

# AGENDA

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

DECEMBER 13, 2012, 6:00 P.M.

### CALL TO ORDER AND DECLARE A QUORUM

### INVOCATION

### PLEDGE OF ALLEGIANCE

### 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.)*

1. Approve minutes for November 29, 2012. (Susan Brock)
2. Approve Ordinance 2012-36 regarding a request to rezone property located in the vicinity of 419 Vance Street, also known as Lot 5 Block 19, City of Taylor addition from MF-2/MHS Multi Family/Manufactured Housing Overlay to B-3, Central Business. (John Elsdon)
3. Accept the Comprehensive Plan Advisory Committee Report for November 2012. (John Elsdon)
4. Accept Tax Increment Fund Annual Report. (Bob vanTil)
5. Approve contracts with Sledge Engineering, LLC and Langford Community Management Services for CDBG 2012 street improvements project. (Bob vanTil)
6. Approve renewing an agreement with First Southwest Asset Management, Inc. for arbitrage compliance services. (Rosemarie Dennis)

### REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

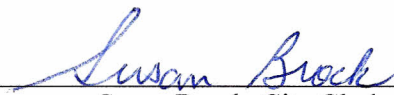
7. Consider awarding competitive sealed proposals and trade allowances for Taylor Community Recreation Center and authorize staff to seek outside funding for items not covered in project award. (Jim Dunaway)

### ADJOURN

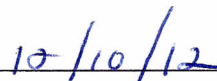
The Council may vote and/or act upon each of the items listed in this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act. I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 6:00 pm on December 10, 2012 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 Daily Press.

In compliance with the ADA the City Hall and Council Chambers are 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: \_\_\_\_\_

  
Susan Brock, City Clerk

Date \_\_\_\_\_

  
10/10/12



## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 1  
**Agenda Title:** Approve minutes for November 29, 2012.  
**Council Action:** Motion to approve 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**

1a. [Minutes, November 29, 2012](#)

The City Council of the City of Taylor met on November 29, 2012, at City Hall, 400 Porter St., Taylor, Texas. Mayor Donald Hill declared a quorum and called the meeting to order at 6:00 p.m. with the following present:

Mayor Pro Tem Chris Gonzales  
Council Member Jesse Ancira  
Council Member Chris Osborn  
Council Member Brandt Rydell

City Manager, Jim Dunaway  
Assistant City Manager, Jeff Straub  
City Attorney, Ted Hejl  
City Clerk, Susan Brock

#### INVOCATION

Mr. Danny Thomas led the group in prayer.

#### PLEDGE OF ALLEGIANCE

#### CITIZENS COMMUNICATION

No citizens came forward to speak at this time.

#### CONSENT AGENDA

1. APPROVE MINUTES NOVEMBER 8, 2012.
2. APPROVE ORDINANCE 2012-34 REGARDING THE SALE OF ALCOHOL BEVERAGS DURING EXTENDED HOURS BETWEEN MIDNIGHT AND 2:00 A.M. FOR THE HOLDER OF A MIXED BEVERAGE LATE HOURS PERMIT.
3. APPROVE ORDINANCE 2012-35 REPEALING ORDINANCE 2011-13 RELATING TO THE PERMITTING OF FENCING IN RIGHTS OF WAY.
4. CONCUR WITH PRELIMINARY FINANCIALS FOR SEPTEMBER, 2012.  
Mayor Pro Tem Gonzales moved to approve the consent agenda as presented and Council Member Rydell seconded the motion. VOTE: Five voted AYE.

#### PUBLIC HEARINGS and/or ORDINANCES

5. CONDUCT PUBLIC HEARING AND CONSIDER INTRODUCING ORDINANCE 2012-36 REGARDING A REQUEST TO REZONE PROPERTY LOCATED IN THE VICINITY OF 419 ANCE STREET, ALSO KNOWN AS LOT 5, BLOCK 19, CITY OF TAYLOR ADDITION FROM MF-2/MHS MULTI-FAMILY/MANUFACTURED HOUSING OVERLAY TO B-3 CENTRAL BUSINESS.

Mr. John Elsdon, City Planner, presented a request to rezone property from manufactured housing to business to allow the property owner to move forward with new construction. The previous property owner had trailers on the property which were grandfathered in under old zoning codes and the trailers have since been removed.

Mayor Hill declared the Public Hearing open; hearing no comment, the Public Hearing was closed and without further discussion Mayor Hill asked Mr. Hejl to introduce the ordinance.

ORDINANCE NO. 2012-36

AN ORDINANCE CHANGING THE ZONING OF PROPERTY GENERALLY LOCATED AT 419 VANCE STREET, CITY OF TAYLOR, WILLIAMSON COUNTY, TEXAS, FROM MULTI-FAMILY 2/MANUFACTURED HOUSING OVERLAY MF-2/MHS, TO CENTRAL BUSINESS, B-3; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TAYLOR, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

REGULAR AGENDA – REVIEW/DISCUSS & CONSIDER/ACTION:

6. RECEIVE REPORT FROM RETAIL COACH REGARDING RETAIL RECRUITMENT.

Mr. Straub provided a brief overview of the process the firm of Retail Coach had proposed and introduced Mr. Aaron Farmer, Vice President of The Retail Coach, LLC who made the presentation of their first results to Council.

7. CONSIDER REAPPOINTING RANDALL PICK AS JUDGE FOR THE TAYLOR MUNICIPAL COURT OF RECORD.

Mayor Hill moved this item to be addressed at the end of the agenda in Executive Session for further discussion.

8. CONSIDER AWARDING BID FOR 2011 CDBG WALNUT STREET WATER MAIN PROJECT.

Mr. Danny Thomas, Director, Public Works, presented a request to award the bid for a project funded by the 2011 Community Development Block Grant program. The project includes the repair of water lines with the installation of a 12" line on Walnut and Dolan Streets. This project was delayed until the proper documents were secured from the Union Pacific Railroad and Texas Department of Transportation.

Council Member Osborn moved to award the bid to SBS Construction in the amount of \$277,850 for the base bid with alternates 1 and 2 and the additional \$2,850 to come from the Utility Fund. Mayor Pro Tem Gonzales seconded the motion. VOTE: Five voted AYE. Motion passed.

EXECUTIVE SESSION

7. The Taylor City Council will conduct a closed executive meeting under The Taylor City Council will hold a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, in accordance with the authority contained in Section 551.074 to discuss personnel matters.
  - Discuss performance of Judge Randall Pick.

Mayor Hill and council members retired to closed session at 6:43 pm.



CONSIDER ACTION FROM EXECUTIVE SESSION.

Mayor Hill resumed the open meeting at 7:47 p.m. and stated that there was no action taken on any issue during Executive Session.

Council Member Rydell moved to reappoint Randall Pick as the Judge for the Municipal Court of Record and Council Member Ancira seconded the motion. VOTE: Five voted AYE. Motion passed.

ADJOURN

With no further business; Mayor Hill adjourned the meeting at 7:50p.m.

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Don Hill, Mayor

ATTEST:

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Susan Brock, City Clerk



## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 2  
**Agenda Title:** Approve Ordinance 2012-36 regarding a request to rezone property in the vicinity of 419 Vance Street St. from MF-2/MHS Multi-Family-2/Manufactured Housing Overlay to B-3, Central Business.

**Council Action to be taken:** Approve by Consent Ordinance 2012-36

**Initiating Department:** Planning and Development

**Staff Contact:** John Elsdon, AICP, City Planner

### **1. INTRODUCTION/PURPOSE**

The purpose of this item is to approve Ordinance 2012-36 regarding a request to rezone property in the vicinity of 419 Vance Street St. from MF-2/MHS Multi-Family-2/Manufactured Housing Overlay to B-3, Central Business.

### **2. DESCRIPTION/ JUSTIFICATION**

#### **Location and description of the Property**

419 Vance Street  
Lot 5, Block 19

#### **Property Owner & Applicant**

City of Taylor

#### **Applicant's intentions for the property (development objective)**

Sell lot for construction of commercial structure

#### **Existing Zoning**

MF-2/Manufactured Housing Overlay

#### **Previous Zoning History**

Unknown

**Proposed Zoning**

Central Business, B-3

**Future Land Use Map**

The Future Land Use Map designates this area as Downtown

**Current Use of Property**

Vacant

**Surrounding Property: Zoning and land use**

North: MF-2 Multi-Family-2

South: MF-2/Manufactured Home Overlay

East: B-1 Local Business

West: MF-2/Manufactured Home Overlay

**Existing Thoroughfares (type and size)**

None

**The City's Thoroughfare Plan**

None

**Traffic Impact Analysis**

None

**Platting Information**

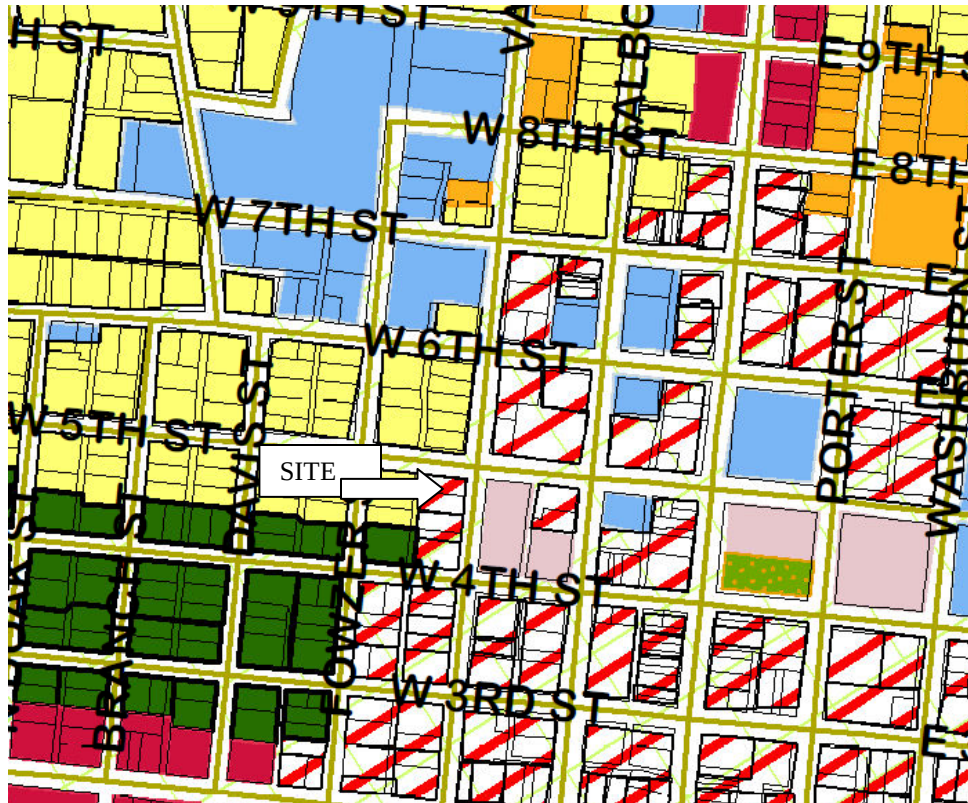
The property is platted as Lot 5, Block 19, City of Taylor Addition

**Site Photo:**

**Existing Zoning: MF-2/Manufactured Housing Overlay:**

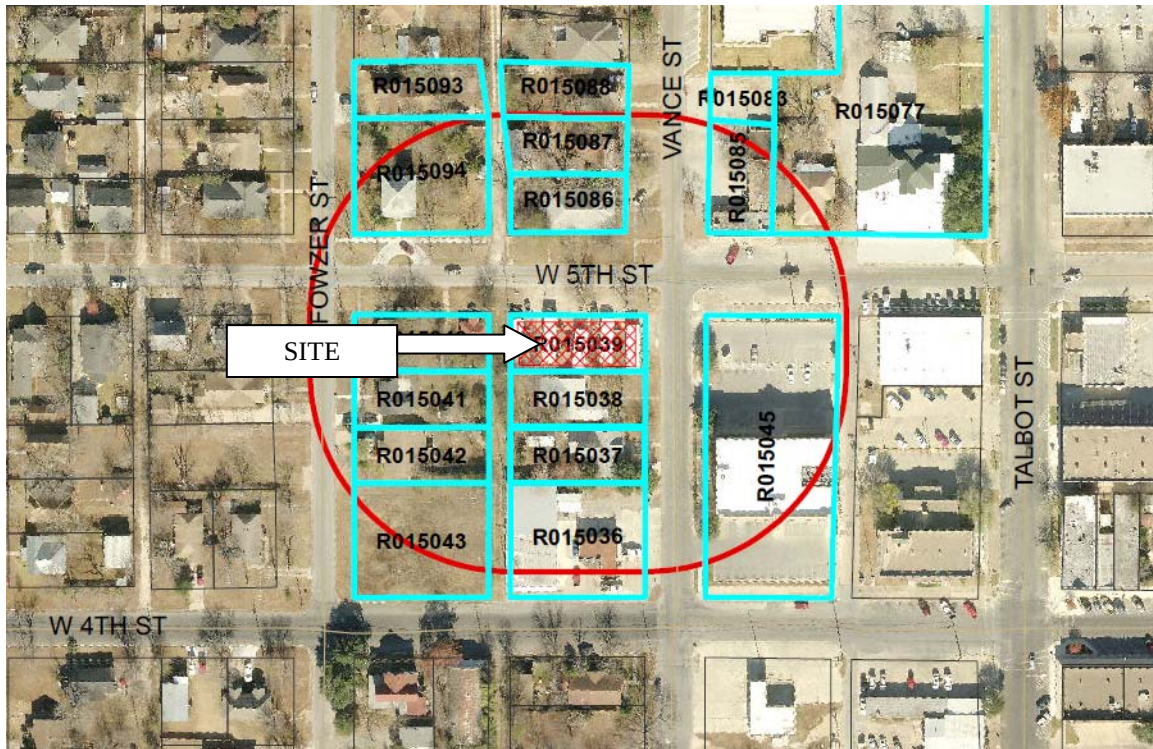


**Future Land Use shows "Downtown":**





**Aerial Photo:**



**3. FINANCIAL/BUDGET**

N/A

**4. TIMELINE CONSIDERATIONS**

The Planning and Zoning Commission recommended approval for this request during their regular meeting on November 13, 2012 with a unanimous vote. No individuals spoke in opposition to this request.

Council introduced this ordinance at the November 29<sup>th</sup> meeting; no public comment was received during the Public Hearing.

**5. RECOMMENDATION**

Staff recommends Council approve Ordinance 2012-36 by consent.

**6. REFERENCE FILES**

2a. [Ordinance 2012-36](#)

ORDINANCE 2012-36

AN ORDINANCE CHANGING THE ZONING OF PROPERTY GENERALLY LOCATED AT 419 VANCE STREET, CITY OF TAYLOR, WILLIAMSON COUNTY, TEXAS, FROM MULTI-FAMILY 2/MANUFACTURED HOUSING OVERLAY MF-2/MHS, TO CENTRAL BUSINESS, B-3; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TAYLOR, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

**Whereas**, the Taylor City Council conducted a public hearing on November 29, 2012, to consider the request made by the City of Taylor, the owner of said Property, generally located at 419 Vance Street, the legal description of which is Lot 5, Block 19, City of Taylor Addition, to change the zoning for the Property from Multi Family-2/Manufactured Housing Overlay MF-2/MHS to Central Business, B-3; and

**Whereas**, the Planning and Zoning Commission, after conducting a public hearing on November 13, 2012, to consider the zoning request, recommended the zoning change to the City Council; and

**Whereas**, the City Council, after a public hearing, approves the request for the Property zoning change to B-3.

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

**SECTION 1.** 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.** The Property is changed from Multi Family-2/Manufactured Housing Overlay, MF-2/MHS, to Central Business, B-3.

**SECTION 3.** The Official Zoning map of the City of Taylor, Texas, is changed to show the Property zoning changed from Multi Family-2/Manufactured Housing Overlay, MF-2/MHS, to Central Business, B-3.

**SECTION 5.** All other terms and conditions contained in the official zoning map, except as amended herein, shall continue and remain in full force and effect.

**SECTION 6.** Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional

**SECTION 7.** In accordance with Article VIII of the City Charter, Ordinance 2012-36 was introduced before the Taylor City Council on the 29th day of December, 2012.

PASSED, APPROVED, and ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Don Hill, 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 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. 2012-36, passed and approved by the City Council of the City of Taylor, Texas, on the \_\_\_\_\_ day of \_\_\_\_\_, 2012, 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 \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Susan Brock  
City Clerk





## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 3

**Agenda Title:** Accept the Comprehensive Plan Implementation Status Report for November 2012.

**Council Action:** Accept report on consent agenda

**Initiating Department:** Planning and Development

**Staff Contact:** John Elsdon, AICP  
City Planner

### **1. INTRODUCTION/PURPOSE**

The purpose of this item is for the City Council to consider accepting the December 2012 Comprehensive Plan Implementation Report.

### **2. DESCRIPTION/ JUSTIFICATION**

Chapter 11 of the Taylor Comprehensive Plan recommended the formation of a Comprehensive Plan Implementation Committee to review and report on the implementation status of the Comprehensive Plan. This Committee was officially established by City Council during January of 2007.

The Chapter 11 Actions are identified by Plan chapter, responsibility, and importance, as they were ranked by the Comprehensive Plan Steering Committee, other stakeholders, and the Council in late 2004.

The November 2012 Plan Status Report indicates new or added information underlined, along with deleted information. All but three Actions have been addressed, and 36 Actions have been fully addressed, or completed. The remaining Actions are slated to be addressed in the near future. The attachment “Comprehensive Plan Actions Summary” shows the total number of Actions adopted, along with a breakout of short range, medium range, and long range Actions completed, in progress or pending for previous reports and this report.

The results of this status report will also be shared as requested with other stakeholders within the community, including the Taylor ISD, Capitol Area Rural Transportation System (CARTS), the John’s Community Hospital Board, the Interagency Support Council of Eastern Williamson County, and others who are interested in the implementation of the Plan.

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| <b>3. FINANCIAL/BUDGET</b> |
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N/A

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| <b>4. RECOMMENDATION</b> |
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On November 30, 2012, the Comprehensive Plan Implementation Committee voted to recommend approval of the attached Comprehensive Plan Implementation Status report.

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| <b>5. TIME LINE CONSIDERATIONS</b> |
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None

|                                         |
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| <b>6. REFERENCE FILES (Attachments)</b> |
|-----------------------------------------|

3a [Status Report](#) – November 2012

3b [Actions Summary](#) – November 2012

# DRAFT

## City of Taylor Comprehensive Plan Implementation Semi-annual Report

Developed by the Comprehensive Plan Implementation Committee November 2012

Accepted by Taylor City Council December 2012

### Comprehensive Plan Chapter 11: Ranked by Priority Score

**Priority Score: 51** Responsible Department: City Planning, County – Grants Admin.

Number 28, Chapter 5, Housing. Time Range: Short

**Objective H1:** Stabilize neighborhoods with sound, but aging housing through requiring and assisting in the rehabilitation of substandard housing and the demolition of dilapidated housing throughout Taylor.

**Action H1.1:** Work with Williamson County in the development of their 5-Year HUD Consolidated Plan for use of CDBG funds. This will help ensure that the City will get its fair share of CDBG funds for housing rehabilitation and infrastructure repairs.

**Status:**

Since 2008, Habitat for Humanity has built three homes on property donated to them by the City. This is expected to be an on-going project for the next few years as individuals apply for homes within Taylor.

Recent CDBG funding includes:

- 2012 CDBG Grant funding applied for to rehabilitate Jones and Burkett Streets for \$600,000 with \$75,000 match.
- 2011 CDBG Grant received for \$275,000 with \$75,000 match for 12" Water Main Improvements at Walnut and Dolan Streets.
- In 2009 the Senior Resource Center received CDBG funds to turn the former TISD middle school into a Senior Resource Center. The funds assured the site to be handicapped accessible.
- ~~Habitat completed their third and most recent home during 2011 on Doak Street. The Senior Center has received funds from Williamson County CDBG to replace the sidewalk from the Old Middle School/Switzer Center to the Taylor Public Library, complete during February 2011.~~

**Priority Score: 49** Responsible Department: City Planning, CARTS

Number 45, Chapter 6, Transportation Time Range: Ongoing

**Objective T2:** Explore alternative transportation modes that could be available to the residents of the City.

**Action T2.3:** Work with CARTS to expand existing routes to provide service to major retail and service establishments within the City.

**Status:**

CARTS and the City will continue to explore transit options for Taylor commuters, ~~including the recently constructed CARTS Transportation Terminal on West 2<sup>nd</sup> Street.~~

**Priority Score: 48** Responsible Department: City Planning, Engineering

Number 19, Chapter 4, Land Use. Time Range: Ongoing

**Objective L3:** Provide viable retail, office and industrial areas that support opportunities for economic development.

**Action L3.5:** Locate large commercial and industrial activities along the more accessible roadways, ones that can handle truck traffic without negatively impacting adjacent residential land uses—the Loop, appropriate portions of Business 79, FM 397 FM 973.

**Status:**

Commercial and industrial activities within the City include:

- Applebee's Restaurant has recently announced plans to build in Taylor at the WalMart center;
- Round Rock Refuse will be locating immediately east of Wilco Recycling along Chandler Road, with plans now under review;
- Golden Chick will be relocating across W 2<sup>nd</sup> Street with plat approved and site and building plans under review;
- A full-service car wash will be locating on the east side of North Main Street across from HEB, with plat under review;
- Bluebonnet Trails will be locating in an existing structure to be remodeled at 404 Carlos Parker Boulevard NW;
- Time Warner Cable Hub Site is adding facilities at its existing location at 2929 Crestview Ave.;
- Big Industrial east of the airport is expected to submit plans for a remodel of a portion of the existing building;
- First Assembly of God Church along NW Carlos G. Parker Boulevard began construction during mid-2012;
- Alliance Geotechnical in the Mustang Creek Industrial Park (200 Mustang Cove), ~~now under construction~~ nearing completion;
- Ringer Windows, Mustang Creek Industrial Park, ~~plans now under review~~ close to completion;
- McCoy's Hardware, on TH Johnson Boulevard, ~~plans under review~~ project nearing completion;

- Main Street Commons, a 75 unit residential structure, ~~plans under review~~ project under construction;
- Beveridge metal buildings on E 4<sup>th</sup> Street, ~~construction 99% complete~~ one building complete and one under construction;
- Clark Travel on West 2<sup>nd</sup> Street, wastewater connection cost assistance, complete 2012;
- On-Technologies Consulting started operations on Second Street; Skybeam expanded at same location in 2012;
- Wilco Recycling Center along the new Chandler Road, construction complete 2011;
- Citgo Convenience Store, corner of Carlos G. Parker Blvd. And Mallard Lane, construction complete 2011;
- KG Industries, gun coating facility, 204 Mustang Cove, construction complete 2010;
- Durcon Inc completed North American consolidation and expansion in Taylor in 2011;
- Texas Prisoner Transportation Division started operations on Fourth St/US-79 in 2011;

~~Additionally, recent annexations have allowed the City to plan for appropriate locations for new commercial and industrial activities.~~

**Priority Score: 47** Responsible Department: City Management, Engineering

Number 41, Chapter 6, Transportation      Time range: Ongoing

**Objective T1:** Ensure the road system in the City provides appropriate access for residents while discouraging commercial traffic in neighborhoods.

**Action T1.2:** Work with the City of Taylor and develop a program that allocates city funds to repair and/or replace streets that will benefit the community as a whole.

**Status:**

The City has contracted with Sledge Engineering to assess road conditions throughout the City. This project is currently underway.

~~During the past few years, funding was allocated for street repair annually (approximately \$500,000 per year); several streets are resurfaced each year. During 2008, approximately six (6) to seven (7) miles, or 8% of the City's roadways have been resurfaced. No funds have been were identified for roadway improvements for 2009 thru 2011 due to the economic recession and subsequent drop in local revenues.~~

**Priority Score: 46** Responsible Department: City Planning, Main Street, CARTS, TXDOT, Union Pacific

Number 46, Chapter 6, Transportation      Time range: Short

**Objective L3:** Provide viable retail, office and industrial areas that support opportunities for economic development.

**Action L3.7:** Coordinate with the Economic Development plan to attract specific desired uses (retail, cinema, entertainment, etc.) through targeted recruiting and incentives.

**Status:**

- The City Leadership annually attends the ICSC Annual conference to raise the Taylor profile and recruit retail and service industries to Taylor.
- The Taylor Marketing Team continues to develop and implement marketing strategies to market Taylor.
- Taylor EDC continues to work with the City, businesses, and potential developers to attract new industries.
- TEDC has exchanged property with the City for economic development in the future.
- TEDC completed 2008-2011 Economic Development Plan, and the TEDC Board ~~will adopt~~ adopted a new Economic Development Plan for 2012-2016 in early 2012.
- Taylor partners embarked on a public relations initiative which greatly increased the positive media coverage of Taylor for programs and projects by the City, EDC, School District, Taylor Chamber of Commerce, lifestyle and special events. The partners all registered QR codes for smart phones to find local websites as well as partnering on advertisements in regional publications such as the Austin regional relocation guide. The City, EDC, and the School district published a joint annual report called Impressions.

**Priority Score: 45** Responsible Department: City - Planning, Airport Board, Engineering, TxDOT

Number 52, Chapter 6, Transportation      Time range: Ongoing

**Objective T5:** Ensure that all airport plans be incorporated into future City plans.

**Action T5.2:** Work with TxDOT and the Regional Airport developers on ensuring that the Taylor residents are kept informed of all decisions affecting this airport.

**Status:**

- Future planning efforts will continue to ensure all stakeholders are notified of airport activities including airport expansion using the internet, newspaper, and direct mailing.
- ~~During 2009 the area around Taylor Airport was rezoned to Business Park 1 (BP-1), which will not allow residential uses or uses that include assembly of large crowds to avoid any accidents that typically occur around airports. TEDC exchanged real property with the city of Taylor in September 2008 to facilitate expansion of the runway by giving the city necessary property for the RPZ that can be used as the local matching for future state/FAA grants (i.e. the extension of the runway).~~
- Staff is working to integrate a Global Positioning System (GPS) for airport operations in the future, along with an extension of the airport runway to 5,000 feet.

**Priority Score: 45** Responsible Department: WCCHD and Interagency Support Council

Number 101, Chapter 10, Health & Human Services      Time range: Short



**Objective HH1:** Work with area providers to expand and promote optimum health and human services for Taylor residents.

**Action HH1.4:** Strive to provide better and more coordinated information to people about the availability of services in Taylor.

**Status:**

John's Community Hospital merged with Scott & White during 2010 to be Scott & White for the Taylor area. Scott & White maintains a web site [www.sw.org](http://www.sw.org) for information pertaining to hospital services and other information. The Williamson County and Cities Health District has upgraded their web site [www.wcchd.org](http://www.wcchd.org) to include information on public health alerts and have started distributing the prescription drug discount card. The Interagency Council's website [www.interagencyeast.org](http://www.interagencyeast.org) also has links to service provider's websites and contact information and has produced a hard copy resource guide in conjunction with WBCO that is circulated around the community.

The Old Middle/High School has been renovated as the Fred Switzer Senior Citizens Center, Food Bank and Shepherds Heart, Meals on Wheels, and Literacy center. ~~and Food bank.~~ Still needed is a service provider tracking system to ensure that clients are not receiving duplicate services from various agencies. The Senior Center was opened for services on January 22, 2009 for Meals on Wheels, and in December 2009, approximately 1200 persons received food for the holidays with assistance from Interagency Support Council, Seton Williamson, Scott & White Hospital, Kiwanis Club of Taylor, Thrall PTO, and the Lutheran Church. Other Partnership agreements include:

- The YMCA has a program titled "Mend" for children ages 7-13 , a free healthy living program with a free Y membership and free entry into Y Youth Leagues.
- Interagency Support Council redesigned their web site [www.interagencyeast.org](http://www.interagencyeast.org) which now lists all the social services available to Taylor residents.
- 302 volunteer hours were contributed to the senior center this quarter.
- Scott and White Hospital conducted six educational classes for seniors this quarter
- Eighteen antique roses were planted in the Senior Rose Garden this quarter.
- The AGAPE food bank , operated by Oasis Church, is open Tuesday from 8:30pm until 10pm and then again every other Friday 6:30 pm until 8ish and they receive their food from Cap. Austin Food the Capital Area Food Bank of Texas
- Scott and White Hospital Taylor added a new Sleep Center, Women's Imaging Center and remodeled the Emergency Room as well as hiring specialists in numerous areas.
- The new Scott & White Taylor Board of Visitors is raising funds to support the mission and vision of Scott & White Hospital - Taylor. Scott & White Hospital - Taylor is a jewel in this region's healthcare system. They have opened a Women's Center and a Sleep Center, and recruited board-certified emergency physicians to serve patients here in Taylor. The Emergency Department is our community's safety net. Our community's gifts will accelerate its complete makeover and improve emergency services for a generation.

- As part of Scott & White Healthcare, a nonprofit health care system, Scott & White Hospital - Taylor continues its founding mission of caring for our community, regardless of the ability to pay. In 2011, the hospital provided \$460,774 in charity care, which does not include many patients who received uncompensated care. Scott & White's quality, compassionate healthcare is critical to attracting new business and residents. Scott & White recently invested \$1 million in physician recruitment and equipment upgrades in Taylor. In 2013, Scott & White has committed \$3.5 million for facility upgrades, information systems, and staff salaries, all of which improve healthcare for our community.
- The Women's Center offers digital mammography and bone density screenings and the Sleep Lab offers diagnosis and treatment of a variety of sleep conditions. The hospital's Skilled Nursing facility is now staffed by a Scott & White physician who is Board Certified in Internal Medicine and Geriatric Medicine. She is assisted by a Geriatric Nurse Practitioner. The Emergency Department is now under the direction of a Board Certified Emergency Medicine Physician. Under the new leadership the ED has implemented best practice standards to improve quality and speed. In addition to the improvements at the hospital, the Scott & White Clinic has visiting specialists which include Cardiology, Dermatology, Gastroenterology, Podiatry and a Licensed Professional Counselor giving greater access to more specialties to the community.
- WCCHD has instituted the Patient Navigator to help individuals with insurance, medications, food services and other hospital related services.
- Taylor Area Ministerial Alliance (TAMA) will continue to house Shepherd's Heart Food Pantry at the senior campus. The food pantry provides basic assistance with food, clothing, and emergency shelter.
- ~~Taylor CNET ceased operations in December 2010 due to economic constraints. The equipment was donated to Taylor ISD, and the City of Taylor is working to maintain free Internet Access at some public areas including public parks.~~
- WBCO, already located in the Taylor Resource Center, will continue to provide the Senior Nutrition Program, including both congregate meals and meals-on-wheels, and the Taylor Neighborhood Center, which provides financial support to individuals and families in the area who qualify for utility and rental assistance. An average of 125 families access services at the Taylor Resource Center each week.
- TISD Clothes Closet, located in the resource center, will continue to provide clothing that meets the standards of the school dress code to children of local school districts who have been referred by a school nurse or counselor.
- The Switzer Senior Center will continue to provide recreational, social, and educational opportunities for anyone 50 and older.
- Scott and White Hospital will continue to support the center by providing the following services at least once a month: healthy living cooking class, exercise class, and health education class.

- Taylor YMCA will continue to support the center through providing an exercise class appropriate for seniors and people with disabilities once a week, and may trade land with TISD for future construction of a new exercise/fitness center.
- The Lighthouse Hospice in Round Rock will continue to provide a monthly grief support group, quarterly medical forms seminars to support individuals and families in the center, and bi-annual SAVVY Caregiver Classes.
- The Alzheimer's Association will train two support group leaders and provide monthly materials and support to the leaders.
- CARTS will continue to provide free transportation to the center for people who are 60 and older and are registered with the WBCO Senior Nutrition Program.
- The Area Agency on Aging of the Capital Area (AAA-CA) will have a benefits counselor available to meet with seniors twice a month and a caregiver support/care coordination staff member once a month to assist seniors in locating benefits that they qualify for and review long-term care options that meet each individual's need. AAA-CA will also provide Matter of Balance classes to seniors bi-annually.
- Catholic Charities will provide an outreach worker once a month to the center to follow up with the services received from the AAA-CA benefits counselor by assisting seniors in the entire application process for state programs for which they qualify.
- [www.taylorrc.org](http://www.taylorrc.org) is the new senior web site that is working very effectively to keep residents up to date on the resources available at the Senior Center.
- The Lone Star Circle of Care Health Center at Scott & White provides services for low income residents on a sliding scale.
- Interagency Support Council with funding from CDBG funds rebuilt the sidewalk from the Senior Center to the Taylor Public Library to meet handicap accessibility standards.
- ~~Interagency Support Council manages four Mental Health Social workers in TISD schools 2011/12 school year thanks to funding from TISD, United Way of Williamson County and St. David's Community Foundation.~~
- The Interagency Support Council of East Williamson County received funding for Mental Health Social workers for the school year 2012/13. The Council will re-apply for this grant (Mental health Services in Taylor) in Jan. 2013
- The Interagency Support Council of East Williamson County worked with the St. David's Foundation and Blue Bonnet Trails MHMR to bring Mental Health Services back to Taylor beginning January 2013.
- The VA walk-on operates at the Williamson County Annex in Taylor, 412 Vance Street on Wednesdays.
- Good Life Taylor, the first annual low-cost family event, based on outdoor activities and healthy living. The event also featured a variety of informational booths on gardening and many other local organizations and programs such as the United Way of Williamson County, Taylor YMCA, Project LOOP, Weber Chiropractic and the Taylor Garden Club. A one mile family 'squawk walk' started the event to get people moving and hearts pumping. The proceeds from veggie beef chili and t-shirt sales from the event were donated to the Taylor Animal Shelter.
- The Veterans Service Office provides eligible veterans, dependants and survivors direct and general support and assistance in obtaining all benefits to which they are entitled

from the U.S. Department of Veterans Affairs, State of Texas and Williamson County.  
Taylor Annex 412 Vance Street Office Hours Wednesdays Only 8:30 a.m. - 5:00  
p.m. Closed 12:00 p.m. - 1:00 p.m.

- WCCHD Health Education team taught several classes so far in 2012. One was Be a Quitter, a 2-hour tobacco cessation class that was taught on July 11<sup>th</sup>. Also taught was a series' from October 1<sup>st</sup> through October 17<sup>th</sup>. This series consisted of Cardio 4H (Have a Healthy Heart Habit)/Stress Management, and Beat the Pounds
- A G3 (Get fit, Get Moving, Get Healthy) class was taught at the Taylor Brethren Church last September-November 2011. This class is for children and their parents.
- Future plans for Taylor include:
  - Healthy for the Holidays class- December 11<sup>th</sup>, 5:30-6:30pm at the WCCHD office.
  - Diabetes Self-Management class---Dates/Times/Location TBD

**Priority Score: 45** Responsible Department: TISD, Interagency, TCAT, WCCHD, City - Planning

Number 116, Chapter 10, Health & Human Services                      Time range: Ongoing

**Objective HH3:** Formalized planning relationship among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.8:** Support the coordination of school programs and Temple Community College.

**Status:**

Interagency participated in the Duck University Parent involvement committee this quarter.

- The Community Based Mental Health Program funded by the St. David's Community Health Foundation set up a counseling office in the Williamson County Annex to assist families with children in Taylor, Granger, and or Coupland ISD to deal with issues effecting their achievement in school.
- A community task force has also been established to address issues concerning school achievement of African American Students. A K-8 section for social and educational purposes may be added.
- Taylor ISD also created a Career and Technical Education advisory board to connect industry with secondary-to-higher education; and the new high school includes a welding program, automotive repair technologies and culinary arts programs.
- Lifetime learning classes began during January 2011 for people over 50 at the Taylor Resource Center.
- Free Tax assistance will be offered at the City of Taylor Administrative offices and the Public Library, and is supported by United Way of Williamson County.

- Interagency Support Council of East Williamson County participated in the TISD community wide planning process this quarter and presented ideas on how to involve the community and parents in the schools.
- The WilCo Wellness Alliance is a local health and wellness coalition focusing on decreasing tobacco use and exposure, increasing nutrition and physical activity, and preventing and managing chronic diseases across Williamson County. The WilCo Wellness Alliance was awarded a large grant thru Transforming Texas. In East Williamson County we are currently planning initiatives targeting all of the focus areas. Our newest project includes placing trail signs on walking trails around Taylor to encourage residents to increase their daily activity level.

**Priority Score: 44** Responsible Department: City Planning  
Number 1, Chapter 4, Land Use      Time range: Short

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.1:** Identify appropriate residential development areas on Future Land Use Plan (site suitability, access, utilities)

**Status:**

The Planning and Zoning Commission has undertaken a study to review Future Land Use designations along major arterials within the City. This study should be complete during the ~~Summer~~/Fall of 2012.

The Future Land Use Plan indicates appropriate areas for residential development. ~~The Downtown Neighborhood District was approved by City Council during October 2008, and the Business Park District was approved during February 2009.~~ The Downtown District was updated by the Planning and Zoning Commission during September 2011, to move it north away from West Second Street. Recent annexations have added land for residential, commercial and industrial development. Future land use designations and zoning are added to the areas that have been annexed on an annual basis for appropriate development and use of land.

**Priority Score: 44** Responsible Department: WCCHD, Interagency, United Way, Faith Based Community

Number 121, Chapter 10, Health & Human Services      Time range: Short

**Objective HH4:** Work with local organizations and providers to support services to meet food, clothing, shelter, transportation and other basic material needs.

**Action HH4.1:** Develop new and utilize existing partnerships between public agencies and private citizens to coordinate efforts that support food pantries and nutrition programs, especially for infants, children and the elderly, and other vulnerable populations.

**Status:**

- ~~Three food drives were organized and conducted this quarter for the food pantry.~~
- ~~The Shepherd's Heart thrift shop assisted with five students need clothes for school this quarter and three families who lost everything in a fire.~~
- The food pantry is open 3 days (not five) right now we are open Tuesday, Thursday and Saturday at Shepherd's Heart.
- WCHD's Women, Infants and Children (WIC) program, the Taylor (and Georgetown) garden program including field trips for some elementary students, and the From the Garden to the Table Healthy Cooking classes are specifically responsive to this item.
- Planning efforts are in place with the Taylor Ministerial Alliance, Corporation for National and Community Service and Interagency Support Council to support efforts for the Senior Center in Taylor as well as a one stop social services center.
- ~~The Interagency Support Council of East Williamson County, Inc. and the United Seniors of Taylor have formed a partnership with the Taylor Ministerial Alliance and Shephards Heart Food Ministries and opened a five day food pantry operation during 2008 at the Senior Resource Center. This resource will assist all the families in East Williamson County.~~
- WCHD may assist in planting new gardens on Doak Street in the vicinity of the new Habitat homes. The G-3 program is no longer available due to funding loss. Referrals are being made to MEND (YMCA) program.
- Keep Taylor Beautiful, Taylor Garden Club and Interagency Support Council have 51 Community Garden beds ready for families to plant fresh vegetables.
- Interagency Support Council of East Williamson County continues to support the two community gardens and had all 48 plots adopted this quarter. Over 345 lbs of food produce was donated to the residents of Taylor through the senior center this quarter.

**Priority Score: 43** Responsible Department: City Management, Engineering/Planning

Number 29, Chapter 5, Housing      Time range: Ongoing

**Objective H1:** Stabilize neighborhoods with sound, but aging housing through requiring and assisting in the rehabilitation of substandard housing and the demolition of dilapidated housing throughout Taylor.

**Action H1.2:** Invest in road repairs in the declining residential areas, particularly Subareas C, D and G. The poor street conditions lead to lowered property values, poor navigation, poor drainage and general decay of the neighborhoods.

**Status:**

- Reconstruction of West Second Street is currently underway, and should be completed by the end of 2012. The project includes utility relocation and drainage facilities.

- Sloan Street is being reconstructed from West 2<sup>nd</sup> Street to Lake Drive;
- The City has established a Municipal Drainage Utility District citywide, and has dedicated funds for additional drainage improvements within problem areas for drainage.

**Priority Score: 43** Responsible Department: City Planning

Number 39, Chapter 5, Housing      Time range: Short

**Objective H5:** Encourage the development of new larger homes and high-end retirement developments in Taylor and its ETJ.

**Action H5.2:** Provide appropriate land use designations, zoning if applicable, and development guidelines for new subdivisions of larger homes for professionals commuting to surrounding employment centers.

**Status:**

Changes were made in the zoning text for larger residential lot sizes. The City adopted Economic Development Incentives Guidelines which includes incentives for "upper-end" housing. However, the recent downturn in the economy has put this project on hold.

**Priority Score: 43** Responsible Department: City Planning, Engineering

Number 40, Chapter 6, Transportation      Time range: Ongoing

**Objective T1:** Ensure the road system in the City provides appropriate access for residents while discouraging commercial traffic in neighborhoods.

**Action T1.1:** Use the Thoroughfare Plan to determine where arterial and collector streets are needed in new residential and commercial developments.

**Status:**

The Thoroughfare Plan is consulted each time a new development is proposed to determine need for right of way for arterial and collector streets. The City recently agreed to assume maintenance of West Second Street from TxDOT which will happen once the project is completed to allow for Williamson County bond funds to be expended for roadway and drainage system improvements. The City has agreed to provide funding for the relocation of utilities. A section of the Chandler Boulevard extension was completed during late 2010, and is part of the future loop system. The remainder of this roadway is expected to be completed during late 2012.

**Priority Score: 43** Responsible Department: City Planning

Number 53, Chapter 6, Transportation      Time range: Ongoing

**Objective T5:** Ensure that all airport plans be incorporated into future City plans.



**Action T5.3:** Review all development in and around the flight zones in accordance with the Future Land use plan to ensure the protection of any future neighborhoods as well as preserving the functional ability of the airport.

**Status:**

- Additional land for the runway protection zone (RPZ) to accommodate the runway extension to 5,000 feet was received from the TEDC.
- The City has also completed the Business Park Zoning District and has completed the Airport Height Hazard Protection ordinance.
- The existing tie downs for airplanes are being monitored more closely with a daily report and log.
- Work was completed ~~during 2011~~ for the removal of airport penetrations (utilities, trees, etc.) with a \$250,000 grant from TXDOT Aviation ~~received this year~~ and \$25,000 from TEDC.

**Priority Score: 43** Responsible Department: TISD, Interagency, TCAT, WCCHD, City - Planning

Number 117, Chapter 10, Health and Human Services      Time range: Ongoing

**Objective HH3:** Formalized planning relationship among the school district, Temple College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.9:** Work with Temple Community College to promote life-long learning opportunities for residents of Taylor and encourage the broadest possible use of the library, and other existing facilities throughout the city, focusing on developing these resources in neighborhoods.

**Status:**

- The Taylor Public Library was awarded an Impact Grant from the Texas State Library and Archives Commission for \$10,000, to be used to hold adult computer education classes in the Library meeting room.
- Interagency assisted in having Helios the volunteer computer organization relocate to Taylor and provide computers to low income households and free classes on the use of a computer this quarter.
- TISD will invite Temple College to participate in Community Education Courses for local residents in the Taylor area.
- Biomedical equipment has been obtained.
- The new High School has facilities for welding classes, culinary arts, and automotive repair technology.
- Temple College and Texas Manufacturing Assistance Center have provided two lean manufacturing training courses for free to local industries in Taylor in partnership with the Central Texas Workforce Solutions Board.

- The Interagency Support Council of East Williamson County, Inc. will work with Temple College on holding lifetime learning classes at the Senior Resource Center.
- ~~The Interagency Support Council recruited two VISTA volunteers during 2009 (Volunteer in Service to America) and they will schedule classes and set the calendar for enrichment classes at the Senior Center.~~ Lifetime learning classes began in January 2011 for people over 50 at the Taylor Resource Center.
- Interagency Support Council of East Williamson County participated in the TISD community wide planning process this quarter and presented ideas on how to involve the community and parents in the schools.

**Priority Score: 43** Responsible Department: TISD, Interagency, TCAT, WCCHD, City - Planning

Number 118, Chapter 10, Health and Human Services      Time range: Short

**Objective HH3:** Formalized planning relationship among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.10:** Work with Taylor ISD and Temple Community College, community organizations, state of Texas and Williamson County to develop strong linkages between education and training programs and employability development resources.

**Status:**

- The Texas Workforce Commission (a state agency) has opportunities to help unemployed persons and accepts unemployment applications for persons affected by the current economic conditions.
- Temple College partnered with Texas Manufacturing Assistance Center and Central Texas Workforce Solutions to provide Lean Manufacturing Training for free to Taylor businesses.
- Interagency Support Council of East Williamson County recruited five new Board members for EWCHEC this quarter which assures good representation for East Williamson County and Taylor.
- In the Spring of 2012 the TISD conducted a community-wide strategic planning process which was the prelude to the full-blown Strategic Plan being brought forth by the school board later.

**Priority Score: 42** Responsible Department: City Planning, County, TISD

Number 4, Chapter 4, Land Use      Time range: Short

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.4:** Coordinate, through interlocal agreement, partnerships and action committees, City, County and school district facilities planning and land acquisition that will create joint usage for school and park facilities.

**Status:**

The City ~~is in the process of planning for~~ will construct a community recreation center to be located at the Taylor Regional Park and Sports Complex. ~~This project should be completed by 2013.~~

**Priority Score: 42** Responsible Department: City Code Enforcement

Number 12, Chapter 4, Land Use      Time range: Ongoing

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.12:** Support the continued rehabilitation and restoration of the Downtown Neighborhoods through appropriate, but considerate code enforcement.

**Status:**

- During 2011 the City adopted the 2009 International Building Code (effective October 1 2011) to stay current with other cities in Texas.
- The Downtown Neighborhood Zoning District was established in 2008 to encourage walkability, preservation of neighborhoods, and the development of small businesses in the new area, and updated during 2012.
- The City has increased Code Enforcement during the past two years, including enforcement of demolition requirements for dilapidated structures.
- The City is also developing a new Downtown Plan, and encouraging stakeholders to be involved in this process to help determine the best uses for this area.
- ~~The old City Hall at Heritage Park will also be considered for rehabilitation or demolition during the next year.~~
- The plaza at Heritage Park ~~is under construction with~~ has recently added new sidewalks, benches and grass and an irrigation system. ~~currently being installed.~~
- The Taylor EDC adopted incentives (façade grants) for historic property redevelopment, targeted for primary employers as a way to augment the Main Street program and assist local industry. The TEDC has approved two façade grants to historic property owners who support primary businesses in downtown Taylor.

**Priority Score: 42** Responsible Department: City Code Enforcement

Number 103, Chapter 10, Health and Human Services      Time range: Short

**Objective HH1:** Work with area providers to expand and promote optimum health and human services for Taylor residents.

**Action HH1.6:** Create with Economic Development and local health care providers a recruitment strategy to secure more CHIP, Medicaid and Medical Specialty providers.

**Status:**

- Scott & White continually recruits for physicians on an ongoing basis for CHIP, Medicaid and Medical Specialty providers. However, labor and delivery and mental health services are still lacking in the Taylor area.
- A Board Certified Psychiatrist has been contracted to see students in Taylor when they are referred by the school based mental health staff.
- The CHEADS division (Community Health Education Social Services) has a Case Manager working out of the Taylor WCCHD office on a full time basis. Clients can call or walk in to schedule an appointment.
- The Case Manager can assist clients with a wide range of health issues/referrals. See number 101 above.

**Priority Score: 42** Responsible Department: TISD, Interagency, TCAT, WCCHD, City - Planning

Number 112, Chapter 10, Health and Human Services      Time range: Ongoing

**Objective HH3:** Formalize planning relationship among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.5:** Coordination of the City capital improvement and functional plans with school district plans.

**Status:**

- Interagency continued to support school based Mental Health programs in all five rural east Williamson County school districts with social workers and professional help when needed.
- Interagency worked with Bluebonnet Trails MHMR to bring Outreach Screening Assessment and Referral (OSAR) to Taylor ~~this quarter~~ for students as well as adults.
- TISD works with the City and the City Engineer to coordinate future planning and development issues with the city. The use of East 5<sup>th</sup> Street between North Main Street and Porter Street by closure of this street was approved by the City from the Fall of 2010 for a maximum of 2 years (and continued for an additional 2 years through 2014) to allow four portable buildings for the Legacy Early College High School Program, with an additional portable added east of the old City Hall/Fire Station during August 2012.
- Lifetime learning classes began in January 2011 for people over 50 at the Taylor Resource Center.
- Funds have also been located to assist a student enrolled in the Mental Health Program to enroll in a welding class with TSTC.

- Interagency Support Council's Children coordinator trained 350 day care workers about Shaken Baby, Brain Development and SIDS this quarter.
- Interagency Support Council of East Williamson County continues to support the educational classes at the Switzer Senior Center and this quarter in partnership with Scott and White Hospital and the Taylor Public Library. Nine classes were offered for improving senior's health.

**Priority Score: 41** Responsible Department: City Planning

Number 3, Chapter 4, Land Use      Time range: Medium

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.3:** Establish open space easements, linear parks, and trails in and around residential areas for accessibility and "walkability." Require dedication or provision of land in the Subdivision Regulations platting process.

**Status:**

- ~~During January 2012 the City applied for a Texas Parks and Wildlife in the amount of \$200,000 with \$50,000 local match to create an additional park trail that will connect Robinson Park along the east side of the creek to the trail existing to the north, as well as remove existing asphalt and place concrete for the South Bull Branch Park.~~
- The Subdivision Ordinance requires the dedication of land or the payment of fees in lieu of park land dedication. This provision will need to be reviewed to ensure adequate land is included or the fee is reflective of the recreational needs in our community.
- Bike and Pedestrian Trails were extended through Murphy Park and Bull Branch Park via State Park grants and city contributions.
- The new Downtown Neighborhood Zoning District also promotes walkability.
- An additional park grant was approved during early 2010 which will help walkability in the community, and during 2011 for a park with a trail, fishing areas, a climbing structure and a playscape.

**Priority Score: 41** Responsible Department:, City Planning, Engineering

Number 44, Chapter 6, Transportation      Time range: Long

**Objective T2:** Explore alternative transportation modes that could be available to the residents of the City.

**Action T2.2:** Provide trails, sidewalks and crosswalks on all arterial and collector streets.

**Status:**

- A Transportation Enhancement Program cost reimbursement of 80% /20% local match cash totaling \$1M for a five foot pedestrian/bicycle trail (sidewalk) along the west side of North and South Main Street and Lake Street will be applied for during November 2012.

- A Safe Routes to School grant of \$750,000 was received by the City for sidewalks connecting schools on the north side of the City, and this project is now complete. The Trail System continues to be developed as noted above.

**Priority Score: 41** Responsible Department: City Planning, Airport Board, Engineering

Number 51, Chapter 6, Transportation

Time range: Ongoing

**Objective T5:** Ensure that all airport plans be incorporated into future City plans.

**Action T5.1:** Work with the area residents and develop a plan that works with the existing local airport to ensure that the airport does not hinder growth in this part of the City.

**Status:**

- The City adopted the Airport Height Hazard Zoning ~~during early 2008~~ to ensure compatibility with neighboring areas as well as updated FAA regulations.
- The City has developed the Business Park Zoning District as shown on the Future Land Use Plan that will include land use limitations around and near the airport.
- Area residents will be notified of any actions to be taken regarding the Airport in order to receive input for this facility in the future

**Priority Score: 41** Responsible Department: WCCHD, Interagency, United Way, Faith Based Community, City Planning/TISD

Number 122, Chapter 10, Health and Human Services

Time range: Short

**Objective HH4:** Work with local organizations and providers to support services to meet food, clothing, shelter, transportation and other basic material needs.

**Action HH4.2:** Develop new and utilize existing partnerships to explore the use of existing facilities and co-location of services, including joint use of schools, the City of Taylor and Williamson County facilities, to make services more available in the neighborhoods.

**Status:**

- ~~Interagency, Keep Taylor Beautiful and the City of Taylor have 54 garden plots available for families to plant this quarter. Three peach trees have been planted as well as seven pecan and one fig tree this quarter.~~
- In partnership with the Taylor ISD, the United Seniors of Taylor, the Interagency Council, WBCO, and other social service providers, the old Taylor Middle/High School ~~is the site of the new~~ continues to be used for the Taylor Senior Center and Resource Center. The Center ~~will house~~ supports the Meals on Wheels program, Shepherd's Heart Food Pantry, Senior Activities, and the Neighborhood Center. ~~and so on. The renovations and full operations was completed early 2009.~~

- The senior nutrition site has opened and a full functioning senior center is being developed by the United Seniors of Taylor, the Interagency Support Council, and Williamson Burnet County Opportunities.
- CAPCOG funding allowed for a senior coordinator to be at the resource center part time.
- Interagency Support Council of East Williamson County continues to support the two community gardens and had all 48 plots adopted this quarter. Over 345 lbs of food produce was donated to the residents of Taylor through the senior center this quarter.

**Priority Score: 40** Responsible Department: TISD, Interagency, TCAT, WCCHD, City - Planning

Number 17, Chapter 4, Land Use      Time range: Ongoing

**Objective L3:** Provide viable retail, office and industrial areas that support opportunities for economic development.

**Action L3.3:** Upgrade utilities and roadways, as needed, in areas designated for commercial, business park and industrial uses on the Future Land Use Plan to attract new and expanding development.

**Status:**

- During the past year the City has implemented the upper pressure plane by adding and improving water towers to increase water pressure in the upper plane areas of the City.
- Taylor continues to participate in funding the upsizing of water and wastewater installations associated with new development.
- The city has participated with developers along US 79 and Carlos G. Parker Boulevard for upsizing of water and wastewater lines.
- The City participated in the installation of the wastewater line up the east side of US 95.
- City of Taylor has extended water and wastewater lines to the new Taylor High School, opening up another development corridor in Southwest Taylor.
- Wastewater was continued north under Carlos G. Parker Boulevard to supply the First Assembly of God Church with this service, and will then be available to lands to the east and west of their development site.
- Clark Travel has also been assisted by the City with sewer extension to their facility.
- Taylor EDC is supporting an ISO rating study with the Taylor Fire Department which will in turn assist local residents and businesses to lower their insurance premiums as the city gains a more favorable ISO rating, as a major result of adopting the 2009 International Building Code.

**Priority Score: 40** Responsible Department: City Planning, Taylor Housing Authority

Number 30, Chapter 5, Housing      Time range: Short

**Objective H1:** Stabilize neighborhoods with sound, but aging housing through requiring and assisting in the rehabilitation of substandard housing and the demolition of dilapidated housing throughout Taylor.

**Action H1.3:** Work to assist non-profits in acquiring a state CHDO (Community Housing Development Organization) status and apply for state HOME funds for new low-income housing and housing rehabilitation.

**Status:**

- During September 2012 the City received a grant from the TDHCA who administers the Amy Young Barrier Removal Program for persons with disabilities, whose household income does not exceed 80% of the Area Median Family Income (AMFI). The grants provide modifications necessary for accessibility and the elimination of substandard or hazardous conditions within the homes to be assisted. The grant total is for 5 homes and the total is not to exceed \$18,200 for each home.
- The City began accepting applications for the Home Grant Program under the State's new reservation system which reserves money once a jurisdiction identifies homes, during February 2012 to build new homes for low income residents with existing homes that needed to be demolished in Taylor. Four new homes to five are expected to be approved and built ~~this year, within the next 12 months, with construction going to bid during July-August 2012.~~
- 5 new homes were constructed during 2010-2011, and 7 new homes were built during 2008-2010.
- Habitat for Humanity has partnered with the City and ~~is building~~ has built new homes in Taylor. As of March 2011, three homes ~~have been~~ were built on South Doak Street, with plans to build more homes on South Doak and throughout the City in conjunction with the City's "214" program, and other homes are planned for construction.
- City Council approved the creation of a CDC (Community Development Corporation) ~~during late 2008, and board members were appointed by Council during 2010.~~

**Priority Score: 40** Responsible Department: City Planning, Taylor Housing Authority

Number 32, Chapter 5, Housing      Time range: Short

**Objective H1:** Stabilize neighborhoods with sound, but aging housing through requiring and assisting in the rehabilitation of substandard housing and the demolition of dilapidated housing throughout Taylor.

**Action H1.5:** Seek partnerships with public and private entities to eliminate dilapidated housing.

**Status:**

Through the City's "214" program, the code enforcement staff is working to identify dilapidated housing through out the community. 17 structures were demolished during 2008, 15 were demolished during 2009, and 2 during 2010, and 12 have been approved for demolition during 2011, with ~~an estimate to demolish 7~~ 5 demolished during 2012, for a four year total of



approximately 53 51 dilapidated homes demolished. The plan is to clear the lots and foreclose on the properties. Once the City has ownership, affordable homes or new homes can be built on these lots. The lots that have been cleared are going through the delinquent tax sale process. A private sector partner is currently Habitat for Humanity who has built three homes on city donated land located on Doak Street.

**Priority Score: 40** Responsible Departments: Interagency, WCCHD, City Planning

Number 127, Chapter 10, Health and Human Services      Time range: Ongoing

**Objective HH6:** Work with local organizations to celebrate diversity through community activities and events that recognize different groups

**Action HH6.1:** Improve access to City and community services and to remove obstacles that keep people from receiving the services they need.

**Status:**

- As of March 26, 2012, Quick Response (QR) codes have been created for City of Taylor, Taylor Chamber of Commerce, Taylor ISD and Taylor EDC. S&W – Taylor already had a QR Code created. Used with smart phone apps, QR Codes can provide easy access to appropriate web sites or other information. Discussion is underway for best approach for use - may include displaying at Taylor Regional Park, business doorways, business cards, advertising materials, etc.
- The City has contracted with Bureau Veritas for plan review and building inspections to help facilitate these services.
- Scott & White provides access to all persons within the community that need medical care. The Ministerial Alliance and Shepherds Heart Food Alliance and Interagency will encourage other social service providers to join them at the Senior Resource Center has a one-stop shop for folks in need of social services. Lifetime learning classes will begin in January 2011 for people over 50 at the Taylor Resource Center.
- Interagency worked with CARTS to assure those folks needing assistance to the senior center were able to get on the CARTS nutrition route bus.
- Interagency supported the Coats for Kids program this quarter and assured that each child also received a book and a coat. Over 400 coats and books were distributed.
- Scott and White Hospital in Taylor sponsored healthy eating classes at the Senior Resource Center in November and December. They also offered a Diabetes foot care class.
- ~~A six weeks Manage Your Diabetes class was completed at the Resource Center during early 2011.~~
- ~~Taylor YMCA led 15 exercise classes at the Senior Center during early 2011.~~

**Priority Score: 40** Responsible Department:, Interagency, WCCHD, City Planning, Faith Based Community

Number 128, Chapter 10, Health and Human Services

Time range: Ongoing

**Objective HH6:** Work with local organizations to celebrate diversity through community activities and events that recognize different groups

**Action HH6.2:** Enhance opportunities for people with low income, disabilities, limited English-speaking ability, and other barriers to service to participate fully in community life and to access assistance.

**Status:**

- ~~Scott and White—Taylor conducted 12 nutritional classes for seniors this quarter at the senior center.~~
- Scott & White provides for equal access for low-income, disabled and persons with other barriers. The Ministerial Alliance and Shepherds Heart Food Alliance and Interagency will encourage other social service providers to join them at the Senior Resource Center and to have a one stop shop for folks in need of social services.
- Lifetime learning classes began in January 2011 for people over 50 at the Taylor Resource Center.
- Scott and White Hospital in Taylor sponsored healthy eating classes at the Senior Resource Center in November and December. They also offered a Diabetes foot care class.
- A six weeks Manage Your Diabetes class was completed at the Resource Center during early 2011.
- The Taylor YMCA led 15 exercise classes at the Senior Center during early 2011.
- All activities at the Resource Center are open to all folks 50 and older.
- Interagency Support Council's senior advocate at the senior center continues this quarter to have activities in Spanish as well as English. Such as Pokeno and Mexican Bingo

**Priority Score: 39** Responsible Department: City Planning, Engineering

Number 8, Chapter 4, Land Use

Time range: Medium

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.8:** Ensure that standards for streets, sidewalks, neighborhood parks, street lighting, drainage, and traffic control are maintained through design standard requirements.

**Status:**

Design standards are contained within the subdivision, zoning, sign and landscaping ordinances. Additional standards have been developed for the Business Park and will also be developed for the Gateway Commercial Districts. The City Engineer has published an Engineering Manual to address and standardize these design standards for all public works projects.

**Priority Score: 39** Responsible Department: City Planning, Engineering, TxDOT

Number 8, Chapter 4, Land Use

Time range: Medium

**Objective T4:** Ensure adequate access and circulation within the City.

**Action T4.1:** Complete continuous loop around Taylor to create additional access in and around the City.

The Thoroughfare Plan will be modified to show the new Chandler Road westward as a potential link for the new loop system in the ~~mid-to-distant~~ future. The final portion of Chandler Road is under construction and should be completed later this year. A section of Chandler Road was completed during the Fall of 2010.

**Priority Score: 39** Responsible Department: TISD, Interagency, TCAT, WCCHD, City Planning

Number 113, Chapter 10, Health and Human Services      Time range: Medium

**Objective HH3:** Formalized planning relationship among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.5:** Develop a cooperative school sidewalk program to enhance the safety, appearance, and access for neighborhood residents.

**Status:**

- ~~18 roses were planted along the new sidewalk from the senior center to the Taylor Public Library this quarter.~~
- With the help of WCCHD, Taylor ISD, and other agencies, the City received a Safe Routes to School grant that has provided sidewalks throughout the northern portion of the city that lead to schools. The City also revised its sidewalk policies to encourage the placement and preservation of sidewalks for new and existing neighborhoods, with a fee-in-lieu available to apply for instead of installing sidewalks on certain projects.

**Priority Score: 39** Responsible Department: TISD, Interagency, TCAT, WCCHD, City - Planning

Number 114, Chapter 10, Health and Human Services      Time range: Medium

**Objective HH3:** Formalized planning relationship among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.6:** Develop recommendations for neighborhood plans when developing school sidewalk programs.

**Status:**

No formal planning relationship exists, but TISD and other agencies are willing to partner in the future for grant applications for school sidewalk programs or other mutually beneficial programs or services. The Safe Routes to School Grant was awarded to the City during 2008, and sidewalks have been constructed.

**Priority Score: 39** Responsible Department: WCCHD, Interagency, Faith based Community, City - Police, Planning

Number 124, Chapter 10, Health and Human Services      Time range: Medium

**Objective HH5:** Work with local organizations and providers to help individuals, families, and neighborhoods address their safety concerns.

**Action HH5.1:** Coordinate efforts that enhance strong family relationships and healthy child development and work in partnership with the county and state and community agencies to prevent violence and injury, in areas such as child abuse, sexual assault, domestic violence, and violence associated with substance abuse.

**Status:**

- ~~Interagency worked with United Way and their coalition to provide free tax preparation assistance this quarter~~
- Scott and White provides screening services for domestic violence and works closely with local law enforcement on this issue.
- WCCHD staff are required to take child abuse reporting/training every year. WCCHD staff do report suspected child abuse.
- WCCHD staff provide information and resources to adult clients who are (suspected to have been) victims of domestic violence.
- A member of the Interagency Support Council Staff has received her certification as a master trainer for early brain development and is the only certified trainer in Williamson County.
- All child care facilities in Taylor have received this training for their staff. The Interagency Support Council child development staff and the TISD staff finalized the 40 asset survey and established a community steering committee to work on developing 40 assets for all our children.
- The Interagency Support Council with support from the St. David's Community Foundation provides School Based Mental Health Services to TISD students.
- ~~During early 2011 35 shaken baby classes have been offered by Interagency Support Council staff.~~ The CHESS department of WCCHD offers a Safe at Home program, which is a child injury prevention program that teaches parents and guardians of children 0-4 how to reduce their child's injury risks related to cars, choking, burns, drowning, falls, and poisoning. The parent completes a short computer survey, then receives information on their risk from their Doctor. This is offered at the Taylor Health Center. DSHS has put this program on hold. Data is still being collected, but no actions are taking place at this time.
- Hope Alliance has a counselor at the Taylor High School 4 days a week.

- ~~The Taylor Fire Department offered fire safety classes at the Senior Center 5 times during early 2011.~~

The Taylor Police Department conducts several events and programs in an attempt to reach out to our youth. Besides providing a fulltime police officer to interact with students at our high school and other schools, the Department offers:

- National Night Out - neighborhood block parties with gifts and prizes especially geared towards fostering officer interaction with youth. The 2011 National Night Out campaign involved citizens, law enforcement agencies, civic groups, businesses, neighborhood organizations and local officials from over 15,110 communities from all 50 states, U.S. territories, Canadian cities and military bases worldwide. In all, more than 37 million people participated in NNO 2011. In 2011 Taylor, Texas was ranked 40<sup>th</sup> nationwide in the 15,000-49,999 population category. The 2012 National Night Out was held on Tuesday October 2, 2012.
- CSI camp - This is a "crime scene investigation" day camp, scheduled to coincide with Spring Break, geared towards allowing interested youth to interact with investigations professionals and learn by performing numerous investigative processes. We didn't have it this year, but will bring it back again next year.
- Christmas with a Cop - Select youth from our community are nominated and chosen to spend a day shopping for Holiday gifts for free, spending one on one time with a police officer. In addition to the shopping, officers assist in gift wrapping then play games and eat lunch with the participants.
- Explorers - The Taylor Police Department is a sponsoring agency of a Boy Scouts of America chartered local Explorer Scout Program - Teens learn about law enforcement practices and procedures, perform community service and assist in community events.
- Citizen's Police Academy – The Taylor Police Department hosts a 30 week Citizens' Police Academy where students enjoy a wide range of informational classes and speakers. Topics range from Local Government 101 to Crime Scene Investigations and everything in between.

Since graduating from the Taylor Police Department Citizens' Police Academy, students have begun a Citizens' Police Academy Alumni Association and have meetings monthly. The alumni members assist the Taylor Police Department with National Night Out, Christmas with a Cop and various other events held throughout the year.

**Priority Score: 38** Responsible Department: WCCHD, Interagency, Faith based Community, City Planning, Police

Number 6, Chapter 4, Land Use      Time range: Medium

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.6** Establish new criteria for street and lot layout to achieve desirable neighborhoods that are pedestrian and park oriented.

**Status:**

The Downtown Neighborhood District was adopted to address, among other things, pedestrian access through the neighborhood. Bike and pedestrian pathways are being developed to help connect residential areas. The new Engineering Manual also addresses these design concerns, ~~During early 2010~~ The city adopted the new "Park" zoning district which will help identify what uses will be allowed in this District.

The reconstruction of West 2<sup>nd</sup> Street may include new trees if funding is available, as well as curb reconstruction and sidewalks for pedestrian-friendly improvements.

CDBG funds were issued to the United Seniors of Taylor for completion of a sidewalk from the Senior Center to the Taylor Public Library during February, 2011.

**Priority Score: 38** Responsible Department: City Planning, Engineering

Number 7, Chapter 4, Land Use      Time range: Medium

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.7:** Extend existing trail systems to create linear park linkages through new developments. Require inclusion of trails in the platting process through design and park dedication.

**Status:**

- ~~During January 2012 the City applied for a Texas Parks and Wildlife in the amount of \$200,000 with \$50,000 local match to create an additional park trail that will connect Robinson Park along the east side of the creek to the trail existing to the north, as well as remove existing asphalt and place concrete for the South Bull Branch Park.~~
- The City ~~is completing~~ has completed a new playscape area at the Regional Park through a Texas Park and Wildlife grant of \$75,000.
- Requiring trails in the platting process has not yet been addressed in the ordinance. Parkland dedication (5% of total development not in the floodplain) is required with residential development of 20 acres or more.
- The City extended trails through Bull Branch Park, Murphy Park, and Robinson Park with local and State grant funds, and continues to purchase land that may be used for the extension of the park trails within the City.
- Robinson Park Pavilion and other park improvements were installed during 2010.

**Priority Score: 38** Responsible Department: City Planning, TEDC

Number 23, Chapter 4, Land Use      Time range: Medium

**Objective L3:** Provide viable retail, office and industrial areas that support opportunities for economic development.

**Action L3.9:** Review and monitor zoning and other development ordinances to achieve appropriate regulations and district designations to keep commercial areas viable, encourage redevelopment, and ensure quality new development.

**Status:**

The city ~~recently~~ adopted the ~~new~~ "Institutional" Zoning District to comply with the Institutional designations shown on the existing Future Land Use Plan. Several Institutional uses have recently been rezoned to this new designation. The "Downtown Neighborhood" zoning District was also adopted to encourage walkability and mixed-use activities, and one property owner has rezoned to DN to install an industrial home on their site. Another district that still needs to be adopted is the Gateway District, which will adopt standards for uses at the main gateway entrances to the city.

**Priority Score: 39** Responsible Department: WCCHD, Interagency, Faith based Community, City - Police, Planning

Number 124, Chapter 10, Health and Human Services      Time range: Medium

**Objective T3:** Create a "front door" entry and identity for the City.

**Action T3.2:** Require that major entry roads reflect the character of Taylor with landscaping, additional setbacks, preservation of existing trees and planting of additional trees.

**Status:**

These regulations are not yet included in the City's codes. TxDOT completed landscaping work within their right of way in the city's entry areas on US 79 and US 95. Code enforcement efforts have been enhanced on the major thoroughfares. Additional landscaping policies are pending for the "Gateway Zoning" district. Taylor EDC president offered to assist the city in establishing a public-private Gateway Improvement District for beautification of the major gateways into Taylor, starting first with second street revitalization and SH-95.

**Priority Score: 38** Responsible Department: City Planning, Engineering

Number 6, Chapter 4, Land Use      Time range: Medium

**Objective T4:** Ensure adequate access and circulation within the City.

**Action T4.2:** Improve appearance and function of streets so that they are similar to Lake Drive through landscaping and sidewalks to increase "walkability" and access.

**Status:**

Sidewalks are required for all newly platted residential and commercial areas to increase walkability and access. West 2nd Street received funding for renovation and rehabilitation and will address, to some extent, these aesthetic issues. Newly platted areas will also be required to install new sidewalks or request to pay a “fee-in-lieu” when construction occurs on the property. A new park has ~~recently~~ been awarded a grant for playscape items, and a trailway will be included within this new park which will encourage walkability. The City ~~is assessing~~ has assessed pavement condition on all City streets as noted above.

**Priority Score: 38** Responsible Department: WCCHD, Interagency, United Way, Faith Based Community, City Planning

Number 123, Chapter 10, Health and Human Services      Time range: Medium

**Objective HH4:** Work with local organizations and providers to support services to meet food, clothing, shelter, transportation and other basic material needs.

**Action HH4.3:** Develop new and utilize existing partnerships to encourage effective, efficient community-based and community-delivered services using a combination of public, private, community and personal resources.

**Status:**

- Interagency Council is working on extending the opportunity for needy citizens to obtain emergency food and clothing. In the past, WCCHD has done ISD-based Youth Activity Weight and Nutrition (YAWN) surveys. Results are on the WCCHD website and the WCCHD epidemiologist may be able to provide additional data or resources for Taylor.
- The development of the Senior Resource Center where Meals on Wheels, Utilities Assistance and Food will be available to people in need will enhance the quality of life in Taylor.
- Taylor ISD in association with Sodexo foods delivers food to economically stressed families. Food is delivered every other Friday and is available to any family with children attending Taylor schools.
- ~~A VISTA volunteer has been recruited by the Interagency Support Council with a nutrition background and will be developing a nutrition plan with Duck University to address some of the challenges of our families with limited resources for food. During 2009 the second Taylor Community garden was developed at Doak and Rio Grande thanks to the Interagency Support Council and Keep Taylor Beautiful as well as Duck University.~~
- ~~During 2010~~ The City ~~made~~ makes available the City Hall Auditorium to provide lunch to the Legacy Early College High School Program, as well as the use of East 5<sup>th</sup> Street between North Main Street and Porter Street for four portable buildings for this program. The City Hall is still in use for this lunch program during 2012-2013.
- The WILCO Wellness Alliance for East Williamson County has been formed. It is based off of the ACHIEVE program-(Action Communities for Health, Innovation, and EnVironmental changE. The group brings together local leaders and stakeholders to build



healthier communities The group consists of about 50 city leaders and organization representatives from area health care providers, schools, etc. WCCHD is leading the coalition.

- Williamson County and Cities Health District (WCCHD), on behalf of the Wilco Wellness Alliance, was awarded \$500,000.
- The *Transforming Texas: Healthy People in Healthy Communities* grant is intended to improve the health and safety of communities by increasing access to care, integrating community prevention services and clinical services, and eliminating health disparities. Communities awarded the grant are required to address three strategic directions, which are aligned with Healthy People 2020: 1) tobacco free living, 2) active living and healthy eating, and 3) high impact, evidence-based clinical and other preventive services, specifically prevention and control of high blood pressure and high cholesterol.
- In Williamson County, *Transforming Texas* will be spearheaded by the WilCo Wellness Alliance. The Alliance was formed in 2009 when the County was designated as an Action Community for Health, Innovation, and Environmental Change (ACHIEVE) by the National Association of Chronic Disease Directors. The County has received other positive distinctions for its health including: Healthiest county in Texas in 2010 and 2011 by the County Health Rankings, as well as Silver recognition for Georgetown from the 2011 Heart and Stroke Healthy City Recognition Program.

**Priority Score: 37** Responsible Department: City Planning, TEDC

Number 31, Chapter 4, Land Use Time range: Medium

**Objective L3:** Provide viable retail, office and industrial areas that support opportunities for economic development.

**Action L3.8:** Provide existing businesses economic development programs, incentives, and assistance for expansion and or relocation to areas designated on the Future Land Use Plan.

**Status:**

- TEDC and the City have policies to assist existing businesses.
- The City updated their Economic Development Incentives Guidelines in late 2008 that include policies that are incentives for new and local businesses.
- The TEDC, Chamber and the City assist with local business retention and expansion efforts via the newly formed "BR & E" partnership. Tracking software was purchased and interlocal agreements were approved between the Chamber and the City; and the Chamber and the TEDC.
- ~~In late 2008, the City and The TEDC exchanged land to allow TEDC to develop another industrial park on an 87-acre tract of land. The TEDC also adopted Economic Development Incentives Guidelines in February 2010.~~
- ~~In 2009, the TEDC secured a purchase option contract on 139 acres to secure additional land if needed for larger scale industrial prospects.~~
- ~~The Blackland Prairie's restoration project was created as a biology education and passive recreation center at the new Taylor Regional Park. In 2009, the TEDC worked~~

~~with Temple College and TSTC to secure \$805,000 from the Legislature to establish an electro-mechanical training center to support existing and new industrial employers' needs.~~

**Priority Score: 37** Responsible Department: City Planning

Number 47, Chapter 6, Transportation      Time range: Long

**Objective T3:** Create a “front door” entry and identity for the City.

**Action T3.1:** Develop a design for city entrance signs and landscaping that reflect the character of Taylor.

**Status:**

- Designs for city entrance signs and landscaping are pending creation of the Gateway Zoning district.
- ~~In Summer 2009, the city adopted the community brand “The Zest of Texas” and the Taylor Marketing Team began an internal and external marketing campaign to promote a better image of Taylor.~~
- ~~Taylor EDC president offered to assist the city in establishing a public-private Gateway Improvement District for beautification of the major gateways into Taylor, starting first with second street revitalization and SH 95.~~

**Priority Score: 36** Responsible Department: City Planning

Number 9, Chapter 4, Land Use      Time range: Long

**Objective L1:** Provide suitable areas for a variety of residential types and densities.

**Action L1.9:** Require and/or install appropriate landscaping along major arterials and local streets. Develop requirements and list of approved plants and materials.

**Status:**

No action has taken place on this goal. The City's Landscaping Ordinance does cover most of the intent of this goal, but does not highlight the major corridors as opposed to any other part of the City. The Landscaping Plan contains a list of appropriate plants and trees for Taylor's climate, as well as a list of invasive or prohibited plants for Taylor. TxDOT has included landscaping around it's interchanges in Taylor.

**Priority Score: 36** Responsible Department: WCCHD, Interagency

Number 107, Chapter 10, Health and Human Services      Time range: Long

**Objective HH2:** Work with area providers so that health and human services are supported and delivered in an effective and efficient manner.

**Action HH2.1:** Establish a strategic planning committee to develop and review recommendations periodically on public accessibility to various health and human services facilities, to include effectiveness of the public transit system.

**Status:**

- Interagency Support Council encourages CARTs to bring folks to the senior center and allow them time to pick up a bag of groceries as well as participate in the Meal on Wheels program
- A comprehensive steering committee was formed in 2010 to develop a request to the Department of Aging and Disabled Services for funding a comprehensive Aging and Disabled Resource Center for Williamson and Bastrop Counties located in Taylor at the former Middle/High School.

**Priority Score: 35** Responsible Department: City Planning, Habitat for Humanity, CHDO

Number 35, Chapter 5, Housing      Time range: Long

**Objective H3:** Assist in the provision of new low-income rental and ownership units, and a variety of housing to meet the needs of Taylor's growing and changing population.

**Action H3.2:** Support the development of a volunteer home repair service for the elderly and disabled.

**Status:**

- The City has received an Amy Young Barrier Removal Grant of up to \$91,000 to be used on five homes in Taylor for barrier removal for low-mod income residents.
- Habitat for Humanity began construction of single family homes during 2008 and continued into 2011. However, a volunteer driven effort to help repair homes is not yet available.
- The local Kiwanis Club occasionally installs ramps to homes for needy residents about once per quarter.

**Priority Score: 34** Responsible Department: City Planning, Main Street, TEDC

Number 26, Chapter 4, Land Use      Time range: Long

**Objective L4:** Preserve and enhance Downtown and Downtown Neighborhoods character and economic investment.

**Action L4.3** Create a Community Development Corporations (CDCs), and Community Housing Development Organizations (CHODOs) to address redevelopment and new housing.

**Status:**

The City has formally created a Community Development Corporation (CDC) and appointed a Board for the organization to help with affordable housing, small business assistance/development, and neighborhood redevelopment.

**Priority Score: 34** Responsible Department: City Planning, Building Inspections

Number 37, Chapter 5, Housing      Time range: Long

**Objective H4:** Assist in the preservation and rehabilitation of historic housing units.

**Action H4.1:** Revisit the housing code regarding historic preservation and rehabilitation. Investigate the use of alternative or sub codes for rehabilitation of older buildings. Currently the cost to bring historic homes up to the current building code and to the codes of historic preservation make the investment too costly.

**Status:**

See Action H1.4 above.

**Priority Score: 34** Responsible Department: WCCHD, Interagency

Number 106, Chapter 10, Health and Human Services      Time range: Long

**Objective HH2:** Work with area providers so that health and human services are supported and delivered in an effective and efficient manner.

**Action HH2.1:** Establish a strategic planning committee to develop and review recommendations periodically on manpower and expertise of the labor force needed to meet current and projected health and human services needs.

**Status:**

See Action HH2.1 above.

**Priority Score: 33** Responsible Department: City Planning

Number 34, Chapter 5, Housing      Time range: Long

**Objective H3:** Assist in the provision of new low-income rental and ownership units, and a variety of housing to meet the needs of Taylor's growing and changing population.

**Action H3.1:** Provide appropriate land use designations, zoning if applicable, and development guidelines for a senior housing complex with independent living, assisted living and nursing home care for the aging population who are no longer able to care for their homes.

**Status:**

Specific future policies are pending. Main Street Commons will provide 75 units for senior citizens, which ~~expects to begin~~ began construction this year. The applicant received tax credits from TDHCA for this project. Other developers have evaluated Taylor as a good market for senior housing. ~~During 2009~~ SPJST completed the addition of 36 units for a total of 60 units to their assisted living facility on Lakeview Drive, and the Gardens of Taylor provides 36 units for seniors during the past four years.

**Priority Score: 33** Responsible Department: City Planning, WCCHD, Interagency, Faith Based Community

Number 131, Chapter 10, Health and Human Services      Time range: Long

**Objective HH6:** Work with local organizations to celebrate diversity through community activities and events that recognize different groups

**Action HH6.5:** Support community efforts that work toward achieving a diversity of ages, incomes, household types and sizes, and cultural backgrounds throughout the City of Taylor.

**Status:**

The City has not developed any formal policies to this effect. However, the Council has supported applications for Housing Tax Credits in the past for senior housing.

**Priority Score: 33** Responsible Department: City Planning, WCCHD, Interagency, Faith Based Community

Number 132, Chapter 10, Health and Human Services      Time range: None stated

**Objective HH6:** Work with local organizations to celebrate diversity through community activities and events that recognize different groups

**Action HH6.6:** Coordinate the planning effort to assess the need for a Community Health and Human Services Center which would include a senior citizen center.

**Status:**

The United Seniors of Taylor has opened a center to be used by Taylor senior citizens for the betterment of their lives by offering various activities, fellowship and learning experiences. Monies were received for repairs, renovation and furnishing of a local facility (the old Taylor Middle School) for this purpose See Objective HH2.1

**Priority Score: 32** Responsible Department: TISD, Interagency, TCAT, WCCHD, City Planning

Number 108, Chapter 10, Health and Human Services      Time range: Long

**Objective HH3:** Formalize planning relationship among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.1:** Publicly recognize neighborhoods which have shown individual initiative to improve schools within their neighborhoods.

**Status:**

- No formal program has been developed to initiate Neighborhood Planning and consequently recognize neighborhoods for their efforts to improve their areas. However other efforts are underway.
- The Duck University students in Taylor Independent School District's 21<sup>st</sup> Century Community Learning Center After School Program are able to improve reading, math, and science skills (The new TEA Grant expires May 2014).
- Gardens of Taylor, a low income senior citizen apartments, is providing training rooms for Duck Students and volunteers.
- ~~The Interagency Support Council worked with Duck University to secure a partnership with Southwestern University to have their students come to Taylor weekly to develop more neighborhood involvement and this quarter a talent show was organized and neighborhood families participated. See HH2.1~~

**Priority Score: 32** Responsible Department: City Planning

Number 109, Chapter 10, Health and Human Services      Time range: Long

**Objective HH3:** Formalized planning relationships among the school district, Temple Community College, Williamson County, neighborhoods, and the City of Taylor by encouraging strong and continuing community and school relationships beyond the walls of facilities by utilizing the neighborhood as an educational resource.

**Action HH3.2:** Establish incentives which encourage neighborhoods to support their schools.

**Status:** Within its PTO Program, the TISD makes babysitting and food available.

**Priority Score: 30** Responsible Department: City Planning, Engineering

Number 43, Chapter 6, Transportation      Time range: Long

**Objective T2:** Explore alternative transportation modes that could be available to the residents of the City.

**Action T2.1:** Provide designated on and off street bike routes.

**Status:**

- Off-street pedestrian and bike trails have been developed through state grants (Safe Routes and STPMM).
- The city completed a fee in lieu of sidewalk construction application during 2009 to allow individuals who are required to build sidewalks to apply to pay a fee of \$3.00 (lowered from \$6.00) per square foot.
- No action has been taken to develop an updated policy or plan for on and off street bike routes besides the Comprehensive Plan.
- A sidewalk plan will need to be developed in the near future to address how and where the sidewalk funds will be expended from the fee in lieu program.

**Priority Score: 29** Responsible Department: City Planning, THA

Number 33, Chapter 5, Housing      Time range: Long

**Objective H2:** Assist in the relocation of displaced tenants due to the demolition or renovation of rental housing.

**Action H2.1:** Work with non-profits, church and community groups to help provide assistance to displaced tenants by providing temporary shelter.

**Status:** Pending-

**Priority Score: 24** Responsible Department: City Planning

Number 38, Chapter 5, Housing      Time range: Long

**Objective H5:** Encourage the development of new larger homes and high-end retirement developments in Taylor and its ETJ.

**Action H5.1:** Provide appropriate land use designations, zoning if applicable, and development guidelines for a new community for retirees, centered around a recreational facility. (Such a development is not dependent on the employment climate and could be sustained in the ETJ, while bringing more retail and support dollars to City businesses).

**Status:**

The City of Taylor adopted updated Economic Development Incentive Guidelines in August 2008 and updated it during late 2010 to encourage development of higher-end homes.

### Acronyms

1. AAA-CA - Area Agency on Aging of the Capital Area
2. BR & E - Business Retention and Expansion
3. CARTS - Capitol Area Rural Transportation System
4. CDBG - Community Development Block Grant
5. CDC - Community Development Corporation

6. CHDO - Community Housing Development Organization
7. CHEAD - Community Health Education Social Services
8. DN - Downtown Neighborhood Zoning District
9. ~~ERCOT - Electric Reliability Council of Texas~~
10. ETJ - Extra Territorial Jurisdiction
11. FAA - Federal Aviation Administration
12. GPS - Global Positioning System
13. HUD - Department of Housing and Urban Development
14. ICSC - International Council of Shopping Centers
15. IEC - International Electric Code
16. IPMC - International Property Maintenance Code
17. PTO - Parent – Teachers Organization
18. RFP - Request for Proposals
19. RPZ - Reduced Pressure Zone
20. STPMM - Surface Transportation Program Metro Mobility
21. TAMA - Taylor Area Ministerial Alliance
22. TCAT- Temple College at Taylor
23. TDHCA - Texas Department of Housing and Community Affairs
24. TEA - Texas Education Agency
25. TEDC - Taylor Economic Development Corporation
26. THA - Taylor Housing Authority
27. TISD - Taylor Independent School District
28. TSTC - Texas State Technical College
29. TxDOT - Texas Department of Transportation
30. UP- Union Pacific Railroad
31. VA - Veteran's Administration
32. VISTA - Volunteers in Service to America
33. WBCO - Williamson-Burnet County Opportunities
34. WCCHD - Williamson County and Cities Health District
35. YMCA - Young Men's Christian Association



## Comprehensive Plan Actions Summary - November

|                                          | Adopted | Mar-09 | Apr-10 | Sep-10 | Mar-11 | Oct-11 | 4/12/2012 | 11/12/2012 |
|------------------------------------------|---------|--------|--------|--------|--------|--------|-----------|------------|
| <b>Total Number of Actions</b>           | 88      |        |        |        |        |        |           |            |
| <b>Total Number of Actions Completed</b> |         | 28     | 1      | 3      | 1      | 2      | 1         | 0          |
| <b>Number of Actions Remaining</b>       |         | 60     | 59     | 56     | 55     | 53     | 52        | 52         |
| <b>Number of Short Range Actions:</b>    | 19      |        |        |        |        |        |           |            |
| Completed                                |         | 9      | 0      | 0      | 0      | 0      | 1         | 0          |
| In Progress                              |         | 10     | 10     | 10     | 10     | 10     | 9         | 9          |
| Pending/No Action                        |         | 0      | 0      | 0      | 0      | 0      | 0         | 0          |
|                                          |         | 19     | 10     | 10     | 10     | 10     | 9         | 9          |
| <b>Number of Medium Range Actions:</b>   | 26      |        |        |        |        |        |           |            |
| Completed                                |         | 12     | 1      | 1      | 0      | 0      | 0         | 0          |
| In Progress                              |         | 13     | 13     | 13     | 13     | 13     | 13        | 13         |
| Pending/No Action                        |         | 1      | 0      | 0      | 0      | 0      | 0         | 0          |
|                                          |         | 26     | 14     | 14     | 13     | 13     | 13        | 13         |
| <b>Number of Long Range Actions:</b>     | 22      |        |        |        |        |        |           |            |
| Completed                                |         | 6      | 0      | 1      | 1      | 2      | 0         | 0          |
| In Progress                              |         | 16     | 15     | 14     | 13     | 12     | 12        | 12         |
| Pending/No Action                        |         | 0      | 1      | 1      | 1      | 1      | 1         | 1          |
|                                          |         | 22     | 16     | 16     | 15     | 15     | 15        | 15         |
| <b>Number of On Going Actions:</b>       | 20      |        |        |        |        |        |           |            |
| Completed                                |         | 1      | 0      | 2      | 0      | 0      | 0         | 0          |
| In Progress                              |         | 19     | 19     | 17     | 17     | 17     | 17        | 17         |
| Pending/No Action                        |         | 0      | 0      | 0      | 0      | 0      | 0         | 0          |
|                                          |         | 20     | 19     | 17     | 17     | 17     | 17        | 17         |
|                                          | 88      | 28     | 1      | 3      | 1      | 2      | 1         | 0          |
| Total Actions Completed                  |         |        |        |        | 36     |        |           |            |



## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 4

**Agenda Title:** Accept the Tax Increment Financing (TIF) District 1 Annual Report.

**Council Action to be taken:** Approve by consent agenda

**Initiating Department:** Planning and Development

**Staff Contact:** Bob van Til, Director

### **1. INTRODUCTION/PURPOSE**

This item is intended for the Council to consider as part of the consent agenda, the annual report of the Taylor Tax Increment Financing (TIF) District.

### **2. DESCRIPTION/ JUSTIFICATION**

State law requires that the City submit an annual report of the TIF District's financial activities to the Comptroller's Office and the Attorney General's Office. Our practice is also to share the report with the County, since they are a funding-partner, the Chamber, Taylor EDC, the Taylor ISD, and the Taylor Daily Press.

The report is due before the 90<sup>th</sup> day after the fiscal year.

A TIF District is economic development financing tool. Its strength lies in that both the County and the City can contribute to the TIF Fund. The District is a distinct geography (please see the attached map). The funding for the District is derived from an 'increment' of the present property tax values over the property tax values identified in the 'base year' during which the District was created. For instance, the base year value for TIF District #1 was \$24.5 million. In 2011 property values were \$32.3 million. This difference between the two tax years (\$7.8 million) is the value on which the TIF yield is calculated. The current tax rates are applied to the incremental value and the tax yields are then deposited into the TIF Fund. The tax yield on the original \$24.5 million still goes to the respective taxing entities. The school district cannot participate in TIF Districts although they are required to have a representative on the Advisory Board. The TIF District was created to be in effect for 25 years.

The District was created in 2005 in response to one of the objectives in the 2004 Comprehensive Plan to generate funds for economic development in the Downtown area.

The City and the County both participate in the funding of the district. The funds generated are earmarked for public improvements in the district.

Disbursement of funds is made via recommendations from the TIF Advisory Board, which is the Main Street Advisory Board with representation from the Taylor ISD (Bill Mikulencak) and the County (Ed Komandosky).

### **3. FINANCIAL/BUDGET**

The balance in the TIF fund as of September 30, 2012 was \$444,427.60. This year's income from the City was \$63,489, \$38,043 from the County, and plus \$461.93 in interest.

During the reporting period the TIF fund spent \$17,647 on:

Benches in Heritage Park: \$9,547, and

Irrigation in Heritage Park: \$8,100

### **4. TIMELINE CONSIDERATIONS**

None.

### **5. RECOMMENDATION**

The TIF Advisory Board met on November 28, 2012 to review the annual report. They recommended that the Council approve the report. Staff recommends approval of the attached report.

### **6. REFERENCE FILES**

4a. [Annual report](#)

4b. [TIF District 1 Map](#)

# TAYLOR TAX INCREMENT FINANCING DISTRICT #1

## *ANNUAL REPORT*

SEPTEMBER 30, 2012

Prepared by:  
Department of Planning and Development  
The City of Taylor, Texas  
[www.taylortx.gov](http://www.taylortx.gov)  
512-352-5990

#### Legislative Requirements.

Section 311.016 of the Texas Tax Code Requires that prior to the 90<sup>th</sup> day following the last day of the City's fiscal year, the City must prepare and submit a report on the status of the Zone to the chief executive officer of each taxing entity that levies taxes in the Zone.

#### Distribution.

In accordance with this section the report will be distributed to:

City Manager of the City of Taylor,  
Superintendent of the Taylor Independent School District,  
Williamson County Judge  
Texas Attorney General's Office  
Texas Comptroller's Office

Extra copies will be provided to:

Taylor Economic Development Corporation,  
Chamber of Commerce,  
Taylor Daily Press.

Finally, the report will also be posted on the City's website.

#### Local legislative History of the District.

The Taylor Tax Increment Finance (TIF) District #1 was created by Ordinance 2005-9 on June 28, 2005. The Interlocal Agreement with Williamson County was finalized by the County Commissioners on October 25, 2005. The base year for the TIF District is January 1, 2005.

#### Geography and Map of the zone.

The zone consists of 128 acres. It is generally located in Taylor's Downtown area. However, approximately 40 percent of the district is south of the Union Pacific Rail Road.

A map of the District is attached as exhibit "A".

#### Governance.

The Taylor TIF District #1 is governed by an Advisory Board and the City Council. The Advisory Board consists of the Main Street Advisory Board and an appointee from both the Taylor Independent School District and the County.

The TIF District #1 Advisory Board is responsible for reviewing information and providing recommendations to the City Council.

#### Financial Data.

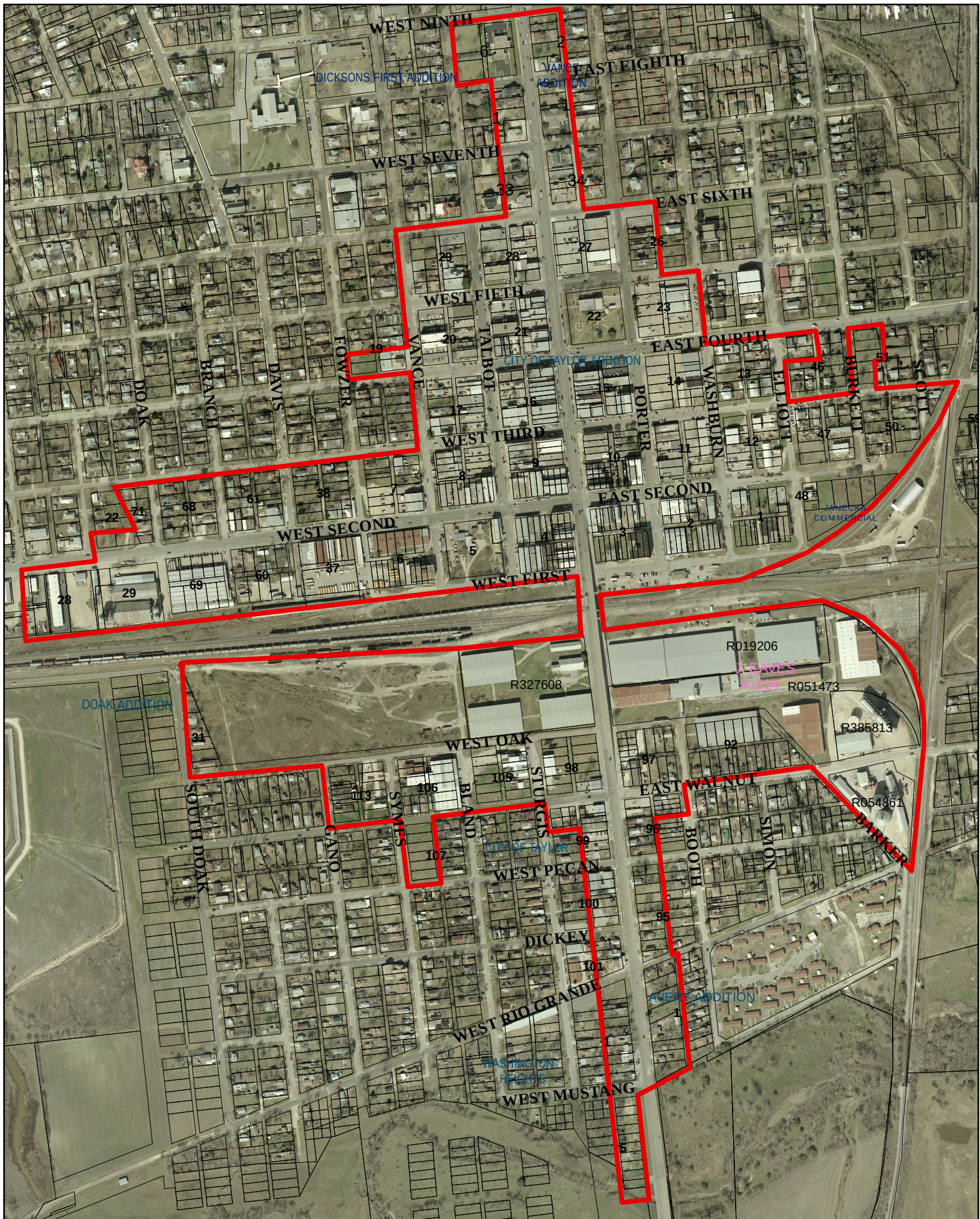
Section 311.016 of the Texas Tax Code requires that the following information be provided to each taxing unit that collects taxes in the District:

1. The amount and source of revenues in the TIF fund. The District was created on January 1, 2005. The 2012 disbursement from the City was \$63,489 and the 2012 disbursement from the County was \$38,043. Total revenue to the TIF fund #1 since its inception is \$489,074.
2. The amount and purpose of expenditures from the TIF Fund. The Fund paid for a new irrigation system in Heritage Park (\$8,100) and new benches for Heritage Park in the amount of \$9,546.61. Total 2011-2012 expenditures were \$17,647. Total expenditures since the inception of TIF Fund #1 is \$44,647.
3. The amount of principal and interest due on outstanding bonded indebtedness. The Fund has no bonded indebtedness.
4. The tax increment base and current captured appraisal value retained by the zone. The January 1, 2005 initial tax base was \$24,550,177. The 2011 taxable value was \$32,350,851. This represents a 31.8 percent increase in taxable value since 2005.
5. The captured appraisal value shared by the City and other taxing units, the total amount of tax increments received, and any additional information necessary to demonstrate compliance with the Tax Increment Financing Plan adopted by the City Council. No activity to report during this period.
6. The current balance of the TIF fund as of September 30, 2012 is **\$444,427.60**

Questions regarding this report should be directed to:

Mr. Bob van Til, AICP, CEcD  
Director of Planning and Development  
400 Porter Street  
Taylor Texas 76574  
bob.vantil@taylortx.gov  
512-352-5990 x 16





TAYLOR TIF ZONE # 1





## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 5

**Agenda Title:** Approve professional services contracts to Sledge Engineering and Langford Community Management Services, Inc for the 2012 CDBG project.

**Council Action to be taken:** Approve by consent agenda

**Initiating Department:** Planning and Development

**Staff Contact:** Bob van Til, Director

### **1. INTRODUCTION/PURPOSE**

The County CDBG program awarded the City of Taylor \$300,000 in 2012.

The purpose of this item is to approve via the consent agenda two professional services contracts for the implementation of this grant.

One contract is with Sledge Engineering for the design and engineering of the project. The other contract is with Langford for the overall administration of the project.

### **2. DESCRIPTION/ JUSTIFICATION**

The 2012 application was submitted in March of 2012. The City received notification of funding in October.

The 2012 project consists of rehabilitation of Jones and Burkett Streets from E. Lake to E 4<sup>th</sup> and the replacement of water and sewer lines (as much as we can get done with the granted funds).

### **3. FINANCIAL/BUDGET**

The total grant award was for \$500,000. The City provided a 20% local match (\$100,000).

For the 2012 round, the County granted the City \$300,000. So, the project was broken up into two parts, this year and next, which will allow us to allocate the local match in two fiscal years (approximately \$50,000 this year and \$50,000 next year).



However, we will design the entire project now and implement it in sections. The expenses associated with the design, engineering, and administration are covered by the City's local match for the project.

Sledge's contract price is for \$50,000, which includes design and engineering for entire project.

Langford's contract price is \$50,000; \$25,000 for this project and \$25,000 for the 2013 project. Should the 2013 project not be funded, the City would not be responsible for that portion of the project.

#### **4. TIMELINE CONSIDERATIONS**

The project has two years to be completed from the execution date of the contract with the County.

#### **5. RECOMMENDATION**

Staff finds that the amounts in the contracts are in line with the usual fees for these services and recommends approval of the attached contracts for professional services.

#### **6. REFERENCE FILES**

- 5a. [Sledge contract](#)
- 5b. [Langford contract](#)

# PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS

COUNTY OF WILLIAMSON

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**OWNER/CLIENT:** CITY OF TAYLOR, TX  
400 Porter Street  
Taylor, TX 76574  
(512) 352-3633  
(512) 352-8485

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This AGREEMENT is entered into by the **City of Taylor**, hereinafter called "OWNER" or "CITY" and **Sledge Engineering, LLC.**, hereinafter called "SE". In consideration of the AGREEMENTS herein, the parties agree as follows:

- I. **EMPLOYMENT OF SE:** In accordance with the terms of this AGREEMENT: OWNER agrees to employ SE; SE agrees to perform professional services in connection with the Project; OWNER agrees to pay to SE compensation. The Project is described as follows:

**CIP Program Management Services:**

**A. 2012 CDBG Street Design**

- II. **SCOPE OF SERVICES / COMPENSATION:** SE shall render professional services in connection with Project as follows. OWNER agrees to pay SE for all professional services rendered under this AGREEMENT in accordance with the following:

**Capital Improvement Project (CIP) Program Management**

**A. 2012 CDBG Street Design**

Design and survey of Jones and Burkett Streets from 4<sup>th</sup> Street to Lake Drive. Construction budget = \$500,000.

1. Project to be added to the **CIP Program Management Project List** and included in reports as existing projects. Typical CIP Program Management tasks will be performed as well.
2. **Surveying**
  - i. 100 foot wide corridor with 100' cross sections
  - ii. 1 foot contours
  - iii. Utilizing City of Taylor Horizontal and Vertical Control Network and monuments
  - iv. Delivered in hard copy and AutoCAD format

**3. Engineering Design**

- i. Design of Jones and Burkett Streets from Lake Drive to 4<sup>th</sup> Street – no utilities included.
- ii. Final Opinion of Probable Cost
- iii. All design work to be in compliance with City of Taylor specifications
- iv. Prepare contract documents and bid advertisement – for 2 separate bids
- v. Administer bidding process including questions, Addenda, and bid opening
- vi. Recommend Awards of bid to Council
- vii. Administer bidding process through digital plan room

**4. Construction Representation – 2 awards**

- a. Conduct Pre-construction meeting
- b. Review shop drawings and submittals
- c. Review lab testing on materials
- d. Provide routine observation services and reporting
- e. Conduct periodic construction meetings as-needed with contractor & City
- f. Issue instructions from City to contractor with interpretations and clarifications of plans and specifications
- g. Prepare change orders
- h. Make recommendations as to acceptability of work
- i. Prepare sketches to resolve problems due to field conditions encountered
- j. Review progress payments / make recommendations
- k. Review contractor's Record Drawing information
- l. Make final inspections at completion
- m. Provide follow-up inspections for Maintenance Bonds

**SERVICES NOT INCLUDED:**

- 1. Environmental Assessments
- 2. Water system Modeling
- 3. Easement document preparation
- 4. Geotechnical engineering
- 5. Fees of any kind
- 6. Floodplain analysis
- 7. Other services not specifically referenced within this agreement.

**LUMP SUM COMPENSATION:**

- 1. Add to the **CIP Program Management Project List**\_\_\_\_\_included
- 2. **Surveying** \_\_\_\_\_ **\$10,000**
- 3. **Engineering Design** \_\_\_\_\_ **\$32,500**
- 4. **Construction Representation** services \_\_\_\_\_ **\$7,500**
- Total All Tasks** \_\_\_\_\_ **\$50,000**

Progress payments may be requested by SE based on the amount of services completed. Payment for the services of SE shall be due and payable upon receipt.

**III. TERMS AND CONDITIONS OF AGREEMENT:**

The following Terms and Conditions of Agreement shall govern the relationship between the

2012 CDBG Streets - City of Taylor, TX

Page 2 of 4

**sledge**  
ENGINEERING LLC

OWNER and SE.

- A. INFORMATION FURNISHED BY OWNER:** Owner will assist SE by placing at SE's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project. SE shall have no liability for defects or negligence in the Services attributable to SE's reliance upon or use of data, design criteria, drawings, specifications or other information furnished by Owner. SE shall disclose to Owner, prior to use thereof, defects or omissions in the data, design criteria, drawings, specifications or other information furnished by Owner to SE that SE may reasonably discover in its review and inspection thereof.
- B. OPINION OF PROBABLE COSTS:** SE will furnish an opinion of probable project development cost based on present day cost, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs prepared by SE hereunder will be made on the basis of SE's experience and qualifications and represent SE's judgment as an experienced and qualified professional. It is recognized, however, that SE does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining their prices.
- C. CONSTRUCTION REPRESENTATION:** If required by the AGREEMENT, SE will furnish Construction Representation according to the defined scope for these services. SE will observe the progress and the quality of work to determine in general if the work is proceeding in accordance with the Contract Documents. In performing these services, SE will endeavor to protect Owner against defects and deficiencies in the work of Contractors; SE will report any observed deficiencies to Owner; however, it is understood that SE does not guarantee the Contractor's performance, nor is SE responsible for the supervision of the Contractor's operation and employees. SE shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor, or the safety precautions and programs incident to the work of the Contractor. SE shall not be responsible for the acts or omissions of any person (except their own employees or agents) at the Project site or otherwise performing any of the work of the Project.
- D. MEDIATION:** Prior to arbitration or litigation, the parties shall endeavor to settle disputes by mediation unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitations.
- E. TERMINATION:** This Agreement may be terminated with or without cause by either party upon seven days prior written notice to the non-terminating party. If this agreement is terminated during the course of performance of the work, SE shall be paid the reasonable value of the services performed during the period prior to the effective dates of termination of the agreement. If, prior to termination of this agreement, any work designed or specified by SE during any phase of the work is suspended in whole or in part for more than three months or abandoned after written notice from the Owner, SE shall be paid for such services performed to receipt of such notice.

Nothing under this AGREEMENT shall be construed to give any rights or benefits in this AGREEMENT to anyone other than OWNER and SE, and all duties and responsibilities undertaken pursuant to this AGREEMENT will be for the sole and exclusive benefit of OWNER and SE and not for the benefit of any other party.

This AGREEMENT constitutes the entire AGREEMENT between OWNER and SE and supersedes all prior written or oral understandings.

This contract is executed in two counterparts. IN TESTIMONY HEREOF, they have executed this AGREEMENT:

CITY OF TAYLOR (OWNER)

SLEDGE ENGINEERING, LLC (SE)

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: Casey B. Sledge

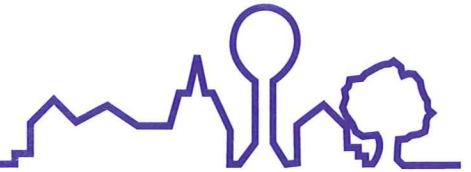
Title: \_\_\_\_\_

Title: President

Date: \_\_\_\_\_

Date: 12/7/12





December 7, 2012

Mr. Jim Dunaway  
City Manager  
City of Taylor  
400 Porter St.  
Taylor, Texas 76574

Re: City of Taylor FY 2012 & 13 CDBG Project  
Williamson County U.S. Department of Housing and Urban Development  
Street Improvements

Dear Mr. Dunaway:

Insofar as Langford Community Management Services was selected by the City to administer its grant from the Williamson County Community Development Block Grant (CDBG) Entitlement Program through the Department of Housing and Urban Development (HUD) and will be paid with local match funds, I am pleased to submit this contractual document to the City of Taylor.

### Scope of Services

Langford Community Management Services will administer the grant funds in accordance with the County and HUD guidelines, in compliance with all applicable state and federal statutes, terms, and conditions as per the attached list.

This contract for service shall include, as a minimum, the following:

Set-up recordkeeping: A file system will be prepared for the City with a duplicate set kept at our office.

This file system will include sections with the following divisions:

- a) Project Application
- b) Pre-award Documentation
- c) Agreement
- d) Financial Records
- e) Construction
- f) Monitoring and Regulatory Compliance

Assure Environmental Clearance.

Review construction documents for inclusion of all necessary forms.

Request Wage Rates from County.

Assure Bid Advertisements are current and meet state and federal regulations.

Assure EEO is included and met in each procurement process and documented in files.

Attend Bid Opening.

Clear Contractor through regulatory process.

Assist Engineers and City in recommendation to City Council for hiring construction company.

Assure payment and performance bonds are included in construction contract.

Complete any necessary Budget Modifications or agreement modifications.

Hold preconstruction conference with construction company to review regulations and requirements.

Prepare and submit payment requests.

Assistance with acquisition process if necessary.

Monitor and assure compliance with Davis-Bacon Wage Rates including the completion of interviews with construction workers to compare with payrolls.

Assure compliance with Fair Housing and EEO regulations and requirements.

Submit monthly progress reports to County.

Complete Close-out documentation.

Attend and complete monitoring of project.

Complete any final documentation post monitoring if necessary.

Method of Payment

The total amount of \$50,000.00 (fifty thousand dollars) in local match funds will be paid to Langford Community Management Services for performing the above listed scope of services for the 2012 & 2013 fiscal years. Payments will be made by the City to Langford Community Management Services according to the following milestones:

2012 Project - \$300,000

|                                                          |                   |
|----------------------------------------------------------|-------------------|
| 1. Establishment of Record-keeping System                | \$4,500.00        |
| 2. Complete start-up documentation and contract          | \$1,000.00        |
| 2. Assure Environmental/Special Conditions Clearance     | \$5,000.00        |
| 3. Completion of all Acquisition Activities              | \$ 500.00         |
| 4. Design Phase/Bid                                      | \$3,500.00        |
| 5. Comply with EEO/Fair Housing/Section 504 Requirements | \$ 500.00         |
| 6. Preconstruction Phase                                 | \$3,500.00        |
| 7. Construction Phase                                    | \$5,000.00        |
| 8. Filing of all Required Close-out Information          | <u>\$1,500.00</u> |
| Total                                                    | \$25,000.00       |

2013 Project - \$200,000

|                                                          |                   |
|----------------------------------------------------------|-------------------|
| 1. Establishment of Record-keeping System                | \$4,500.00        |
| 2. Complete start-up documentation and contract          | \$1,000.00        |
| 2. Assure Environmental/Special Conditions Clearance     | \$5,000.00        |
| 3. Completion of all Acquisition Activities              | \$ 500.00         |
| 4. Design Phase/Bid                                      | \$3,500.00        |
| 5. Comply with EEO/Fair Housing/Section 504 Requirements | \$ 500.00         |
| 6. Preconstruction Phase                                 | \$3,500.00        |
| 7. Construction Phase                                    | \$5,000.00        |
| 8. Filing of all Required Close-out Information          | <u>\$1,500.00</u> |
| Total                                                    | \$25,000.00       |



Additional Services

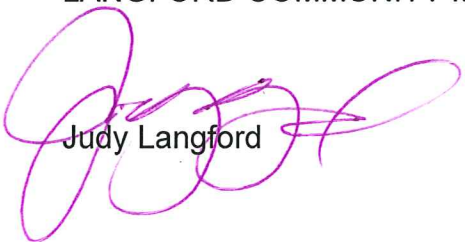
The City and Langford Community Management Services will negotiate a mutually acceptable amendment to this contract for any additional services above the normal day-to-day administration of this grant.

Special Provisions

1. Langford Community Management Services will work with the City Manager as the primary contact and local liaison.
2. This contract may be terminated by either party submitting a written explanation for cancellation at least thirty days prior to the effective cancellation date, upon agreement of the other party, and upon payment of any and all fees due for work completed through the date that the written notice of Langford Community Management Services is received.

If you are in agreement with the terms of this contract, please sign two original contracts, keep one for your files and return the other to me.

Sincerely,  
LANGFORD COMMUNITY MANAGEMENT SERVICES



Judy Langford

Attachment

Accepted and agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2012

Signed: \_\_\_\_\_  
Jim Dunaway, City Manager  
City of Taylor

## ATTACHMENT

### STATE AND FEDERAL STATUTES, TERMS AND CONDITIONS APPLICABLE TO THE ADMINISTRATION OF THE CITY OF TAYLOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

1. Vernon's Annotated Texas Statutes, Article 66-4, Professional Services Procurement Act, which permits and outlines state requirements for municipalities and counties regarding procurement of professional services.
2. Executive Order 11246, paragraphs a-c: Equal Employment Opportunity.
3. Title VI of the Civil Rights Act, which requires that no one may be denied access to benefits from projects which receive federal assistance.
4. Section 109 of the Housing and Community Development Act of 1974: Nondiscrimination related to benefits from projects funded specifically under Title I of the Act.
5. Section 3 of the HUD Act of 1968, which requires that maximum effort be made to provide employment, training, and business opportunities to low income families and/or residents of the project area.
6. Access to Records, which requires that the contractor's records be open to inspection by any federal, state, or local agency that has monitoring responsibility for the TCDP-funded project.
7. Conflict of Interest, which provides guidelines for cases in which actual or potential conflicts of interest might occur.



## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 6

**Agenda Title:** Approve renewing agreement with First Southwest Asset Management, Inc. for arbitrage compliance services.

**Council Action to be taken:** Approve by consent

**Initiating Department:** Finance Department

**Staff Contact:** Rosemarie Dennis  
Finance Director

### **1. INTRODUCTION/PURPOSE**

The purpose of this item on the agenda is to seek approval from council for the City to enter into an agreement for arbitrage rebate compliance services with First Southwest Asset Management, Inc.

### **2. DESCRIPTION/ JUSTIFICATION**

First Southwest has been providing arbitrage rebate services to the City of Taylor since 1990. The contract has been on a five year contract basis and renewed when expired. Our current contract expired on March 12, 2012, an oversight on my part that this did not get renewed and brought before City Council that time.

First Southwest is proposing that the annual base fee to the City be \$1,200 which includes all of the comprehensive arbitrage compliance services. In the previous contract we were paying an annual base of \$2,000 with additional fee charges for more complex scenarios calculation. According to First Southwest the reduction in cost is due to the current economic environment, investment options and strategies have become less complex. This translates to a reduced level of difficulty in the rebate calculations and time on their part to produce time. Basically they are passing cost savings to us and their clients.

In order to comply with the Internal Revenue Service (section 148 of the Code) requirements of the arbitrage regulations these rules must be adhere to. An executed contract with First Southwest Asset Management, Inc. will ensure that we stay in compliance with this regulation.

### **3. FINANCIAL/BUDGET**

In the FY2012-13 budget there is \$5,000 budgeted for this service.

### **4. TIMELINE CONSIDERATIONS**

N/A

### **5. RECOMMENDATION**

Staff recommends the approval for the City to enter into an agreement with First Southwest Asset Management, Inc. for Arbitrage Rebate Compliance Services.

### **6. REFERENCE FILES**

6a [Arbitrage Rebate](#) Compliance Service Agreement

6b [City Attorney's Letter](#)

6c [Asset Management](#) Services Brochure

**AGREEMENT FOR  
ARBITRAGE REBATE COMPLIANCE SERVICES  
BETWEEN  
CITY OF TAYLOR, TEXAS  
(Hereinafter Referred to as the "Issuer")  
AND  
FIRST SOUTHWEST ASSET MANAGEMENT, INC.  
(Hereinafter Referred to as "First Southwest")**

It is understood and agreed that the Issuer, in connection with the sale and delivery of certain bonds, notes, certificates, or other tax-exempt obligations (the "**Obligations**"), will have the need to determine to what extent, if any, it will be required to rebate certain investment earnings (the amount of such rebate being referred to herein as the "**Arbitrage Amount**") from the proceeds of the Obligations to the United States of America pursuant to the provisions of Section 148(f)(2) of the Internal Revenue Code of 1986, as amended (the "**Code**"). For purposes of this Agreement, the term "Arbitrage Amount" includes payments made under the election to pay penalty in lieu of rebate for a qualified construction issue under Section 148(f)(4) of the Code.

We are pleased to submit the following proposal for consideration; and if the proposal is accepted by the Issuer, it shall become the agreement (the "**Agreement**") between the Issuer and First Southwest effective at the date of its acceptance as provided for herein below.

1. This Agreement shall apply to all issues of tax-exempt Obligations delivered subsequent to the effective date of the rebate requirements under the Code, except for (i) issues which qualify for exceptions to the rebate requirements in accordance with Section 148 of the Code and related Treasury regulations, or (ii) issues excluded by the Issuer in writing in accordance with the further provisions hereof, (iii) new issues effected in a fashion whereby First Southwest is unaware of the existence of such issue, (iv) issues in which, for reasons outside the control of First Southwest, First Southwest is unable to procure the necessary information required to perform such services.

**Covenants of First Southwest**

2. We agree to provide our professional services in determining the Arbitrage Amount with regard to the Obligations. The Issuer will assume and pay the fee of First Southwest as such fee is set out in Appendix A attached hereto. First Southwest shall not be responsible for any extraordinary expenses incurred on behalf of Issuer in connection with providing such professional services, including any costs incident to litigation, mandamus action, test case or other similar legal actions.
3. We agree to perform the following duties in connection with providing arbitrage rebate compliance services:
  - a. To cooperate fully with the Issuer in reviewing the schedule of investments made by the Issuer with (i) proceeds from the Obligations, and (ii) proceeds of other funds of the Issuer which, under Treasury Regulations Section 1.148, or any successor regulations thereto, are subject to the rebate requirements of the Code;
  - b. To perform, or cause to be performed, consistent with the Code and the regulations promulgated thereunder, calculations to determine the Arbitrage Amount under Section 148(f)(2) of the Code; and
  - c. To provide a report to the Issuer specifying the Arbitrage Amount based upon the investment schedule, the calculations of bond yield and investment yield, and other information deemed relevant by First Southwest. In undertaking to provide the services set forth in paragraph 2 and this paragraph 3, First Southwest does not assume any responsibility for any record retention requirements which the Issuer may have under the Code or other applicable laws, it being understood that the Issuer shall remain responsible for compliance with any such record retention requirements.



## **Covenants of the Issuer**

4. In connection with the performance of the aforesaid duties, the Issuer agrees to the following:
  - a. The fees due to First Southwest in providing arbitrage rebate compliance services shall be calculated in accordance with Appendix A attached hereto. The fees will be payable upon delivery of the report prepared by First Southwest for each issue of Obligations during the term of this Agreement.
  - b. The Issuer will provide First Southwest all information regarding the issuance of the Obligations and the investment of the proceeds therefrom, and any other information necessary in connection with calculating the Arbitrage Amount. First Southwest will rely on the information supplied by the Issuer without inquiry, it being understood that First Southwest will not conduct an audit or take any other steps to verify the accuracy or authenticity of the information provided by the Issuer.
  - c. The Issuer will notify First Southwest in writing of the retirement, prior to the scheduled maturity, of any Obligations included under the scope of this Agreement within 30 days of such retirement. This notification is required to provide sufficient time to comply with Treasury Regulations Section 1.148-3(g) which requires final payment of any Arbitrage Amount within 60 days of the final retirement of the Obligations. In the event the Issuer fails to notify First Southwest in a timely manner as provided hereinabove, First Southwest shall have no further obligation or responsibility to provide any services under this Agreement with respect to such retired Obligations.
5. In providing the services set forth in this Agreement, it is agreed that First Southwest shall not incur any liability for any error of judgment made in good faith by a responsible officer or officers thereof and, except to the limited extent set forth in this paragraph, shall not incur any liability for any other errors or omissions, unless it shall be proved that such error or omission was a result of the gross negligence or willful misconduct of said officer or officers. In the event a payment is assessed by the Internal Revenue Service due to an error by First Southwest, the Issuer will be responsible for paying the correct Arbitrage Amount and First Southwest's liability shall not exceed the amount of any penalty or interest imposed on the Arbitrage Amount as a result of such error.

## **Obligations Issued Subsequent to Initial Contract**

6. The services contracted for under this Agreement will automatically extend to any additional Obligations (including financing lease obligations) issued during the term of this Agreement, if such Obligations are subject to the rebate requirements under Section 148(f)(2) of the Code. In connection with the issuance of additional Obligations, the Issuer agrees to the following:
  - a. The Issuer will notify or cause the notification, in writing, to First Southwest of any tax-exempt financing (including financing lease obligations) issued by the Issuer during any calendar year of this Agreement, and will provide First Southwest with such information regarding such Obligations as First Southwest may request in connection with its performance of the arbitrage rebate services contracted for hereunder. If such notice is not provided to First Southwest with regard to a particular issue, First Southwest shall have no obligation to provide any services hereunder with respect to such issue.
  - b. At the option of the Issuer, any additional Obligations to be issued subsequent to the execution of this Agreement may be excluded from the services provided for herein. In order to exclude an issue, the Issuer must notify First Southwest in writing of their intent to exclude any specific Obligations from the scope of this Agreement, which exclusion shall be permanent for the full life of the Obligations; and after receipt of such notice, First Southwest shall have no obligation to provide any services under this Agreement with respect to such excluded Obligations.

### Effective Date of Agreement

7. This Agreement shall become effective at the date of acceptance by the Issuer as set out herein below and remain in effect thereafter for a period of five (5) years from the date of acceptance, provided, however, that this Agreement may be terminated with or without cause by the Issuer or First Southwest upon thirty (30) days prior written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to First Southwest for services provided and extraordinary expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated prior to the completion of its stated term, all records provided to First Southwest with respect to the investment of monies by the Issuer shall be returned to the Issuer as soon as practicable following written request by Issuer. In addition, the parties hereto agree that, upon termination of this Agreement, First Southwest shall have no continuing obligation to the Issuer regarding any arbitrage rebate related services contemplated herein, regardless of whether such services have previously been undertaken, completed or performed.

### Acceptance of Agreement

8. This Agreement is submitted in duplicate originals. When accepted by the Issuer in accordance with the terms hereof, it, together with Appendix A attached hereto, will constitute the entire Agreement between the Issuer and First Southwest for the purposes and the consideration herein specified. In order for this Agreement to become effective, it must be accepted by the Issuer within sixty (60) days of the date appearing below the signature of First Southwest's authorized representative hereon. After the expiration of such 60-day period, acceptance by the Issuer shall only become effective upon delivery of written acknowledgement and reaffirmation by First Southwest that the terms and conditions set forth in this Agreement remain acceptable to First Southwest.

### Governing Law

9. This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without regard to its principles of conflicts of laws.

Acceptance will be indicated on both copies and the return of one executed copy to First Southwest.

Respectfully submitted,

FIRST SOUTHWEST ASSET MANAGEMENT, INC.

By Hill A. Feinberg

Hill A. Feinberg, Chairman & Chief Executive Officer

Date \_\_\_\_\_

### ISSUER'S ACCEPTANCE CLAUSE

The above and foregoing is hereby in all things accepted and approved by

\_\_\_\_\_, on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

By \_\_\_\_\_  
Authorized Representative

Title \_\_\_\_\_

Printed Name \_\_\_\_\_



## **APPENDIX A - FEES**

The Obligations to be covered initially under this contract include all issues of tax-exempt obligations delivered subsequent to the effective dates of the rebate requirements, under the Code, except as set forth in Section I of the Agreement.

The fee for any Obligations under this contract shall only be payable if a computation is required under Section 148(f)(2) of the Code. In the event that any of the Obligations fall within an exclusion to the computation requirement as defined by Section 148 of the Code or related regulations and no calculations were required by First Southwest to make that determination, no fee will be charged for such issue. For example, certain obligations are excluded from the rebate computation requirement if the proceeds are spent within specific time periods. In the event a particular issue of Obligations fulfills the exclusion requirements of the Code or related regulations, the specified fee will be waived by First Southwest if no calculations were required to make the determination.

First Southwest's fee for arbitrage rebate services is based upon a fixed annual fee per issue. The annual fee is charged based upon the number of years that proceeds exist subject to rebate from the delivery date of the issue to the computation date.

First Southwest's fees are payable upon delivery of the report. The first report will be made following one year from the date of delivery of the Obligations and on each computation date thereafter during the term of the Agreement. The fees for computations of the Arbitrage Amount which encompass more, or less, than one Computation Year shall be prorated to reflect the longer, or shorter, period of work performed during that period.

The fee for each of the Obligations included in this contract shall be based on the table below.

Additionally, due to significant time saving efficiencies realized when investment information is submitted in an electronic format, First Southwest passes the savings to its clients by offering a 10% reduction in its fees if information is provided in a spreadsheet or electronic text file format.

| Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Annual Fee      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>ANNUAL FEE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>\$1,200</b>  |
| <b>COMPREHENSIVE ARBITRAGE COMPLIANCE SERVICES INCLUDE:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                 |
| <ul style="list-style-type: none"><li>• Commingled Funds Analysis &amp; Calculations</li><li>• Spending Exception Analysis &amp; Calculations</li><li>• Yield Restriction Analysis &amp; Calculations<br/>(for yield restricted Project Funds, Reserve Funds, Escrow Funds, etc.)</li><li>• Parity Reserve Fund Allocations</li><li>• Transferred Proceeds Calculations</li><li>• Universal Cap Calculations</li><li>• Debt Service Fund Calculations (including earnings test when required)</li><li>• Preparation of all Required IRS Paperwork for Making a Rebate Payment / Yield Reduction Payment</li><li>• Retention of Records Provided for Arbitrage Computations</li><li>• IRS Audit Assistance</li><li>• Delivery of Rebate Calculations Each Year That Meets the Timing Requirements of the Audit Schedule</li><li>• On-Site Meetings, as Appropriate, to Discuss Calculation Results / Subsequent Planning Items</li></ul> | <b>INCLUDED</b> |
| <b>OTHER SERVICES AVAILABLE:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                 |
| <b>IRS Refund Request</b> – Update calculation, prepare refund request package, and assist issuer as necessary in responding to subsequent IRS Information Requests                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>\$750</b>    |
| <b>Commercial Paper Calculations</b> – Per allocated issue                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>\$1,600</b>  |



## EXPLANATION OF TERMS:

- a. **Computation Year:** A “Computation Year” represents a one year period from the delivery date of the issue to the date that is one calendar year after the delivery date, and each subsequent one-year period thereafter. Therefore, if a calculation is required that covers more than one “computation year,” the annual fee is multiplied by the number of computation years contained in the calculation being performed. If a calculation includes a portion of a computation year, i.e., if the calculation includes 1 ½ computation years, then the base fee will be multiplied by 1.5.
- b. **Electronic Data Submission:** The data should be provided electronically in MS Excel or ASCII text file (comma delimited text preferred) with the date, description, dollar amount, and an activity code (if not in debit and credit format) on the same line in the file.
- c. **Variable/Floating Rate Bond Issues:** Special services are also required to perform the arbitrage rebate calculations for variable rate bonds. A bond is a variable rate bond if the interest rate paid on the bond is dependent upon an index which is subject to changes subsequent to the issuance of the bonds. The computational requirements of a variable rate issue are more complex than those of a fixed rate issue and, accordingly, require significantly more time to calculate. The additional complexity is primarily related to the computation of the bond yield, which must be calculated on a “bond year” basis. Additionally, the regulations provide certain flexibility in computing the bond yield and determining the arbitrage amount over the first IRS reporting period; consequently, increased calculations are required to determine which bond yield calculation produces the lowest arbitrage amount.
- d. **Commingled Fund Allocations:** By definition, a commingled fund is one that contains either proceeds of more than one bond issue or proceeds of a bond issue and non-bond proceeds (i.e., revenues) of \$25,000 or more. The arbitrage regulations, while permitting the commingling of funds, require that the proceeds of the bond issue(s) be “carved out” for purposes of determining the arbitrage amount. Additionally, interest earnings must be allocated to the portion of the commingled fund that represents proceeds of the issue(s) in question. Permitted “safe-harbor” methods (that is, methods that are outlined in the arbitrage regulations and, accordingly, cannot be questioned by the IRS under audit), exist for allocating expenditures and interest earnings to issues in a commingled fund. First Southwest uses one of the applicable safe-harbor methods when doing these calculations.
- e. **Debt Service Reserve Funds:** The authorizing documents for many revenue bond issues require that a separate fund be established (the “Reserve Fund”) into which either bond proceeds or revenues are deposited in an amount equal to some designated level, such as average annual debt service on all parity bonds. This Reserve Fund is established for the benefit of the bondholders as additional security for payment on the debt. In most cases, the balance in the Reserve Fund remains stable throughout the life of the bond issue. Reserve Funds, whether funded with bond proceeds or revenues, must be included in all rebate calculations.
- f. **Debt Service Fund Calculations:** Issuers are required under the regulations to analyze the invested balances in their debt service funds annually to determine whether the fund depletes as required during the year and is, therefore, “bona fide” (i.e., potentially exempt from rebate in that year). It is not uncommon for surplus balances to develop in the debt service fund that services an issuer’s tax supported debt, particularly due to timing differences of when the funds were due to be collected versus when the funds were actually collected. First Southwest performs this formal analysis of the debt service fund and, should it be determined that a surplus balance exists in the fund during a given year, allocates the surplus balance among the various issues serviced by the fund in a manner that is acceptable under IRS review.
- g. **Earnings Test for Debt Service Funds:** Certain types of bond issues require an additional level of analysis for the debt service fund, even if the fund depletes as required under the regulations and is “bona fide.” For short-term, fixed rate issues, private activity issues, and variable rate issues, the regulations require that an “earnings test” be performed on a bona fide debt service fund to determine if the interest earnings reached \$100,000 during the year. In cases where the earnings reach or exceed the \$100,000 threshold, the entire fund (not just the surplus or residual portion) is subject to rebate.
- h. **Transferred Proceeds Calculations:** When a bond issue is refinanced (refunded) by another issue, special services relating to “transferred proceeds” calculations may need to be performed. Under the regulations, when proceeds of a refunding issue are used to retire principal of a prior issue, a pro-rata portion of the unspent proceeds of the prior issue becomes subject to rebate and/or yield restriction as transferred proceeds of the refunding issue. The refunding issue essentially “adopts” the unspent proceeds of the prior issue for purposes of the arbitrage calculations. These

calculations are required under the regulations to ensure that issuers continue to exercise due diligence to complete the project(s) for which the prior bonds were issued.

- i. **Universal Cap:** Current regulations provide an overall limitation on the amount of gross proceeds allocable to an issue. Simply stated, the value of investments allocated to an issue cannot exceed the value of all outstanding bonds of the issue. For example, this situation can occur if an issuer encounters significant construction delays or enters into litigation with a contractor. It may take months or even years to resolve the problems and begin or resume spending the bond proceeds; however, during this time the debt service payments are still being paid, including any scheduled principal payments. Thus, it's possible for the value of the investments purchased with bond proceeds to exceed the value of the bonds outstanding. In such cases, a "de-allocation" of proceeds may be required to comply with the limitation rules outlined in the regulations.
- j. **Yield Restriction Analysis/Yield Reduction Computations:** The IRS strongly encourages issuers to spend the proceeds of each bond issue as quickly as possible to achieve the governmental purpose for which the bonds were issued. Certain types of proceeds can qualify for a "temporary period," during which time the proceeds may be invested at a yield higher than the yield on the bonds without jeopardizing the tax-exempt status of the issue. The most common temporary period is the three-year temporary period for capital project proceeds. After the end of the temporary period, the proceeds must be yield restricted or the issuer must remit the appropriate yield reduction payment when due. First Southwest performs a comprehensive yield restriction analysis when appropriate for all issues having proceeds remaining at the end of the applicable temporary period and also calculates the amount of the yield reduction payment due to the IRS.

LAW FIRM OF TED W. HEJL

ATTORNEYS AT LAW

311 TALBOT STREET

P. O. Box 192

TAYLOR, TEXAS 76574

TED W. HEJL

MARK J. SCHROEDER

(512) 365-6348

(512) 365-2226 FAX

December 6, 2012

Ms. Rosemarie Dennis  
Finance Director  
City of Taylor  
400 Porter Street  
Taylor, Texas 76574

Regarding Agreement for Arbitrage Rebate Compliance Services,  
City of Taylor, and First Southwest Asset Management, Inc.  
("Agreement")

Dear Rose:

This letter corrects my earlier letter of today. Please verify the rates in Appendix "A" are acceptable to you on behalf of the City.

The Agreement term is five years and begins upon City acceptance. However, either party can terminate with or without cause upon a thirty day prior written notice to the other party.

The Agreement provides that First Southwest shall not incur any liability for judgment errors rendered in good faith except when proven to be made with gross negligence or by willful misconduct. In addition, First Southwest is liable only to the extent of the penalty or interest imposed on the arbitrage amount resulting from the error. In effect, there is no liability to First Southwest.

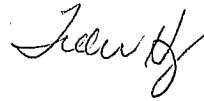
Please review the Annual Fee in consideration of the "Computation Year" as defined in the Agreement. The Computation Year will be a multiplier of the Annual Fee.

The Agreement is virtually the same as the previous agreement with First Southwest Asset Management, Inc. Consequently, you should be familiar with the Agreement and First Southwest. However, please direct any questions that you

may have regarding the Agreement to me and I will be happy to address them.

Very truly yours,

LAW FIRM OF TED W. HEJL

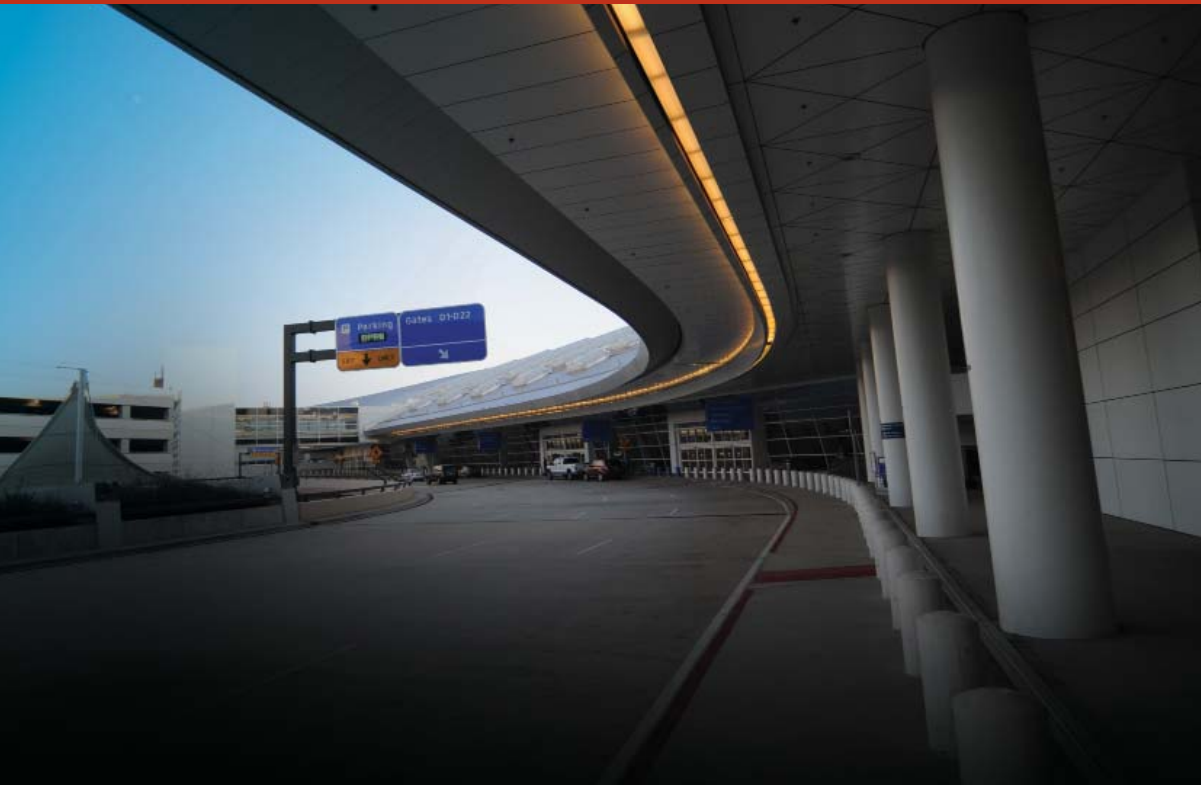
A handwritten signature in cursive script, appearing to read "Ted W. Hejl".

Ted W. Hejl

TWH:dr

cc: Jim Dunaway  
Jeff Straub

# ASSET MANAGEMENT



**F**irstSouthwest Asset Management  
delivers expertise and prudent  
investment strategies for public sector  
clients nationwide.



# FirstSouthwest Asset Management – Advice Informed by Expertise.

Since 1946, FirstSouthwest has been a trusted leader in public finance, providing financial advisory and underwriting services to public sector entities nationwide. In 1991, the Firm expanded its offering to include asset management services through the formation of FirstSouthwest Asset Management, an independent investment advisor registered with the Securities and Exchange Commission (SEC).

Today, the dedicated professionals at FirstSouthwest Asset Management work closely with our clients to deliver expertise across three primary areas:

- Arbitrage Rebate
- Investment Management
- Government Investment Pools

## **ARBITRAGE REBATE COMPLIANCE**

FirstSouthwest's arbitrage rebate compliance services practice is one of the largest in the United States. Since 1987, we have focused exclusively on Internal Revenue Service (IRS) compliance to assist our clients in preserving the tax-exempt status of their bond issues.

### **Accuracy**

Our reputation is only as good as the accuracy of our calculations. This accuracy is the result of a uniquely demanding calculation and review methodology.

We developed proprietary software specifically for arbitrage rebate calculations. Our secure system allows for global updates required by IRS regulation revisions and a single source to test the accuracy of the revisions.

Our copyrighted checklist addresses regulatory requirements as well as permitted alternatives, which enables us to minimize arbitrage liabilities for our clients while maintaining compliance with the regulations.

All calculations are reviewed in detail by at least three individual arbitrage professionals. This three-tier calculation review process significantly reduces the potential for overlooked planning opportunities.

### **Technical Qualifications**

Our senior staff collectively possesses almost 60 years experience in arbitrage compliance and two Certified Public Accountants.

This expertise gives our clients more than just accuracy. It enables us to quickly familiarize ourselves with each client's accounting system, customize a non-invasive calculation approach that demands less of our clients' time, and evaluate the various permitted elections, enabling us to determine the most beneficial compliance methodology.

### **Experience with the IRS**

We maintain an ongoing relationship with the Exempt Organization/Tax Exempt Bond division of the IRS which audits issuers of tax-exempt bonds. This enables us to successfully assist our clients in navigating IRS Information Requests and provide detailed technical support to IRS agents' questions for issues under audit.

## **INVESTMENT MANAGEMENT**

We specialize in providing prudent investment advice to local government clients, proactively offering knowledge and expertise to supplement and support our clients' existing internal staff.

We are an independent, SEC-registered investment advisor and currently provide investment advice on more than \$10 billion in public sector assets.

### **A Focused Approach to Public Funds Management**

Each of our professionals takes a very personalized and focused approach to managing public funds. Our clients appreciate that our Firm:

- Recognizes that the primary objective is to maintain safety of principal while ensuring adequate liquidity
- Presents market-appropriate investment strategies to help each client realize their goals
- Identifies prudent investments to protect earnings
- Offers cost-effective and competitive access to capital markets through dozens of independent broker-dealers
- Proactively updates clients on changing market conditions and their potential effect on portfolios

#### **Comprehensive Services**

We provide a full range of investment management and advisory services, including:

**Portfolio Management** We can assist each client with the investment management function by reviewing estimated cash flow needs, developing investment policies, formulating strategies, analyzing investment alternatives, selecting securities, overseeing security settlement and preparing investment reports.

**Investment Policy and Portfolio Compliance Review** We can also work closely with each client to perform thorough reviews of their entire investment process, to include assessing risks, reviewing transactions, and analyzing current strategies and procedures. We can then provide a perspective on what steps might be considered to improve earnings and reduce exposures.

**Advisory Services** Finally, we can also perform oversight functions that reduce the potential for investment-related problems. This service is most appropriate for larger, local governments with existing staffs who can benefit from independent support of their investment program from registered investment advisors who understand the unique objectives and constraints of the public sector.

#### **GOVERNMENT INVESTMENT POOLS**

Along with partner JPMorgan Investment Management, FirstSouthwest Asset Management administers two investment pools for local Texas governments: TexSTAR and LOGIC.

Through these highly regarded programs, we offer Texas local governments prudent investment options for their cash management programs that provide preservation of principal, daily liquidity, portfolio diversification, and competitive yields, combined with an uncompromising commitment to service.

The investment pools are conservatively managed in full compliance with the Texas Public Funds Investment Act (PFIA). Both are rated AAAM by Standard & Poor's and maintain a weighted average maturity of 60 days or less. With each pool, we seek to maintain a constant dollar objective and fulfill all the requirements of the Texas PFIA for local government investment pools.

TexSTAR invests in treasury and agency securities and repurchase agreements fully collateralized by government securities, while LOGIC provides additional diversification by investing in treasury and agency securities and repurchase agreements as well as prime commercial paper.

#### **Superior Ratings**

TexSTAR and LOGIC carry Standard & Poor's highest rating. The AAAM rating reflects the pools' excellent safety and superior capacity to maintain principal.

#### **Flexible Access**

The pools offer our clients the flexibility and the technology to access funds daily with no penalties; interest is accrued daily and paid monthly. There is no minimum balance required and no limit on the number of individual accounts. Clients can initiate wire transactions for same-day settlement and ACH transactions for next day settlement until 4 p.m. Central Standard Time.

AssetManagement.FirstSW.com

800.678.3792







## ***City Council Meeting December 13, 2012 Agenda Item Transmittal***

**Agenda Item #:** 7

**Agenda Title:** Consider awarding competitive sealed proposals for Taylor Community Recreation Center and authorize staff to seek outside funding for items not covered in project award.

**Council Action to be taken:** Award or reject competitive sealed proposals for Project and consider authorizing staff to seek additional funding for those items not awarded

**Initiating Department:** City Administration

**Staff Contact:** **Jim D. Dunaway, City Manager**  
**Casey Sledge, P.E., Consulting City Engineer**

### **1. INTRODUCTION/PURPOSE**

At our last meeting at which you discussed this matter, staff received the directive to bring this project back but in the form so as to not exceed \$3.6 million dollars. Staff, in conjunction with Casey Sledge, has revised our budget to meet that directive. Attached is a copy of the revised budget format for this project. Given this, staff is asking that you consider awarding the revised budget as presented and to authorize us to seek additional, outside funding to cover some, if not all, of the items removed from our recommended award. The attached, revised budget displays two columns of importance in your decision: the first column entitled *COT FUNDS* displays those items that we are recommending in the award and those items listed under the column entitled *OTHER SOURCES* displays those items that we will seek outside funding for.

Since we have a *Letter of Intent* with the Taylor Family YMCA to operate our facility, we will first approach them asking that they consider funding those items listed in the *OTHER SOURCES* column. By doing so, we will need to consider some form of incentive to offset their expenditures and staff is recommending that you consider granting prepaid rent to offset these expenditures. Our original *Letter of Intent* intimates that the annual rent we originally calculated would be in the \$26K per year range, so ten years of prepaid rent (if agreed to by the Williamson County YMCA Metro Board of Directors) would equate to some \$260K in expenditures. I have visited with Jeff Andresen, Executive Director of the Williamson County YMCA, and he advised that his board could consider this item in January, 2013 if he receives a letter from us requesting

their financial participation. Accordingly, we would need to expedite the development of an operating contract prior to their January Metro Board meeting.

## **2. DESCRIPTION/ JUSTIFICATION**

## **3. FINANCIAL/BUDGET**

This revised award proposal would utilize all of the \$3,571,360 that had originally been redirected to this project as well as \$107,936 from the Utility Fund reserves for utilities to this project.

## **4. TIMELINE CONSIDERATIONS**

As you know, the proposals submitted on this project expired at 2 PM on December 10<sup>th</sup>; however, Casey has been in touch with most of the vendors and they are willing to honor their original quotes (albeit some may have increased slightly due to prices changing after the 10<sup>th</sup>). Time is of the essence with regards to the award. The longer we take to award, the more likely we are to face increased costs.

## **5. RECOMMENDATION**

Staff recommends that you approve the revised Recreation Center budget as presented in the amount of **\$3,673,729** (which would approve vendor proposals for the large trades and set allowances for the smaller trades) and authorize staff to approach the YMCA to consider funding all or part of those items not included in your award and offer prepaid rent as an option to offset their financial participation.

## **6. REFERENCE FILES**

7a. [Revised Recreation Center Budget](#)

7b. [Original Letter of Intent](#)

|                                    |                                           |                   |                       |                                                                                     |            |               |                         |
|------------------------------------|-------------------------------------------|-------------------|-----------------------|-------------------------------------------------------------------------------------|------------|---------------|-------------------------|
| I<br>N<br>F<br>O                   | Recreation Center                         |                   |                       |  |            |               |                         |
|                                    | Project #:                                |                   |                       |                                                                                     |            |               |                         |
|                                    | Owner: City of Taylor                     |                   |                       |                                                                                     |            |               |                         |
|                                    | Description: New Indoor Recreation Center |                   |                       |                                                                                     |            |               |                         |
|                                    | Location: TRP&SC                          |                   |                       |                                                                                     |            |               |                         |
| Funding:                           |                                           |                   |                       | Key Dates:                                                                          |            |               |                         |
| Design Team: KA Hickman Architects |                                           |                   |                       |                                                                                     |            |               |                         |
| SOFT COSTS                         | BUDGET:                                   |                   | SE Preliminary Budget |                                                                                     | COT FUNDS  | OTHER SOURCES | Vendor                  |
|                                    | SE PM Fees                                |                   |                       |                                                                                     | \$ 86,000  |               | Sledge Engineering, LLC |
|                                    | ARCHITECT Design Fees                     |                   |                       |                                                                                     | \$ 286,375 |               | KA Hickman              |
|                                    | Surveying / Staking                       |                   |                       |                                                                                     | \$ 16,805  |               | Inland Geodetics        |
|                                    | Geotech Report                            |                   |                       |                                                                                     | \$ 4,100   |               | Alliance Geotechnical   |
|                                    | Builders Risk Insurance                   |                   |                       |                                                                                     | \$ 2,957   |               | TML                     |
|                                    | Printing                                  |                   |                       |                                                                                     | \$ 2,000   |               |                         |
|                                    | SWPPP Plan, permitting                    |                   |                       |                                                                                     | \$ 3,000   |               | tbd                     |
|                                    | Materials Testing                         |                   |                       |                                                                                     | \$ 15,000  |               | Alliance Geotechnical   |
|                                    | ADA Review/ Inspection Firm               |                   |                       |                                                                                     | \$ 4,000   |               | Code Solutions          |
| OWNER COSTS                        | 11.44% TOTAL Soft COSTS:                  |                   | \$ 420,237.00         |                                                                                     |            |               |                         |
|                                    | Utility Costs during construction         |                   |                       |                                                                                     | \$ 8,000   |               | ONCOR, ATMOS            |
|                                    | ATMOS Gas Off site costs                  |                   |                       |                                                                                     | \$ 8,000   |               | ATMOS                   |
|                                    | ONCOR Off Site costs                      |                   |                       |                                                                                     | \$ 10,000  |               | ONCOR                   |
|                                    | Trash / Haul Off                          |                   |                       |                                                                                     | \$ 9,000   |               | IESI                    |
|                                    | Spaw Glass CMA FEE Pre Con                |                   |                       |                                                                                     | \$ 8,500   |               | Spaw Glass              |
|                                    | Spaw Glass CMA FEE                        |                   |                       |                                                                                     | \$ 267,000 |               | Spaw Glass              |
|                                    | Temporary Fencing                         |                   |                       |                                                                                     | \$ 24,000  |               |                         |
|                                    | Off Premise Sign                          |                   |                       |                                                                                     |            | \$ 15,000     |                         |
|                                    | CONTINGENCY                               |                   | 0.8%                  |                                                                                     | \$ 25,000  |               |                         |
| 9.8% TOTAL Owner COSTS:            |                                           | \$ 359,500.00     |                       |                                                                                     |            |               |                         |
| Large TRADES                       | Metal Building Systems                    |                   |                       |                                                                                     | \$ 520,712 |               | Gray & Becker           |
|                                    | Earthwork                                 |                   |                       |                                                                                     | \$ 452,500 |               | Champion Site           |
|                                    | Concrete                                  |                   |                       |                                                                                     | \$ 340,723 |               | AMT                     |
|                                    | Swimming Pool                             |                   |                       |                                                                                     | \$ 226,380 |               | Atlantis Pools          |
|                                    | Electrical                                |                   |                       |                                                                                     | \$ 325,000 |               | Colvin Electrical       |
|                                    | HVAC                                      |                   |                       |                                                                                     | \$ 229,878 |               | 5F                      |
|                                    | Masonry                                   |                   |                       |                                                                                     | \$ 140,055 |               | R&R Masonry             |
|                                    | Utilities                                 |                   |                       |                                                                                     | \$ 107,936 |               | Kinney's Commercial     |
|                                    | Plumbing                                  |                   |                       |                                                                                     | \$ 123,700 |               | MJ Mechanical           |
|                                    | Glazing (windows)                         |                   |                       |                                                                                     | \$ 75,760  |               | Austin Glass            |
|                                    | Drywall                                   |                   |                       |                                                                                     | \$ 86,700  |               | 4MC                     |
|                                    | Painting / Coating                        |                   |                       |                                                                                     | \$ 75,119  |               | Hagler & Kerr           |
|                                    | Fire Sprinkler System                     |                   |                       |                                                                                     | \$ 47,449  |               | Standard Automatic      |
| 74.9% TOTAL Large TRADES:          |                                           | \$ 2,751,912.00   |                       |                                                                                     |            |               |                         |
| Small TRADES                       | Scaffolding, Cleanup, blocking            |                   |                       |                                                                                     | \$ 35,000  |               |                         |
|                                    | Finish Carpentry                          |                   |                       |                                                                                     | \$ 22,000  |               |                         |
|                                    | Joint Sealants                            |                   |                       |                                                                                     | \$ 23,000  |               |                         |
|                                    | Door Hardware                             |                   |                       |                                                                                     | \$ 39,000  |               |                         |
|                                    | Louvers                                   |                   |                       |                                                                                     | \$ -       | \$ 8,000      |                         |
|                                    | Tile                                      |                   |                       |                                                                                     |            | \$ 15,000     |                         |
|                                    | Wood Flooring                             |                   |                       |                                                                                     |            | \$ 30,000     |                         |
|                                    | Rubber Flooring                           |                   | Prev. was Alt. #6     | \$ 20,000                                                                           |            | \$ 22,129     |                         |
|                                    | Carpet                                    |                   |                       |                                                                                     |            | \$ 14,000     |                         |
|                                    | Interior Signage                          |                   |                       |                                                                                     |            | \$ 10,000     |                         |
|                                    | Lockers, Accessories                      |                   |                       |                                                                                     |            | \$ 23,000     |                         |
|                                    | Fire Extinguishers, Hardware              |                   |                       |                                                                                     |            | \$ 7,500      |                         |
|                                    | Flag Poles                                |                   |                       |                                                                                     |            | \$ 2,600      |                         |
|                                    | ADA Pool Lift                             |                   |                       |                                                                                     |            | \$ 5,000      |                         |
|                                    | Data / Telecom                            |                   |                       |                                                                                     |            | \$ 18,000     |                         |
|                                    | Security System                           |                   |                       |                                                                                     |            | \$ 9,000      |                         |
|                                    | Termite Treatment                         |                   |                       |                                                                                     | \$ 4,000   |               |                         |
|                                    | SWPPP Maintenance                         |                   |                       |                                                                                     | \$ 11,500  |               |                         |
|                                    | Striping                                  |                   |                       |                                                                                     |            | \$ 10,500     |                         |
|                                    | Mechanical Yard Fence                     |                   |                       |                                                                                     |            | \$ 25,000     |                         |
|                                    | Landscape / Irrigation                    |                   |                       |                                                                                     |            | \$ 40,000     |                         |
| 3.7% TOTAL Small TRADES:           |                                           | \$ 134,500        |                       |                                                                                     |            |               |                         |
|                                    | Alternate #1                              | GYMNASIUM         | 957,342               |                                                                                     |            |               |                         |
|                                    | Alternate #2                              | GYM WINDOWS       | 7,344                 |                                                                                     |            |               |                         |
|                                    | Alternate #3                              | 5 OVERHEAD DOORS  | 37,719                |                                                                                     | \$ -       |               |                         |
|                                    | Alternate #4                              | SPA               | 39,420                |                                                                                     | \$ 39,420  |               |                         |
|                                    | Alternate #5                              | POOL ADD LENGTH   | 19,872                |                                                                                     | \$ 19,872  |               |                         |
|                                    | Alternate #6                              | RUBBER FLOORING   | 22,129                | Moved to Small Trades                                                               |            |               |                         |
|                                    | Alternate #7                              | VCT FLOORING      | 9,922                 |                                                                                     | \$ 9,922   |               |                         |
|                                    | Alternate #8                              | TILE LOCKER ROOMS | 15,160                |                                                                                     | \$ 15,160  |               |                         |

|            |               |                            |            |               |              |        |            |
|------------|---------------|----------------------------|------------|---------------|--------------|--------|------------|
| ALTERNATES | Alternate #9  | TONGUE/GROOVE PORCH        | 12,960     |               | \$           | 12,960 |            |
|            | Alternate #10 | n/a                        |            |               |              |        |            |
|            | Alternate #11 | CONSTR ACCESS ROAD         | 14,580     | \$14,580.00   |              |        |            |
|            | Alternate #12 | n/a                        |            |               |              |        |            |
|            | Alternate #13 | n/a                        |            |               |              |        |            |
|            | Alternate #14 | CONC WALK                  | 7,776      |               | \$           | 7,776  |            |
|            | Alternate #15 | CONC DUMPSTER PAD          | 20,000     | \$20,000.00   |              |        |            |
|            | Alternate #16 | ALT PVMT SECTION 12/2.5    | (27,000)   | (\$27,000.00) |              |        |            |
|            | Alternate #17 | GRAB ROPE & FLOATS         | 32,616     |               | \$           | 32,616 |            |
|            | Alternate #18 | FROG SLIDE                 | 25,272     |               | \$           | 25,272 |            |
|            | Alternate #19 | POOL CLIMBING WALL         | 19,656     |               | \$           | 19,656 |            |
|            | Alternate #20 | WATER SPRAYERS             | 11,934     |               | \$           | 11,934 |            |
|            | Alternate #21 | WATER DUMPS                | 14,105     |               | \$           | 14,105 |            |
|            |               | ALT TOTALS                 | \$         | 1,240,807     |              |        |            |
|            | 0.2%          | TOTAL Selected Alternates: | \$7,580.00 |               |              |        |            |
|            |               | TOTAL HARD COSTS:          | \$         | 3,253,492.00  |              |        |            |
|            |               | TOTAL PROJECT COSTS:       |            | \$            | 3,673,729    | \$     | 463,422    |
|            |               | PROJECT FUNDING: Council   |            | \$            | 3,571,360.00 | \$     | 463,422    |
|            |               | Utility Funds              |            | \$            | 107,936.00   |        |            |
|            |               |                            |            | \$            | -            |        |            |
|            |               | TOTAL FUNDING:             |            | \$            | 3,679,296.00 | \$     | 463,422.00 |
|            |               |                            |            |               |              |        |            |
|            |               | Balance:                   |            | \$            | 5,567        | \$     | -          |



November 18, 2011



Jeff Andresen  
President/CEO  
YMCA of Greater Williamson County  
1812 N. Mays Street  
Round Rock, Texas 78664

Dear Mr. Andresen:

Please accept this document as a letter of intent: The City of Taylor's commitment to construct a community recreation center in the City of Taylor to house and be operated by the YMCA.

I have been instructed by our City Council to present the following points for your consideration as the basis of an agreement with the YMCA:

- The City of Taylor will construct a recreation center with available capital that will include the construction of an indoor pool to the specifications described by the YMCA. The building size will be dependent upon construction costs and available capital funding which is currently estimated to be between \$3.1-\$4.2 Mil.
- The equipment that is utilized to operate the facility's programming will be underwritten by the YMCA and are assets of the YMCA.
- The YMCA will immediately extend their current facility lease and will continue to provide and/or enhance current services until occupying the new facility.
- The City of Taylor will pay for utilities, landscaping, lawn maintenance, pool chemicals and major building maintenance.
- The YMCA will provide compensation to the City of Taylor for use of the facility by one of the following mechanisms:

**OPTION 1 - Rent**

Rent paid for the City of Hutto owned 25,000 sq. ft. facility will be \$50,000 per year (or \$2.00 per sq. ft.), and the YMCA will pay all utilities. The Taylor facility's size is projected to be 17,500 sq. ft. Taylor's membership fee however will be \$41 (or 75.6%) of Hutto's \$54 fee.

It seems that a reasonable rent could be for the YMCA to therefore pay 76% of the Hutto amount per sq. ft., (75.9% of \$2.00 per sq. ft. = \$1.52 per sq. ft.) or \$2,216.67 per month, which is \$26,600 per year.



It is suggested as a possibility after reviewing the YMCA's proposed budget for the new facility that the \$26,600 rent could be recovered from a reduction in budgeted \$4,560 increase in advertising costs and the \$88,850 budgeted increase in supplies.

| membership fee |            | bldg size |  | Total        | per yr sq ft | Monthly     |
|----------------|------------|-----------|--|--------------|--------------|-------------|
| \$ 54.00       | Hutto      | 25000     |  | \$ 50,000.00 | \$ 2.00      | \$ 4,166.67 |
| \$ 41.00       | Taylor     | 17500     |  | \$ 35,000.00 | \$ 2.00      | \$ 2,916.67 |
| 76%            | Percentage | 17500     |  | \$ 26,600.00 | \$ 1.52      | \$ 2,216.67 |

## **OPTION 2 - In-kind recreational services in lieu of rent**

It has been also suggested that instead of paying a lease that would feasibly add to an operating loss by the YMCA, that the YMCA would commit to providing an equivalent of the rent in in-kind free services to the City of Taylor in the form of recreational programs, free swimming instruction, etc. The nature of these services would be defined annually by the City of Taylor and the YMCA.

Either adopted arrangement (or any combination of the two) would be reviewed at 5 year increments and could be modified at that time, unless the YMCA exceeds 1,000 units on March 1<sup>st</sup> of any year. Should the YMCA exceed 1,000 units on March 1<sup>st</sup> of any year, rental rates will be reviewed at that time.

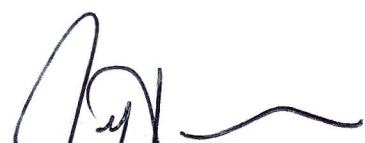
- The total term of the agreement will be at least 30 years.

The City of Taylor is excited at the prospect of the continued operation of the YMCA in Taylor and we are very optimistic that this new public/private partnership will be extremely successful and an immense benefit to our community. We truly appreciate the work of the YMCA!

Your assistance in this matter is greatly appreciated.

We, the below signed, agree that the above listed points will be utilized in the formulation of a future legal agreement.

  
**Jim D. Dunway**  
 City Manager  
 City of Taylor  
 Date 11/28/11

  
**Jeff Andresen**  
 President/CEO  
 YMCA of Greater Williamson County  
 Date 12-4-11