsible are eliminated or brought to justice; and

WHEREAS, America is fully committed to ensuring our freedoms remain unfettered and sovereign for all generations, now and forever; and

WHEREAS, world opinion needs to remain focused upon the eradication of these inhuman acts perpetrated around the globe; and

WHEREAS, one way to accomplish this is to NEVER FORGET that those innocent victims did not die in vain; and

WHEREAS, America can fight back by reminding the world that the deaths of these people will always be remembered and that they will be forever loved; and

WHEREAS, a noble and appropriate way to accomplish this is through the annual celebration of their living; and

WHEREAS, this commemoration should be conducted each Sept. 11 throughout the land to include:

- The promotion of global peace and goodwill;
- The demonstration of America’s resolve and perseverance to win the war on terrorism;
- The advancement of responsible citizenship;
- The encouragement of patriotism and love of country; and
- The poignant remembrance of those innocent victims who died Sept. 11, as heroes, one and all; now therefore be it

RESOLVED, as the mayor of the City of Taylor, I am issuing this proclamation to memorialize those men, women, and children who lost their lives; and be it further

RESOLVED, that this proclamation be publicized for all to see and know that the citizens of Taylor remember with eternal respect those whose lives were suddenly, without cause and pointlessly taken from them on Sept. 11, 2001.

May they forever rest in peace and abide in our memories.

Respectfully Submitted and Approved, on this 8th day of September, 2016.

Mayor Jesse Ancira, Jr.



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 2

Agenda Title: Proclamation: Flood of Hope Challenge September and October, 2016.

Council Action to be taken: Mayor to present on behalf of Pastor Jeff Ripple

Initiating Department: City Administration

Staff Contact: Isaac Turner, City Manager

1. INTRODUCTION/PURPOSE

Pastor Jeff Ripple is issuing a challenge to the community to step up and help the flood victims of 2015 gain full recovery from the Memorial Day disaster.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

Pastor Ripple has identified the months of September and October as the months dedicated to raising the remaining funds and garnering assistance to help those families still in need.

5. RECOMMENDATION

6. REFERENCE FILES

2a. [Proclamation](#)



***City Council Meeting
September 8, 2016
Agenda Item Transmittal***

Agenda Item #: 3
Agenda Title: Receive Taylor Marketing Partnership Semi-Annual Report
Council Action to be taken: Accept Report
Initiating Department: Public Information Office
Staff Contact: Holli Nelson, Public Information Officer

1. INTRODUCTION/PURPOSE

Through the charter established by the TMP and approved by the executive board, members must report the status of the TMP goals and initiatives every six months to evaluate effectiveness and readjust tactics and procedures, if necessary.

2. DESCRIPTION/ JUSTIFICATION

The Taylor Marketing Partnership, made up of representatives from the City, Economic Development Corporation, Chamber of Commerce and ISD, is charged with ownership of the Taylor Made Texas brand. The goals of the TMP are to oversee the brand and implement strategies for brand awareness for the City as a whole.

3. FINANCIAL/BUDGET

N/A

4. TIMELINE CONSIDERATIONS

N/A

5. RECOMMENDATION

N/A

6. REFERENCE FILES

3a. [TMP Semi-Annual Report](#)



Taylor Marketing Partnership Semi-Annual Report

Goals –

- **Launch the Taylor Made Texas brand online and through social media within the first 6 months of operation (March 2016) to highlight achievements of each of the partner entities and promote our vision.**
 - We have started advertising online to increase the reach of our TMP social media pages and to encourage “day trips” to Taylor for shopping and dining.
 - We have launched our tourism website online as well – www.taylormadetexas.com
- **Market and promote 2 signature events in Taylor – Blackland Prairie Days and Main Street Car Show.**
 - We are currently working with the Main Street Car Show committee on advertising and design for this year's car show. Advertising will include:
 - Community Impact – over 100,000 person reach
 - Williamson County Sun
 - Taylor Daily Press
 - Social Media ads targeted to the Austin area
 - Arsenal has been hired to do the posters and ad design
 - We will be working with the Main Street Promotions Committee on the marketing and advertising of the Blackland Prairie Days with the \$10,000 we have promised to fund towards the success of that event. No meetings have been scheduled as of the date of this report.
- **Develop a comprehensive social media following of 1000 on Facebook and 500 on Twitter within the first year that focuses on the positive aspects of Taylor's growth, economic development, school system, City achievements and main street businesses, among many other things.**
 - We have created and launched 3 social media pages for the TMT brand on Facebook, Instagram and Twitter. We are currently using some advertising budget to increase our reach and audience.
- **Tap into 5 key markets outside the local Austin area that promotes awareness and brand recognition of Taylor, Texas and Taylor Made Texas through advertising, signature events, and marketing efforts.**
- **Develop 2 tourism ad campaigns within the first year promoting the signature events in Taylor.**
 - At the last TMP meeting on 8/17/16, members expressed interest in foregoing development of an advertising campaign for more targeted approaches to capitalizing on growth opportunities.



- **Additional successes since the launch of the TMT brand:**
 - o Hometown effort to promote "Taylor Made Texas" through printing of shirts and giveaway items
 - o Trademarking of TMT brand in the works with Ted Hejl
 - o Launched tourism website in July – www.taylormadetexas.com
 - o 30,000 Brochures have been printed and will be distributed to key markets in Austin including rest stops, hotels, motels and tourism locations (I-10 west Houston to Sequin and in Austin)

- **Future Items for TMP in 2016**
 - o Developing an ambassador program for the TMT brand
 - o Growing social media presence
 - o Developing a video on Why Taylor? Which highlights reasons to live, play and stay in Taylor Made Texas. Focus of the video is to denounce current perceptions and help drive development, both economically and residentially, as well as focus on the positive aspects of each partner entity.
 - o Developing targeted marketing materials for key objectives – school perception issues and gaining regional recognition; development initiatives both commercial and residential; promoting growth; helping advance shop local and stay local campaigns
 - o Short social media videos for each partner that address 2-3 issues or highlight success such as development, perception, ISD accomplishments, etc.
 - o Possible annual achievements booklet for community members to inform and education on entity achievements and help to change perceptions
 - o Looking at ways to impact the Third Thursdays/Shop Local campaign
 - o Possible involvement with International BBQ event hosted by the Chamber
 - o Developing a yearly expenditure report to budget for projects after the initial 3 years is up (2017)



Financials

- Expenses**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	cc	07/22/2016	Crestline	Citizens National Bank		-1,294.49
				Marketing Collateral	-1,294.49	1,294.49
					-1,294.49	1,294.49
Check	1061	04/26/2016	City of Taylor	Citizens National Bank		-250.00
				Advertising	-250.00	250.00
					-250.00	250.00
Check	1062	05/05/2016	Community Impact	Citizens National Bank		-1,135.00
				Advertising	-1,135.00	1,135.00
					-1,135.00	1,135.00
Check	1063	05/06/2016	Taylor Sporting Goods	Citizens National Bank		-1,600.00
				Community Projects	-1,600.00	1,600.00
					-1,600.00	1,600.00
Check	1064	07/22/2016	Arsenal Advertising, LLC	Citizens National Bank		-4,000.00
				Arsenal Advertising-Rebranding	-4,000.00	4,000.00
					-4,000.00	4,000.00
Check	1065	07/28/2016	One Touch Point	Citizens National Bank		-474.92
				Printing and Copying	-474.92	474.92
					-474.92	474.92



Check	1066	08/08/2016	Arsenal Advertising, LLC	Citizens National Bank		-20,350.00
				Marketing Collateral	-20,350.00	20,350.00
					-20,350.00	20,350.00
Check	1067	08/10/2016	One Touch Point	Citizens National Bank		-3,077.01
				Printing and Copying	-3,077.01	3,077.01
					-3,077.01	3,077.01
Check	1068	08/22/2016	City of Taylor	Citizens National Bank		-3,077.01
				Inserts for Car Show & SM marketing	-715.25	715.25
					-715.25	715.25

- **Remaining Balance from FY2014-15 \$37,410.17**
- **Proposed Future Expenses – Total \$??**
 - o Why Taylor? Video - \$7000
 - o Multiple partner videos – TBD
 - o Main Street Car Show - \$5,000
 - o Blackland Prairie Days - \$10,000
- **Deposits - \$81,666.12 – FY2015-16 funding**



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 4

Agenda Title: Approve Ordinance 2016-18 regarding assignment pay firefighters and police officers.

Council Action to be taken: Approve by consent Ordinance 2016-18

Initiating Department: Fire/Police

Staff Contact: Kim Peterson, Human Resources
Pat Ekiss, Fire Chief
Henry Fluck, Police Chief

1. INTRODUCTION/PURPOSE

The Proposed FY16-17 budget includes a continuation of assignments pay and seniority for both firefighters and police officers. This is a continuation of an Ordinance approved in 2004 and renewed annually during the new budget and incoming new fiscal year.

2. DESCRIPTION/ JUSTIFICATION

Both police and fire department utilize Council approved assignment pay for specialized professional protective service positions and the police department has implemented a seniority plan (with Council approval) in order to attract experienced and skilled sworn law enforcement personnel.

3. FINANCIAL/BUDGET

Impact on budget has already been projected and included in proposed FY16-17 budget

4. TIMELINE CONSIDERATIONS

This ordinance was introduced at the August 25th council meeting and will be administrated upon City Council approval for FY16-17.

5. RECOMMENDATION

Approve by consent.

6. REFERENCE FILES

4a. [Ordinance 2016-18](#)

ORDINANCE NO. 2016-18

AN ORDINANCE CREATING “ASSIGNMENT PAY” FOR CERTAIN ASSIGNMENTS WITHIN THE FIRE AND POLICE DEPARTMENTS; SENIORITY PAY” IN THE POLICE DEPARTMENT; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND AN EXPIRATION DATE FOR THIS ORDINANCE.

WHEREAS, the City of Taylor adopted Chapter 143 of the Texas Local Government Code for its police and fire departments;

WHEREAS, there are specialized assignments within the Fire and Police Departments and certain firefighters and police officers perform that are not performed by every firefighter and police officer;

WHEREAS, § 143.042 of the Texas Local Government Code states that the governing body of a municipality may authorize assignment pay for fire fighters or police officers who perform specialized functions in the Fire or Police Department;

WHEREAS, § 143.042 (c) of the Texas Local Government Code requires that the governing body must set forth in an ordinance the amount of assignment pay and the conditions under which it is to be payable to members of the Fire and Police Department;

WHEREAS, § 143.043 of the Texas Local Government Code permits municipalities to authorize assignment pay for members of the Police Department who perform the duties and responsibilities of the field training officer program;

WHEREAS, the City Council has the authority under § 143.041 of the Texas Local Government Code to set seniority pay for classified positions;

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

SECTION 1.

That the matters and facts set forth in the preamble are hereby found to be true and are incorporated by reference into this Ordinance.

SECTION 2.

The assignment of “Medical Officer” is a specialized function within the Taylor Fire Department and that assignment involves review and responsibility over medical functions of the Department. There is one (1) member of the Fire Department who is assigned to serve as the “Medical Officer.” When a member is designated by the Fire Chief or his designee to serve as the “Medical Officer” for the Department, that member is entitled to receive One Thousand Dollars (\$1,000.00) per year as assignment pay.

SECTION 3.

The assignment of “Inspector” is a specialized function within the Taylor Fire Department and that assignment involves performing inspections, writing reports, and taking enforcement actions for the Department and satisfying the requirements set forth by HB 3866 (81R). There are six (6) members of the

Department who may be assigned to serve as “Inspector.” When a member is designated by the Fire Chief or his designee to serve as “Inspector” for the Department, that member is entitled to receive Four Hundred and Seventy Five Dollars (\$475.00) per year as assignment pay.

SECTION 4.

The assignment of “Fire Investigator” is a specialized function within the Taylor Fire Department and that assignment involves investigating the causes and sources of fires and writing reports regarding the results of those investigations for use by the Department and the public. There are six (6) members of the Department who may be assigned to serve as a “Fire Investigator.” When a member is designated by the Fire Chief or his designee to serve as “Fire Investigator” for the Department, that member is entitled to receive Three Hundred Dollars (\$300.00) per year as assignment pay.

SECTION 5.

The assignment of “Criminal Investigator-Detective” is a specialized function with the Taylor Police Department and that assignment involves investigating higher-grade misdemeanors and felonies for prosecution in County and District Court. When a department member is designated by the Police Chief or his designee to serve as “Criminal Investigator - Detective” for the Department, that member is entitled to receive Twelve Hundred Dollars (\$1,200.00) per year as assignment pay.

SECTION 6.

The assignment of “Sergeant-Criminal Investigations” is a specialized function with the Taylor Police Department and that assignment involves responsibility and oversight for all criminal investigations of higher grade misdemeanors and felonies undertaken by the Taylor Police Department. There is one (1) member of the Police Department who may be assigned to serve as “Sergeant-Criminal Investigations”. When a member is designated by the Police Chief or his designee to serve as “Sergeant-Criminal Investigation” for the Department, that member is entitled to receive Twelve Hundred Dollars (\$1,200.00) per year as assignment pay.

SECTION 7.

The assignment of “Field Training Officer” is a specialized assignment within the Taylor Police Department. The assignment of “Field Training Officer” involves training and evaluating police recruits on the policies, practices, and procedures of the Taylor Police Department. The Police Chief or his designee assigns capable Police personnel to this position of responsibility in accordance with his or her demonstrated knowledge and familiarity with the Field Training Officers Program. Because the assignment of “Field Training Officer” requires additional and specialized duties, members who are assigned to perform these duties are entitled to receive Twelve Hundred Dollars (\$1,200.00) per year as assignment pay during the time period that the members are performing the duties of “Field Training Officer,” i.e., when that member has a probationary police officer assigned to him or her.

SECTION 8.

The terms of this ordinance and/or any payment of “assignment pay” do not apply to a member who is performing any of these duties on a “step-up” “acting” or any other temporary basis.

SECTION 9.

The City Council deems that police officers who are hired with prior full-time paid law enforcement experience will be placed on the City of Taylor's Police Department Step Plan Pay Scale based on the following formula:

Police officers with prior full-time paid experience with any state, county or municipal law enforcement agency that has fifteen (15) or more full-time paid officers during the term of service by that officer, shall be deemed to have one year of seniority with the Taylor Police Department for each full calendar year served with that agency.

Police officers with prior full-time paid experience with any state, county or municipal law enforcement agency that has fourteen (14) or fewer full-time paid officers during the term of employment by that officer shall be deemed to have one-half year's seniority with the Taylor Police Department for each full calendar year served with that prior law enforcement agency.

SECTION 10.

Officers shall remain in that designated seniority step on the Step Plan Pay Scale until the officer attains the equivalent seniority as a full-time paid police officer with the City of Taylor Police Department.

SECTION 11.

The effective date of this ordinance is October 1, 2015 but shall expire and have no effect after September 30, 2016.

SECTION 12.

All other ordinances, parts of ordinances or resolutions in conflict with this ordinance are hereby repealed.

SECTION 13.

In accordance with Article 8 of the City Charter, Ordinance No. 2016-18 was introduced before the Taylor City Council on the 25th day of August, 2016.

PASSED, APPROVED, and ADOPTED on the 8th day of September, 2016.

APPROVED

Jesse Ancira, Mayor

ATTEST

Susan Brock, City Clerk



***City Council Meeting
September 8, 2016
Agenda Item Transmittal***

Agenda Item #: 5
Agenda Title: Approve minutes for August 25, 2016.
Council Action: Approve by consent or approve with corrections
Initiating Department: City Management/City Clerk
Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

Pursuant to the Open Meetings Law, Chapter 551, Local Government Code and in accordance with the authority contained in Section 551.021 and the City Charter, the “Minutes” of each City Council must be recorded, compiled and approved by the City Council in subsequent meetings. The purpose of this item is to conform to these legal requirements.

2. DESCRIPTION/ JUSTIFICATION

N/A

3. FINANCIAL/BUDGET

N/A

4. RECOMMENDATION

Approve as submitted or amend with changes noted.

5. REFERENCE FILES

5a. Minutes August 25, 2016

The City Council of the City of Taylor met on August 25, 2016, at City Hall, 400 Porter St., Taylor, Texas. Mayor Jesse Ancira declared a quorum and called the meeting to order at 6:00 p.m. with the following present:

Council Member Robert Garcia
Council Member Christopher Gonzales
Council Member Christine Lopez
Mayor Pro Tem Brandt Rydell

Isaac Turner, City Manager
Noel Bernal, Assistant City Manager
Ted Hejl, City Attorney
Susan Brock, City Clerk

INVOCATION

Chief Ekiss led the group in prayer.

PLEDGE OF ALLEGIANCE

PROCLAMATION

1. PROCLAMATION: SEPTEMBER IS LIBRARY CARD SIGN UP MONTH.
Mayor Ancira presented a proclamation to Ms. Karen Ellis, Library Director, and her Library Board members.

CITIZENS COMMUNICATION

No citizens came forward during this time set aside for items not on the agenda.

CONSENT AGENDA

2. CONSIDER APPROVING AN INTERLOCAL GOVERNMENT AGREEMENT WITH WILLIAMSON COUNTY TO PROVIDE ROAD IMPROVEMENTS TO CR101.
3. CONCUR WITH PRELIMINARY FINANCIALS FOR JULY, 2016.
4. APPROVE MINUTES FOR AUGUST 11, 2016.
Council Member Gonzales asked to remove item number 2 from the consent agenda for further discussion. He then moved to approve the remaining items on the consent agenda as presented and Council Member Garcia seconded the motion. VOTE: Five voted AYE. Motion passed.

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

2. CONSIDER APPROVING AN INTERLOCAL GOVERNMENT AGREEMENT WITH WILLIAMSON COUNTY TO PROVIDE ROAD IMPROVEMENTS TO CR101.
Mr. Walter Ragsdale, Interim Director of Public Works, provided background information on this item and stated that this project was approved by Council on April 25, 2013 and it was related to the road bond election held by Williamson County.

Mayor Pro Tem Rydell moved to approve the agreement as presented and Council Member Lopez seconded the motion. VOTE: Five voted AYE. Motion passed.

5. CONTINUE DISCUSSION ON BUDGET AND TAX RATE FOR FISCAL YEAR 2016/2017.

Ms. Rosemarie Dennis, Finance Director, provided Council with additional information on changes made by reducing the ad valorem tax by .01 as requested by Council at the August 11th meeting. Staff presented a balanced budget with the addition of three positions including a code enforcement officer, a library aide and changing the part time kennel tech to a full time position. Mr. Turner stressed the need to continue to increase the fund balance as recommended by bond counsel.

6. CONDUCT PUBLIC HEARING REGARDING THE ANNUAL BUDGET FOR FISCAL YEAR 2016/2017.

Mayor Ancira declared the public hearing open and invited speakers to come forward. Mr. Sandy Duncan stated that he was not a citizen of Taylor but was an active supporter of the animal shelter and encouraged the council to fund the full time kennel tech. Mr. Gary Gola asked the council to consider lowering the tax rate even further to the effective rate to encourage future development. With no further comments the public hearing was closed.

7. CONDUCT PUBLIC HEARING REGARDING FIXING AND LEVYING AD VALOREM TAX RATE FOR TAX YEAR 2016/2017.

Mayor Ancira declared the public hearing open; no one came forward and the hearing was closed. Due to the increase in the tax rate from the effective rate he stated that there would be a second public hearing conducted on September 1, 2016 on the tax rate at 6:00 pm to be held in the Council Chambers at 400 Porter Street, Taylor, Texas. The adoption of the tax rate will be voted on September 8, 2016 at 6:00 pm at a meeting held in the Council Chambers at 400 Porter Street, Taylor, Texas.

8. CONDUCT PUBLIC HEARING TO TAKE PUBLIC COMMENT ON A GRANT APPLICATION TO THE TEXAS PARKS AND WILDLIFE OUTDOOR GRANT PROGRAM.

Mr. Mike DeVito, Recreation Superintendent, presented a request to hold a public hearing to take public comment regarding a grant application from the Texas Parks and Wildlife. The grant request is to fund a portion of the Downtown Master Plan including a skate park on donated land at the corner of 3rd and Porter Streets. Mayor Ancira opened the public hearing; no one came to the podium to speak on the application but one individual in the audience gave it a "thumbs up" approval. The hearing was closed and no further action was taken.

9. DISCUSS AND CONSIDER APPROVING RESOLUTION R16-24 TO SUBMIT A GRANT APPLICATION TO TEXAS PARKS AND WILDLIFE OUTDOOR GRANT PROGRAM AND, IF AWARDED, ACCEPT THE GRANT FOR THE TAYLOR DOWNTOWN PARKS ENHANCEMENT PROJECT.

Mr. DeVito presented a request to approve a resolution in support of the grant application previously discussed. Hearing no additional comments Mayor Pro Tem Rydell moved to approve the resolution as presented and Council Member Garcia seconded the motion. VOTE: Five voted AYE. Motion passed.

10. DISCUSS AND CONSIDER APPROVING RESOLUTION R16-25 TO PREVENT MINING AND DRILLING ON CITY PROPERTY BEING UTILIZED FOR A TEXAS PARKS AND WILDLIFE DEVELOPMENT PROJECT.

Mr. DeVito requested approval of an additional resolution for the grant to ensure that no mining or drilling will take place on the property under consideration for the improvements proposed. Mayor Pro Tem Rydell moved to approve the resolution as presented and Council Member Garcia seconded the motion. VOTE: Five voted AYE. Motion passed.

11. CONSIDER INTRODUCING ORDINANCE 2016-15 ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2016/2017.

Ms. Dennis presented a request to introduce an ordinance to adopt the budget as presented. With no further discussion Mr. Hejl introduced Ordinance 2016-15.

ORDINANCE 2016-15

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF TAYLOR, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017.

12. CONSIDER INTRODUCING ORDINANCE 2016-16 FIXING AND LEVYING AD VALOREM TAX RATE FOR TAX YEAR 2016/2017.

Ms. Dennis presented a request to introduce an ordinance to fix the tax rate as presented. Mayor Ancira announced that the tax rate recommended is \$0.803893 and that no vote will be taken at this meeting. The adoption of the budget and tax rate will be voted on September 8, 2016 at 6:00 pm at a meeting to be held at 400 Porter Street, Taylor Texas in the city council chambers. Without further discussion Mr. Hejl introduced Ordinance 2016-16.

ORDINANCE 2016-16

AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF TAYLOR, TEXAS AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE FISCAL YEAR 2016-2017.

13. CONSIDER INTRODUCING ORDINANCE 2016-2017 ESTABLISHING FEES FOR CITY SERVICES FOR FISCAL YEAR 2016/2017.

Ms. Dennis presented a request to amend the current fee schedule to include changes to the airport hangar rates, engineering inspection fees, and utility rates for water and sewer. Hearing no comments, Mr. Hejl introduced the ordinance as presented.

ORDINANCE 2016-17

AN ORDINANCE AMENDING AN ORDINANCE NO. 2016-10 ADOPTED ON MAY 26, 2016 BY CHANGING CERTAIN RATES AND OTHER SERVICES PROVIDED BY THE CITY.

14. CONSIDER INTRODUCING ORDINANCE 2016-18 REGARDING ASSIGNMENT PAY FOR FIREFIGHTERS AND POLICE OFFICERS.

Chief Fluck, Police Department, and Chief Pat Ekiss, Fire Department, presented a request to council to introduce an ordinance to continue assignment pay and seniority plan for both firefighters and police officers. With no further discussion Mr. Hejl introduced the ordinance as presented.

ORDINANCE 2016-18

AN ORDINANCE CREATING "ASSIGNMENT PAY" FOR CERTAIN ASSIGNMENTS WITHIN THE FIRE AND POLICE DEPARTMENTS; "SENIORITY PAY" IN THE POLICE DEPARTMENT; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE AND AN EXPIRATION DATE FOR THIS ORDINANCE.

15. RECEIVE BUDGET FROM TAYLOR CHAMBER OF COMMERCE FOR FISCAL YEAR 2016/2017.

Ms. Tia Stone, President, Taylor Chamber of Commerce, presented a budget based on the revenues received through a Hotel and Motel Occupancy Tax agreement with the city. Ms. Dennis estimates these revenues will be approximately \$56,250 for the fiscal year 2016/2017. Mayor Ancira asked for additional information regarding the tracking of taxes received from events held at the Expo Center. Mayor Pro Tem Rydell moved to receive the budget and Council Member Lopez seconded the motion. VOTE: Five voted AYE. Motion passed.

16. RECEIVE BUDGET FOR TAYLOR ECONOMIC DEVELOPMENT CORPORATION FOR 2016/2017 FISCAL YEAR.

Mr. Mark Thomas, President, Taylor Economic Development Corporation, presented a budget approved by the TEDC Board. This entity receives 0.05% of sales tax collected and is estimated to be \$1,011,703 for the upcoming fiscal year. Ms. Lopez moved to receive the budget as presented and Mayor Pro Tem Rydell seconded the motion. VOTE: Five voted AYE. Motion passed.

17. CONSIDER BOARD APPOINTMENTS TO THE MAIN STREET ADVISORY BOARD, PARKS AND RECREATION ADVISORY BOARD, PLANNING AND ZONING COMMISSION AND TO THE ANIMAL CONTROL APPEALS BOARD AND SHELTER ADVISORY COMMITTEE.

Ms. Brock presented a request to consider board appointments for those boards with existing vacancies or vacancies due to excessive absences. Based on applications received, Council Member Gonzales moved to appoint Ms. Diana Voytek to the Animal Control Appeals Board and Shelter Advisory Committee and Council Member Lopez seconded the motion. VOTE: Five voted AYE. Motion passed.

Mayor Pro Tem Rydell moved to appoint Ms. Ebby Green to the Library Advisory Board and Council Member Lopez seconded the motion. VOTE: Five voted AYE. Motion passed.

Council Member Garcia moved to appoint Ms. Shannon Grace to the Main Street Advisory Board to replace Mr. Espitia and Council Member Gonzales seconded the motion. VOTE: Three voted AYE; Two voted NO (Lopez; Rydell). Motion passed.

Mayor Pro Tem Rydell moved to appoint Ms. Christina Kane-Gibson to replace Ms. Shadd and Council Member Lopez seconded the motion. VOTE: Five voted AYE. Motion passed.

Council Member Lopez moved to appoint Ms. Carol Bachmayer to replace Mr. West due to absences and Mayor Pro Tem Rydell seconded the motion. VOTE: Five voted AYE. Motion passed.

18. CONFIRM CITY MANAGER APPOINTMENT OF CLARENCE TOLIVER TO THE CIVIL SERVICE COMMISSION.

Mr. Turner presented a request to council to confirm his reappointment of Mr. Clarence Toliver to the Civil Service Commission. Mayor Pro Tem Rydell moved to confirm the appointment of Mr. Toliver and Council Member Lopez seconded the motion. VOTE: Five voted AYE. Motion passed.

19. CONSIDER PROPOSED FUTURE AGENDA TOPICS AND ITEMS FOR DISCUSSION.

Mayor Ancira asked council members for any items in need of further discussion. Council Member Lopez requested staff contact Pastor Ripple to provide assistance with the flood recovery effort; Council Member Gonzales would like to address current and future staffing needs after the first of the year; Council Member Garcia requested an update on the TIF; and Mayor Ancira asked for a timeline of pending projects.

(Mayor Ancira adjourned the Council into Executive Session at 8:13 p.m.)

20. EXECUTIVE SESSION. The Taylor City Council will conduct a closed executive meeting under Section 551.071 of the Texas Government Code in order to meet with its City Attorney on a matter in which the duty of the Attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas authorize and allow such a closed meeting and which Rules conflict with the Texas Open Meetings Act.

- Road Ownership
- Board communications

CONSIDER ACTION FROM EXECUTIVE SESSION.

Mayor Ancira resumed the open meeting at 8:50 p.m. and stated that there was no action taken during the Executive Session. Staff was directed to add an item to the council meeting agenda for September 8th to discuss possible action to remove a member of the Planning and Zoning Commission.

ADJOURN

With no further action Mayor Ancira declared the meeting adjourned at 8:51 p.m.

Jesse Ancira, Jr., Mayor

ATTEST:

Susan Brock, City Clerk



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 6
Agenda Title: Approve Ordinance 2016-15 adopting the annual Budget for the Fiscal Year 2016-17 and take a record vote.

Council Action to be taken: Consider Adopting Ordinance 2016-17 Annual Budget

Initiating Department: Finance Department

Staff Contact: Rosemarie Dennis, Finance Director

1. INTRODUCTION/PURPOSE

A public hearing was conducted at the August 25th City Council meeting at which time, Ordinance 2016-15 was introduced. Now Council must call for a record vote to formally adopt the FY2016-17 Budget.

2. DESCRIPTION /JUSTIFICATION

At this time Council may discuss anything in the budget or make comments about the budget before the adoption of this ordinance.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

This ordinance was introduced at the August 25th meeting and is now under consideration for a vote to adopt as presented.

5. RECOMMENDATION

Staff recommends that the FY2016-17 Budget be approved and adopted

a) **Motion to adopt must include the following wording:**

“I move to adopt Ordinance 2016-15 and that this budget will raise more total property taxes than last year’s budget by \$136,953 or 1.9%, and of that amount \$102,258 is tax revenue to be raised from new property added to the roll this year.”

b) **Call for a Record Vote**

Each councilmen member must vote separately on the FY2016-17 Annual Budget.

6. REFERENCE FILES

6a. [Ordinance 2016-15](#)

ORDINANCE NO. 2016-15

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE CITY OF TAYLOR, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017.

WHEREAS, the City Manager of the City of Taylor, Texas, has heretofore submitted, in accordance with the state law and the City's Charter, a budget for said City, for the fiscal year beginning October 1, 2016 and ending September 30, 2017; and

WHEREAS, a public hearing on such budget was held on August 25, 2016, was given notice and made in accordance with the law and within the time limits set forth by law; and

WHEREAS, such public hearing was held in accordance with the law on August 25, 2016, prior to final adoption of this ordinance.

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

SECTION 1. The attached budget for the fiscal year beginning October 1, 2016, and ending September 30, 2017, is hereby in all things approved and adopted and it shall be effective as of October 1, 2016.

SECTION 2. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended, and the Act.

SECTION 3. That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. In accordance with Article VIII of the City Charter, Ordinance No. 2016-15 was introduced before the City Council on August 25, 2016.

PASSED, APPROVED, and ADOPTED on the _____ day of September, 2016.

Jesse Ancira, Jr., Mayor
Taylor City Council

ATTEST:

Susan Brock, City Clerk



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 7

Agenda Title: Approve Ordinance 2016-16 fixing and levying Ad Valorem Tax for the 2016-17 tax year and take a record vote.

Council Action to be taken: a) **Motion to adopt must include the following wording:**

“I move to adopt Ordinance 2016-16 and that the property tax rate for:

Maintenance & Operation (M & O):	\$0.599488
Interest & Sinking (I & S):	\$0.204405
Total Tax Rate:	\$0.803893

b) **Call for a Record Vote**

Adopt Ordinance 2016-16 fixing and levying Ad Valorem tax for the 2016-17 tax year.

Initiating Department: Finance Department

Staff Contact: Rosemarie Dennis, Finance Director

1. INTRODUCTION/PURPOSE

In accordance with the Truth-in-Taxation laws, the City has met its requirement as prescribed by law and the City Council will adopt and vote on the tax rate.

2. DESCRIPTION /JUSTIFICATION

A taxing unit authorized to pay both M&O and debt service with property taxes must adopt its rate as two separate components.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

Approving Ordinance 2016-16 at this meeting will allow the Williamson County Tax office time to prepare the tax bill notice to be sent out to citizens by October 1st.

5. RECOMMENDATION

Staff recommends approving Ordinance 2016-16 adopting the recommended tax rate:

Operation & Maintenance (O & M):	\$0.599488
Interest & Sinking (I&S):	\$0.204405
Total Tax Rate:	\$0.803893

6. REFERENCE FILES

7a. [Ordinance 2016-16](#)

ORDINANCE NO. 2016-16

AN ORDINANCE LEVYING TAXES FOR THE MAINTENANCE AND OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF TAYLOR, TEXAS, AND PROVIDING FOR THE INTEREST AND SINKING FUND FOR THE FISCAL YEAR 2016-17.

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

SECTION 1. That there is hereby levied and there shall be collected for the maintenance and operation of the municipal government of the City of Taylor, Texas for the fiscal year 2015-16 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of **\$0.599488** cents on each One Hundred Dollars (\$100.00) valuation of property.

SECTION 2. That there is hereby levied and there shall be collected for the City of Taylor, Texas, to provide for Interest and Sinking Funds for the fiscal year 2015-16 upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of **\$0.204405** cents on each One Hundred Dollars (\$100.00) valuation of property.

SUMMARY

Maintenance and operation of the Municipal Government	\$0.599488
Interest and Sinking	\$0.204405
Total Tax per \$100.00 of valuation	\$0.803893

SECTION 3. All monies collected under this ordinance for the specific items herein named, be and the same are hereby appropriated and set apart for the specific purpose indicated in each item and that the Assessor and Collector of Taxes, and the City Finance Director shall keep these accounts so as to readily and distinctly show the amount collected, the amounts expended and the amount on hand at any time, belonging to such funds. All receipts for the City not specifically apportioned by this ordinance are hereby made payable to the General Fund of the City.

SECTION 4. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended, and the Act.

SECTION 5. A delinquent tax accrues interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid.

SECTION 6. That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 7. In accordance with Article VIII, of the City Charter, Ordinance No. 2016-16 introduced before the City Council on August 25, 2016.

PASSED, APPROVED, and ADOPTED on the _____ the day of September, 2016.

Jesse Ancira, Mayor
Taylor City Council

ATTEST:

Susan L. Brock, City Clerk



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 8
Agenda Title: Approve Ordinance 2016-17 establishing fees for city services for FY 2016/17.

Council Action to be taken: Approve Ordinance 2016-17

Initiating Department: Finance Department

Staff Contact: Rosemarie Dennis, Finance Director

1. INTRODUCTION/PURPOSE

This agenda item is to approve Ordinance 2016-17 which amends the current fee schedule for the FY2016-17.

2. DESCRIPTION/ JUSTIFICATION

The FY2015-16 Fee Ordinance 2016-13 is being amended for the new fiscal year of 2016-17 to coincide with the adoption of the budget and tax rate. Ordinance 2016-17 is proposed to serve this purpose.

The information below summarizes the changes in the fee schedule for FY2016-17. There are two areas in which changes are made to the current fee schedule which are shown in red in Exhibit "A". All other fees will remain unchanged.

Summary/description of changes:

- **Airport** – Page 1 of Exhibit A- The advisory board unanimously recommended that the hangars rates be increased by 5% for FY 2016-17. This increase will help off-set some additional cost that the Airport will incur with cash matches with regards to TxDot Aviation grants. This will be the second year for increases to the hangar rental rates.
- **Planning and Development Services-** Page 9 of Exhibit A- Engineering inspection fees were not included in the fee schedule when the formatting was updated so time ago. This is to correct and add back the engineering inspection fees to the fee schedule.
- **Utility Rates for Water and Sewer-** Pages 16-17 of Exhibit A- The rates for water and sewer based from the rate study performed by Black and Veatch. In 2015 the

City Council adopted a utility rate ordinance that span over a five year period for water and sewer rate increases. In order to increase our efforts to further recover costs and plan for capital improvement in the utility system and stay within the framework of the financial plan as set forth by Black & Veatch, water rates are scheduled for a 11% increase and sewer at 18%. Rate increase will appear on the utility bills in November.

Staff will be available to answer any questions that Council may have in regards to the changes in the fee schedule.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

Approved Fee Ordinance 2016-17 to be effective October 1, 2016.

6. REFERENCE FILES

8a. [Ordinance 2016-17](#)

8b. [FY2016-17 Fee Schedule](#)

ORDINANCE NO. 2016-17

AN ORDINANCE AMENDING ORDINANCE NO. 2016-10 ADOPTED ON May 26, 2016 BY CHANGING CERTAIN RATES AND OTHER SERVICES PROVIDED BY THE CITY.

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

SECTION 1.0 That the certain rates for utilities and other services provided by the city, for the support of the general government of the City of Taylor, Texas be amended in accordance with the changes shown in the attached Exhibit A fee schedule.

SECTION 2.0 That the amendment, as shown in words and figures in Exhibit A, is hereby approved in all aspects and adopted as an amendment to Ordinance No. 2016-10.

SECTION 3.0 All other provisions of Ordinance No. 2016-10 shall remain in full force and effect.

SECTION 4.0 In accordance with Article 8 of the City Charter, this ordinance was introduced before the City Council of the City of Taylor, Texas on the 25th day of August, 2016.

SECTION 5.0 This Ordinance shall be effective October 1, 2016.

PASSED, APPROVED, and ADOPTED on the _____ day of September 2016.

Jesse Ancira Jr., Mayor

ATTEST:

Susan Brock, City Clerk

City of Taylor - Fee Schedule for City Services 2016-17

AIRPORT

		Monthly Fee	Monthly Fee
Hanger and Tie Down Rental			
Hangar A	10 Units	\$ 200	\$ 207
Hangar B	6 Units	\$ 132	\$ 139
Hangar C	12 Units	\$ 278	\$ 292
Hangar D	12 Units	\$ 278	\$ 292
Hangar E	8 Units	\$ 278	\$ 292
	2 Units	\$ 337	\$ 354
	2 Units	\$ 375	\$ 394
Tie Downs	27	\$ 39	\$ 41
Over Night Tie Downs	8	\$ 6.00	per night if no fuel is purchased
Late Payment fee, if not paid by due date		10%	
Long Term rental of hangar space in main hangar		as negotiated	
Long Term rental of living quarters at airport		as negotiated	
Fuel Sales			
AV Gas LL100		as determined by City Manager	
Jet A		as determined by City Manager	

ANIMAL CONTROL

Animal Adoption	\$ 80.00	
Annual animal registration		
If registration is done by veterinarian , the veterinarian retains \$1.50 of the fee and remits remainder to the City. All veterinarian costs incurred are passed on to the owner.		
Dog/Cat - Altered (Spayed or neutered) proof is required	\$ 5.00	Per tag
Dog/Cat - Unaltered (Not spayed or neutered)	\$ 15.00	Per tag
Boarding Fees (on or off-site)	\$ 15.00	Per day
Owner Surrender		
Animal-*Animal is heartworm negative, current on vaccinations, altered and deemed adoptable by Animal Control Supervisor	\$ 30.00	Per occurrence
Animal-*Animal is heartworm negative and deemed adoptable by Animal Control Supervisor, however needs vaccinations and/or alteration	\$ 80.00	Per occurrence
Litters (under 10 weeks of age)	\$ 60.00	
Pick-up:		
Deceased Animal	\$ 35.00	Per occurrence
Deceased Animal - After Hours	\$ 50.00	Per occurrence
Impound fee		
Live Animal	\$ 35.00	Per occurrence
Live Animal - After Hours	\$ 50.00	Per occurrence
Rabies quarantine:		
10 days boarding fee + impound fee + registration fee (if necessary)		
Rabies vaccination	\$ 25.00	Per year
Specialized Food	\$ 10.00	Minimum
Return Charges:		
Loose animals that are picked up	\$ 35.00	Per occurrence
Loose animals that are picked up(2nd occurrence per annum)	\$ 55.00	
Loose animals that are picked up(3rd occurrence per annum)	\$ 75.00	
Loose livestock that are picked up	\$ 65.00	Per occurrence

City of Taylor - Fee Schedule for City Services 2016-17

CEMETERY

Grave Digging Fees			
Normal Size	Weekdays 9am - 4pm	\$	600.00
Normal Size	Weekdays after 3:30 pm; Holidays/Weekends	\$	700.00
Infant or Ashes	Weekdays 9am - 4pm	\$	400.00
Infant or Ashes	Weekdays after 3:30 pm; Holidays/Weekends	\$	500.00
Oversize	Weekdays 9am - 4pm	\$	700.00
Oversize	Weekdays after 3:30 pm; Holidays/Weekends	\$	800.00
Disinterment	Weekdays 9am - 4pm	\$	850.00
Disinterment	Weekdays after 3:30 pm; Holidays/Weekends	\$	1,100.00
Sale of Cemetery Spaces			
Adult		\$	700.00 +\$25 deed filing fee for each sale
Infant/Child or Ashes		\$	350.00 +\$25 deed filing fee for each sale
Other Fees			
Location & marking of gravestone		\$	20.00
Transfer of lots/spaces by grantee		\$	30.00
Temporary grave markers		\$	20.00

FIRE DEPARTMENT

Following fees to be paid in advance by licensed party who holds permit:

Fire Department Permits/Fees

Site and subdivision plans	\$	100.00	
False Alarm (after 3rd Alarm)	\$	50.00	per occurrence
Special Events (includes plans review and inspection) See also Planning & Development fees	\$	100.00	
Controlled burn in city limits - Approved	\$	50.00	
Controlled burn in city limits - Unapproved	\$	300.00	fine
Fire reports	\$	3.00	

Inspections

CSI Inspection	\$	40.00	
Annual safety inspection - commercial buildings:	No charge		
Re-inspection fee - after second inspection	\$	50.00	
Fire final	\$	100.00	
Assisted living institutions	\$	50.00	
Day care centers (providing care for less than 10)	\$	50.00	
Day care centers (providing care for 11 or more)	\$	50.00	
Nursing homes	\$	100.00	
Hospital	\$	100.00	
Foster/adoption home	\$	25.00	

Test/Acceptance Test/ Plans Review

Fuel distribution tank and pipe installation (plans review and testing)	\$	150.00	
Hydrant flow test	\$	100.00	
Suppression System Plans Review	\$	300.00	per each system
Suppression System Test	\$	50.00	
Suppression System Test/Acceptance Per Floor Test <200(>200 \$.50 per device)	\$	100.00	
Suppression System Fire Pump Test/Acceptance test	\$	25.00	
Fire Alarm System Plan Review	\$	100.00	
Fire Alarm System /test/acceptance test	\$	75.00	
Carnival Inspection	\$	100.00	
Interior Seasonal Event	\$	100.00	
Kitchen vent hood suppression system plan review	\$	100.00	
Kitchen vent hood suppression system / Test/acceptance test	\$	50.00	
LP tank storage installation (plans review and testing)	\$	150.00	
Alternative fire suppression systems (spray booths, Dry/Wet Chem., etc.)	\$	50.00	
Alternative fire suppression systems (spray booths, Dry/Wet Chem., etc.) plans review	\$	100.00	

City of Taylor - Fee Schedule for City Services 2016-17

Fines for Negligent or Irresponsible Actions

- 1 A fine shall be charged for negligent, irresponsible, or otherwise unacceptable and malicious acts.
- 2 Charges may be filed in Municipal Court by the Taylor Fire Department, and a fine may be assessed.
- 3 Fines for such acts shall be assessed as follows:
 - Misadventure and/or Deliberate Risk taking (each incident) \$200 minimum plus Municipal Court Costs, if any.
 - Failure to respond to Lawful Warning or Order (each occurrence) \$200 minimum plus Municipal Court Costs, if any.
 - Injury to Fire Personnel due to deliberate act (each injury) - Any and all medical costs incurred by the employee, rehabilitation costs, lost of income, and any further compensation that may be necessary.
 - Damage to Fire Apparatus, equipment or property due to a deliberate act (each item)-The replacement cost of the individual item (see list)
 - Unauthorized Control Burn Fee - Any burning that violates the city ordinance or state law not allowing burning thirty minutes before dawn or thirty minutes after dusk
- 4 (each incident)-\$300 plus Municipal Court Costs, if any.

Note: The following list is not all-inclusive of equipment that may be damaged or contaminated during the course of a respond effort. Additional equipment that is not herein listed may be charged at actual replacement costs.

Following fees may be assessed against the insurance companies requesting Fire/EMS service at which the Taylor Fire Department responded. The same fees may be charged for specialized use or rental- such as but not limited to movie production or stand by services.

Apparatus

Aerial Apparatus	\$	600.00	per truck, per hour
Brush Truck	\$	325.00	per truck, per hour
Chief Vehicle	\$	150.00	per hour
Class A Pumper	\$	450.00	per truck, per hour
Command Unit	\$	150.00	per hour
Heavy Rescue Truck (staffed with 2 personnel)	\$	500.00	per truck, per hour
Medical Response Vehicle (staffed with 2 personnel)	\$	150.00	per truck, per hour
Rehab (staffed with 1 personnel)	\$	75.00	per hour
Tanker Apparatus	\$	350.00	per truck, per hour

Personnel

Fire Inspectors	\$	35.00	per hour
Fire Investigators	\$	75.00	per hour
Firefighter	\$	35.00	per hour
Haz-Mat Awareness	\$	25.00	per hour
Haz-Mat Operation	\$	35.00	per hour
Haz-Mat Tech	\$	40.00	per hour
Incident Commander	\$	75.00	per hour
Swift Water Team	\$	200.00	per hour

Haz-Mat

Absorbent	\$	17.00	per bag
Barricade Tape	\$	20.00	per roll
Broom	\$	20.00	each
Disposable Coveralls	\$	20.00	each
Disposable Goggles	\$	10.00	pair
Drum Liners	\$	8.00	each
Latex Gloves	\$	5.00	pair
Lite-Dri	\$	20.00	per 50lb bag
Plug and Patch Kit	\$	30.00	each
Poly Sheeting	\$	50.00	per roll
Shovel	\$	50.00	each
Top-Sol	\$	30.00	per bag

Protective Equipment Replacement

Bunker Coat	\$	800.00	each
Bunker Pants	\$	800.00	each
FF Boots	\$	275.00	pair
FF Gloves	\$	65.00	pair
Helmet	\$	275.00	each
Nomex Hood	\$	25.00	each

City of Taylor - Fee Schedule for City Services 2016-17

Firefighting Agents		
AFFF Foam	\$ 22.00	per gallon
Class A Foam	\$ 17.00	per gallon
Light Water	\$ 20.00	per gallon
Micro-Blaze	\$ 30.00	per gallon
Emergency Medical Service		
AED (use of FD Automatic External Defibrillator)	\$ 200.00	each use
AED Pads	\$ 25.00	each use
Biohazard	\$ 10.00	per incident
CPR	\$ 150.00	each patient
Dispatch Fee	\$ 80.00	per incident
Flat Rate	\$ 300.00	per incident
Spinal Immobilization	\$ 200.00	each patient
Firefighting Equipment Replacement		
A-Frame Combo Ladder	\$ 414.00	each
Attic Folding Ladder 10'	\$ 255.00	each
Attic Folding Ladder 8'	\$ 230.00	each
Deluge Monitor w/o pie & tips	\$ 2,080.00	each
Extension Ladder 24'	\$ 525.00	each
Extension Ladder 35'	\$ 925.00	each
Foam Aerator Tube	\$ 396.00	each
Fog Nozzle 1.0"	\$ 510.00	each
Fog Nozzle 1.5-1.75"	\$ 625.00	each
Fog Nozzle 2.5"	\$ 680.00	each
Fog Nozzle 2.5" Master	\$ 825.00	each
Fog Nozzle 2.5" Play pipe	\$ 1,095.00	each
Hose 1.0"	\$ 75.00	each 50'
Hose 1.0" booster	\$ 125.00	each 50'
Hose 1.75"	\$ 115.00	each 50'
Hose 2.5"	\$ 145.00	each 50'
Hose 3.0"	\$ 225.00	each 50'
Hose 5.0"	\$ 685.00	each 100'
Motorola Portable Radio 800 MHz	\$ 3,500.00	each
Motorola Portable Radio VHF	\$ 1,000.00	each
PASS Alarm	\$ 200.00	each
Roof Ladder 12'	\$ 275.00	each
Roof Ladder 14'	\$ 335.00	each
SCBA Air Mask	\$ 240.00	each
SCBA Air Mask complete	\$ 2,300.00	each
SCBA Spare Cylinders	\$ 570.00	each
Stacked Tips w/Shaper	\$ 566.00	each
Rescue Equipment Used		
Acetylene Cutting Kit	\$ 185.00	per hour
Air Bags	\$ 275.00	per hour
Air Impact Tools	\$ 85.00	per hour
Ajax Cutting Tool	\$ 35.00	per hour
Milwaukee Saws-All	\$ 65.00	per hour
Oxygen with Mask	\$ 90.00	per hour
Porta Power	\$ 85.00	per hour
Rescue Tools: Spreaders, Cutters, Rams	\$ 300.00	per hour
Fire Equipment Used		
ABC Extinguisher	\$ 45.00	each
Axe(s)	\$ 12.00	per hour
Barricade/Scene Tape	\$ 20.00	
Bolt Cutters (HD)	\$ 12.00	per hour
Cellular Phone w/long dist. Chg.	\$ 25.00	
Chain Saw	\$ 40.00	per hour
CO2 Extinguisher	\$ 45.00	each
Explosive Meter	\$ 180.00	
Gas Plug/Gasoline Plug Kit	\$ 45.00	
Generator	\$ 45.00	per hour

City of Taylor - Fee Schedule for City Services 2016-17

Hall Runner	\$	15.00	each
Halligan Tool	\$	12.00	per hour
Hand Lights	\$	15.00	each
K-Tool	\$	20.00	
PPV Fans	\$	50.00	per hour
Purple K Extinguisher	\$	75.00	each
Rescue (K-12) Saw	\$	40.00	per hour
Rolls of Plastic	\$	30.00	each
Salvage Covers	\$	25.00	each
Scene Lights	\$	32.00	per hour
Tank, Portable/Fold-a-Tank	\$	150.00	
Water Extinguisher	\$	15.00	each
Windshield Tool	\$	10.00	

The following Fire/EMS fees are assessed and may be recovered by a loss recovery contractor as provided in Ordinance 2010-15

Motor Vehicle Incidents

Level 1-	\$	435.00
Provides hazardous materials assessment and scene stabilization. This will be the most common "billing level". This occurs almost every time the fire department responds to an accident/incident.		
Level 2-	\$	495.00
Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. Billed at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.		
Level 3- Car Fire	\$	605.00
Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.		
Level 4-	\$	1,800.00
Includes Level 1& 2 services as well as extrication (heavy rescue tools, ropes, airbags, cribbing, etc.) Billed at this level if the fire department has to free/remove anyone from the vehicle(s) using any equipment. Will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. The level is to be billed only if equipment is deployed.		
Level 5-	\$	2,200.00
Includes Level 1, 2 & 4 services as well as Air Care (multi-engine company response, mutual aid, helicopter). Billed at this level any time a helicopter is utilized to transport the patient(s).		
Level 6-		
Itemized Response: The city has the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.		

Hazmat

Level 1-	\$	700.00
Basic Response: Claim will include engine response, first responder assignment, perimeter established, evacuations, set-up and command.		
Level 2-	\$	2,500.00
Intermediate Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.		
Level 3-	\$	5,900.00
Advanced Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of materials and contaminated equipment and material used at scene. Includes 3 hours of on scene time - each additional hour @ \$300.00/Hazmat team.		

City of Taylor - Fee Schedule for City Services 2016-17

Pipeline Incidents/Power Line Incidents

(Includes, but not limited to : Gas, Sewer, Septic to Sewer, and Water Pipelines)

Level 1- \$ 400.00

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command. Includes inspection without damage or breakage.

Level 2- \$ 1,000.00

Intermediate Responses: Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, set-up and command. May include Hazmat team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair.

Level 3- Itemized Claim Charges

Advanced Response: Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command. May include Hazmat team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair to intermediate to major pipeline damage. May include set-up and removal or decon center, detection, recovery and identification of material. Disposal and environment clean up.

Fire Investigation

Fire Investigation Team- \$ 275.00 per hour

The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.

Includes: Scene Safety, Investigation, Source Identification, K-9/Arson Dog Unit, Identification Equipment, Mobile Detection Unit, and Fire Report

Fires

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates. Itemized per person, at various pay levels for itemized products used.

This will be the most common "billing level". This occurs almost every time the fire department responds to an incident.

Assignment- \$ 400.00 per hour, per engine
\$ 500.00 per hour, per truck

Includes: Scene Safety, Investigation, Fire/Hazard Control

Water Incidents

Level 1- \$400 + \$50/hr, per rescue person

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common "billing level". This occurs almost every time the fire department responds to a water incident.

Level 2- \$800 + \$50/hr, per rescue person

Intermediate Response: includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. The City will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

\$2,000+\$50 per hour, per rescue person + \$100 per hour per Hazmat team member

Level 3-

Advanced Response: includes Level 1 and Level 2 services as well as D.A.R.T activation, donning breathing apparatus and detection equipment. Setup and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment cleanup. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

Level 4-

Itemized Response: The City has the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

Back Country or Special Rescue

Minimum: \$400 for the first response vehicle + \$50/hr per rescue person. Additional rates of \$400/hr per response vehicle and \$50/hr per rescue person.

Itemized Response: each incident will be billed with custom mitigation rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

City of Taylor - Fee Schedule for City Services 2016-17

Chief Response:	\$ 250.00 per hour
This includes the set-up of Command, and providing direction of the incident. This could include operations, safety, and administration of the incident.	

Miscellaneous:

Engine	\$ 400.00 per hour
Truck	\$ 500.00 per hour
Miscellaneous equipment	\$ 300.00 per hour

Mitigation Rate Notes

The mitigation rates above are average "billing levels", and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided. These average mitigation rates were determined by itemizing costs for typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortize schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department's "actual personnel expense" and not just a firefighter's basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

LIBRARY SERVICES

Library Meeting Room

Should there be damages or cleaning needed, the deposit will NOT be refunded. In addition to the deposit, charges to defray clearing or repairs or loss of equipment will be charged to the responsible group.

Refundable Deposit	\$ 200.00
Individuals/Non Profit	\$ 50.00 first two hours
Individuals/Non Profit - Additional Hours	\$ 25.00 each additional hour
Business/Commercial	\$ 100.00 first two hours
Business/Commercial - Additional Hours	\$ 50.00 each additional hour
Meeting Room Kitchen	\$ 25.00 per meeting

Library Fees

Library card - Non-resident Individual	\$ 10.00 per year
Library card - Non-resident Family	\$ 25.00 per year
Library card - Resident	no charge
Library card - replacement (1st replacement)	\$ 1.00
Library card - subsequent replacement cards	\$ 5.00
Copies - Black & White	\$ 0.10 per impression
Overdue book	\$ 0.10 per day; \$5 maximum
Lost or damaged book	Cost to replace/repair
Processing fee for lost or damaged book(s)	\$ 5.00 per book, non-refundable

MISCELLANEOUS FEES AND PERMITS

Taxicab

Vehicle permit fee	\$ 150.00 per vehicle
Taxicab driver's permit	\$ 25.00 per year
Horse drawn carriage permit	\$ 25.00 6 months

Street Closures

Special Events (non-parade, non-filming)	\$ 75.00
Parade	\$ 75.00

Film Production Fees

Activity:	Cost per Calendar Day
Film Application Fee	\$ 25.00
Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area.	\$ 500.00
Partial, non-disruptive use of a public building, park, right-of-way, or public area.	\$ 250.00
Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking.	\$ 50.00
Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking.	\$ 25.00
Use of City parking lots, parking areas, and City streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles.	\$ 50.00

Filming	\$ 250.00	=+min of one police officer & vehicle at rates specified under police Dept. Fees
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City of Taylor - Fee Schedule for City Services 2016-17

PARKS AND RECREATION

Public Facility Rental

Murphy Park: Upper Pavilion Rental	\$	150.00	per day + \$100 refundable deposit
Lower Pavilion Rental	\$	130.00	per day + \$75 refundable deposit
Robinson Park: Pavilion	\$	25.00	per day
Bull Branch Park: Pavilion	\$	25.00	per day
Taylor Regional Park: Pavilion	\$	25.00	per day

Public Property

Long term rental of space on public property for commercial purposes

As Negotiated

Recreation Fees

Swimming Pool Admission: (Robinson Park & Murphy Park)

Children (3 and under)	Free
Children (4 to 12 years old)	\$ 2.00
Adults (13 to 59 years old)	\$ 3.00
Seniors (60 and over)	\$ 2.00
Family Passes - 30 admissions	\$ 45.00
Family Passes - 60 admissions	\$ 90.00

Pool Rental for Parties:

The YMCA will pay the City the regular admission price paid for each person attending parties.

Pool use for daycares and day camps:

The YMCA will pay the City the regular admission price paid for each daycare child or day campers attending the pool.

Pool use for YMCA members:

The YMCA will pay the City appropriate gate fee for each member of the YMCA attending the pool.

Swim Lessons:

The YMCA will pay the City \$5.00 for each swim lesson participant

General Use of Athletic Fields:

Taylor Regional Park & Sports Complex

Deposit	\$	100.00	
Hourly Use	\$	25.00	per hour, per field
Hourly Use with lights	\$	45.00	per hour, per field
Practice: per field, per month (2/week@2hrs each)	\$	200.00	
Gate fee	\$	10.00	per participating team

Robinson Park

Deposit (weekend rental)	\$	100.00	
Maintenance to field outside regular operating hours	\$	34.00	per/hr @ request of the renter
Rental Fee w/no lights	\$	25.00	per/day
Rental Fee with lights	\$	45.00	per/day

Recovery fee (ALL City fields) - All sports included

\$ 5.00 per person/per season

Athletic Fields (Taylor Regional Park & Sports Complex Only-Baseball/Softball only)

Deposit	\$	250.00	Include concession, if applicable
Field attendants (minimum of 2 attendants)	\$	17.00	per attendant, per hour
Lights	\$	50.00	per field
Rentals	\$	100.00	per field, per day
Field Re-drag/Re-chalk	\$	25.00	per field, per drag/chalk

Football and Soccer Fields

Field Rental	\$	150.00	per field, per day
Lights	\$	50.00	per field

Concession Stand (Taylor Regional Park & Sport Complex)

Concession Rentals Pay 10% of gross receipts

Deposit	\$	250.00	
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Beverage Use

(Cost per bottle calculated by dividing current case price by the number of bottles per case)

Vendors (Must obtain permission prior to event)

With Electricity	\$	35.00	per day
No electricity	\$	25.00	per day

City of Taylor - Fee Schedule for City Services 2016-17

PLANNING AND DEVELOPMENT SERVICES , ENGINEERING AND CONSTRUCTION

Building Permits

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.
Weatherization Fees:

\$0.005/SF

New Single Family Residential and Residential Additions

BUILDING PERMIT FEE	\$0.25/square foot
ELECTRICAL PERMIT	\$0.25/square foot
PLUMBING PERMIT	\$0.25/square foot
MECHANICAL PERMIT	\$0.25/square foot
PLAN REVIEW FEE	\$0.15/square foot
TECHNOLOGY FEE	\$25.00

New Commercial and Commercial Additions

BUILDING PERMIT FEE	\$0.25/square foot
ELECTRICAL PERMIT	\$0.25/square foot
PLUMBING PERMIT	\$0.25/square foot
MECHANICAL PERMIT	\$0.25/square foot
PLAN REVIEW FEE	\$0.15/square foot
TECHNOLOGY FEE	\$50.00

New Commercial - SHELL ONLY

BUILDING PERMIT FEE	\$0.15/square foot
ELECTRICAL PERMIT	\$0.15/square foot
PLUMBING PERMIT	\$0.15/square foot
MECHANICAL PERMIT	\$0.15/square foot
PLAN REVIEW FEE	\$0.15/square foot
TECHNOLOGY FEE	\$25.00

Commercial/Tenant Finish Out

BUILDING PERMIT FEE	\$0.20/square foot
ELECTRICAL PERMIT	\$0.20/square foot
PLUMBING PERMIT	\$0.20/square foot
MECHANICAL PERMIT	\$0.20/square foot
PLAN REVIEW FEE	\$0.15/square foot
TECHNOLOGY FEE	\$15.00

Residential Remodel (Single Family, Duplexes, Triplexes)	\$50.00	Weatherization + 0.10/sf + inspections
Apartment Renovations	\$130.00	Per Unit
Commercial Remodeling	\$50.00	Weatherization + 0.10/sf + inspections
All above permits are also subject to a \$15 technology fee		
Porch or deck addition - Covered and uncovered	\$ 40.00	
Foundation leveling & repair permit	\$ 40.00	+\$0.10/SF
All above permits are also subject to a \$7 technology fee		

Inspection/Re-Inspection Fee	\$50	Per inspection
Inspections after normal hours (building inspections)	\$ 100.00	per hour
Work without a permit - First Offense	Double the permit fee	
Work without a permit - Second Offense	Triple the permit fee & filed on in Municipal Court	

Electrical Permits

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

Residential Remodeling (Single Family,Duplexes,Triplexes)	\$ 40.00	Weatherization + 0.10/sf + inspections
Commercial Remodeling	\$ 40.00	Weatherization + 0.10/sf + inspections
All above permits are also subject to a \$7 technology fee		
"T" Pole	\$ 40.00	
Meter Loop	\$ 40.00	
Re-inspection fee (building inspections)	\$ 50.00	Per inspection
Inspections after normal hours (building inspections)	\$ 100.00	per hour
Work without a permit - First Offense	Double the permit fee	
Work without a permit - Second Offense	Triple the permit fee & filed on in Municipal Court	

City of Taylor - Fee Schedule for City Services 2016-17

Gas Permits

Flat Fee

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

Residential Remodeling (Single Family, Duplexes, Triplexes)	\$ 40.00	Weatherization + 0.10/sf + inspections
Commercial Remodeling	\$ 40.00	Weatherization + 0.10/sf + inspections
Apartment Renovations	\$ 100.00	Per Unit
All above permits are also subject to a \$7 technology fee		
Yard Line Repair - Residential gas	\$ 40.00	
Gas meter release	\$ 40.00	
Re-inspection fee (building inspections)	\$ 50.00	Per inspection
Inspections after normal hours (building inspections)	\$ 100.00	per hour
Work without a permit - First Offense	Double the permit fee	
Work without a permit - Second Offense	Triple the permit fee & filed on in Municipal Court	

Mechanical Permits

Flat Fee

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

Residential Remodeling (Single Family, Duplexes, Triplexes)	\$ 40.00	Weatherization + 0.10/sf + inspections
Commercial Remodeling	\$ 40.00	Weatherization + 0.10/sf + inspections
All above permits are also subject to a \$7 technology fee		
HVAC Change out	\$ 40.00	
HVAC Change out > 2,000 CFM	\$ 65.00	
HVAC Electric hook-up	\$ 40.00	
Re-inspection fee (building inspections)	\$ 50.00	Per inspection
Inspections after normal hours (building inspections)	\$ 100.00	per hour
Work without a permit - First Offense	Double the permit fee	
Work without a permit - Second Offense	Triple the permit fee & filed on in Municipal Court	

Plumbing Permits

Flat Fee

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

Residential Remodeling (Single Family, Duplexes, Triplexes)	\$ 40.00	Weatherization + 0.10/sf + inspections
Apartment Renovations	\$ 100.00	Per Unit
Commercial Remodeling	\$ 40.00	Weatherization + 0.10/sf + inspections
All above permits are also subject to a \$7 technology fee		
Lawn sprinkler system	\$ 40.00	
Yard Line repair - Residential Water	\$ 40.00	
Yard Line repair - Residential Sewer	\$ 40.00	
Well permit (non-potable for irrigation)	\$ 40.00	Mostly to ensure there is not backflow into the potable water system
Re-inspection fee (building inspections)	\$ 50.00	Per inspection
Inspections after normal hours (building inspections)	\$ 100.00	per hour
Work without a permit - First Offense	Double the permit fee	
Work without a permit - Second Offense	Triple the permit fee & filed on in Municipal Court	

Miscellaneous Permits & Fees

Flat Fee

Accessory structure: less than or equal to 199SF	\$40.00	
Accessory structure: greater than or equal to 200SF	\$0.20/sf, minimum of \$40.00 + inspection fee	
Certificate of Occupancy Inspection (CSI) Commercial	\$ 80.00	
Inspection is performed if the structure's water account is switched from one business/tenant to another. Including zoning verification, among other items		
Certificate of Occupancy Inspection (CSI) Residential	\$ 80.00	
Inspection is performed if the residence was vacant for 6 months or more		
Demolition Permit	\$ 25.00	
Driveway/ ROW permit	\$ 40.00	No charge if associated with residential or commercial site plan approval; 2 public utility
Engineering Inspections		
		3% of cost of public improvement
Engineering Inspections-Plan review		
		1% of cost of public improvement
Fence - Residential and Commercial	\$ 35.00	
Manufacture Home Park-additions or alterations to spaces	\$ 25.00	per space
Manufacture Home Park - Original permit application	\$ 400.00	
Manufacture Home Park License (annual fee)	\$ 250.00	=<10 spaces
Manufacture Home Park License (annual fee)	\$ 500.00	>10 spaces
Moving Permit - From out of town	\$ 130.00	+ \$35 Escort Fee
Moving Permit - Local	\$ 65.00	+ \$35 Escort Fee
Pool (Above ground)	\$ 50.00	+ one-time electrical, plumbing, etc., inspection fees
Pool (In ground)	\$ 100.00	+ one-time electrical, plumbing, etc., inspection fees
Right of way permit	\$ 40.00	
Tent - Revivals, etc.. Need site plan	\$ 35.00	

City of Taylor - Fee Schedule for City Services 2016-17

Sign Permits

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

Banner	\$	25.00	
Approved banner signs shall be displayed for a maximum of 90 days per calendar year. Non-profit, faith-based, governmental, and service clubs are exempt from paying the fee.			
New Sign or to reface a sign	\$	40.00	+ \$1.60/SF + \$7 technology fee
Temporary Use Directional Sign	\$	25.00	Per Calendar year per Real Estate Agency + \$5 for each additional sign.
Only allowed to be displayed from Noon to 5PM on Sundays. Can be displayed in the ROW as an off-site sign. See sign ordinance for additional requirements.			
Temporary Use Directional Sign Redemption Fee	\$	25.00	For the first sign + \$5 each additional sign. To retrieve sign if its picked up after the weekend.

Site Plan Review Fees - Planning Department

New Apartment & Apartment Addition	\$	200.00	+ \$20 technology fee
New Commercial & Commercial Additions	\$	200.00	+ \$20 technology fee
Commercial Shell	\$	200.00	+ \$20 technology fee

Site Plan Review Fees - Fire Department

New Apartment & Apartment Addition	\$	100.00	
New Commercial & Commercial Additions	\$	100.00	
Commercial Shell	\$	100.00	

Subdivision Fees

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates. Fees are non-refundable once the case has been processed.

Administratively Approved Plat	\$	350.00	+ \$25 per lot
Amended Plat	\$	350.00	
Development Concept Plan	\$	-	
Plat Filing Fee	Whatever the County Charges, will do this electronically.		
Plat Variance	\$	150.00	
Replats	\$	330.00	+ \$25 per lot
Subdivision Plat - Final	\$	300.00	+ \$30 per lot
Subdivision Plat-Preliminary	\$	550.00	+ \$35 per lot

All above applications are also subject to a \$20 technology fee

Zoning Fees

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates. Fees are non-refundable once the case has been processed.

Special Use Permit (SUP)	\$	250.00	
Rezoning Request		\$250	
Planned Developments	\$	500.00	
Zoning Variance	\$	150.00	
Zoning Notices		\$1/ mailed notice	

All above applications are also subject to a \$20 technology fee

Roadway Impact Fees

FOR PROPERTY PLATTED/SUBDIVIDED PRIOR TO FEBRUARY 13, 2014 AND AFTER APRIL 24, 2007

Applicable Fees in Enterprise & Empowerment Zones are charged 50% of the posted rates.

Residential Single Family (1 LUE Equivalency)	\$	480.32	
Residential Multi-Family (0.61 LUE Equivalency)	\$	293.00	
Retail/Commercial (1000/Sq Ft = 1.73 LUE Equivalency)	\$	830.95	
Industrial (1000/Sq Ft = 1.01 LUE Equivalency)	\$	485.12	
Prison (1000/Sq Ft = 2.40 LUE Equivalency)	\$	1,152.77	
Schools (0.09 LUE Equivalency/Student)	\$	43.23	

ROADWAY IMPACT FEES ORDINANCE 2014-03 ADOPTED FEBRUARY 13, 2014

FOR PROPERTY DEVELOPED AFTER FEBRUARY 13, 2014

EFFECTIVE FEE

SERVICE AREA ONE (1)	\$	480	PER L.U.E.
SERVICE AREA TWO (2)	\$	318	PER L.U.E.

Sidewalks

Cash-in-Lieu Fee	\$	3.00	per Sq Ft
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City of Taylor - Fee Schedule for City Services 2016-17

Right-of-way License

Original License \$ 350.00

Impact Fees (For projects platted between 1/10/02 and 4/24/06)

Applicable Fees in Enterprise and Empowerment Zones are charged at 50% of the posted rates.

All fees required in connection with the subdivision ordinance as set forth herein shall be payable at the time of the initial review, in the case of an initial review, or at the time each plat is filed.

Meter Type	Meter Size	Ratio to 5/8" Meter	Water Fee	Sewer Fee	Total Fee
Simple	5/8" x 3/4"	1.00	\$923	\$272	\$ 1,195
Simple	3/4"	1.50	\$1,384	\$409	\$ 1,793
Simple	1"	2.50	\$2,307	\$681	\$ 2,989
Simple	1-1/2"	5.00	\$4,615	\$1,362	\$ 5,977
Simple	2"	8.00	\$7,384	\$2,179	\$ 9,563
Compound	2"	8.00	\$7,384	\$2,179	\$ 9,563
Turbine	2"	10.00	\$9,230	\$2,724	\$ 11,954
Compound	3"	16.00	\$14,768	\$4,359	\$ 19,127
Turbine	3"	24.00	\$22,151	\$6,538	\$ 28,690
Compound	4"	25.00	\$23,074	\$6,811	\$ 29,885
Turbine	4"	42.00	\$38,765	\$11,442	\$ 50,207
Compound	6"	50.00	\$46,149	\$13,622	\$ 59,770
Turbine	6"	92.00	\$84,914	\$25,064	\$ 109,977
Compound	8"	80.00	\$73,838	\$21,795	\$ 95,633
Turbine	8"	160.00	\$147,676	\$43,589	\$ 191,265
Compound	10"	115.00	\$106,142	\$31,330	\$ 137,472
Turbine	10"	250.00	\$230,744	\$68,108	\$ 298,852
Compound	12"	330.00	\$304,582	\$89,903	\$ 394,484

Impact Fees (For projects platted after (4/24/06)

Applicable Fees in Enterprise and Empowerment Zones are charged at 50% of the posted rates.

All fees required in connection with the subdivision ordinance as set forth herein shall be payable at the time of the initial review, in the case of an initial review, or at the time each plat is filed.

Meter Type	Meter Size	Ratio to 5/8" Meter	Water Fee	Sewer Fee	Total Fee
Simple	5/8" x 3/4"	1.00	\$943	\$531	\$ 1,474
Simple	3/4"	1.50	\$1,415	\$796	\$ 2,211
Simple	1"	2.50	\$2,359	\$1,327	\$ 3,686
Simple	1-1/2"	5.00	\$4,717	\$2,654	\$ 7,371
Simple	2"	8.00	\$7,548	\$4,246	\$ 11,794
Compound	2"	8.00	\$7,548	\$4,246	\$ 11,794
Turbine	2"	10.00	\$9,435	\$5,308	\$ 14,743
Compound	3"	16.00	\$15,096	\$8,493	\$ 23,589
Turbine	3"	24.00	\$22,644	\$12,739	\$ 35,383
Compound	4"	25.00	\$23,587	\$13,270	\$ 36,857
Turbine	4"	42.00	\$39,627	\$22,294	\$ 61,921
Compound	6"	50.00	\$47,175	\$26,540	\$ 73,715
Turbine	6"	92.00	\$86,801	\$48,834	\$ 135,635
Compound	8"	80.00	\$75,479	\$42,464	\$ 117,943
Turbine	8"	160.00	\$150,958	\$84,928	\$ 235,886
Compound	10"	115.00	\$108,501	\$61,042	\$ 169,543
Turbine	10"	250.00	\$235,873	\$132,700	\$ 368,573
Compound	12"	330.00	\$311,352	\$175,164	\$ 486,516

City of Taylor - Fee Schedule for City Services 2016-17

Impact Fees (For projects platted after (1/26/12))

Meter Type	Meter Size	Ratio to 5/8" Meter	Water Fee	Sewer Fee	Total Fee
Simple	5/8" x 3/4"	1.00	\$1,770	\$1,230	\$ 3,000
Simple	3/4"	1.50	\$2,655	\$1,845	\$ 4,500
Simple	1"	2.50	\$4,425	\$3,075	\$ 7,500
Simple	1-1/2"	5.00	\$8,850	\$6,150	\$ 15,000
Simple	2"	8.00	\$14,160	\$9,840	\$ 24,000
Compound	2"	8.00	\$14,160	\$9,840	\$ 24,000
Turbine	2"	10.00	\$17,700	\$12,300	\$ 30,000
Compound	3"	16.00	\$28,320	\$19,680	\$ 48,000
Turbine	3"	24.00	\$42,480	\$29,520	\$ 72,000
Compound	4"	25.00	\$44,250	\$30,750	\$ 75,000
Turbine	4"	42.00	\$74,340	\$51,660	\$ 126,000
Compound	6"	50.00	\$88,500	\$61,500	\$ 150,000
Turbine	6"	92.00	\$162,840	\$113,160	\$ 276,000
Compound	8"	80.00	\$141,600	\$98,400	\$ 240,000
Turbine	8"	160.00	\$283,200	\$196,800	\$ 480,000
Compound	10"	115.00	\$203,550	\$141,450	\$ 345,000
Turbine	10"	250.00	\$442,500	\$307,500	\$ 750,000
Compound	12"	330.00	\$584,100	\$405,900	\$ 990,000

POLICE DEPARTMENT

Accident Report	\$ 6.00	Per report
CD of Report	\$ 5.00	Per CD
Alarm panel monitoring subscription	\$ 24.00	Per month
Applicant Fingerprinting Cards	\$ 2.50	Per card
Dispatching fee for other jurisdiction - By contract as negotiated by City Manager and approved by City Council		
Fingerprinting Service	\$ 10.00	Per set
Parade Permit	\$ 25.00	
Police Report	\$ 0.25	Per page
Police unit (vehicle)	\$ 25.00	Per hour
Security fee for off-duty police officer (3 hrs/officer minimum)	\$ 42.00	Per hour

SOLID WASTE COLLECTION

Collected by City on monthly utility bill. Pick up once per week.

Residential

Fees calculated at **Base Fee/month + Franchise Fee (10%) + Sales Tax(8.25%)**

Container Size:

Single 96 gallon cart	\$ 12.04	Base Fee/month
Single 65 gallon cart	\$ 10.36	Base Fee/month
Each additional cart	\$ 3.91	Base Fee/month

Customer requesting a one time additional waste/bulk item(s) collection (in additional to normal service) will be advised of a one-time additional charge prior to the scheduling of the additional pickup. Pricing determined by service provider.

Commercial

Fees calculated at **Base Fee/month + Franchise Fee (10%) + Sales Tax (8.25%)**

Container Size:

96 Gallon Cart (additional pick up is \$25):

One X Per week pick up	\$ 18.91	Base Fee/month
Two X s Per week pick up	\$ 27.08	Base Fee/month
Three X s Per week pick up	\$ 33.00	Base Fee/month
Four X s Per week pick up	\$ 41.27	Base Fee/month
Five X s Per week pick up	\$ 51.15	Base Fee/month

2 Cubic Yards (additional pick up is \$25):

One X Per week pick up	\$ 52.37	Base Fee/month
Two X s Per week pick up	\$ 86.71	Base Fee/month
Three X s Per week pick up	\$ 107.32	Base Fee/month

City of Taylor - Fee Schedule for City Services 2016-17

3 Cubic Yards (additional pick up is \$35):			
One X Per week pick up	\$	68.54	Base Fee/month
Two X s Per week pick up	\$	119.23	Base Fee/month
Three X s Per week pick up	\$	169.79	Base Fee/month
Four X s Per week pick up	\$	199.77	Base Fee/month
Five X s Per week pick up	\$	247.66	Base Fee/month
4 Cubic Yards (additional pick up is \$45):			
One X Per week pick up	\$	86.71	Base Fee/month
Two X s Per week pick up	\$	151.72	Base Fee/month
Three X s Per week pick up	\$	219.51	Base Fee/month
Four X s Per week pick up	\$	264.16	Base Fee/month
Five X s Per week pick up	\$	343.08	Base Fee/month
6 Cubic Yards (additional pick up is \$55):			
One X Per week pick up	\$	108.38	Base Fee/month
Two X s Per week pick up	\$	178.90	Base Fee/month
Three X s Per week pick up	\$	265.54	Base Fee/month
Four X s Per week pick up	\$	298.84	Base Fee/month
Five X s Per week pick up	\$	364.88	Base Fee/month
8 Cubic Yards (additional pick up is \$65):			
One X Per week pick up	\$	131.88	Base Fee/month
Two X s Per week pick up	\$	218.56	Base Fee/month
Three X s Per week pick up	\$	307.07	Base Fee/month
Four X s Per week pick up	\$	378.08	Base Fee/month
Five X s Per week pick up	\$	477.12	Base Fee/month
10 Cubic Yards (additional pick up is \$75):			
One X Per week pick up	\$	160.76	Base Fee/month
Two X s Per week pick up	\$	252.90	Base Fee/month
Three X s Per week pick up	\$	350.43	Base Fee/month
Four X s Per week pick up	\$	453.38	Base Fee/month
Five X s Per week pick up	\$	597.90	Base Fee/month
<u>Roll Offs - include the following: (Delivery Charge + Daily Rental + Haul Cost)</u>			
Delivery Charge:			
Delivery Charge is calculated at Fee per delivery + Franchise Fee (10%) + Sales Tax (8.25%)			
20 yd Roll-Off	\$	126.25	Fee per delivery
30 yd Roll-Off	\$	126.25	Fee per delivery
40 yd Roll-Off	\$	126.25	Fee per delivery
Daily rental:			
Daily Rental is calculated at Rate/day + Franchise Fee (10%) + Sales Tax (8.25%)			
20 yd Roll-Off	\$	1.95	Rate/day
30 yd Roll-Off	\$	1.95	Rate/day
40 yd Roll-Off	\$	1.95	Rate/day
Haul cost:			
Haul Cost is calculated at Cost per haul + Franchise fee (10%) + Sales Tax (8.25%)			
20 yd Roll-Off	\$	388.46	Cost per haul
30 yd Roll-Off	\$	466.14	Cost per haul
40 yd Roll-Off	\$	543.83	Cost per haul
<u>One time collection of Bulky wastes on call for 2 cu yd, 3 cu yd, 4 cu yd, 6 cu yd, 8 cu yd or 10 Cubic yards</u>			
Delivery Charge	\$	72.58	Fee/delivery
Daily Rental	\$	4.35	Rate/day
Haul cost	\$	72.58	Cost per haul
Industrial Solid Waste Collection Services - collected by service provider			
<u>Spring and Fall cleanup</u>			
Per Standard pick-up truck load	\$	10.00	
Trailer (16' to 18')	\$	20.00	

City of Taylor - Fee Schedule for City Services 2016-17

Assessments

Lot clean up	Actual cost + 10% admin fee
Paving assessment	n/a

Lien Fees

Filing of Lien with Williamson County	Per current County rate
Release of Lien with Williamson County	Per current County rate

Waste Hauling

Liquid waste hauler discharge permit	\$ 100.00 each year (1) vehicle
	\$ 25.00 each additional vehicle
Discharge fee	\$ 0.05 (or \$50.00 per 1,000 gals.) per gallon (based on the size of tanker).

UTILITIES

Deposits for all single family, commercial, industrial, irrigation accounts per connection.

Deposits waived on additional connections to those customers that have a current City of Taylor utility account with good payment history during the last five years. Good payment history is no disconnections for non-payment and no outstanding balances.

Meter Size	Avg. Gallons consumption/month**	Deposit Amount
5/8" x 3/4"	<10,000	\$ 100.00
3/4"	<10,000	\$ 120.00
1"	<10,000	\$ 130.00
1½"	<15,000	\$ 175.00
2"	<15,000	\$ 225.00
3"	<15,000	\$ 275.00
4"	<25,000	\$ 425.00
6"	<25,000	\$ 625.00
8"	<50,000	\$ 1,025.00
10"	<75,000	\$ 1,525.00
12"	<150,000	\$ 2,525.00

**If average monthly consumption is found to be in excess of minimum, customer may be assessed additional deposit as determined by the City Manager.

Deposits for all multi-family dwelling accounts per connection.

Deposits waived on additional connections to those customers that have a current City of Taylor utility account with good payment history during the last five years. Good payment history is no disconnections for non-payment and no outstanding balances.

Meter Size	Avg. Gallons consumption/month**	Deposit Amount calculated as follows:
5/8" x 3/4"	<10,000	\$100 + (((# units -1) x 0.7)x\$100)
3/4"	<10,000	\$120 + (((# units -1) x 0.7)x\$100)
1"	<10,000	\$130 + (((# units -1) x 0.7)x\$100)
1½"	<15,000	\$175 + (((# units -1) x 0.7)x\$100)
2"	<15,000	\$225 + (((# units -1) x 0.7)x\$100)
3"	<15,000	\$275 + (((# units -1) x 0.7)x\$100)
4"	<25,000	\$425 + (((# units -1) x 0.7)x\$100)

**If average monthly consumption is found to be in excess of minimum, customer may be assessed additional deposit as determined by the City Manager.

Tap Fees

Water Taps	
1"	\$ 1,048.00 per tap
1½"	\$ 1,480.00 per tap
2"	\$ 1,668.00 per tap
Sewer Taps	
2"	\$ 800.00 per tap
4"	\$ 929.00 per tap
6"	\$ 993.00 per tap

Backflow Prevention

Initial Permit	\$ 25.00
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City of Taylor - Fee Schedule for City Services 2016-17

Water Rates

Rates for all single family, commercial, industrial and irrigation accounts per connection.

Total monthly charges include the minimum base rate plus block rate structure for single family, commercial, and industrial. For irrigation the minimum base rate plus ~~\$5.61~~ **\$6.23** per 1,000 gallons.

Base Rate

Meter Size	Monthly Minimum Charge	
5/8" x 3/4"	\$ 26.12	\$ 28.99
1"	\$ 43.63	\$ 48.43
1½"	\$ 65.31	\$ 72.49
2"	\$ 104.49	\$ 115.98
3"	\$ 208.98	\$ 231.97
4"	\$ 326.53	\$ 362.45
6"	\$ 653.85	\$ 725.77
Living Unit Equivalent (LUE)	\$ 10.67	\$ 11.84 for each LUE

Residential:

Block 1	per kgals. (0-2,000 gallons)	\$ 2.65	\$ 2.94
Block 2	per kgals. (2001-5,000 gallons)	\$ 2.92	\$ 3.24
Block 3	per kgals. (5,001-9,000 gallons)	\$ 3.18	\$ 3.53
Block 4	per kgals. (above-9,000 gallons)	\$ 3.71	\$ 4.12

Non-Residential:

Block 1	per kgals. (0-15,000 gallons)	\$ 3.59	\$ 3.98
Block 2	per kgals. (15,001-45,000 gallons)	\$ 3.95	\$ 4.38
Block 3	per kgals. (45,001-120,000 gallons)	\$ 4.31	\$ 4.78
Block 4	per kgals. (above-120,000 gallons)	\$ 4.66	\$ 5.17

Irrigation:

All usage	\$ 5.61	\$ 6.23 per 1,000 gallons
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Bulk Water Rate

	\$ 5.00	\$ 5.55 per 1,000 gallons
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Sewer Rates

Rates for all Single Family Dwelling accounts per connection.

Total "charge" includes monthly minimum ~~plus \$5.08~~ **\$5.99** per 1,000 gallons. Usages is based on three consecutive months average water billing during low use period (December, January and February).

Meter Size	Monthly Minimum Charge	
5/8" x 3/4"	\$ 21.19	\$ 25.00
1"	\$ 21.19	\$ 25.00
1½"	\$ 21.19	\$ 25.00
2"	\$ 21.19	\$ 25.00
3"	\$ 21.19	\$ 25.00
4"	\$ 21.19	\$ 25.00
6"	\$ 21.19	\$ 25.00

Rates for all multi- family dwelling, commercial and industrial accounts per connection.

Total monthly charge includes monthly minimum ~~plus \$5.08~~ **\$5.99** per 1,000 gallons.

Meter Size	Monthly Minimum Charge	
5/8" x 3/4"	\$ 21.19	\$ 25.00
1"	\$ 21.19	\$ 25.00
1½"	\$ 21.19	\$ 25.00
2"	\$ 21.19	\$ 25.00
3"	\$ 21.19	\$ 25.00
4"	\$ 21.19	\$ 25.00
6"	\$ 21.19	\$ 25.00

City of Taylor - Fee Schedule for City Services 2016-17

Additional Utility Service Fees:

Administrative/Processing Fee	\$ 25.00
After Hours Connection Fee	\$ 50.00
Connect Fees	\$ 25.00
Fire Hydrant Meter-Base Fee (no consumption included)	\$ 100.00
Fire Hydrant Meter-Deposit	\$ 600.00
Late Fee (Applied to balance of account if not paid by due date indicated on bill)	10%
Lock Fee	\$ 25.00
Meter Fees	\$ 200.00
Meter Flow Test-In-House	\$ 40.00
Plugged/Pulled Meter Fee	\$ 75.00
Reconnect Fee	\$ 25.00
Reread Fees	\$ 20.00
Return Check & NSF Electronic Draft Fees	\$ 30.00
Return Trip Fee	\$ 20.00
Third Party Meter Flow Test-Commercial	\$ 175.00
Third Party Meter Flow Test-Residential	\$ 95.00
Transfer Fee	\$ 20.00
Unauthorized Usage Fee (customer turns water back on to avoid the after charge)	\$ 75.00

Municipal Drainage Utility System

Equivalent Residential Unit (ERU)	Monthly Rate
Residential (includes multi-family) = 1 ERU/Unit	\$ 2.00 Per ERU
Non-residential= \$2.00 per 2,500 sq ft of impervious area	\$ 2.00 minimum fee



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 9

Agenda Title: Consider approving proposal for engineering services for the design of Edmond Street Phase I

Council Action to be taken: Authorize the City Manager to contract with Halff and Associates for the design of the Edmond Street Phase 1

Initiating Department: Public Works

Staff Contact: Walter Ragsdale P.E., Interim Director

1. INTRODUCTION/PURPOSE

This item is a request to move forward with the Edmond Street Phase I. On May 12, 2016, the City Council reviewed an update from Halff and Associates on the Municipal Drainage Utility System (MDUS) projects in which the recommended projects were approved.

2. DESCRIPTION/ JUSTIFICATION

Edmond Street Phase 1 is a critical project due to the number of affected properties and has been a highly-ranked MDUS project. Halff and Associates has submitted a professional services proposal to engineer the project for construction.

This task includes Environmental work, Utility Coordination, Drainage Design, Roadway and Waterline design, and Construction Services.

3. FINANCIAL/BUDGET

Total cost for Phase I of the Edmond/Mills project is \$957,000; this design contract is for \$139,720.

4. TIMELINE CONSIDERATIONS

A detailed timeline of the Edmond Street Phase 1 project is included in reference file 9a.

5. RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to contract with Halff and Associates for Professional Services for Edmond Street Phase 1 Work Order #2.

6. REFERENCE FILES

- 9a. [Edmond Street Phase 1 Schedule](#)
- 9b. [Halff Edmond Street Phase 1 Proposal](#)
- 9c. [May 12, 2016](#) TL MDUS Update

EDMOND STREET PHASE 1

PROPOSED PROJECT SCHEDULE

					2017												2018							
PROJECT TASKS	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG
NTP	↓																							
DATA COLLECTION																								
50% PLANS																								
50% REVIEW																								
90% PLANS																								
90% REVIEW																								
FINAL PLANS																								
BIDDING/CONTRACTING																								
UTILITY COORDINATION																								
UTILITY RELOCATION																								
CONSTRUCTION																								



July 19, 2016

Mr. Isaac Turner
City Manager
City of Taylor
400 Porter St
Taylor, TX 76574

Re: Work Order #2 for MDUS

Dear Mr. Turner:

Enclosed is our proposal for Work Order #2 which is for design and production of construction documents for Edmonds Street Phase 1. If this proposal for the scope of work and associated fee is acceptable to add to our existing contract with the city, executed on May 22, 2014, please sign below and return as confirmation for us to proceed.

Halff can begin work immediately upon notice to proceed. If you have any questions, please feel free to call me at (512) 777-4620. We appreciate the opportunity to continue to work with you to serve the City of Taylor and its citizens.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "E. J. Ratzman", is written over a horizontal line.

Eric J. Ratzman, P.E.
Senior Project Manager

ADDITIONAL SERVICES CONFIRMATION

By: Mr. Isaac Turner

Title: City Manager

Signature: _____

Date: _____

CONTRACT WORK ORDER #2

SCOPE OF SERVICES FOR EDMOND STREET PHASE 1 IMPROVEMENTS PROJECT

The Engineer will provide professional services for the project development of Edmond Street Phase 1 Improvements (from 2nd Street to 6th Street). The proposed services involve the development of PS&E documents and related services outlined based on recommendations in the Preliminary Engineering Report dated December 2014 for Edmond and Mills Phase 1. Project is anticipated to include reconstruction of approximately 1,200 linear feet of street and water line, installation of approximately 1,200 feet of enclosed storm sewer, and reconstruction of approximately 20 driveway approaches. The project will be developed per the following Tasks:

- | | |
|----------------|--|
| Task 1: | Data Collection and Environmental |
| Task 2: | Utility Coordination and Subsurface Utility Engineering (SUE) |
| Task 3: | Drainage and Erosion Control Design and Construction Documents |
| Task 4: | Roadway and Water Line Design and Construction Documents |
| Task 5: | Bid Phase Services |

Task 1: Data Collection

1.1 Geotechnical

See Attachment "A" for detailed scope of service from Raba-Kistner Consultants, Inc. In addition, Halff Associates will provide coordination needed with the Geotechnical Engineer for design and preparation of the construction documents.

1.2 Surveying

1.2.1 Land Surveying Services

- Halff obtained survey of the Edmond and Mills Street corridor during preliminary analysis. An additional 20 feet of topographic survey will be performed within the Right-of-Way along 3rd, 4th and 6th Streets in both the east and west directions near their respective intersections with Edmond Street in order to accurately match the proposed roadway improvements to the existing cross streets.

1.2.2 Right-of-Way Research

- Determine apparent right-of-way based on plat research for Edmond Street and Mills Street from 2nd to McLain.
- Establish legal lot lines and incorporate into CAD design files Edmond Street and Mills Street from 2nd to McLain.

1.3 Environmental

- Halff will perform desktop research to obtain readily-available, digital environmental constraints information from appropriate local, state, and federal agencies. Halff will conduct a cultural resources records review to determine the extent of previous studies and identify known historic or archaeological sites in or near the proposed project area, including a search of archeological records maintained by the Texas Archeological Research Laboratory and a review of the Texas Historic Sites Atlas maintained by the Texas Historical Commission (THC) for cemeteries and recorded historical markers, properties, or districts listed in the National Register of Historic Places (NRHP) located within the project area. This task will include a review of current protected species lists from the Texas Parks and Wildlife Department (TPWD) and the U.S. Fish and Wildlife Service (USFWS), and a search request from the Texas Natural Diversity Database (TXNDD). National Wetlands Inventory (NWI) maps and current aerial photography will be reviewed for surface water features that may be considered waters of the U.S. that would be affected by the proposed project. Data collected through this task will be stored in Geographical Information Systems (GIS) format.
- Perform one windshield survey to verify the location of any environmental constraints identified during the desktop research.
- Map known environmental constraints within the project corridor using GIS.
- Incorporate all findings from the tasks above into the Preliminary Engineering Report

Environmental assumptions/exclusions:

- No impacts to jurisdictional wetlands or other waters of the U.S. are anticipated. Delineation and permitting coordination under Section 404 of the Clean Water Act for potentially jurisdictional waters of the U.S., including wetlands, is excluded.
- Impacts to state and/or federally-listed threatened and endangered species are not anticipated as the project corridor appears mostly developed by residential neighborhoods and suitable habitat capable of supporting listed species is not anticipated to be present. No additional right-of-way (ROW) is anticipated for the proposed project; therefore, a habitat assessment for the project is not included in this scope of services. This scope of services also excludes threatened and endangered species surveys and formal consultation with the TPWD and/or the USFWS.
- A Phase I Environmental Site Assessment per current ASTM standards is not part of the scope of services. This scope of services also excludes ordering a vendor-supplied hazardous materials database report and performing surveys/investigations that involve sampling and laboratory analysis (e.g., hazardous materials sampling and analysis, asbestos surveys, and lead-based paint surveys).
- As a political subdivision of the State, cities must notify the THC prior to commencing any project on public land that will involve 5 or more acres of ground disturbance; 5,000 or more cubic yards of earth moving; will occur in a historic district; or will affect a recorded archeological site. Coordination of the proposed project with the THC is not part of the scope of services. If required, advance project coordination of the proposed project with the THC would be performed under a supplemental agreement. This scope of services also excludes effort to obtain an Antiquities Permit from the THC, preparation

of a research design, performing cultural resources reconnaissance or intensive surveys (i.e., on the ground or archival research and shovel testing/deep trenching), evaluation of any resources for eligibility for listing in the NRHP, evaluation of effects on NRHP-eligible or NRHP-listed sites, or development of mitigation plans.

TASK 1 Deliverables:

- Geotechnical Report
- Summary Report of Environmental Investigations

Task 2: Utility Coordination and Subsurface Utility Engineering (SUE)

2.1 Utility Coordination

Engineer will identify conflicts between existing utilities in the project area and new facilities associated with the proposed project. The utility companies will be responsible for preparing design solutions for their affected utilities. This task will include the following activities:

- Each utility company will be contacted for plans showing the location of their existing and planned facilities.
- Provide developed plans (hard copy and electronic) to utility companies at 60 and 90% percent complete stage, and at the final plan stage (100%) showing proposed improvements with all conflicts clearly identified.
- Formally request solutions to mitigate the impacts to their facilities.
- Coordinate with utility companies and obtain utility relocation designs and proposed relocation dates.

2.2 Subsurface Utility Engineering (SUE)

Halff will perform SUE in accordance with ASCE CI/ASCE 38-02 "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data." This standard defines the following Quality Levels:

Quality Level A: Precise horizontal and vertical location of utilities obtained by the actual exposure (or verification of previously exposed and surveyed utilities) and subsequent measurement of subsurface utilities, usually at a specific point. Minimally intrusive excavation equipment is typically used to minimize the potential for utility damage. A precise horizontal and vertical location, as well as other utility attributes, is shown on plan documents.

Quality Level B: Information obtained through the application of appropriate surface geophysical methods to determine the existence and approximate horizontal position of subsurface utilities. Quality Level B data should be reproducible by surface geophysics at any point of their depiction. This information is surveyed to applicable tolerances defined by the project and reduced onto plan documents.

Quality Level C: Information obtained by surveying and plotting visible above-ground utility features and by using professional judgment in correlating this information to Quality Level D information.

Quality Level D: Information derived from existing records or oral recollections.

Halff's services will be performed in a manner consistent with that degree of skill and care ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Locating (Vacuum Excavation) – Level A

Up to five (5) test holes will be performed on various utilities at locations specified by the City and/or Halff's Design Engineer. Halff will dig an 8" x 8" test hole, record the depth, backfill and compact the hole, and restore the surface to its original condition. An iron rod with cap or "x-cut" will be set to mark the location of the test hole.

Halff will make a good faith effort to locate all utilities, but shall be compensated for work performed even if the utility is not located.

Designating – Level B

Halff will designate toneable subsurface utilities within the apparent existing right-of-way along Edmond St. from 3rd St. to 7th St. using geophysical prospecting equipment and mark with paint and/or pin flags. We anticipate designating approximately 6,000 linear feet of utilities including telephone, fiber optic cable, gas, water, and wastewater. Designating irrigation lines, asbestos concrete as well as pvc lines without tracer wire or access is not included in this Work Authorization.

Because of limited record information, Halff cannot guarantee that all utilities will be found and marked on the project.

Surveying – Level C

The designating work (paint marks, pin flags, and all above ground utility appurtenances) and locating work (iron rod with cap or "x-cut") will be surveyed and tied to the project survey control. The survey control and base / seed file will be provided by the City and/or Halff's Design Engineer.

Records Research – Level D

Available Records will be provided to Halff by the City. Halff will perform additional record research as needed to successfully complete the project.

SUE Field Manager / Professional Engineer

A SUE Field Manager will be on-site for a portion of this project for field crew supervision, field quality control, and coordination with on-site personnel. A Professional Engineer will be responsible for QA/QC, management of the contract, signing the final deliverables and coordination with the project team.

Right-of-Entry

Right-of-entry is not included under this Work Authorization as work is anticipated within the existing right-of-way. If right-of-entry is required, it will be performed and provided to Halff by the City. Halff will coordinate with property owner(s) once right of entry has been obtained.

Permitting

Street cut permits will be coordinated with the City, as required.

Traffic Control

Halff will provide routine/ordinary traffic control consisting of cones and free-standing signage for this project. It does not include lane closure(s), flag person(s), arrow board(s), changeable message board(s), or the preparation of engineered traffic control plans. Once the hole locations are determined, if unique or additional traffic control situations are required, Halff will prepare a Supplemental Agreement and submit for approval to the City for a using a certified traffic control

TASK 2 Deliverables:

- Conflict analysis spreadsheet.
- Electronic file in Microstation format containing the horizontal locations of the utilities. The utilities will be overlaid onto the base / seed file provided by the City and/or Halff's Design Engineer.
- A Test Hole Data Form will be completed and submitted to the City for each hole performed indicating depth, size, and material of utility. Electronic files will also be provided in Microstation format along with PDFs.

Task 3: Drainage and Erosion Control Design and Construction Documents

Design shall be in accordance with City of Taylor Engineering Manual (Version – NOV 2009). The scope of the drainage aspects of the project will consist of installing an enclosed storm sewer system to convey storm runoff from just north of 6th Street to 2nd Street. Roadside drainage inlets will be placed along Edmond Street from 6th Street to 2nd Street in order to capture local runoff into the enclosed storm sewer system.

3.1 Drainage Plans

- Drainage areas maps and storm sewer plan/profiles.
- Runoff/inlet/conveyance calculations. Includes on-site and off-site runoff assumptions and calculations, and storm sewer calculations for the 25 & 100 year events per the City of Taylor Engineering Manual.

3.2 Erosion Control Plans

- Prepare erosion control plans that show both temporary and permanent controls to be used during construction. Controls to include silt fence, rock berms, construction entrance locations and details, tree protection, and soil retention blankets as necessary. The erosion controls are also provided as an inclusion into the Stormwater Pollution Prevention Plan (SWPPP) that will be prepared and maintained by the contractor.

TASK 3 Deliverables:

- 50% Construction Documents (11"x17" plans sheets) and Estimate (in combination with Roadway and Water Line Design Plans). 3 hard copies along with a PDF will be provided.
- 90% Construction Documents (11"x17" plan sheets), draft Project Manual, and updated Estimate (in combination with Roadway and Water Line Design Plans). 3 hard copies along with a PDF will be provided.
- Final Bid Set (11"x17" plan sheets), Project Manual, Final Engineer's Estimate (in combination with Roadway and Water Line Design Plans). 3 hard copies along with a PDF will be provided.

Task 4: Roadway and Water Line Design and Construction Documents

Design shall be in accordance with City of Taylor Engineering Manual (Version – NOV 2009). The roadway section is anticipated to be a two lane, 22 foot wide, local street with open drainage to roadside swales. The scope of the project will consist rehabilitating Edmond Street from 2nd Street to 6th Street, and replacing the existing water line from 2nd Street to 6th Street.

4.1 Roadway Plans

- Typical sections: showing pavement widths, typical sections, gutter, normal cross slope, side slopes, right-of-way and construction limits.
- Roadway plan/profiles with horizontal/vertical alignments.
- Driveway plan/profiles.
- Roadway cross sections at 50 foot intervals showing existing ground, proposed ground, and pavement section.

4.2 Water Line Plans

- Design replacement of existing water line plan/profile along entire Edmond Street from 2nd Street to 6th Street; size is anticipated to be 8" located within the ROW.

4.3 Signing, Pavement Markings, and Traffic Control Plans

- Provide street signage and pavement markings sheets.
- Traffic control plans will be prepared showing detour plans and narrative for traffic control during construction.

- Utilize Texas Manual on Uniform Traffic Control Devices and TxDOT standards for detours, road closures and lane closures.

TASK 4 Deliverables:

- 50% Construction Documents (11"x17" plans sheets) and Estimate (in combination with Drainage and Erosion Control Design Plans). 3 hard copies along with a PDF will be provided.
- 90% Construction Documents (11"x17" plan sheets), draft Project Manual, and updated Estimate (in combination with Drainage and Erosion Control Design Plans). 3 hard copies along with a PDF will be provided.
- Final Bid Set (11"x17" plan sheets), Project Manual, Final Engineer's Estimate (in combination with Drainage and Erosion Control Design Plans). 3 hard copies along with a PDF will be provided.

Task 5: Construction Phase Services

5.1 Public Meeting

- Attend one (1) public meeting (in an open house format - no formal presentation to be prepared by engineer; city will handle public notifications and meeting space).

5.2 Bid Phase

- Attend pre-bid meeting at City and answer bidder questions
- Provide assistance to the City in responding to questions from contractors and prepare up to two (2) bid addenda as necessary.
- Attend bid opening at City.
- Prepare bid evaluation and tabulation.

5.3 Construction Phase Services

- Attend pre-construction meeting at City
- Attend field meetings – Engineer will attend construction field meetings as needed. Six (6) meetings are budgeted.
- Review Contractor submittals and shop drawings. Shop drawings will be reviewed for general conformance with the plans and specifications and stamped for concurrence, exceptions or resubmittal notations to the Contractor. Review of ten (10) submittals is budgeted.
- Respond to Contractor Requests for Information (RFI) and provide design clarifications and responses. Responding to four (4) RFIs is budgeted.

Construction inspection services are excluded from our scope and will be handled by the city; TDLR registration and accessibility review is not anticipated and is excluded.

TASK 5 Deliverables:

- Color Project Exhibit roll plot for public meeting
- Bid tabulation

Work Order #2 Fee Summary

TASK SUMMARY	FEEs
Task 1 - Data Collection and Environmental	\$27,860
Task 2 - Utility Coordination and S.U.E.	\$21,250
Task 3 - Drainage & Erosion Control Design and Construction Documents	\$39,520
Task 4 - Roadway and Water Line Design and Construction Documents	\$41,200
Task 5 - Construction Phase Services	\$9,890
TOTAL	\$139,720

ITEMS EXCLUDED FROM SCOPE OF SERVICES

1. Design of roadway illumination or electrical
2. Design of storm water detention or water quality treatment systems
3. Design of franchised utility adjustments
4. Design of wastewater utility adjustments
5. Analyzing or simulating water supply networks
6. Design of landscaping, irrigation, or hardscape (enhanced flatwork) facilities
7. USACE Individual 404 Permit
8. Public Outreach beyond the scope identified above
9. Preparing property parcels for acquisition
10. Property acquisition or negotiations
11. Filing fees, permit fees
12. Construction staking
13. Quality control and material testing services during construction
14. Reviewing and evaluating alternate designs proposed by contractor
15. Engineers certificates. The Engineer shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might, in the judgment of the Engineer, increase the Engineer's risk or the availability or cost of his professional or general liability insurance.

Any additional services required beyond those specifically identified in this proposal are beyond the scope of services to be provided. Additional services, if requested, will be separately identified and negotiated and such additional scope and commensurate fee will be authorized under a supplemental agreement to this proposal/contract.

ATTACHMENT A

Geotechnical Services by Subconsultant (Included in Task 1 above)

[Delivery by Email: adutton@halff.com]

Proposal No. PAA16-084-00
June 20, 2016

Mr. Andy Dutton, P.E.
Halff Associates, Inc.
Two Sierra Way, Suite 105
Georgetown, Texas 78626-7574

Raba Kistner
Consultants, Inc.
8100 Cameron Road, Suite B-150
Austin, TX 78754
www.rkci.com

P 512 :: 339 :: 1745
F 512 :: 339 :: 6174
TBPE Firm F-3257

**RE: Geotechnical Engineering Study
 Edmond and Mills Street Reconstruction
 Taylor, Texas**

In accordance with your request, RABA KISTNER Consultants Inc. (RKCI) is pleased to submit this proposal for Geotechnical Engineering Services for the referenced project. The broad objectives of our study will be to determine soil conditions at the site and to develop information concerning pavement design and construction recommendations for the reconstruction of Edmond and Mills Street, as well as provide recommendations and construction guidelines for utilities and waste waterlines. Described in this letter are:

- our understanding of pertinent project characteristics;
- our proposed scope for field and laboratory study;
- our proposed scope for engineering evaluation and reporting;
- our tentative project schedule; and
- our lump sum study cost.

Project Description

The project will consist of the reconstruction Edmond and Mills Street in Taylor, Texas. We understand approximately 3,000 lineal ft of roadway is being considered for reconstruction. The project limits are from Edmond Street just south of West 3rd Street to Ceceil Street, then east on Ceceil Street to Mills Street, and north on Mills Street to its intersection with McLain Street. We also understand street classification for the length of roadway being considered is a Local Collector street. We understand the roadway will be designed in accordance to the City of Taylor Transportation Design Guidelines.

In addition, we understand a sewer line and other utilities are also being replaced along this section of roadway. We understand the invert elevation for the proposed utilities will likely range from about 10 to 15 ft below the existing ground surface.

Field Study

Based on the scope of work being considered, RKCI recommends the following number of borings and boring depths:

Location	No. of Borings	Depth of Borings (ft)
Edmond Street (pavement/utilities)	4	20
Ceceil Street (pavement/utility)	1	10
Mills Street (pavement/utilities)	2	10

Proposal No. PAA16-084-00
June 20, 2016

Samples will be taken using conventional split-spoon/Shelby-tube sampling techniques. Borings will be located in the field utilizing a recreation grade hand-held GPS device and/or tape and right angle measurements from existing benchmarks. Our scope of service does not include surveying in the boring locations. The borings will be backfilled utilizing auger cuttings generated during drilling activities

Laboratory Study

Upon completion of the subsurface exploration, a testing program will be designed to define the strength and classification characteristics of the subsurface soils. The testing program may include moisture content tests, Atterberg Limits (plasticity tests), corrosivity tests, and grain size analyses; however, the type and number of tests will be based on subsurface conditions encountered in the field.

Engineering Report

The results of the field and laboratory phases of the study will be reviewed by our staff of engineers and geologists. The results of our review, together with the supporting field and laboratory data, will be presented in a single written, engineering report. Included therein will be recommendations concerning the design and construction of the roadway for the project. The Geotechnical Engineering Report will include the following information and recommendations, if applicable:

- A summary of the field and laboratory sampling and testing program,
- Boring logs and laboratory testing results;
- A review of general site conditions including descriptions of the site, the subsurface stratigraphy, groundwater conditions, and the presence and condition of fill materials, if encountered.
- Roadway pavement thickness recommendations and construction guidelines.
- Waste waterline design considerations and recommendations, including:
 - trench settlement estimations, where applicable; and
 - allowable bearing capacities for valves, thrust blocking, and manholes;
- Utility construction considerations, including:
 - site drainage;
 - site preparation;
 - fill placement compaction; and
 - excavation considerations.

Since site grading plans can result in changes in the subgrade conditions, final site grading plans will be helpful information in the preparation of engineering recommendations. In the absence of site grading information, we will prepare recommendations based on the existing topography.

The final report will be reproduced in 1 spirally-bound copies and a digital PDF file will also be provided.

Tentative Project Schedule

Based on our present workload, we anticipate that we could begin the field exploration phase of this study within three to five working days of receiving your written authorization, provided the site is accessible to

Proposal No. PAA16-084-00
June 20, 2016

our truck-mounted drill rigs. The field exploration and laboratory testing phase of the study is expected to take approximately three to five working days to complete. Engineering analyses and preparation of the engineering report is expected to take an additional two to three weeks to complete. We will be pleased to provide the design team with verbal design information as the data becomes available.

Project Cost

The lump sum cost for the study scope outlined herein will be **\$8,200**.

Should unusual soil conditions be encountered in the field that indicates the desirability of significantly broadening the scope of the study, we will contact you to receive authorization before proceeding with any additional work. Additional services will be billed on a unit basis in accordance with our standard fees as indicated on the attached Schedule of Fees for Professional Services.

If available, we request that the Client provide RKCI with a recent plat of the project site, a drawing illustrating existing and proposed construction locations, and preliminary site grading plans prior to the start of our field exploration services. Also, it is our understanding that the Client will provide access to all boring locations for a conventional, truck-mounted drilling rig. RKCI will take all precautions to prevent damage to property; however, RKCI can not be responsible for tire rutting, or damage of landscaping. It is our standard protocol to contact the "ONE CALL" utility location service. As such, RKCI cannot be responsible for damaging utility lines that are not located by this service since there is no way to know where all lines are located. We will also contact the civil engineer and the city of Taylor to inquire whether there is a municipal utility district or other utility entity in the vicinity that needs to locate their lines that may not subscribe to the "ONE CALL" service. RKCI will not perform any site utility engineering prior to drilling our borings.

Historically the cost of our field services is about 45 percent of our total fee. These services are predominantly provided by subcontractors. In order to promptly pay our subcontractors and continue to be able to respond to your needs, we will send you an interim invoice for 45 percent as soon as the field exploration phase of our study is complete.

Any additional professional time or travel expenses for participation in design team meetings, if required, will be billed at our standard billing rates for professional time plus expenses.

It should also be noted that our study scope (and project cost) does not include plan review or earthwork and foundation excavation observations during the construction of the project. However, plan review and construction observation costs should be included in the project budget.

Acceptance

We appreciate the opportunity of submitting this proposal and look forward to working with you in the development of this project, which will be carried out in accordance with this letter and the following attachments:

Proposal No. PAA16-084-00
June 20, 2016

Attachment

I
II

Description

Standard Terms and Conditions
Schedule of Fees

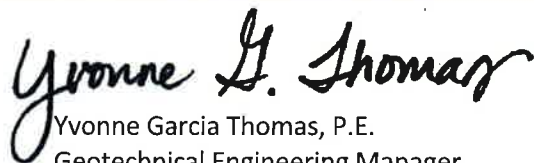
Please return one signed copy of this letter proposal to provide written authorization for our firm to complete work on the services outlined herein. Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037.

RKCI considers the data and information contained in this proposal to be proprietary. This statement of qualifications and any information contained herein shall not be disclosed and shall not be duplicated or used in whole or in part of any purpose other than to evaluate this proposal.

Very truly yours,

RABA KISTNER CONSULTANTS, INC.

Accepted


Yvonne Garcia Thomas, P.E.
Geotechnical Engineering Manager

Signature


Gabriel Ornelas, Jr., P.E., PMP
Vice President

Typed or Printed Name

YGT/GO: tlc
Attachments I & II
Copies Submitted: Above (1)

Title

*** Note: If signed by other than addressee,
please provide the following information.**

See Note

Date

Company Name

Contact Email Address

Company Address

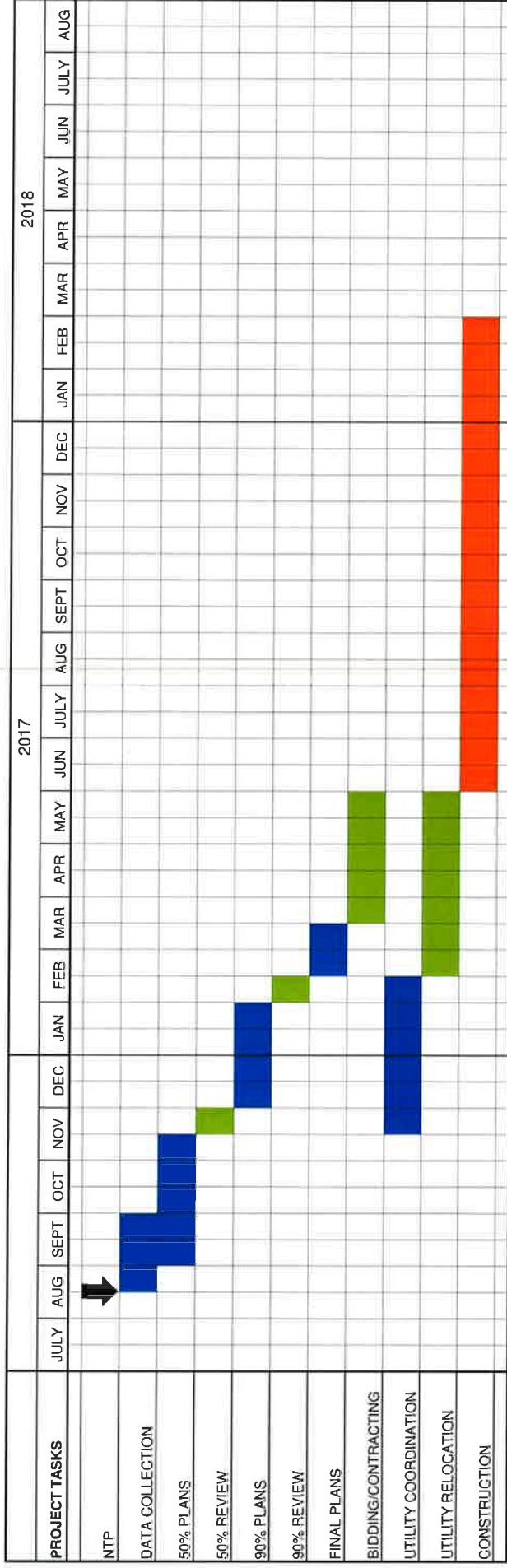
Company Phone

Company City, State & Zip

Company Fax

EDMOND STREET PHASE 1

PROPOSED PROJECT SCHEDULE





City Council Meeting
May 12, 2016
Agenda Item Transmittal

Agenda Item #: 9

Agenda Title: Receive proposed plan for Municipal Drainage Utility projects.

Council Action to be taken: Discuss and consider approving recommended projects.

Initiating Department: City Administration

Staff Contact: Isaac Turner, City Manager

1. INTRODUCTION/PURPOSE

Halff and Associates will provide an update on the Municipal Utility Drainage System (MDUS) projects.

2. DESCRIPTION/ JUSTIFICATION

Halff and Associates manages the MDUS program and performed a drainage assessments of events thru the October 2015 flooding.

The MDUS list of drainage projects has been updated to include additional drainage improvement projects that were identified.

New incidents of flooding from the recent April 2016 rains are being assessed and are not included as projects in the attached report.

3. FINANCIAL/BUDGET

Portion of funding for the recommended projects will come from the MDUS fund balance, Transportation User fee, Utility Fund and 2012 bond proceeds. The specific amounts will be detailed in the upcoming FY 2016 -2017 Budget process, however the estimated are listed below.

- MDUS fund
- TUF
- Utility Fund
- 2012 Bond Proceeds

4. TIMELINE CONSIDERATIONS

Small MDUS projects

2016 Q3-Q4 Design

2017 Q1 acquire easements and coordinate utility adjustments

2017 Q2 construct small projects

Edmonds/Mills

2017 Q1-Q2 Design

2017 Q3-Q4 Coordinate utility adjustments

2017 Q4 Bid construction

2018 Construction

5. RECOMMENDATION

Staff is requesting for Council to approve proceeding with the recommended projects.

6. REFERENCE FILES

9a. MDUS CIP Presentation



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 10

Agenda Title: Consider approving an agreement with Alliance Geotech for inspection and testing services for the Main Street Trail project.

Council Action to be taken: Consider, Table or Deny

Initiating Department: Parks and Recreation

Staff Contact: Mike DeVito, Recreation Superintendent

1. INTRODUCTION/PURPOSE

To consider awarding a contract for inspection and testing services with Alliance Geotech for the purpose of conducting those services for the TXDOT Main Street Trail Project.

2. DESCRIPTION/ JUSTIFICATION

There are stringent testing requirements for this project in order to maintain compliance with TXDOT regulations for grant funding. This testing is outside of the scope of services of both Sledge Engineering and KSA Engineers. Additionally, the city cannot conduct in house inspection services since there is currently not an inspector on staff and if an inspector were on staff they would not hold the certifications necessary to provide the testing/inspection services for this project scope.

3. FINANCIAL/BUDGET

The total cost of the contract is \$61,842. This cost was not included in the original budget. This contract will be paid through the use of unexpended past bond funds.

4. TIMELINE CONSIDERATIONS

Our current contract with Alliance Geotech is for 30 days for these services while the project is underway. The proposed contract will cover the remaining time of the project.

5. RECOMMENDATION

Staff recommends approval of the contract.

6. REFERENCE FILES

10a. [Alliance Geotech contract](#)



August 31, 2016

of Austin, Inc.

- GEOTECHNICAL ENGINEERING
- ENVIRONMENTAL CONSULTING
- CONSTRUCTION MATERIALS ENGINEERING AND TESTING

The City of Taylor
c/o: Mr. Casey B. Sledge, P.E., AICP, CFM
400 Porter Street
Taylor, Texas 76574

**Re: Construction Inspection and Materials Testing Services
Main Street Trail Enhancement Project
Alliance Geotechnical Group of Austin Proposal No. P16-0503C (Revised)**

Dear Mr. Sledge:

Alliance submits this revised proposal to provide construction monitoring and work progress reporting for the above referenced project. It is our understanding Alliance is requested to provide personnel and transportation to and from the daily work site to perform project monitoring and oversight including the following tasks for a period not to exceed 30 days.

- Meet with contractor on a daily basis to determine scope and area of work;
- Review daily traffic safety plan for compliance with the project documents;
- Monitor and document that construction materials comply with project requirements;
- Monitor daily work progress including measurement and documentation of the completed work;
- Perform required construction materials testing, and
- Review and approve contractor pay applications;

Alliance will communicate directly with the General Contractor as well as provide weekly reports to the City of Taylor / Sledge Engineering, LLC. The estimated fees for these services (listed in the attached Exhibit A) will not be exceeded without prior consultation with and the approval of the City of Taylor. If the described scope and fees are found acceptable, please return an executed copy of the attached Service Agreement for our files.

Thank you for the opportunity to respond to this request for proposal. If errors or omissions in the described scope of work are noted, please contact the undersigned at your convenience.

Respectfully submitted,

ALLIANCE GEOTECHNICAL GROUP of AUSTIN, INC.

TBPE Firm No. 11290

A blue ink signature of Wayne A. Eddins, written in a cursive style.

Wayne A. Eddins
Managing Partner

WAE/hk

Attach: Service Agreement

z; data/projects/CMT/2016/RevisedProposal/P160503C.ltr



EXHIBIT A

Project Name: Main Street Trail
Project Location: Taylor, Texas
Proposal No.: P16-0503C
Estimated Budget: \$61,842.00
Date: August 3, 2016

CONSTRUCTION OBSERVATION AND MATERIALS TESTING SERVICES

I CONCRETE DRIVEWAYS: (2,333 sy)

Estimate 12 Total Placements

Estimate testing 6 Placements

4 Technician Reg. Hours (including sample pick up)	@	\$38.00 /hour	\$	152.00
4 4" x 8" Cylinders w/ Air Content per placement	@	\$16.00 /each	\$	64.00
2 Vehicle Charges (including sample pick up)	@	\$20.00 /trip	\$	40.00
1 Project Manager Report Review	@	\$25.00 /report	\$	25.00
Sub-Total			\$	281.00

Sub Total x 6 placements **\$1,686.00** \$1,686.00

II ASPHALT DRIVEWAYS: (2,587 sy)

Estimate 15 Total Placements

Estimate testing 9 Placements

4 Technician Reg. Hours (including HMA sample p/up & prep.)	@	\$38.00 /hour	\$	152.00
1 Vehicle Charge	@	\$20.00 /trip	\$	20.00
1 Project Manager Report Review	@	\$25.00 /report	\$	25.00
Sub-Total			\$	197.00

Sub Total x 9 placements **\$4,473.00** \$4,473.00

III TYPE "A" SIDEWALKS: (4,613 sy)

Estimate 50-60 placements

Estimate testing 30 placements

4 Technician Reg. Hours (including sample pick up)	@	\$38.00 /hour	\$	152.00
4 4" x 8" Cylinders w/ Air Content per placement	@	\$16.00 /each	\$	64.00
2 Vehicle Charges (including sample pick up)	@	\$20.00 /trip	\$	40.00
1 Project Manager Report Review	@	\$25.00 /report	\$	25.00
Sub-Total			\$	281.00

Sub Total x 20 placements **\$5,620.00** \$5,620.00

IV TYPE "B" SIDEWALKS: (2,194 sy)

Estimate 25 placements

Estimate testing 15 placements

4 Technician Reg. Hours (including sample pick up)	@	\$38.00 /hour	\$	152.00
4 4" x 8" Cylinders w/ Air Content per placement	@	\$16.00 /each	\$	64.00
2 Vehicle Charges (including sample pick up)	@	\$20.00 /trip	\$	40.00
1 Project Manager Report Review	@	\$25.00 /report	\$	25.00
Sub-Total			\$	281.00

Sub Total x 5 placements **\$1,405.00** \$1,405.00

V TYPE "C" SIDEWALKS: (116 sy)

Estimate 4 placements

Estimate testing 4 placements

4 Technician Reg. Hours (including sample pick up)	@	\$38.00 /hour	\$	152.00
4 4" x 8" Cylinders w/ Air Content per placement	@	\$16.00 /each	\$	64.00
2 Vehicle Charges (including sample pick up)	@	\$20.00 /trip	\$	40.00
1 Project Manager Report Review	@	\$25.00 /report	\$	25.00
Sub-Total			\$	281.00

Sub Total x 2 placements **\$562.00** \$562.00



EXHIBIT A (cont.)

VI TYPE "D" SIDEWALKS: (642 sy)

Estimate 10 placements: 2 per section for footing/wall

Estimate testing 10 placements

4 Technician Reg. Hours (including sample pick up)	@	\$38.00 /hour	\$	152.00
4 4" x 8" Cylinders w/ Air Content per placement	@	\$16.00 /each	\$	64.00
2 Vehicle Charges (including sample pick up)	@	\$20.00 /trip	\$	40.00
1 Project Manager Report Review	@	\$25.00 /report	\$	25.00
Sub-Total			\$	281.00

Sub Total x 8 placements **\$2,248.00** **\$2,248.00**

VII LABORATORY TESTING

2 Moisture-Density Relationships (Tex 113-E, Tex-114-E)	@	\$165.00 /each	\$	330.00
2 Atterberg Limits (Tex-104-E, 105-E & 106-E)	@	\$50.00 /each	\$	100.00
2 Determination of the Total Passing #200 Sieve (Tex- 111-E)	@	\$50.00 /each	\$	100.00
9 Asphalt Extraction & Gradation (Tex-236-F)	@	\$150.00 /each	\$	1,350.00
9 Maximum Theo. Specific (Rice) Gravity (Tex-227-F)	@	\$95.00 /each	\$	855.00
9 HVEEM Stability Specimen Molding (Tex-206-F)	@	\$50.00 /set	\$	\$450.00
9 HVEEM Stability Testing (Tex-208-F)	@	\$50.00 /set	\$	\$450.00
Sub-Total			\$	3,635.00

\$3,635.00

VIII IN-PLACE DENSITY TESTING

100 in-Place Densities	@	\$15.00 /each	\$	1,500.00
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\$1,500.00

IX ADMINISTRATIVE ASSISTANT

278 Testing and Observation Reports @ .25 Hr. Ea	@	\$7.50 /report	\$	2,085.00
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\$2,085.00

X STAFF ENGINEER - Construction Observation & Inspections

(Estimate 210 Days to Substantial Completion @ 3 Hrs. per day)

508 Hours Observation/Documentation	@	\$66.00 /hour	\$	33,528.00
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\$33,528.00

XI PROJECT MANAGER

60 Hours	@	\$85.00 /hour	\$	5,100.00
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\$5,100.00

Estimated Total: \$61,842.00

NOTES:

1. Overtime rates of 1.25 times the regular hourly rate will be charged for hours worked over eight (8) hours per day Monday thru Friday or any time **before 7:00 a.m. or after 5:00 p.m.** Service performed on Saturdays and Sundays will be billed at 1.5 times the regular hourly rate. Services performed on recognized holidays will be billed at 2.0 times the regular hourly rate.
2. All laboratory test fees are F.O.B. our laboratory; additional charge for sample pickup may apply.
3. Any additional tests will be billed on a hourly rate and charged at the applicable rate, portal-to-portal.
4. Additional tests not specified in this proposal will be quoted upon request.
5. This proposal does not include any technician stand-by, non-readiness charges, and/or trips or re-tests of the previous failing tests.
6. An additional charge will be made for shop inspections made outside of Travis, Hays, and Williamson Counties. A per diem charge of \$110.00 will be charged for any inspections that will require an overnite stay.



ALLIANCE GEOTECHNICAL GROUP of AUSTIN, INC.

AGREEMENT FOR CONSTRUCTION OBSERVATION AND MATERIALS TESTING SERVICES

THIS AGREEMENT is by and between The City of Taylor

hereinafter called "CLIENT" and Alliance Geotechnical Group of Austin, Inc. hereinafter called "LABORATORY", who agree as follows:

1. **DECLARATIONS.** CLIENT desires to engage LABORATORY to provide Materials Engineering and related construction inspection and materials testing services in connection with CLIENT'S project ("THE PROJECT") described as follows:

Inspection and Testing Services for the construction of the City of Taylor Main Street Trail Bicycle / Pedestrian Transportation Enhancement (TE) Project from Johnson Drive to Carlos G. Parker Blvd.

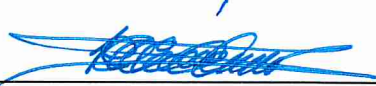
LABORATORY has submitted a unit fee based proposal to the CLIENT (**P16-0503C, Revised**) dated **8/31/2016** a copy of which is attached hereto and made a part hereof as Exhibit "A" for Materials Engineering and related construction inspection and materials testing services, which fee schedule is acceptable to CLIENT.

2. **SCOPE OF WORK.** LABORATORY shall provide Materials Engineering and related construction inspection and materials testing services for THE PROJECT in accordance with the accompanying proposed "scope of services" made a part hereof as Exhibit "A" and the "terms and conditions" made a part of this agreement. Services will be provided on a call-out basis except for those services determined to require full-time inspection by the design team and the project specifications.

EXECUTED THIS _____ day of _____, 2016

By _____
Client



By 
Alliance Geotechnical Group of Austin

Wayne A. Eddins, Project Manager

TERMS AND CONDITIONS TO AGREEMENT FOR MATERIALS ENGINEERING AND RELATED CONSTRUCTION INSPECTION AND MATERIALS TESTING SERVICES

ARTICLE 1. SERVICES - LABORATORY will:

- 1.1 Act for CLIENT in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of the profession practicing in the same or similar locality of THE PROJECT site.
- 1.2 Provide only those services that, in the opinion of LABORATORY, lie within the technical and professional areas of expertise of LABORATORY and which LABORATORY is adequately staffed and equipped to perform.
- 1.3 Perform all technical services under the general direction of a Registered Professional Engineer and in substantial accordance with the basic requirements of the appropriate standards of The American Society for Testing and Materials, where applicable, or other standards designated by CLIENT.
- 1.4 Promptly submit formal reports of all tests, inspections, and services performed indicating, where applicable, compliance with THE PROJECT specifications or other contract documents. Such reports shall be complete and factual, citing the tests of performed, methods employed, values obtained, parts of the structure or project area involved.
- 1.5 Employ testing machines which have been calibrated within a period not exceeding twelve (12) months from the time of use by devices of accuracy traceable to the National Bureau of Standards of the United States Department of Commerce, and upon request, submit to CLIENT or his authorized representative documentation of such calibration.
- 1.6 Consider all reports to be the confidential property of CLIENT, and distribute reports only to those persons, organizations, or agencies specifically designated in writing by CLIENT or his authorized representative.
- 1.7 Retain all project reports relating to the services performed for a period of five years following submission of the report, during which period the records will be made available to CLIENT at all reasonable times.

ARTICLE 2. CLIENT'S RESPONSIBILITIES - CLIENT or his authorized representative will:

- 2.1 Provide LABORATORY with all plans, specifications, addenda, change orders, approved shop drawings and other information for the proper performance of LABORATORY.
- 2.2 Issue authorization in writing, giving LABORATORY free access to THE PROJECT site, and to all shops or yards where materials are prepared or stored.
- 2.3 Designate in writing a person or firm to act as CLIENT's representative with respect to LABORATORY's services to be performed under this Agreement; such person or firm to have complete authority to transmit instructions, receive information and data, interpret and define CLIENT's policies and decisions with respect to THE PROJECT and to order, at CLIENT's expense, such technical services as may be requested by LABORATORY.
- 2.4 Designate in writing those persons or firms who are authorized to receive copies of LABORATORY's inspection and test reports.
- 2.5 Advise LABORATORY sufficiently in advance of any operations so as to allow for assignment of personnel by LABORATORY for completion of the required services. Such advance notice shall be in accordance with that established by mutual agreement of the parties.
- 2.6 Direct THE PROJECT contractor, either by the construction Contract or direct written order to:
 - (a) Secure and deliver to LABORATORY, without cost to LABORATORY, preliminary representative samples of those materials he proposes to use which require testing, together with any relevant data of the materials.
 - (b) Furnish such casual labor and all facilities needed by LABORATORY to obtain and handle samples at THE PROJECT and to facilitate the specified inspection, and tests.
 - (c) Provide and maintain for the use of LABORATORY, adequate space at THE PROJECT for safe storage and proper curing of test specimens which must remain on THE PROJECT site prior to testing.

ARTICLE 3. GENERAL CONDITIONS:

- 3.1 LABORATORY, by the performance of services covered hereunder, does not in any way assume, abridge or abrogate any of those duties, responsibilities or authorities with regard to THE PROJECT customarily vested in THE PROJECT architects, design engineers, or any other design agencies or authorities.
- 3.2 LABORATORY shall not be responsible for acts of omissions of any party or parties involved in the design of THE PROJECT or the failure of any contractor or subcontractor to construct any aspect of THE PROJECT in accordance with recommendations issued by LABORATORY.

3.3 LABORATORY is not authorized to revoke, alter, relax, enlarge or release any requirement of THE PROJECT specifications or other contract documents nor to approve or accept any portion of the work, unless specifically authorized in writing by CLIENT or his authorized representative. LABORATORY shall not have the right of rejection or the right to stop the work, except for such periods as may be required to conduct the sampling, testing, or inspection of operations covered by the Agreement.

3.4 This Agreement may be terminated by either party on ten (10) days' written notice or by mutual agreement. If this Agreement is terminated by either party, LABORATORY shall be paid in full for all services performed through the termination date, and the CLIENT shall be provided with a complete report of the results of tests and analysis conducted prior to termination.

3.5 Neither CLIENT nor LABORATORY may delegate, assign, sublet or transfer his duties or interest in this Agreement without the written consent of the other party.

3.6 The only warranty made by LABORATORY in connection with its services performed hereunder is that it will use that degree of care and skill as set forth in Article 1.1 above. No other warranty, expressed or implied, is made or intended for services provided hereunder or furnishing oral or written reports of findings made.

ARTICLE 4. INSURANCE:

4.1 LABORATORY shall secure and maintain throughout the full period of this Agreement sufficient insurance to protect it adequately from claims under applicable Workmen's Compensation acts and from claims for bodily injury, death or property damage as may arise from the performance of services under this Agreement. LABORATORY will, upon request, file certification of such insurance coverage with CLIENT or his authorized representative.

4.2 No insurance, of whatever kind or type, which may be carried by LABORATORY, is to be considered as in any way limiting the contractor's or subcontractor's responsibility for damages resulting from his operations or for furnishing work and materials to THE PROJECT. CLIENT agrees, therefore, to include, or cause to be included in THE PROJECT's construction contract, such requirements for insurance coverage and performance bonds to be secured and maintained by THE PROJECT contractor as CLIENT deems adequate to indemnify CLIENT, LABORATORY, and other concerned parties, against claims for damages and to insure compliance of work performance and materials with project requirements.

4.3 Should LABORATORY, or any of its employees be found to have been negligent in the performing of professional services or to have made and breached any express or implied warranty, the CLIENT, and all parties claiming through the CLIENT, agree that the maximum aggregate amount of the liability of LABORATORY and its professional employees shall be limited to \$50,000.00 or the total amount of the fee paid to LABORATORY for professional services with respect to the subject project, whichever amount is the lesser. In the event the CLIENT does not wish to restrict professional liability to this sum, limits will be extended to the desired amount upon receipt of CLIENT's payment for actual cost of increased coverage, if available.

ARTICLE 5. PAYMENT:

5.1 CLIENT will pay LABORATORY for services and expenses in accordance with the attached fee schedule (Exhibit A). LABORATORY's invoices will be presented at the completion of its work or monthly and will be paid within thirty (30) days of receipt by CLIENT or his authorized representative. Applicant agrees to pay interest at the rate of 1.5% per month on the unpaid account balance, together with any collection costs, including a reasonable attorney's fee and/or court costs, should they be required to remedy a default and effect collection of this account.

5.2 LABORATORY shall be paid in full for all services under the Agreement, including any overruns of CLIENT's contract or any unforeseen need for LABORATORY's services exceeding original contract requirements. Payment for such services shall be made irrespective of any claim by CLIENT for compensation for additional work conducted. Any such claim shall in no respect delay payment of fees for services performed by LABORATORY.

5.3 Retests and/or other fees billed to the Contractor at Client's request shall be paid by the Client within 45 days from the invoiced dated if unpaid by the Contractor.

ARTICLE 6. EXTENT OF AGREEMENT:

The Agreement, including these terms and conditions, represents the entire agreement, between CLIENT and LABORATORY and supersedes all prior negotiations, representations or agreements, written or oral. The Agreement may be amended only by written instrument signed by CLIENT and LABORATORY.



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 11
Agenda Title: Receive update on Transportation User Fee appeal process.
Council Action to be taken: Receive information.
Initiating Department: City Administration
Staff Contact: Isaac D. Turner, City Manager

1. INTRODUCTION/PURPOSE

This item will provide information regarding the appeals process for the Transportation User Fee (TUF).

2. DESCRIPTION/ JUSTIFICATION

Pursuant to Ordinance No. 2016-03, Section 10 a five member Appellate Group was formed to review appeals of TUF regarding appropriate “Category” and “Units” (square footage). The TUF Appellate Group consists of the City Manager (or designee), the City Engineer (or designee), up to two members of the Taylor business community and at least one member of Taylor’s residential community. The current members are myself (Isaac Turner), Jose Orta, Kaitlin Olle, Jordan Grier, and Casey Sledge.

The appeals process is attached.

The group met on August 10th to discuss process and conduct a preliminary review of twelve appeals forms that were received involving 14 parcels with the following concerns:

- A request that residential units (apartments) be billed by parcel not units
- That vacant property should not be billed
- Disagree with being charged a fee in any amount
- Appealing the “Category” and/or “Use” designation

Each appellant was contacted via letter and phone calls. Site visits were made to the properties where category and use were issues, by the City Engineer on August 30, 2016. (The City Manager was unable to attend due to an emergency.)

The Group will meet on September 7th to review and make determination on the appeals.

3. FINANCIAL/BUDGET

Transportation User Fee revenues collected from June-August: \$196,191
Average monthly collection: \$ 65,397

4. TIMELINE CONSIDERATIONS

It is anticipated that the Appellate Group will conclude current reviews by September 8, 2016 and then will only meet as needed.

5. RECOMMENDATION

6. REFERENCE FILES

11a. [Ordinance 2016-03](#)

11b. [Appellate process](#)

ORDINANCE NO. 2016-03

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS (CITY), ESTABLISHING A TRANSPORTATION USER FEE IN ORDER TO PROVIDE A PROPERLY MAINTAINED ROAD SYSTEM; PROVIDING, SEVERABILITY AND REPEALER CLAUSES.

RECITALS:

WHEREAS, the Taylor City Council finds, determines and declares that in order to protect the citizenry from the deterioration of the quality and safety of the road system that they rely upon and use on a regular basis, it is necessary and in the best interest of the public health and safety to establish a transportation user fee in order to provide a properly maintained road system; and

WHEREAS, the Taylor City Council will establish transportation user fees, subject to the limitations of the state law, and the City shall provide efficient, reliable roads within the city limits on the payment of such fees; and

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

SECTION 1. INCORPORATION OF RECITALS. The facts and recitations contained in the preamble of this Ordinance are hereby declared to be true and correct and are incorporated by reference herein and made a part hereof, as if copied verbatim.

SECTION 2. DEFINITIONS.

A. City limits shall mean the city limits of the City of Taylor as they exist on the effective date of this Ordinance and as they may be amended from time to time.

B. Category or Categories means one (1) of twenty-two (22) categories recognized in the Trip Factor Index determined from the land uses of the nonresidential customers.

C. Tier means one (1) of six (6) tiers established per Trip Factor Index calculations and the monthly base rate established for each Tier.

D. Transportation user fee shall mean the fee that is established by this Ordinance which is assessed against, and collected from, owners, occupants of the property for the purpose of planning, constructing, operating,

monitoring and maintaining the transportation system of the City.

E. Transportation system or road system shall mean the structures, traffic controls, streets and other facilities in the public right-of-way, such as bridges, sidewalks and alleys which are dedicated to the use of vehicular and pedestrian traffic, all of which are owned and/or controlled in whole by the City and which are dedicated to the transportation system service of the City, including provisions for additions, improvements and extensions to the system.

F. Trip Factor means a principle basis of service measurement, principally derived from the trip generation rates published by the Institute of Transportation Engineers Trip Generation Manual Edition 9.

G. Trip Factor Index means the table of applied land uses recognized by the City for purposes of implementing the transportation user fee.

H. Utility Customer ("customer") means the holder of a City utility account or the person who is responsible for the payment of charges of a Transportation User Fee.

SECTION 3. ESTABLISHMENT AND REVISION OF TRANSPORTATION USER

FEE.

A. The City Council hereby establishes a transportation user fee to be paid by Taylor, Texas Utility Customers within the city limits of Taylor, Texas. Such fee shall be set in amounts which will provide sufficient funds to properly maintain the transportation system.

B. Collection of the fee against each developed property shall be made by a monthly charge to be added to the Taylor, Texas utility bill for such property.

C. The City Council has established a fee schedule based upon the cost of maintaining the transportation system shown in Exhibit "A" and attached hereto and incorporated by reference herein and may by separate resolution or ordinance establish and change the fee based upon changes in the cost of maintaining the transportation system.

SECTION 4. TRANSPORTATION FUND.

A. A separate fund shall be created effective June 1, 2016, known as the transportation fund. All fees collected by the City for the purpose of construction and

maintenance of the transportation system shall be deposited in the transportation fund. It shall not be necessary for the expenditures from the fund to specifically relate to any particular property from which the fees were collected.

B. An annual report of the fund and the transportation user fee program will be provided to the City Council.

SECTION 5. IMPOSITION OF FEE. There is hereby imposed upon Taylor, Texas Utility Customers within the city limits of The City of Taylor, Texas, a transportation user fee. This fee is deemed reasonable and necessary to pay for the operation, administration and maintenance of the transportation system.

SECTION 6. FINDINGS.

- A. The number of motor vehicle trips generated by a benefitted property may reasonably be used to estimate the prorated cost of the street system attributable to a benefitted property.
- B. The size and use of a property may reasonably be used to estimate the number of motor vehicles trips generated by the property.
- C. Based on the best available data, the method of imposing the transportation user fee reasonably prorates the cost of the transportation system among the benefitted properties.
- D. It is reasonable and equitable to impose a set monthly fee per each developed residential and nonresidential benefitted property in order to avoid a disproportionate burden on any residential or nonresidential benefitted property.
- E. If available, appraisal district property tax records may be relied on to determine the size of nonresidential benefitted property.
- F. It is reasonable and equitable to consider trip generation rates for nonresidential property from the Institute of Transportation Engineers in determining the trip factor used for benefitted properties.

SECTION 7. DETERMINATION OF FEE.

A. Collection of the fee for residential property shall be charged on the basis of a set fee per lot, unit, tract or parcel that is a Taylor, Texas Utilities customer within the city limits of the City of Taylor or person or entity responsible for the Transportation User Fee for such lot, unit, tract, or parcel.

B. Collection of the fee for nonresidential property that is a Taylor, Texas Utility Customer within the city limits of the City of Taylor shall be charged on the basis of using the monthly base trip rate in the City of Taylor Transportation User Fee Schedule as shown in Attachment A and based on land uses to establish categories of nonresidential customers. The trip factors listed in the trip factor index are derived from the Institute of Transportation Engineers Trip Generation Manual, 9th Edition and are the number of trips anticipated to and from a property per its land use and established units. For each nonresidential property, except lodging, schools, and outdoor recreation, the building area, in square foot, on the property will be multiplied by the appropriate trip factor from the trip factor index in Attachment A to arrive at a monthly base trip rate. Properties fitting in the lodging, school, and outdoor recreation categories will calculate the monthly base trip rate of the property by multiplying the appropriate trip factor by the quantity of the unit specified in the trip factor index. The monthly base trip rate value will determine which tier the nonresidential property is classified. The monthly fee for the nonresidential property is determined by its tier as shown in the transportation user fee schedule in Attachment A

SECTION 8. BILLING AND COLLECTION OF FEE. The fee shall be billed and collected with the monthly utility bill. All such bills shall be rendered monthly and shall be due upon receipt.

SECTION 9. RECOVERY OF UNPAID FEE. Any fee due hereunder which shall not be paid when due may be recovered in action at law by the City. In addition to any other remedies or penalties provided by this Ordinance or the Code of the City, failure of any user of the City utilities within the City to pay the fees promptly when due shall subject such user to the discontinuance of water services provided by the City.

SECTION 10. ADMINISTRATION; RULES AND REGULATIONS. The City Manager or designee shall be responsible for the administration of this Ordinance. The City Manager or designee shall be responsible for developing rules, regulations and procedures for the administration of fees and the consideration of petitions for modification and appeals pertaining to the fees charged hereunder; developing maintenance programs; and establishing transportation system criteria and standards for the operation and maintenance of the transportation system.

SECTION 11. DISPOSITION OF FEES AND CHARGES. The fee paid and collected by virtue of this Ordinance shall not be used for the

general government proprietary purposes of the City, except to pay for the equitable share of the cost of accounting, management and government thereof.

Other than as described above, the fees and charges shall be used solely to pay for the cost of operation, administration, planning, engineering, development of guidelines and controls, inspection, maintenance, repair, improvement, renewal, replacement and reconstruction of the transportation system and cost incidental thereto.

SECTION 12. EXEMPTION. Property owned by the City is hereby exempt from the provisions of this Ordinance.

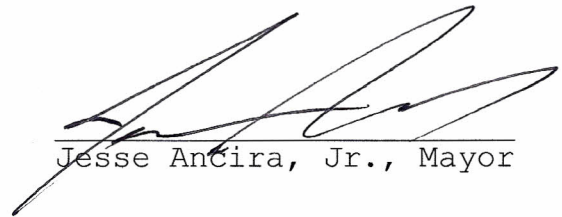
SECTION 13. PERIODIC REVIEW OF RATES. The City Council will periodically review this Ordinance and the transportation user fee and shall be obligated to review them no later than in the first month following the third anniversary date of this Ordinance. Notwithstanding, the transportation user fees established by this Ordinance will remain unchanged until the first month following the third anniversary date of this Ordinance.

SECTION 14. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

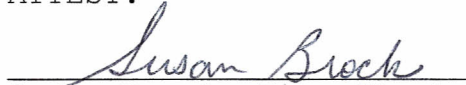
SECTION 15. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void; and that in lieu of each clause or provision of this Ordinance that is invalid, illegal, or unenforceable there be added by the Mayor as necessary with the approval of the City Attorney as to form, and as a part of the Ordinance a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

In accordance with Article VIII, Section 1 of the City Charter, Ordinance No. 2016-03 was introduced before the Taylor City Council on the 28th day of January, 2016.

PASSED, APPROVED, and ADOPTED on the 11th day of February, 2016.


Jesse Ancira, Jr., Mayor

ATTEST:


Susan Brock, City Clerk

APPROVED AS TO FORM:

Ted W. Hejl,
City Attorney

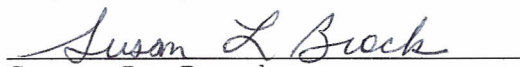
CERTIFICATE

THE STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Susan L. Brock, being the current City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2016-03, passed and approved by the City Council of the City of Taylor, Texas, on the 11th day of February, 2016, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of office this 11th day of February, 2016.


Susan L. Brock
City Clerk

City of Taylor - Transportation User Fee

ATTACHMENT A

TRIP FACTOR INDEX

Category	Units	Trip Factor	SubCategories
Building Materials	1,000 SF	4.49	Building Materials and Lumber Store, Hardware/Paint Store, Nursery
Convenience Market	1,000 SF	34.57	Convenience Market (no gas pumps), Convenience Market with Gas Pumps, Gasoline/Service Station
Medical Office	1,000 SF	3.57	Medical-Dental Office Building, Clinic, Veterinary Hospital/Veterinary Clinic
Restaurant	1,000 SF	11.15	Restaurant, Drinking Place
Fast Food	1,000 SF	26.15	Fast Food Restaurant w/out Drive-Thru Window, Fast Food Restaurant with Drive-Thru Window, Donut Place w/out Drive-Thru Window, Donut Place with Drive-Thru Window
Hospital/Nursing Home	1,000 SF	0.74	Hospital, Nursing Home
Indoor Recreation	1,000 SF	3.53	Bowling Alley, Movie Theater, Health Fitness Club
Lodging	Rooms	0.47	Hotel, Motel
Business Office	1,000 SF	1.29	General Office Building, Single Tenant Office Building, United States Post Office, Research and Development Center, Business Park
Bank	1,000 SF	12.13	Walk-In Bank, Drive-In Bank
Salon	1,000 SF	1.93	Hair Salon
General Retail	1,000 SF	3.71	Shopping Center, Apparel Store, Arts and Craft Store, DVD/Video Rental Store
Auto Part/Service/Wash	1,000 SF	4.46	Quick Lubrication Vehicle Shop, Self Service Car Wash, Automated Car Wash, Automobile Parts Sales, Automobile Parts and Service Center
Large School/Day Care	students	0.2	All schools w/greater than 50 students
Day Care	1,000 SF	12.46	Daycare Center (less than 50 students)
Supermarket/Pharmacy	1,000 SF	8.4	Supermarket, Pharmacy/Drugstore
Prison	1,000 SF	2.91	Prison
Superstore	1,000 SF	4.35	Free-Standing Discount Superstore
Outdoor Recreation	acres/campsites	0.3	Campground/RV Park, Golf Course, Arena
Car Sales	1,000 SF	2.62	New Car Sales
Warehousing	1,000 SF	0.32	Warehousing
Industrial	1,000 SF	0.73	General Light Industrial, General Heavy Industrial, Manufacturing, Utilities

TRANSPORTATION USER FEE SCHEDULE

	Monthly Base Trip Rate	Monthly Charge
Nonresidential Tiers		
Tier I*	0-8.99	\$25.00
Tier II	9.00-13.65	\$33.00
Tier III	13.66-27.30	\$50.00
Tier IV	27.31-53.99	\$67.00
Tier V	54.00-102.00	\$84.00
Tier VI	102.01+	\$133.00
Residential		
Single Family	flat rate	\$8.00
Multi-Family	flat rate	\$8.00

*All churches will be placed in Tier I

City of Taylor

Transportation User Fee

ORDINANCE NO. 2016-03 AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS (CITY), ESTABLISHING A TRANSPORTATION USER FEE IN ORDER TO PROVIDE A PROPERLY MAINTAINED ROAD SYSTEM; PROVIDING, SEVERABILITY AND REPEALER CLAUSES.

SECTION 10. ADMINISTRATION; RULES AND REGULATIONS. The City Manager or designee shall be responsible for the administration of this Ordinance. The City Manager or designee shall be responsible for developing rules, regulations and procedures for the administration of fees and the consideration of petitions for modification and appeals pertaining to the fees charged hereunder; developing maintenance programs; and establishing transportation system criteria and standards for the operation and maintenance of the transportation system.

Appeals Process - The Transportation User Fee became effective June 1, 2016.

- 1) The Transportation User Fee “tier” assignment can be appealed to a group designated by the City Manager, called the Appellate Group.
- 2) The Appellate Group may also be requested to determine whether a property is correctly categorized as residential. A petition must be submitted to the City Manager by filing a written notice of appeal within 30 days of the date of the notice or monthly billing.
- 3) Appointments and removals from the Appellate Group will be made by the City Manager. Removals may be with or without cause,
- 4) The TUF Appellate Group will consist of the City Manager (or designee), the City Engineer (or designee), up to two members of the Taylor business community and a member of the Taylor residential community.
- 5) The Appellate Group can only consider petitions about the tier assigned to a property, from the property owner.

- 6) A property owner who disputes the 'tier' assignment decision of their property's 'tier classification' and related monthly fee billing rate for non-residential property, may submit a petition of their concerns to the City Manager by filing a written notice of appeal within 30 days of the date of the notice or monthly billing.
- 7) The petition must include the Owner's property current tier (and related monthly fee amount), the requested tier (and related monthly fee amount) and reasons why a change in tier is warranted.
- 8) If the dispute is within the scope of 'tier' assignments, the City Manager will schedule a meeting with the Appellate Group as soon as practical. (After considering the initial set of appeals the Group will meet on an as needed basis, typically no more than once a month.)
- 9) The Appellate Group will review the concern and may receive a presentation from the owner and render a decision no later than 10 days after the meeting (unless there is a matter of fact that has to be verified or a site visit is necessary which would cause the decision time to be extended). Typically it will be the Appellate Group's objective to reach a decision during the meeting if all facts have been submitted and verified.
- 10) The Group will review the information presented and render a decision, along with an explanation of how that decision was reached. The Group's review will be limited to the assigned category and units as listed in Attachment A of the TUF Ordinance. If a tier change occurs it will be due to the impact of changes in the "Category" and/or "Units".
- 11) The City Manager shall notify the appellant (parcel owner) and the Finance Director of the decision. If required, the Finance Director will insure that an adjustment is made to the appellant customer's bill via a credit to the account consistent with the Appellate Groups determination and number 12 and 13 below.
- 12) For appeals submitted prior to December 31, 2016, which result in a reduction in the assigned tier and related fee, the new lower rate (fee) shall be considered retroactive to June 1, 2016. The appellant's account will be credited the difference.

In the event a higher tier is found to be justified, the new/higher rate will take effect on the date the decision is rendered.
- 13) For appeals submitted after December 31, 2016, new tier and rate (fee) changes to due the appeals process, will be effective the date when the decision was rendered by the Appellate Group.

14) Applications for appeals are available from and should be returned to Utilities Billing Administration.



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 12
Agenda Title: Consider approving budgets for fiscal year 2016/2017 for the Taylor Chamber of Commerce and the Taylor Economic Development Corporation.

Council Action to be taken: Approve budgets.

Initiating Department: City Administration

Staff Contact: Isaac Turner, City Manager

1. INTRODUCTION/PURPOSE

This item is on this agenda to satisfy the following requirement as stated in the Publicity and Tourism Agreement between the City and the Chamber states in Section 3.1:

III. BUDGET AND PERFORMANCE REVIEW

Section 3 .1 BUDGET PROCESS:

During the fourth quarter of this Agreement term, the Chamber of Commerce shall provide to the City a proposed budget for the upcoming year outlining the amount of hotel/motel occupancy tax revenue it expects to receive and how it will be expended. The proposed budget will then be considered and either rejected or **approved by the City Council**, in writing, in advance of the release of any local hotel/motel occupancy tax funds. It is understood and agreed by and between the Parties that, upon budget approval by the City, a fiduciary duty is created in the Chamber of Commerce with respect to expenditures of revenue provided.

And also in the TEDC Bylaws (Approved as amended in February 2008)

ARTICLE I. Section 1.3. ANNUAL CORPORATE BUDGET

At least 30 days prior to the commencement of each fiscal year of the Corporation, the Board shall adopt a proposed budget of anticipated revenues and proposed expenditures for the next ensuing fiscal year. The budget shall contain such classifications and shall be in such form as may be prescribed from time to time by the City Council. The budget shall not be effective until same has been **approved by the City Council**.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

Please note: The Chamber of Commerce budget has one correction from the one in your August 25th packet; Ms. Stone handed out the corrected version at the meeting; the TEDC

Budget has also been corrected to reflect the actual estimated amount cited below.

Staff is anticipating the amount of money to be allotted to the Chamber of Commerce in Hotel Occupancy Tax at \$56,250 for the next fiscal year and \$1,011,703 is the anticipated amount to be collected and diverted to the TEDC.

4. TIMELINE CONSIDERATIONS

Council “accepted” these budgets at the meeting on August 25th and now having reviewed them must “approve” these budgets for them to become effective.

5. RECOMMENDATION

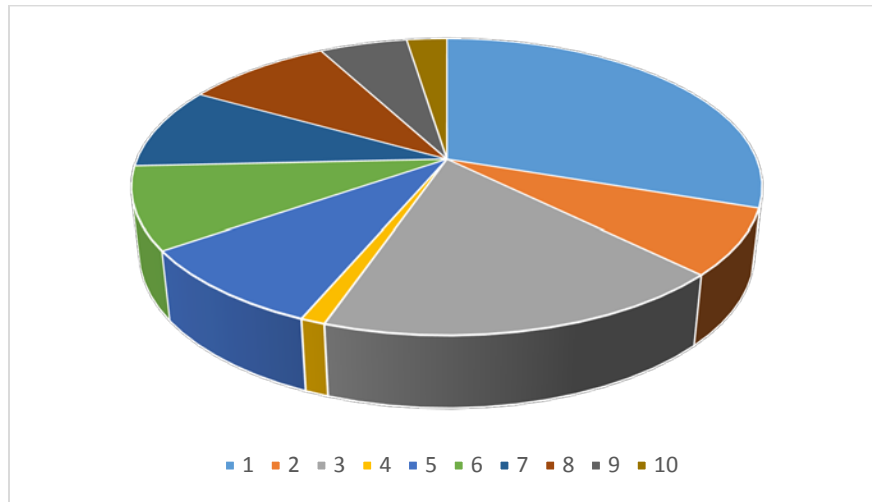
6. REFERENCE FILES

12a. [Chamber of Commerce Budget](#)

12b. [TEDC Budget](#)



2016-17 HOTEL OCCUPANCY TAX BUDGET



EXPECTED INCOME: \$56,250

BALANCE FORWARD (FROM 15-16): \$4,341

Expenditures	Totaling	\$55,850
1. Administration		16,875
2. Downtown Walking Tour brochure		4,000
3. Promotion of Wilco Expo		10,000*
4. Miscellaneous printing		600
5. Rodeo		5,000
6. Tractor Pull		5,000
7. Car Show		5,000
8. Barbecue cookoff & festival		5,000**
9. Local & regional advertising		3,000
10. Hotel Lodging Association dues & advertising		1,375

BALANCE FORWARD (TO 17-18): \$4,741

*Promotion of Wilco Expo will, hopefully, begin in spring of 2017. This money will be granted to the Expo for it to secure events in competitive situations. Events qualifying for the grants must include at least 20 hotel room stays. Expo management believes this sum will be helpful to secure two or three multi-day events.

**The Chamber is working to develop a SIGNATURE EVENT in Taylor. We will have more information for you the night of the meeting. The hope is that the event will only need assistance from this fund for its first three years. After that, we believe it will be self-sustaining.

TEDC
FY 2016-2017 Budget

Budget Line Item	2015-2016		2016-2017		Dollar +/-	% Change +/-	% of Total Budget
	Budget	Amount	Budget	Amount			
Personnel Costs							
Personnel - FTE Salaries	212,391.00		200,650.00		(11,741.00)	-5.53%	
Personnel - Contract Wages	16,000.00		0.00		(16,000.00)	-100.00%	
Personnel - FICA & Medicare	16,991.28		16,622.00		(369.28)	-2.17%	
Personnel - Health Insurance	23,514.00		31,126.00		7,612.00	32.37%	
Personnel - Retirement	21,239.10		29,223.00		7,983.90	37.59%	
PERSONNEL SUB-TOTAL	290,135.38		277,621.00		(12,514.38)	-4.31%	11.66%
Administrative Costs							
Rent	34,400.00		34,400.00		0.00	0.00%	
Miscellaneous Expenses	2,500.00		2,500.00		0.00	0.00%	
Office Equipment/Furniture	5,000.00		5,000.00		0.00	0.00%	
Office Maintenance	3,000.00		3,000.00		0.00	0.00%	
Office Supplies	5,000.00		5,000.00		0.00	0.00%	
Phone/Internet	6,000.00		6,000.00		0.00	0.00%	
Postage	3,000.00		2,500.00		(500.00)	-16.67%	
Local Meetings Expense	2,000.00		5,000.00		3,000.00	150.00%	
Dues/Memberships/Subscriptions	22,700.00		18,500.00		(4,200.00)	-18.50%	
Lights/Utilities	8,000.00		8,000.00		0.00	0.00%	
Public Relations/Sponsorships	5,000.00		3,000.00		(2,000.00)	-40.00%	
Insurance - D&O, Assets, Supplemental Auto	5,000.00		6,000.00		1,000.00	20.00%	
ADMIN SUB-TOTAL	101,600.00		98,900.00		(2,700.00)	-2.66%	4.16%
Marketing/Promotion							
Marketing/Promotion - Local	2,500.00		2,500.00		0.00	0.00%	
Marketing /Promotion- National	7,500.00		85,000.00		77,500.00	1033.33%	
Marketing /Promotion- Materials	12,000.00		12,000.00		0.00	0.00%	
Marketing - TMT	35,000.00		15,000.00		(20,000.00)	-57.14%	
MARKETING/PR SUB-TOTAL	67,000.00		114,500.00		57,500.00	85.82%	4.81%
TEDC REAL ESTATE							
Industrial Park Maintenance	20,000.00		5,000.00		(15,000.00)	-75.00%	
Spec Space Loan Payment	253,000.00		254,664.00		1,664.00	0.66%	

TEDC
FY 2016-2017 Budget

TEDC REAL ESTATE SUB-TOTAL	273,000.00	259,664.00	(13,336.00)	-4.88%	10.91%
Business Retention and Expansion					
Local Industry	7,000.00	7,000.00	0.00	0.00%	
Infrastructure Grant for qualified Commercial projects	0.00	50,000.00	50,000.00	50000.00%	
Community Outreach/First Friday Breakfasts	10,000.00	10,000.00	0.00	0.00%	
BR&E SUB-TOTAL	17,000.00	67,000.00	50,000.00	294.12%	2.82%
WORKFORCE/ESN SUB-TOTAL					
	10,000.00	10,000.00	0.00	0.00%	0.42%
Professional Services and Fees					
Professional Fees - Audit	10,000.00	10,000.00	0.00	0.00%	
Professional Fees - Consultants	10,000.00	10,000.00	0.00	0.00%	
Professional Fees - Legal	12,000.00	12,000.00	0.00	0.00%	
Website Maintenance	5,000.00	2,500.00	(2,500.00)	-50.00%	
PROFESSIONAL SERVICES/FEES SUB-TOTAL	37,000.00	34,500.00	(2,500.00)	-6.76%	1.45%
Travel					
Travel - Air	10,000.00	5,000.00	(5,000.00)	-50.00%	
Travel - Auto (Auto Allowance/Reimbursements)	15,000.00	15,000.00	0.00	0.00%	
Travel - Conference/Tradeshow Registration	12,000.00	3,000.00	(9,000.00)	-75.00%	
Travel - Hotel	12,000.00	5,000.00	(7,000.00)	-58.33%	
Travel - Meals	5,100.00	4,000.00	(1,100.00)	-21.57%	
Travel - Misc. (Parking, Taxi, Car Rental, etc.)	3,000.00	2,000.00	(1,000.00)	-33.33%	
TRAVEL SUB-TOTAL	57,100.00	34,000.00	(23,100.00)	-40.46%	1.43%
Sub-Total Expenditures					
	832,835.38	896,185.00	103,349.62	12.41%	
Project Funds - Growth	117,164.62	115,518.00	(53,349.62)	-45.53%	4.85%
Projected Sales Tax Revenue	950,000.00	1,011,703.00	61,703.00	6.50%	
Project Fund Balance	1,564,833.00	1,368,305.00	(196,528.00)	-12.56%	57.49%
TOTAL BUDGET	2,514,833.00	2,380,008.00	(134,825.00)	-5.36%	100.00%

TEDC
FY 2016-2017 Budget

Budget Line Item	2015-2016 Budget Amount	2016-2017 Budget Amount	Dollar +/-	% Change +/-	% of Total Budget
Personnel Costs					
Personnel - FTE Salaries	212,391.00	200,650.00	(11,741.00)	-5.53%	
Personnel - Contract Wages	16,000.00	0.00	(16,000.00)	-100.00%	
Personnel - FICA & Medicare	16,991.28	16,622.00	(369.28)	-2.17%	
Personnel - Health Insurance	23,514.00	31,126.00	7,612.00	32.37%	
Personnel - Retirement	21,239.10	29,223.00	7,983.90	37.59%	
PERSONNEL SUB-TOTAL	290,135.38	277,621.00	(12,514.38)	-4.31%	11.72%
Administrative Costs					
Rent	34,400.00	34,400.00	0.00	0.00%	
Miscellaneous Expenses	2,500.00	2,500.00	0.00	0.00%	
Office Equipment/Furniture	5,000.00	5,000.00	0.00	0.00%	
Office Maintenance	3,000.00	3,000.00	0.00	0.00%	
Office Supplies	5,000.00	5,000.00	0.00	0.00%	
Phone/Internet	6,000.00	6,000.00	0.00	0.00%	
Postage	3,000.00	2,500.00	(500.00)	-16.67%	
Local Meetings Expense	2,000.00	5,000.00	3,000.00	150.00%	
Dues/Memberships/Subscriptions	22,700.00	18,500.00	(4,200.00)	-18.50%	
Lights/Utilities	8,000.00	8,000.00	0.00	0.00%	
Public Relations/Sponsorships	5,000.00	3,000.00	(2,000.00)	-40.00%	
Insurance - D&O, Assets, Supplemental Auto	5,000.00	6,000.00	1,000.00	20.00%	
ADMIN SUB-TOTAL	101,600.00	98,900.00	(2,700.00)	-2.66%	4.18%
Marketing/Promotion					
Marketing/Promotion - Local	2,500.00	2,500.00	0.00	0.00%	
Marketing /Promotion- National	7,500.00	85,000.00	77,500.00	1033.33%	
Marketing /Promotion- Materials	12,000.00	12,000.00	0.00	0.00%	
Marketing - TMT	35,000.00	15,000.00	(20,000.00)	-57.14%	
MARKETING/PR SUB-TOTAL	67,000.00	114,500.00	57,500.00	85.82%	4.83%
TEDC REAL ESTATE					
Industrial Park Maintenance	20,000.00	5,000.00	(15,000.00)	-75.00%	
Spec Space Loan Payment	253,000.00	254,664.00	1,664.00	0.66%	

TEDC
FY 2016-2017 Budget

TEDC REAL ESTATE SUB-TOTAL	273,000.00	259,664.00	(13,336.00)	-4.88%	10.96%
Business Retention and Expansion					
Local Industry	7,000.00	7,000.00	0.00	0.00%	
Infrastructure Grant for qualified Commercial projects	0.00	50,000.00	50,000.00	50000.00%	
Community Outreach/First Friday Breakfasts	10,000.00	10,000.00	0.00	0.00%	
BR&E SUB-TOTAL	17,000.00	67,000.00	50,000.00	294.12%	2.83%
WORKFORCE/ESN SUB-TOTAL	10,000.00	10,000.00	0.00	0.00%	0.42%
Professional Services and Fees					
Professional Fees - Audit	10,000.00	10,000.00	0.00	0.00%	
Professional Fees - Consultants	10,000.00	10,000.00	0.00	0.00%	
Professional Fees - Legal	12,000.00	12,000.00	0.00	0.00%	
Website Maintenance	5,000.00	2,500.00	(2,500.00)	-50.00%	
PROFESSIONAL SERVICES/FEES SUB-TOTAL	37,000.00	34,500.00	(2,500.00)	-6.76%	1.46%
Travel					
Travel - Air	10,000.00	5,000.00	(5,000.00)	-50.00%	
Travel - Auto (Auto Allowance/Reimbursements)	15,000.00	15,000.00	0.00	0.00%	
Travel - Conference/Tradeshaw Registration	12,000.00	3,000.00	(9,000.00)	-75.00%	
Travel - Hotel	12,000.00	5,000.00	(7,000.00)	-58.33%	
Travel - Meals	5,100.00	4,000.00	(1,100.00)	-21.57%	
Travel - Misc. (Parking, Taxi, Car Rental, etc.)	3,000.00	2,000.00	(1,000.00)	-33.33%	
TRAVEL SUB-TOTAL	57,100.00	34,000.00	(23,100.00)	-40.46%	1.44%
Sub-Total Expenditures	832,835.38	896,185.00	103,349.62	12.41%	
Project Funds - Growth	117,164.62	103,815.00	(53,349.62)	-45.53%	4.38%
Projected Sales Tax Revenue	950,000.00	1,000,000.00	50,000.00	5.26%	
Project Fund Balance	1,564,833.00	1,368,305.00	(196,528.00)	-12.56%	57.78%
TOTAL BUDGET	2,514,833.00	2,368,305.00	(146,528.00)	-5.83%	100.00%



***City Council Meeting
September 8, 2016
Agenda Item Transmittal***

Agenda Item #: 13

Agenda Title: Consider approving Resolution R16-26 authorizing staff to accept a grant if awarded from the Union Pacific Foundation for a skate park.

Council Action to be taken: Approve Resolution as presented

Initiating Department: Parks and Recreation

Staff Contact: Mike DeVito, Recreation Superintendent

1. INTRODUCTION/PURPOSE

To adopt a resolution for the acceptance of a grant, if awarded, from the Union Pacific Foundation.

2. DESCRIPTION/ JUSTIFICATION

An application has been submitted to the Union Pacific Foundation for the development of the Downtown Parks Enhancement Project, specifically, the skate park portion. During our original meetings with Union Pacific regarding the skate park, representatives encouraged staff to submit an application for funding for the skate park, due to their interest in the project.

3. FINANCIAL/BUDGET

\$10,000 was requested, and if awarded, could be used to offset project costs.

4. TIMELINE CONSIDERATIONS

The grant was submitted prior to the deadline of August 15th, 2016. A funding announcement will be made in February of 2017.

5. RECOMMENDATION

Staff recommends approval of the resolution.

6. REFERENCE FILES

13a. [Resolution R16-26](#)

RESOLUTION NO. R16-26

A RESOLUTION OF THE CITY OF TAYLOR, TEXAS, AUTHORIZING THE ACCEPTANCE OF ANY FUTURE GRANT FUNDING AWARDS FROM THE UNION PACIFIC FOUNDATION TO BE USED FOR THE DEVELOPMENT OF THE DOWNTOWN PARKS ENHANCEMENT PROJECT WHICH INCLUDES THE SKATEPARK.

WHEREAS, the City of Taylor has applied for grant funding from the Union Pacific Foundation for a park development grant project located within the city limits; and

WHEREAS, the acceptance of grant funds will be beneficial to the citizens of the City of Taylor.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Taylor hereby authorizes the acceptance of a grant, if awarded, from the Union Pacific Foundation to fund park improvements as outlined in the grant application and will comply with all required grant terms and conditions.

PASSED AND APPROVED this 8th day of September, 2016.

Jesse, Ancira, Jr., Mayor
City of Taylor, Texas

ATTEST:

Susan Brock, City Clerk



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 14

Agenda Title: Receive update on an Energy-Savings Performance Contract with Siemens.

Council Action to be taken: Accept information.

Initiating Department: City Administration

Staff Contact: Noel Bernal, Assistant City Manager

1. INTRODUCTION/PURPOSE

City staff is providing an update on the development of an Energy Savings Performance Contract (ESPC) for various energy-efficient improvements.

2. DESCRIPTION/ JUSTIFICATION

An ESPC (contract) allows local governments to finance the cost of energy-saving improvements with funds saved through reduced utility expenditures. Financing for the cost of the improvements are typically processed through the state Master Lease Purchase Program.

The State Energy Conservation Office (SECO) is responsible for establishing guidelines and approving these contracts for agencies and higher education institutions, respectively. The Bond Review Board approves requests for Master Lease Purchase Program financing.

Local governments are authorized to use Energy Savings Performance Contracting by Chapter 302 of the Texas Local Government Code.

3. FINANCIAL/BUDGET

To be determined.

4. TIMELINE CONSIDERATIONS

Project implementation is scheduled to begin in January 2017.

5. RECOMMENDATION

Receive update for information only.

6. REFERENCE FILES

14a. [State Energy Conservation Office \(SECO\) guidelines](#)

14b. [Project Timeline](#)



Energy Savings Performance Contracting Guidelines for State Agencies

Part 1 Getting the most from your Performance Contract and Contractor

The Texas law¹, allows state agencies to enter into guaranteed Energy Savings Performance Contracts (ESPCs) to reduce their use of utilities (energy and water). This document is designed to provide guidance to create a successful contract.

¹Texas Government Code, §2166.406.

Table of Contents

Table of Contents.....2

Steps to Take.....3

Some Things to Keep In Mind4

Steps to Take

Step 1: Form an Internal Selection Process. Include personnel from purchasing, facilities management, energy, legal, and executive departments. They will help formulate the strategy.

Step 2: Conduct a Preliminary Utility Audit (PUA). (Optional if PUA is not necessary to assist management in moving forward with procurement or if the desire to understand potential is not needed) In most cases, this can be obtained from an Energy Services Company (ESCO) at no cost and with no obligation to the Owner. This tool will identify viable projects and can act as the basis for a Request for Qualifications (RFQ). PUAs can be done on a representative sample of facilities to assist the agency in understanding the savings potential of the agency's facilities. PUAs can also be utilized to better understand the technical capabilities of competing ESCOs. The savings potential can be used as the basis of the minimum level of savings that need to be found in the Utility Assessment Report.

If a preliminary audit is not performed prior to issuing an RFQ, PUAs should be done prior to entering into the agreement for the Utility Assessment Report allowing the ESCO to determine a mutually acceptable minimum level of performance.

Step 3: Issue Request for Qualifications. An RFQ template, as well as a sample RFQ, may be found in Part 3. Although this should be helpful in designing an RFQ, it should be tailored to each user's particular needs. Part 3a contains a successful RFQ that was issued by the Texas Department Health and Human Services.

Step 4: Selection of a Performance Contractor. More than one Energy Services Company (ESCO) may be selected based on qualifications. Short-listing and oral interviews of several firms may be used.

Step 5: Negotiate & Approve the Utility Assessment Report (UAR). Performance contracts have two parts. The first agreement will authorize the selected Energy Service Company (ESCO) to proceed with a detailed, investment grade audit (The UAR). The second part of the agreement (The implementation contract) will set out the general terms and conditions for the ESCO to proceed with the project once the Owner and the ESCO agree upon a scope of work and budget. The UAR and the specific project proposal will become an attachment to the implementation contract, thus providing the details with respect to what is actually installed, project costs, and savings to be expected. Part 2 of these guidelines provides model implementation contract structure and essential elements to look for in an implementation contract as well as a sample UAR.

Note: It is recommended that an Agency not move forward with the UAR unless the ESCO has performed a PUA at some point prior to beginning the UAR.

Step 6: Submissions. Normally an ESCO will provide a detailed audit (or Utility Assessment Report - UAR) and determine if a viable project is possible. If the UAR does not reasonably confirm the savings identified by the PUA that the ESCO was responsible for

performing, the ESCO should not charge for the UAR. If the UAR confirms savings identified by the PUA, but the Owner does not go forward with the construction, the Owner will have to pay the ESCO for the costs of the UAR. If the Owner moves forward with energy and water² efficiency projects, the cost of the UAR should be rolled into the cost of the full project. The UAR should contain a minimum savings amount, requirements relating to time of completion by the ESCO, cost of the UAR, and scenarios requiring or not requiring payment to the ESCO for the UAR.

The ESCO completes the Utility Assessment Report (detailed audit) and submits it to the Owner. In addition the ESCO must submit a Measurement and Verification Plan (M&V), a Sample Periodic Utility Savings Report, and a Proposed Contract. The Owner and the ESCO should review and agree to the contents of all of the above.

Step 7: Third Party Independent Review. Before an agency can formally enter into an ESPC, the UAR and supporting documentation (including the Contract, the Utility Assessment Report, Measurement and Verification Plan, and the Sample Periodic Utility Savings Report) must be reviewed by an independent third party professional engineer licensed in the state of Texas pursuant to the Texas Engineering Practice Act, Texas Occupations Code Chapter 1001.

Step 8: Project Implementation & Execution.

- Execute Contract
- Oversee Construction and Commissioning
- Review Annual Savings Reports
- Make Contractor Payments

Some Things To Keep In Mind

- All energy and water conservation measures must comply with current local, state, and federal construction and environmental codes and regulations.
- The entity with whom the Owner contracts must be experienced in the design, implementation, and installation of energy and water conservation measures.
- By statute, the energy and water conservation measures payback terms may not exceed 20 years from the final date of completion installation. Note that some financing sources have shorter maximum payback terms which may impact the contract.
- The total of all preconstruction, construction and post-construction costs divided by the guaranteed annual savings must be used to determine the project payback.
- Construction period savings, utility rebates, agency capital budget, or owner provided equipment directly used for the project where reasonable, may be allowed to lower the total financed cost of the project.
- The annual contract obligation may not exceed the total guaranteed savings divided by the term of the contract.

- ESPC proposals must contain four principal documents:
 1. The Contract
 2. The Utility Assessment Report,
 3. The Measurement and Verification Plan,
 4. A Sample Periodic Energy and Water Savings Report

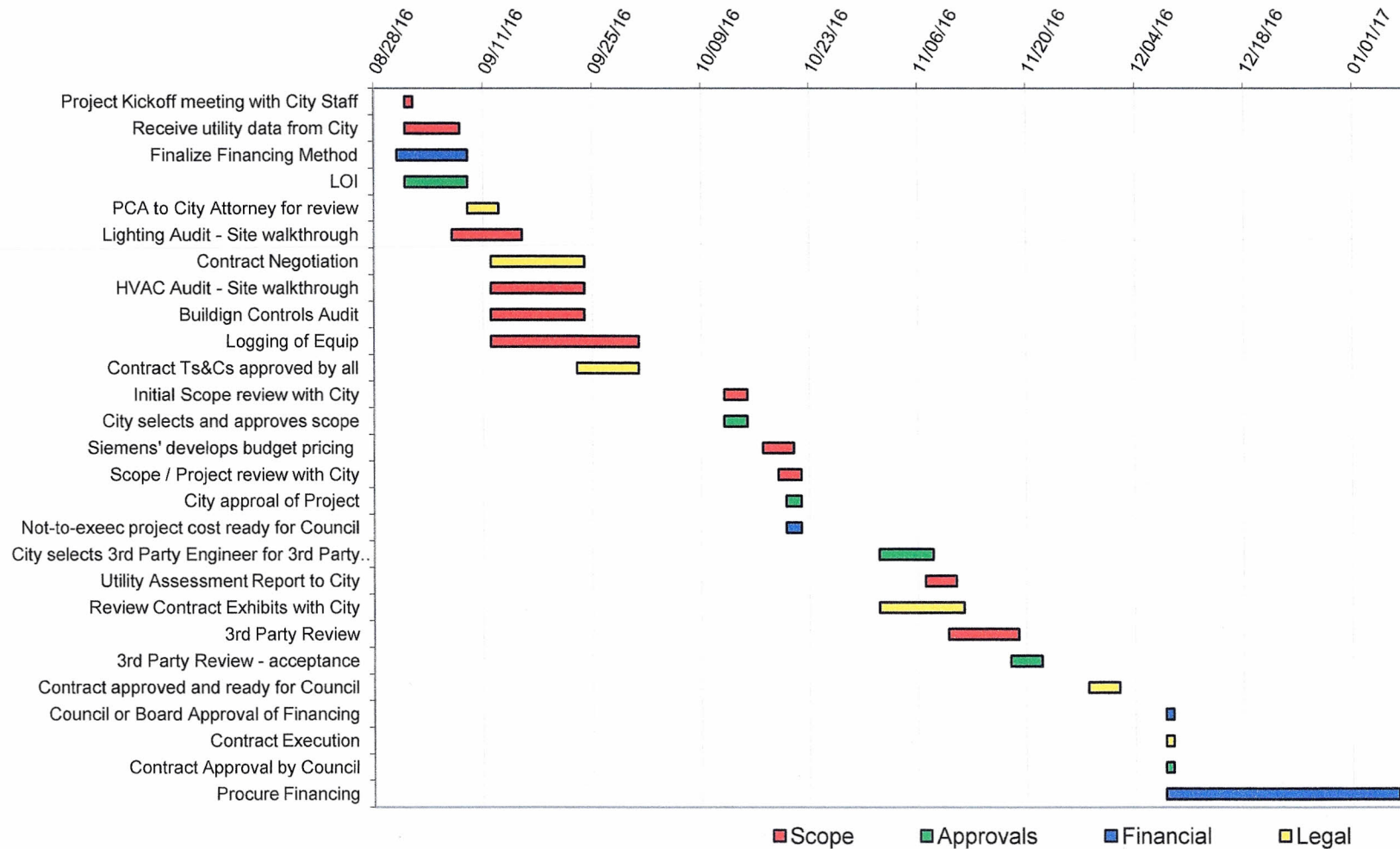
Other elements such as bonds and certifications are incorporated within or attached to the four principal documents. The documents should be complete and consistent and prepared according to these requirements.

- If additional assistance is needed or you have questions, please contact the State Energy Conservation Office.
- The Contract must be approved by the State Energy Conservation Office (SECO) prior to execution. SECO also requires each agency to submit the following certification documents in addition to the Contract itself:

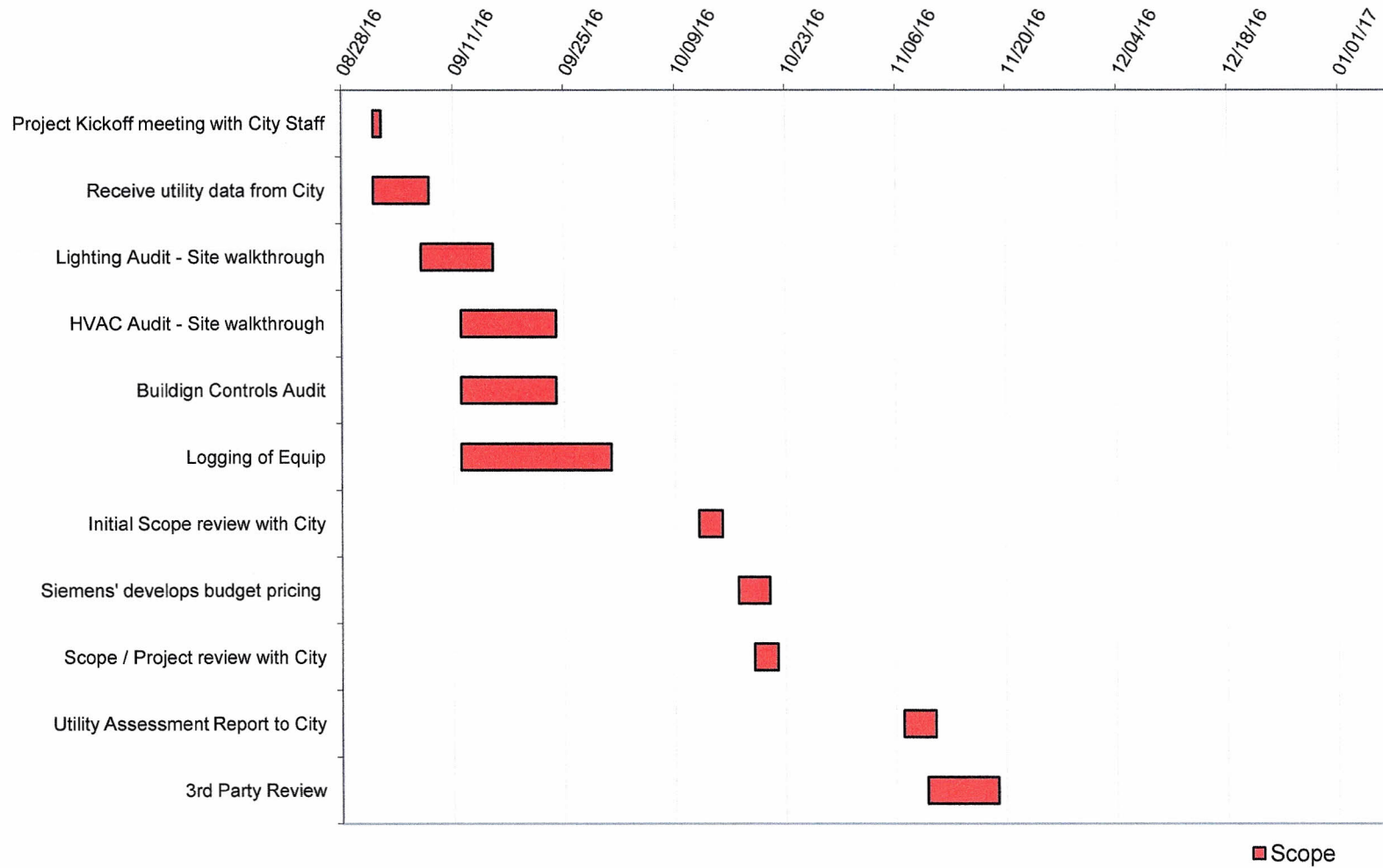
- 1) STATE AGENCY APPROVAL CHECKLIST
- 2) STATE AGENCY CHIEF FINANCIAL OFFICER CHECKLIST
- 3) AGENCY GENERAL COUNSEL CONTRACT CHECKLIST
- 4) MEASUREMENT AND VERIFICATION PROVIDER CERTIFICATION
- 5) PERIODIC UTILITY SAVINGS REPORT CERTIFICATION
- 6) THIRD PARTY REVIEWER CERTIFICATION
- 7) CONFLICT OF INTEREST CERTIFICATION FOR THIRD PARTY REVIEWER
- 8) ANALYST CERTIFICATION

These guidelines, certification documents and checklists are available on the SECO website: www.seco.cpa.state.tx.us/sa_pc.htm

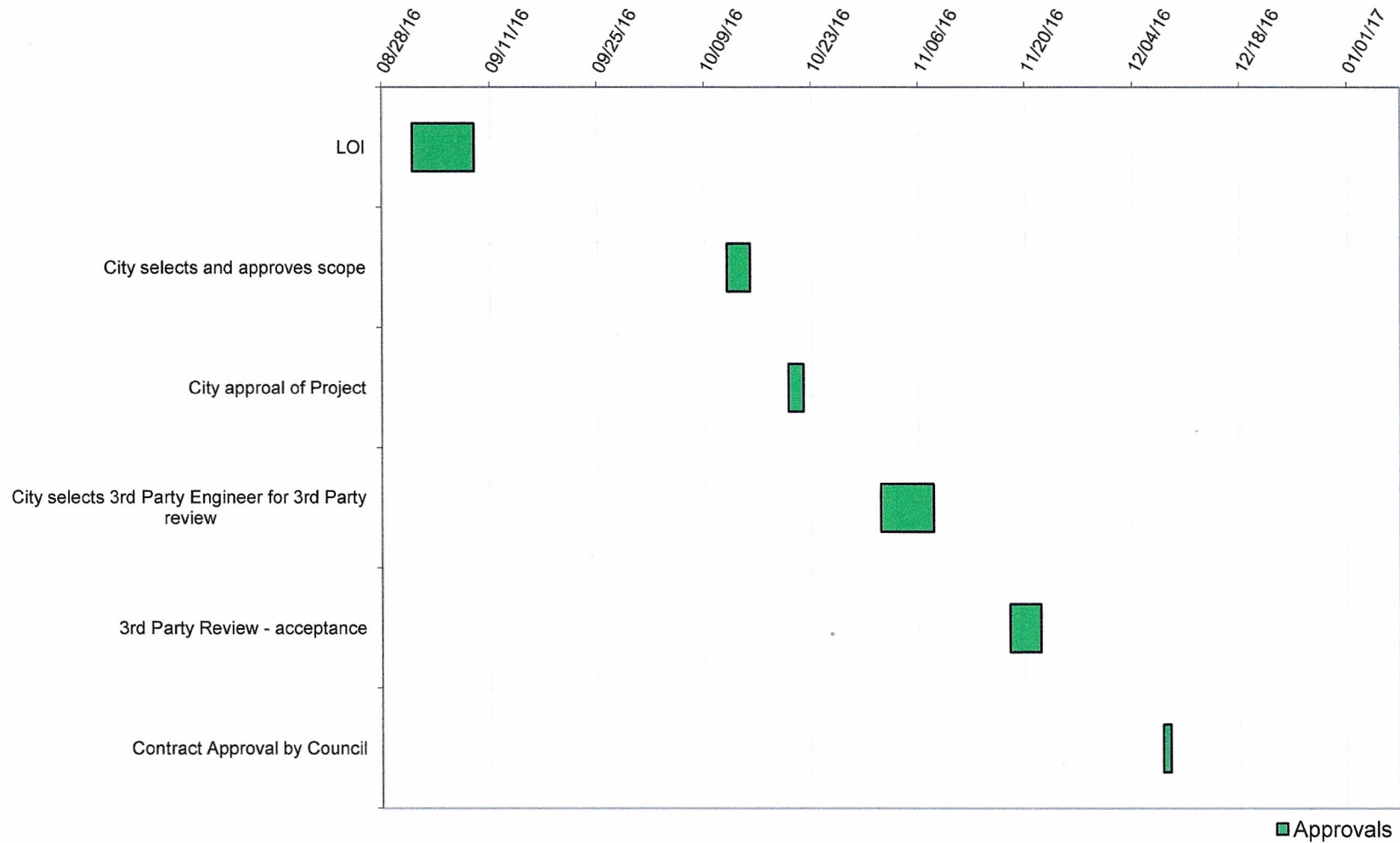
Total Project Plan - Tasks



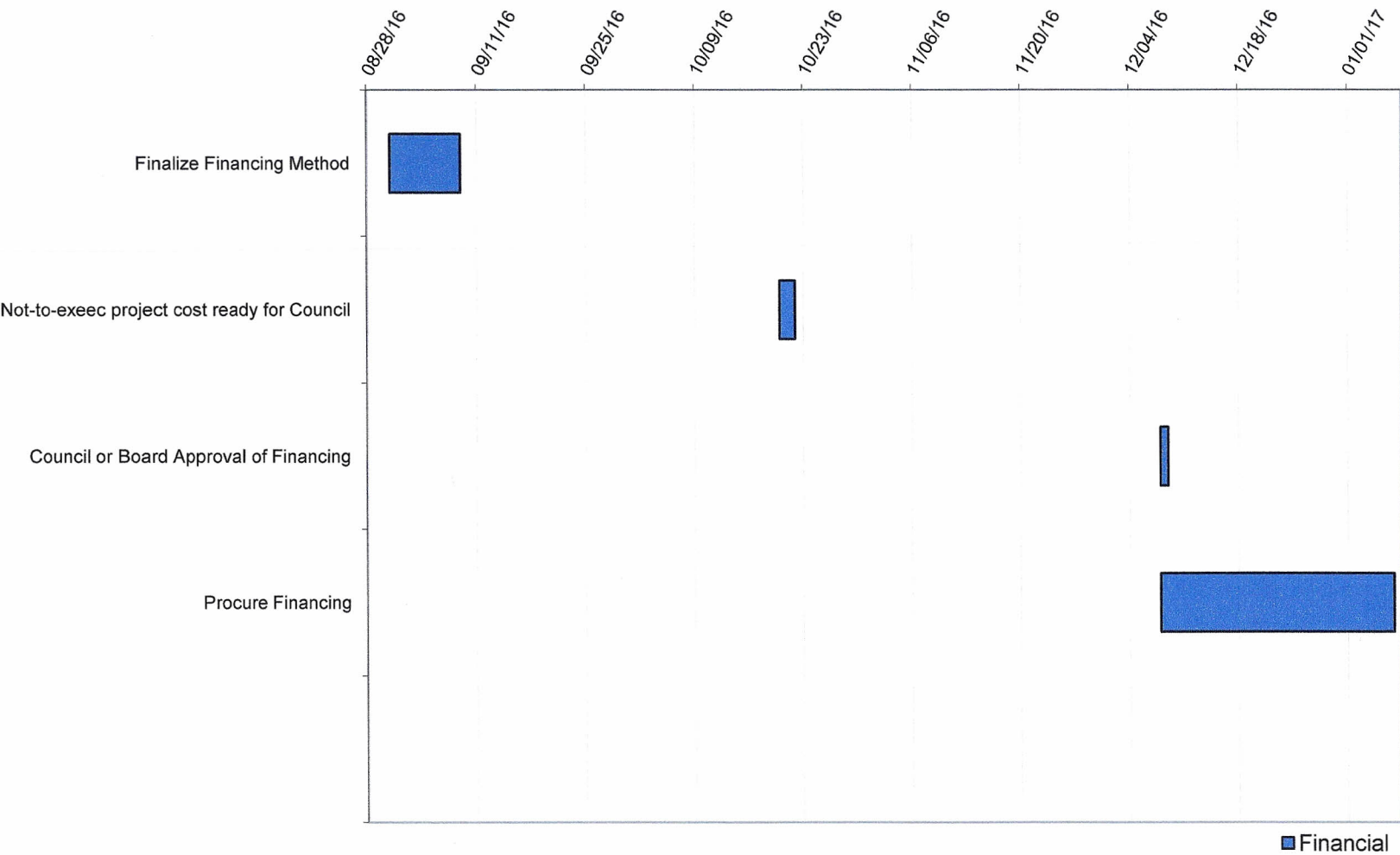
Scope Review - Tasks



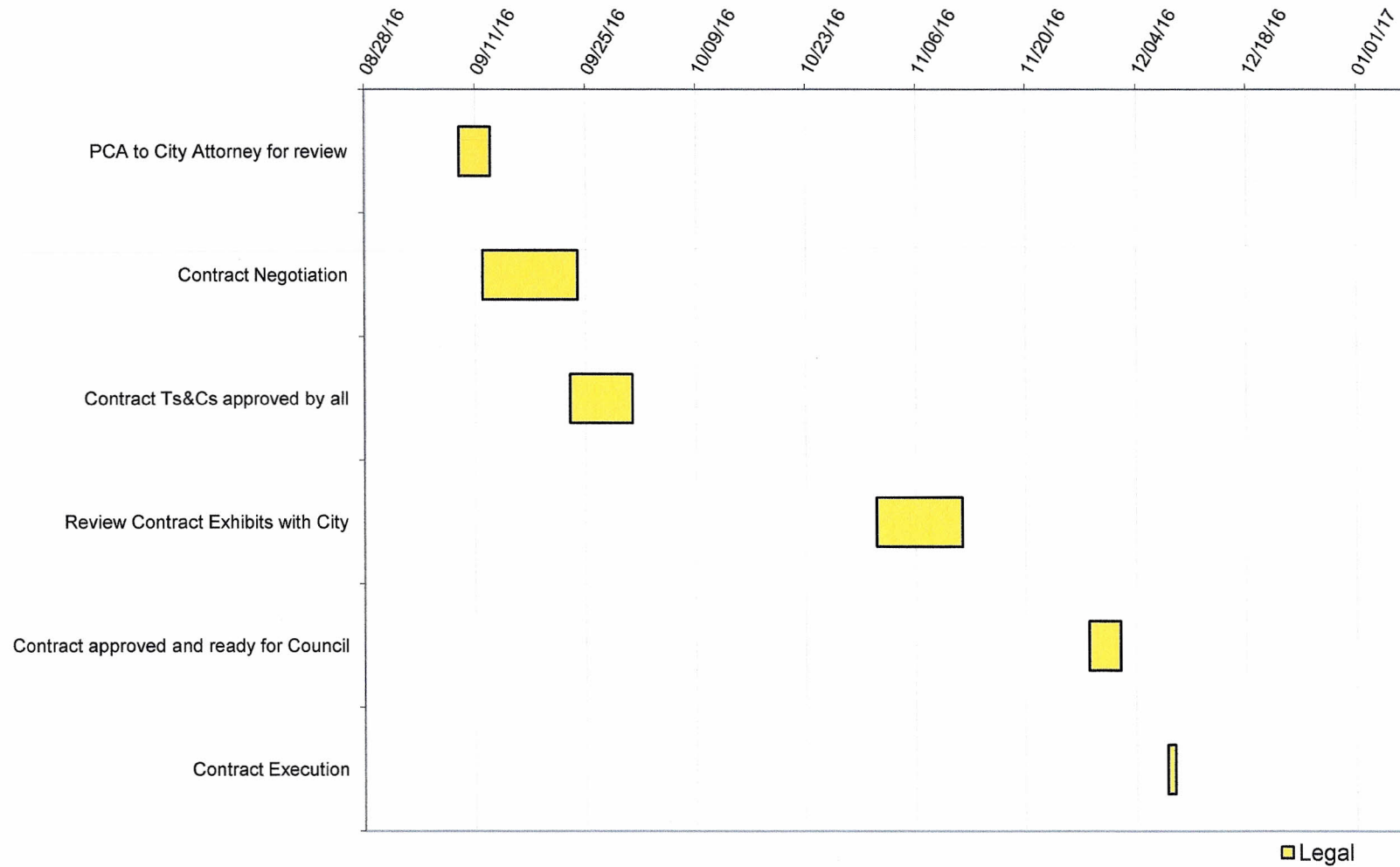
Approvals - Tasks



Financing - Tasks



Legal Review - Tasks





City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 15

Agenda Title: Receive update on 12th Street wastewater line capital improvements.

Council Action to be taken: Receive Update

Initiating Department: Public Works

Staff Contact: Walter Ragsdale P.E., Interim Director

1. INTRODUCTION/PURPOSE

This item is to receive an update on the sewer line collapse that occurred on Thursday, March 10th 2016 on 12th Street between Talbot St. and North Main St.. The event resulted in an unauthorized sanitary sewer discharge at Murphy Park Lake.

On March 24th, City Council authorized staff to make emergency permanent repairs.

2. DESCRIPTION/ JUSTIFICATION

Staff hired BSP Engineers to design and create bid documents for the permanent repairs to include:

- Permanent replacement of the (2) wastewater mains along 12th Street - from the east side of Main St. to Talbot St. which is approximately 500 feet of new wastewater main.
- Combining the (2) existing lines into (1) new larger pipe. This will require particular attention to junction boxes (or manholes) at both ends of the project.
- The work should include a steel-encased bore under Main Street per TxDOT requirements. TxDOT has approved this work.

Emergency bids were received from six firms. The low bidder was Whitestone Civil Construction for \$295,030. They have been determined as a qualified contractor.

Additional costs to be incurred include materials testing (\$4,000) and inspection (\$9,000).

3. FINANCIAL/BUDGET

The total project cost is within the approved budget of \$390,000.

4. TIMELINE CONSIDERATIONS

Staff is proceeding with this emergency repair. The Contractor is currently securing Performance, Payment and Maintenance bonds. Substantial completion is expected in 90 days from the notice to proceed and final completion in 120 days.

5. RECOMMENDATION

This information is provided as an update only. No action is needed at this time.

6. REFERENCE FILES

15a. [Engineer's letter of Recommendation](#)

15b. [Bid Tabulation](#)

15c. [March 24 2016](#) Agenda TL

Temple
15 West Central Avenue
Temple, Texas 76501
V: (254) 774.9611

Waco
4800 Lakewood Dr., Ste. 4
Waco, Texas 76710
V: (254) 756.1610

Hutto
210 Hwy. 79, Ste. 101
Hutto, Texas 78634
V: (512) 759.2500



www.bspengineers.com

August 11, 2016

City of Taylor
Attn.: Isaac Turner, City Manager
400 Porter St
Taylor, Texas 76574

Re: City of Taylor, 12th St. Wastewater Replacement Project

Dear Mr. Turner,

We have reviewed all six (6) bids for the above referenced project. Whitestone Civil Construction submitted a Bid of \$295,030.00. There were two (2) bids submitted with errors in the tabulation of the bid, however, these bids did not affect the low bid submitted. Please see the attached Bid Tabulation Sheet for detailed information. I recommend the award of the Base Bid, in the amount of \$295,030.00, to Whitestone Civil Construction, LLC. I believe Whitestone Civil Construction, LLC is qualified and is capable of providing all necessary services as required in this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Scott Murran', is written over the name 'Scott Murran, P.E.' which is printed below it.

Scott Murran, P.E.

Bid Tabulation Sheet
City of Taylor - 12th Street Wastewater Line Replacement Project
Taylor, TX
Bid Date - August 9, 2016

Base BID				Royal Vista Inc		Whitestone Civil Const		Patin Construction, LLC		Lee Contractors, Inc.	
	Item Description	Est. Quan.	UOM	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1	Preparation of ROW and Site Clearing	5	STA	\$ 3,000.00	\$ 15,000.00	\$ 3,500.00	\$ 17,500.00	\$ 11,600.00	\$ 58,000.00	\$ 2,100.00	\$ 10,500.00
2	Provide Mobilization, Bonds, Permits and Insurance	100%	LS	\$ 25,000.00	\$ 25,000.00	\$ 14,000.00	\$ 14,000.00	\$ 16,500.00	\$ 16,500.00	\$ 15,000.00	\$ 15,000.00
3	24" PVC SDR 26 Wastewater Pipe	460	LF	\$ 150.00	\$ 69,000.00	\$ 200.00	\$ 92,000.00	\$ 150.00	\$ 69,000.00	\$ 175.00	\$ 80,500.00
4	15" PVC SDR 26 Wastewater Pipe	30	LF	\$ 120.00	\$ 3,600.00	\$ 88.00	\$ 2,640.00	\$ 125.00	\$ 3,750.00	\$ 200.00	\$ 6,000.00
5	12" PVC SDR 26 Wastewater Pipe	10	LF	\$ 110.00	\$ 1,100.00	\$ 85.00	\$ 850.00	\$ 110.00	\$ 1,100.00	\$ 195.00	\$ 1,950.00
6	36" Steel Encasement Pipe by Roadway Bore	140	LF	\$ 695.00	\$ 97,300.00	\$ 600.00	\$ 84,000.00	\$ 650.00	\$ 91,000.00	\$ 750.00	\$ 105,000.00
7	4' Diameter Eccentric Manhole	1	EA	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	\$ 7,500.00	\$ 7,500.00
8	5' Diameter Eccentric Manhole	1	EA	\$ 6,500.00	\$ 6,500.00	\$ 7,000.00	\$ 7,000.00	\$ 7,500.00	\$ 7,500.00	\$ 12,500.00	\$ 12,500.00
9	5' Diameter Eccentric Drop Manhole	3	EA	\$ 8,500.00	\$ 25,500.00	\$ 11,000.00	\$ 33,000.00	\$ 10,000.00	\$ 30,000.00	\$ 12,500.00	\$ 37,500.00
10	Connection to Existing 4" Wastewater Pipe	1	EA	\$ 800.00	\$ 800.00	\$ 1,400.00	\$ 1,400.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
11	Connection to Existing 8" Wastewater Pipe	1	EA	\$ 1,200.00	\$ 1,200.00	\$ 1,900.00	\$ 1,900.00	\$ 3,500.00	\$ 3,500.00	\$ 6,000.00	\$ 6,000.00
12	Connection to Existing 12" Wastewater Pipe	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00
13	Abandon In Place Existing 4' Diameter Manhole	3	EA	\$ 1,800.00	\$ 5,400.00	\$ 2,000.00	\$ 6,000.00	\$ 2,400.00	\$ 7,200.00	\$ 3,600.00	\$ 10,800.00
14	Abandon In Place Existing 4" Wastewater Pipe	1	EA	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
15	Abandon In Place Existing 8" Wastewater Pipe	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 450.00	\$ 450.00	\$ 1,000.00	\$ 1,000.00	\$ 3,300.00	\$ 3,300.00
16	Abandon In Place Existing 12" Wastewater Pipe	4	EA	\$ 1,500.00	\$ 6,000.00	\$ 500.00	\$ 2,000.00	\$ 1,000.00	\$ 4,000.00	\$ 4,000.00	\$ 16,000.00
17	Sawcut and Replace HMA	455	SY	\$ 95.00	\$ 43,225.00	\$ 54.00	\$ 24,570.00	\$ 50.00	\$ 22,750.00	\$ 40.00	\$ 18,200.00
18	Inlet Protection	2	EA	\$ 250.00	\$ 500.00	\$ 100.00	\$ 200.00	\$ 100.00	\$ 200.00	\$ 500.00	\$ 1,000.00
19	Silt Fencing	60	LS	\$ 5.00	\$ 300.00	\$ 2.00	\$ 120.00	\$ 250.00	\$ ¹ 15,000.00	\$ 5.00	\$ 300.00
	TOTAL BASE BID:			\$	308,925.00	\$	295,030.00	\$	345,000.00	\$	² 346,550.00

= Calculation Errors Were Found

1 Contractor's bid item total cost was for \$150, resulting in a Total Base Bid of \$330,150.

2 Contractor's Total Base Bid was \$347,550.

City of Taylor - 12th

Base BID				Aaron Concrete Contractors		Digg Commercial, LLC	
	Item Description	Est. Quan.	UOM	Unit Price	Total Cost	Unit Price	Total Cost
1	Preparation of ROW and Site Clearing	5	STA	\$ 4,400.00	\$ 22,000.00	\$ 4,849.00	\$ 24,245.00
2	Provide Mobilization, Bonds, Permits and Insurance	100%	LS	\$ 14,000.00	\$ 14,000.00	\$ 20,118.00	\$ 20,118.00
3	24" PVC SDR 26 Wastewater Pipe	460	LF	\$ 177.00	\$ 81,420.00	\$ 180.00	\$ 82,800.00
4	15" PVC SDR 26 Wastewater Pipe	30	LF	\$ 186.00	\$ 5,580.00	\$ 111.00	\$ 3,330.00
5	12" PVC SDR 26 Wastewater Pipe	10	LF	\$ 260.00	\$ 2,600.00	\$ 112.00	\$ 1,120.00
6	36" Steel Encasement Pipe by Roadway Bore	140	LF	\$ 745.00	\$ 104,300.00	\$ 1,099.00	\$ 153,860.00
7	4' Diameter Eccentric Manhole	1	EA	\$ 11,000.00	\$ 11,000.00	\$ 5,639.00	\$ 5,639.00
8	5' Diameter Eccentric Manhole	1	EA	\$ 10,000.00	\$ 10,000.00	\$ 8,515.00	\$ 8,515.00
9	5' Diameter Eccentric Drop Manhole	3	EA	\$ 14,000.00	\$ 42,000.00	\$ 11,131.00	\$ 33,393.00
10	Connection to Existing 4" Wastewater Pipe	1	EA	\$ 1,400.00	\$ 1,400.00	\$ 2,949.00	\$ 2,949.00
11	Connection to Existing 8" Wastewater Pipe	1	EA	\$ 1,900.00	\$ 1,900.00	\$ 3,050.00	\$ 3,050.00
12	Connection to Existing 12" Wastewater Pipe	1	EA	\$ 4,900.00	\$ 4,900.00	\$ 3,542.00	\$ 3,542.00
13	Abandon In Place Existing 4' Diameter Manhole	3	EA	\$ 5,600.00	\$ 16,800.00	\$ 732.00	\$ 2,196.00
14	Abandon In Place Existing 4" Wastewater Pipe	1	EA	\$ 500.00	\$ 500.00	\$ 934.00	\$ 934.00
15	Abandon In Place Existing 8" Wastewater Pipe	1	EA	\$ 700.00	\$ 700.00	\$ 1,034.00	\$ 1,034.00
16	Abandon In Place Existing 12" Wastewater Pipe	4	EA	\$ 1,100.00	\$ 4,400.00	\$ 1,135.00	\$ 4,540.00
17	Sawcut and Replace HMAc	455	SY	\$ 103.00	\$ 46,865.00	\$ 69.00	\$ 31,395.00
18	Inlet Protection	2	EA	\$ 250.00	\$ 500.00	\$ 3,018.00	\$ 6,036.00
19	Silt Fencing	60	LS	\$ 6.00	\$ 360.00	\$ 20.00	\$ 1,200.00
	TOTAL BASE BID:			\$	371,225.00	\$	389,896.00



City Council Meeting March 24, 2016 Agenda Item Transmittal

Agenda Item #: 10

Agenda Title: Discuss and consider taking action regarding emergency wastewater improvements on 12th Street.

Council Action to be taken: Approve recommendation.

Initiating Department: City Administration

Staff Contact: Noel Bernal, Assistant City Manager

1. INTRODUCTION/PURPOSE

On Thursday, March 10th 2016, the City experienced a sewer main line collapse on 12th Street between Talbot St. and North Main St. which resulted in an unauthorized sanitary sewer discharge at Murphy Park Lake.

2. DESCRIPTION/ JUSTIFICATION

The City Engineer has provided a long-term solution that involves the following:

- Permanent replacement of the (2) wastewater mains along 12th Street - from the east side of Main St to Talbot St. which is approximately 500 feet of new wastewater main.
- Combining the (2) existing lines into (1) new larger pipe. This will require particular attention to junction boxes (or manholes) at both ends of the project.
- The work should include a steel-encased bore under Main Street per TxDOT requirements.

3. FINANCIAL/BUDGET

The costs incurred during the temporary repair of the line totaled \$15,814.

The Pre-Design estimated budget for the total project is approximately \$390,000.

4. TIMELINE CONSIDERATIONS

Upon Council approval, staff will proceed with the procurement process to schedule the improvements as soon as possible.

5. RECOMMENDATION

City staff has determined that the project qualifies for emergency bidding regulations and recommends Council approval to procure engineering design services to bid project.

6. REFERENCE FILES

10a Summary of incident.

10b Project Site layout.



City Council Meeting September 8, 2016 Agenda Item Transmittal

Agenda Item #: 16
Agenda Title: Consider awarding bid for mowing services.
Council Action to be taken: Approve award.
Initiating Department: City Administration
Staff Contact: Isaac Turner, City Manager &
Noel Bernal, Assistant City Manager

1. INTRODUCTION/PURPOSE

This item is to consider awarding the mowing services for City-owned properties.

2. DESCRIPTION/ JUSTIFICATION

City Staff committed to identifying \$30,000 to \$50,000 to contribute toward increasing street improvement efforts during the Transportation User Fee discussions.

Additionally, the Public Works and Parks Department have frequently requested staffing to replace positions not filled since the economic downturn (2007-2008).

The Public Works and Parks Departments have reviewed work assignments, equipment and staffing to determine if better use of contracts for right-of-way mowing, and other selected areas, would allow for resources to be redirected and added to skill-intensive areas such as streets and parks maintenance.

The objective is to incrementally utilize a more cost-effective method of mowing City-owned areas to create staff capacity for additional street maintenance and repair and enhanced parks maintenance in the Parks and Public Works Departments.

City staff bided approximately seventy-five (75%) of City-owned properties for subcontracting as part of the ongoing efforts to enhance departmental operations via service delivery improvements. Pricing was submitted for an estimated 42% of the total bided areas. The staff proposal is to award the most competitively priced areas which equates to approximately 34% of the total mowing bid.

Staff will seek to continue enhancing the level of service by expanding the mowing bid into additional areas of benefit to the City.

On June 27th, staff hosted a meeting with local vendors to encourage participation in the City's bid.

The bid was advertised in the Taylor Press on July 20th and July 27th and was posted to the Texas Purchasing Group BidNet Direct (formally Texas Bid System). Over sixty (60) vendors were notified, eleven (11) downloaded the RFP packet, and four (4) vendors attended the pre-bid conference held on August 3rd.

The responses to the bid questions were provided to all interested vendors on August 4th. Two (2) bids were received, but only one (1) met the RFP requirements.

3. FINANCIAL/BUDGET

The mowing budget is composed of revenues from maintenance under seasonal/temporary positions and the existing mowing contract, for a total of \$133,000.

Additional savings from fuel and equipment costs will be tracked and quantified after the first year implementation.

Based on the mowing recommendation, staff projects a 900 man-hour reduction allowing for the reallocation of resources for street maintenance and repair. The time equivalency is 1/2 of a full time equivalent (F.T.E.).

4. TIMELINE CONSIDERATIONS

The contract timeline is from October 1st – September 31st with a 1-year term and up to four (4) annual renewal periods.

5. RECOMMENDATION

Staff recommends award of mowing services to Black Stallion as presented.

6. REFERENCE FILES

16a [Presentation.](#)

16b [Lopez affidavit](#)

16c [Conflict of Interest and recusal process](#)



MOWING SERVICES BID

Isaac Turner, City Manager

Noel Bernal, Asst. City Manager

BACKGROUND

- 2007-2008 reductions in staff, continued limited resources
- In-house staff is challenged with sustaining the mowing cycles of the City-maintained areas
- Other fundamental services such as street repair and parks maintenance have suffered



BACKGROUND CONTINUED...

- Service area has expanded over time
- Mowing services provided on a contract basis has increased over the years (Tall Grass Guy & Black Stallion)

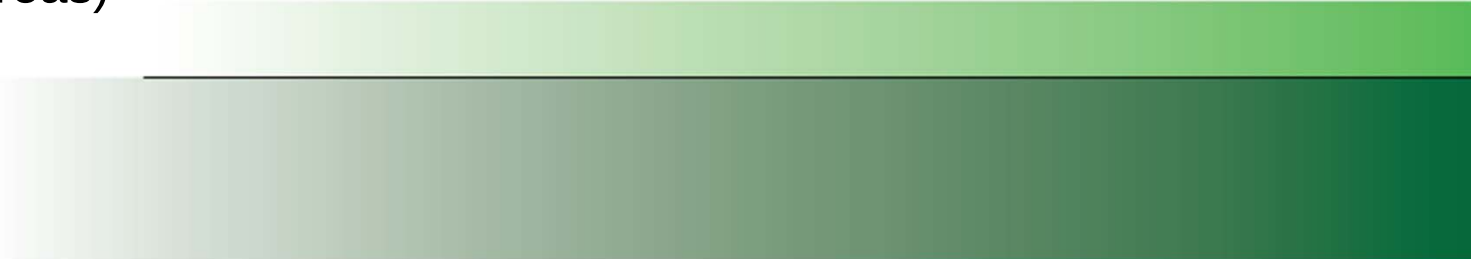


ALTERNATIVE SERVICE DELIVERY

- City is constantly reviewing departmental operations to identify service delivery improvements (i.e. Enterprise Program, Energy-Savings Performance Contract)
- In some cases the private sector can provide these services at an overall cost savings when compared to current operations



OBJECTIVE

- To reduce costs when in the best financial and operational interest of the City
 - To maximize use of resources (i.e. existing mowing contracts, seasonal/temporary staffing, fuel & equipment maintenance cost)
 - To create staff capacity to shift resources for improved street maintenance and repair (skill-intensive areas)
- 
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MOWING AREAS

- Mowing groups included Parks, Public Works, Vacant Trust lots, Airport and Cemetery
- Approximately 75% of mowing areas were bided



BID PROCESS

- Advertised- Taylor Press on July 20th and July 27th.
BidNet Direct (formally Texas Bid System)
- Over 60 vendors notified, 11 downloaded
- 4 vendors at pre-bid meeting on August 3rd
- Answers provided on August 4th

*Information provided by Texas Purchasing Group-BidNet Direct



BID RESULTS

- 2 bids received. Only 1 qualified bid
- Bid responses were not submitted for the number and variety of groups
- Pricing represents an opportunity for savings, but optimal level savings have not been achieved (i.e. 900 man hour net reduction)



RECOMMENDATION

- Leverage \$133,000 mowing budget by awarding competitively-priced groups
- Incrementally begin to provide more cost-effective mowing services
- Staff will assess re-bidding the remaining groups



TIMELINE

- Contract timeline of Oct. 1st – Sept. 30th



QUESTIONS?



AFFIDAVIT

(City Council)

THE STATE OF TEXAS
COUNTY OF WILLIAMSON

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I, Christine Lopez (Name) as a member of the City of Taylor City Council make this affidavit and hereby on oath state the following:

I, and/or a person or persons related to me, have a substantial interest in a business entity that would be peculiarly affected by a vote or decision of the Commission as those terms are defined in Chapter 171, Local Government Code.

The business entity is: R. Lopez Enterprises, Inc./ Black Stallion Lawn Care Service (Name)

Date of Meeting: September 8, 2016 Agenda Item Number: 16

_____ (“I” or name of relative & relationship) (have/has) a substantial interest for the following reasons (check all which are applicable):

_____ Ownership of 10% or more of the voting or shares of the business entity.

_____Ownership of \$15,000 or more of the fair market value of the business entity.

_____ Funds received from the business entity exceed 10% of _____(my, her, his) income for the previous year.

_____ Real property is involved and _____ (I, he, she) have an equitable or legal ownership with a fair market value of at least \$2,500.00.

_____ A relative of mine has a substantial interest in the business entity or property that would be affected by a decision of the public body of which I am a member.

Upon filing of this affidavit with the City Secretary, I affirm that I will abstain from voting on any decision involving this business entity and from any further participation on this matter whatsoever.

Signed this _____ day of _____, 20__.

Signature of Official

Council Member, District 1
Title

BEFORE ME, the undersigned authority, this day personally appeared Christine Lopez
and on oath stated that the facts herein-above stated are true to the best of _____(his/her)
knowledge or belief.

Sworn to and subscribed before me on this _____ day of _____, 20____.

Notary Public, State of Texas

Printed Name: _____

My Commission Expires:

AFFIDAVIT
(City Council)

THE STATE OF TEXAS
COUNTY OF WILLIAMSON

§
§

I, Christine Lopez (Name) as a member of the City of Taylor City Council make this affidavit and hereby on oath state the following:

I, and/or a person or persons related to me, have a substantial interest in a business entity that would be peculiarly affected by a vote or decision of the Commission as those terms are defined in Chapter 171, Local Government Code.

The business entity is: R. Lopez, Black Stallion, LLC (Name)

Date of Meeting: September 8, 2016 Agenda Item Number: 16

(“I”) or name of relative & relationship (have/has) a substantial interest for the following reasons (check all which are applicable):

- ☒ Ownership of 10% or more of the voting or shares of the business entity.
- ☒ Ownership of \$15,000 or more of the fair market value of the business entity.
- ☐ Funds received from the business entity exceed 10% of (my, her, his) income for the previous year.
- ☒ Real property is involved and (I, he, she) have an equitable or legal ownership with a fair market value of at least \$2,500.00.
- ☒ A relative of mine has a substantial interest in the business entity or property that would be affected by a decision of the public body of which I am a member.

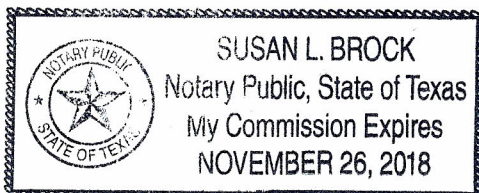
Upon filing of this affidavit with the City Secretary, I affirm that I will abstain from voting on any decision involving this business entity and from any further participation on this matter whatsoever.

Signed this 8th day of September, 2016
Christine Lopez
Signature of Official

Council Member, District 1
Title

BEFORE ME, the undersigned authority, this day personally appeared Christine Lopez and on oath stated that the facts herein-above stated are true to the best of (his/her) knowledge or belief.

Sworn to and subscribed before me on this 8th day of September, 2016.



115867/1028.0700/ps

Susan Brock
Notary Public, State of Texas
Printed Name: Susan Brock
My Commission Expires: 11/26/18

CONFLICT OF INTEREST

City of Taylor City Charter, Article 4. Elective Officers. Sec. 4.2. - Qualifications.

Candidates must reside within the district to which they seek election, and must continuously reside within the district during the Councilmember's term of office. Each Councilmember shall be a resident and a qualified voter of the City; shall not be indebted to the City; nor hold any other elective or appointed public office of emolument. Councilmembers shall not have a conflict of interest with the City as determined under the laws of the State of Texas. Any Councilmember who shall cease to possess any of the qualifications herein required shall immediately forfeit and vacate such office.

City Charter Sec. 10.2 Contracts : Councilmembers, the City Manager, City officers, and City employees shall disclose any conflict of interest regarding any contract or matter with the City in compliance with the laws of the State of Texas and ordinance adopted by the City.

This section of the ordinance outlines the recusal process for a council member should there be a conflict of interest. The City of Taylor City Charter gives the council the authority to adopt ordinances, including the referenced **Ordinance 99-17, Code of Ethics**, which outlines processes and procedures according to established law.

City of Taylor Code of Ordinances, Ordinance 99-17 Code of Ethics Section 4 - Standards of Conduct

An officer or employee shall not:

- (8) Personally participate in a decision, approval, disapproval, recommendation, investigation, or rendering of advice in a proceeding, application, request for ruling or determination, contract, claim, or other matter under the jurisdiction of the city, if the officer or employee is negotiating or has an arrangement concerning prospective employment with a person or organization which has a financial interest in the matter, and, in the case of an employee, it has been determined by the city manager that a conflict of interest exists. If an officer or employee begins negotiation or enters an arrangement concerning prospective employment with a person or organization that has a financial interest in a matter in which the officer or employee has been participating, the officer or employee shall:

In the case of a member of the city council, file an affidavit with the city clerk regarding the nature of the negotiation or arrangement and:

1. Refrain from discussing the matter at any time with other council members or members of a board that will consider the matter;
2. Leave the room during debate or hearing on the matter; and
3. Abstain from voting on the matter.

Additionally, the Texas Municipal League (a municipal government membership organization) outlines the process as follows:

Local Government Code chapter 176, the conflicts disclosure statute, requires that mayors, councilmembers, city managers or administrators, and certain other city officials must file a "conflicts disclosure statement" with a city's records administrator within seven days of becoming aware of either of the following situations:

- A city officer or the officer's family member has an employment or business relationship that results in taxable income of more than \$2,500 with a person who has contracted with the city or with whom the city is considering doing business.
- A city officer or the officer's family member receives and accepts one or more gifts with an aggregate value of \$250 in the preceding 12 months from a person who conducts business or is being considered for business with the officer's city.

The chapter also requires a vendor who wishes to conduct business or be considered for business with a city to file a "conflict of interest questionnaire" if the vendor has a business relationship with the city and an employment or other relationship with an officer or officer's family member, or gives a gift to either.

An officer who knowingly fails to file the statement commits a Class C misdemeanor, which is punishable by a fine up to \$500.



***City Council Meeting
September 8, 2016
Agenda Item Transmittal***

Agenda Item #: 17

Agenda Title: Discuss and consider taking action regarding the Planning and Zoning Commission including the possible removal of a board member.

Council Action to be taken: Discuss and consider taking action.

Initiating Department: City Council

Staff Contact: Jesse Ancira, Mayor
Isaac Turner, City Manager

1. INTRODUCTION/PURPOSE

This item was added at the direction of City Council.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES



***City Council Meeting
September 8, 2016
Agenda Item Transmittal***

Agenda Item #: 18

Agenda Title: Consider proposed future agenda topics and any items for future discussion.

Council Action to be taken: Discuss possible future agenda items.

Initiating Department: City Council

Staff Contact: Mayor

1. INTRODUCTION/PURPOSE

Under this item, staff will be receiving input regarding future agenda items from you. This agenda item will be added as a routine matter on each of your upcoming agendas and will not be an action item unless specific items are listed for consideration. Staff will also be bringing potential agenda items before you at this time.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

18a. [Continuous list of items](#)

Topics still to be addressed:

Ancira:

- request joint meetings or workshop with the TEDC- (TEDC mtg scheduled for June 3 cancelled; new date yet TBD).
- Investigate possibility of Public Improvement Districts (PID)
- Update on Retail Study done by Retail Coach in 2012/2013
- Update on 7th Street facility (September 22)
- Tour of the Williamson County Expo Center (Tues. Sept. 20)
- Proposed Projects timeline

Garcia:

- Continue to research the parcel method for business TUF rates
- Update on TIF fund

Gonzales:

- a city facilities assessment
- Cemetery streets
- TEDC Board member issue for continued discussion prior to next year appts.
- Review staffing needs after January

Lopez:

- Update on Robinson Park grant
- Future Land Use update
- MDUS Project update to include Mr. Hill's sites on 4th Street RR, Mariposa, Mustang and Mockingbird Lane
- Flood recovery initiative update

Rydell:

- Developing historic preservation ordinances
- Update on West End facility (September 22)