

**CITY OF FREDERICKSBURG
CITY COUNCIL MEETING**

TUESDAY, JULY 5, 2016 ~ 6:00 p.m.

Law Enforcement Center ~ 1601 East Main Street

Linda Langerhans, Mayor
Graham Pearson, Council Member
Charlie Kiehne, Council Member

Gary Neffendorf, Council Member
Bobby Watson, Council Member
Kent Myers, City Manager

(REQUEST ALL PAGERS AND PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL)

A G E N D A

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

Page Ref

1. EMPLOYEE RECOGNITIONS

2. ORDINANCES - RESOLUTIONS - ACTION ITEMS

A. Consider Resolution Approving the Issuance of Crawford Health Facilities Development Corporation Taxable Revenue Bonds (Lifeline Ventures Projects), Series 2016A 1-10

3. INDIVIDUAL ITEMS FOR CONSIDERATION AND POSSIBLE ACTION

A. Consider Changes to Rules of Procedure and Code of Ethics 11-17
B. Consider Purchase of Scraper for the Solid Waste Department 18-19
C. CIP Presentation, Phase 1 20-76

4. CITY MANAGER'S REPORT

A. Animal Shelter Bids
B. July Budget Meetings
C. Turner Hall Fire

5. ITEMS FOR FUTURE AGENDAS

6. COUNCIL COMMENTS - No discussion or action may take place

7. PUBLIC COMMENTS This time is for citizens to address the City Council on issues and items of concern not on this agenda. There will be no City Council action at this time.

8. ADJOURN



CITY COUNCIL MEMO

DATE: June 29, 2016

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Crawford Health Facilities Development Corporation Taxable Revenue Bonds

Summary:

The City is being requested to approve the attached resolution supporting the issuance of revenue bonds to help finance improvements to one of our local health-related facilities, the Paige House on North Llano Street.

Recommendation:

It is recommended that the Council adopt the attached resolution supporting these bonds.

Background / Analysis:

As explained in the attached letter, the Crawford Health Facilities Development Corporation is issuing bonds to support three health care facilities. One of these facilities, the Paige House, is located in our community. These bonds will assist the Paige House in expanding their facility by adding a 16-bed Alzheimer Care Facility. These bonds are being issued in accordance with the Health Facilities Development Act. The bonds will have no impact on our local tax rate. However, the local governing board (City Council) is required to approve a resolution supporting the financing.



The City of Fredericksburg

The City Attorney has reviewed this request and supports Council consideration of the resolution. A representative from the legal firm that is handling this financing and Paige House will attend the City Council meeting to respond to any questions.

Attachments:

Memo to Shelley Britton
Resolution Supporting the Issuance of the Bonds


Department Approval


City Manager Approval

②

The City of Fredericksburg



**NAMAN HOWELL
SMITH & LEE^{PLLC}**
ATTORNEYS AT LAW

MEMORANDUM

*from
Chris Sayers*

(512) 807-2449

Fax (512) 474-1901

E-mail: csayers@namanhowell.com

TO: Shelley Britton, City Secretary, City of Fredericksburg

DATE: June 15, 2016

RE: Crawford Health Facilities Development Corporation Taxable
Revenue Bonds (Lifeline Ventures Projects), Series 2016A (the
"Bonds")

The Crawford Health Facilities Development Corporation (the "Issuer") is issuing the Bonds for the costs of three health facilities described in more detail in the Notice of Intent to Issue Bonds enclosed herewith (the "Facilities"). One of those facilities, The Paige House, is located in the City of Fredericksburg, Texas (the "City"). The Bonds are being issued pursuant to the Health Facilities Development Act, Chapter 221, Texas Health and Safety Code (the "Act"), and one of the requirements for the issuance of the Bonds in the Act is that the Bonds and the Facilities be approved by each municipality and county that the Facilities are located in. Therefore, the Issuer is respectfully requesting the City's consent as provided in the form of approving resolution enclosed herewith.

The Bonds are not obligations of the City, the State or Texas, or any other political subdivision (other than the Issuer) of the State. The City will have no liability or obligations whatsoever on the Bonds—it would simply be approving the Bonds and the Facilities for the limited purpose of Section 221.030(a)(1)(B), Texas Health and Safety Code. Further, the Bonds are taxable and being issued by the Issuer, which was created by the City of Crawford, Texas, and therefore will not impact the City's status as a "qualified small issuer" of "bank qualified" bonds.

The Issuer is hereby requesting that the enclosed approving resolution be placed on the City Council's agenda for its July 5th meeting. Please feel free to contact me with any questions.

③

NOTICE OF INTENTION TO ISSUE BONDS

THE STATE OF TEXAS §
 §
COUNTIES OF LLANO §
AND GILLESPIE §

CRAWFORD HEALTH FACILITIES DEVELOPMENT CORPORATION

NOTICE IS HEREBY GIVEN TO THE CITY COUNCIL OF FREDERICKSBURG, TEXAS, PURSUANT TO SECTION 221.062 OF THE TEXAS HEALTH AND SAFETY CODE, that, on or about July 21, 2016 (or on such other date as determined by the board of directors of the Issuer), the Crawford Health Facilities Development Corporation (the "Issuer") intends to issue one or more subseries of its

CRAWFORD HEALTH FACILITIES DEVELOPMENT CORPORATION TAXABLE REVENUE BONDS (LIFELINE VENTURES PROJECTS) SERIES 2016A

(the "Bonds") in the initial principal amount of not to exceed \$12,480,000 with a maximum stated maturity date of not later than September 1, 2057, in accordance with a Trust Indenture between the Issuer and Regions Bank, as trustee, relating to and securing the Bonds.

I. THE HEALTH FACILITIES

The proceeds of the Bonds will be loaned to LLV1, LP, a to-be-formed Texas limited partnership or an affiliate (the "Borrower"), and will be used for the purpose of providing funds to (i) finance a portion of the costs of acquiring, constructing, furnishing, and equipping three assisted living facilities, including approximately 74 total units made up of 58 assisted-living units and 16 memory care units, located on three separate sites in various counties in Texas, including the conversion of certain assisted living units to memory care units and the construction of a new 16-bed memory care facility (collectively, the "Project"), (ii) fund interest on the Series 2016A Bonds during lease up and construction of the Project, (iii) fund a debt service reserve fund for the Bonds, (iv) fund a replacement reserve fund for the Project and (iv) pay all or a portion of the costs of issuance of the Series 2016A Bonds, all as further described on Exhibit A attached hereto.

II. PROJECT COSTS

The projected costs of the Project and costs of issuance of the Bonds, to be paid with proceeds of the Bonds, are not expected to exceed \$12,480,000. All costs described on Exhibit A in excess of \$12,480,000 will be paid by the Borrower.

III. NECESSITY

The financing described above is necessary in order to provide, expand, and improve health facilities necessary to promote the present and prospective health, safety, and general welfare of

the people of the State of Texas; to improve the service capacity of the Project; and to improve the adequacy, cost, and accessibility of health care to the general public.

IV. USER

The user of the health facilities described herein will be the Borrower.

EXHIBIT A

The Project consists of three health facilities approximately described as follows: (i) Spanish Trail Assisted Living, which consists of the following two phases: (a) Phase I opened in 2011 and contains 14 rooms for 16 State licensed Type B Assisted Living residents, and (b) Phase II, a Certified Alzheimer's Facility (Memory Care) that opened in 2015 and contains 16 rooms for 16 State licensed Assisted Living Memory Care residents, located at 26409 TX-71, Horseshoe Bay, Llano County, Texas, 78657; (ii) Walden Court Assisted Living, a Type B Assisted Living Facility constructed in 2008 with over 26,000 square feet of living space and 20 studio units and 8 apartment units licensed for 36 residents with a plan to convert 16 existing rooms to Certified Alzheimer rooms (Memory Care), located at 701 E Young St, Llano, Llano County, Texas 78643; and (iii) The Paige House, which is a small Type A 16-bed Assisted Living Facility constructed in 2002 on 3 acres, is planned to have new permitting and construction completed for a 16-bed Certified Alzheimer Licensed (Memory Care) Facility, located at 2230 N Llano St, Fredericksburg, Gillespie County, Texas 78624.

Projected Sources and Uses of Funds:

Sources:	
Bond	\$ 12,480,000
CIB Discount	\$ (259,085)
Cash Equity	\$ 506,000
Total Sources:	\$ 12,726,915
Uses of Funds:	
Acquisition Fund	\$ 8,170,000
Construction Fund	\$ 1,556,260
Working Capital Fund	\$ 98,546
Capitalized Interest	\$ 348,669
R&R Fund (6 month operating costs)	\$ 920,000
Debt Service Reserve Fund	\$ 908,649
Issuance Expenses	\$ 724,200
Rounding Amt	\$ 591
Total Uses of Funds:	\$ 12,726,915

Projected Purchase and Construction Costs:

Purchase and Construction Costs	Business Purchase Price	Land and new Construction Cost	Start up Ops Cost	Total Cost
Horseshoe Bay, Tx - Spanish Trail Acquisition 14 Rm/16 bed AL and 16 Rm /16 bed ALMC	\$4,450,000	\$-00	\$-00	\$4,450,000
Fredericksburg, Tx -Paige House Acquisition 16 bed AL with construction of 16 bed ALMC	\$1,500,000	\$1,556,915	\$98,471	\$3,155,387
Llano, Tx - Waldon Court 36 bed AL	\$2,600,000	\$-00	\$-00	\$2,600,000
Totals:	\$8,550,000	\$1,556,915	\$98,471	\$10,205,387

**RESOLUTION APPROVING THE ISSUANCE OF CRAWFORD HEALTH
FACILITIES DEVELOPMENT CORPORATION TAXABLE REVENUE BONDS
(LIFELINE VENTURES PROJECTS), SERIES 2016A**

WHEREAS, the Health Facilities Development Act, Chapter 221, Texas Health and Safety Code (the "Act"), authorizes and empowers the Crawford Health Facilities Development Corporation (the "Issuer") to issue revenue bonds on behalf of the City of Crawford, Texas (the "Sponsoring Entity") to finance and refinance the costs of health facilities found by the Board of Directors of the Issuer to be required, necessary or convenient for health care, research and education, any one or more, within the State of Texas and in furtherance of the public purposes of the Act; and

WHEREAS, LLV1, LP, a to-be-formed Texas limited partnership or affiliated entity (the "User"), proposes to obtain financing from the Issuer from a portion of the proceeds of the Issuer's Revenue Bonds (Lifeline Ventures Projects), Series 2016A (the "Bonds") issued pursuant to the Act for the costs of certain health facilities consisting of three facilities (each a "Facility" and collectively referred to as the "Project") approximately described as follows: (i) Spanish Trail Assisted Living, which consists of the following two phases: (a) Phase I opened in 2011 and contains 14 rooms for 16 State licensed Type B Assisted Living residents, and (b) Phase II, a Certified Alzheimer's Facility (Memory Care) that opened in 2015 and contains 16 rooms for 16 State licensed Assisted Living Memory Care residents, located at 26409 TX-71, Horseshoe Bay, Llano County, Texas, 78657; (ii) Walden Court Assisted Living, a Type B Assisted Living Facility constructed in 2008 with over 26,000 square feet of living space and 20 studio units and 8 apartment units licensed for 36 residents with a plan to convert 16 existing rooms to Certified Alzheimer rooms (Memory Care), located at 701 E Young St, Llano, Llano County, Texas 78643; and (iii) The Paige House, which is currently a small Type A 16-bed Assisted Living Facility constructed in 2002 on 3 acres, is planned to have new permitting and construction completed for a 16-bed Certified Alzheimer Licensed (Memory Care) Facility, located at 2230 N Llano St, Fredericksburg, Gillespie County, Texas 78624.; and

WHEREAS, one of the Facilities, The Paige House, is located within the city limits of the Fredericksburg, Texas (the "City") and outside the limits of the Sponsoring Entity; and

WHEREAS, Section 221.030 of the Act, as amended, requires that the consent of a governmental unit in which the Facility is located be obtained prior to the issuance of the Bonds or the acquisition, rehabilitation, and equipping of the Facility; and

WHEREAS, the User has requested that the City give its approval and consent to the Project and to the issuance of the Bonds solely for the purpose of satisfying the provisions of Section 221.030 of the Act and for no other purposes whatsoever; and

WHEREAS, the City is willing to consider the User's request in order that the Bonds may be issued and the Project be acquired, rehabilitated, and equipped; and

WHEREAS, the City now desires to approve the Project and the issuance by the Issuer of the Bonds; and

8

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

1. Solely for the purpose of satisfying the provisions of Section 221.030 of the Act, the City hereby approves of and gives its consent to the Project and the issuance of the Bonds.

2. This Resolution is passed based on the express understanding and representation by the User that the Bonds do not and will not constitute in any way a liability or obligation of the City in any manner whatsoever.

3. **THIS RESOLUTION IS NOT TO BE CONSTRUED AS (I) A REPRESENTATION OR WARRANTY BY THE CITY, THE MAYOR OF THE CITY, THE COUNCIL, THE STATE OF TEXAS OR ANY OTHER AGENCY, INSTRUMENTALITY, OR POLITICAL SUBDIVISION OF THE STATE OF TEXAS OR THE CITY THAT THE BONDS WILL BE PAID OR THAT ANY OBLIGATION ASSUMED BY ANY OF THE PARTIES UNDER THE INSTRUMENTS DELIVERED IN CONNECTION WITH THE BONDS OR THE PROJECT WILL IN FACT BE PERFORMED; (II) A PLEDGE OF THE FAITH AND CREDIT OF THE CITY OR THE STATE OF TEXAS OR ANY OTHER AGENCY, INSTRUMENTALITY, OR POLITICAL SUBDIVISION OF THE STATE OF TEXAS OR THE CITY; OR (III) A REPRESENTATION OR WARRANTY BY THE CITY CONCERNING THE VALIDITY OF THE CORPORATE EXISTENCE OF THE CORPORATION OR THE VALIDITY OF THE BONDS.**

4. This Resolution shall take effect immediately from and after its adoption and accordingly it is so ordered.

PASSED AND APPROVED this ____ day of July, 2016.

Mayor
Fredericksburg, Texas

ATTEST:

City Secretary
Fredericksburg, Texas

⑨



CITY COUNCIL MEMO

DATE: June 29, 2016

TO: Mayor and City Council

FROM: Kent Myers, City Manager

SUBJECT: Council Rules of Procedure

Summary:

The City Council Rules of Procedure have been revised based upon the comments at the last Council meeting.

Recommendation:

It is recommended that the attached revisions to the Council Rules of Procedure be approved.

Background / Analysis:

About three years ago, the City Council approved the Rules of Procedure that provides guidelines for City Council agendas, Council attendance, public input and other operational matters. It is important that these Rules be reviewed periodically and updated to serve the changing needs of the Council. At the last Council meeting, you identified several changes that you would like to make to the current Rules of Procedure and these changes are attached.

Attachments:

Revisions to Council Rules of Procedure



The City of Fredericksburg


Department Approval


City Manager Approval

(12)

The City of Fredericksburg

126 W. Main St. • Fredericksburg, Texas 78624-3708 • (830) 997-7521 • Fax (830) 997-1861

City of Fredericksburg
City Council Rules of Procedure

Section 1 – Rules

These Rules shall govern the procedures followed by the City of Fredericksburg City Council for the conduct of Council meetings and other Council activities pursuant to state law and the City Charter.

Section 2 – Open Public Meetings Act

The Council shall comply with the provisions of the Open Public Meetings Act in the conduct of all meetings to which said Act is applicable.

Section 3 – Executive Sessions

The Council may discuss topics in executive session, which topics are specified in state law or relate to potential or pending litigation and are subject to attorney-client privilege. The City Attorney shall inform the Council whenever any proposed discussion in executive session is not legally allowed.

No member of the City Council, employee of the City or any other person present during executive session of the City Council shall disclose to any person the content or substance of any discussion or action which took place during said executive session.

Section 4 – Work Sessions and Council Retreats

Special meetings designated as work sessions or Council retreats shall be advertised and conducted in the same manner as regular meetings. Work sessions and retreats are for the purpose of in-depth review and discussion of specified issues. Council actions shall not be taken at designated work sessions or retreats.

Section 5 – Quorum

At all meetings of the Council a majority of the Council members shall constitute a quorum for the transaction of business.

Section 6 – Attendance

Attendance/Excused Absence - Council Members shall forfeit his/her office by failing to attend three consecutive regular meetings of the Council without being excused by the Council. Members of the Council may ask to be excused by following the procedure described in this paragraph. The member shall contact the Mayor prior to the meeting and state the reason for

his/her inability to attend the meeting. If the member is unable to contact the Mayor, the member shall contact the City Manager or City Secretary, who shall convey the message to the Mayor. Following the call to order, the Mayor shall inform the Council of the member's absence, state the reason for such absence, and inquire if there is a motion to excuse the member. This motion shall be non-debatable. Upon passage of such motion by a majority of members present, the absent member shall be considered excused and the City Secretary will make an appropriate notation in the minutes.

Attendance via telephone conference call or video conference call – To participate in a meeting, all members of the Council shall be present, except that a meeting held by telephone conference call ~~or video conference~~ may be held if:

1. an emergency or public necessity exists within the meaning of Section 551.045 of the Government Code, and
2. the convening at one location of a quorum of the government body is difficult or impossible, and
3. the other requirements of Section 551.125 are met

Additionally, a member may attend a meeting via videoconference if a quorum of the government body is physically present at one location of the meeting, the proper communication equipment is available, and the other requirements of Section 551.127 of the Government Code are met.

Section 7 – Chair of the Council

The Mayor shall be the Chair of the Council and shall preside at all Council meetings. A Mayor Pro-Tem shall be selected annually at the first regular meeting of a new Council. In the absence of Mayor, the Mayor Pro-Tem shall preside. If neither the Mayor nor the Mayor Pro-Tem is present at a meeting, the presiding officer for that meeting shall be selected by a majority of the vote of those Council Members present, providing there is a quorum.

The Chair of the Council may vote on all matters coming before the Council and may offer seconds to motions.

The Chair of the Council shall state all questions coming before the Council, provide opportunity for discussion from the Council Members, and announce the decisions of the Council on all subjects. Procedural decisions shall be made by the Chair of the Council, who may request advice on such matters from the City Attorney.

Section 8 – Agenda

The City Manager shall prepare the agenda of business for all Council meetings. Topics may be added to the agenda:

1. When deemed appropriate by the City Manager
2. At the direction of the Mayor
3. As directed by at least two City Council Members

Every agenda action item must be supported by a written staff report informing the Council and staff of the issue, background and/or analysis, and recommendation and/or conclusion, unless the item is self-explanatory or unless the City Manager has waived this requirement. All written materials for the agenda for a regularly scheduled meeting shall be delivered to the City Secretary by twelve o'clock noon of the ~~Thursday~~ Wednesday preceding the Council meeting. Except for announcements, late items that the City Manager Secretary does not receive by the stated deadlines shall not be considered by the Council except upon specific authorization of the City Manager. All supporting documentation and information shall be made available to the Council members by delivery or notice that further information is in the internal mailboxes at City Hall before 5 pm the Friday before regular meetings

Agendas will be made available to the public at least 72 hours prior to regular Council Meetings, work sessions or retreats, in the following ways:

1. A copy is placed on the City website at www.fbgtx.org
2. Copies are placed on the front counter at City Hall in the Utility Cashier services area
3. A copy is posted on the front door at City Hall

Section 9 – Order of Business

The Mayor may determine the order of business for a particular City Council meeting. The agenda should be arranged to best serve the needs and/or convenience of the Council and the public. The items of business for regular Council meetings may include the following:

1. Call to Order
2. Pledge of Allegiance
3. Ceremonial Matters/Proclamations/Employee Recognition
4. Public Hearings
5. Consent Agenda
6. Ordinances and Resolutions
7. Other considerations
8. City Manager's Report
9. Council Comments

10. Public Comment: The Mayor will invite citizens to address the Council. All persons wishing to be heard are asked to give their names and addresses and topic. To allow the Council to complete its legislative agenda, comments should be limited to no more than 3 minutes per person. At the discretion of the Mayor, or upon vote of the Council, this time period may be lengthened or shortened. Following any public comment, the Mayor or any member of the City Council may direct City staff to provide factual information related to the subject if possible, or research the issue or concern raised by the public and report back to the Council. In addition, this concern can be added to the next Council agenda as specified in Section 8. The Council shall not deliberate or discuss issues raised in Public Comment if it was not listed on the agenda. Written comments may be submitted into the record of a Council meeting by presenting the written document to the City Secretary prior to the meeting, and by making copies of the same available to those in attendance, and a copy of the document will be provided to each Council Member, but the document will not be read aloud; or a document may be distributed to the City Council, with a copy to the City Secretary (with extra copies available for those in attendance), by a speaker, while the speaker is addressing the Council.

11. Executive Session

12. Adjournment

Section 10 – Voting

Each Council Member shall vote on all questions put to the Council unless a conflict of interest or appearance of fairness problem requires a Council Member to excuse him/herself, and the same shall be noted in the minutes.

Section 11 – Reconsideration of Previous Vote

The City Council may at times want to reconsider a vote previously taken. In order to proceed with reconsideration, a motion should be made for reconsideration and such motion should be voted on and passed by a majority of the Council before the agenda item can be discussed or reconsidered.

Section 12 – Decorum and Debate

When a measure is presented for consideration to the Council, the Mayor shall recognize the appropriate individual to present the matter. When two or more members wish to speak, the Mayor shall name the member who is to speak first. No member of the Council shall interrupt another while speaking except to make a point of order or privilege.

No Council Member shall be permitted to indulge in personalities, use language personally offensive, or use language tending to hold a member of the Council up to contempt.

Section 13 – Questions of Parliamentary Procedure

Questions of parliamentary procedure not covered by these Rules shall be governed by the 11th Edition of Robert's Rules of Order, Newly Revised (2011 Edition)

Section 14 – Notice of Public Hearings

Notice of all public hearings to be conducted by the City Council or any of its advisory boards and commissions shall be given by publishing written notice, as required by law, ordinance or other statute, or if there is not particular requirement, then at least once in the City's official newspaper prior to the date of the hearing.

Section 15 – Council Vacancies

The selection process for filling Council vacancies shall be as follow:

1. Notice of the vacancy and the procedure for filling the vacancy shall be published twice in the City's official newspaper.
2. The Council will open a filing period of not less than 10 days for the vacancy and request each candidate to complete an application form or submit a letter of interest. The Charter requires that the appointment shall occur within 30 days.
3. The candidates will then be interviewed during a public Council meeting.
4. The Council may deliberate on the qualifications of the candidates in a closed session and then vote on the appointment in an open meeting.
5. In all other respects, the procedure for filing a Council vacancy shall be as provided in State Law, or the City's Charter, as applicable.



CITY COUNCIL MEMO

DATE: July 5, 2016

TO: Mayor and City Council

FROM: Clinton Bailey, P.E., Director of Public Works and Utilities

SUBJECT: Consider Purchase of Scraper for the Solid Waste Department

Summary:

The Solid Waste Department's 1992 year model CAT 613C Scraper has reached the end of its useful life and is in need of replacement. Repairing potential major mechanical failures could result in the expenditure of approximately \$50,000 and would still not provide a piece of equipment with an acceptable level of reliability to perform daily operations at the landfill. Replacement of the scraper would provide the Sanitation Department with a reliable piece of equipment for upwards of 25 years.

Small scrapers such as the one the City currently owns are no longer manufactured and it is difficult to find good used scrapers because they are in high demand. Because of this, staff searched for months and finally found a very good used scraper and feels this piece of equipment will serve the City's needs for many years at a significantly lower cost than a new piece of equipment. The City recently entered into a lease agreement with Underwood Equipment Company for the following piece of equipment:

Manufacturer Model: CAT 613 Paddlewheel Scraper

Year Model: 2006

Condition: Very good with new paint and decals

Overall Time: 2,360 hours

(18)

The City of Fredericksburg

Staff recently solicited for bids for a used CAT 613C Scraper and received one bid from Underwood Equipment Company for the same piece of equipment that we are currently leasing in the amount of \$174,000. The seller has agreed to enter into a lease-purchase agreement with the City where all lease proceeds will be applied directly to the purchase price of the Scraper. Replacement of the scraper is included in the Council Approved Solid Waste Department budget in the amount of \$185,000.

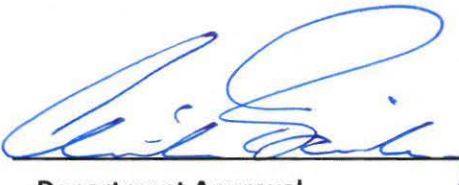
Recommendation:

Staff recommends awarding the scraper bid to Underwood Equipment Company in the amount of \$151,862.09. With lease proceeds the total cost of the scraper is \$174,000 which is below the budgeted amount of \$185,000.

Background / Analysis:

The Solid Waste Department currently utilizes a 2002 year model CAT 613C scraper to perform earth moving operations at the landfill on a daily basis. This piece of equipment is used approximately 25 hours per week at the landfill. Over the past several months this piece of equipment, which is 24 years old and has over 10,000 hours on it, has reached the end of its useful life and is on the verge of having major mechanical issues which would be very costly to repair.

Attachments: None



Department Approval

City Manager Approval



CITY COUNCIL MEMO

DATE: July 5, 2016

TO: Mayor and City Council

FROM: Clinton Bailey, P.E., Director of Public Works and Utilities

SUBJECT: Capital Improvements Plan Presentation – Phase I

Summary:

The 2017 Capital Improvement Plan will be presented in two phases this year according to the following schedule:

July 5th

Phase I – Police Department, Building Maintenance/Expansion, Fire, Emergency Management, Street, Park, EMS, Electric, Sanitation, Golf and Information Technology

July 18th

Phase II – Water/Wastewater and Drainage

Recommendation:

N/A

(20)

The City of Fredericksburg

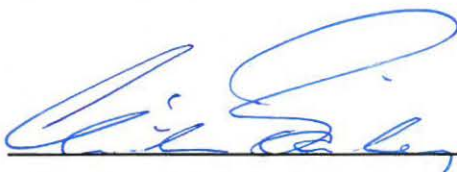
Background / Analysis:

The capital improvement plan (CIP) process was established to provide a routine process and procedure for identifying, evaluating, and advocating the current and future capital needs of the City of Fredericksburg. The capital planning process not only provides an orderly and routine method of proposing the planning of capital improvements, but the process also makes capital expenditures more responsive to community needs by informing the public. The CIP does not appropriate funds, but supports the budget process and the appropriations made through the adoption of the budget. A successful CIP provides for considerable advance notification, planning, evaluation, scope definition, design, public discussion, cost estimation, and financial planning. Objectives utilized to develop the CIP are:

- To preserve and improve the infrastructure of Fredericksburg
- To identify and examine current and future infrastructure needs and minimize the financial impact on residents
- To maximize the useful life of capital investments by scheduling major renovations and modifications at the appropriate time in the life-cycle of facilities
- To improve financial planning by comparing needs with resources, and estimating future funding issues

The CIP ensures coordination between City departments and City Council in the planning and implementing of capital projects. The CIP Identifies and determines future infrastructure needs and establishes priorities among projects so the available resources are used to the greatest extent possible.

Attachments: None



Department Approval

City Manager Approval



CITY COUNCIL MEMO

DATE: July 5, 2016

TO: Mayor and City Council

FROM: Clinton Bailey, P.E., Director of Public Works and Utilities

SUBJECT: Capital Improvements Plan Presentation – Phase I

Summary:

The 2017 Capital Improvement Plan will be presented in two phases this year according to the following schedule:

July 5th

Phase I – Police Department, Building Maintenance/Expansion, Fire, Emergency Management, Street, Park, EMS, Electric, Sanitation, Golf and Information Technology

July 18th

Phase II – Water/Wastewater and Drainage

Recommendation:

N/A

(22)

The City of Fredericksburg

Background / Analysis:

The capital improvement plan (CIP) process was established to provide a routine process and procedure for identifying, evaluating, and advocating the current and future capital needs of the City of Fredericksburg. The capital planning process not only provides an orderly and routine method of proposing the planning of capital improvements, but the process also makes capital expenditures more responsive to community needs by informing the public. The CIP does not appropriate funds, but supports the budget process and the appropriations made through the adoption of the budget. A successful CIP provides for considerable advance notification, planning, evaluation, scope definition, design, public discussion, cost estimation, and financial planning. Objectives utilized to develop the CIP are:

- To preserve and improve the infrastructure of Fredericksburg
- To identify and examine current and future infrastructure needs and minimize the financial impact on residents
- To maximize the useful life of capital investments by scheduling major renovations and modifications at the appropriate time in the life-cycle of facilities
- To improve financial planning by comparing needs with resources, and estimating future funding issues

The CIP ensures coordination between City departments and City Council in the planning and implementing of capital projects. The CIP Identifies and determines future infrastructure needs and establishes priorities among projects so the available resources are used to the greatest extent possible.

Attachments: 2017 CIP Presentation Phase I



Department Approval



City Manager Approval



City of Fredericksburg
Capital Improvement Plan - FY2017 - Phase 1

City Council – July 5, 2016

Capital Improvement Plan - FY2017

□ Definition – Capital Investment Projects

□ Outlook: Present needs and 20 year projection

□ Fiscal Requirements over the next 20 years:

- Police: \$2,100,000
- Building Maintenance / Expansion: \$8,000,000* (\$8,000,000 possible Bond Funds)
- Fire: \$170,000
- Emergency Management: \$300,000
- Street: \$12,570,000* (\$6,125,000 possible Bond Funds)
- Park: \$7,887,500* (\$2,290,500 possible Bond Funds)
- EMS: \$750,200
- Electric: \$2,170,000
- Water / Wastewater: \$20,252,500* (\$12,260,000 possible Bond Funds)
- Sanitation: \$5,657,000
- Golf: \$3,810,000
- Drainage: \$36,456,539
- Information Technology: \$434,300

□ Total Amount: \$100,558,039* (\$28,675,500 possible Bond Funds)

25

Capital Improvement Plan - FY2017

	2016-2017 Allocation	2017-2018 Allocation	2018-2019 Allocation	2019-2020 Allocation	2020-2021 Allocation	>5 Year Unfunded Need Thru 2036	TOTAL Allocation
General Fund Allocation	3,078,800	3,689,500	3,005,000	1,306,000	292,000	3,528,000	14,899,300
Enterprise Fund Allocation	2,203,100	6,460,325	3,402,715	2,507,930	1,875,025	40,534,144	56,983,239
Possible Bond Funds	0	13,550,500	7,875,000	1,950,000	2,300,000	3,000,000	28,675,500
TOTAL CIP Allocation	5,281,900	23,700,325	14,282,715	5,763,930	4,467,025	47,062,144	100,558,039

Police Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
2,100,00	0	0	0	0	0

(27)

□ 0-5 Year Total: \$2,100,000

□ >5 Year Total: \$0

□ **TOTAL Allocation for Police Capital Improvements:**
\$2,100,000

Police Department Projects

- Capital Improvements Projects include a new Animal Shelter
- Total need over 20 years: \$2,100,000



Police Department Project: PD1

- ❑ *Animal Control Shelter*
- ❑ *Estimated Project Cost: \$2,100,000 (to be funded by the City and private donors)*
- ❑ *Budget Year: 2016-2017*
- ❑ *The current shelter was constructed around 1973. It consists of 12 total runs, 4 of which are quarantine pens and one is used for cats. The facility does not allow for animals to go outside of the interior runs. It is approximately 945 square feet, and our needs have far outgrown this facility. The planned animal control shelter will be approximately 4,000 square feet, have 20 dog runs, a separate quarantine room with 4 pens, laundry facility, a separate room for cats, and office space in front.*

29



City Facility Expansion / Remodeling Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
0	8,000,000	0	0	0	0

(30)

□ 0-5 Year Total: \$8,000,000

□ >5 Year Total: \$0

□ **TOTAL Allocation City Facility Expansion / Remodeling Capital Improvements: \$8,000,000**

City Facility Expansion / Remodeling Summary

- Capital Improvements Projects include the City Hall, Fire Station, and Police Department Expansion & Remodeling
- ③ □ Total need over 20 years: \$8,000,000



Fire Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
34,000	34,000	34,000	34,000	34,000	0

33

□ 0-5 Year Total: \$170,000

□ >5 Year Total: \$0

□ **TOTAL Allocation for Fire Capital Improvements:**
\$170,000

Fire Department Projects

- Capital Improvements Projects include Replacement of 25 Self-Contained Breathing Apparatuses (SCBA)
- Total need over 20 years: \$170,000



Fire Department Project: FD1

- ❑ Replacement of SCBA
- ❑ Estimated Project Cost: \$170,000 (\$34,000 lease/purchase over 5 years)
- ❑ Budget Year: 2017 thru 2021
- ❑ The current SCBA are 16 years old and are reaching the end of their useful life. These SCBA are used for operations on a day to day basis including but not limited to fire fighting, gas leaks, and any other hazardous atmospheric conditions. They are essential for the safety of our fire fighters.



Emergency Management Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
0	25,000	25,000	25,000	25,000	200,000

35

□ 0-5 Year Total: \$100,000

□ >5 Year Total: \$200,000

□ **TOTAL Allocation for Emergency Management Capital
Improvements: \$300,000**

Emergency Management Department Projects

- Capital Improvements Projects include a Mass Notification System and Disaster Warning System
- Total need over 20 years: \$300,000

36



Street Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
355,000	2,125,000	3,268,000	1,447,000	975,000	4,400,000

(37)

□ 0-5 Year Total: \$8,170,000

□ >5 Year Total: \$4,400,000

□ **TOTAL Allocation for Street Capital Improvements:**
\$12,570,000

Street Department Projects

- Capital Improvements Projects include new street sections, street reconstruction, sidewalk installation, and intersection re-alignments in various locations throughout the City based on need and the existing Thoroughfare Plan
- Total need over 20 years: \$12,570,000

38



Street Department Project: S2

- *Sidewalk Improvements*
- *Estimated Project Cost: \$1,700,000 (\$100,000 per year for 17 years)*
- *Budget Year: 2017 thru 2034*
- *Build Sidewalks in areas to facilitate pedestrian access. Program will allocate \$100,000 per year to construct sidewalks as designated on the Thoroughfare Plan. The location of sidewalks constructed will be based on the City Council's priority. Length of sidewalk to be limited to \$100,000 construction cost.*

(34)



Street Department Project: S4

- Main Street Sidewalk Repairs
- Estimated Project Cost: \$450,000 (\$50,000 per year for 9 years)
- Budget Year: 2017 thru 2026
- The City has filed many insurance claims regarding pedestrians who have been injured when they tripped and/or fell due to an offset in the sidewalk, misaligned pavers, or tree grate displacement. These incidents have been happening for several years. Repair sidewalks along Main Street including concrete, curbs, islands, and pavers in disrepair. Program will allocate \$50,000 per year for repairs.

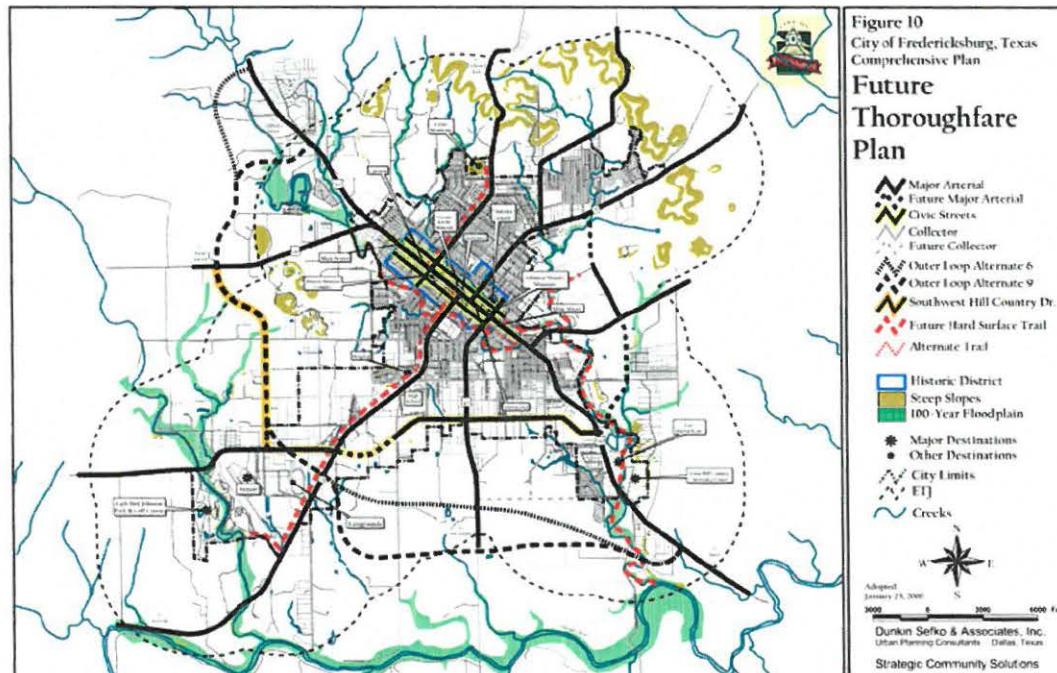
(47)



Street Department Project: S8

- Master Thoroughfare Plan
- Estimated Project Cost: \$120,000
- Budget Year: 2016-2017
- The most recent Master Thoroughfare Plan was created in 2006 with an update to the Comprehensive Plan. Several of the proposed streets on this Master Thoroughfare Plan have been constructed. This project includes development of an updated Master Thoroughfare Plan for the City that evaluates all existing and proposed rights-of-way, streets, bicycle routes, pedestrian routes, and sidewalks.

(17)



Street Department Project: S18

- ❑ *Bridge Guardrail Upgrade Program*
- ❑ *Estimated Project Cost: \$125,000 (\$25,000 per year for 5 years)*
- ❑ *Budget Year: 2017 thru 2021*
- ❑ *This project includes the upgrading of bridge guardrail systems throughout the City.*

47



Parks & Recreation Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
532,000	3,654,500	1,465,000	250,000	58,000	1,928,000

④

□ 0-5 Year Total: \$5,959,500

□ >5 Year Total: \$1,928,000

□ **TOTAL Allocation for Park Capital Improvements:**
\$7,887,500

Parks & Recreation Department Projects

- Capital Improvements Projects include improvements to existing parks & recreation facilities, sports fields improvements & expansion, new parks, and a new trails system
- ⑦ □ Currently 38 projects over the next 20 years



Park Department Project: P5

- ☐ Shaded Fabric Playground Covers
- ☐ Estimated Project Cost: \$40,000
- ☐ Budget Year: 2016-2017
- ☐ *Playgrounds with shade covers are more user-friendly for children during the hot summer months. Shade covers keep the playground out of the sun, keeping the play equipment from getting hot. This prevents accidental burns from hot play equipment. This project includes the installation of shade covers for 2 currently uncovered playgrounds located at Old Fair Park and in the Pecan Grove at Lady Bird Park.*

(F5)



Park Department Project: P7

- Baseball Field C – Replace Fencing / Backstop
- Estimated Project Cost: \$28,000
- Budget Year: 2016-2017
- Current fencing and backstop are constructed from residential grade chain link fencing material. Much of the fence is no longer tight and curled up at the bottom, creating a hazardous situation for children playing on the field. Project would include replacement of old residential grade chain link fencing with new commercial grade material.

(46)



Park Department Project: P10

- ❑ Aluminum Bleachers
- ❑ Estimated Project Cost: \$40,000
- ❑ Budget Year: 2016-2017
- ❑ In an effort to reduce future maintenance costs, replacement of all wooden bleachers with aluminum bleachers is recommended. This project would include replacement of 6 sets of wooden bleachers and 2 dugout benches at Field A (Lighted Field) as well as 1 set of wooden bleachers and 2 dugout benches at Field C (Baseball Field).

(47)



Park Department Project: P16

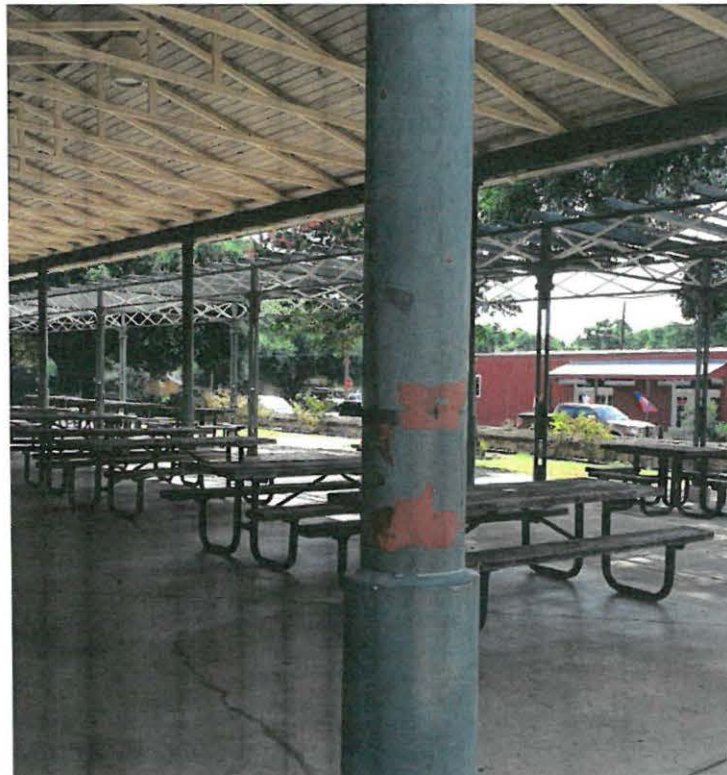
- Lady Bird Park Curbing
- Estimated Project Cost: \$15,000
- Budget Year: 2016-2017
- Lack of curbing is causing erosion along the parking areas along Recreation Loop. This project includes the installation of approximately 450' of curbing along Recreation Loop, near tennis courts and pool, to eliminate erosion problems.

(48)



Park Department Project: P38

- *Repaint Adelsverein*
- *Estimated Project Cost: \$35,000*
- *Budget Year: 2016-2017*
- *This project includes repainting of the Adelsverein pavilion at Markt Platz.*



Park Department Project: P39

- *Replace Bathroom Partitions - Pavilion #3 & #4*
- *Estimated Project Cost: \$7,000*
- *Budget Year: 2016-2017*
- *This project includes replacement of bathroom partitions at Pavilions #3 and #4.*

50



Park Department Project: P40

- ❑ Installation of Retaining Wall along RV Sites
- ❑ Estimated Project Cost: \$75,000
- ❑ Budget Year: 2016-2017
- ❑ This project includes the construction of a retaining wall along RV sites where there is a significant grade change. Removal of the cable fence and installation of a retaining wall and fill along RV sites where there is a significant grade change would allow for longer RVs to utilize these rental sites.

(5)



Park Department Project: P41

- *Striping and Expansion of Parking Lot at T-Ball & Lighted Field*
- *Estimated Project Cost: \$10,000*
- *Budget Year: 2016-2017*
- *This project includes the expansion and striping of the parking lot serving the T-Ball and Lighted Fields at Lady Bird Park.*

(2)



Park Department Project: P42

- ❑ *Markt Platz Turf Replacement*
- ❑ *Estimated Project Cost: \$125,000*
- ❑ *Budget Year: 2016-2017*
- ❑ *This project includes improvements to drainage and replacement of turf grass on Markt Platz.*

53



Park Department Project: P43

- Ft. Martin Scott - Parking Lot & Trail Head
- Estimated Project Cost: \$19,000
- Budget Year: 2016-2017
- This project includes parking lot improvements and creation of a trail head for approximately \$15,000, as well as the purchase of a sign to match City facility signage for \$4,000.

54



Park Department Project: P44

- ❑ *Cross Mountain Park Restroom Facility*
- ❑ *Estimated Project Cost: \$138,000*
- ❑ *Budget Year: 2016-2017*
- ❑ *This project includes construction of a restroom facility at Cross Mountain Park. This cost also includes water and sewer main extensions to serve the new facility.*

55



EMS Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
156,100	216,100	184,000	127,000	67,000	0

⑧

□ 0-5 Year Total: \$750,200

□ >5 Year Total: \$0

□ **TOTAL Allocation for EMS Capital Improvements:**
\$750,200

EMS Department Projects

- Capital Improvements Projects include replacement of 4 cardiac monitors and remounting 4 ambulances
- Total need over 20 years: \$750,200

(57)



EMS Department Project: EM1

- ❑ *Replace 4 Cardiac Monitors*
- ❑ *Estimated Project Cost: \$141,000*
- ❑ *Budget Year: 2016 thru 2018*
- ❑ *Replacement of 4 cardiac monitors with Physio Control LP-15 monitors that are carried in all ambulances is required. This replacement happened in FY2016. The cardiac monitors were lease/purchased for 3 years. Purchase will be complete in FY2018.*

52



EMS Department Project: EM2

- Remount Ambulance - Med 4
- Estimated Project Cost: \$156,300
- Budget Year: 2016 thru 2018
- Project includes remounting of EMS Med 4, new chassis, refurbishing box, and total rework. This remount happened in FY2016 was lease/purchased for 3 years. Purchase will be complete in FY2018.

51



EMS Department Project: EM3

- Remount Ambulance - Med 3
- Estimated Project Cost: \$171,000
- Budget Year: 2017 thru 2019
- Remount EMS Unit 3, New chassis, Refurbish box, total rework. This remount will be lease/purchased over 3 years. Purchase will be complete in FY2019.

8



Electric Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
195,000	195,000	210,000	170,000	45,000	1,355,000

⑤

□ 0-5 Year Total: \$815,000

□ >5 Year Total: \$1,355,000

□ **TOTAL Allocation for Electric Capital Improvements:**
\$2,170,000

Electric Department Projects

- Capital Improvement Projects include construction of new circuits, SCADA enhancements, replacement of breakers, relocation of distribution lines, Street Light Replacement Program, and decorative lighting on Main Street
- Currently 9 projects over the next 20 years



Electric Department Project: E2

- *L.E.D. Street Light Change Out Program*
- *Estimated Project Cost: \$160,000 (\$40,000 per year for 4 years)*
- *Budget Year: 2016-2019*
- *Replacement of the City's Street Light System from High Pressure Sodium to L.E.D. Split out over a four year period with \$40,000 budgeted per year. This replacement program began in FY2016.*

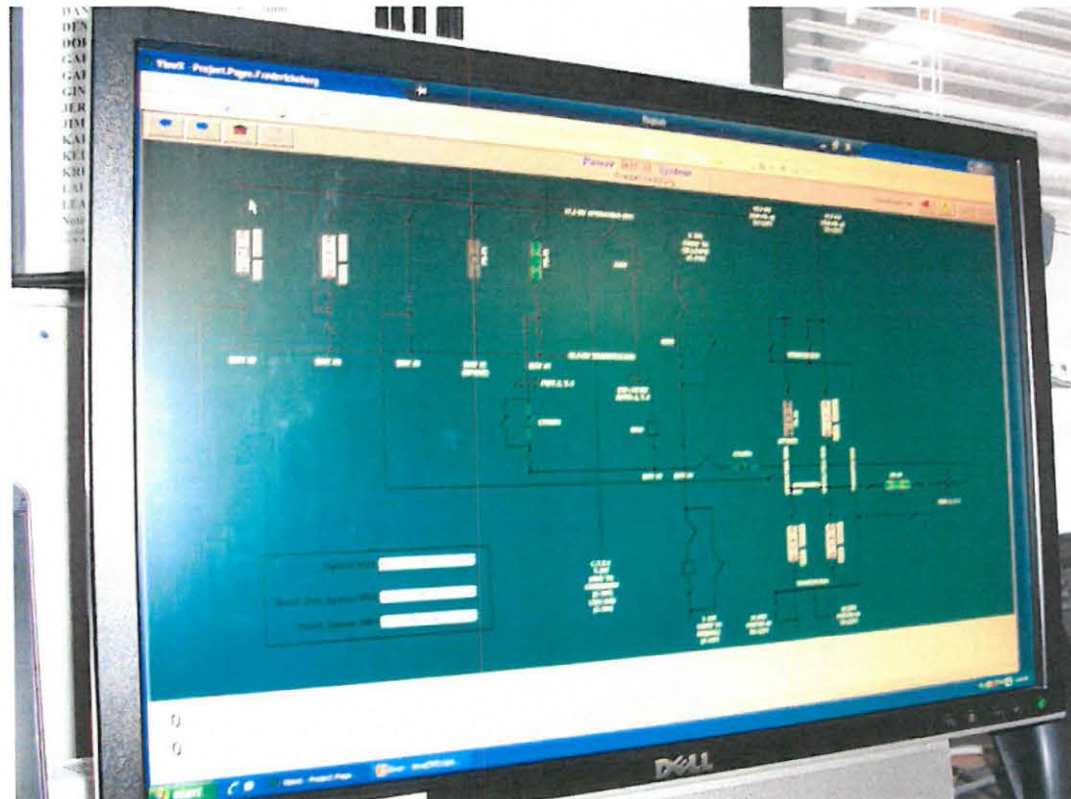
63



Electric Department Project: E3

- ❑ *PowerRich SCADA Upgrade*
- ❑ *Estimated Project Cost: \$15,000*
- ❑ *Budget Year: 2015-2016*
- ❑ *Upgrade electric SCADA PowerRich system.*

42



Electric Department Project: E5

- ❑ *Meter Data Management (MDM) Program*
- ❑ *Estimated Project Cost: \$120,000 (Cost Share \$240,000 with Water Department)*
- ❑ *Budget Year: 2016-2017*
- ❑ *Implement a Meter Data Management (MDM) Program throughout the City for all City of Fredericksburg Electric customers.*

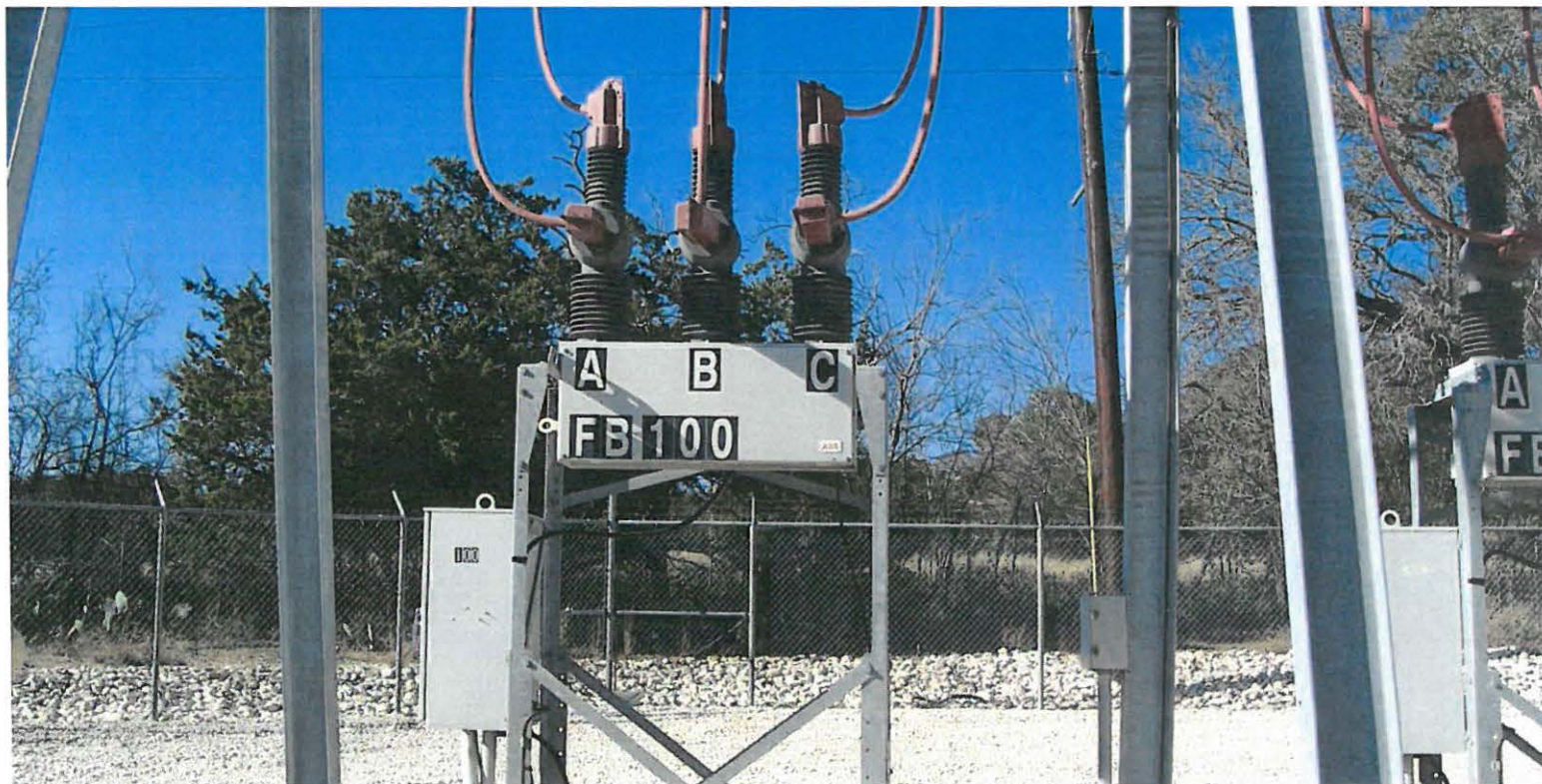
55



Electric Department Project: E12

- *Replace 5 Substation Breakers*
- *Estimated Project Cost: \$100,000 (\$20,000 per year for 5 years)*
- *Budget Year: 2017-2021*
- *Replace Breakers FB-30, FB-100, FB-20, FB-50, and FB-10.*

(5)



Sanitation Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
0	1,167,000	225,000	0	0	4,265,000

57

□ 0-5 Year Total: \$1,392,000

□ >5 Year Total: \$4,265,000

□ **TOTAL Allocation for Sanitation Capital Improvements:**
\$5,657,000

Sanitation Department Projects

- Capital Improvements Projects include development of future cells, a city wide residential recycling program, and other enhancements to the operations of the landfill
- Total need over 20 years: \$5,657,000

28



Golf Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
0	1,610,000	0	400,000	0	1,800,000

69

□ 0-5 Year Total: \$2,010,000

□ >5 Year Total: \$1,800,000

□ **TOTAL Allocation for Golf Capital Improvements:**
\$3,810,000

Golf Department Projects

- Capital Improvements Projects include a new maintenance facility, parking expansion, and new entry road
- (20) □ Total need over 20 years: \$3,810,000



Information Technology Department Summary

□ 5 Year Breakdown

2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	> 5 Years
64,800	176,500	118,000	0	75,000	0

(12)

□ 0-5 Year Total: \$434,300

□ >5 Year Total: \$0

□ **TOTAL Allocation for Information Technology Capital
Improvements: \$434,300**

Information Technology Department Projects

□ Capital Improvements Projects include Upgrading Hardware, Implementing Body Cameras for Police Department, and UAV Program

⑦ □ Total need over 5 years: \$434,300



Information Technology Project: IT1

- ❑ *Replace Mobile Data Terminals and Printers in Patrol Cars*
- ❑ *Estimated Project Cost: \$84,000 (\$28,000 per year for 3 years)*
- ❑ *Budget Year: 2016 thru 2018*
- ❑ The MDT's are utilized to run DL's, LP's, access to the PD network and run reports from the patrol cars. These devices also give the dispatch a direct connection to the officer. Etickets are also run from the system along with daily operations that are logged and kept track of electronically. This project would include replacement of Mobile Data Terminals and printers located in all patrol cars.

73



Information Technology Project: IT2

- *Implement Body Cameras for all Patrol Officers*
- *Estimated Project Cost: \$22,800 (Split between FY2017 and FY2018)*
- *Budget Year: 2017 thru 2018*
- The Federal Government is in the process of issuing an unfunded mandate requiring every patrolman to wear on their body, a camera. The City will need to have 16 officers outfitted the first year with the remaining officers the next year. This will also force the department to upgrade the storage server to handle the additional recordings. This project would include the purchase and implement use of body cameras for all patrol officers.

74



Information Technology Project: IT3

- UAV Program
- Estimated Project Cost: \$24,000 (Jointly funded between Police, Emergency Mgmt, and Public Works)
- Budget Year: 2016-2017
- The UAV program is a joint department project and is to be utilized between the Police Department (for traffic investigation, search & rescue, and crime scene investigation), the Public Works Department (for tank & water line inspection / leak detection, aerial surveying, and historical photographs), and Emergency Management / Fire Department (for thermal hot spot detection, search & rescue, and aerial scene investigation). This project would include the purchase of a UAV (Unmanned Aerial Vehicle) and accessories.

(75)



QUESTIONS?....

